



BANGKO SENTRAL NG PILIPINAS

OFFICE OF THE DEPUTY GOVERNOR | FINANCIAL SUPERVISION SECTOR

MEMORANDUM No. M-2026-021

To : **ALL MONEY SERVICE BUSINESSES (MSBs) – REMITTANCE TRANSFER COMPANIES (RTCs), MONEY CHANGERS/FOREIGN EXCHANGE DEALERS (MC/FXD), AND VIRTUAL ASSET SERVICE PROVIDERS (VASPs)**

Subject : **Guidelines on the Submission of the Financial Reporting Package for MSBs (FRP-MSB) using Extensible Markup Language (XML) Format through Prudential Reporting Innovation and Monitoring Engine (PRIME)**

In line with BSP Circular No. 1222 dated 23 October 2025 on the Reporting Governance Framework for Money Service Businesses (MSBs), the following guidelines for the implementation of the FRP-MSB shall be observed beginning with the reporting quarter-end 31 December 2025:

1. The XML Schema Definition (XSD)¹, corresponding Control Prooflist (CP) and FRP-MSB Template Guidelines can be downloaded from the Report Details module of the PRIME under the BSP Relationship Management System (BRMS), which can be accessed at <https://brms.bsp.gov.ph> using the latest version of web browsers.
2. The XML, together with the scanned CP duly signed by the authorized officials of the concerned MSBs, shall be submitted via the PRIME facility, in accordance with the following specifications:

Report Code	Files for Submission	File extension/ Format
FRP-MSB	FRP-MSB	Report in XML
	Control Prooflist	CP in PDF

3. The FRP-MSB report is available in the Sandbox Module of the PRIME under BRMS portal for testing purposes upon issuance of this Memorandum.
4. During the observation period, which shall be in effect until 20 November 2026, MSBs are encouraged to submit the quarterly report within the following schedules:

Reporting Period Covered	Deadline
31 December 2025	31 July 2026
31 March 2026	31 August 2026
30 June 2026	30 September 2026
30 September 2026	30 October 2026

5. Live submission beginning with reporting period 31 December 2026 shall be submitted within fifteen (15) business days after the end of the reference quarter.
6. MSBs shall accomplish the Registration Form (RF), which will serve as the official registration to the Department of Supervisory Analytics (DSA). The RF, together with the User Guide for Two Factor Authentication (2FA) registration, can be downloaded from the BSP website at www.bsp.gov.ph/SES/reporting_templates or requested from the DSA through DSAReporTS@bsp.gov.ph, using the prescribed format for the subject, [REQUEST] <REPORTRF> Template.

¹ The XSD prescribes the required data types and structure of the XML file to ensure compliance with the reporting format required for submission through the PRIME.

7. An MSB can officially register a maximum of two (2) representatives who will be authorized to submit reports via PRIME, one of whom shall be the Compliance Officer. Each authorized representative shall be registered under a unique e-mail address. In no case shall the same e-mail address be used by multiple officials. Should there be any change in the registered representatives or information provided, the MSB shall submit an updated RF to the DSA.
8. The scanned copy of the signed Registration Form (RF) in PDF and its corresponding Excel file shall be electronically transmitted to the prescribed e-mail address, as follows:

File Name and Format	E-mail Address
ReportRF.xls	dsa-reportrf@bsp.gov.ph
ReportRF.pdf	

9. In generating their XML reports, MSBs may use either their own XML converter facility or the BSP XML converter facility, which is made available in PRIME under the BRMS until otherwise advised.
10. MSBs shall submit their generated XML report through machine-to-machine modality using the MSB's preferred process as coordinated with the BSP. In case submission via machine-to-machine is not yet available, covered MSBs may use the PRIME Submission Portal under the BRMS until further notice.

Other Submission Guidelines

11. Report submissions should continue to comply with existing BSP reporting standards. Only files prescribed by the BSP for the report will be accepted and validated, subject to applicable sanctions for reporting violations as provided under Section 151-M of the Manual of Regulations for Non-Bank Financial Institutions (MORNBFI).
12. All other existing reports required from MSBs shall continue to be submitted in accordance with its current mode and manner of submission pending the issuance of a separate Memorandum.
13. Queries regarding the submission of FRP-MSB through PRIME should be sent via e-mail to DSA-PRED3@bsp.gov.ph following the prescribed format in the subject line: [INQUIRY] FRP-MSB. Queries pertaining to policies and regulatory issuances shall be sent to FSSMail@bsp.gov.ph, in accordance with Memorandum No. 2024-044, and shall observe the prescribed subject line format: <FSS Unit Acronym> <BSFI Acronym> <Subject Matter Description>.

For compliance.


LYN I. JAVIER
Deputy Governor
Digitally signed by
Lyn I. Javier
Date: 2026.05.26
21:39:38 +08'00'

26 May 2026