



EDBS/KH/C/51/2014  
14<sup>th</sup> October 2014

**The Chief Executive Officer**  
All Microfinance Institutions  
Manama  
Kingdom of Bahrain

Dear Sir,

**CBB Rulebook: Volume 5 (Specialised Licensees: Microfinance Institutions)**  
**October 2014 Update**

The October 2014 quarterly update to Volume 5 for Microfinance Institutions has now been incorporated in the website version of the Rulebook.<sup>1</sup>

**Changes for October 2014**

The changes for October 2014 are listed in the attached table.

All microfinance institutions must ensure that all relevant staff is made fully aware of the changes included as part of this update and in particular, special care must be given to the new reporting form PIRFM and related guidelines.

**Further Information**

Should you have any queries regarding these updates, you may contact the CBB Rulebook team at ([rulebook@cbb.gov.bh](mailto:rulebook@cbb.gov.bh)), or the normal supervisory point of contact.

Yours faithfully,

  
**Khalid Hamad**

Enclosure: Volume 5 Update Table.

<sup>1</sup> Volume 5 can be accessed from [www.cbb.gov.bh](http://www.cbb.gov.bh) : from the Home page, select 'Regulatory Functions' and then 'Laws & Regulations' and CBB Rulebook. Alternatively, use the 'Quick Links' facility on the Home page to access the Volume 5.

## CBB Rulebook (Volume 5) – October 2014 Update

PART A FOLDER Common Modules		
Module Code	Module Title	Summary of Changes and Printing Instructions
FC	Financial Crime	FC-5.2.3: Updated method of submitting STRs. FC-5.3: Updated relevant authorities information.

PART A FOLDER Specific Microfinance Institutions Modules		
Module Code	Module Title	Summary of Changes and Printing Instructions
AU	Authorisation	AU-1.3.1: Corrected cross reference.
HC	High-Level Controls	HC-1.3.8: Updated cross reference.
CA	Capital Adequacy and Liquidity Requirements	CA-1.1.4 and CA-1.1.5: Updated capital requirements to be aligned with the term and definition of 'core capital'.
BR	CBB Reporting	BR-1.1.4 and BR-1.2: Updated to reflect new reporting form PIRFM.

PART B FOLDER		
Glossary		
Corrected cross reference to relevant authorities.		
CBB Reporting Forms		
	Direct Debit Authorisation Form	Added IBAN Number.
Appendix BR-1	PIRFM – Prudential Information Report for Financing Companies and Microfinance Institutions	New form replacing former PIRC and PIRCC.
Appendix BR-3	Guidelines for Completion of Form PIRFM	Guidelines for completion of new form PIRFM
Appendix BR-5	Board and Committee Meetings	Updated report for financing companies and microfinance institutions
Appendix BR-6	Agreed Upon Procedures	Updated to reflect new reporting form PIRM