
Federal Deposit Insurance Corporation

Office of the Comptroller of the Currency

Board of Governors of the Federal Reserve System

FIL-14-2017

April 4, 2017

DEPOSITORY INSTITUTION REPORTS

TO: CHIEF EXECUTIVE OFFICER

SUBJECT: Consolidated Reports of Condition and Income for First Quarter 2017

The attached materials pertain to the Consolidated Reports of Condition and Income (Call Report) for the March 31, 2017, report date. Please plan to complete the preparation, editing, and review of your institution's Call Report data and the submission of these data to the agencies' Central Data Repository (CDR) as early as possible. Starting your preparation early will help you identify and resolve any edit exceptions before the submission deadline. If you later find that certain information needs to be revised, please make the appropriate changes to your Call Report data and promptly submit the revised data file to the CDR.

Except for certain institutions with foreign offices, your completed Call Report must be received by Sunday, April 30, 2017, in accordance with the filing requirements discussed below. *No extensions of time for submitting Call Report data are granted.*

As the Federal Financial Institutions Examination Council (FFIEC) previously announced, the agencies are implementing a new streamlined FFIEC 051 Call Report for eligible small institutions and burden-reducing changes to the existing FFIEC 031 and FFIEC 041 versions of the Call Report this quarter (see [FIL-82-2016](#), December 30, 2016). The FFIEC 051 was created from the FFIEC 041 Call Report by removing certain existing schedules and data items and replacing them with a limited number of data items collected in a new Schedule SU, Supplemental Information; removing other existing data items; and reducing the reporting frequency of Schedule RC-C, Part II, Loans to Small Businesses and Small Farms, and certain other data items. The burden-reducing revisions to the FFIEC 031 and FFIEC 041 Call Reports consist of removing certain existing data items and setting new or higher reporting thresholds for other data items. The FFIEC 031, FFIEC 041, and FFIEC 051 report forms for the first quarter of 2017 also incorporate a number of Call Report revisions that were finalized in mid-2016 and have an effective date of March 31, 2017 (see [FIL-44-2016](#), dated July 1, 2016). Institutions may provide reasonable estimates for any new or revised Call Report item initially required to be reported as of March 31, 2017, for which the requested information is not readily available.

For purposes of the new FFIEC 051 Call Report, "eligible small institutions" are institutions with domestic offices only and total assets of less than \$1 billion, excluding those that are advanced approaches institutions for regulatory capital purposes. For 2017, the \$1 billion asset-size test is based on the total assets reported in an institution's Call Report for June 30, 2016. An eligible institution that would like to file the new FFIEC 051 Call Report, but is unable to do so as of March 31, 2017, may begin reporting on the FFIEC 051 as of any subsequent quarter-end report date in 2017. The institution also may wait until March 31, 2018, to begin reporting on the FFIEC 051, assuming its total assets are less than \$1 billion as of June 30, 2017. An eligible small institution is not required to file the FFIEC 051, but has the option to continue filing the FFIEC 041 Call Report.

The FFIEC 031, FFIEC 041, and FFIEC 051 Call Report forms for March 2017 are available on the FFIEC's website (https://www.ffiec.gov/ffiec_report_forms.htm) and the Federal Deposit Insurance Corporation's (FDIC) website (<https://www.fdic.gov/callreports>). A separate new instruction book for the FFIEC 051 Call Report and an update to the instruction book for the FFIEC 031 and FFIEC 041 Call Reports for March 2017 are expected to be available on the FFIEC's website by April 7, 2017. Institutions should refer to the attached Supplemental Instructions for March 2017 for additional guidance on certain reporting issues. Report forms and instructional materials can be printed and downloaded from the FFIEC's and the FDIC's websites. Please notify the individual responsible for preparing the Call Report at your institution about the electronic availability of the report forms and the new instruction book or instruction book update applicable to your institution and the Supplemental Instructions for March 2017.

Each institution must file its March 31, 2017, Call Report data in one of two ways:

- By using computer software to prepare and edit its report data and then electronically submitting the data directly to the CDR (<https://cdr.ffiec.gov/cdr/>) or
- By completing its report in paper form and arranging 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 institution's Call Report data file to the CDR.

Electronic submission of first quarter 2017 Call Report data will be considered timely if the data are received by the CDR no later than Sunday, April 30, 2017, and pass FFIEC-published validation criteria (validity edits and quality edits) or, where necessary, contain explanations for any quality edits that are not passed. Explanatory comments should be prepared in accordance with the "Guidelines for Resolving Edits" published on the FFIEC's website at <https://www.ffiec.gov/find/documents/resolvingedits.pdf>.

An institution with more than one foreign office, other than a "shell" branch or an International Banking Facility, is permitted an additional *five* calendar days to submit its Call Report data. Such an institution must electronically transmit its data to the CDR no later than Friday, May 5, 2017.

The CDR Help Desk is available from 9:00 a.m. until 8:00 p.m., Eastern Time, Monday through Friday, and Saturday, April 29, 2017, to provide assistance with user accounts, passwords, and other CDR system-related issues. The CDR Help Desk can be reached by telephone at (888) CDR-3111, by fax at (703) 774-3946, or by email at CDR.Help@ffiec.gov. For all other Call Report issues, institutions should contact their assigned Call Report analyst. If you do not know the analyst assigned to your institution, state member institutions should contact their Federal Reserve District Bank; national institutions, FDIC-supervised banks, and savings associations should contact the FDIC's Data Collection and Analysis Section in Washington, D.C., by telephone at (800) 688-FDIC (3342).

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Attachment: [Supplemental Instructions](#)

Distribution: FDIC-Supervised Banks, National Institutions, State Member Institutions, and Savings Associations