



statistics | news

MONETARY AND FINANCIAL REPORTING

Upcoming FR 2900 Seminar

The Statistics Department of the Federal Reserve Bank of Dallas offers free deposit report seminars! These one-day events are full of essential information you need to know in order to accurately file your FR2900 report. Seminars for 2013 are shown below:

Date	Location
May 22, 2013	Dallas
June 12, 2013	Houston

For more information, visit <http://www.dallasfed.org/banking/reporting/index.cfm>, and click on "Seminars." Online registration will begin approximately six weeks prior to the seminar date. An email reminder will be sent when registration opens. If you are not already on our mailing list, please contact us at FR2900Workshop@dal.frb.org, or you can also contact your analyst to confirm that we have your current email address.

Quarterly Deposit Reporting Period is Here

By now, you should have received your quarterly notification via email. If you need extra time to file your report, please call your report analyst.

Quarterly FR 2900 Reporters

Report period:

Week ending,
Monday, March 25, 2013

Due date:

Close of business,
Tuesday, March 26, 2013

Looking for Article Ideas

If you have an FR 2900 issue that keeps you up at night and would like us to address it in a future article, we would love to hear from you! Please email your ideas to the Editor at Monetaryreports@dal.frb.org.

Avoid Common 'Due From' Reporting Problems

Line item B1 of the FR 2900 report is reserved for demand balances that are due to your institution from U.S. offices of banks or other depository institutions. As this item is limited to demand accounts, balances that are not available for immediate withdrawal should not be reported. Such balances to be excluded are those with deferred availability, sweep accounts, time deposits and savings deposits. In addition, balances held at non-U.S. banks, private banks and New York State investment companies should be excluded as well as those balances that are held at the Federal Reserve, the NCUA Central Liquidity Facility, or Federal Home Loan Banks. If you have a deposit account due from a depository institution that is overdrawn, it should be regarded as zero for reporting purposes.

In most cases, on a weekend or holiday, your 'Due From' balance should be reported with the same value as the previous day. However, there are a few exceptions. If both you and your correspondent bank are open and posting to your GLs on a weekend or holiday, these balances should be reported as if it were a normal business day. If your institution is open or posting to your GL but your correspondent bank is not, your institution will only be able to report decreases to your 'Due From' balances. Increases to your 'Due From' balance are not possible since your correspondent institution is closed and not posting to its GL.

Annual Salary Survey Approaching

The Statistics Department at the Federal Reserve Bank of Dallas conducts an annual salary survey of various official and nonofficial positions at commercial banks in the Eleventh Federal Reserve District. We are currently seeking participants for the 2013 survey. The information collected is compiled to provide banks with relevant and comparative salary data classified by bank deposit size and geographic location. The results of the survey are published annually and available for purchase at a cost of \$200.00 per copy. The benefit of your participation is a **FREE** copy of the results.

Past respondents have found the survey useful for comparing salaries and benefits to similar institutions, planning annual budgets and compensation, ensuring that officers and employees are fairly compensated and determining the prevailing pay rate for specific positions. The survey results will be distributed electronically as both a PDF file and as an Excel spreadsheet that can be easily uploaded into salary benchmarking software.

If you are interested in participating in the 2013 Salary Survey please send an email to salariesurvey@dal.frb.org or call Dianna Elzner at 214-922-5424 or Daion Christenson at 214-922-5423.

Spring Cleaning

It is important that Statistics staff analysts be able to reach reporting contacts at all of our depository institutions. We strive to maintain our contact records with the utmost accuracy, but we need your help! We ask you to notify us as soon as possible whenever any of the following occurs:

- Change in email, phone, or mailing address
- Change in assignments (no longer preparing the FR2900/FR2900q/FR2910a)
- Adding/changing backup contact for preparation of any reports
- Contact(s) no longer works at the institution

Please forward to us the updated information, including the new contact's name, phone number, extension, email address and fax number. Also, new contacts who will submit your report electronically will need to complete the authorization forms for access to IESUB. Thank you for your cooperation.

Holidays

We all love holidays! When one occurs during the report week, please report according to the scenario below that best describes your institution's procedures.

Scenario	Proper Reporting
Closed	Carry the previous day's balance forward
Closed but GL posting	Report balances as reflected on GL as of close of business*
Open but NOT GL posting	Carry the previous day's balance forward
Open and GL posting	Report balances as reflected on GL as of close of business*

* Both sides of the transaction (debit and credit) must be recorded and reported.

During second quarter 2013, the Federal Reserve Bank will observe the following holidays:

Memorial Day

Monday, May 27, 2013

Quarterly Deposit Report Deadlines for 2013

Report Dates	Due Dates
Tuesday, March 19–Monday, March 25, 2013	Close of business Tuesday, March 26, 2013
Tuesday, June 18–Monday, June 24, 2013	Close of business Tuesday, June 25, 2013
Tuesday, September 17–Monday, September 23, 2013	Close of business Tuesday, September 24, 2013
Tuesday, December 17–Monday, December 23, 2013	Close of business Tuesday, December 24, 2013

Electronic Reporting

Quarterly reporting is just around the corner, and there are still a small percentage of institutions faxing their reports to us. While faxing your report to the Fed remains optional on some reports, we would like for you to consider giving IESUB a try when submitting your reports.

Our support team will do their very best to make this transition as quick and easy for you as possible. All we need is a completed IESUB User Request Form for each person at your institution wanting access. The information on the request form is needed for us to create your new user name and password. A separate form will be required to submit reports other than the quarterly FR2900. The best part is that regardless of how many reports you file you only need one user name and one password.

To get started, call one of your support staff listed, and you will be given a personalized IESUB User Request. You can also use the link below to access a blank user form. Fax all completed forms to 214.922.5394 or 214.922.5395.

IESUB Support Contacts: Dianna Elzner at 214.922.5424, Barbara Askew at 214.922.6309 or Daion Christenson at 214.922.5423.

<http://www.frbervices.org/centralbank/reportingcentral/iesub.html>

Important Information

The links below contain all the latest information you need to correctly file your FR 2900 report. As always, if you have any questions or concerns, please contact us.

[FR 2900 Report Forms, Instructions, and Legitimate Differences](#)

[Regulation D](#)

[Deposit Reclassification Guidelines](#)

[Reserve Maintenance Manual](#)

[Statistics Public Website](#)

[Reporting Deadlines](#)

[IESUB](#)

The Importance of an Active IESUB Account

Have you ever tried to log into IESUB and received a message informing you that the information you entered is no longer valid? This means that your account has been disabled. Your account's status should always be "enabled"; otherwise, you're at risk of having your account closed. Accounts disabled in this manner are deleted after one year.

Keeping your account enabled is easy to do. Just log into IESUB with your user name and password at least once a month. If you do not log on every 30 days, your account will expire or be disabled. Once your account expires, you will have to reset your password or contact us to reset it for you. If you fail to reset your password, your account will automatically be deleted one year after it has been disabled. To reactivate your account, you will need to complete the paperwork required to create a new account. Contact us if you have questions on this or any other IESUB support issues.

How to Contact Your Statistics–Monetary and Financial Report Staff

Visit our website at <http://dallasfed.org/banking/reporting> to find electronic versions of *Statistics News* as well as staff names, phone numbers and email addresses.

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