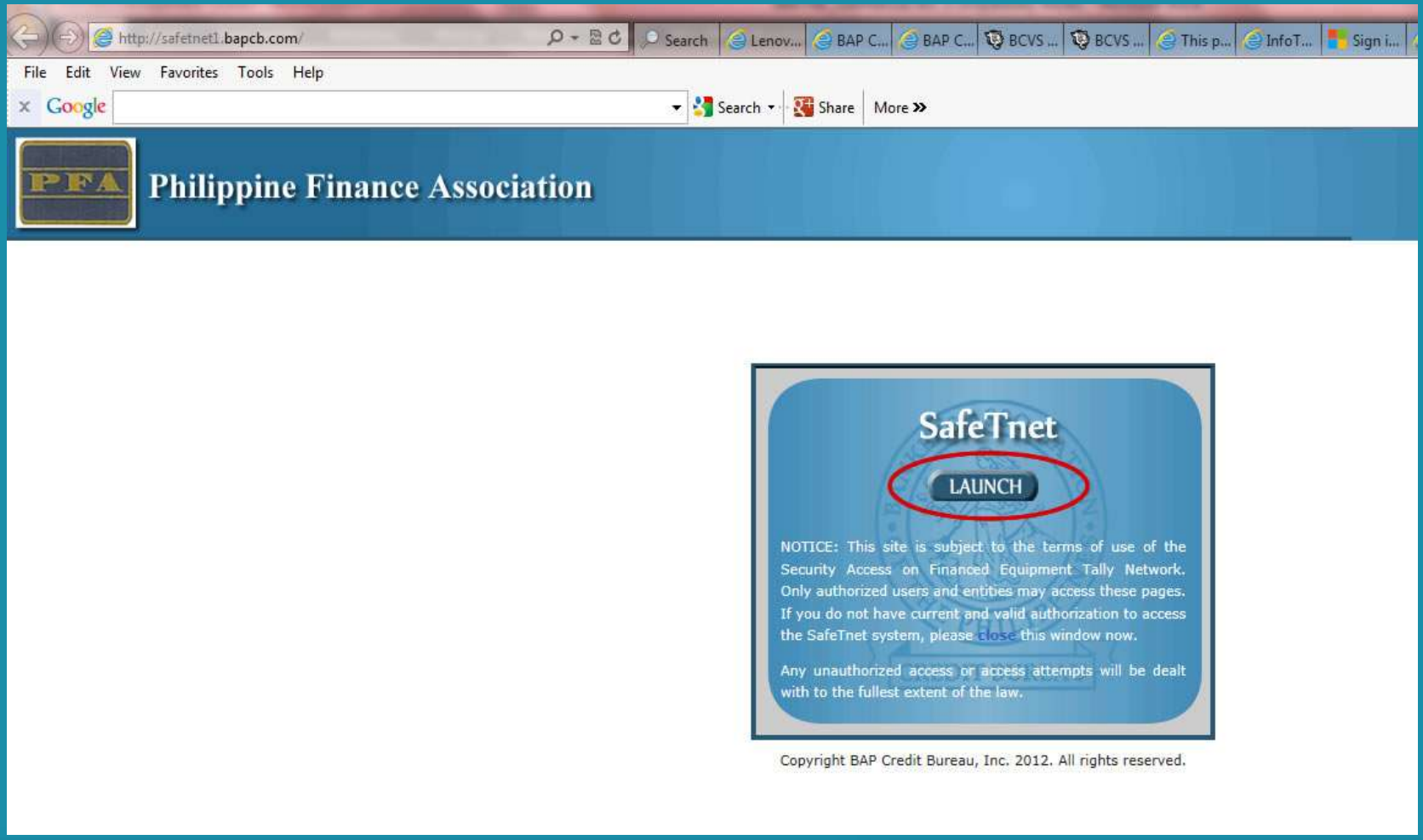
Click Launch



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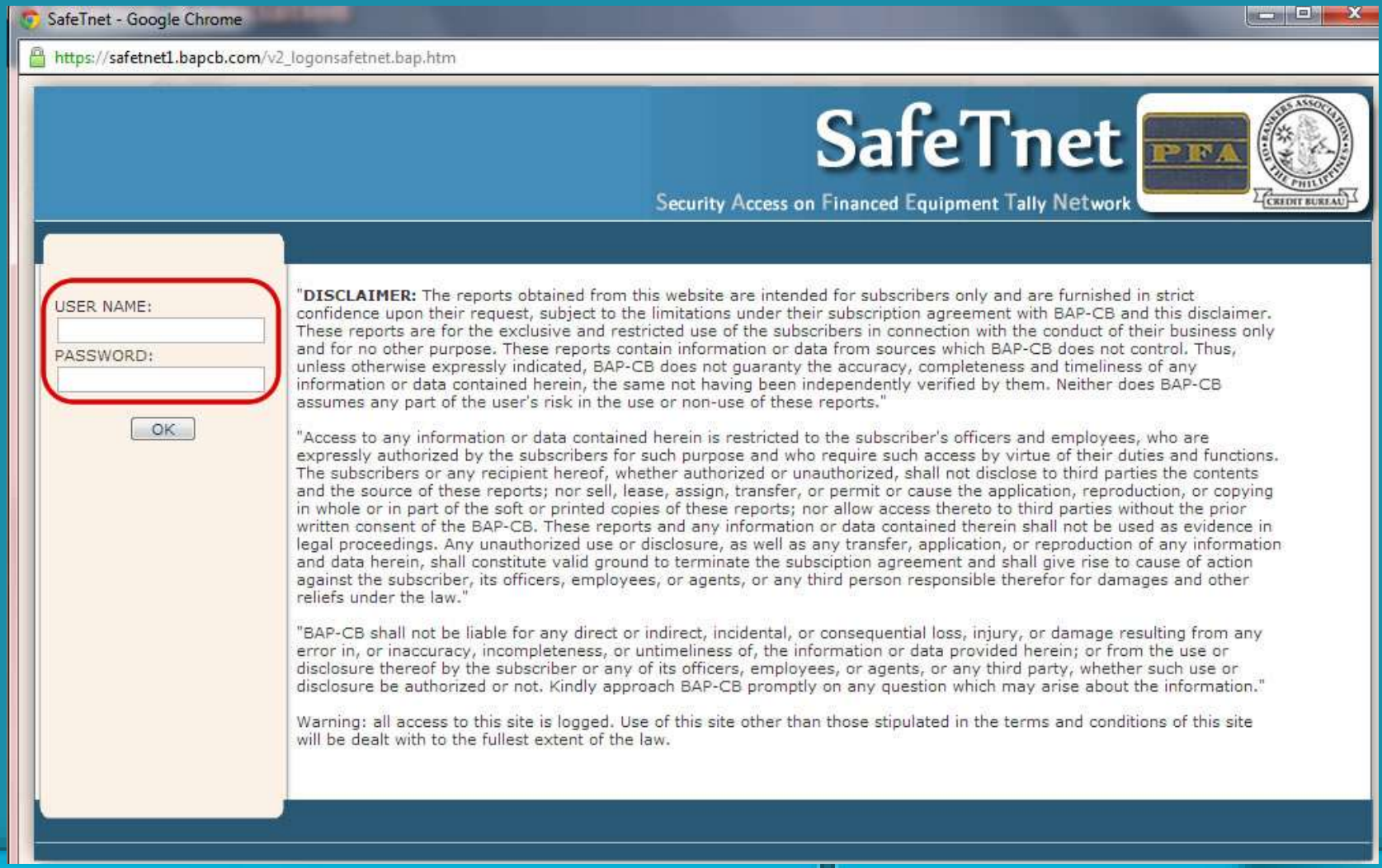
Login using registered User Name and Password



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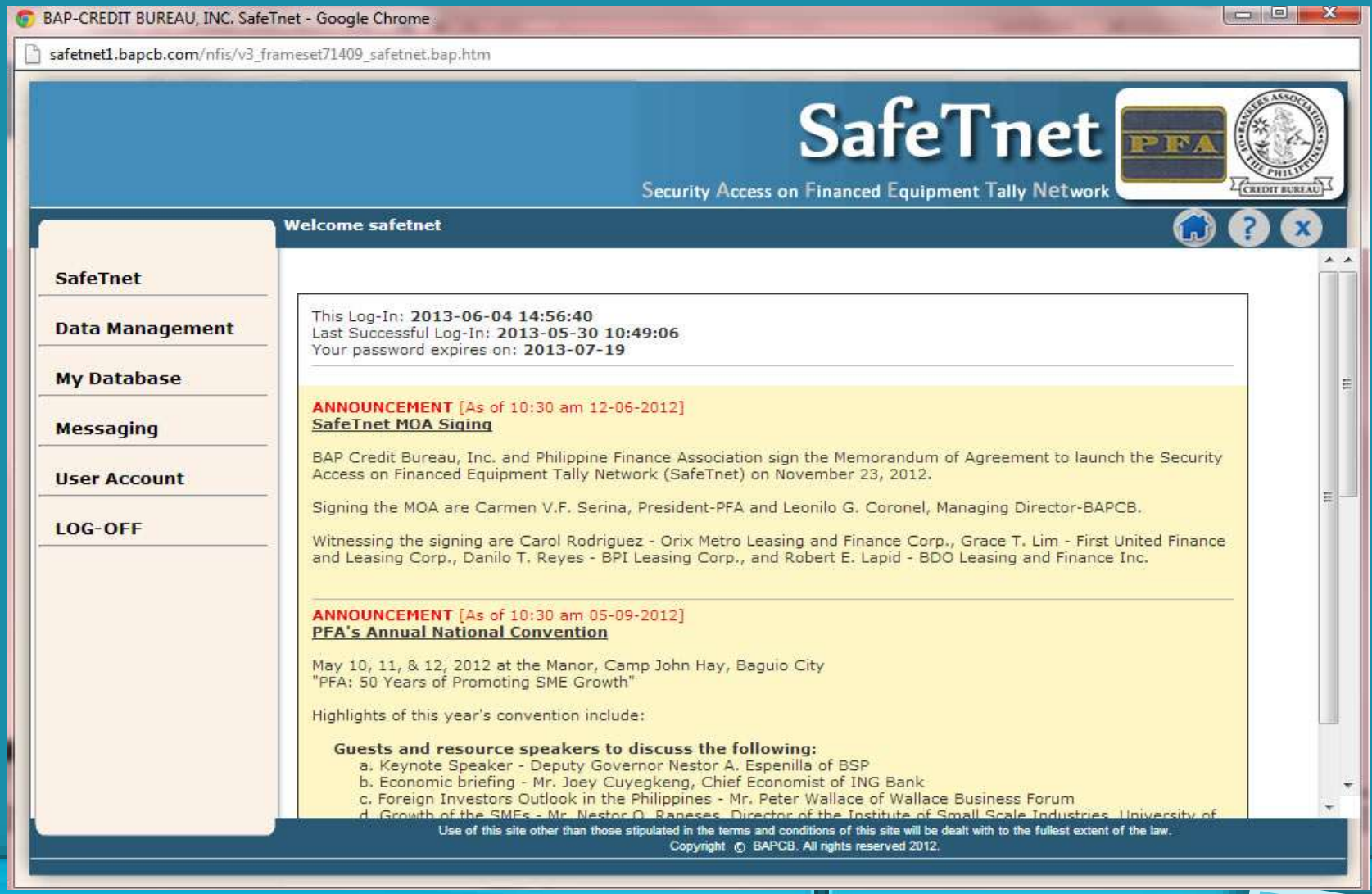
A welcome page will be displayed after successfully login.



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Inquiry Method

FORMAT

- CSV
- DBF
- (File template provided by BAPCB for BATCH Inquiry)
- Inquiry via web form

NO OF INQUIRY

- Maximum of 100 records per Batch Inquiry File
- Multiple Batch Inquiry Files are allowed

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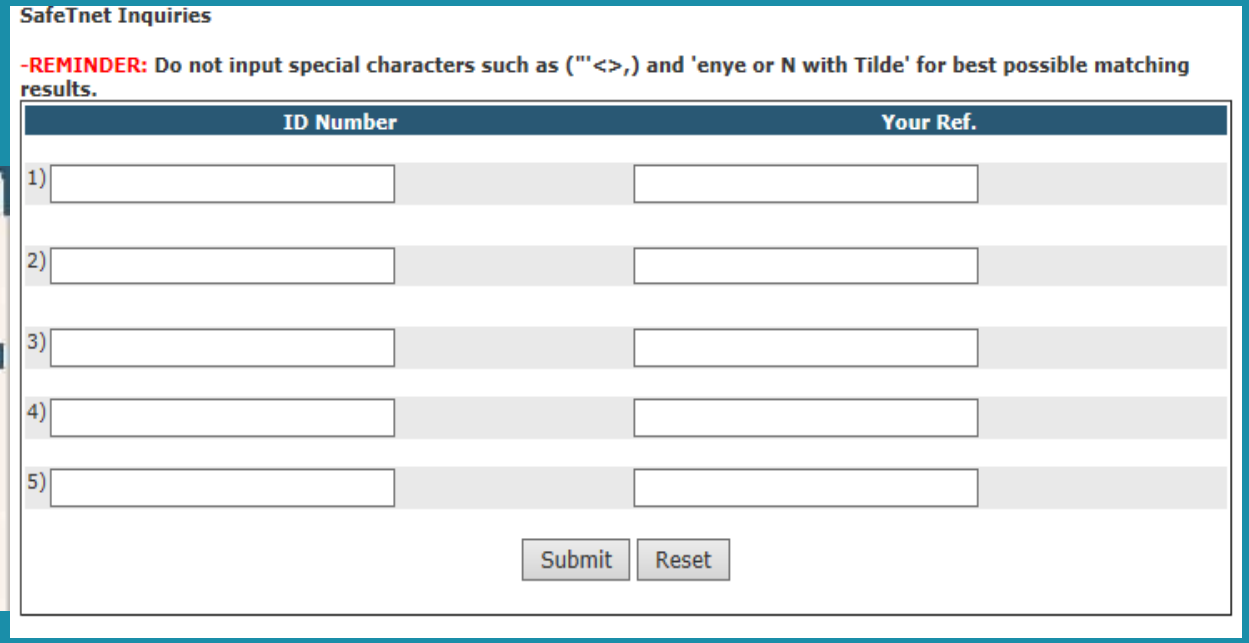
Send an Inquiry

- **Use a Form** – Click Safetnet menu, and then Use a Form.
- Fill-up the mandatory field (i.e. ID Number)



- After that, click submit button. Then, the system will generate a transaction code.

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- **Send a batch file** - prepare a csv or dbf file.
  - In CSV format, type the ID no in A3, then Bank Ref in B3 – it refers to Bank Reference number, lastly BANKCD in C3. To add another inquiry, do the same procedures in the next row and so on. Then, put the END marker after your last inquiry. Note that maximum inquiry per batch is 100. Save the file as CSV (Comma Delimited).

	A	B	C	D
1	BEGIN			
2	IDNO	BANKREF	BANKCD	
3				
4	END			
5				

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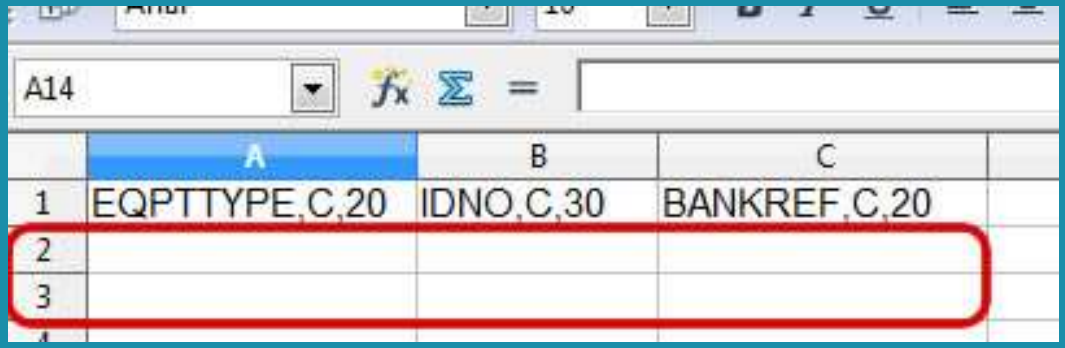
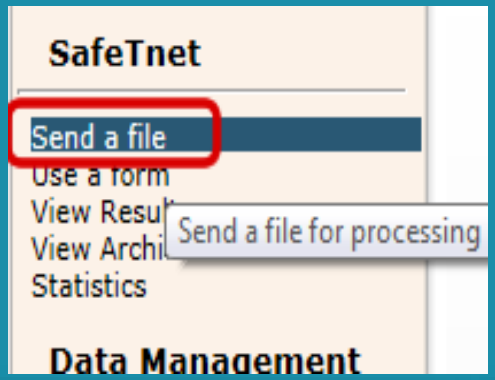
- In DBF format, fill-up EQPTTYPE, IDNO and BANKREF. Then save as dBASE(.dbf).



- Then, go to website. Click Send a file under Safetnet Menu.



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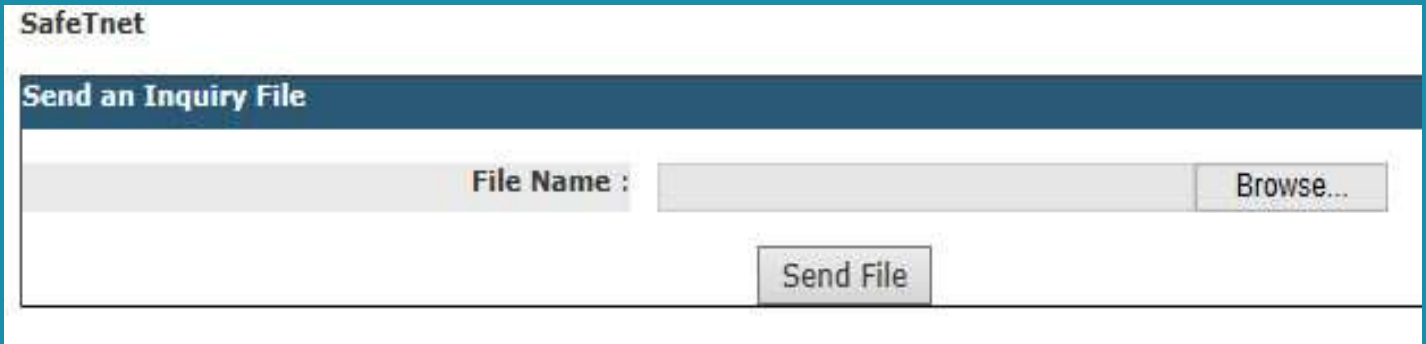
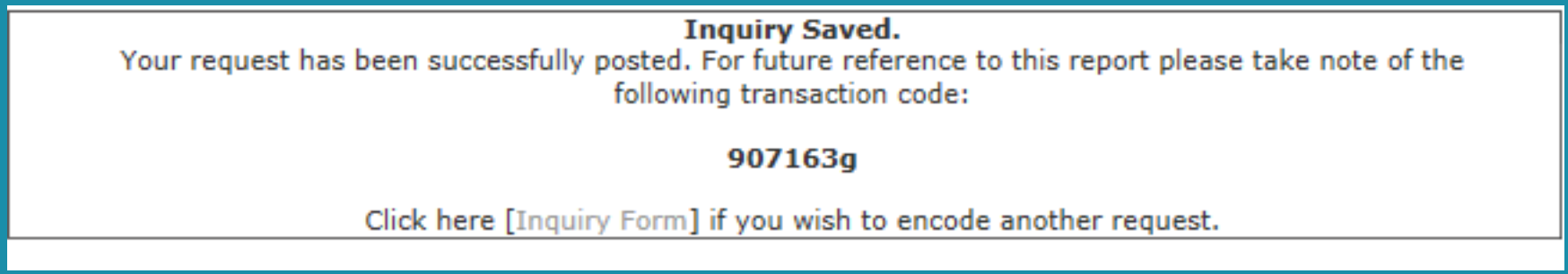
- Click Browse and locate the file. Then, click Send File button.



- The system will generate a transaction code after successfully uploaded the file.



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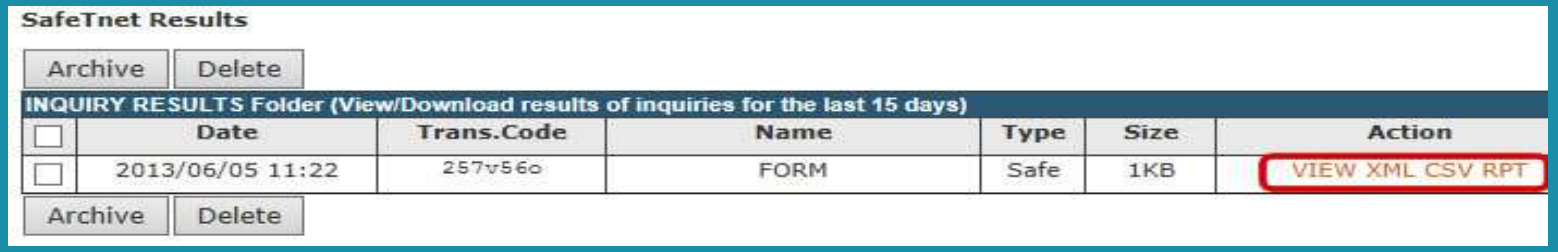
- **View Results** - View/Download results of inquiries for the last 15 days. Inquiry format are XML, CSV and RPT.



SafeTnet Results

Archive Delete

INQUIRY RESULTS Folder (View/Download results of inquiries for the last 15 days)

	Date	Trans.Code	Name	Type	Size	Action
☐	2013/06/05 11:22	257v56o	FORM	Safe	1KB	VIEW XML CSV RPT

Archive Delete

- **View Archive** – Inquiry Results up to 90 days.

SafeTnet Results

Delete

First Previous Viewing file 1 to 10 of 26 Next Last

ARCHIVE Folder (Inquiry Results up to 90 days)

	Date	Trans.Code	Name	Type	Size	Action
☐	2013/05/30 11:04	4340y35	FORM	Safe	9KB	VIEW XML CSV RPT
☐	2013/05/27 10:43	308n2s8	SAMPLESAFETNETINQ05081...	Safe	11KB	VIEW XML CSV RPT
☐	2013/05/27 10:31	056fzue	FORM	Safe	6KB	VIEW XML CSV RPT
☐	2013/05/25 15:51	1145206	SAMPLESAFETNETINQ05081...	Safe	9KB	VIEW XML CSV RPT
☐	2013/05/08 11:00	042c061	FORM	Safe	8KB	VIEW XML CSV RPT
☐	2013/05/08 09:30	0220184	SAMPLESAFETNETINQ05081...	Safe	7KB	VIEW XML CSV RPT
☐	2013/04/26 15:27	729k3aa	FORM	Safe	983B	VIEW XML CSV RPT
☐	2013/04/24 15:01	133abd6	FORM	Safe	1KB	VIEW XML CSV RPT
☐	2013/04/23 11:34	453w6y1	FORM	Safe	1KB	VIEW XML CSV RPT
☐	2013/04/22 13:43	325cm13	FORM	Safe	1KB	VIEW XML CSV RPT

First Previous Viewing file 1 to 10 of 26 Next Last

Delete

All

SAMPLE RPT FORMAT

SAMPLE #1

BAP CREDIT BUREAU, INC.
SAFETNET
Inquiry Report on Equipments on 12/13/2013 15:50:13
Transaction ID: FORM-C-20131213155010055d-(demo.safetnet).xml
STRICTLY CONFIDENTIAL. For internal use only.

SEARCH CRITERIA
Searched ID No.: DHKCECAOHB0005643 Requested By: demo
Your Reference :

FOUND IN SHARED SAFETNET DATABASE

Equipment Type:	CONSTRUCTION/HEAVY/MINING EQPT	Lender/Lessor:	ABC
Brand:	DOOSAN	Date Reported:	12/13/2013
Model/Type:		Ref/PN/Acct/TR#:	6241B
ID Chassis#:		Tran. Type:	LEASE
ID Engine/Motor:	DE08TIS114724EC	Value Date:	07/31/2012
ID Serial#:	DHKCECAOHB0005643	Maturity Date:	06/30/2017
Supplier/Vendor:		Loan/Lease Amt.:	10,000,000.00
Location:			
Remarks:			

Equipment Type:	CONSTRUCTION/HEAVY/MINING EQPT	Lender/Lessor:	XYZ
Brand:	DOOSAN	Date Reported:	06/17/2013
Model/Type:	DX300LCA CRAWLER EXCAVATOR	Ref/PN/Acct/TR#:	728-010
ID Chassis#:		Tran. Type:	LEASE
ID Engine/Motor:	DE08TIS114724EC	Value Date:	04/20/2012
ID Serial#:	DHKCECAOHB0005643	Maturity Date:	04/20/2014
Supplier/Vendor:		Loan/Lease Amt.:	9,815,784.15
Location:			
Remarks:			

NO SIMILAR EQUIPMENT INQUIRED OVER THE LAST 60 DAYS.

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BAP CREDIT BUREAU, INC.
SAFETNET
Inquiry Report on Equipments on 03/11/2014 15:32:20
Transaction ID: FORM-C-20140311153213y358-(demo.safetnet).xml
STRICTLY CONFIDENTIAL. For internal use only.

SAMPLE #2

SEARCH CRITERIA
Searched ID No.: 40400558 Requested By: demo
Your Reference :

FOUND IN SHARED SAFETNET DATABASE

Equipment Type: MEDICAL/DENTAL EQPT
Brand: STRASTOS
Model/Type: KONICA MINOLTA
ID Chassis#:
ID Engine/Motor:
ID Serial#: 40400558
Supplier/Vendor:
Location: MANILA
Remarks: stratos DR 2D Bone Densito REGIUS 110HQ CR READER

Lender/Lessor: ABC
Date Reported: 09/12/2013
Ref/PN/Acct/TR#: 001-0701-10301-30296
Tran. Type: LEASE
Value Date: 07/20/2011
Maturity Date: 06/18/2014
Loan/Lease Amt.: 4,487,648.61

Equipment Type: MEDICAL/DENTAL EQPT
Brand: KONICA MINOLTA
Model/Type: REGIUS 110HQ CR SYSTEM
ID Chassis#:
ID Engine/Motor:
ID Serial#: 40400558
Supplier/Vendor:
Location:
Remarks:

Lender/Lessor: XYZ
Date Reported: 06/17/2013
Ref/PN/Acct/TR#: 721-010
Tran. Type: LEASE
Value Date: 10/11/2011
Maturity Date: 10/11/2013
Loan/Lease Amt.: 2,800,000.00

Equipment Type: MEDICAL/DENTAL EQPT
Brand: KONICA MINOLTA
Model/Type: REGIUS 110HQ CR SYSTEM
ID Chassis#:
ID Engine/Motor:
ID Serial#: 40400558
Supplier/Vendor:
Location:
Remarks: FULLY PAID

Lender/Lessor: XYZ
Date Reported: 11/07/2013
Ref/PN/Acct/TR#: 721-010
Tran. Type: LEASE
Value Date: 10/11/2011
Maturity Date: 10/11/2013
Loan/Lease Amt.: 2,800,000.00

SIMILAR EQUIPMENT INQUIRED OVER THE LAST 60 DAYS

Inquired ID: 40400558	Date Inquired: 03/07/2014
Inquired ID: 40400558	Date Inquired: 03/03/2014
Inquired ID: 40400558	Date Inquired: 02/27/2014
Inquired ID: 40400558	Date Inquired: 02/19/2014

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SAMPLE RESULT–w/ SCIP (Similar Chattels Inquired Previously)

BAP CREDIT BUREAU, INC.
SAFETNET
Inquiry Report on Equipments on 03/11/2014 15:32:20
Transaction ID: FORM-C-20140311153213y358-(demo.safetnet).xml
STRICTLY CONFIDENTIAL. For internal use only.

SEARCH CRITERIA
Searched ID No.: 40400558 Requested By: demo
Your Reference :

FOUND IN SHARED SAFETNET DATABASE

Equipment Type:	MEDICAL/DENTAL EQPT	Lender/Lessor:	ABC
Brand:	STRASTOS	Date Reported:	09/12/2013
Model/Type:	KONICA MINOLTA	Ref/PN/Acct/TR#:	001-0701-10301-30296
ID Chassis#:		Tran. Type:	LEASE
ID Engine/Motor:		Value Date:	07/20/2011
ID Serial#:	40400558	Maturity Date:	06/18/2014
Supplier/Vendor:		Loan/Lease Amt.:	4,487,648.61
Location:	MANILA		
Remarks:	stratos DR 2D Bone Densito REGIUS 110HQ CR READER		

Equipment Type:	MEDICAL/DENTAL EQPT	Lender/Lessor:	XYZ
Brand:	KONICA MINOLTA	Date Reported:	11/07/2013
Model/Type:	REGIUS 110HQ CR SYSTEM	Ref/PN/Acct/TR#:	721-010
ID Chassis#:		Tran. Type:	LEASE
ID Engine/Motor:		Value Date:	10/11/2011
ID Serial#:	40400558	Maturity Date:	10/11/2013
Supplier/Vendor:		Loan/Lease Amt.:	2,800,000.00
Location:			
Remarks:	FULLY PAID		

SIMILAR EQUIPMENT INQUIRED OVER THE LAST 60 DAYS

Inquired ID: 40400558	**Date Inquired: 03/07/2014**
Inquired ID: 40400558	**Date Inquired: 03/03/2014**
Inquired ID: 40400558	**Date Inquired: 02/27/2014**
Inquired ID: 40400558	**Date Inquired: 02/19/2014**

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SAMPLE RESULT – NO HIT

BAP CREDIT BUREAU, INC. *SAMPLE*
SAFETNET
Inquiry Report on Equipments on 02/15/2014 15:07:21
Transaction ID: FORM-C-20140215150703n438-(demo.safetnet).xml
STRICTLY CONFIDENTIAL. For internal use only.

SEARCH CRITERIA
Searched ID No.: 123456XYZ Requested By: demo
Your Reference :

NO RECORD FOUND IN SAFETNET DATABASE.

SIMILAR EQUIPMENT INQUIRED OVER THE LAST 60 DAYS

Inquired ID: 123456XYZ Date Inquired: 02/15/2014

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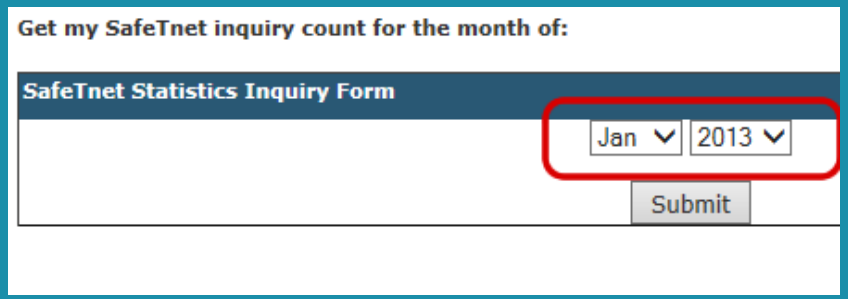
Inquiry Statistics

- Monthly inquiry count. Select Month and Year. Then, click Submit.



SAFETNET SYSTEM

CRITERIA:			
BANK	USER	MONTH	YEAR
DEMO	SAFETNET	01	2013

DAILY INQUIRIES:		
DATE	BATCH	COUNT*
2013-01-21	1	2
2013-01-23	1	1
TOTAL	2	3

* Refers to inquiries made for a given period. Data may or may not have matching results and does not include adjustments. Please verify the data and inform us of any discrepancies.

Back

All Ri

Report Template

- Fill all mandatory fields.
- Save report as .xls

Safe Tnet Report

Period Covered (MONTH, YEAR)
Reported by: INSTITUTION

BEGIN

REFERENCE	EQUIPMENT_TYPE	BRAND/TYPE	MODEL	ID_CHASSIS	ID_ENGINE	ID_SERIAL	LOCATION	SUPPLIER	TRN_TYPE	VALUE_DATE	MATURE_DATE	LOAN_AMT	REMARKS
123456789	COMPUTER/PERIPHERA	XYZ	ABC	ABC123	ABC123	ABC123	MANILA	CDE	LEASE	MM/DD/YYYY	MM/DD/YYYY	999999.99	

END

Instructions and Notes:

Mandatory Headings / Keywords
Data Cells – mandatory values
Data Cells – optional fields

Use upper case for all alpha characters
Don't include special characters (&<>'"), etc.
Dates are in mm/dd/yyyy format. Cells for date columns should be declared as excel date format
Mandatory field – All fields except model, location, supplier and remarks and at least either one of ID_CHASSIS, ID_ENGINE, ID_SERIAL.
EQUIPMENT TYPES = SEE EQPT TYPES
TRN TYPE = LOAN, LEASE, FLR STOCK, DISCOUNTING.

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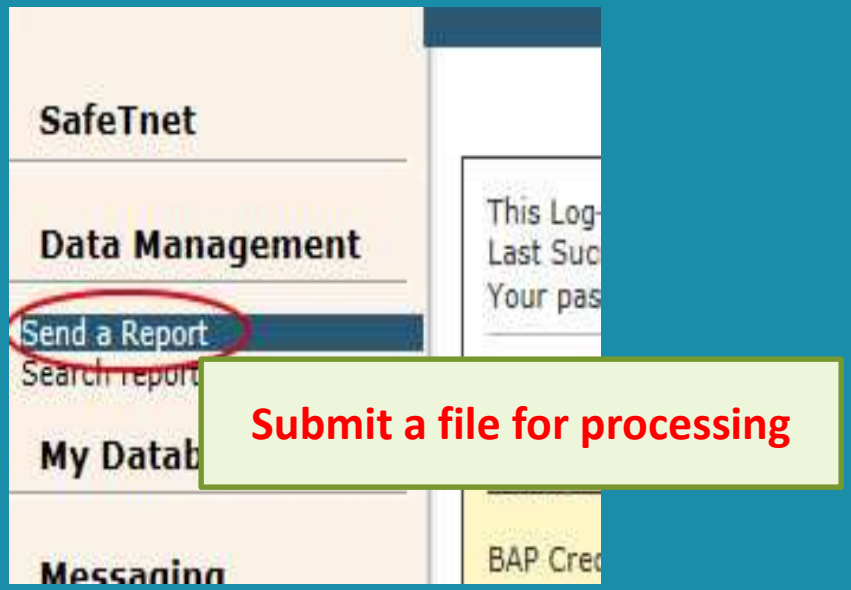
Send a Report

- Click Data Management, then in sub-menu, click Send a Report.



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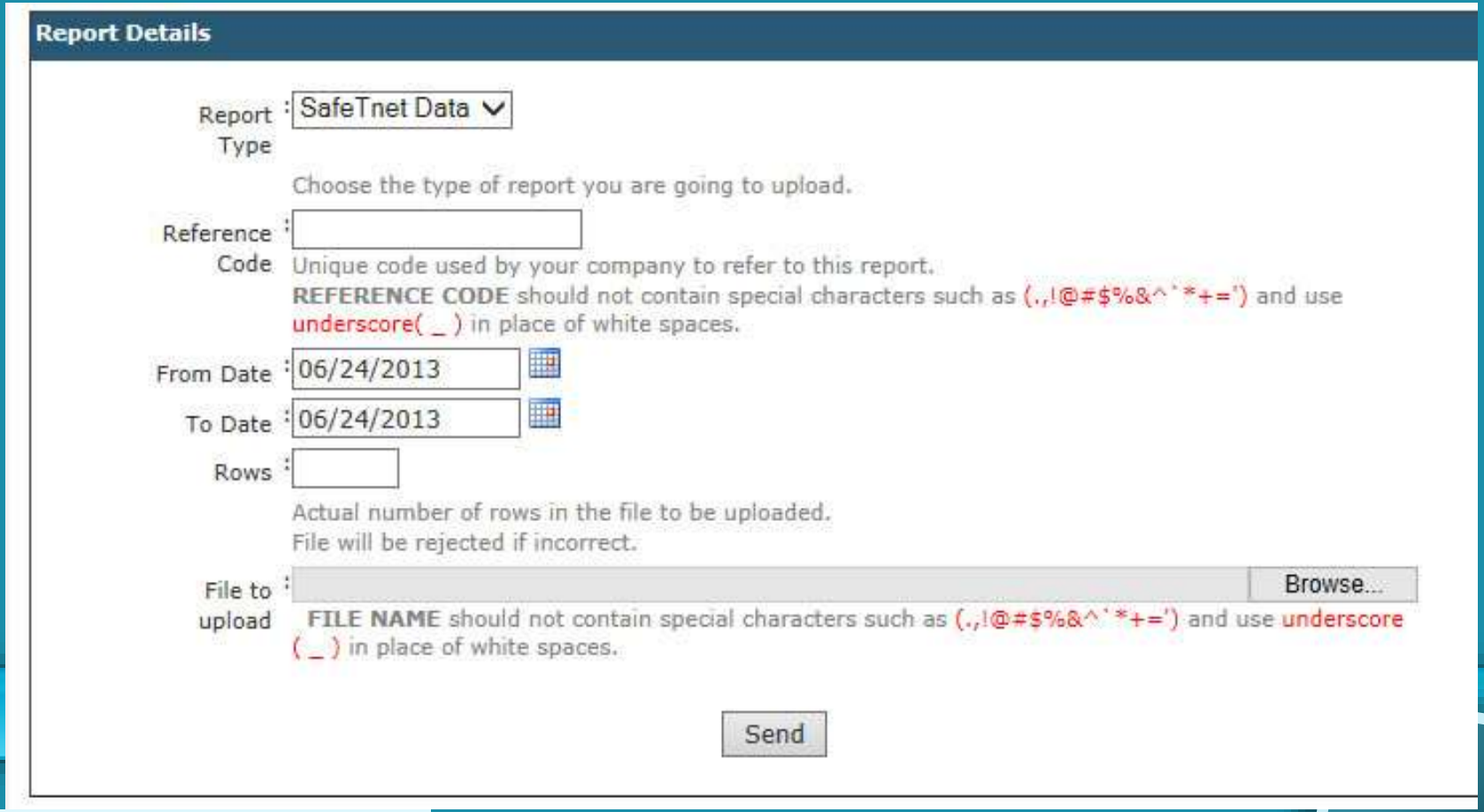
- Complete all report details. Report type: Safetnet Data; Reference Code: Banks unique code; From Date to Date; No or rows: refers to actual numbers of data to be reported.
- Then, click browse and locate the file for uploading and click Send.



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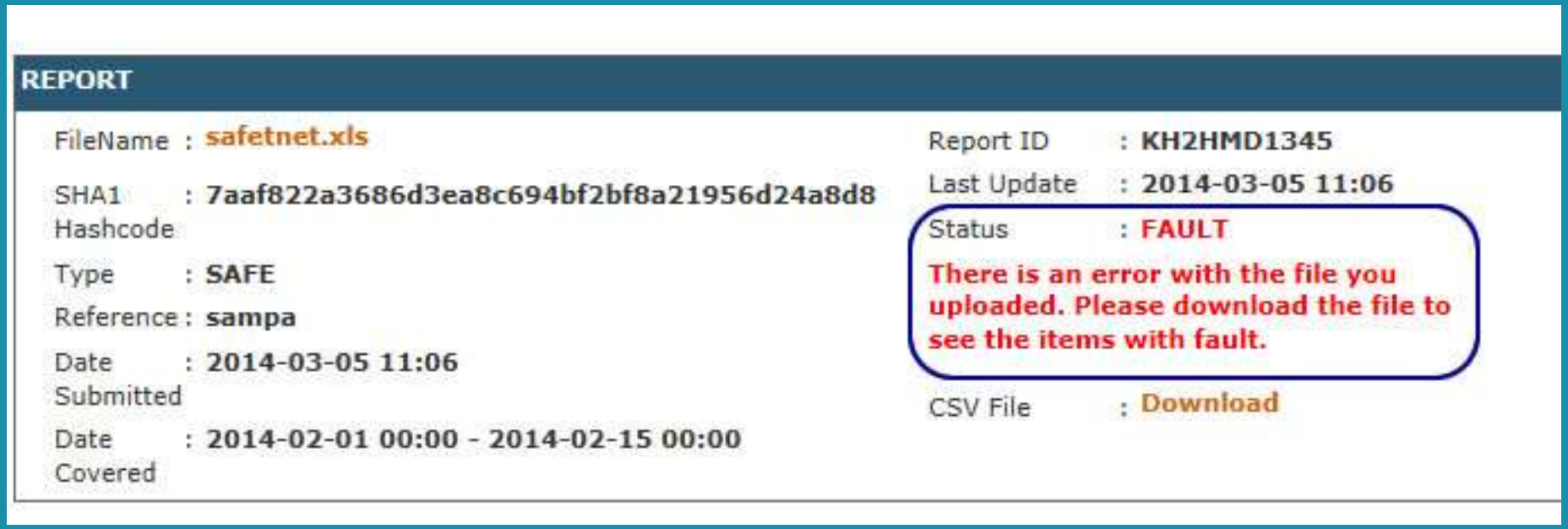
- Note: File is rejected if the reported file does not match with BAPCB specifications. A good report has a status of **NEW**, if **FAULT**, download the file. Open the rejected file and search for '**ERR:**' to locate the column/s with error.



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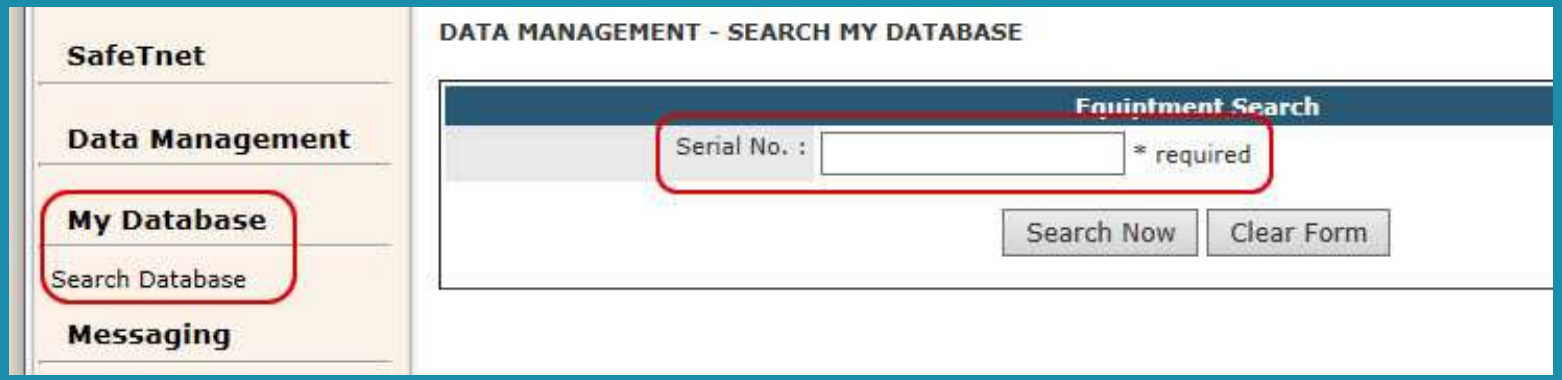
My Database

- **My Database** - a mini database that contains banks reported data that was uploaded to the system. Type Serial Number and click Search Now.



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SAMPLE MY DATABASE RESULT

SAFETNET SYSTEM - My Database

CRITERIA:	
USER ID	**ID No.**
DEMO.SAFETNET	UVU-472

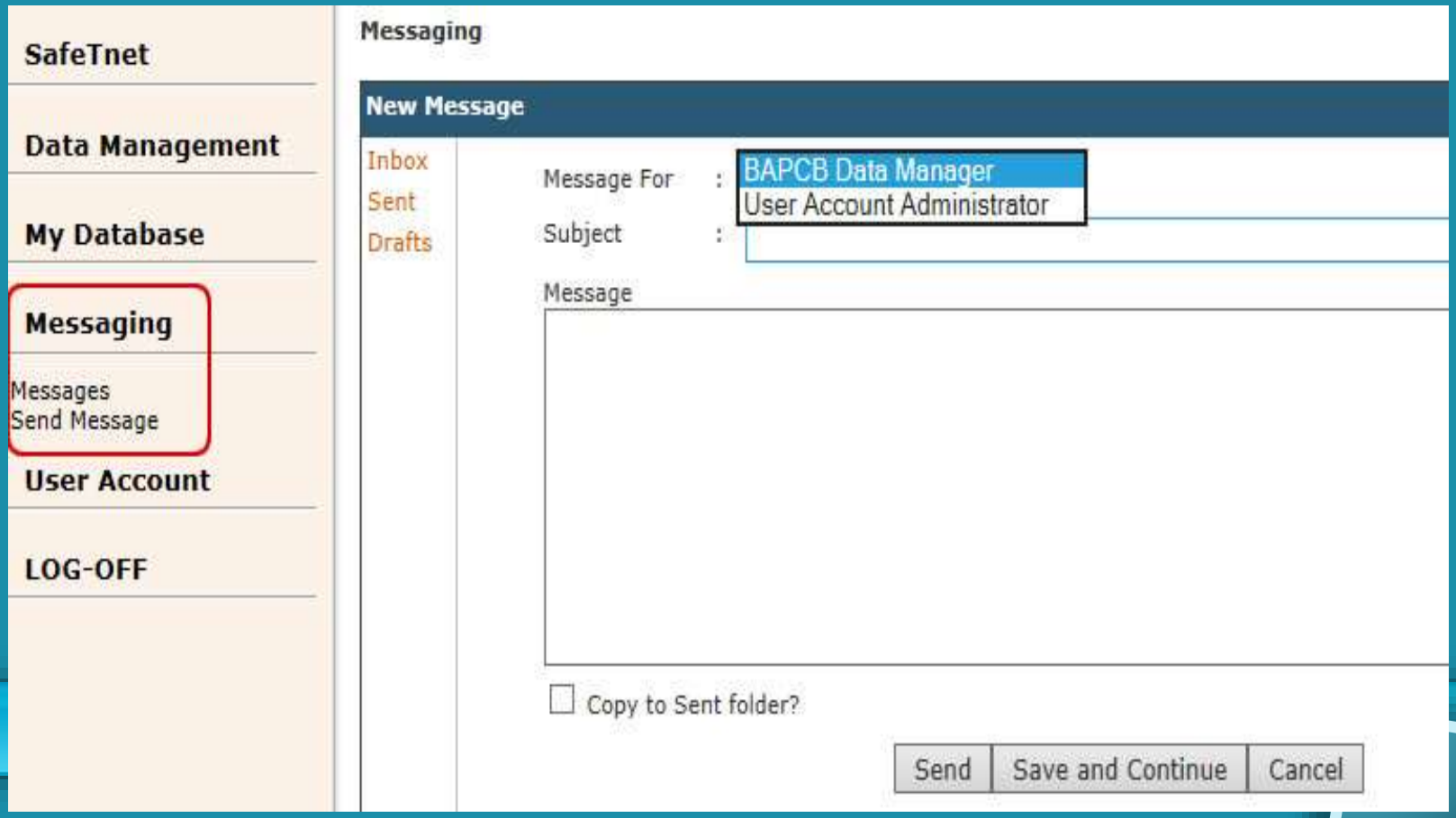
SEARCH RESULTS:	
RECORD	
Reference 001-0701-10401-3254	Supplier
Eqpt. Type BUS/MASS TRANSPORTATION	Tran. Type LOAN
Brand/Type YUTONG	Value Date 2013-04-11
Model 2011	Maturity 2016-04-11
ID-Chassis# LZYTBTD64B1027467	Loan Amt. 5250000.00
ID-Engine/Motor# G52YAB00041	Reported by **XYZ BANK**
ID-Serial# UVU-472	Reported on 2013-05-10
Location **QUEZON CITY**	
Remarks 1U YUTONG ZK6107 PASSENGER BUS	

Search Again

All Ri

Messaging

- **Messaging** – Send message particularly to BAPCB Data Manager and User Account Administrator only. No attachment allowed.



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User Account

- **Change Password**– Password should contain 8 to 10 alpha-numeric. Special characters are not allowed.

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User Account

REMINDERS:

- Forced password change after initial login (*using default password provided*), and every **90** days thereafter.
- Passwords must have a maximum of eight (**8**) to ten (**10**) alpha-numeric characters. Password re-use is not allowed.
- Concurrent use of the ID is not allowed.
- Session Timeout after **45** minutes of idle time.
- Auto-blocking after three (**3**) consecutive invalid login attempts. (*Request for unblocking will be handled following existing BAP-CB procedures*)
- After sixty (**60**) consecutive days of non-use, the user profile will be tagged as '***Inactive***'. Activation will have to be done in writing with the approval of the Authorizing Officer.

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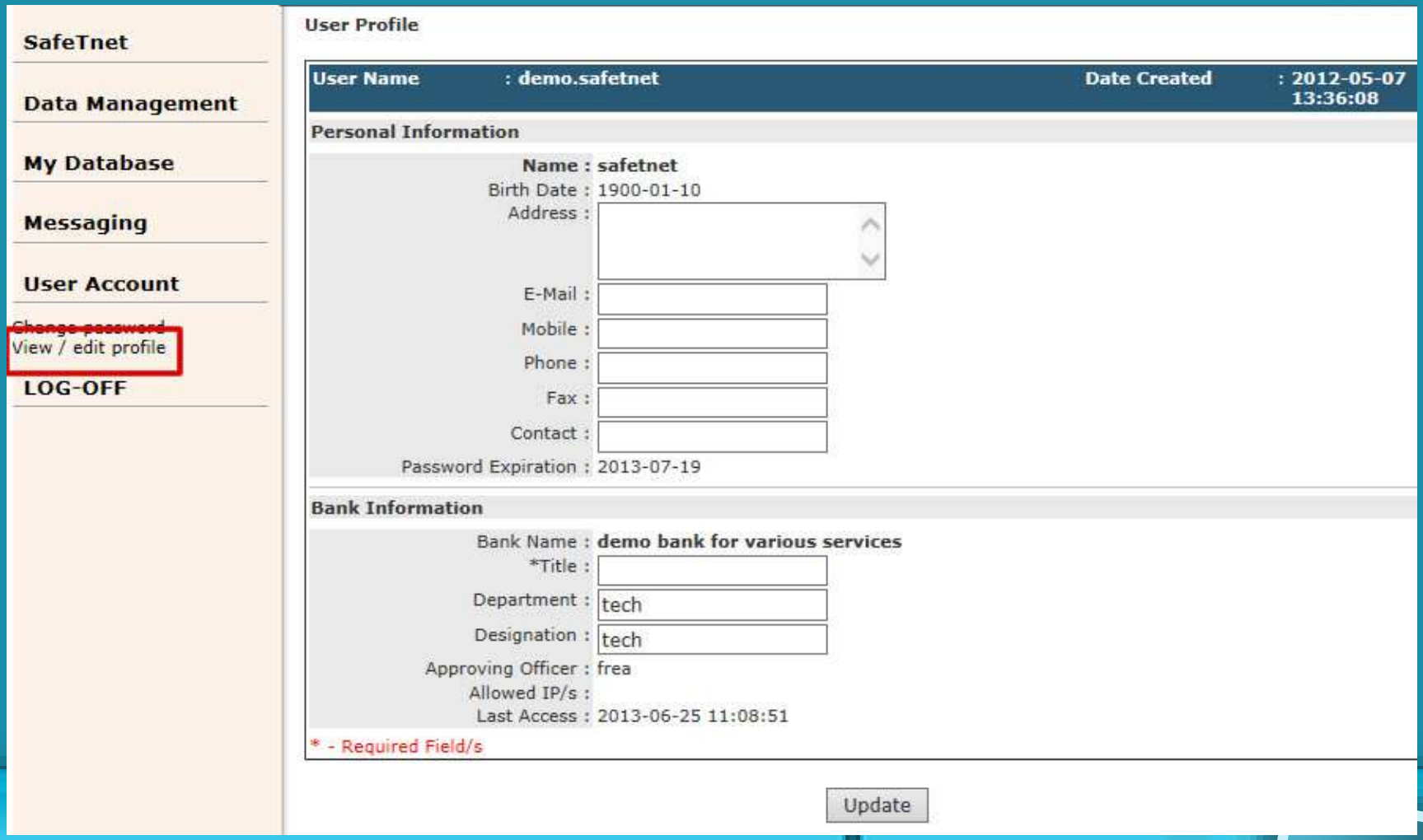
- **View / Edit Profile** – for updating user's profile, email, mobile, phone, fax, designation or department.



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