

**Manual of Reporting Forms and Instructions
for Deposit-Taking Institutions**

AMENDMENT CONTROL LOG

Selected Structural Statistics

Amendment Number	Effective Reporting Date	Page Number	Description
Please note that throughout this Tab, the following changes are all identified by a sidebar:			
1	Q1 2006		NEW

SELECTED STRUCTURAL STATISTICS

PURPOSE

The purpose of this return is to provide the Bank of Canada with information to assess the efficiency and productivity of domestic and foreign banks and foreign bank branches.

STATUTORY

Section 24 of the Bank of Canada Act.

APPLICATION

This return applies to all banks and foreign bank branches on a consolidated basis. Trust and Loan Companies and subsidiaries of banks are not required to submit this return.

PUBLICATION

Certain information may be published on a total-for-all-institutions basis in the Bank of Canada Banking and Financial Statistics and/or the Financial System Review.

FREQUENCY

Institutions with fiscal year-ends of October	-	Quarterly	-	January, April, July and October
Institutions with fiscal year-ends of December	-	Quarterly	-	March, June, September and December

CONTACT PERSON

Provide name and phone number of person to contact regarding any questions about this return.

REPORTING DATES

This return is to be completed as at the last day of each quarter and submitted to the Bank of Canada within 45 days of the reporting date as follows:

Institutions with fiscal year-ends of October	-	January, April, July and October
Institutions with fiscal year-ends of December	-	March, June, September and December

CONTACT AGENCY

Bank of Canada.

SELECTED STRUCTURAL STATISTICS

	IN CANADA	WORLDWIDE
1. Number of full-time equivalent employees		
2. Number of bank branches / service delivery units		
3. Number of automated banking machines		

GENERAL INSTRUCTIONS

The purpose of this return is to provide the Bank of Canada with information to assess the efficiency and productivity of domestic and foreign banks and foreign bank branches.

Data are to be reported on both an “in Canada” and “worldwide” basis. Bank operating only in Canada should report the same amounts in both columns.

Banks are permitted to report this information based on their internal definitions. Typical definitions might be:

1. Number of full-time equivalent employees
 - Number of hours worked per two weeks by currently working full time staff plus staff on leave with salary, regular and intermittent part-time staff, and temporary employees, divided by 75
2. Number of bank branches / service delivery units
 - Number of bank branches that provide full or limited banking services, and facilities and offices from which customers can obtain products/services offered by the bank
3. Number of automated banking machines
 - Number of automated self serve banking machines (both full and partial service) in both branch and non-branch locations