

FEDERAL RESERVE BANK OF NEW YORK

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PATRICIA SELVAGGI
STATISTICS OFFICER

January 4, 2010

To: The Chief Executive Officer of Each State Member Bank Located in the Second Federal Reserve District

As part of the joint mailing with other supervisory agencies, state member banks received their Consolidated Report of Condition and Income (Call Report) materials for the December 31, 2009 report date from the Federal Financial Institutions Examination Council (FFIEC). The agencies are not sending a sample set of the December 31, 2009, report forms to banks.

Please plan to complete the preparation, review, and submission of your Call Report data to the Central Data Repository (CDR) as early as possible. Starting your preparation early will aid you in identifying and resolving any edit exceptions prior to the submission deadline.

As the FFIEC previously advised you, the agencies are implementing revisions to Schedule RC-T for the December 31, 2009 report. These revisions only apply to institutions that complete Schedule RC-T, "Fiduciary and Related Services". The reporting changes affect the types of fiduciary accounts for which fiduciary assets and income are reported and the types of assets and fiduciary accounts for which managed assets are reported. New data also will be collect on debt issues in default under corporate trusteeships. Banks that have fiduciary or related activities, either at the bank itself or in a trust company subsidiary, should ensure that they complete the appropriate items in revised Schedule RC-T. The specific items to be completed in Schedule RC-T are determined by a bank's total fiduciary assets as of December 31, 2008, or its gross fiduciary and related services income in 2008. Banks may provide reasonable estimates for any new or revised Schedule RC-T item initially required to be reported as of the December 31, 2009, report date for which the requested information is not readily available.

Report Submission

Except for certain banks with foreign offices, a completed Call Report must be submitted electronically to the CDR no later than **Saturday, January 30, 2009**. However, banks with more than one foreign office must electronically transmit its Call Report data to

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CDR no later than **Thursday, February 4, 2009**. To be considered timely, the report must pass FFIEC-published validity edits and quality edits, or where necessary, contain explanations for any quality edits that are not passed. Explanatory comments should be prepared consistent with the "Guidelines for Resolving Edits" that are published on the FFIEC's web site: <http://wwwv.ffiec.gov/find/documents/resolvingedits.pdf>

Please note that the timeliness of receipt of the Call Report will be monitored. Any report at the CDR after 5:00 p.m. on January 30 will be considered late.

The staff of this bank will monitor whether banking organizations are meeting their basic reporting requirements through the use of validity edits.

Each bank must file its December 31, 2009, Call Report data in one of the following two ways:

- A bank may use computer software to prepare and edit its report data and then electronically submit the data directly to the CDR (<https://cdr.ffiec.gov/cdr/>).
- A bank may complete its report in paper form and arrange with a software vendor or another party to convert its paper report into the electronic format that can be processed by the CDR. The software vendor or other party then must electronically submit the bank's Call Report data file to the CDR.

Website

Report forms and instructions for the Call Report can be obtained from the FFIEC internet website at the following address: [www.ffiec.gov/ffiec report forms.htm](http://www.ffiec.gov/ffiec%20report%20forms.htm). In addition, we have enclosed a copy of the supplemental instructions for your review.

Any questions about this report may be directed to Jamie Ferkov, Reports Analyst in the Regulatory Reports Division at (212) 720-1862 or Vadim Tovshteyn, Team Leader of that Division at (212) 720-8465.

Sincerely,

**Signed by Patricia Selvaggi*

Patricia Selvaggi
Statistics Officer