



## Bank of Zambia

P.O. Box 30080, LUSAKA  
10101

Tel. 228888/ 228903-20

15 May 2000

CB Circular No. 4/00

To : All Commercial Banks

Dear Sirs

### PUBLICATION OF QUARTERLY FINANCIAL STATEMENTS

Further to CB Circular No. 6/97 of 22 September 1997, kindly be advised that the presentation format of the quarterly financial statements as prescribed by section 61(4) of the Banking and Financial Services Act of 1994 has been amended as per the attached formats.

With effect from calendar quarter ending 31 June 2000, financial statements must be published on a working day at the latest, 30 days after the calendar quarter end, i.e. 31 January, 30 April, 31 July and 31 October.

All banks are required to get approval from the Bank of Zambia prior to publication of the financial statements. Please note that the financial statements that are to be published must be consistent with the prudential returns submitted to Bank of Zambia as per CB Circular No. 1/98 and should be submitted for approval at the same time as the returns. The Bank of Zambia will consolidate commercial banks quarterly reports and these will be placed on the Bank of Zambia Financial System Supervision website.

A penalty of K200,000 (two hundred thousand kwacha) per day shall be incurred for failure to comply with this notice. This includes failure to obtain Bank of Zambia approval prior to publication, the publication of financial statements using incorrect formats and the publication of incorrect information. Please note that the Bank of

Zambia may take further action under the provisions of sections 36 and 37 of the Banking and Financial Services Act, 1994 in case of any failure to comply with this notice



**Dr A Mwenda**  
**DEPUTY GOVERNOR – OPERATIONS**

## QUARTERLY FINANCIAL STATEMENTS

Published in accordance with the section 61(4) of the Banking and Financial Services Act, 1994

Take note that the financial statements on a month-on-month basis are available on request at every branch of our bank

### STATEMENT OF CAPITAL POSITION

Quarter ended

\* 31 March 20....

\* 30 June 20....

\* 30 September 20....

\* 31 December 20 ....

K'MILLION

#### I PRIMARY (TIER 1) CAPITAL

- (a) Paid-up common shares
- (b) Eligible preferred shares
- (c) Contributed surplus
- (d) Retained earnings
- (e) General reserves
- (f) Statutory reserves
- (g) Minority interests (common shareholders' equity)

(h) Sub-total

LESS:

- (i) Goodwill and other intangible assets
- (j) Investments in unconsolidated subsidiaries and associates
- (k) Lending of a capital nature to subsidiaries and associates
- (l) Holding of other banks' or financial institutions' capital instruments
- (m) Assets pledged to secure liabilities

Sub-total (A) (items i to m)

OTHER ADJUSTMENTS:

- Provisions
- Assets of little or no realizable value
- Other adjustments (specify)

(n) Sub-total (B) = (Sub-total A above + Other adjustments)

(o) Total primary capital (h - n)

#### II SECONDARY (TIER 2) CAPITAL

- (a) Eligible preferred shares (Regulations 13 and 17)
- (b) Eligible subordinated term debt (Regulation 17 (b))
- (c) Eligible loan stock / capital (Regulation 17(b))
- (d) Revaluation reserves (Regulation 17 (a)). Maximum is 40% of revaluation res.
- (e) Other (Regulation (17 (c)). Specify

(f) Total secondary capital

#### III ELIGIBLE SECONDARY CAPITAL

(the maximum amount of secondary capital is limited to 100% of primary capital)

#### IV ELIGIBLE TOTAL CAPITAL (I(o) + III) (Regulatory capital)

#### V MINIMUM TOTAL CAPITAL REQUIREMENT:

(10% of total on and off balance sheet risk-weighted assets as established in the First schedule)

#### VI EXCESS (DEFICIENCY) (IV minus V)

RISK-WEIGHTED ASSETS

\* Delete whichever is not applicable

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### STATEMENT OF LIABILITIES

Quarter ended

- \* 31 March 20....
- \* 30 June 20....
- \* 30 September 20....
- \* 31 December 20....

K'MILLION

#### I LIABILITIES TO THE PUBLIC

1. Demand deposits
2. Savings deposits
3. Time deposits
4. Bills payable

Total Liabilities to the public

#### II LIABILITIES TO THE PUBLIC AT END OF PREVIOUS MONTH

#### III LIQUID ASSETS

1. Gold coins and bullion
2. Notes & coins which are legal tender in Zambia
3. Balances at Bank of Zambia
  - (a) Current account
  - (b) Statutory deposits account
  - (c) Other balances
4. Treasury bills issued by the Government of the Republic of Zambia
5. Money at call with any other bank
6. Bills of exchange and promisory notes eligible for discount at Bank of Zambia
7. Local registered securities which are issued or guaranteed by Government of the Republic of Zambia and which have a final maturity date of not more than six years (at book value) and such other securities as the Minister may have approved
8. Items in transit between banks, between branches of bank and between branches and head office of bank
9. Other assets approved by Minister under paragraph (1) of sub-section (3) of section 21 of the Banking Act, 1971

Total liquid assets

#### IV RATIOS

1. Liquid assets (items 2, 3(a) and 4) as a per centage of total liabilities to the public
2. Total liquid assets as a per centage total liabilities to the public
3. Total liquid assets as a per centage of total liabilities to the public at the end of the previous month

\* Delete whichever is not applicable



# QUARTERLY FINANCIAL STATEMENTS

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INCOME STATEMENT	<ul style="list-style-type: none"> <li>* 1st Quarter ending 31 March 20....</li> <li>* 2nd Quarter ending 30 June 20....</li> <li>* 3rd Quarter ending 30 September 20....</li> <li>* 4th Quarter ending 31 December 20....</li> </ul>				Year to date	
	K'MILLION	K'MILLION	K'MILLION	K'MILLION	K'MILLION	K'MILLION
Interest income from:						
Loans and overdrafts						
Banks and financial institutions						
Securities						
Other						
Total interest income						
Interest expense						
Deposits						
Paid to banks and financial institutions						
Subordinated debt						
Other						
Total interest expense						
Net interest income						
Provision for loan losses						
Net interest income after provision for loan losses						
Non-interest income						
Commissions fees and service charges						
Foreign Exchange						
Fees from foreign exchange transactions						
Realised trading gains (losses)						
Unrealised trading gains (losses) from foreign exchange holdings						
Dividend income						
Other						
Total non-interest income						
Net interest and other income						
Non-interest expenses						
Depreciation						
Other						
Total non-interest expenses						
Income (losses) before taxes and extraordinary items						
Taxation						
Income (losses) after taxes but before extraordinary items						
Extraordinary items						
Net income (loss)						

\* Delete whichever is not applicable

## QUARTERLY FINANCIAL STATEMENTS

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### BALANCE SHEET at

Quarter ended

- 31 March 20....
- 30 June 20....
- 30 September 20....
- 31 December 20 ....

K'MILLION

### ASSETS

Notes and coins  
 Balances with Bank of Zambia  
 Balances with banks and other financial institutions in Zambia  
 Balances with banks and other financial institutions abroad  
 Investments in securities  
 Loans and advances (net of capitalised interest on non-performing loans and allowances for loan losses)  
 Bills of exchange  
 Interbranch  
 Fixed Assets  
 Other assets

Total Assets

### LIABILITIES

Deposits  
 Balances due to Bank of Zambia  
 Balances to banks and other financial institutions in Zambia  
 Balances due to banks and other financial institutions abroad  
 Bills of exchange  
 Interbranch  
 Other liabilities  
 Other borrowed funds  
 Shareholders' equity

Total liabilities and shareholders' equity

Off balance sheet items

Contingent liabilities  
 Commitments  
 Allowances for losses on acceptances and off balance sheet items included in other liabilities

\* Delete which ever is not applicable.