

**SETTLEMENT PROCEDURES  
1-YEAR PESO- DENOMINATED PREMYO BONDS PARA SA BAYAN DUE 2021**

The Selling Agents shall comply with the following Settlement Procedures of PB-2:

**A. On 15 December 2020 (1 day before Settlement/Issue date)**

1. Each Selling Agent, shall ensure that payments for the PB-2 sold (new subscriptions only) shall be received in BTr's designated account with Bangko Sentral ng Pilipinas ("BSP") not later than 12:00 p.m. on Settlement Date. For this purpose, each Selling Agent shall, not later than 10:00 a.m. execute and submit to BTr-SOD an Autodebit/Credit Authorization in the form of **Annex E-1** and authorize the necessary remittance instructions in a timely manner.
2. Each Selling Agent shall, not later than 10:00 a.m. submit to the BTr-SOD a Summary Sales Report (**Annex D-1**) duly signed by two (2) authorized signatories reflecting the total sales (new subscriptions only).
3. BTr-SOD shall consolidate the Autodebit/Credit Authorizations and the Summary Sales Reports submitted by the Selling Agents. It shall also prepare the authority letter to BSP in preparation for settlement.
4. Each Selling Agent claiming Out-of-Pocket Expenses incurred in relation to the issuance of PB-2 shall submit complete original receipts and/or proof of payments/documents to support the expenses no later than 4:00 p.m for valid reimbursements.

**B. On 16 December 2020 (Settlement/Issue Date)**

The BTr shall instruct BSP to credit the Dealer/Selling Agent's settlement account for the payment of all fees, including the Issue Management Fee, Selling Agency Fee, Exchange Offer Fee and OPEs.

**C. On 21 December 2020 (3 business days after Settlement/Issue Date)**

Each Selling Agent shall, not later than 5:00 p.m., submit the following reports to BTr-SOD:

1. A duly certified Bondholder List as of Issue Date indicating among others the individual names and the corresponding NRoSS account number of the Bondholders, substantially in the form of **Annex E-2**.
2. Consolidated summary report of sales classified by investor type/geographical distribution/denomination as of Issue Date, substantially in the form of **Annex E-3**.
3. Consolidated sales report of its respective provincial branches, substantially in the form of **Annex E-4**.

This above requirement shall be submitted in printed form and in electronic form (in MS Excel format) to be contained in a USB flash drive (or as may be required by the BTr).