

‘Approved’
Central Bank
of the Republic of Azerbaijan

Resolution № 16/1-2

11 July 2019

REGULATIONS
on compilation and submission of statistical reporting
on cash foreign exchange operations

1. General provisions

1.1. These Regulations have been developed in accordance with Article 63 of the Law of the Republic of Azerbaijan on the Central Bank of the Republic of Azerbaijan, Article 46.1 of the Law of the Republic of Azerbaijan on Banks, part 2(d) of Article 13 of the Law of the Republic of Azerbaijan on Currency Regulation and govern compilation and submission of statistical reporting of banks, local branches of foreign banks and the national operator of postal communication (hereinafter – statistic units) on cash foreign exchange operations.

1.2. The goal of reporting is to allow the Central Bank of the Republic of Azerbaijan (hereinafter – Central Bank) receive statistical data on exchange of cash foreign currency (buy/sell), cash turnover of cash foreign currency (debit, credit and balance) and bringing into/taking out of the Republic of Azerbaijan of cash foreign currency by statistic units to be used in formation of the monetary and foreign exchange policy.

2. Content and compilation of reports

2.1. Statistical reporting of cash foreign exchange operations is compiled in 4 (four) statistical forms:

2.1.1. statistics of cash foreign exchange operations (buying-selling) (Pro-Pro-forma CFES-1) – Annex №1;

2.1.2. statistics of cash foreign exchange operations (buying-selling) across regions (Pro-Pro-forma CFES-1a) - Annex №2;

2.1.3. statistics of cash foreign currency turnover (Pro-Pro-forma CFES-2) – Annex №3;

2.1.4. statistics of bringing into/taking out of the Republic of Azerbaijan of cash foreign currency (Pro-forma CFES-3) – Annex №4.

2.2. Statistics of cash foreign exchange operations (buying-selling) (Pro-forma CFES-1) includes:

2.2.1. the date of operation, currency, buy/sell amount of foreign currency/manat, buy/sell rate of foreign currency/manat, and the number of operations by 'statistic unit's foreign currency buy operations' and 'statistic unit's foreign currency sell operations';

2.2.2. cash foreign exchange operation (on cross exchange rate) as 2 (two) operations – national currency buying and national currency selling – conducted by a statistic unit on exchange of one foreign currency for the other. Cash foreign currency bought by a statistic unit (on the basis of cash sell rate of the national currency against the foreign currency bought) is recorded as foreign currency buy operation, while currency sold (on the basis of cash buy rate of the national currency against the foreign currency sold) is recorded as foreign currency sell operation;

2.2.3. the amount of foreign and national currency bought/sold per exchanged foreign currency on a daily basis, total number of exchange operations, weighted average exchange rate of exchange operations per currency as of the date;

2.2.4. weighted average exchange rate is calculated with the below formula:

$$K = \frac{(k_1 * q_1 + k_2 * q_2 + k_3 * q_3 + \dots + k_n * q_n)}{q_1 + q_2 + q_3 + \dots + q_n} = \frac{\sum_1^n k_n * q_n}{\sum_1^n q_n}$$

n – (1, 2, 3,n) number of operations;

k_n – exchange rate of n number of operations;

q_n – foreign currency size of n number operation;

2.2.5. statistic unit's cash foreign exchange operations via its automated currency exchange terminals located throughout the Republic of Azerbaijan;

2.2.6. amounts by foreign currency and manat are indicated in its currency unit;

2.2.7. statistic unit's cash foreign exchange operations across its all operational units (head office, branches and departments);

2.2.8. cash foreign exchange operations on the currency of any state or groups of states irrespective amounts;

2.2.9. data on non-cash foreign exchange operations are not included;

2.2.10. data on statistic unit's foreign exchange operations with other statistic units are not included.

2.3. Statistics of cash foreign exchange operations (buy/sell) across regions (Pro-forma CFES-1a) includes:

2.3.1. size of foreign currency bought over the reported period, weighted average buy rate of operations, amount in manat of foreign currency bought on the basis of weighted average buy rate, the number of buy operations, the size of foreign currency sold, weighted average sell rate of operations amount in manat of foreign currency sold

on the basis of weighted average sell rate, and the number of sell operations on the 'currency' and 'region' classifications;

2.3.2. amount of foreign and national currency bought/sold per region/per currency exchanged, total number of foreign exchange operations, weighted average buy/sell rate per currency;

2.3.3. the requirements of sub items 2.2.2 and 2.2.4-2.2.10 herein are followed;

2.3.4. Total indicators on regions in "Pro-forma CFES-1a" are developed in line with total indicators on the same currency in "Pro-forma CFES-1".

2.4. Statistics of cash foreign currency turnover (Pro-forma CFES-2) includes:

2.4.1. statistic unit's opening and closing cash foreign exchange balances, cash debit and credit turnover of cash foreign exchange over the period;

2.4.2. total inflow of cash foreign currency on the basis of the following indicators:

2.4.2.1. cash foreign currency brought by the statistic unit to Republic of Azerbaijan;

2.4.2.2. cash foreign currency bought from statistic units;

2.4.2.3. foreign currency bought via cash foreign exchange operations;

2.4.2.4. inflow to place in accounts of individuals (including unincorporated individual entrepreneurs);

2.4.2.4.1. inflow to place in accounts of non-resident individuals;

2.4.2.4.2. inflow to place in accounts of unincorporated individual entrepreneurs;

2.4.2.5. inflow of funds from individuals for transfers (w/o opening an account);

2.4.2.6. inflow to place in accounts of legal entities (excluding inflow to be placed in statistic units' accounts);

2.4.2.7. inflow of cash foreign currency as a result of financial transactions with another statistic unit;

2.4.2.8. inflow from the statistic unit's correspondent account with the Central Bank;

2.4.2.9. other inflow.

2.4.3. total **outflow** of cash foreign currency on the basis of the following indicators:

2.4.3.1. cash foreign currency to be taken from the Republic of Azerbaijan by the statistic unit;

2.4.3.2. cash foreign currency to be sold to statistic units;

2.4.3.3. cash foreign currency sold via cash foreign exchange operations;

2.4.3.4. funds withdrawn from accounts of individuals (including unincorporated individual entrepreneurs), including;

2.4.3.4.1. funds withdrawn from accounts of non-resident individuals;

2.4.3.4.2. funds from accounts of unincorporated individual entrepreneurs;

2.4.3.5. outflow to give funds from transfers to individuals (w/o opening accounts);

2.4.3.6. outflow to withdraw from accounts of legal entities (excluding outflow from accounts of statistic units);

2.4.3.7. cash foreign currency outflow as a result of financial transactions with another statistic unit;

2.4.3.8. outflow to place in statistic unit's correspondent account with the Central Bank;

2.4.3.9. other outflow.

2.4.4. the 'opening cash foreign currency balance' row indicates total of statistic unit's cash foreign currency balance as of the beginning of the reported period, cash foreign currency in transit, cash foreign currency balance in exchange points, cash foreign currency balance in ATMs, cash foreign currency balance in payment terminals;

2.4.5. the 'closing balance of cash foreign currency' row indicates total of statistic unit's cash foreign currency balance as of the end of the reported period, cash foreign currency in transit, cash foreign currency balance in exchange points, cash foreign currency balance in ATMs, cash foreign currency balance in payment terminals;

2.4.6. data on cash foreign currency operations among statistic unit's operational units are not included;

2.4.7. closing balance is estimated by subtracting total cash outflow from total of opening balance and total cash inflow over the period (Opening cash balance + Inflow over the period – Outflow over the period = Closing balance of cash);

2.4.8. 'inflow of cash foreign currency brought by the statistic unit to the Republic of Azerbaijan/outflow of cash foreign currency to be taken out of the Republic of Azerbaijan by the statistic unit' indicators are compiled in line with total amount in "Pro-forma CFES-3" (considering exchange rate differences);

2.4.9. 'inflow/outflow of cash foreign currency bought/sold from/to statistic units' indicators provides for cash foreign currency inflow/outflow from cash foreign currency trading among/between statistic units;

2.4.10. 'inflow/outflow of foreign currency bought/sold via cash foreign exchange' indicators are compiled in line with total amount in manat in "Pro-forma CFES-1" (considering exchange rate differences);

2.4.11. 'inflow to place in accounts of individuals/outflow of funds withdrawn from accounts of individuals' indicators include data on cash foreign currency placed in/withdrawn from accounts of individuals via statistic unit's ATMs;

2.4.12. 'inflow of funds received from individuals for money transfers (w/o opening accounts)/outflow for paying funds from money transfers to individuals (w/o opening accounts)' indicators cover delivery of cash funds by individuals to the statistic unit for foreign currency transfers w/o opening accounts, or paying transferred foreign currency to an individual w/o opening an account in cash;

2.4.13. 'inflow of cash foreign currency from financial transactions with another statistic unit' indicators provide for receipts on deposits placed by the statistic unit, receipts from investments to securities, cash foreign currency from attraction of credits and other financial transactions conducted by the statistic unit with other statistic units;

2.4.14. 'outflow of cash foreign currency from financial transactions with another statistic unit' indicator provides for cash foreign currency outflow from placement of

deposits with another statistic unit, investments to securities, issue of credits and other financial transactions of the statistic unit with other statistic units;

2.4.15. 'other inflow' provides for inflow operations not specified in 2.4.2.1 - 2.4.2.8;

2.4.16. 'other outflow' provides for outflow operations not specified in 2.4.3.1-2.4.3.8;

2.4.17. data should be indicated in thousand manat based upon an official exchange rate of the Central Bank for the last business day of the reported period.

2.5. Statistics of bringing into/taking out of the Republic of Azerbaijan of cash foreign currency (Pro-forma CFES-3) includes:

2.5.1. bringing into/taking out of the Republic of Azerbaijan of cash foreign currency by statistic units (banknotes and coins in circulation in a particular foreign state or a group of states, considered to be a legal tender, as well as withdrawn or being withdrawn, but replaceable with those in circulation in the territory in question);

2.5.2. data on operations are compiled across the following indicators:

2.5.2.1. customs clearance date;

2.5.2.2. customs certification number;

2.5.2.3. type of cash foreign currency (banknote or coin);

2.5.2.4. amount – amount by cash foreign currency;

2.5.2.5. denomination;

2.5.2.6. name of foreign currency;

2.5.2.7. total amount on denomination – amount on denomination on the basis of the amount of cash foreign currency (amount multiplied by denomination).

2.6. Bringing into/taking out of the Republic of Azerbaijan of cash foreign currency provides for state customs clearance of cash foreign currency.

2.7. Cash foreign exchange operations statistic reporting does not include information on statistic units' operations with securities, precious metals and stones.

3. Submission of reports

3.1. The report is delivered to the Central Bank electronically consolidated by the statistic unit across all its units within 2 (two) business days following the reported period on a monthly basis. In case of non-operations, 0 (zero) is indicated in the line(s) of the related indicator(s).

3.2. To maintain immediate analysis on cash foreign currency operations, when the Central Bank applies to the statistic unit with respect to delivery of cash foreign currency statistic reporting prematurely in writing (or electronically), the statistic unit delivers to the Central Bank the report on the dates specified by the Central Bank (or a part thereof) no later than 1 (one) business day following the date of appeal.

3.3. The report is confirmed by electronic signatures of the head, member of the executive body of the statistic unit, chief accountant or his/her substitute or the head of the structural unit responsible for delivery of the report.

Annex № 1
to the Regulations on compilation and submission of statistical
reporting on cash foreign exchange operations

Pro-forma CFES-1

Monthly

Report is submitted to the Central Bank by the statistic unit within
2 business days following the reported period

Statistic unit: _____
Reported period: _____

Cash foreign exchange operations statistic reporting

Cash foreign exchange (buy/sell) statistics

(currency unit)

Statistic unit's foreign currency buy operations						Statistic unit's foreign currency sell operations					
Date	Currency	Foreign currency bought	Buy rate 0.0000	Amount in AZN	No of operations	Date	Currency	Foreign currency sold	Sell rate 0.0000	Amount in AZN	No of operations
1	2	3	4	5	6	7	8	9	10	11	12
			-						-		
			-						-		
			-						-		
			-						-		
			-						-		
Total:											

Annex № 2
to the Regulations on compilation and submission of
statistical reporting on cash foreign exchange operations

Pro-forma CFES-1a

Monthly

Report is submitted to the Central Bank by the statistic unit within 2 business
days following the reported period

Statistic unit: _____
Reported period: _____

Cash foreign exchange operations statistic reporting

Cash foreign exchange (buying-selling) operations across regions (Pro-forma CFES-1a)

(currency unit)

No	Region	Codes of rows	Currency							
			USD							
			Foreign currency bought	Buy rate 0.0000	Amount in AZN	No of operations	Foreign currency sold	Sell rate 0.0000	Amount in AZN	No of operations
1	Baku	1	-	-	0	0	-	-	-	0
	including:	2								
	Binagadi district	3	-	-	-	0	-	-	-	0
			-			0			-	0
	Azizbayov district	5	-	-	-	0	-	-	-	0
	Sabail district	6	-	-	-	0	-	-	-	0
	Sabunchu district	7	-	-	-	0	-	-	-	0
	Surakhani district	8	-	-	-	0	-	-	-	0
	Narimanov district	9	-	-	-	0	-	-	-	0
	Nasimi district	10	-	-	-	0	-	-	-	0

	Nizami district	11	-	-	-	0	-	-	-	0
	Khatai district	12	-	-	-	0	-	-	-	0
	Yasamal district	13	-	-	-	0	-	-	-	0
	Pirallahı district	14	-	-	-	0	-	-	-	0
2	Absheron economic region	15	-	-	-	0	-	-	-	0
	including:	16								
	Khizi	17	-	-	-	0	-	-	-	0
	Absheron	18	-	-	-	0	-	-	-	0
	Khirdalan	19	-	-	-	0	-	-	-	0
	Sumgayit	20	-	-	-	0	-	-	-	0
3	Ganja – Gazakh economic region	21	-	-	-	0	-	-	-	0
	including:	22								
	Agstsafa	23	-	-	-	0	-	-	-	0
	Dashkesen	24	-	-	-	0	-	-	-	0
	Gadabay	25	-	-	-	0	-	-	-	0
	Ganja	26	-	-	-	0	-	-	-	0
	Naftalan	27	-	-	-	0	-	-	-	0
	Goranboy	28	-	-	-	0	-	-	-	0
	Goygol	29	-	-	-	0	-	-	-	0
	Gazakh	30	-	-	-	0	-	-	-	0
	Samukh	31	-	-	-	0	-	-	-	0
	Shamkir	32	-	-	-	0	-	-	-	0
	Tovuz	33	-	-	-	0	-	-	-	0
4	Shaki-Zagatala economic region	34	-	-	-	0	-	-	-	0
	including:	35								
	Balaken	36	-	-	-	0	-	-	-	0
	Gakh	37	-	-	-	0	-	-	-	0
	Gabala	38	-	-	-	0	-	-	-	0
	Oguz	39	-	-	-	0	-	-	-	0

	Shaki	40	-	-	-	0	-	-	-	0
	Zagatala	41	-	-	-	0	-	-	-	0
5	Lankaran economic region	42	-	-	-	0	-	-	-	0
	including:	43								
	Astara	44	-	-	-	0	-	-	-	0
	Jalilabad	45	-	-	-	0	-	-	-	0
	Lerik	46	-	-	-	0	-	-	-	0
	Lankaran	47	-	-	-	0	-	-	-	0
	Masallı	48	-	-	-	0	-	-	-	0
	Yardımlı	49	-	-	-	0	-	-	-	0
6	Guba-Khachmaz economic region	50	-	-	-	0	-	-	-	0
	including:	51								
	Shabran	52	-	-	-	0	-	-	-	0
	Khachmaz	53	-	-	-	0	-	-	-	0
	Guba	54	-	-	-	0	-	-	-	0
	Gusar	55	-	-	-	0	-	-	-	0
	Siyazan	56	-	-	-	0	-	-	-	0
7	Aran economic region	57	-	-	-	0	-	-	-	0
	including:	58								
	Agjabedi	59	-	-	-	0	-	-	-	0
	Agdash	60	-	-	-	0	-	-	-	0
	Barda	61	-	-	-	0	-	-	-	0
	Beylagan	62	-	-	-	0	-	-	-	0
	Bilasuvar	63	-	-	-	0	-	-	-	0
	Goychay	64	-	-	-	0	-	-	-	0
	Hacjigabul	65	-	-	-	0	-	-	-	0
	Imishli	66	-	-	-	0	-	-	-	0
	Kurdemir	67	-	-	-	0	-	-	-	0
	Neftchala	68	-	-	-	0	-	-	-	0

	Saatlı	69	-	-	-	0	-	-	-	0
	Salyan	70	-	-	-	0	-	-	-	0
	Sabirabad	71	-	-	-	0	-	-	-	0
	Ujar	72	-	-	-	0	-	-	-	0
	Yevlakh	73	-	-	-	0	-	-	-	0
	Zardab	74	-	-	-	0	-	-	-	0
	Shirvan	75	-	-	-	0	-	-	-	0
	Mingachevir	76	-	-	-	0	-	-	-	0
8	Upper Garabag economic region	77	-	-	-	0	-	-	-	0
	including:	78								
	Agdam	79	-	-	-	0	-	-	-	0
	Tartar	80	-	-	-	0	-	-	-	0
	Kojavend	81	-	-	-	0	-	-	-	0
	Khojaly	82	-	-	-	0	-	-	-	0
	Shusha	83	-	-	-	0	-	-	-	0
	Jabrayil	84	-	-	-	0	-	-	-	0
	Fizuli	85	-	-	-	0	-	-	-	0
	Khankendi	86	-	-	-	0	-	-	-	0
9	Kalbajar-Lachin economic region	87	-	-	-	0	-	-	-	0
	including:	88								
	Kalbajar	89	-	-	-	0	-	-	-	0
	Lachin	90	-	-	-	0	-	-	-	0
	Zangilan	91	-	-	-	0	-	-	-	0
	Gubadlı	92	-	-	-	0	-	-	-	0
10	Mountanous Shirvan economic region	93	-	-	-	0	-	-	-	0
	including:	94								
	Agsu	95	-	-	-	0	-	-	-	0
	Ismayılı	96	-	-	-	0	-	-	-	0

	Gobustan	97	-	-	-	0	-	-	-	0
	Shamakhi	98	-	-	-	0	-	-	-	0
11	Nakhchivan AR	99	-	-	-	0	-	-	-	0
	including:	100								
	Nakhchivan	101	-	-	-	0	-	-	-	0
	Babek	102	-	-	-	0	-	-	-	0
	Julfa	103	-	-	-	0	-	-	-	0
	Ordubad	104	-	-	-	0	-	-	-	0
	Kangarli	105	-	-	-	0	-	-	-	0
	Sadarak	106	-	-	-	0	-	-	-	0
	Sharur	107	-	-	-	0	-	-	-	0
	Shahbuz	108	-	-	-	0	-	-	-	0
	TOTAL	109	-	-	-	0	-	-	-	0

Annex № 3
to the Regulations on compilation and submission of statistical reporting
on cash foreign exchange operations

**Pro-forma CFES-2
Monthly**

Report is submitted to the Central Bank by the statistic unit within 2
business days following the reported period

Statistic unit: _____
Reported period: _____

Cash foreign exchange operations statistic reporting

Cash foreign exchange circulation statistics

Indicator	Codes of rows	Amount thousand AZN
1. Opening cash balance	1	0,00
2. Cash foreign currency inflow over the period - total	2	0,00
2.1. Cash foreign currency brought to the Republic of Azerbaijan by the statistic unit	3	0,00
2.2. Cash foreign currency bought from statistic units	4	0,00
2.3. Cash foreign currency bought via cash foreign exchange operations	5	0,00
2.4. Inflow of funds to be placed in accounts of individuals (including unincorporated individual entrepreneurs), including:	6	0,00
- inflow of funds to be placed in accounts of non-resident individuals (including unincorporated individual entrepreneurs)	7	0,00
- inflow of funds to place in accounts of s unincorporated individual entrepreneurs	8	0,00
2.5. Funds received from individuals for money transfers (w/o bank account)	9	0,00
2.6. Inflow of funds to place in accounts of legal entities (excluding inflow of funds to place in statistic unit's account)	10	0,00
2.7. Cash foreign currency from financial operations with another statistic unit	11	0,00
2.8. Cash inflow from statistic unit's correspondent account with the Central Bank	12	0,00
2.9. Other inflow	13	0,00
3. Cash foreign currency outflow over the period - total	14	0,00

3.1. Outflow of cash foreign currency by the statistic unit to be taken out of the Republic of Azerbaijan	15	0,00
3.2. Cash foreign currency sold to statistic units	16	0,00
3.3. Cash foreign currency sold via cash foreign exchange operations	17	0,00
3.4. Funds paid from accounts of individuals (including unincorporated individual entrepreneurs):	18	0,00
- funds paid from accounts of non – resident individuals (including unincorporated individual entrepreneurs)	19	0,00
- funds paid from accounts of unincorporated individual entrepreneurs	20	0,00
3.5. Funds to be paid to individuals from money transfers (w/o bank accounts)	21	0,00
3.6. Funds to be withdrawn from accounts of legal entities (excluding outflow from accounts of statistic units)	22	0,00
3.7. Cash foreign currency outflow from financial operations with other statistic units	23	0,00
3.8. Funds to be placed with statistic units correspondent account with the Central Bank	24	0,00
3.9. Other outflow	25	0,00
4. Closing balance of cash (row1+row2-row14)	26	0,00

Annex № 4

to the Regulations on compilation and submission of statistical reporting on cash foreign exchange operations

Pro-forma CFES-3

Monthly

Report is submitted to the Central Bank by the statistic unit within 2 business days following the reported period

Statistic unit: _____
 Reported period: _____

Cash foreign exchange operations statistic reporting

Cash foreign currency bringing into/taking out of the Republic of Azerbaijan

Cash foreign currency brought to the Republic of Azerbaijan							Cash foreign currency taken from the Republic of Azerbaijan						
Customs clearance date	Customs certification number	Types of cash foreign currency	Number	Denomination	Foreign currency	Total amount by denomination (in currency unit)	Customs clearance date	Customs certification number	Types of cash foreign currency	Number	Denomination	Foreign currency	Total amount by denomination (in currency unit)
1	2	3	4	5	6	7	8	9	10	11	12	13	14
						0							0
						0							0
						0							0
						0							0
						0							0
Total													0