## Bangladesh Branches

# Notes to the Financial Statements <br> as at and for the year ended 31 December 2013 

## 1 Background

The Hongkong and Shanghai Banking Corporation Limited (HSBC), Bangladesh Branches (the "Bank") commenced its banking operations in Bangladesh on 3 December 1996 after obtaining its banking licence from Bangladesh Bank on 17 April 1996. HSBC is incorporated in Hong Kong and its ultimate holding company HSBC Holdings plc (the Group) is incorporated in England.
HSBC also operates an Offshore Banking Unit (OBU) after obtaining its licence from Bangladesh Bank on 9 July 1998.

## 2 Principal activities

HSBC offers a comprehensive range of financial services in Bangladesh including commercial banking, retail banking, payments and cash management, trade services, treasury, and custody and clearing.
2.1 Retail Banking and Wealth Management: With fourteen branches, thirty eight ATMs and five Customer Service Centres in Dhaka, Chittagong, Sylhet, Narayanganj and Mymensingh, HSBC offers a wide range of personal banking and related financial services including current and savings accounts, personal loans, time deposits and inward and outward remittances.
As part of financial services, HSBC provided personal internet banking (PIB) for the customers from 2010. It provides real time viewing, control and transaction access to customer accounts and comes with a state-of-the-art security device.
2.2 Commercial Banking: Commercial banking provides a wide range of financial services and products having international connectivity to meet the need of customers. HSBC has an offshore banking unit ( OBU ) licence and therefore also provides foreign currency financing to qualifying customers. The Bank also established Small and Medium Enterprise banking facilities in late 2006.
2.3 Corporate and Institutional Banking: Corporate and institutional banking provides dedicated relationship management services to HSBC's clients in major corporate and financial institutions. The Bank's focus is on fostering long-term relationships based on its international connections and extensive knowledge of Asia and Asian business.
2.4 Global Markets: HSBC's Global Markets business ranks among the largest in the world and provides foreign exchange and money market services to the Central Bank, international and local corporations, institutional investors and financial institutions as well as other market participants.
2.5 Global Trade and Receivables Finance: Trade finance and related services are a long-standing core business of HSBC based on the depth and spread of its corporate customer base, commitment to service, highly automated trade processing systems and extensive geographic reach.
The Bank has eight Business Development Offices in Dhaka, Chittagong, Comilla, Mongla, Adamjee, Karnaphuli, Ishwardi and Uttara export processing zones focused on handling of export-import documents.
2.6 Payments and Cash Management: HSBC is one of the leading providers of Payments and Cash Management services to financial institutions, corporate and personal customers in Bangladesh. Underpinned by the Group's extensive global network of offices and capabilities, Payments and Cash Management assists companies through the provision of payments, collections, liquidity and account services. HSBCnet, a proprietary computer-based software package, provides customers with an instant link to HSBC's international computer network, allowing customers to perform transactions and obtain a diverse range of up-to-date information 24 hours a day, 365 days a year.
2.7 Custody and Clearing: HSBC provides custody and clearing services; the network uses an advanced securities clearing system, which was developed in-house and provides round-the-clock online real-time access to clients' securities portfolios.
2.8 Amanah: HSBC Amanah is the global islamic financial services division of the Group, responsible for the development of Islamic financial products for distribution to customers.

Following a strategic review of all business and operations around the world, the Group decided to restructure its Islamic banking business and will no longer offer Shariah compliant products and services in Bangladesh. Within the restructuring procedure, the existing books of the Amanah business will run-off up to the maturity as per the Bangladesh Bank approval letter ref no. BRPD (P-3)745(37)/2013-1693 dated 10 April 2013.

## 3 Basis of preparation

### 3.1 Statement of compliance

The financial statements of the Bank are prepared in accordance with the Bank Companies Act 1991, in particular, Banking Regulation and Policy Department (BRPD) circular No 14 (25 June 2003), other Bangladesh Bank circulars, and International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) as adopted by the Institute of Chartered Accountants of Bangladesh (ICAB) into Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standards (BFRS) where relevant to the Bank to the extent that these do not contradict the applicable statutory provisions of Bangladesh Bank (the local central bank). In case any requirement of provisions and circulars issued by Bangladesh Bank differs with those of other regulatory authorities, the provisions and circulars issued by Bangladesh Bank shall prevail.

## i) Investment in shares and securities

BFRS: As per requirements of BAS 39 investment in shares and securities generally falls either under "at fair value through profit and loss account" or under "available for sale" where any change in the fair value (as measured in accordance with BFRS 13) at the year-end is taken to profit and loss account or revaluation reserve respectively.

Bangladesh Bank: As per BRPD circular no. 14 dated 25 June 2003 investments in quoted shares and unquoted shares are revalued at the year end at market price and as per book value of last audited balance sheet respectively. Provision should be made for any loss arising from diminution in value of investment; otherwise investments are recognised at cost.

## ii) Revaluation gains/losses on Government securities

BFRS: As per requirement of BAS 39 where securities will fall under the category of Held for Trading (HFT), any change in the fair value of held for trading assets is recognised through profit and loss account. Securities designated as Held to Maturity (HTM) are measured at amortised cost method and interest income is recognised through the profit and loss account

Bangladesh Bank: HFT securities are revalued on the basis of mark to market and at year end any gains on revaluation of securities which have not matured as at the balance sheet date are recognised in other reserves as a part of equity and any losses on revaluation of securities which have not matured as at the balance sheet date are charged in the profit and loss account. Interest on HFT securities including amortisation of discount are recognised in the profit and loss account. HTM securities which have not matured as at the balance sheet date are amortised at the year end and gains or losses on amortisation are recognised in other reserve as a part of equity.

## iii) Provision on loans and advances/investments

BFRS: As per BAS 39 an entity should start the impairment assessment by considering whether objective evidence of impairment exists for financial assets that are individually significant. For financial assets that are not individually significant, the assessment can be performed on an individual or collective (portfolio) basis.

Bangladesh Bank: As per BRPD circular No. 14 (23 September 2012), BRPD circular No. 19 (27 December 2012) and BRPD circular No. 05 (29 May 2013) a general provision at 0.25\% to 5\% under different categories of unclassified loans (good/standard loans) has to be maintained regardless of objective evidence of impairment. Also provision for sub-standard loans, doubtful loans and bad losses has to be provided at $20 \%, 50 \%$ and $100 \%$ respectively for loans and advances depending on the duration of overdue. Again as per BRPD circular no. 10 dated 18 September 2007 and BRPD circular no. 14 dated 23 September 2012, a general provision at $1 \%$ is required to be provided for all off-balance sheet exposures. Such provision policies are not specifically in line with those prescribed by BAS 39.

## iv) Recognition of interest in suspense

BFRS: Loans and advances to customers are generally classified as 'loans and receivables' as per BAS 39 and interest income is recognised through effective interest rate method over the term of the loan Once a loan is impaired, interest income is not recognised in the financial statements.
Bangladesh Bank: As per BRPD circular no. 14 dated 23 September 2012, once a loan is classified, interest on such loans are not allowed to be recognised as income, rather the corresponding amount needs to be credited to an interest in suspense account, which is presented as liability in the balance sheet.

## v) Other comprehensive income

BFRS: As per BAS 1 Other Comprehensive Income (OCl) is a component of financial statements or the elements of OCl are to be included in a single Other Comprehensive Income statement.
Bangladesh Bank: Bangladesh Bank has issued templates for financial statements which will strictly be followed by all banks. The templates of financial statements issued by Bangladesh Bank do not include Other Comprehensive Income nor are the elements of Other Comprehensive Income allowed to be included in a single Other Comprehensive Income (OCI) Statement. As such the Bank does not prepare the other comprehensive income statement. However, elements of OCl , if any, are shown in the statements of changes in equity.

## vi) Financial instruments - presentation and disclosure

In several cases Bangladesh Bank guidelines categorise, recognise, measure and present financial instruments differently from those prescribed in BAS 39. As such full disclosure and presentation requirements of BFRS 7 and BAS 32 cannot be made in the financial statements.

## vii) Financial guarantees

BFRS: As per BAS 39, financial guarantees are contracts that require an entity to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make paymen when due in accordance with the terms of a debt instrument. Financial guarantee liabilities are recognised initially at their fair value, and the initial fair value is amortised over the life of the financial guarantee. The financial guarantee liability is subsequently carried at the higher of this amortised amount and the present value of any expected payment when a payment under the guarantee has become probable. Financial guarantees are included within other liabilities.

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Bangladesh Bank: As per BRPD 14, financial guarantees such as letter of credit, letter of guarantee will be treated as off-balance sheet items. No liability is recognised for the guarantee except the cash margin.

## viii) Cash and cash equivalen

BFRS: Cash and cash equivalent items should be reported as cash item as per BAS 7.
Bangladesh Bank: Some cash and cash equivalent items such as 'money at call and on short notice', treasury bills, Bangladesh Bank bills and prize bond are not shown as cash and cash equivalents. Money at call and on short notice presented on the face of the balance sheet, and treasury bills, prize bonds are shown in investments.

## ix) Non-banking asset

BFRS: No indication of Non-banking asset is found in any BFRS.
Bangladesh Bank: As per BRPD 14, there must exist a face item named Non-banking asset.

## x) Cash flow statement

BFRS: The Cash flow statement can be prepared using either the direct method or the indirect method. The presentation is selected to present these cash flows in a manner that is most appropriate for the business or industry. The method selected is applied consistently.
Bangladesh Bank: As per BRPD 14, cash flow is the mixture of direct and indirect methods.
xi) Balance with Bangladesh Bank: (Cash Reserve Requirement)

BFRS: Balance with Bangladesh Bank should be treated as other asset as it is not available for use in day to day operations as per BAS 7.
Bangladesh Bank: Balance with Bangladesh Bank is treated as cash and cash equivalents.

## xii) Presentation of intangible asset

BFRS: An intangible asset must be identified and recognised, and the disclosure must be given as per BAS 38.
Bangladesh Bank: There is no regulation for intangible assets in BRPD 14.
xiii) Off-balance sheet items

BFRS: There is no concept of off-balance sheet items in any BFRS; hence there is no requirement for disclosure of off-balance sheet items on the face of the balance sheet.

Bangladesh Bank: As per BRPD 14, off balance sheet items (e.g. Letter of credit, Letter of guarantee etc.) must be disclosed separately on the face of the balance sheet.

## xiv) Loans and advances/Investments net of provision

BFRS: Loans and advances/Investments should be presented net of provision.
Bangladesh Bank: As per BRPD 14, provision on loans and advances/investments are presented separately as liability and can not be netted off against loans and advances.

### 3.2 Basis of measurement

The financial statements of the Bank are prepared on the basis of historical cost except for investment in treasury bills and treasury bonds which have been "Marked to market" in accordance with the DOS circular 05 ( 28 January 2009) and the liability of defined benefit obligations which is recognised as the present value of the defined benefit obligations less the net total of the plan assets and other related items as required by BAS 19 and represent the financial performance and financial position of the branches in operation within Bangladesh which includes Amanah.
Amanah is separate from the conventional banking branches and the Bank maintains a separate set of accounts for Amanah which is separate from the conventional banking branches to conform to the standard adopted by Financial Accounting and Auditing Organization for Islamic Financial Institutions. In accordance with the Guidelines for Islamic Banking issued by the Banking Regulation and Policy Department (BRPD) circular No 15 dated 09 November 2009, a separate set of financial statements have been prepared for Amanah.

All balances of all branches including Amanah are included in these financial statements. In addition, separate sets of financial statements for both Offshore Banking Unit (OBU) and Amanah have been prepared.

### 3.3 Functional and presentation currency

Items included in the financial statements of the Bank are measured using the currency of the primary economic environment in which the entity operates ('the functional currency'). The financial statements of the Bank are presented in Bangladeshi Taka (BDT) which is the Bank's functional and presentation currency.

### 3.4 Use of estimates and judgments

The preparation of financial statements requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised and in any future periods affected.

In particular, information about significant areas of estimation, uncertainty and critical judgments in applying accounting policies that have the most significant effect on the amounts recognised in the financial statements are described below:

- Provisions on loans and advances - as explained in note 4.3
- Employee benefits - as explained in note 4.18
- Income tax - as explained in note 4.20


### 3.5 Reporting period

These financial statements cover one calendar year from 01 January 2013 to 31 December 2013. These financial statements are authorised for issue by management of the Bank on 9 February 2014.

### 3.6 Cash flow statement

The cash flow statement has been prepared in accordance with the BAS 7 Cash Flow Statements considering the requirements specified in the BRPD circular No. 14 dated 25 June 2003 issued by the Banking Regulation and Policy Department of Bangladesh Bank.

### 3.7 Statement of changes in equity

The Statement of changes in equity reflects information about the increase or decrease in net assets or wealth.

### 3.8 Liquidity statement

The liquidity statement of assets and liabilities as on the reporting date has been prepared on residual maturity term which has been given in the statement.

## 4 Significant accounting policies

### 4.1 Foreign currencies

According to BAS 21 "The Effects of Changes in Foreign Exchange Rates" transactions in foreign currencies are recorded in the functional currency at the rate of exchange prevailing on the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated into the functional currency at the rate of exchange prevailing at the balance sheet date. Any resulting exchange differences are included in the profit and loss account except for exchange differences on "Funds deposited with Bangladesh Bank", which is recognised directly in equity.

### 4.2 Loans and advances to customers

Loans and advances are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and that the Bank does not sell in the normal course of business.

Loans and advances are initially measured at fair value, and subsequently measured at amortised cost. These are stated gross, with accumulated specific and general provisions for loans and advances being shown under other liabilities.

### 4.3 Provisions on loans and advances

At each balance sheet date and periodically throughout the year, the Bank reviews loans and advances to assess whether objective evidence that impairment of a loan or portfolio of loans has arisen supporting a change in the classification of loans and advances, which may result in a change in the provision required in accordance with BRPD circular No. 14 (23 September 2012), BRPD circular No. 19 (27 December 2012) and BRPD circular No. 05 (29 May 2013). The guidance in the circular follows a formulaic approach whereby specified rates are applied to the various categories of loans as defined in the circular. The provisioning rates are as follows:

|  | 2013 | 2012 |
| :---: | :---: | :---: |
| General provision on: |  |  |
| Unclassified general loans and advances/investments | 1.00\% | 1.00\% |
| Unclassified small and medium enterprise financing | 0.25\% | 0.25\% |
| Unclassified loans/investment for housing finance and |  |  |
| Unclassified consumer financing other than housing |  |  |
| finance and loans for professionals | 5.00\% | 5.00\% |
| Unclassified agricultural loans | 5.00\% | 5.00\% |
| Special mention account | - | 5.00\% |

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In accordance with BRPD circular No. 05 (29 May 2013) the rate of provision on the outstanding amount of loans kept in the 'Special Mention Account' will be the same as the rates stated above i.e. $0.25 \%$ against all unclassified loans of Small and Medium Enterprise (SME), $5 \%$ on the unclassified amount for Consumer Financing, 2\% on the unclassified amount for Housing Finance and $1 \%$ against all other unclassified loans.

## 2013

2012

## Specific provision on:

Substandard loans and advances/investments
Doubtful loans and advances/investment
$20 \%$
$50 \%$
20\%
Bad / loss loans and advances/investments
100\%
100\%
BRPD circular No. 14 (23 September 2012) as amended by BRPD circular No. 19 (27 December 2012) also provides scope for further provisioning based on qualitative judgments. In these circumstances impairment losses are calculated on individual loans considered individually significant based on which specific provisions are raised. If the specific provisions assessed under the qualitative methodology are higher than the specific provisions assessed under the formulaic approach above, the higher of the two is recognised in liabilities under "Provision for loans and advances" with any movement in the two is recognised in liabilities under "Provision for loans and advances with any movement in the
provision charged/released in the profit and loss account. Classified loans are categorised into sub-standard, doubtful and bad/loss based on the criteria stipulated by Bangladesh Bank guideline.

### 4.4 Loan write-off

Loans are normally written off, when there is no realistic prospect of recovery of these amounts and in accordance with BRPD circular No. 2 (13 January 2003). A separate Debt Collection Unit (DCU) has been set up at the Bank's Head Office which monitors loans written off and legal action taken through the money loan court. These write-offs do not undermine or affect the amount claimed against the borrower by the Bank.
The DCU maintains a separate ledger for all individual cases written off by each branch. The DCU follows up on the recovery efforts of these written off loans and reports to management on a periodic basis. Written off loans and advances are reported to the Credit Information Bureau (CIB) of Bangladesh Bank.

### 4.5 Provisions on balances with other banks and financial institutions (Nostro accounts)

Provisions for unsettled transactions on nostro accounts made are reviewed semi-annually by management and certified by our external auditors in accordance with Bangladesh Bank Foreign Exchange Policy Department (FEPD) circular No. 677 ( 13 September 2005).

### 4.6 Provisions for off balance sheet exposures

BRPD circular No. 14 (23 September 2012) requires a general provision for off balance sheet exposures to be calculated at $1 \%$ on all off balance sheet exposures as defined in BRPD circular No. 10 (24 November 2002). Accordingly the Bank has recognised a provision of $1 \%$ on the following off balance sheet items:

- Acceptance and endorsements
- Letters of guarantee
- Irrevocable letters of credit
- Foreign exchange contracts


### 4.7 Investments

In accordance with the Bangladesh Bank guideline the Bank has classified investment into the following categories :

- Held to Maturity (HTM)
- Held for Trading (HFT)

In accordance with DOS circular No. 05 (26 May 2008) and DOS circular 5 (28 January 2009) Treasury securities held for Statutory Liquidity Reserve (SLR) compliance could be classified as either HTM or HFT. HTM securities which have not matured as at the balance sheet date are amortised at the year end and gains or losses on amortisation are recognised in other reserve as a part of equity. Coupon interest on HTM securities is recognised in profit and loss account. HFT securities are revalued on the basis of mark to market and at year end any gains on revaluation of securities which have not matured as at the balance sheet date are recognised in other reserves as a part of equity and any losses on revaluation of securities which have not matured as at the balance sheet date are charged in the profit and loss account. Interest on HFT securities including amortisation of discount are recognised in the profit and loss account.
All of the Bank's investments in shares are unquoted, and are valued based on book value of the most recent audited financial statements. Provisions are made for any loss arising from diminution in value of investments. Bonus share in their own self will have no value as the fair value of each shareholder's interest should be unaffected by the bonus issue, hence no accounting entries are passed in the book for bonus share received.

### 4.8 Provisions for other assets

BRPD circular No. 14 (25 June 2001) requires a provision of $100 \%$ on other assets which are outstanding for one year and above. The Bank maintains provisions in line with this circular unless it assesses there is no doubt of recovery on items of other assets in which case no provision is kept.

### 4.9 Fixed assets (Property, plant and equipment)

Fixed assets (including assets acquired under finance leases where the Bank is the lessee) are stated at cost less any impairment losses and depreciation calculated on a straight-line basis, from the month in which the asset is recognised to month prior to the month in which the asset is disposed, so as to write off the assets over their useful lives, which are as follows:

| Furniture and fixtures | 10 years | $10 \% \mathrm{pa}$ |
| :--- | :--- | :--- |
| Equipment | 5 to 7 years | $14.28 \%$ to $20 \%$ pa |
| Leasehold improvements | 10 years | $10 \% \mathrm{pa}$ |
| Motor vehicles | 5 years | $20 \% \mathrm{pa}$ |
| Computers | 3 and 4 years | $33.33 \%$ and $25 \%$ pa |

Following a review of the useful life of some classes of IT equipment, the depreciation period has changed from 3 to 4 years. The policy change was effective from 1 January 2012 for the new IT equipment that was purchased from 1 January 2012.
Fixed assets are subject to an impairment review if there are events or changes in circumstances which indicate that the carrying amount may be impaired. Repairs and maintenance are charged to the profit and loss account as incurred.

### 4.10 Intangible assets

Intangible assets include purchased computer software which are stated at cost less any impairment losses and amortisation calculated on a straight-line basis. In accordance with the provisions of BAS 38 the cost of purchased software which is not an integral part of the related hardware is booked under intangible assets. Intangible assets with finite useful life are amortised, generally on straight-line basis, over their useful lives as follows:
Purchased software
3 to 5 years
$20 \%$ to $33.33 \%$ pa

Intangible assets are subject to an impairment review if there are events or changes in circumstances which indicate that the carrying amount may be impaired. Modification, upgrade and maintenance costs are charged to the profit and loss account as incurred.

### 4.11 Finance and operating leases

Agreements which transfer to counterparties substantially all the risks and rewards incidental to the ownership of assets, but not necessarily legal title, are classified as finance leases.
When the Bank is a lessee under finance leases, the leased assets are capitalised and included in "fixed assets" and the corresponding liability to the lessor is included in "Other liabilities". A finance lease and its corresponding liability are recognised initially at the fair value of the asset or, if lower, the present value of the minimum lease payments. Finance charges payable are recognised as interest expense over the period of the lease based on the interest rate implicit in the lease so as to give a constant rate of interest on the remaining balance of the liability.
All other leases are classified as operating leases. When the Bank is the lessee under an operating lease, leased assets are not recognised in the balance sheet. Rentals payable, including rent paid in advance, under operating leases are accounted for on a straight-line basis over the period of the lease, unless another systematic basis is more representative of the time pattern of the user's benefit, and are included in "Rent expenses".

### 4.12 Deposits by customers and banks

Deposits by customers and banks are recognised when the Bank enters into the contractual provisions of the arrangements with counterparties, which is generally on trade date and initially measured at the consideration received.

### 4.13 Provisions for liabilities and charges

Provisions are recognised when it is probable that an outflow of economic benefits will be required to settle a current legal or constructive obligation as a result of past events, and a reliable estimate can be made of the amount of the obligation.
Contingent liabilities, which include certain guarantees and letters of credit pledged as collateral security, are possible obligations that arise from past events whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Bank. Contingent liabilities are not recognised in the financial statements but are disclosed unless they are remote.

### 4.14 Capital adequacy

According to Sub-section 3 of Section 13 of the Bank Companies Act 1991, as amended by BRPD circular No. 11 ( 14 August 2008) and BRPD circular No. 24 ( 03 August 2010) all banks are required to deposit with Bangladesh Bank the higher of BDT4 billion or the minimum capital requirement calculated as $10 \%$ of risk weighted assets (RWA). The deposit may be in the form of cash or in unencumbered approved securities. Note 31 demonstrates the Bank's compliance with the overall capital requirements as disclosed above. The risk based capital adequacy framework in line with Basel II has fully come into force from 01 January 2010 as per BRPD circular No. 24 (03 August 2010).

### 4.15 Off setting financial assets and financial liabilities

Financial assets and financial liabilities are offset and the net amount reported in the balance sheet when there is a legally enforceable right to offset the recognised amounts and there is an intention to settle on a net basis, or realise the asset and settle the liability simultaneously.

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### 4.16 Cash and cash equivalents

For the purpose of the cash flow statement, cash and cash equivalents include highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value and normally those with less than three months maturity from the date of acquisition and include cash and balances at central banks, treasury bills and other eligible bills and balances with other banks and financial institutions.

### 4.17 Revenue recognition

## Interest income and expense

Interest income and expenses are recognised in the profit and loss account using the effective interest method in accordance with BAS 39. The effective interest rate is the rate that exactly discounts the estimated future cash receipts or payments through the expected life of the financial asset or liability, (or where appropriate, a shorter period) to the net carrying amount of the financial asset or liability.

When calculating the effective interest rate, the Bank estimates cash flows considering all contractual terms of the financial instrument but not future credit losses. The calculation includes all amounts paid or received by the Bank that are an integral part of the effective interest rate of a financial asset, including transaction costs and all other premiums or discounts.

In case of Amanah, mark-up on investments is taken into the income account proportionately from profit receivable accounts. Overdue/late payment charge on investment is transferred to charity suspense account instead of income account.

In accordance with BRPD circular No. 14 (23 September 2012) as amended by BRPD circular No. 19 (27 December 2012) interest accrued on sub-standard loans and doubtful loans are credited to an "Interest Suspense Account" which is included within "Other liabilities". Interest from loans and advances ceases to be accrued when they are classified as bad/loss. It is then kept in interest suspense in a memorandum account. Interest received on sub-standard loans, doubtful loans and bad/loss loans are retained in the "Interest Suspense Account" until the loan is no longer considered to be impaired.

## Interest income from investment

Interest income on investments in government and other securities and bonds is accounted for on an accrual basis and as per Bangladesh Bank guidelines.

## Interest expense on deposits

Interest expenses for all deposits are recognised in the profit and loss account on an accrual basis.

## Commission and fee income

The Bank earns commission and fee income from a diverse range of services provided to its customers. Commission and fee income is accounted for as follows:

- income earned on the execution of a significant act is recognised as revenue when the act is completed
- income earned from services provided is recognised as revenue as the services are provided
- income which forms an integral part of the effective interest rate of a financial instrument is recognised as an adjustment to the effective interest rate


## Exchange income

Exchange income includes all gains and losses from foreign currency transactions.

## Dividend income

Dividend income is recognised when the right to receive payment is established. This is the ex-dividend date for equity securities.

### 4.18 Employee benefits

## Short-term employee benefits

Short-term employee benefits are employee benefits, which fall due wholly within twelve months after the end of the period in which the employees render the related service including salaries, bonuses and other allowances. Payments are charged as an expense in the profit and loss account as they fall due. Payments due are accrued as a liability in "Provisions for liabilities and charges" on an undiscounted basis.

## Long term employee benefits

Long-term employee benefits are employee benefits other than post-employment benefits, which do not fall due wholly within twelve months after the period in which the employees render the related service. The Bank operates bonus schemes where certain percentage of the bonus are vested on a yearly basis. The period between the award date and the payable date is the vesting period. Payments due are accrued as a liability in "Provisions for liabilities and charges" over the vesting period.

## Post-employment benefits

Post-employment benefits are employee benefits, which are payable after the completion of employment. The Bank operates a defined contribution plan, The Hongkong and Shanghai Banking Corporation Limited Staff Provident Fund (PF) and a defined benefit plan, The Hongkong and Shanghai

Banking Corporation Limited Employees Gratuity Fund (GF), both of which have been set up under an irrevocable trust deed and recognised by the Commissioner of Taxes and approved by the National Board of Revenue respectively.

Under the PF, the Bank's contribution amounts to $10 \%$ of basic salary per month (as defined in the scheme trust deed) for each eligible member. Payments to the PF are charged as an expense in the profit and loss account as they fall due.
Under the GF, the Bank's obligation to members of the scheme is to pay one month's last drawn basic salary for each year of service (as defined in the scheme trust deed) on the termination of employment. Members who leave the scheme within the first five years of service are not entitled to any benefits under this scheme.

The defined benefit plan costs and the present value of defined benefit obligations are calculated at the balance sheet date by the scheme's actuaries using the Projected Unit Credit Method, this involves the use of estimates regarding demographic variables (such as employee turnover and mortality) and financial variables (such as future increases in salaries).

The net charge to the profit and loss account mainly comprises the current service cost, plus the unwinding of the discount rate on plan liabilities, less the expected return on plan assets, and is presented in operating expenses. Past service costs are charged immediately to the profit and loss account to the extent that the benefits have vested, and are otherwise recognised on a straight-line basis over the average period until the benefits vest. Actuarial gains and losses comprise experience adjustments (the effects of differences between the previous actuarial assumptions and what has actually occurred), as well as the effects of changes in actuarial assumptions. Actuarial gains and losses are recognised in 'Shareholders Equity' in the period in which they arise.

### 4.19 Operating expenses

- Depreciation is discussed in the accounting policies section on Fixed Assets.
- Amortisation of software is discussed in the accounting policies section on Intangible Assets.
- Rental payments are discussed in the accounting policies section on Finance and Operating leases.
- Salaries and allowances are discussed in the accounting policies section on Employee Benefits.
- Advertising costs are amortised over the period during which the benefit of the advertising accrues.
- All other expenses are accounted for on an accrual basis.

Operating expenses incurred by the Bank for the operations of the Bank and OBU are apportioned to each entity on the basis of total operating income. Group Head Office administration charges in respect of the Bank have not been included in the financial statements.

### 4.20 Income tax

Income tax on the profit or loss for the year comprises current tax and deferred tax. Income tax is recognised in the profit and loss account except to the extent that it relates to items recognised directly in shareholders' equity, in which case it is recognised in shareholders' equity.

## Current tax

Current tax is the tax expected to be payable on the taxable profit for the year, calculated using tax rates as prescribed in the Income Tax Ordinance (ITO) 1984 and relevant Special Regulatory Orders (SRO) and any adjustment to tax payable in respect of previous years. Currently the income tax rate applicable for banks is $42.5 \%$; additionally, banks have to pay excess profit tax at $15 \%$ on so much of their profits as exceeds $50 \%$ of the aggregate of their capital and reserves as defined in section 16C of the Income Tax Ordinance (ITO) 1984.
The estimation of current tax provision involves making judgments regarding admissibility of certain expenses as well as estimating the amount of other expenses for tax purposes.

## Deferred tax

Deferred tax is recognised on temporary differences between the carrying amounts of assets and liabilities in the balance sheet and the amounts attributed to such assets and liabilities for tax purposes. Deferred tax liabilities are generally recognised for all taxable temporary differences and deferred tax assets are recognised to the extent that it is probable that future taxable profits will be available against which deductible temporary differences can be utilised. Deferred tax is calculated using the tax rates as prescribed in the Income Tax Ordinance (ITO) 1984 and relevant Special Regulatory Orders (SRO) and BRPD circular No. 11 dated 12 December 2011 issued by the Banking Regulation and Policy Department of Bangladesh Bank.

### 4.21 Reconciliation of inter-bank/inter-branch account

Books of account with regard to inter-bank (in Bangladesh and outside Bangladesh) are reconciled and no material differences were found which may affect the financial statements significantly.

### 4.22 Contingent liabilities

A contingent liability is:
A possible obligation that arises from past events and the existence of which will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Bank; or

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

## Bangladesh Branches

A present obligation that arises from past events but is not recognised because:

- it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
- the amount of the obligation cannot be measured with sufficient reliability.

Contingent liabilities are not recognised but disclosed in the financial statements unless the possibility of an outflow of resources embodying economic benefits is reliably estimated.
Contingent assets are not recognised in the financial statements as this may results in the recognition of income which may never be realised.

### 4.23 New accounting standards

Except for the changes below, the Bank has consistently applied the accounting policies as set out in Note 4 to all periods presented in these financial statements.
The Bank has adopted the following new standards and amendments to standards, including any consequential amendments to other standards, with a date of initial application of 1 January 2013. The effects of the changes are also explained below.
(a) BFRS 10 Consolidated Financial Statements (2011)

The Bank is a branch and does not have any subsidiaries; as such this standard does not have any impact on these financial statements.

## (b) BFRS 11 Joint Arrangements

The Bank does not have any such arrangement; as such this standard does not have any impact on these financial statements.

## (c) BFRS 12 Disclosure of Interests in Other Entities

The Bank does not have material interest in other entities; as a result this standard has no significant impact on these financial statements.

## (d) BFRS 13 Fair Value Measurement

BFRS 13 provides a new definition of fair value and requires new disclosures in the financial statements. Refer to Note 3.1 for how this has impact on these financial statements.
(e) Disclosures - Offsetting financial assets and financial liabilities (Amendments to BFRS 7)

As a result of the amendments to BFRS 7, expanded disclosures about offsetting financial assets and financial liabilities are required. Refer to Note 3.1 for how this has impacted these financial statements.

## (f) BAS 19 Employee Benefits (2011)

As a result of BAS 19 Employee Benefits, the Bank has changed its accounting policy with respect to the basis for determining the income or expense related to post employment benefit plans.
Under BAS 19 (effective form 1 January 2013), the Bank determines the net interest expense (income) on the net defined benefit liability (asset) for the period by applying discount rate used to measure the defined benefit obligation at the beginning of the annual period to the then-net defined benefit liability (asset), taking into account any changes in the net defined benefit liability (asset) during the period as a result of contributions and benefit payments. Consequently, the net interest on the net defined benefit liability (asset) now comprises interest cost on defined benefit obligation, interest income on plan assets and interest on the effect on the asset ceiling.
(g) Recoverable Amounts Disclosures for Non-Financial Assets (Amendments to BAS 36) (2013) The Bank does not have material impairment of non-financial assets; as such these amendments have no material impact on the financial statements.
(h) Novation of Derivatives and Continuation of Hedge Accounting (Amendments to BAS 39)

The Bank does not apply hedge accounting; as a result these amendments have no material impact on these financial statements.
5. (i) Cash in hand (including foreign currencies)

| $\begin{array}{r} 2013 \\ \hline \text { BDT } \end{array}$ | $\begin{array}{r} 2012 \\ \text { BDT } \end{array}$ |
| :---: | :---: |
| $\begin{array}{r} 1,594,026,106 \\ 188,282,442 \\ \hline 1,782,308,548 \\ \hline \end{array}$ | $\begin{array}{r} 1,157,028,949 \\ \hline 364,081,842 \\ \hline 1,551,110,791 \end{array}$ |
| $\begin{array}{r} 10,282,697,597 \\ 30,000,000 \\ \hline \end{array}$ | $\begin{array}{r} 5,325,794,017 \\ 200,000,000 \\ \hline \end{array}$ |
| 10,312,697,597 | 5,525,794,017 |
| 688,275 | 99,425 |
| 10,313,385,872 | 5,525,893,442 |
| $\begin{array}{r} \frac{4,213,195,055}{14,526,580,927} \end{array}$ | $\begin{array}{r} 3,410,675,228 \\ \hline 8,936,568,670 \\ \hline \end{array}$ |
| 16,308,889,475 | 10,457,679,461 |

## (iii) Cash Reserve Ratio and Statutory Liquidity Reserve

Cash Reserve Ratio (CRR) and Statutory Liquidity Reserve (SLR) have been calculated and maintained in accordance with the Section 33 of the Bank Companies Act 1991 and the following circulars:

- BCD circular no. 13


## 24 May 1992

- BRPD circular no. 12

20 September 1999

- BRPD circular no. 22
- BRPD circular no. 11 and 12
- BRPD circular no. 01
- MPD circular no. 01
- MPD circular no. 04 and 05

25 August 2005
12 January 2009

According to Monetary Policy Department (MPD) circular nos. 4 and 5 (01 December 2010), CRR requirement is to be complied with on a bi-weekly basis during which period the minimum CRR requirement is $6 \%$ on average and no less than $5.5 \%$ on any one day and SLR requirement to be complied with $19 \%$ for conventional and $11.5 \%$ for Islamic banking branch/windows on average demand and time liabilities respectively.

Set out below in note 5 (iv) the Bank demonstrates compliance with the CRR and SLR based on period end cash balances and in note $5(\mathrm{v})$ the Bank demonstrates compliance with the CRR and SLR based on average cash balances during the last two weeks of the financial year ending 31 December 2013.
(iv) Cash Reserve Ratio (CRR): 6\% of average demand and time liabilities including Amanah

2013

5,776,041,648
Actual reserve held with Bangladesh Bank (Note 5 (ii)) Surplus/ (deficit)

10,312,697,597
Statutory liquidity Reserve (SLR): $19 \%$ \& 11.50\% of
average demand and time liabilities of Conventional banking and Amanah respectively
Required reserve
Actual reserve held with Bangladesh Bank
Surplus
Surplus
18,287,764,277
(v) Cash Reserve Ratio (CRR): $6 \%$ of average
demand and time liabilities
Required reserve
5,776,041,648
Bi-weekly average reserve held with Bangladesh Bank
(Annexure - D)
6,342,724,265

## Surplus

566,682,617
6. Balance with other banks and financial institutions

Inside Bangladesh - current account
AB Bank Limited
IFIC Bank
Islami Bank Bangladesh
Islami Bank
Janata Bank Local Office
Sonali Bank Local Office
National Bank Limited
United Commercial Bank
Standard Chartered Bank
Uttara Bank

## Short term deposit

IFIC Bank Limited
Prime Bank Limited
Sonali Bank
United Commercial Bank
Uttara Bank Limited

Outside Bangladesh - current account
HSBC Hong Kong - HKD
HSBC Hong Kong (Global ATM settlement account)- HKD
HSBC Hong Kong - CNY
HSBC Hong Kong (USD settlement account)
HSBC Japan (JPY)
HSBC Singapore (SGD)
HSBC India - ACU
Credit Suisse AG, Switzerland - CHF
HSBC Bank PLC, UK - GBP
HSBC Bank USA - USD
$\overline{40,592,292,112}$
22,304,527,835

## 1,549,005

$1,057,256$

2,375,340
593,695
5,237,991
1,209,585
83,038,035
19,138,546
114,199,453

## 21,949,828

3,730,969
89,533,767
4,034,245
228,529
$19,477,338$
233,676,791
738,087
11,604,662
8,560,547
4,415,420)
$1,651,088$
595,195
595,195
$2,312,810$
4,477,728
48,328,627
$83,853,324$
$(23,986,722)$
45,800,410
2,677,947
221,133 108,566,092

19,353,676
4,729,120
3,954,124
150,217,620
172,831,116
2,384,393
1,595,710
33,040,822
314,165,741
$(102,302,994)$

## 4,982,428

$(20,786,494)$
5,079,893
$(409,527)$
33,933
924,049
$(108,035,803)$
19,130,984
136,466,455
6,379,637,898

17,004,420,236
23,920,154,699
$\overline{6,915,734,463}$

5,398,685,820
5,886,355,442
$\xlongequal{\underline{487,669,622}}$
2012

5,398,685,820
5,525,794,017
$\underline{\underline{127,108,197}}$

## Bangladesh Branches

HSBC Pakistan - ACU
HSBC Sri Lanka - ACU
HSBC Bank Australia TT account- AUD
HSBC Bank Australia DD account - AUD
HSBC Bank Canada - CAD
Nordea Bank Norway - NOK
Nordea Bank Norway - NOK
HSBC Bank PLC UK - EUR
HSBC Dubai -USD
HSBC Dubai -USD
HSBC Dubai -AED
Danske - DKK
Danske - DKK
(For detail see Annexure -B)
6.1 Segregation of balances with other banks and financial institutions based on types of account

Current account (including FCY nostro)
Short term deposit account
6.2 Maturity grouping of balance with other banks and financial institutions

## Payable on demand

Payable within one month
More than one month but less than three months
More than three months but less than one year
More than one year but less than five years
More than five years

## 7 Money at call and short notice

Deposit with banks:
Brac Bank Limited
Prime Bank Limited
Commercial Bank of Ceylon (term basis)
Brac Bank Limited. (term basis)
Standard Chartered Bank Limited. (term basis)

## 8 Investments

Held to Maturity Securities (HTM)
364 day Treasury bills
5 year Government bonds
10 year Government bonds
15 year Government bonds
20 year Government bonds

Held for Trading Securities (HFT)
30 Day Bangladesh Bank bills
91 day Treasury bills
182 day Treasury bills
364 day Treasury bills
2 year Government bonds
5 year Government bonds
10 year Government bonds
15 year Government bonds
20 year Government bonds

## Prize Bonds

Government Securities ( HTM, HFT, Prize Bonds)
Other Investment
Shares of Central Depository Bangladesh Limited ( $3,000,000$ unquoted ordinary shares including 2,400,000 bonus shares @ Tk 10 each)

6,000,000
6,50,00,000
8.1 Maturity grouping of investments

Payable on demand
Payable within one month
More than one month but less than three months More than three month but less than one year
More than one year but less than five years More than five years

1,826,000 4,592,652,243 4,875,072,004 12,389,056,796 $12,389,056,796$
$6,218,526,095$ $6,218,526,095$
$1,511,383,276$


| $\frac{\mathbf{2 0 1 2}}{\text { BDT }}$ |
| ---: |
| $8,170,316$ |
| $25,037,973$ |
| $7,278,282$ |
| $(4,074,585)$ |
| $(573,468)$ |
| 857,941 |
| $634,056,487$ |
| $8,622,619$ |
| $4,610,354$ |
|  |
| $\underline{7,101,009,735}$ |
| $\underline{7,209,575,827}$ |

$$
\begin{array}{r}
7,184,863,059 \\
24,712,768 \\
\hline \hline
\end{array}
$$

7,209,575,827
$1,678,251,454$
$\overline{1,678,251,454}$


| 3,052,595,168 | 2,759,997,016 |
| :---: | :---: |
| 3,382,270,022 | 2,476,570,280 |
| 971,286,100 | 556,365,406 |
| 98,358,803 | 81,385,650 |
| 104,010,737 | 103,656,176 |
| 7,608,520,830 | 5,977,974,528 |


| 1,599,461,946 | 999,550,769 |
| :---: | :---: |
| 120,477,179 | 150,205,998 |
| 2,200,146,442 | 1,349,343,198 |
| 13,890,859,097 | 8,158,408,134 |
| 2,195,327,053 |  |
| 1,664,348,232 | 225,324,671 |
| 187,636,059 |  |
| $57,992,402$ $55,921,174$ |  |
| - 55,921,174 |  |
| 21,972,169,584 | 10,882,832,770 |
| 1,826,000 | 1,671,500 |

$\overline{29,582,516,414}$
$\overline{16,862,478,798}$

6,000,000
$6,000,000$
$6,000,000$
$\underline{\underline{16,868,478,798}}$
$1,671,500$ $1,177,767,889$ 3,147,814,380 10,057,991,192 1,735,826,60 $\begin{array}{r}747,407,232 \\ \hline\end{array}$
8.2 Transactions of repo and reverse repo

| Minimum <br> outstanding | Maximum <br> outstanding | Daily average <br> outstanding |
| ---: | ---: | ---: |
| BDT | $\underline{\text { BDT }}$ | $\underline{\text { BDT }}$ |
| $7,310,000$ | $1,700,000,000$ | $341,403,794$ |
| $350,000,000$ | $3,500,000,000$ | $170,273,973$ |

$183,606,557$

2012
2013
9 Loans and advances
BDT
Loans, cash credits, overdrafts:

## In Bangladesh: <br> Staff loans

Home mortgage loans
Car loans
Personal loans
Overdraft for retail
Overdraft for corporate
Term loans
Import loans
Amanah car finance
Amanah personal finance
Amanah personal finance
Amanah term finance
Amanah term finance
Amanah import finance
Outside Bangladesh
Bills purchased and discounted (note 9.10)
9.1 Maturity grouping of loans and advances including bills purchased and discounted

973,058,943 4,542,183,478 150,716,805 6,271,971,913 936,444,878
3,188,362,921
7,100,515,701
38,747,911,076
953,079,477
52,019,477
16,909,283
16,909,283
$\overline{63,153,196,904}$
$\overline{63,153,196,904}$
891,534,835
$64,044,731,739$

6,495,398,780
13,027,819,322
14,331,154,023
$12,446,774,830$
$12,126,512,438$
5,617,072,346
$64,044,731,739$

920,261,072
5,217,224,370 313,215,240 9,270,042,924 1,180,361,007 3,839,254,293 8,031,677,689 36,080,753,337 1,048,047,055

73,581,519
$73,581,519$
$28,274,854$
660,047,632
211,789,24
66,874,530,239
1,690,451,106 $68,564,981,345$

973,058,943
35,803,367,038
27,268,305,758
64,044,731,739
920,261,072
22,136,720,273 45,508,000,000 $68,564,981,345$
10,123,402,175
8,575,519,289 15,928,373,600 12,020,187,666 12,020,187,666 15,503,587,306 $68,564,981,345$
9.5 Loans and advances including bills purchased and discounted

Payable on demand
Payable within one month
More than one month but less than three months
More than three months but less than one year
More than one year but less than five years
More than five years
9.3 Number of clients with amount of outstanding and classified loans to whom loans and advances sanctioned more than $10 \%$ of total capital of the Bank

Number of the clients
107
Amount of outstanding advances
Amount of classified advances
9.4 Cash collateral against total outstanding loans and advances as at 31 December
$\overline{29,189,898,458}$
$\begin{array}{r}91 \\ \hline\end{array}$
91
9.2 Analysis of significant concentration of loans and advances including bills purchased and discounted

Advances to allied concerns of directors
Advances to the chief executive officer
Advances to other seniors executives and staff of the Bank
Advances to customers group
Industrial advances
$\square$

$4,711,306,438$

Bangladesh Branches

## oans

 Overdrafts9.6 Particulars of loans and advances industry-wise classification

## ment

Textile industries
Steel and metal
Leather and leather products
Transport
Trade
Chemical and pharmaceuticals
Petroleum and coal products
Cement industries
Non-banking financial institutions
Telecommunication
Non Government Organization (NGO)
Power and energy
Retail loans
Staff loans
Others

### 9.7 Classification of loan and advances

## Unclassified:

Standard
Special Mention Account

## Classified:

Substandard
Doubtful
Bad/Loss

### 9.8 Particulars of loans and advances

i) Loans considered good in respect of which the Bank is fully secured
ii) Loans considered good against which the Bank holds no security other than the debtor's personal guarantee;
iii) Loans considered good secured by the personal undertakings of one or more parties in addition to the personal guarantee of the debtor;
iv) Loans adversely classified; provision not maintained there against;
v) Loans due by directors or officers of the banking company or any of these either separately or jointly with any other persons,
vi) Loans due from companies or firms in which the directors of the Bank has interests as directors, partners or managing agents or in case of private companies as members;
vii) Maximum total amount of advance including temporary advance made at any time during the year to directors or managers or officers of the Bank or any of them either separately or jointly with any other person:
viii) Maximum total amount of advances, including temporary advances granted during the year to the companies or firms in which the directors of the Bank have interest as directors, partners or managing agents or in case of private companies as members;
(x) Due from other banking companies
x) Classified loans and advances
a) Classified loans and advances on which no interest is credited to income b) Provision on classified loans and advances (For movement see note 14.5) c) Interest creditable to the interes suspense account (note 14.7)
xi) Cumulative amount of written off loans Opening balance Amount written off during the year (note 14.5)

2012 BDT

63,545,366,045 5,019,615,300 68,564,981,345

## 5,162,932,479

1,651,330,839
11,994,911,991
4,540,495,418
224,543,817
583,973,211
583,973,211
5,437,139,898
,207,894,809
594,179,666
,187,254,820
23,544,744
,066,988,050
52,551,797
991,714,855
17,130,746,969
920,261,072 9,794,516,911 $68,564,981,345$

| $62,273,964,649$ <br> $425,711,647$ $67,383,325,094$ <br> $496,900,097$ <br> $62,699,676,296$  |
| :--- |
| $67,880,225,191$ |
| $581,229,531$ <br> $305,429,130$ <br> $458,396,782$ |
| $346,477,259$ <br> $74,589,920$ <br> $263,688,975$ |
| $\underline{\underline{64,345,055,443}}$$684,756,154$ |

$57,967,307,469 \quad 60,695,591,322$
$5,104,365,327$

973,058,943
920,261,072

973,058,943
$920,261,072$

| $1,345,055,443$ | $684,756,154$ |
| ---: | ---: |
| $457,926,415$ | $213,649,951$ |
| $190,651,320$ | $98,942,583$ |
| $1,092,643,872$ <br> $94,645,558$ | $671,462,038$ <br> $421,181,834$ <br> $1,187,289,430$ |
|  | $1,092,643,872$ |

1,121,405,927

961,680,370
9.9 Geographical analysis of loans and advances

## Dhaka division

Chittagong division
9.10 Bills purchased and discounted

Inside Bangladesh
Outside Bangladesh
9.11 Maturity analysis of bills purchased and discounted

Payable within one month
More than one month but less than three months
More than three months but less than six months
More than six months

10 Fixed assets including premises furniture and fixtures

| $\underline{2013}$ | Furniture and fixtures | Equipment | Motor vehicles | Computers | Total |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | BDT | BDT | BDT | BDT | BDT |
| Cost |  |  |  |  |  |
| Balance as at 1 January | 239,264,125 | 551,975,412 | 48,033,645 | 306,636,315 | 1,145,909,497 |
| Addition during the year | 23,655,418 | 67,191,447 | 4 | 52,191,200 | 143,038,069 |
| Disposals/adjustment | $(42,279,614)$ | (27,885,658) | $(12,101,000)$ | $(15,090,507)$ | $(97,356,779)$ |
| Balance as at 31 December | 220,639,929 | 591,281,201 | 35,932,649 | 343,737,008 | 1,191,590,787 |
| Accumulated depreciation and impairment charges |  |  |  |  |  |
| Balance as at 1 January | 146,289,769 | 326,108,347 | 36,740,300 | 197,070,749 | 706,209,165 |
| Depreciation charge for the year | 39,441,594 | 70,863,207 | 5,754,542 | 29,316,163 | 145,375,506 |
| Impairment charge |  |  |  |  |  |
| during the year (Note 10.1) | 6,251,641 | 331,390 | ,12,101.000 |  | 6,583,031 |
| On disposals/adjustments | (40,271,341) | (27,420,348) | $(12,101,000)$ | (14,964,465) | (94,757, 154) |
| Balance as at 31 December | 151,711,663 | 369,882,596 | 30,393,842 | 211,422,447 | 763,410,548 |
| Net book value as at |  |  |  |  |  |
| 31 December | 68,928,266 | 221,398,605 | 5,538,807 | 132,314,561 | 428,180,239 |
| 2012 | Furniture and fixtures | Equipment | Motor vehicles | Computers | Total |
|  | BDT | BDT | BDT | BDT | BDT |
| Cost |  |  |  |  |  |
| Balance as at 1 January | 239,923,734 | 492,900,009 | 53,098,741 | 287,094,584 | 1,073,017,068 |
| Addition during the year | 6,870,121 | 64,007,216 | 14,904 | 24,955,241 | 95,847,482 |
| Disposals/adjustment | $(7,529,730)$ | $(4,931,813)$ | $(5,080,000)$ | $(6,048,510)$ | $(23,590,053)$ |
| Other movements | - |  |  | 635,000 | 635,000 |
| Balance as at 31 December | 239,264,125 | 551,975,412 | 48,033,645 | 306,636,315 | 1,145,909,497 |
| Accumulated depreciation and impairment charges |  |  |  |  |  |
| Balance as at 1 January | 110,131,038 | 263,704,148 | 34,515,311 | 179,533,496 | 587,883,993 |
| Charge for the Year | 43,336,748 | 67,118,279 | 7,304,989 | 23,183,569 | 140,943,585 |
| On disposals/adjustments | $(7,178,017)$ | $(4,714,080)$ | $(5,080,000)$ | $(5,859,594)$ | (22,831,691) |
| Other movements |  |  |  | 213,278 | 213,278 |
| Balance as at 31 December | 146,289,769 | 326,108,347 | 36,740,300 | 197,070,749 | 706,209,165 |
| Net book value as at 31 December | 92,974,356 | 225,867,065 | 11,293,345 | 109,565,566 | 439,700,332 |

Costs of BDT 19,135,000 (2012. BDT 31,135,000) accumulated depreciation of BDT 16.025,250 (2012. BDT $25,553,250$ ) and net book value of BDT $3,109,750$ (2012: BDT $5,581,750$ ) included within motor vehicles above relate to assets acquired under finance leases, where the lease period is no more than 5 years. The Bank has the option to purchase these assets on expiry of the lease at a predetermined terminal value.
10.1 Due to noticeable distresses including cracks and severe spilling of concrete at the bank's office in Agrabad, Chittagong, operations from that location have been relocated to another office temporarily. The bank's objective assessment indicates that the carrying value of some fixed assets may not be recoverable against which impairment charges have been raised.

11 Other assets
2013
Classification of other assets
a) Income generating other assets

Offshore Unit, Dhaka (USD 125,347,600, 2012: USD 136,750,780)
b) Non-income generating other assets

Offshore Unit, Dhaka (USD 15,605,379), 2012: USD 10,160,102) Stamp in hand
$9,730,746,722 \quad 10,941,019,655$ $9,730,746,722 \quad 10,941,019,655$

The amount of written off loan for which law suit has been filed

Bangladesh Branches

Intangible assets (note 11.1)
Other debtors (note 11.2)
Rent paid in advance
Other prepayments
Refundable deposits
Accrued interest on Bangladesh Bank foreign currency capital and clearing account
Accrued coupon interest on Bangladesh government treasury bond Interest on balance with other banks and financial institutions Items in course of collection from other banks Items in course of colle
Encashment of Bangladesh Sanchayapatra awaiting for reimbursement from Bangladesh Bank
Net surplus asset of defined benefit schemes (note 24.2 ) Unrealised gain on foreign exchange contract
11.1 Intangible assets (purchased software)

## Cost

Balance as at 1 January
Acquisition during the year
Adjustments
Balance as at 31 December
Accumulated amortisation
Balance as at 1 January
Charge for the year
Adjustments
Balance as at 31 December
Net book value as at 31 December
11.2 Other debtors

Petty cash advance
Security charges recoverable
Others

12 Borrowings from other banks, financial institutions and agents
In Bangladesh:
Money market call borrowings (note 12.1)
Term borrowings (note 12.2)
Other deposits-vostro account (note 12.3)
Outside Bangladesh
12.1 Money Market Call borrowing

Woori Bank

### 12.2 Term borrowing

Foreign currency borrowing from Bangladesh Bank under export development funds
12.3 Other deposits - Vostro account

Bank of New York, New York
Deutsche Bank AG, London
HBFS - B, Hong Kong
HSBC Bank PLC, London
Pershing LLC, New Jersey
PNC Bank N.A, New York
Premier Bank, Dhaka
Prime Bank, Dhaka
Pubali Bank Limited, Dhaka
Standard Bank PLC, Cape Town
Saudi British Bank, Riyadh
Saudi British Bank, Riyadh
HSBC Bank Middle East Limited, Dubai
HSBC Bank PLC IFS, London
HSBC Bank Oman Saog, Seeb
12.4 Classification based on type of security

Secured
Unsecured

| $4,565,268,453$ | $2,960,576,137$ |
| ---: | ---: |
| $\frac{71,568,757}{}$ | $183,891,435$ |
| $4,636,837,210$ | $3,444,467,572$ |
| $4,636,837,210$ |  |

$\qquad$ 300,000,000

4,565,268,453
$\underline{\underline{4,565,268,453}}$

| 2,552,490 | 5,371,095 |
| :---: | :---: |
| 16,126,866 | 151,319,824 |
|  | 6,892 |
| 24,807,452 | 18,652,159 |
| 25,507,006 | 2,800,852 |
| 96,850 | 1,090,639 |
| 34,602 | 34,722 |
| 225,240 | 952,638 |
| 365,786 | 360,984 |
| 1,354,896 | 629,310 |
| 213,850 | 2,671,559 |
| 759 | 761 |
| 157,600 |  |
| 125,360 |  |
| 71,568,757 | 183,891,435 |


| $\frac{\mathbf{2 0 1 3}}{\text { BDT }}$ | $\frac{\mathbf{2 0 1 2}}{\text { BDT }}$ |
| ---: | ---: |
| $9,134,640$ | $9,914,461$ |
| $130,268,140$ | $46,536,642$ |
| $262,971,255$ | $218,507,745$ |
| $65,374,841$ | $2,719,379$ |
| $6,384,532$ | $3,880,757$ |
|  |  |
| 417,406 | 397,248 |
| $264,402,420$ | $109,491,182$ |
| $3,947,178$ | $2,348,237$ |
| 754,080 | $177,420,735$ |
| $27,342,927$ | $22,408,191$ |
|  |  |
| $330,976,389$ | $438,233,702$ |
| $69,203,990$ | $107,851,731$ |
| $55,556,308$ | $73,186,371$ |
| $\mathbf{2 , 4 4 1 , 0 1 7 , 1 9 2}$ | $\underline{2,028,352,781}$ |
| $\underline{\underline{12,171,763,914}}$ | $\underline{12,969,372,436}$ |


| 30,197,901 | 26,594,444 |
| :---: | :---: |
| 6,038,334 | 4,238,457 |
|  | $(635,000)$ |
| 36,236,235 | 30,197,901 |
| 20,283,440 | 11,809,983 |
| 6,818,155 | 8,686,735 |
|  | (213,278) |
| 27,101,595 | 20,283,440 |
| 9,134,640 | 9,914,461 |
| 255,000 | 200,000 |
| 5,231,302 | 2,050,191 |
| 124,781,838 | 44,286,451 |
| 130,268,140 | 46,536,642 |

$300,000,000$ 3,444,467,572 $3,444,467,572$
$2,960,576,137$


9,914,461 46,536,642
$218,507,745$
2,719379 3,880,757

397,248
$09,491,182$
$2,348,237$
77,420,735
$22,408,191$
438,233,702
73,186,371
$2,028,352,781$
594.44 4,238,457 635,000)

$1,809,983$
$8,686,735$ (213,278) $\underline{9,914,461}$

200,000
2,050,191
$\underline{\underline{46,536,642}}$


## liabilities

Accrued interest on customer deposits
Commission received in advance
Obligation under finance lease - principal only (note 14.1) Provisions for liabilities and charges (note 14.2)
Deferred tax (note 14.3)
Other creditors
Items in course of transmission
Provision for loans and advances and
off balance sheet exposures (note 14.5)
Other provision (note 14.6)
Interest suspense account (note 14.7)
Interest received on non performing advances (note 14.8)
Provision for taxation (note 14.9)
Unrealised loss on foreign exchange contracts
Excise duty payable
14.1 Obligation under finance leases

|  | Total future minimum payments | Future interest charges | Present value of finance lease obligation |
| :---: | :---: | :---: | :---: |
| 2013 | BDT | BDT | BDT |
| Lease obligation: |  |  |  |
| Within one year | 2,466,488 | $(395,893)$ | 2,070,595 |
| More than one year but less than five years | 1,849,904 | $(101,042)$ | 1,748,862 |
| More than five years |  |  |  |
|  | 4,316,392 | $(496,935)$ | 3,819,457 |
| 2012 |  |  |  |
| Lease obligation: |  |  |  |
| Within one year | 3,681,772 | $(700,715)$ | 2,981,057 |
| More than one year but less than five years | 4,316,402 | $(496,935)$ | 3,819,467 |
| More than five years |  |  |  |
|  | 7,998,174 | (1,197,650) | 6,800,524 |
|  |  | 2013 | 2012 |
| 14.2 Provision for liability and charges |  | BDT | BDT |
| Balance as at 1 January |  | 592,116,210 | 514,229,564 |
| Net charge to profit \& loss account |  | 594,997,406 | 592,116,210 |
| Provision released |  | (592,116,210) | (514,229,564) |
| Balance as at 31 December |  | 594,997,406 | 592,116,210 |

## Bangladesh Branches

### 14.3 Deferred tax

Deferred tax balances are presented in the balance sheet after offsetting asset and liability balances as HSBC Bangladesh has the legal right to set off against each other and intends to settle on a net basis under the local tax jurisdiction. Deferred tax assets and liabilities are attributable to the following

| Deferred | assets | Deferred tax liabilities |  | Net deferred tax |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 2013 | 2012 | 2013 | 2012 | 2013 | 2012 |
| BDT | BDT | BDT | BDT | BDT | BDT |

Specific Provisions on
loans and advances
Fixed Assets
Intangible Assets
Actuarial gain / (losses)
Unrealised interest on
HTM securities
Unrealised interest on
$\begin{array}{llllllll}\begin{array}{l}\text { revaluation of } \\ \text { HFT securities } \\ \text { Total }\end{array} & \underline{62,394,508} & \underline{50,329,074} & \frac{(39,951,920)}{(156,410,690)} & \underline{(2,235,970)} & \underline{(79,185,435)} & \underline{(39,951,920)} & \frac{(2,016,182)}{(94,015,970)}\end{array}$
Deferred tax is calculated using the tax rates expected to apply in the periods in which the assets will be realised or the liabilities settled, based on tax rates and laws enacted, by the balance sheet date. Following are the descriptions for each individual items of the deferred tax that are recognised by the bank as a temporary differences with expected time of realisation.

## Specific provisions on loans and advances

As per the local tax rules, provisions for bad loans are not tax allowable. Hence these impairment charges are added back to income at the time of computation of total income. However, the tax office will allow the loan write off as a tax allowable expense provided that the legal action has been instigated. Therefore this item creates a temporary difference, as at some point of time in the future the Bank will either make recovery or write off the loan. In accordance with BAS 12, the Bank recognises the deferred tax on specific provision which creates a deductible temporary difference to the extent that it is probable that taxable profit will be available against which the deductible temporary difference can be utilised.

The deferred tax will be reversed as soon as the related bad loan is either recovered or written off. Though the expected time frame of recovery is unknown, the bad loans must be written off within 5 years of being classified as per the central bank directives. So the deferred tax is expected to be reversed within five years. The following table shows the year of origin that the Bank recognised the deferred tax assets on such specific provision. The amount recognised and realised in the current year profit and loss is shown in the note 14.4.

| Year of loan classification | Year of deferred tax recognition | Deferred tax amount |  |
| :---: | :---: | :---: | :---: |
|  |  | 2013 | 2012 |
|  |  | BDT | BDT |
| 2008 | 2011 | - | 1,271,400 |
| 2010 | 2011 | 419,416 | 419,416 |
| 2011 | 2012 | 36,691,195 | 36,691,195 |
| 2012 | 2012 |  | 3,088,456 |
| Total |  | 37,110,611 | 41,470,467 |

## Fixed assets and intangible assets

As per the local tax rules accounting depreciation is not tax allowable. However, the tax office will allow tax depreciation. Hence temporary difference arises due to the different depreciation rates and methodology, against which the Bank recognises deferred tax. This is an ongoing item as there is a difference between tax depreciation and accounting depreciation rate. However, the outstanding amount of deferred tax will be automatically released with the expiry of the economic useful life of the assets.

## Actuarial gain/(losses)

Deferred tax relating to actuarial gains and losses is recognised directly in other reserves. According to the BAS 19, actuarial gains and losses are recognised in other reserves under shareholders equity in the period in which they arise. This is an ongoing item as the calculation of actuarial gain/loss and deferred tax thereon is recognised on a yearly basis.

## Unrealised interest on revaluation of HTM and HFT securities

Deferred tax relating to unrealized interest on the revaluation of Held to Maturity (HTM) and Held for Trading (HFT) securities is recognised directly in other reserves as a part of equity and is subsequently recognised in the profit and loss account on maturity of the securities. The deferred tax recognised against this will be fully reversed at the maturity of all related securities.

### 14.4 Movement of deferred tax

Balance as at 1 January
(Charge)/credit to profit and loss account (note 14.4.1) (Charge)/credit to reserves (Note 14.4.2)
Balance as at 31 December

2013
BDT
2012
$(28,856,361) 107,026,343$ (2,740,815) $(93,785,938)$ (62 419,006) $(42,096,766)$ $(94,016,182) \quad \frac{(28,856,361)}{(2)}$
14.4.1 Deferred tax (charged)/credited to profit and loss account

|  | Difference between tax depreciation and accounting depreciation (fixed assets) | Difference between tax depreciation and accounting depreciation (intangible assets) | Specific provision on loans and advances | Total |
| :---: | :---: | :---: | :---: | :---: |
| 2013 | BDT | BDT | BDT | BDT |
| Balance as at 1 January | $(23,591,220)$ | $(1,032,816)$ | 41,470,467 | 16,846,431 |
| (Charge)/credit to profit and loss account | 1,307,833 | 311,208 | $(4,359,856)$ | $(2,740,815)$ |
| Balance as at 31 December | (22,283,387) | $(721,608)$ | 37,110,611 | 14,105,616 |
| 2012 |  |  |  |  |
| Balance as at 1 January | $(32,915,023)$ | $(2,664,678)$ | 146,212,070 | 110,632,369 |
| (Charge)/credit to profit and loss account | 9,323,803 | 1,631,862 | $(104,741,603)$ | (93,785,938) |
| Balance as at 31 December | $(23,591,220)$ | $(1,032,816)$ | 41,470,467 | 16,846,431 |
| 14.4.2 Deferred tax (charged)/credited to reserves |  |  |  |  |
|  | Actuarial gains/ (losses) | Unrealised interest on revaluation of HTM securities | Unrealised interest on revaluation of HFT securities | Total |
| 2013 | BDT | BDT | BDT | BDT |
| Balance as at 1 January | 8,858,607 | $(52,325,429)$ | $(2,235,970)$ | $(45,702,792)$ |
| (Charge)/credit to reserves | 16,425,290 | $(41,128,346)$ | $(37,715,950)$ | $(62,419,006)$ |
| Balance as at 31 December | 25,283,897 | $(93,453,775)$ | $(39,951,920)$ | $(108,121,798)$ |
| 2012 |  |  |  |  |
| Balance as at 1 January | 29,175,459 | (29,377,418) | $(3,404,067)$ | $(3,606,026)$ |
| (Charge)/credit to reserves | (20,316,852) | (22,948,011) | 1,168,097 | (42,096,766) |
| Balance as at 31 December | 8,858,607 | $(52,325,429)$ | $(2,235,970)$ | $(45,702,792)$ |

14.5 Provision for loans and advances and off balance sheet exposures

|  | General provision on loans and advances | General provision on off balance sheet exposures |  | Specific provision on loans and advances | Total provisio |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 2013 | BDT | BDT | BDT | BDT | BDT |
| Balance as at 1 January | 1,210,597,302 | 1,038,614,880 | 2,249,212,182 | 213,649,951 | 2,462,862,133 |
| Written off during the year |  |  |  | $(94,645,558)$ | $(94,645,558)$ |
| Release/recoveries during the year | $(245,063,903)$ |  | $(245,063,903)$ | $(168,866,946)$ | $(413,930,849)$ |
| Provision made during the year |  | 343,983,740 | 343,983,740 | 507,788,968 | 851,772,708 |
| Balance as at 31 December | 965,533,399 | 1,382,598,620 | 2,348,132,019 | 457,926,415 | 2,806,058,434 |
| 2012 |  |  |  |  |  |
| Balance as at 1 January | 1,185,575,365 | 818,486,022 | 2,004,061,387 | 505,844,756 | 2,509,906,143 |
| Written off during the year | - |  | - | $(421,181,834)$ | $(421,181,834)$ |
| Release/recoveries during the year | - | - | - | $(151,219,879)$ | $(151,219,879)$ |
| Provision made during the year | 25,021,937 | 220,128,858 | 245,150,795 | 280,206,908 | 525,357,703 |
| Balance as at 31 December | 1,210,597,302 | 1,038,614,880 | 2,249,212,182 | 213,649,951 | 2,462,862,133 |
|  |  |  |  | 2013 | 2012 |
| 14.6 Other provision |  |  |  | BDT | BDT |
| On balances with other banks and financial institution-nostro accounts (note 14.6.1) |  |  |  |  |  |
| On balances with other banks and financial |  |  |  |  |  |
| For guarantee (note 14.6.2) |  |  |  | - |  |
| For other impairment (note 14.6.3) |  |  |  | 2,397,840 |  |
|  |  |  |  | 2,410,629 |  |

14.6.1 Provision on balances with other banks and
financial institutions -nostro accounts

|  | $\frac{2013}{\text { BDT }}$ | $\begin{array}{r}2012 \\ \hline \text { BDT }\end{array}$ |
| :---: | :---: | :---: |
| Provision released | - | $(360,935)$ |
| Provision made during the year | 12,789 |  |
| Balance as at 31 December | 12,789 |  |
| 14.6.2 Provision for guarantee |  |  |
| Balance as at 1 January | - | 20,248,332 |
| Written off during the year | - | $(20,248,332)$ |
| Provision made during the year | - |  |
| Balance as at 31 December (Note 11.3) | - |  |
| 14.6.3 Provision for other impairment |  |  |
| Balance as at 1 January | - |  |
| Provision made during the year | 2,397,840 | 4,488,000 |
| Written off during the year | - | (4,488,000) |
| Balance as at 31 December | 2,397,840 |  |
| 14.7 Interest suspense account |  |  |
| Balance as at 1 January | 98,942,583 | 383,146,054 |
| Recoveries during the year | $(97,510,116)$ | $(203,023,070)$ |
| Written off during the year | $(40,770,920)$ | $(400,453,054)$ |
| Provision made during the year | 229,989,773 | 319,272,653 |
| Balance as at 31 December | 190,651,320 | 98,942,583 |

### 14.8 Interest received on non performing advances

Interest received from non performing advances is shown under other liabilities to comply with the BAS 39. As per BAS 39 interest realised from non performing advances can not be shown in the profit and loss account unless the loan is fully settled, upgraded or written off.
14.9 Provision for tax net of advance income tax paid

2013
2012

Provision for tax
Balance as at 1 January
Provision made during the year
Onshore unit
Offshore unit

## Adjustments made during the yea

Onshore unit
Offshore unit
Balance as at 31 December

## Advance income tax paid

Balance as at 1 January
Amount paid during the year
Adjustments made during the year Balance as at 31 December Net Provision
$4,161,553,130 \quad 3,328,241,498$

| $3,794,688,212$ | $3,646,533,867$ |
| :--- | :--- |
| $727,801,828$ | $515,019,263$ | | $727,801,828$ | $515,019,263$ |
| ---: | ---: | $4,522,490,040 \quad 4,161,553,130$


\section*{| $(3,646,533,867)$ | $(2,973,957,576)$ |
| ---: | ---: |
| $(515,019,263)$ | $(354,283,922)$ | $(4,161,553,130)(3,328,241,498)$} $\overline{4,522,490,040} 4$


| $1,668,848,024$ <br> $4,598,484,596$ <br> $(4,160,549,935)$ | $1,079,263,515$ <br> $3,914,654,324$ <br> $(3,325,069,815)$ |
| ---: | ---: |
| $\underline{2,106,782,685}$ | $1,668,848,024$ |
| $\underline{2,415,707,355}$ | $\underline{2,492,705,106}$ |

Provision for income tax is on the basis of applicable income tax regulations of Bangladesh. Tax return for the financial year ended 31 December 2013 will be filed with the tax authorities by the due date of 15 July 2014.

The assessment for the accounting year 1997 (assessment year 1998-99) is yet to be finalised. The Bank has filed an appeal against the order of Taxes Appellate Tribunal to the High Court relating to assessment year 1998-99. The assessing authority had disallowed certain Group head office charges. However, no provision is required, as the Bank had adjusted the loss of 1996 with that of 1997. If the appeal is ruled in the Bank's favour the Bank will be entitled to a refund of BDT $43,473,000$ which the Bank will offset against any future tax liabilities.

The assessment for the accounting years 2006, 2007 and 2009 are yet to be finalised. The tax authorities have not accepted the Bank's excess profit computation for 2006 and 2007 on the grounds that they do not consider general provisions and tax rebate on head office expenses to be part of capital of the Bank. The excess profit computation for 2009 has also been challenged on the same grounds as well arguing that various other components, including retained earnings, do not form part of capital.

For accounting year 2006 the Bank has filed an appeal against the order of Taxes Appellate Tribunal to the High Court whereas for 2007 and 2009 appeals have been filed against order of Deputy Commissioner of Tax to the Deputy Commissioner of Tax (Appeal).

Management believe that the above components are part of capital and are considered as core capital in capital adequacy calculation as per Bank Companies Act 1991. The Bank's legal counsel has the same opinion. Hence no provision is made for the same.

## 15 Capital

Fund deposited with Bangladesh Bank at 1 January Exchange difference: USD $35,938,625 \times(77,6301-80.0070)$; (2012. 80.0070-81.6465)

Funds deposited with Bangladesh Bank at 31 December

## 16 Other reserves

## Unrealised interes

## Opening balance

Unrealised interest on amotisation of HTM securities during this year Unrealised interest on amotisation of HTM securities realised during this year

Deferred tax liabilities (Note 14.4.2)
Closing balance
Unrealised interest on revaluation of HFT securities
Opening balance
MTM reserve for HFT during this year
MTM reserve for HFT realised during this year
Deferred tax liabilities (Note 14.4.2)
Closing balance

## Actuarial gain/(loss):

Opening balance
Actuarial gain/(loss) during this year (note 24.25
Less: Deferred tax assets (note 14.4.2)

## Closing balance

Total other reserves

## 17 Profit and loss account

Opening balance
Profit for the year
Profit remitted to head office
Retained profit for the year

## 18 Contingent liabilities and commitments

Claim against the Bank not acknowledged as debts Acceptances and endorsements

## Letter of guarantee:

Money for which the Bank is contingently liable
in respect of guarantees given favouring
Bank and other financial institutions
Others

## Others

Irrevocable letters of credit
Foreign exchange contracts - spot and forward

19 Interest income and profit received
Staff loans
Home mortgages loans
Car loans
Personal loans
Overdraft for retail
Overdraft for corporate
Term loans
Import loans
Export and import bills
Amanah home finance
Amanah car finance
Amanah personal finance
Amanah term finance
Amanah import finance
Income from money market
Income from Offshore Banking Unit (OBU)
Other correspondence Bank
Income from nostro accounts
Income from Bangladesh Bank FCY account
20 Interest and profit paid on deposits and borrowings

2013
$70,793,228$ $220,578,248$
$(123,805,670)$
96,772,578
(41, 128,346)
(41,128,346)
$126,437,460$

3,025,136

| $3,025,136$ |
| ---: |
| $94,004,518$ |
| $(5,261,106$ | $(5,261,106)$ $88,743,412$ $\frac{(37,715,950)}{51,027,462}$ $\begin{array}{r}51,027,462 \\ \hline 54,052,598\end{array}$ 54,052,598

(11,985,174) (38,647,741) $\begin{array}{r}16,425,290 \\ \hline\end{array}$ $\begin{array}{r}16,425,290 \\ \hline(22,222,451) \\ \hline\end{array}$ $\frac{(22,222,451)}{(34,207,625)}$ 146,282,433

39,745,922
143,335,085
$(89,339,768)$
53,995,317
$(22,948,011)$
$31,047,306$
$\begin{array}{r}31,047,306 \\ \hline 70,793,228\end{array}$

4,605,502 $5,261,106$ (8,009,569) (2,748,463) $\frac{1,168,097}{(1,580,366)}$ $\begin{array}{r}(1,580,566) \\ 3,025,136 \\ \hline\end{array}$
$(39,472,681)$
47,804,359
$(20,316,852)$
$27,487,507$
$\frac{27,487,507}{(11985,174)}$
$61,833,190$

16,291,576,197 10,500,010,107 5,622,346,623 5,791,566,090 $(4,589,527,673)$ $17,324,395,147$
$\overline{16,291,576,197}$
$50,610,621,277 \quad 42,693,466,174$ 50,610,621,277 42,693,466,174

17,168,757,718 16,542,127,029
76,408,310 112,164,116 2,273,349,623 1,964,698,866 $\underline{19,518,515,651} 18,618,990,011$
$55,120,491,98937,724,342,128$ $13,010,233,076 \quad 4,824,689,666$ $68,130,725,06542,549,031,794$ $138,259,861,993103,861,487,979$

| $39,238,363$ | $34,685,946$ |
| ---: | ---: |
| $625,208,785$ | $645,749,232$ |
| $38,529,082$ | $68,960,115$ |
| $1,189,020,869$ | $1,520,531,161$ |
| $122,337,391$ | $136,386,573$ |
| $459,563,563$ | $477,646,564$ |
| $1,112,252,729$ | $852,527,855$ |
| $4,498,381,245$ | $4,498,486,887$ |
| $188,274,004$ | $342,229,557$ |
| $123,018,795$ | $123,800,418$ |
| $9,994,786$ | $12,209,378$ |
| $3,726,511$ | $5,516,310$ |
| $50,665,120$ | $116,776,419$ |
| $9,018,673$ | $90,879,432$ |
| $143,253,472$ | $444,717,938$ |
| $21,183,032$ | $25,405,796$ |
| $3,05,541$ | $1,075,846$ |
| 690,890 | 319,806 |
| $7,363,619$ | $8,783,463$ |
| $\mathbf{8 , 6 4 4 , 7 8 0 , 4 7 0}$ | $\underline{9,406,688,696}$ |

1,897,702
61,833,190

5,791,566,090 ,610,621,277 42,693,466,174

|  |  |
| ---: | ---: |
| $39,238,363$ | $34,685,946$ |
| $625,208,785$ | $645,749,232$ |
| $38,529,082$ | $68,960,115$ |
| $1,189,020,869$ | $1,520,531,161$ |
| $122,337,391$ | $136,386,573$ |
| $459,563,563$ | $477,646,564$ |
| $1,112,252,729$ | $852,527,855$ |
| $4,498,381,245$ | $4,498,486,887$ |
| $188,274,004$ | $342,229,557$ |
| $123,018,795$ | $123,800,418$ |
| $9,994,786$ | $12,209,378$ |
| $3,726,511$ | $5,516,310$ |
| $50,665,120$ | $116,776,419$ |
| $9,018,673$ | $90,879,432$ |
| $143,253,472$ | $444,717,938$ |
| $21,183,032$ | $25,405,796$ |
| $3,059,541$ | $1,075,846$ |
| 690,890 | 319,806 |
| $7,363,619$ | $8,783,463$ |
| $\mathbf{8 , 6 4 4 , 7 8 0 , 4 7 0}$ | $\mathbf{9 , 4 0 6 , 6 8 8 , 6 9 6}$ |

9,406,688,696
256,444,579

2012
BDT
2,976,054,214 $\quad 3,034,975,590$
$(85,422,517) \quad(58,921,376)$
$\begin{array}{ll}2,890,631,697 \\ & \underline{(58,921,376)} \\ \underline{2,976,054,214}\end{array}$

## Bangladesh Branches

## Term deposits

Profit paid on Mudaraba term investment
Marginal deposit
Interest paid on finance lease
Interest on vostro and overdrawn nostro
Money market call borrowing
Money market term borrowing
Interest on OBU
Interest on repo

21 Income from investment
Interest on treasury bills/bonds
Interest on reverse repo
Interest on Bangladesh Bank bills
Dividend on shares

22 Commission, exchange and brokerage
Dealing profit
Commission income:
Import LC
Export LC
Remittances
Account services
Credit facilities
Cards
Collection bills
Global custody
Other commissions and charges
Commission paid

23 Other operating income
Profit/(loss) on disposals of fixed assets Other income

## 2012

 BDT 3,382,068,837 22,675,367 11,664,536 $1,678,360$ 1,887,482 13,281,219 55,192,014 2,640,573$\overline{3,761,082,618}$

Bangladesh Sanchayapatra (BSP)
Investment in term deposits
Defined benefit obligation (note 24.2.3)
Present value of funded obligations
Present value of unfunded obligations
Net assets

### 24.2.2 Defined benefit plans

The calculation of the net liability under the Bank's defined benefit plan is set out below together with the expected rates of return and plan assets used to measure the net defined benefit plan cost in each subsequent year.

| Expected rates <br> of return \% | $\frac{\mathbf{2 0 1 3}}{\text { BDT }}$ | $\frac{\mathbf{2 0 1 2}}{\text { BDT }}$ <br> $10 \%$ |
| ---: | ---: | ---: |
|  | $91,504,195$ <br> $382,641,795$ <br> - | $84,509,897$ <br> $346,590,834$ <br> - |
|  | $474,145,990$ | $431,100,731$ |

Plan assets are not invested in any assets issued by the Bank or in any property occupied by the Bank. The rate of return expected on plan assets is based on the expected rate paid by the Bank on the deposits placed by the Trustees of the Gratuity Fund with the Bank and also investment return from BSP.

|  | 2013 | 2012 |
| :---: | :---: | :---: |
| 24.2.3 Changes in the present value of defined benefit obligations | BDT | BDT |
| At 1 January | 323,249,000 | 311,151,000 |
| Current Service cost | 59,263,000 | 62,418,000 |
| Interest cost | 33,029,000 | 28,921,000 |
| Actuarial (gains)/losses | 32,673,531 | $(48,484,618)$ |
| Experience (gains)/losses |  |  |
| Benefits paid | (43,272,531) | $(30,756,382)$ |
| At 31 December (note 24.2.2) | 404,942,000 | 323,249,000 |
| 24.2.4 Changes in the fair value of plan assets |  |  |
| At 1 January | 431,100,731 | 371,198,372 |
| Expected returns on plan assets | 46,737,000 | 39,061,000 |
| Contributions by the Bank | 45,555,000 | 52,278,000 |
| Experience losses | $(5,974,210)$ | $(680,259)$ |
| Benefits paid | (43,272,531) | $(30,756,382)$ |
| At 31 December (note 24.2.2) | 474,145,990 | 431,100,731 |

The actual return on plan assets for the year ended 31 December 2013 was BDT 40,762,790 (2012: BDT $38,380,741$ ). The Bank expects to make BDT $58,542,000$ of contributions to the defined benefit plan in 2014

## 24 Salaries and allowances

Short term employee benefits
Basic salary
Allowances
Bonus

Long term employee benefits
Bonus
Post employment benefits
Contribution to the defined benefit plan (note 24.1)
Contribution to the defined contribution plan

| $702,793,971$ | $601,952,022$ |
| ---: | ---: |
| $348,819,533$ |  |
| $405,255,763$ |  |
| $231,656,368$ | $314,443,106$ |
| $368,888,044$ |  |
| $88,896,270$ |  |
| $1,688,525,635$ | $1,374,179,442$ |
| $10,912,000$ | $11,338,525$ |
| 10 |  |


| $10,912,000$ |
| ---: | :--- |


| 0,912,000 | 1,338,525 |
| :---: | :---: |
| 10,912,000 | 11,338,525 |
| 45,555,000 | 52,278,000 |
| 42,713,157 | 42,226,432 |
| 88,268,157 | 94,504,432 |
| $\underline{1,787,705,792}$ | 1,480,022,399 |

24.1 Total expense recognised in the profit and loss account in employee benefits relating to the defined benefit plan

## Current service cost

Interest cost
Expected returns on plan assets
Past service cost
Contribution to the defined benefit plan (note 24)
59,263,000
33,029,000 $(46,737,000)$

45,555,000
24.2 Net asset recognised on the balance sheet
in respect of the defined benefit plan
The Hongkong and Shanghai Banking Corporation Limited Employees Gratuity Fund (note 24.2.2)
24.2.1 Post-employment defined benefit plans
principal actuarial financial assumptions
$(238,166)$
204,459
$(33,707)$

| $2,140,683,560$ | $1,667,332,773$ |
| ---: | ---: |
| $987,856,279$ | $1,233,720,263$ |
| $50,693,023$ | $52,844,346$ |
| $107,684,650$ | $140,624,492$ |
| $559,840,536$ | $289,095,783$ |
| $43,119,905$ | $45,026,064$ |
| $1,704,644$ | $2,490,667$ |
| $25,119,229$ | $16,406,851$ |
| $83,185,138$ | $93,316,836$ |
| $3,999,886,964$ | $3,540,858,075$ |
| $(59,902,859)$ | $\frac{(84,617,361)}{}$ |
| $\mathbf{3 , 9 3 9 , 9 8 4 , 1 0 5}$ | $\frac{3,456,240,714}{}$ |
| $\mathbf{5 , 9 4 3 , 5 5 4 , 2 6 0}$ | $5,634,983,513$ |

ehe
24.2.5 Summary

## $\frac{2013}{B D T}$

2012

Defined benefit obligations (note 24.2.3)
Fair value of plan assets (note 24.2.4)
Net assets
$(404,942,000) \quad(323,249,000)$ 474,145,990 431,100,731 69,203,990 $\quad 107,851,731$

Actuarial (gains)/losses due to experience and assumptions (note 24.2.3) Experience losses (note 24.2.4)
Total net actuarial (gains)/losses (note 16)

32,673,531
$\begin{array}{r}32,673,531 \\ 5,974,210 \\ \hline\end{array}$
38,647,741

8,484,618 $\begin{array}{r}680,259 \\ \hline(47,804,359)\end{array}$

20,158,774 11,325,841 $31,484,615$

15,713,170
14.294,939 30,008,109

## 26 Auditors' fee

Statutory audit
Statutory audit - Amanah

| 600,000 |
| ---: |
| 100,000 |
| 700,000 |

27 Depreciation, impairment and repair of Bank's assets
Repair and maintenance

| $79,589,991$ | $68,549,767$ |
| ---: | ---: |
| $6,583,031$ | - |
| $145,375,506$ | $140,943,585$ |
| $6,818,155$ | $8,686,735$ |
| $\underline{238,366,683}$ | $\underline{218,180,087}$ |

impairment of fixed assets (note 10)
Depreciation on fixed assets (note 10 )
Amortisation of intangible assets (note 11.1)

## 28 Operating leases

There are no non-cancellable operating lease contracts. Whilst many operating lease contracts have notice periods for cancellation ranging up to 6 months, there are no minimum funding commitments under these contracts due to advance payments.

## Bangladesh Branches

## 29 Other operating expenses

Charitable donation
Subscription of corporate member fees Training expenses
Entertainment expenses
Staff entertainment expenses
Outsource service cost
Security expenses
Staff recruitment costs
Transportation and conveyance expenses
Staff uniform
Generator and motor vehicles fuel and other expenses
Other office expenses

## 30 Tax

## Profit before tax

Notional tax on profit before tax, calculated
at the rates of statutory tax rate @ 42.50\%
Excess tax provision in the previous year
Excess profit tax
Tax effect on non-allowable expenses

## 31 Capital adequacy

Total Risk Weighted Assets (RWA) as on 31 December $10 \%$ of RWA under Basel II
Required capital: The higher of $10 \%$ of RWA or BDT4 billion

## Actual capital maintained

Tier I
Fund deposited with Bangladesh Bank
Retained earnings
Actuarial loss
Deferred tax assets on specific provision
as per the Bangladesh Bank guideline

## Tier II

General provision
Unrealized interest on amortisation of HTM securities - 50\%
Unrealized interest on revaluation of HFT securities - 50\%

Surplus
\% of Capital adequacy required
Tier -
Total

## \% of Capital adequacy maintained

Tier -
Total

2012
BDT
4,456,702
5,155,873 50,497,596 25,429,508
5,027,947
59,859,436
69,386,381
$69,386,381$
$3,705,019$
$3,705,019$
$20,239,979$
3,858,115
$3,858,115$
12187,204
12,187,204 $\underline{\underline{366,894,144}}$

10,841,482
2,439,441
84,151,040
48,840,586
9,851,666
86,812,783
112,435,679
2,899,103
$28,027,537$
$3,040,464$
$3,040,464$
9
$\begin{array}{r}9,339,923 \\ \hline\end{array}$
$\begin{array}{r}119,579,175 \\ \hline 18,258,879\end{array}$
19.69\%
22.07\%

2013
$1,782,308,548 \quad 1,521,110,791$ $14,526,580,927 \quad 8,936,568,670$ 1,678,251,454 7,209,575,827 1,350,000,000 490,000,000
$\begin{array}{rr}1,826,000 & 1,671,500\end{array}$ 120,477,179 150,205,998 21,058,906,054
$\underline{\underline{9,418,772,454}}$
4,002,978,293 9,528,713,812

4,049,703,370
$(3,172,083)$
$(205,549,267) \quad(309,383,565)$
$\overline{3,796,425,831} \quad 3,737,147,722$

102,308,149,049 104,551,663,490
$10,230,814,905 \xlongequal{10,455,166,349}$
$\overline{\overline{10,230,814,905}} \overline{10,455,166,349}$

## 2,890,631,697

 $17,324,395,147$$(34,207,625)$

2,976,054,214
6,291,576,197
$(11,985,175)$
$(37,110,611)$
(41,470,468)
20,143,708,608
9,214,174,768

| 2,348,132,019 | 2,249,212,182 |
| :---: | :---: |
| 63,218,730 | 35,396,614 |
| 27,026,299 | 1,512,568 |
| 2,438,377,048 | 2,286,121,364 |
| 22,582,085,656 | 21,500,296,132 |
| 12,351,270,751 | 11,045,129,783 |
| 2013 | 2012 |
| 5\% | 5\% |
| 10\% | 10\% |
| 19.69\% | 18.38\% |
| 22.07\% | 20.56\% |
| 2013 | 2012 |
| BDT | BDT |
| 1,782,308,548 | 1,521,110,791 |
| 14,526,580,927 | 8,936,568,670 |
| 1,678,251,454 | 7,209,575,827 |
| 1,350,000,000 | 490,000,000 |
| 1,826,000 | 1,671,500 |
| 120,477,179 | 150,205,998 |
| 1,599,461,946 | 999,550,769 |
| 21,058,906,054 | 19,308,683,555 |

Cash in hand
Balance with Bangladesh Bank
Balance with other banks and financial institutions
Money at call and short notice
Prize bond
91 days T-bills
30 days Bangladesh Bank bills

## 33 Related party transaction

The Bank, not being incorporated in Bangladesh, operates in Bangladesh under the banking licence issued by Bangladesh Bank and therefore the key management personnel of the Bank for the purposes of BAS 24 are defined as those persons having authority and responsibility for planning, directing and controlling the Bank being members of the Board of Directors of the Group, Group Managing Directors, and close members of their families and companies they control, or significantly influence, or for which significant voting power is held.

### 33.1 Transactions with key management personnel

There were no transaction between the Bank and the key management personnel of the Bank in 2013 (2012: BDT nil).
33.2 Transactions, arrangements and agreements involving key management personnel

The Bank provides and receives certain banking and financial services to/from entities within the Group. As at year end the balances with these entities is disclosed in note 6, Balance with other banks and financial institutions and note 12, Borrowings from other banks, financial institutions and agents. Here, key management personnel refers to HSBC officials located outside Bangladesh who do qualify as related party under BAS 24.
The disclosure of the year end balance is considered to be the most meaningful information to represent transactions during the year. The outstanding balances includes loans made to or deposits by the bank and arose in the ordinary course of business and are on substantially the same terms, including interest rates and security, as for comparable transactions with third party counterparties. Interest income received by the Bank from these entities during 2013 amounted to BDT 690,890 (2012; BDT 319,806) and interest expense paid to these entities during 2013 amounted to BDT 1,314,101 (2012: BDT 4,523,506), both of which is included in the net interest income disclosed in the profit and loss account.

### 33.3 Transactions with other related parties of the Bank

The Bank provides certain banking and financial services and administrative services to the Offshore Banking Unit (OBU) of HSBC operating in Bangladesh under the banking licence issued by Bangladesh Bank. As at year end the balance with the OBU is disclosed in note 11, Other assets.
The disclosure of the year end balance is considered to be the most meaningful information to represent transactions during the year. The outstanding balance includes loans made by the Bank to the OBU. These transactions arose in the ordinary course of business and are on substantially the same terms, including interest rates and security, as for comparable transactions with third party counterparties. Net interest income received by the Bank from the OBU in 2013 amounted to BDT 20,801,919 (2012: BDT 22,765,223) which is included in the net interest income disclosed in the profit and loss account.

Operating expenses incurred by the Bank for the operations of the Bank and OBU are apportioned to each entity on the basis of total operating income and reported in the profit and loss account. Income tax assessed for the Bank and the OBU are paid by the Bank and the element relating to the OBU is recharged back to the OBU as disclosed in note 14.9, Provision for tax net of advance tax paid. The Bank does not charge the OBU any fees for the provision of administrative services.

### 33.4 Transactions with post employment benefit plans

The Bank has two post employment benefit schemes, the nature of which is disclosed in note 4.18, Employee benefits. There were no balances payable to these schemes or due from these schemes to the Bank as at the end of 2013 ( 2012: BDT nil). The total contribution to these schemes in 2013 by the Bank is disclosed in note 24 , salaries and allowances.

The responsibility for fund management and administration of these schemes rest with the Trustees of these schemes, however, these functions are delegated to the Bank's Human Resources (HR) department. The Bank does not charge these schemes any fees for the day to day fund management or administrative services.

As allowed by the Trust Deed of these schemes, scheme funds may be deposited with the Bank. As at 31 December 2013 the provident fund had placed deposit of BDT 191,009,389 (2012: BDT 143,139,759) and the gratuity fund had placed deposits of BDT $96,583,697$ (2012: BDT $84,485,107$ ) with the Bank.
These transactions arose in the ordinary course of business and are on substantially the same terms, including interest rates and security, as for comparable transactions with third party counterparties, with the exception that from 28 August 2012 the interest rate paid on these deposits was agreed at $11 \%$ from $4.7 \%$. Interest expense incurred by the Bank on deposits placed by the provident fund in 2013 amounted to BDT $18,420,014$ (2012: BDT $6,040,092$ ) and on deposit placed by gratuity fund in 2013 amounted to BDT $9,754,429$ (2012: BDT 3,764,352), both of which is included in the interest expense disclosed in the profit and loss account.

## 34 Events after the balance sheet date

There were no material events after the balance sheet date that may require adjustment or disclosure.

## 35 General

### 35.1 Core risk management

BRPD circular no. 17 (7 October 2003) and BRPD circular no. 4 ( 5 March 2007) require banks to put in place an effective risk management system. Bangladesh Bank monitors the progress of implementation of these guidelines through its on-site inspection teams through routine inspection. The risk management systems in place at the Bank are discussed below.

### 35.1.1 Credit risk

HSBC has historically sought to maintain a conservative, yet constructive and competitive credit risk culture. This has served the Group well, through successive economic cycles and remains valid today. This culture is determined and underpinned by the disciplined credit risk control environment which the Group has put in place to govern and manage credit risk, and which is embodied in the formal policies and procedures adopted by HSBC Bangladesh. These are articulated through Group credit policies supplemented by Regional and Local Area Lending Guidelines (LALG), backed up by the Bangladesh Bank's regulations and guidelines. Formal policies and procedures cover all areas of credit lending and monitoring processes including:-

- The Group credit risk policy f

Governance and authorities

- Risk appetite and evaluation of facilities

Key lending constraints, higher risk sectors and sustainability risk
Risk rating systems

## Bangladesh Branches

- Facility structures

Lending to Banks, Non-Banks and Sovereigns
Personal lending
Corporate and commercial lending

- Portfolio management and stress testing

Monitoring, control and the management of problem exposures

- Impairments and allowances

At the heart of these processes is a robust framework of accountability. HSBC operates a system of personal credit authorities, not credit committee structures. However, the Bank has set up a Risk Management Committee (RMC) comprising all the members of the Asset and Liability Management Committee (ALCO) and other risk related function heads to manage various risks within the bank including the credit risk. Relationship managers are held accountable for both the profitability and growth of their loan portfolios as well as the losses that may arise within them.

### 35.1.2 Asset liability management risk

For better management of asset and liability risk, the Bank has an established ALCO which meets at least once a month. The members of ALCO as at year end were as follows:

- Mr. Andrew Tilke (Chairman)

Mr. Andrew Tilke (Chairman)

- Mr. Ahmed Saiful Islam
- Mr. Mahbub Ur Rahman

Mr. Andrew Tilke
Mr. Bashar M Tareq

- Mr. Johnson Ks Chang

Chief Executive Officer
Chief Financial Officer
Chief Financial Officer
Corporate Banking Head
Head of Retail Banking \& Wealth Management (Acting)
Head of Global Markets
Chief Risk Officer

The ALCO's primary function is to formulate policies and guidelines for the strategic management of the bank using pertinent information that has been provided through the ALCO process together with knowledge of the individual businesses managed by members of the committee. ALCO regularly reviews the Bank's overall asset and liability position, forward looking asset and liability pipeline, overall economic position, the Banks' liquidity position, capital adequacy, balance sheet risk, interest risk and makes necessary changes in its mix as and when required.

The Bank has a Group specified liquidity and funding ratio to maintain to ensure financial flexibility to cope with unexpected future cash demands. ALCO monitors the liquidity and funding ratio on an ongoing basis and ascertains liquidity requirements under various stress situations. In order to ensure liquidity against all commitments, the Bank reviews the behaviour patterns of liquidity requirements. The Bank has an approved Liquidity Contingency Plan (LCP) which is reviewed and updated on an annual basis by the ALCO. All regulatory requirements including CRR, SLR and RWA are reviewed by ALCO.

### 35.1.3 Foreign exchange risk

Foreign exchange risk is defined as the potential change in earnings arising due to change in market price and the position in the currency that is held during the change. Such risk may arise from positions held in various foreign exchange products like spot, forward and options. In an effort to ensure such risks are mitigated and dealt with caution and higher authorities consent, Bangladesh Bank has issued a guideline for foreign exchange transactions in 2009. The Bank has a Functional Instruction Manual (FIM) covering foreign exchange risk policies and investment policy. The Bank has also developed different strategies to handle foreign exchange risk by setting limits on net open positions by currencies, mismatch limits by currency and time buckets of forward foreign exchange transactions, overall gross limits for forward (FWD) transaction, maximum loss limits per day and per month, as well as Value at Risk (VAR) limits which are measured and monitored on a daily basis.

The Bank maintains various nostro accounts in order to conduct operations in different currencies including BDT. The senior management of the Bank set limits for handling nostro account transactions.

As at 31 December 2013 the Bank has one unadjusted entry exceeding three months, as a result, in accordance with (FEPD) circular No. 677 (13 September 2005) required provisions on nostro balances are duly maintained.

### 35.1.4 Internal control and compliance

Effective internal controls are the foundation of safe and sound banking. A properly designed and consistently enforced system of operational and financial internal control helps a bank s management safeguard the bank's resources, produce reliable financial reports and comply with laws and regulations. Effective internal control also reduces the possibility of significant errors and irregularities and assists in their timely detection when they do occur. According to the Group Policy Statement (GPS), the Bank is required to comply with the requirements of relevant rules and regulations of the jurisdictions within which the Bank operates. Therefore, in line with the Bangladesh Bank guideline on the 'Internal Control and Compliance' the Bank has prepared and implemented appropriate guidelines. In addition, the Group has robust manuals, policy, procedures, entitled Gobal Standards Manual (GSM), Functional Instruction Manual (FIM), Business Instruction Manual (BIM) and the Compliance Officer's Handbook, which brings together all the standards and principles we use in the conduct of our business, whatever its location or nature.

The Global Internal Audit (GBL INA) function, which is centrally controlled, provides independent assurance in respect of the design and operating effectiveness of the risk management and control frameworks across the Group, focusing on the areas of greatest risk to HSBC using a risk based approach. In country executive management is responsible for ensuring that recommendations made by the internal audit function are implemented within an appropriate and agreed timetable. In brief, the internal audit, as a tertiary control function, focuses on risks with a global perspective and on the design and effectiveness of primary and secondary controls, carrying out oversight audits of the Bank via the sampling of global/regional control frameworks, themed audits of key or emerging risks and project audits to assess major change initiatives.

### 35.1.5 Prevention of money laundering and terrorist financing

HSBC as one of the leading member of the 'Wolfsberg Group of Banks' (the international Anti-Money Laundering (AML) and Counter-Terrorist Financing (CTF) standard setting body) has very firm policy and practices to combat money laundering and terrorist financing throughout its operations across the world. AML and CTF Policies are embedded in the Bank's standards manuals and HSBC has a specific Global Policy and Principles (GPP); which are approved by the Board of Directors of HSBC.

In line with Global standards and local Money Laundering Prevention Act 2012, Anti-Terrorism (Amendment) Act, 2013 and Bangladesh Bank Guidance notes - the Bank also has a comprehensive AML and CTF Policy which is revised time-to-time and local CEO's formal endorsement is taken on an annual basis. HSBC has robust 'Know Your Customer' and transaction monitoring procedures and automated systems that are under dual control and continuous surveillance of banks both local and global compliance and internal audit teams. The Bank has mandatory on line training modules on AML and CTF which all staff have to complete with pass marks and annual refresher needs to be done by all customer facing and relevant processing staff. All returns and reports were sent to the regulator on time and there have been no penalty and censures in this regard. In 2013 all regulatory inspection reports were satisfactory and the Bank's AML/CTF standards were found to be high.

### 35.1.6 Information technology

The Bank has its IT operation and software delivery department for the support, service and software development of IT systems where the core system is centralised in Hong Kong. Though much of the Bank's systems are built for the Group purpose but there are some sophisticated applications developed locally or purchased from third party vendors as and when required following a Risk Based Project Management (RBPM) methodology. IT department has Performance Level Agreement (PLA) and Service Level Agreement (SLA) with global businesses and functions for service quality assurance which describes all the IT services with target service up time and response time for troubleshooting or any IT related requests. The IT department provides monthly reports to Chief Operating Officer (COO) dashboard for the senior management which covers the following:

- The status of major IT projects
- Major incident report
-IT performance analysis against PLA
-IT expenses and cost savings
Update on major IT issues/quality initiatives
IT security wing reviews and ensures appropriate controls and security standards are in place and are in compliance with Group IT and regulatory requirements. IT security also performs risk assessment on various IT systems and processes to mitigate operational risks. Moreover, periodic training and various initiatives are taken to increase IT security awareness among all staff. The Bank has a robust Business Recovery Plan (BRP) in place to ensure business continuity in case of any major disaster. This plan is reviewed and tested at least once in a year.


### 35.2 Audit Committee

According to BRPD circular no. 12 (23 December 2002), all banks are advised to constitute an audit committee comprising members of the Board. The audit committee will assist the Board in fulfilling its oversight responsibilities including implementation of the objectives, strategies and overall business plans set by the Board for effective functioning of the Bank. The committee will review the financial reporting process, the system of internal control and management of financial risks, the audit process, and the Bank's process for monitoring compliance with laws and regulations and its own code of business conduct.

The Bank, being a foreign bank, does not have a local board of directors from whom to select an audit committee, however, the Bank has received a dispensation from Bangladesh Bank on 19 December 2006 with regards to this requirement. The Bank has an internal audit department. In addition to this the Bank is subject to audit by the internal auditors of HSBC and the internal auditors of the Group.
The Group has an audit committee, comprising four non executive directors of the Group, which meets on a regular basis with the senior management of the Group, and with the internal and external auditors to consider and review the nature and scope of the reviews and the effectiveness of the systems of internal control and compliance as well as the financial statements of the Group. All audit reports issued by local internal and external auditor and all inspection/audit reports issued by Bangladesh Bank are sent to the audit committees of HSBC and the Group.

### 35.3 Disclosure on risk based capital (Basel II)

To comply with international best practices and to make the Bank's capital more risk sensitive as well as to build the banking industry more shock absorbent and stable, Bangladesh Bank implemented Basel II reporting from 2010. As per the directive of Bangladesh Bank all scheduled banks are now required to report risk based capital adequacy for banks under Basel II. All scheduled banks are also required disclosures in both qualitative and quantitative terms. As a branch of the world's leading financial services institutions, HSBC Bangladesh has made disclosures as per pillar-III, market discipline of the revised capital adequacy framework of Bangladesh Bank. (For details see annexure-F).

### 35.4 Exchange Rates

The assets and liabilities as at 31 December in foreign currencies have been converted to BDT at the following rates:

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

## Bangladesh Branches

|  |  | $\frac{2013}{\text { BDT }}$ | $\frac{2012}{\text { BDT }}$ |
| :---: | :---: | :---: | :---: |
| USD 1 | = | 77.6301 | 80.0070 |
| ACU 1 | = | 77.6301 | 80.0070 |
| HKD 1 | = | 10.0110 | 10.3212 |
| SGD 1 | = | 61.1959 | 65.3785 |
| GBP 1 | = | 127.8063 | 129.3673 |
| AUD 1 | = | 68.9006 | 82.9553 |
| EUR 1 | = | 106.8307 | 105.7813 |
| CHF 1 | = | 87.0732 | 87.6213 |
| JPY 1 | = | 0.7381 | 0.9298 |
| CAD 1 | = | 72.4736 | 80.2800 |
| NOK 1 | = | 12.6932 | 14.3141 |
| AED 1 | = | 21.1365 | 21.7825 |
| SAR 1 | = | 20.6978 | 21.3329 |
| CNY 1 | = | 12.8065 | 12.8299 |
| DKK 1 | $=$ | 14.3201 |  |

### 35.5 Credit ratings

According to BRPD circular no. 6 ( 05 July 2006) it is mandatory from January 2007 for all banks to be credit rated by a credit rating agency. Credit Rating Agency of Bangladesh Limited (CRAB) has issued the following ratings for the Bank for 2013:

Long-term AAA
Short-term ST-1
According to CRAB, financial institutions rated in this category are adjudged to be of highest quality, offer highest safety and highest credit quality. This level of rating indicates exceptionally strong capacity for timely payment of financial commitments, highly unlikely to be adversely affected by foreseeable events. The short term rating indicates highest certainty with regard to the Bank's capacity to meet its financial commitments. Safety is almost like risk free government short term securities.
35.6 The figures appearing in these financial statements have been rounded off to the nearest Taka (BDT)
35.7 Previous year's figures have been rearranged, wherever necessary, to conform with the current year's presentation.


Chief Executive Officer, Bangladesh


Steve Ball
Chief Financial Officer, Bangladesh

