

**SUPERINTENDENCY OF BANKS OF PANAMA
PREVENTION & CONTROL OF ILLICIT OPERATIONS DIVISION**

INSTRUCTIONS FOR FILLING OUT APPENDIX 2 – FOREIGN AND DOMESTIC REMITTANCE OPERATIONS

The Excel file, Appendix 2 – Foreign and Domestic Remittance Operations, has 8 tables containing the following:

1. Quarterly consolidation – Foreign
2. Quarterly consolidation – Domestic
3. Remittance sent, by Agent
4. Remittances received, by Agent
5. Remittances sent, by Subagent
6. Remittances received, by Subagent
7. Domestic remittances sent
8. Domestic remittances received

1. Quarterly consolidation – Foreign: Refers to the total remittances sent and received from abroad on a quarterly basis:

No.	Box	Description	Format
1	Quarter	The quarter to be reported	Text
2	Operation type	Remittances sent or received	Text
3	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
4	Remittance company name	The name of the remittance company	Text
5	Number of transactions	The total number of remittances sent or received on a quarterly basis	Integer
6	Amount in US dollars	The total amount of remittances sent or received on a quarterly basis	Numeric, 2 decimals

TRANSLATION

2. Quarterly consolidation – Domestic: Refers to the total remittances sent and received in Panama on a quarterly basis:

No.	Box	Description	Format
1	Quarter	The quarter to be reported	Text
2	Operation type	Remittances sent or received	Text
3	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
4	Remittance company name	The name of the remittance company	Text
5	Number of transactions	The total number of remittances sent or received on a quarterly basis	Integer
6	Amount in US dollars	The total amount of remittances sent or received on a quarterly basis	Numeric, 2 decimals

3. Remittances sent, by Agent: Refers to all of the remittances sent abroad by agent and country. Table 01 (Countries) was created to unify the country names and codes that must be reported.

No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	Country code	The entity code provided by the SBP	9-character text
3	Company name	The name of the remittance company	Text
4	Agent name	The name of the agent used to send remittances	Text
5	Country code	The country code to where the remittance is sent according to Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are sent to Colombia using three different	Integer

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No.	Box	Description	Format
		channels or agents, you should report each on different rows.	
6	Country name	The name of the country as defined by Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are sent to Colombia using three different channels or agents, you should report each on different rows.	Text
7	Channel used	Name of the means (channel) used to send remittances	Text
8	Number of remittances (Number of transactions)	The total number of remittances sent by country	Integer
9	Amount in US dollars (Total)	The total amount of remittances sent by country	Numeric, 2 decimals
10	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances sent by country	Numeric, 2 decimals
11	Minimum amount sent (US dollars)	The smallest transaction (amount) sent by country	Numeric, 2 decimals
12	Maximum amount sent (US dollars)	The largest transaction (amount) sent by country	Numeric, 2 decimals

4. **Remittances received, by Agent:** Refers to all of the remittances received from abroad by agent and country. Table 01 (Countries) was created to unify the country names and codes that must be reported.

No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	SBP code	The entity code provided by the SBP	9-character text

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No.	Box	Description	Format
3	Company name	The name of the remittance company	Text
4	Agent name	The name of the agent used to receive remittances	Text
5	Country code	The code for the country from which the remittance is received according to Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are received from Colombia using three different channels or agents, you should report each on different rows.	Integer
6	Country name	The name of the country as defined by Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are received from Colombia using three different channels or agents, you should report each on different rows.	Text
7	Channel used	Name of the means (channel) used to send remittances	Text
8	Number of remittances (Number of transactions)	The total number of remittances received by country	Integer
9	Amount in US dollars (Total)	The total amount of remittances received by country	Numeric, 2 decimals
10	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances received by country	Numeric, 2 decimals
11	Minimum amount sent (US dollars)	The smallest transaction (amount) received by country	Numeric, 2 decimals
12	Maximum amount sent (US dollars)	The largest transaction (amount) received by country	Numeric, 2 decimals

5. **Remittances sent, by Subagent:** Refers to all of the remittances sent abroad by subagent and country. Table 01 (Countries) was created to unify the country names and codes that must be reported.

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No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	SBP code	The entity code provided by the SBP	9-character text
3	Company name	The name of the remittance company	Text
4	Agent name	The name of the subagent used to send remittances	Text
5	Country code	The code for the country to which the remittance is sent according to Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are sent to Colombia using three different channels or agents, you should report each on different rows.	Integer
6	Country name	The name of the country as defined by Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are sent to Colombia using three different channels or agents, you should report each on different rows.	Text
7	Channel used	Name of the means (channel) used to send remittances	Text
8	Number of remittances (Number of transactions)	The total number of remittances sent by country	Integer
9	Amount in US dollars (Total)	The total amount of remittances sent by country	Numeric, 2 decimals
10	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances sent by country	Numeric, 2 decimals
11	Minimum amount sent (US dollars)	The smallest transaction (amount) sent by country	Numeric, 2 decimals

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No.	Box	Description	Format
12	Maximum amount sent (US dollars)	The largest transaction (amount) sent by country	Numeric, 2 decimals

6. **Remittances received, by Subagent:** Refers to all of the remittances received from abroad by subagents and country. Table 01 (Countries) was created to unify the country names and codes that must be reported.

No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	SBP code	The entity code provided by the SBP	9-character text
3	Company name	The name of the remittance company	Text
4	Agent name	The name of the subagent used to receive remittances	Text
5	Country code	The code for the country from which the remittance is received according to Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are received from Colombia using three different channels or agents, you should report each on different rows.	Integer
6	Country name	The name of the country as defined by Table 01 (Countries). Insert the number of rows needed for each country, depending on the channel or agent used. E.g., if remittances are received from Colombia using three different channels or agents, you should report each on different rows.	Text
7	Channel used	Name of the means (channel) used to send remittances	Text
8	Number of remittances (Number of transactions)	The total number of remittances received by country	Integer

TRANSLATION

No.	Box	Description	Format
9	Amount in US dollars (Total)	The total amount of remittances received by country	Numeric, 2 decimals
10	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances received by country	Numeric, 2 decimals
11	Minimum amount sent (US dollars)	The smallest transaction (amount) received by country	Numeric, 2 decimals
12	Maximum amount sent (US dollars)	The largest transaction (amount) received by country	Numeric, 2 decimals

7. Domestic remittances sent: Refers to all of the remittances sent domestically, i.e. from province to province.

No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of each year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	SBP code	The entity code provided by the SBP	9-character text
3	Company name	The name of the remittance company	Text
4	Province	The name of the provinces where remittances are sent	Text
5	Number of remittances (Number of transactions)	The total number of remittances sent by [province?]	Integer
6	Amount in US dollars (Total)	The total amount of remittances sent by [province?]	Numeric, 2 decimals
7	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances sent by [province?]	Numeric, 2 decimals
8	Minimum amount sent (US dollars)	The smallest transaction (amount) sent by [province?]	Numeric, 2 decimals
9	Maximum amount sent (US dollars)	The largest transaction (amount) sent by [province?]	Numeric, 2 decimals

8. **Domestic remittances received:** Refers to all of the remittances received domestically, i.e. from province to province.

No.	Box	Description	Format
1	Cutoff date	Cutoff dates will be March 31, June 30, September 30 and December 31 of every year. The information must be submitted to the Superintendency of Banks of Panama within 15 business days following the period to be reported.	YYYYMMDD
2	SBP code	The entity code provided by the SBP	9-character text
3	Company name	The name of the remittance company	Text
4	Province	The name of the provinces from which remittances are received	Text
5	Number of remittances (Number of transactions)	The total number of remittances received by [province?]	Integer
6	Amount in US dollars (Total)	The total amount of remittances received by [province?]	Numeric, 2 decimals
7	Average of remittances sent (Amount in US dollars)	The average (amount) of remittances received by [province?]	Numeric, 2 decimals
8	Minimum amount sent (US dollars)	The smallest transaction (amount) received by [province?]	Numeric, 2 decimals
9	Maximum amount sent (US dollars)	The largest transaction (amount) received by [province?]	Numeric, 2 decimals