ANNEX - IV

ELECTRONIC DATA STRUCTURE

Report	**COUNTERFEIT CURRENCY REPORT**
Version	**1.0**

Contents

Appendix

Counterfeit Currency Report
Summary of Counterfeit Currency Report

1. Introduction

The Prevention of Money Laundering Act, 2002 (PMLA) forms the core of the legal framework put in place by India to combat money laundering. PMLA and the Rules notified thereunder came into force with effect from July 1, 2005. Director, FIU-IND and Director (Enforcement) have been conferred with exclusive and concurrent powers under relevant Sections of the Act to implement the provisions of the Act.

2. Counterfeit Currency Report

The PMLA and Rules notified thereunder impose an obligation on banks, financial institutions and intermediaries of the securities market (reporting entity) to furnish details of all cash transactions where forged or counterfeit currency notes of bank notes have been used as genuine to the Director, FIU-IND.

A separate Counterfeit Currency Report (CCR) should be filed for each incident of detection of counterfeit Indian currency. If the detected counterfeit currency notes can be segregated on the basis of tendering person, a separate CCR should be filed for each such incident.

3. Due Date

These transactions should be reported to Director, Financial Intelligence Unit, India not later than seven working days from the date of occurrence of such transactions.

4. Methods of filing

The CCR should be submitted to the Financial Intelligence Unit – India (FIU-IND) at the following address:

Director, FIU-IND
Financial Intelligence Unit-India
6th Floor, Hotel Samrat
Chanakyapuri, New Delhi -110021, India
(Visit http://fiuindia.gov.in for more details)

Counterfeit Currency Reports can be filed either in manual or electronic format. However, the reporting entity must submit all reports to FIU-IND in electronic format if it has the technical capability to do so.

For reporting entities, which do not have technical capacity to generate report in electronic form, a report preparation utility for preparation of electronic Counterfeit Currency Report (CCRRPU.xls) can be downloaded from the website of the FIU-IND at http://fiuindia.gov.in

5. Manual format

Counterfeit Currency Reports in manual format consists of following forms:

Form	Information	Completed by
Summary of Counterfeit Currency Reports	Contains summary of enclosed CCRs	Principal officer of the reporting entity
Counterfeit Currency Report	Details of branch and counterfeit currency.	Reporting branch/office

The above forms are given in the Appendix.

6. Electronic format

FIU-IND is in the process of developing technological infrastructure to enable submission of electronic return over a secure gateway. In the interim, the reporting entities should submit the following to Director, FIU-IND:

i) One CD containing three data files in prescribed data structure. A label mentioning name of the reporting entity, Unique code, type of report (CCR), report dated should be affixed on each CD for the purpose of identification.

ii) Each CD should be accompanied by Summary of Counterfeit Currency Report for Reporting entity (same form should be used for both manual as well as electronic format) in physical form duly signed by the principal officer. This summary should match with the data in Control File (CCRCTL.txt).

Important:

i) In case the size of data files exceeds the capacity of one CD, the data files should be compressed by using Winzip 8.1 or ZipItFast 3.0 (or higher version) compression utility only to ensure quick and smooth acceptance of the file.

ii) The CD should be virus free.

7. Description of Data Files

In case of electronic filing, the consolidated CCR data should have following three data files:

S No.	Filename	Description
1	CCRCTL.txt	Control File
2	CCRBRC.txt	Branch File
3	CCRTRN.txt	Transaction File

8. Steps in preparation of data files

i) The details of counterfeit currency should be captured in the Transaction File (CCRTRN.txt).

ii) The details of branches should be captured in the Branch File (CCRBRC.txt).

iii) The report level details and summary should be captured in the Control file. (CCRCTL.txt)

9. Steps in validation /sufficiency of data files

i) There should be three data files with appropriate naming convention.

ii) The data files should be as per specified data structure and business rules.

iii) None of the mandatory fields should be left blank.

iv) All dates should be entered in YYYYMMDD format.

v) The summary figures in control file should match with the totals in other data files.

vi) [Branch Reference Number] should be unique in Branch Data File (CCRBRC.txt)

vii) All values of [Branch Reference Number] in Transaction Data File (CCRTRN.txt) should have matching [Branch Reference Number] value in Branch Data File (CCRBRC.txt)

10. General notes for all Data Files

i) All Data Files should be generated in ASCII Format with ".txt" as filename extension.

ii) Each Record (including last record) must start on new line and must end with a newline character. Hex Values: "0D" & "0A".

iii) All CHAR fields must be left justified.

iv) If CHAR field has no data or less data with respect to defined length, then the entire field (in case of no data) or the remaining field (in case of less data) has to be filled with right justified blank characters (Spaces).

v) All NUM fields must be right justified.

vi) If NUM field has no data or less data with respect to defined length, then the entire field (in case of no data) or the remaining field (in case of less data) has to be filled with left justified zeroes.

vii) If DATE field has no data then the entire field has to be filled with blank characters (Spaces).

viii) Fields with an asterisk (*) have to be compulsorily filled up.

ix) For fields that do not have an asterisk (*), reasonable efforts have to be made to get the information. Enter "N/A" to indicate that the field is not applicable. Do not substitute any other abbreviations or special characters (e.g., "x", "-" or "*").

11. Data structure of Control File (CCRCTL.txt)

S. No.	Field	Type	Size	From	To	Remarks
1.	Report Name*	CHAR	3	1	3	Value should be "CCR" signifying Counterfeit Currency Report
2.	Serial Number of Report*	NUM	8	4	11	Indicates the running sequence number of CCR for the reporting entity starting from 1
3.	Record Type*	CHAR	3	12	14	Value should be "CTL" signifying Control file
4.	Report Date*	NUM	8	15	22	Date of sending report to FIU-IND in YYYYMMDD format
5.	Reporting Entity Name*	CHAR	80	23	102	Complete name of the reporting entity (Bank, financial institution, intermediary)
6.	Reporting Entity Category*	CHAR	1	103	103	"A"-Public Sector Bank "B"-Private Sector Bank "C"-Foreign Bank "D"-Co-operative Bank "E"-Regional Rural Bank "F"-Local Area Bank "Z"-Other
7.	Unique code of the Reporting Entity*	CHAR	12	104	115	Unique code issued by the regulator, if applicable
8.	Unique ID issued by FIU*	CHAR	10	116	125	Use XXXXXXXXXX till the ID is communicated
9.	Principal Officer's Name*	CHAR	80	126	205	Field + filler spaces = 80
10.	Principal Officer's Designation*	CHAR	80	206	285	Field + filler spaces = 80
11.	Principal Officer's Address1*	CHAR	45	286	330	No., Building Field + filler spaces = 45
12.	Principal Officer's Address2	CHAR	45	331	375	Street/Road Field + filler spaces = 45
13.	Principal Officer's Address3	CHAR	45	376	420	Locality Field + filler spaces = 45
14.	Principal Officer's Address4	CHAR	45	421	465	City/Town, District Field + filler spaces = 45
15.	Principal Officer's Address5	CHAR	45	466	510	State, Country Field + filler spaces = 45

16.	Principal Officer's Pin code*	NUM	6	511	516	Pin code without "-" or space
17.	Principal Officer's Telephone	CHAR	30	517	546	Telephone in format STD Code-Telephone number
18.	Principal Officer's FAX	CHAR	30	547	576	Fax number in format STD Code-Telephone number
19.	Principal Officer's E-mail	CHAR	50	577	626	E-mail address
20.	Report Type*	CHAR	1	627	627	"N"- New Report "R"- Replacement to earlier submitted report
21.	Reason for Replacement*	CHAR	1	628	628	"A" – Acknowledgement of Original Report had many warnings or error messages. "B" – Operational error, data omitted in Original Report. "C" – Operational error, wrong data submitted in Original Report. "N"- Not Applicable as this is a new report "Z"- Other Reason
22.	Serial Number of Original Report *	NUM	8	629	636	Serial Number of the Original Report which is being replaced. Mention 0 if Report Type is "N"
23.	Operational Mode*	CHAR	1	637	637	"P"- Actual/ Production mode "T"- Test / Trial mode
24.	Data Structure Version*	CHAR	1	638	638	Value should be 1 to indicate Version 1.0
25.	Number of Counterfeit Currency Reports*	NUM	8	639	646	Number of CCRs enclosed in this summary. This figure should match with the number of records in CCRTRN.txt
26.	Total Value of Counterfeit Currency*	NUM	12	647	658	Total Value of Counterfeit Currency reported in enclosed CCRs. This figure should match with the sum of the Field Total Counterfeit Currency (S. No. 11) in CCRTRN.txt

12. Data structure of Branch File (CCRBRC.txt)

S. No.	Field	Type	Size	From	To	Remarks
1.	Record Type	CHAR	3	1	3	Value should be "BRC" signifying Control file
2.	Line Number*	NUM	6	4	9	Running Sequence Number for each line in the file starting from 1. This Number will be used during validation checks.
3.	Name of Branch*	CHAR	80	10	89	Name of branch/location where the counterfeit currency was tendered Field + filler spaces = 80
4.	Branch Reference Number*	CHAR	12	90	101	Unique Code issued by the regulator or any temporary code to uniquely identify each branch/office
5.	Unique ID issued by FIU*	CHAR	10	102	111	Use XXXXXXXXXX till the ID is communicated
6.	Branch Address1*	CHAR	45	112	156	No., Building Field + filler spaces = 45
7.	Branch Address2*	CHAR	45	157	201	Street/Road Field + filler spaces = 45
8.	Branch Address3	CHAR	45	202	246	Locality Field + filler spaces = 45
9.	Branch Address4	CHAR	45	247	291	City/Town, District Field + filler spaces = 45
10.	Branch Address5	CHAR	45	292	336	State, Country Field + filler spaces = 45
11.	Branch Pin code*	NUM	6	337	342	Pin code without "-" or space
12.	Branch Telephone	CHAR	30	343	372	Telephone number in format STD Code-Telephone number
13.	Branch Fax	CHAR	30	373	402	Fax number in format STD Code-Telephone number
14.	Branch E-mail	CHAR	50	403	452	E-mail address

13. Data structure of Transaction File (CCRTRN.txt)

S. No.	Field	Type	Size	From	To	Remarks
1.	Record Type*	CHAR	3	1	3	Value should be "TRN" signifying Transaction data file
2.	Line Number*	NUM	6	4	9	Running Sequence Number for each line in the file starting from 1. This Number will be used during validation checks.
3.	Branch Reference Number*	CHAR	12	10	21	Branch Reference Number of branch/location where counterfeit currency was tendered. Use any unique number issued by the regulator or any temporary code to uniquely identify each branch/ location
4.	Denomination1000	NUM	10	22	31	Number of counterfeit currency notes of Rs. 1000/- each
5.	Denomination500	NUM	10	32	41	Number of counterfeit currency notes of Rs. 500/- each
6.	Denomination100	NUM	10	42	51	Number of counterfeit currency notes of Rs. 100/- each
7.	Denomination50	NUM	10	52	61	Number of counterfeit currency notes of Rs. 50/- each
8.	Denomination20	NUM	10	62	71	Number of counterfeit currency notes of Rs. 20/- each
9.	Denomination10	NUM	10	72	81	Number of counterfeit currency notes of Rs. 10/- each
10.	Denomination5	NUM	10	82	91	Number of counterfeit currency notes of Rs. 5/- each
11.	Total Counterfeit Currency	NUM	10	92	101	Value of counterfeit currency detected. This value should match with the value derived from the number of notes mentioned in S. No. 4 to 10 above.
12.	Tendering Date	NUM	8	102	109	Date of tendering counterfeit currency in YYYYMMDD format, if available. E.g.: 2nd May 2007 should be written as 20070502
13.	Total Cash Tendered	NUM	20	110	129	Total Cash tendered by the tenderer including the counterfeit currency, if available
14.	Detection Date*	NUM	8	130	137	In YYYYMMDD format E.g.: 2nd May 2007 should be written as 20070502
15.	Detected At*	CHAR	1	138	138	"A"- Cash Counter "B"- Branch Level "C"- Currency Chest "D"- RBI's CVPS "Z"- Other

16.	Police Informed	CHAR	1	139	139	Y – for Yes, N – for No
17.	FIR Detail	CHAR	80	140	219	FIR, Police Station details etc., if available
18.	Additional Information	CHAR	80	220	299	Additional Information such as quality of counterfeit currency, sequence of events, if available
19.	Name of Tendering Person	CHAR	80	300	379	Person who tendered the counterfeit currency, if available.
20.	Name of Account Holder	CHAR	80	380	459	Name of the Sole/First account holder in whose account the counterfeit currency was tendered, if available.
21.	Account Number	CHAR	20	460	479	Account/Card Number of the person in whose account the counterfeit currency was tendered, if available.