ANNEX V.19

CIRCULAR LETTER OF BANK INDONESIA

NUMBER 4/8/DASP YEAR 2002

CONCERNING

AMENDMENT TO CIRCULAR LETTER OF BANK INDONESIA NUMBER 3/28/DASP DATED DECEMBER 12, 2001, CONCERNING USE OF COURIER SERVICES AND CLEARING OFFICER PASSES IN CLEARING OPERATIONS USING AUTOMATED AND ELECTRONIC SYSTEMS
C I R C U L A R  L E T T E R

to
ALL BANKS AND COURIER SERVICE COMPANIES
IN INDONESIA

Subject : Amendment To Circular Letter Of Bank Indonesia Number 3/28/DASP Dated December 12, 2001, Concerning Use Of Courier Services And Clearing Officer Passes In Clearing Operations Using Automated And Electronic Systems

To enable Clearing Participants to be better prepared for compliance with obligations pertaining to the provisions for appointment of Courier Service Companies and use of employee identification with photograph of bearer as stipulated in numbers VI.2 and VI.3 of Circular Letter of Bank Indonesia Number 3/28/DASP dated December 12, 2001, concerning Use of Courier Services and Clearing Officer Passes in Clearing Operations Using Automated and Electronic Systems, it is hereby deemed necessary to enact amendments to a number of provisions in Circular Letter of Bank Indonesia Number 3/28/DASP dated December 12, 2001, concerning Use of Courier Services and Clearing Officer Passes in Clearing Operations Using Automated and Electronic Systems as follows:

1. The provisions of number II.B.2 concerning Requirements for Use of Courier Service Companies are amended so that it reads in its entirety as follows:

   “a. In the event that a Participant uses a Courier Service Company, all activities in the delivery and receipt of Clearing Instruments and reports of Clearing process results must be conducted by the Courier Service Employee. Delivery or receipt of Clearing Instruments and/or of reports of Clearing process results may only be performed by an Bank Internal Officer in an emergency with written notification to the Operator at the time that the Bank Internal Officer concerned performs the delivery or takes receipt of Clearing Instruments and report of Clearing results. This notification must be signed by the office manager of the Participant and state the reasons for the notification.

   b. If a Bank has more than one office with the status of Direct Participant within a single Clearing Region, all such Direct Participants and Indirect Participants working through such Direct Participants shall be required to use
a Courier Service Company. In this case, the same Courier Service Company must be used.”

2. The provisions of number II.D.1.a concerning Procedures for Use of Courier Services are amended so that it reads in its entirety as follows:

   “a. It is the obligation of the Courier Service Employee to check the number of bundles of Clearing Instruments delivered to the Operator against the number of copies of Clearing Instrument delivery slips received from the Operator.”

3. Provisions are added to number II.D.2 concerning Procedures for Use of Courier Services so that it reads in its entirety as follows:

   “2. The Participant shall inform the Operator of the appointment and/or replacement of a Courier Service Company no later than 7 (seven) working days prior to the effective date of use of the Courier Service Company, attaching a photocopy of an agreement as referred to in number 1. In the notification of appointment and/or replacement, it is sufficient for representation to be made by one Participant or the head office of the Participants.”

4. Provisions are added to number III.C.2.a concerning Clearing Officer Passes for Courier Service Companies so that it reads in its entirety as follows:

   “a. To obtain a Clearing Officer Pass for a Courier Service Company, the Participant shall be required to submit an application in writing concurrently with notification on the appointment of the Courier Service Company as referred to in number II.D.2. The application may be submitted at the same time as the application to become Clearing Participant. If within one Bank there are several Participants, in the application it shall be sufficient for representation to be made by one of the Participants or the head office of the Participants.”

5. The provisions of number III.C.2.b concerning Clearing Officer Passes for Courier Service Companies are amended so that it reads in its entirety as follows:

   “b. Each Courier Service Company shall be permitted to have a maximum of 3 (three) Clearing Officer Passes for each Participant.”

6. The provisions of number III.D concerning the specifications of Clearing Officer Passes are amended so that it reads in its entirety as follows:

   “The specifications of Clearing Officer Passes, including material, dimensions, and design, shall be determined by each Operator subject to the following:

   1. Information stated on the Clearing Officer Pass:

      a. Clearing Officer Passes for Bank Internal Officers shall bear the name of the Operator, the name of the Participating Bank, status of office, Clearing Participant code number, and specifically for Electronic Clearing System Operators, also the status of participation.

      b. Clearing Officer Passes for Courier Service Companies shall bear the name of the Operator, name of the Courier Service Company, name of the Participating Bank, and code number of the Participating Bank that is represented.

   2. Photograph
The Clearing Officer Pass is not required to carry the photograph of the bearer.

3. Authorized signature of Operator

The reverse side of the Clearing Officer Pass shall bear the name and signature of the Operator’s authorized officer.

An example of information used in making Clearing Officer Passes is presented in the Appendix.

The above specifications for Clearing Officer Passes shall be announced by the Operator to all Participants.”

7. Numbers VI. 2 and 3 concerning TRANSITIONAL PROVISIONS are amended so that they read in their entirety as follows:

“2. Any Participant who already uses the services of a Courier Service Company at the time of the enactment of this Circular Letter shall be required to comply with the provisions for appointment of a Courier Service Company as referred to in numbers II.C and II.D no later than August 1, 2002.”

“3. Participants shall be required to comply with the provisions concerning the use of employee photo identification cards for Clearing Officers as referred to in number III.A.2 no later than August 1, 2002.”

The provisions in this Circular Letter shall come into force on May 13, 2002.

For the public to be informed, it is ordered that this Circular Letter be promulgated in the State Gazette of the Republic of Indonesia.

Kindly be informed.

BANK INDONESIA,
HARMAIN SALIM
DIRECTOR OF ACCOUNTING AND PAYMENT SYSTEMS