



**BANK OF SOUTH SUDAN (BSS)**  
**Currency and Banking Operations**

Plot No. 1, Block D 6, P. O. Box 136, Juba Market, Juba, South Sudan

3<sup>rd</sup> June, 2019

**Circular No. DCB/01/2019**

Addressed to: All Licensed Banks and other Financial Institutions Operating in South Sudan

**SUBJECT: GUIDELINES ON FOREIGN EXCHANGE CASH IMPORTATION**  
**/SHIPMENT FROM ABROAD TO SOUTH SUDAN**

**I. Preliminary**

1. This circular is issued in accordance with the provisions of Section 11(1) of the Bank of South Sudan Act 2011, and Foreign Exchange Business Act, 2012, Anti-Money Laundering and Counter Terrorist Financing Act, 2012 (AML/CFT) Section 14 and Bank of South Sudan Anti-Money Laundering Policy (BSS AML Policy) 2018 Sections 6.1 (3) & (4) and 6.7 (2)

These guidelines supersede previous circulars issued on the subject.

**2. Objectives**

The objectives of the guidelines are to:

- i) Provide minimum standards and requirements for foreign exchange cash importation (cash shipment) by commercial banks and all other financial institutions.
- ii) Provide an enabling and risk mitigated environment for foreign exchange cash importation.
- iii) Specify minimum technical and business requirements for various participants in cash importation services in South Sudan.
- iv) Provide broad guidelines for inflows of foreign exchange cash into the country in a manner that is consistent with the existing jurisdictions and legal frameworks.

**3. Scope of Operation**



These guidelines address foreign exchange cash importation into the country by all licensed entities that deliver cash shipment services within the financial sector.

In this circular, and unless the context otherwise requires, the term cash shipment as per BSS's context refers to the process by which Commercial bank or any other licensed financial institution seeks approval of importation of foreign exchange from Bank of South Sudan through Juba International Airport (JIA) or any other point of entry across South Sudan.

This circular is effective from the date of issuance, and all the licensed financial entities engaging in importation of foreign exchange are required to adhere to the guidelines.

## **II. General Requirements for FX Cash importation / shipment Operations**

1. Commercial banks or any other financial institution that engage in the importation of foreign exchange from abroad are to seek prior written approval from the Bank of South Sudan, Financial Markets Department ( FMD) and clearly fill in the details of the shipment as provided in the attached form.
2. All FX cash importation participants, including licensed financial institutions are hereby directed to clearly indicate in the attached **FX importation form** the nostro account, the balances and other related details as stipulated therein.
3. All FX cash importation participants including licensed financial institutions are prohibited to engage on FX cash importation other than the funds that originate from their nostro account(s) balances with their respective correspondence banks. Licensed entities are therefore not allowed to import FX cash on behalf of a third party.
4. Copies of all documentations pertinent to cash importation e.g SWIFT MTs, applications, client request, delivery note, receipts notes, counterparty agreements, insurance, etc shall be provided and made available to the Bank of South Sudan where each entity would be accorded a separate transaction file.
5. Entities that violate these guidelines commit non-compliance offence, and shall be liable for penalties and fines as stipulated in the Banking Act 2012, AML/CFT Act, 2012 and BSS AML Policy 2018.



**Chan Andrea Chan**



**For the Bank of South Sudan**



**Marial Mabeny Bawuor**



**Bank of South Sudan  
Financial Markets Department  
Cash Shipment Form**

**Part A**

**Details of Ordering Bank / Financial Institution**

Bank's name		
Address in RSS		
Name of the person(s) in charge and telephone No.		
Amount to be shipped	<b>USD</b>	<b>Euro/GBP</b>
Purpose of Shipment		

**Part B**

**Details of Correspondent Bank**

Bank's name	
A/C No. in Correspondent Bank	
Telephone Number	
E mail Address	
Swift Code	

