

May 08, 2007

To.

All Category – I Authorised Dealer Banks

Madam / Sir,

Reporting Mechanism- Data of Authorised Dealer Category Branches

In terms of the extant instructions, the Authorised Dealer Category - I (AD Category - I) banks are required to furnish the following information to the Central Office of the Reserve Bank of India and its Regional offices concerned :

- i) An up-to-date list of all its offices/branches which are authorised to transact foreign exchange business, as at the end of December each year, giving their addresses and code numbers, so as to reach the Reserve Bank by the 15th January of the following year; and
- ii) Details of any change in the categorisation of its branches dealing in foreign exchange.

2. In order to make the information on category-wise branches of AD Category - I banks available in public domain, it has been decided that all AD Category - I banks should henceforth, inform any changes in the categorisation of their branches dealing in foreign exchange at the following address:

The Director,
Reserve Bank of India,
Central Office,
Department of Statistical Analysis and Computer Services (DESACS),
Banking Statistics Division,
C-9,6th Floor, Bandra-Kurla Complex,
Bandra (E), Mumbai 400 051.

3. The above information should be prepared in Proformae I or II, as specified in RBI circulars DBOD No. BL.BC.92/22.06.001/2004-05 dated May 20, 2005 and DBOD No. BL.BC.55/22.01.001/2005-06 dated January 23, 2006, and a soft copy should be emailed. Further, for maintaining the data compatibility, information in Proformae I and II should be prepared using RBIMOF Application package. The RBIMOF Application Software package (RBIMOF.exe) has already been placed on the RBI's website (www.rbi.org.in). The path to access the Application Software package is given in Annex I.

4. Further, in order to facilitate easy access to the information on the category-wise branches of AD Category - I banks, the directory of the scheduled commercial banks has been placed on the RBI website, which could be accessed through the path given in Annex I.

5. AD Category - I banks should ensure that the information of its category-wise branches available on the above link is complete and correct. If any discrepancy is observed in this regard the same may be sent to DESACS within one month from the date of this circular in Proformae I / II, as prescribed in the circulars mentioned above.

6. The Head or Principal office of AD Category - I bank should furnish an Annual Certificate regarding the completeness and correctness of the information on its category-wise branches as at the end of December each year along with a summary statement as per the formats given in Annex II and III to the Chief General Manager, Foreign Exchange Department (Trade Division), Reserve Bank of India, Central Office, Amar Building, 5th Floor, Fort, Mumbai- 400 001, so as to reach by the 15th January of the following year. The first such report may be sent within two months from the date of this circular.

7. The directions contained in this circular have been issued under Sections 10(4) and 11(1) of the Foreign Exchange Management Act 1999 (42 of 1999) and are without prejudice to permissions / approvals, if any, required under any other law.

Yours faithfully,

(Salim Gangadharan)
Chief General Manager

1. Path to access the Application Software Package

Application Software package (RBIMOF.exe) has been placed on the RBI website (www.rbi.org.in) under Home Page → Notification → FEMA → Electronic Reporting System.

2. Path to access the information on the category-wise branches of AD Category-I banks (Directory of the Scheduled Commercial Bank)

link (<https://reservebank.org.in/cdbmsi/servlet/login/>) Home Page → Database → Database on Indian Economy. On the left hand side click on '**By Subject**' under the head '**Data Query**'. After that click on '**Financial Sector**' → '**Money and Banking**' → '**Banking**' → **Bank wise, AD wise Directory of branches of SCBs.**

Annual Certificate of Authorised Dealer Branches

Name and address of the
IBD of the Bank :

1. We hereby certify that AD Category branch details of our bank in “Bank-wise, AD wise, Directory of branches of SCBs” are updated as on December_____.

2. We have forwarded the list of AD branches to be upgraded/downgraded in the list given in the “Directory of SCBs” in soft copy of Proformae I & II to the Director, Banking Statistics Division, Department of statistical analysis and Computer Services, Reserve Bank of India, Central Office ,C-9,6th Floor, Bandra-Kurla Complex, Bandra(E),Mumbai 400051.

Signature of the
Authorised Official :
Name :
Designation :

[Annex to A. P. (DIR Series) Circular No. 54 dated May 08, 2007]

Regional Office wise Summary Statement

Name and address of the authorised dealer:			
Name of Reserve Bank Office	No. of branches under category		
Sl. No	A	B	C
1. Ahmedabad			
2. Bangalore			
3. Bhopal			
4. Bhubaneswar			
5. Chandigarh			
6. Chennai			
7. Guwahati			
8. Hyderabad			
9. Jaipur			
10. Jammu			
11. Kanpur			
12. Kochi			
13. Kolkata			
14. Mumbai			
15. New Delhi			
16. Panaji			
17. Patna			
18. Srinagar			
Total			