

NPCI/NFS/OC no.135/2014-15

10<sup>th</sup> October, 2014

To,

**All RuPay Member banks**

Dear Sir/Madam,

Sub: RuPay - Change in frequency of Cards Portfolio Report submission by banks

Banks have been submitting to us, every quarter, the data relating to their RuPay cards portfolio, ON US transactions data for RuPay cards used on their ATM and POS, etc. in the prescribed format as per Cards Portfolio Report (QCPR). The report submitted by banks are used by us to compile -

1. RuPay cards in circulation
2. Usage pattern
3. Total usage (count/amount)
4. Manage incentive program (wherever applicable)

In order to facilitate timely consolidation and analysis of the information submitted by banks, we request you to submit the Cards Portfolio Report **every month instead of every quarter**. In view of the change in frequency, the report shall hereafter be known as Monthly Cards Portfolio Report (MCPR). The Report should be submitted to us on or before the 5<sup>th</sup> of the month following. The instruction contained herein is effective from Oct 2014 onwards. Thus, the MCPR for the month of Oct 2014 should be submitted on or before 5-11-2014.

In view of the criticality of the data compilation, we seek your support and co-operation for submission of MCPR by 5<sup>th</sup> of each month.

Should you need any further information, please contact your Relationship Manager or the following officials:

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Yours faithfully,

  
**Ram Sundaresan**  
Head - Operations

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