



BANK OF SOUTH SUDAN (BSS)

Office of the Governor

Plot No. 1, Block D 6, P. O. Box 136, Juba Market, Juba, South Sudan

21st, July 2017

Circular No. DCB/2/2017

Addressed to: All Licensed Banks Operating in South Sudan

**Subject: Guidelines on the Management of Accounts,
Designated by the Bank of South Sudan as ‘Special Accounts’**

I. Preliminary

1. This Circular is issued in accordance with the provisions of Section 12(1) of the Bank of South Sudan (BSS) Act, 2011, and Section 6(1)&(4) of the Foreign Exchange Business Act, 2012.
2. This Circular reinforces the BSS's Circular number DSR/DS/4/2016 dated 1st December 2016, on ‘Offshore Banking Activities’.
3. The purpose of this Circular is to establish guidelines for licensed banks in South Sudan, regarding the management of accounts, which the Bank of South Sudan has designated as ‘**Special Accounts**’.
4. In this Circular, and unless the context otherwise requires, the term ‘Special Accounts’ refer to the accounts of all the foreign diplomatic missions, United Nations agencies, and offices of other organizations established by international and regional treaties, International Non-Governmental Organizations (INGOs), Oil & Mining companies, and the accounts of projects funded by international and regional partner bodies.
5. Effective from the date of this Circular, all the banks operating in South Sudan are required to adhere to the following guidelines on the management of ‘Special Accounts’ and the treatment of all the proceeds from purchases of foreign exchange from ‘Special Accounts’.

II. Guidelines for Opening ‘Special Accounts’

6. Banks are hereby authorized to open foreign and local currencies denominated accounts for organizations whose accounts have been designated as ‘Special Accounts’, without seeking prior approval of the Bank of South Sudan. When opening such accounts, banks should follow the BSS's Circular on Due Diligence and Guidelines on Know Your Customer (KYC) No.1/2017 dated 11 April 2017, together with any other additional internal account opening guidelines followed by each bank. Banks are also required to retain copies of

account opening documentation for the purpose of audit and inspection by the Bank of South Sudan.

7. Banks are only permitted to accept deposits into a local currency denominated 'Special Account' from transfers abroad or cheques issued from other foreign currency accounts. It is not permissible for a bank to accept South Sudanese pound deposits (cash or transfer) into any local currency denominated 'Special Account', unless there is a prior approval obtained from the Bank of South Sudan.

III. Guidelines on the Treatment of Foreign Currency Purchases from 'Special Accounts'

8. Effective from the date of this Circular, banks are directed to purchase all the proceeds from sale of foreign exchange from 'Special Accounts', in favor of the Bank of South Sudan. The following guidelines shall apply:
 - a. To ensure that timely settlement of all such deals, the Bank of South Sudan will open accounts with the concerned banks to facilitate swift execution of the required transactions.
 - b. The Bank of South Sudan will allocate, to each bank, 25% of the foreign exchange proceeds collected by them.
 - c. The allocated 25% will be utilized by each bank to meet foreign exchange needs and priorities as shall be agreed from time to time with the Bank of South Sudan.
 - d. Each bank is required to furnish the Bank of South Sudan with a monthly report on 'Special Account' as per the attached format.
9. When executing any purchase deals from a foreign currency denominated 'Special Account', banks shall apply the daily reference rate (indicative rate), which is computed as the weighted average of the daily exchange rates of all the licensed banks in South Sudan. Such rates shall be circulated by the Bank of South Sudan each day.
10. Any bank that will violate these guidelines commits an offence and shall be subjected to penalties and fines, including prohibition from trading in foreign exchange business, and any other penalties stipulated in the Banking Act 2012, Foreign Exchange Business Act, 2012, and other relevant laws and regulation.


Othom Rago Ajak
Governor
Bank of South Sudan



Bank of South Sudan
Financial Markets Department
'Special Accounts' Report (Monthly)

(Due by the 15th Day of the month following end of reporting month)

Reporting Bank: ----- Reporting Month: -----

	PARTICULARS	No. of 'Special Accounts'			
		SSP	USD	EUR	GBP
1	Total number of Special Accounts at the end of previous month				
2	Total number of Special Accounts closed during the reporting month				
3	Total number of Special Accounts opened during reporting month				
4	Total number of Special Accounts at the end of the reporting month (1-2+3)				
	PARTICULARS	Balances of the 'Special Accounts'			
		SSP	USD	EUR	GBP
5	Opening balance (closing of the previous month) of Special Accounts				
6	Balance of the total foreign currency purchases from Special Accounts during the month				
7	Balance of foreign currency transfers from Special Accounts during the month				
8	Closing balance of Special Accounts (5-6+7)				

Authorized Signature: -----

Name of authorized Official: -----

Title of the official signing: -----

Date and stamp: -----