

February 13, 2014

Dear DRS Reporter,

This letter is to remind you of your government's commitment to the World Bank, to report external borrowing to the Debtor Reporting System (DRS) for the year 2013. The reporting requirement is for detailed, loan by loan information on all public and publicly guaranteed debt and aggregate reports on the external obligations of the private sector not guaranteed by a public entity. *These reports should include both external obligations payable in foreign currency and those payable in the currency of the borrowing country.*

As part of the Debtor Reporting System (DRS), the Financial Data Team of the World Bank is sending you forms to report transactions of all outstanding loans for the year ending December 31, 2013 as well as quarterly reports of new commitments during the calendar year 2013. The forms are attached and instructions for completion are printed on the reverse side of each form. The *Debtor Reporting Manual*, included with the forms, provides a more detailed description of the reporting requirements, procedures, and principles. With regard to loans from multilateral institutions, loans from IBRD, IDA, Asian Development Bank, Asian Development Fund, Inter-American Development Bank, African Development Bank and African Development Fund should **not** be included in the reports. The data for these will be provided by the creditor sources. However, loans extended by all other multilateral institutions should be reported.

- Form 1, showing new commitments, should be submitted quarterly and no later than one month after the close of the calendar quarter. Form1A should be submitted for irregular schedule of disbursements and payments.
- Form 2, showing the status of and transactions for outstanding loans, are normally prepared annually and should be submitted within three months after the end of the reporting period.
- Form 3 should be submitted for revising previously reported data in Form 1 and 2.
- Form 4 should be submitted annually with Forms 2. The World Bank would like to remind you of the requirement to report (in aggregate, on Form 4) external long-term debt of the private sector not guaranteed by a public entity.

For purposes of IBRD and IDA lending, a country is regarded as current in its reporting of debt data if these provisions are met.

Please submit all completed reports to the Financial Data Team of the Development Data Group by **March 31, 2014**. Electronic submissions, including UNCTAD and COMSEC files, should be emailed to DDG_FinFiles@Worldbank.org. Please contact Ibrahim Levent, at iLevent@worldbank.org or tel: 202-473-3843 if you have any questions.

I would like to take this opportunity to thank you for your continuing cooperation.

Sincerely yours,

Haishan Fu
Director
Development Data Group
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