

Ordinance No 18*
of the BNB
of 3 October 2019
on the Control over Quality of Banknotes
and Coins in Circulation

(Published in the Darjaven Vestnik, issue 80 of 11 October 2019; amended,
issue 91 of 15 November 2022; effective as of 1 January 2023)

Chapter One

SUBJECT

Article 1. This Ordinance shall lay down the terms and procedure for:

1. reproduction of Bulgarian banknotes and coins;
2. exchange of mutilated or damaged Bulgarian banknotes and coins;
3. retention, authentication check and evaluation of banknotes and coins suspected as non-genuine or altered;
4. separation of Bulgarian banknotes and coins unfit for circulation;
5. use of sorting machines and customer-operated machines (hereinafter jointly referred to as ‘machines’);
6. monitoring and control of compliance with the requirements for banknotes and coins in circulation laid down in the Law on the BNB, this Ordinance and the instructions on its enforcement.

Chapter Two

**REPRODUCTION OF BULGARIAN BANKNOTES
AND COINS**

Section I

General Provisions

Article 2. A Bulgarian banknote or coin shall be reproduced upon written consent of the Bulgarian National Bank (BNB).

* Unofficial translation provided for information purposes only. The Bulgarian National Bank bears no responsibility whatsoever as to the accuracy of the translation and is not bound by its contents.

Article 3. (1) Reproduction of a Bulgarian banknote or coin shall mean any tangible or intangible image which uses all or part of a Bulgarian banknote or coin according to the characteristics published in the *Darjaven Vestnik* and on the BNB website, which image may resemble or give a general impression of a Bulgarian banknote or coin, irrespective of:

1. the size of the image;
2. the materials or techniques used to produce the reproduction;
3. addition of elements or illustrations to the image, which are not part of the banknote or coin;
4. (amended; *Darjaven Vestnik*, issue 91 of 2022, effective as of 1 January 2023) changes in the design of the banknote or coin, such as letters, digits, images and/or specifications and requisites.

(2) The requirements for reproduction shall apply to all issues of Bulgarian banknotes and coins, including to those, which are not in circulation.

Article 4. (1) A person wishing to reproduce a Bulgarian banknote or coin shall file at the BNB an application for reproduction of a Bulgarian banknote or coin according to a sample form (Appendix No 1).

(2) The BNB may require in writing from the applicant documents and/or information related to the circumstances specified in the application in order to make a decision on the application under paragraph 1.

(3) The Deputy Governor of the BNB heading the Issue Department shall deliver a decision on the application under paragraph 1 and shall give consent or refuse to give consent within five business days from the date of its filing, the date of receipt of the documents and/or information required under paragraph 2, respectively.

(4) The BNB may reasonably withhold written consent for reproduction of a Bulgarian banknote or coin even if the reproduction requirements under Article 5, Article 6, respectively, have been met, in case the reproduction of a Bulgarian banknote or coin results in:

1. a breach of a legislative act;
2. undermining the prestige and reputation of the monetary unit of the Republic of Bulgaria;
3. undermining the prestige and authority of the Bulgarian National Bank;
4. a violation of the human dignity, morality and public decency.
5. (new; *Darjaven Vestnik*, issue 91 of 2022, effective as of 1 January 2023) giving an impression of mutilation or damage of a Bulgarian banknote or coin;
6. (new; *Darjaven Vestnik*, issue 91 of 2022, effective as of 1 January 2023) providing opportunity/ies for fraud;
7. (new; *Darjaven Vestnik*, issue 91 of 2022, effective as of 1 January 2023) the normal use of the product/material, containing an image of a reproduced Bulgarian banknote or coin, results in undermining the prestige and reputation of the monetary unit of the Republic of Bulgaria or gives an impression of mutilation or damage of a Bulgarian banknote or coin.

Section II

Requirements for Reproducing Bulgarian Banknotes

Article 5. The reproduction of a Bulgarian banknote shall meet at least one of the following requirements:

1. the size of one-sided reproductions of a Bulgarian banknote shall be at least 125 per cent of both the length and width or at most 75 per cent of both the length and width of the respective Bulgarian banknote;

2. the size of two-sided reproductions of a Bulgarian banknote shall be at least 200 per cent of both the length and width or at most 50 per cent of both the length and width of the respective Bulgarian banknote;

3. in case of reproductions of individual design elements of the original images on a Bulgarian banknote, these elements shall not be depicted on a background resembling the banknote;

4. in case of one-sided reproductions of a Bulgarian banknote depicting a part of the front side or reverse side of a Bulgarian banknote, such a part shall be smaller than one third of the original front side or reverse side of the respective banknote;

5. in case of one-sided or two-sided reproductions of a Bulgarian banknote in a size corresponding to the size of the respective banknote, the reproduction shall be made of a material clearly different from paper, which looks distinctly different from the material used for the banknote;

6. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) in case of reproductions of a Bulgarian banknote depicted electronically and accessible to third parties at a time and from a place individually chosen by them, the reproduction shall contain the word SPECIMEN laid out diagonally across the reproduction; the length of the word SPECIMEN shall be at least 75 per cent of the length of the reproduction, and the height of the word SPECIMEN shall be at least 15 per cent of the width of the reproduction and in a non-transparent colour contrasting with the dominant colour of the respective Bulgarian banknote; the resolution of the electronic reproduction in its original size shall not exceed 72 dpi.

Section III

Requirements for Reproducing Bulgarian Coins

Article 6. The reproduction of a Bulgarian coin shall meet at least one of the following requirements:

1. the size of one-sided reproductions of a Bulgarian coin shall be at least 125 per cent or at most 75 per cent of both the size and weight of the respective coin;

2. the size of two-sided reproductions of a Bulgarian coin shall be at least 200 per cent or at most 50 per cent of both the size and weight of the respective coin;

3. in case of reproductions of individual design elements of the original images on a Bulgarian coin, these elements shall not be depicted on a metal;

4. in case of one-sided reproductions of a Bulgarian coin depicting a part of the front side or reverse side of a Bulgarian coin, such a part shall be smaller than one third of the original front side or reverse side of the respective coin;

5. in case of one-sided or two-sided reproductions of a Bulgarian coin in a size corresponding to the size of the respective coin, the reproduction shall be made of a material clearly different from metal, which looks distinctly different from the material used for the coin;

6. reproductions in electronic form shall be accessible to third parties at a time and from a place individually chosen by them;

7. the reproduction shall be a graphic depiction.

Chapter Three

EXCHANGE OF MUTILATED OR DAMAGED BULGARIAN BANKNOTES AND COINS

Section I

General Provisions

Article 7. (1) The Bulgarian National Bank shall perform:

1. an immediate exchange of mutilated or damaged Bulgarian banknotes and coins which are legal tender or have been withdrawn from circulation with an unexpired term of exchange;

2. a subsequent exchange of mutilated or damaged Bulgarian banknotes.

(2) The Bulgarian National Bank shall not charge a fee for the exchange under paragraph 1, except in the cases of a subsequent exchange referred to in Article 19.

Article 8. (1) Banks shall perform an immediate exchange of mutilated or damaged Bulgarian banknotes and coins which are legal tender.

(2) Banks shall ensure that the immediate exchange under paragraph 1 is performed in all their branches and offices where cash operations are carried out.

(3) Banks shall not refuse to exchange mutilated or damaged Bulgarian banknotes and coins, and shall not charge fees or commissions for the exchange.

(4) Mutilated or damaged Bulgarian banknotes and coins accepted for exchange by a bank shall be submitted to the BNB.

Article 9. Upon an exchange of mutilated or damaged Bulgarian banknotes and coins, the BNB and banks shall require the claimant of the banknotes to submit a declaration on the origin of funds under the Law on the Measures Against Money Laundering or other applicable regulations, where such is required by law.

Section II

**Immediate Exchange of Mutilated
or Damaged Bulgarian Banknotes and Coins**

Article 10. (1) The Bulgarian National Bank and banks shall perform an immediate exchange of mutilated or damaged Bulgarian banknotes and coins which do not raise suspicion:

1. of an intentional mutilation or damage;
2. of a crime;
3. that they are non-genuine or altered.

(2) Bulgarian banknotes and coins shall not be deemed intentionally mutilated or damaged in the following cases:

1. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Bulgarian banknotes which are mutilated or damaged by having annotations, digits, lines drawn with a pencil, pen, ball-pen or other writing/printing device;

2. Bulgarian coins which are oxidised or worn off;

3. Bulgarian banknotes damaged by activated anti-theft devices, for which it is established that they are not subject of crime;

4. Bulgarian banknotes damaged or mutilated by treatment with substances in the course of investigative measures during the pre-trial or judicial criminal proceedings.

(3) The Bulgarian National Bank and banks shall not perform an immediate exchange but retain intentionally mutilated or damaged Bulgarian banknotes and coins, and a protocol for retention shall be drawn up and signed (Appendix No 2).

(4) The Bulgarian National Bank and banks shall not perform an immediate exchange but retain mutilated or damaged Bulgarian banknotes and coins which give rise to suspicion that they are subject to a crime. A protocol for retention shall be drawn up and signed (Appendix No 2) to serve before competent authorities to initiate or in connection with an ongoing criminal proceedings.

(5) Banks shall submit banknotes and coins retained under paragraphs 3 and 4 to the BNB under a procedure set by it.

Article 11. (1) The Bulgarian National Bank and banks shall perform an immediate exchange of mutilated or damaged Bulgarian banknotes and coins based on evaluation under the following conditions and ratios:

1. a mutilated or damaged Bulgarian banknote of which at least three fourths (75 per cent) of its size is preserved or the separate parts by putting them together represent three fourths of the size shall be exchanged at full nominal value;

2. a mutilated or damaged Bulgarian banknote of which at least half (50 per cent) of its size is preserved or the separate parts by putting them together represent at least half of the size shall be exchanged at half of the nominal value;

3. a mutilated or damaged Bulgarian banknote of which less than half (50 per cent) of its size is preserved or the separate parts by putting them together represent less than half of the size shall not be exchanged;

4. a mutilated or damaged Bulgarian banknote assembled from parts of different banknotes shall be assessed by applying items 1,2 and 3 to each individual part;

5. a mutilated or damaged Bulgarian coin on which the images of the front side and reverse side are recognisable shall be exchanged at the full nominal value;

6. a mutilated or damaged Bulgarian coin on which the images of the front side and/or reverse side are unrecognisable, which is punched, cut or bears a sign shall not be exchanged;

7. a mutilated or damaged bi-coloured coin of which only the inner circle is preserved and the images of the front side and reverse side are recognisable shall be exchanged at the full nominal value;

8. a mutilated or damaged bi-coloured coin of which only the inner circle is preserved but the images of the front side and/or reverse side are unrecognisable, which is punched, cut or bears a sign shall not be exchanged;

9. a mutilated or damaged bi-coloured coin of which only the outer ring is preserved shall not be exchanged.

(2) Upon an immediate exchange of mutilated or damaged Bulgarian banknotes and coins, the claimant shall be paid out Bulgarian banknotes and coins to the amount as determined in compliance with the conditions and ratios under paragraph 1.

(3) The Bulgarian National Bank and banks shall not perform an immediate exchange but retain mutilated or damaged Bulgarian banknotes and coins meeting the conditions of paragraph 1, items 3, 6, 8 and 9, and a protocol for retention shall be drawn up and signed (Appendix No 2).

(4) Banks shall submit to the BNB banknotes and coins retained under paragraph 3 according to the procedure set by it.

Article 12. Bulgarian banknotes damaged by activated anti-theft devices, for which it is established that they are not subject of crime, and such damaged or mutilated by treatment with substances in the course of investigative measures during the pre-trial or judicial criminal proceedings, shall be submitted to the BNB under the procedure set out in Section III. The provisions of Article 10, paragraph 4 shall apply to all other cases.

Section III

Subsequent Exchange of Mutilated or Damaged Bulgarian Banknotes

Article 13. (1) Mutilated or damaged Bulgarian banknotes submitted for a subsequent exchange shall be exchanged by the BNB within 30 business days from the date of claiming such banknotes for exchange.

(2) Evaluation of mutilated or damaged Bulgarian banknotes claimed for a subsequent exchange shall be done by a commission of the BNB (Commission on Evaluation of Mutilated or Damaged Bulgarian Banknotes) without the presence of the claimant.

(3) The evaluation under paragraph 2 shall be final.

Article 14. (1) (previous wording of Article 14; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Mutilated or damaged Bulgarian banknotes shall be claimed for a subsequent exchange to the BNB:

1. at a teller desk at the BNB;
2. by parcel postage with advice delivery or by courier.

(2) (new; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Where banks shall not immediately exchange mutilated or damaged Bulgarian banknotes and coins, as their evaluation may not be set at the moment of submission, they inform the claimant of the possibility of submitting the damaged banknotes to the BNB for subsequent exchange under Article 15 – 17 and shall assist in this.

Article 15. (1) To claim mutilated or damaged Bulgarian banknotes for a subsequent exchange, the claimant shall:

1. fill in an application according to a sample form (Appendix No 3);
2. submit a document issued by a municipality, a body of the Ministry of Interior or other competent authority stating the cause and circumstances of the mutilation or damage, where such document can be issued; in case of Bulgarian banknotes damaged by activated anti-theft devices, a document issued by the competent authorities stating the reasons and circumstances of activation of the relevant anti-theft devices must be provided;
3. submit a document issued by the competent authorities stating the cause and circumstances of mutilation or damage of the banknotes where they are damaged or mutilated by treatment with substances in the course of investigative measures;
4. submit a notary-certified explicit power of attorney where mutilated or damaged Bulgarian banknotes are claimed on behalf of another person;
5. pack the banknotes in a separate parcel (envelope/box) protecting its content from physical and chemical effects, and together with the accompanying documents referred to in items 1, 2, 3 and 4 put the banknotes in another parcel (envelope/box).

(2) Where mutilated or damaged Bulgarian banknotes are claimed on behalf and for the account of:

1. the claimant: he/she shall write down on the parcel his/her full name, the permanent address and the date of the claim;
2. another person: the claimant shall write down on the parcel the full name of the person, his/her permanent address and the date of the claim.

Article 16. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) (1) Upon claiming mutilated or damaged Bulgarian banknotes for a subsequent exchange at a teller cash desk at the BNB, BNB employee/s shall accept the parcel with mutilated or damaged banknotes and shall issue a receipt.

(2) Upon claiming mutilated or damaged Bulgarian banknotes for a subsequent exchange by parcel postage with advice delivery or by courier, BNB employee/s shall sign the relevant acknowledgement of receipt and shall issue no separate document for the parcel received.

Article 17. (1) Upon claiming mutilated or damaged Bulgarian banknotes for a subsequent exchange by parcel postage or courier, the parcel under Article 15, paragraph 1, item 5 shall be sent to the BNB to the following address: BNB Cash Centre, Commission on Evaluation of Mutilated or Damaged Bulgarian Banknotes, Polygone Area, 10, Mihail Tenev Str., 1784 Sofia.

(2) All postage and/or courier expenses on claiming the parcel with mutilated or damaged Bulgarian banknotes to the BNB shall be borne by the claimant.

Article 18. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The BNB Commission on evaluation of mutilated or damaged Bulgarian banknotes shall review the content of the parcel with mutilated or damaged banknotes accepted for a subsequent exchange and give its evaluation on the banknotes in the parcel in compliance with the conditions and ratios under Article 11, paragraph 1.

(2) The BNB Commission on Evaluation of Mutilated or Damaged Bulgarian Banknotes shall require the claimant of banknotes to submit a declaration on the origin of funds under the Law on the Measures Against Money Laundering where such is required by law.

(3) Where a physical and chemical analysis is required for the evaluation of mutilated or damaged Bulgarian banknotes in the case of a subsequent exchange, the Commission on Evaluation of Mutilated or Damaged Bulgarian Banknotes shall inform the claimant of banknotes of the costs for performing the analysis. The costs for a performed chemical and physical analysis shall be borne by the claimant of banknotes. Where the claimant is unwilling to pay the costs for performing a physical and chemical analysis, the mutilated or damaged Bulgarian banknotes shall be destroyed by the BNB and the claimant shall be notified thereof in writing.

(4) The evaluation shall be recorded in a protocol of a subsequent exchange of mutilated or damaged Bulgarian banknotes. A copy of it shall be sent to the claimant of banknotes on request.

Article 19. (1) The BNB shall charge a fee in case of a subsequent exchange of Bulgarian banknotes mutilated or damaged by activated anti-theft devices as a result of improper handling.

(2) The fee under paragraph 1 shall be charged by the claimant of banknotes only if at least 100 mutilated or damaged banknotes are exchanged, and collected for all exchanged banknotes.

(3) The Bulgarian National Bank shall charge no fee in case of an subsequent exchange of Bulgarian banknotes, where:

1. banknotes have been mutilated or damaged in connection with an attempted robbery or theft proved by a document of the Ministry of Interior stating the cause and circumstances of the mutilation or damage;

2. banknotes have been treated with substances in the course of investigative measures during the pre-trial or judicial criminal proceedings and a document has been issued by the relevant competent authority stating the cause and circumstances of the mutilation or damage;

3. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) less than 100 pcs mutilated or damaged banknotes under paragraph 1 have been claimed.

Article 20. (1) Where the claimant of mutilated or damaged Bulgarian banknotes has specified in an application the bank account on which the amount of the exchanged banknotes shall be transferred, the transfer shall be made at the expense of the claimant.

(2) Where the expenses for the transfer exceed the value of the exchanged Bulgarian banknotes, the value of the exchanged banknotes shall be paid at a teller desk at BNB in Sofia, and the claimant of the banknotes shall be notified by the BNB thereof.

Article 21. (1) Upon a subsequent exchange of mutilated or damaged Bulgarian banknotes, the value of the banknotes exchanged by the BNB, where such is due, less due fees and BNB costs shall be paid in favour of the claimant:

1. on the bank account as specified by the claimant in the application;
2. at a teller desk at the BNB;

3. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) at a teller desk at the BNB provided banknotes are claimed under Article 14, paragraph 1, item 2, but the claimant has not explicitly specified the manner of receiving the amount;

4. by postal funds transfer (expenses incurred shall be borne by the claimant).

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The amounts under paragraph 1, items 2, 3 and 4 unclaimed within five years shall be recorded as income to the BNB. The time limit shall start to run as from the date of the protocol of a subsequent exchange of mutilated or damaged Bulgarian banknotes under Article 18, paragraph 4.

Chapter Four

RETENTION AND EVALUATION OF BULGARIAN AND FOREIGN BANKNOTES AND COINS SUSPECTED AS NON-GENUINE OR ALTERED

Section I

General Provisions

Article 22. (1) The Bulgarian National Bank, banks, financial institutions, exchange bureaus and service providers shall evaluate the authenticity of all incoming Bulgarian and foreign banknotes and coins, as well as of all Bulgarian and foreign banknotes and coins for recycling which they intend to put back in circulation.

(2) Bulgarian and foreign banknote and coin authenticity shall be evaluated by trained staff of the entities under paragraph 1 or through machines under Article 35, paragraph 1 based on the information which the relevant issuer has made public.

(3) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank under a procedure set by it shall assist banks, financial

institutions, exchange bureaus and service providers in training employees responsible for authenticity evaluation of Bulgarian and foreign banknotes and coins.

Article 23. (1) The Bulgarian National Bank shall carry out a check and evaluation of Bulgarian and foreign banknotes and coins which are suspected as non-genuine or altered.

(2) The check and evaluation carried out by the BNB under paragraph 1 shall be based on the information provided by the respective issuer.

Article 24. Where sufficient data on every new type of a non-genuine or altered Bulgarian banknote or coin are gathered, the BNB shall publish information on its features and characteristics.

Section II

Retention of Bulgarian and Foreign Banknotes and Coins Suspected as Non-Genuine or Altered

Article 25. (1) The Bulgarian National Bank, banks, financial institutions, exchange bureaus and service providers shall retain for an authentication check all Bulgarian and foreign banknotes and coins received by them which are suspected as non-genuine or altered. Banks, financial houses, exchange bureaus and service providers shall send to the BNB all Bulgarian and foreign banknotes and coins which are suspected as non-genuine or altered.

(2) In case of retention under paragraph 1, a protocol of retaining banknotes or coins suspected as non-genuine or altered shall be drawn up in accordance with a sample form (Appendix No 4) in at least two identical copies. One of the copies shall be submitted to the claimant, and the other one shall accompany the banknotes/coins sent to the BNB.

(3) The entities under paragraph 1 shall keep data allowing identification of the claimant of banknotes and coins suspected as non-genuine or altered for a period of at least ten years.

Article 26. (1) Bulgarian and foreign banknotes and coins retained under Article 25 shall be packed in an envelope (parcel/box) and together with a copy of the protocol of retaining shall be submitted to the BNB within three business days after their retention.

(2) Submission under paragraph 1 shall be done by parcel postage with advice delivery or by courier and the envelope/parcel shall be sent to the BNB to the following address: BNB Cash Centre, National Analysis Centre (NAC), Polygone Area, 10, Mihail Tenev Str., 1784 Sofia. All postage and/or courier expenses shall be borne by the claimant.

Article 27. Pre-trial proceedings bodies and courts shall submit to the BNB Bulgarian or foreign non-genuine or altered banknotes and coins and those suspected as non-genuine or altered. Submission shall be carried out under the procedure of Article 26.

Section III

Authentication Check and Evaluation of Retained Bulgarian and Foreign Banknotes and Coins Suspected as Non-genuine or Altered

Article 28. (1) Within 20 business days from the receipt at the BNB of Bulgarian and foreign banknotes and coins suspected as non-genuine or altered, the BNB shall perform an authentication check and evaluation to establish whether the banknotes and coins are non-genuine or altered.

(2) The BNB shall draw up a protocol on the technical authenticity expertise stating the results of the authentication check and evaluation of the banknotes and coins suspected as non-genuine or altered.

(3) In case the authentication check and evaluation do not lead to a definite conclusion that the foreign currency banknotes or coins are non-genuine or altered, the BNB shall send them to the respective issuer for an evaluation. The person who has retained the banknotes or coins shall be notified in writing thereof, who, in turn, shall notify the claimant.

Article 29. The results of the authentication check and evaluation of the Bulgarian and foreign banknotes and coins suspected as non-genuine or altered under Article 28 shall be final.

Article 30. (1) At the request of the claimant, the BNB shall submit to the person who has retained the banknotes or coins a copy of the protocol on the technical authenticity expertise.

(2) Provided the banknotes or coins claimed for evaluation are genuine, the BNB shall submit to the person who has retained the banknotes or coins a copy of the protocol on the technical authenticity expertise.

(3) The person who has retained the banknotes or coins shall notify in writing the claimant of the banknotes or coins about the result of the authentication check and evaluation within three business days of the receipt of the protocol on the technical authenticity expertise.

Article 31. (1) The Bulgarian National Bank shall retain, store and destroy the Bulgarian and foreign banknotes or coins which are found non-genuine or altered. The retained Bulgarian and foreign non-genuine or altered banknotes or coins shall not be returned or reimbursed to the claimant.

(2) The Bulgarian National Bank shall reimburse the value of the Bulgarian banknotes or coins evaluated as genuine to the person who has retained the banknotes or coins and who, in turn, shall notify the claimant about the receipt of their equivalence or credit the account of the person as specified in Appendix No 4.

(3) The Bulgarian National Bank shall return the foreign currency banknotes or coins evaluated as genuine to the person who has retained the banknotes or coins and who, in turn, shall notify the claimant about the receipt of the banknotes or coins.

(4) Where the Bulgarian and foreign banknotes or coins evaluated as genuine are submitted by pre-trial proceedings bodies and courts, the BNB shall return them to the competent bodies.

Chapter Five

SEPARATION OF BULGARIAN BANKNOTES AND COINS UNFIT FOR CIRCULATION

Article 32. (1) The Bulgarian National Bank, banks and service providers shall separate and not provide to customers Bulgarian banknotes and coins unfit for circulation.

(2) Banks and service providers shall reimburse Bulgarian banknotes and/or coins classified as genuine and fit by sorting machines to customers through customer-operated machines, including ATMs.

(3) Bulgarian banknotes and coins unfit for circulation shall be separated through machines or specially trained staff of the entities under paragraph 1.

Article 33. Bulgarian banknotes and coins separated by banks and service providers as unfit for circulation shall be submitted to the BNB under a procedure set by it.

Article 34. (amended, Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank under a procedure set by it shall assist banks and service providers in training employees responsible for separating unfit Bulgarian banknotes and coins.

Chapter Six

USE OF SORTING MACHINES AND CUSTOMER- OPERATED MACHINES

Section I

General Provisions

Article 35. (1) Banks and service providers shall process banknotes and coins through sorting machines and customer-operated machines which have been tested by the manufacturer and the BNB for their compliance with the requirements of this Ordinance.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Sorting machines and customer-operated machines that are subject to testing by the BNB under paragraph 1 shall be specified in Appendix No 5.

(3) The BNB shall not test:

1. automated teller machines (ATM);
2. customer-operated machines that do not identify the persons using the machine.

(4) The machine through which an authenticity evaluation of euro banknotes or coins is performed shall be included in the list published by the European Central Bank for banknotes and by the European Commission for coins.

Article 36. (1) Sorting machines shall classify Bulgarian banknotes and coins into the categories specified in Appendix No 6.

(2) Customer-operated machines shall classify Bulgarian banknotes and coins into the categories specified in Appendix No 7.

Article 37. (1) Banks and service providers shall provide their staff with training in operating the respective sorting machines and/or customer-operated machines.

(2) Employees of a bank or service provider who have not been trained under paragraph 1 shall not be allowed to operate the respective sorting machine and/or customer-operated machine.

Article 38. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Banks and service providers with the assistance of the manufacturers or their representatives shall install on sorting machines and customer-operated machines the updated hardware and/or software versions published in the list under Article 43, paragraph 1 in compliance with the standards of recognition and fitness.

Section II

Types of Tests for Sorting Machines and Customer-operated Machines

Article 39. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank under a procedure set by it shall carry out the following types of tests for sorting machines and customer-operated machines:

1. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) an initial test that includes a recognition test and/or a fitness detection test;

2. (amended; Darjaven Vestnik issue 91 of 2022, effective as of 1 January 2023) a control test that includes a recognition test and/or a fitness detection test.

Article 40. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) An initial test is required to identify the capacity of a new model of a machine to classify Bulgarian banknotes/circulating coins in line with the requirements of this Ordinance and BNB standards of recognition and fitness of Bulgarian banknotes and circulating coins.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The initial test shall be carried out by the BNB after examining and assessing functionalities of the model of the machine according to its technical documentation.

Article 41. (1) A control test is required to identify the capacity of a machine in the course of its operation to classify Bulgarian banknotes/circulating coins in line with the requirements of this Ordinance and BNB standards of recognition and fitness of Bulgarian banknotes and circulating coins.

(2) (repealed; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

Article 41a. (new; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) (1) The recognition test shall be successful if the tested machine has

correctly detected 100 per cent of the banknotes/coins contained in the test deck of the counterfeit banknotes and/or circulation coins.

(2) The fitness detection test shall be successful if the tested machine has correctly classified more than 80 per cent of the banknotes/coins contained in the test deck of genuine fit and unfit banknotes and/or circulation coins.

Section III

Requirements for Carrying out Tests of Sorting and Customer-operated Machines

(Title amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

Article 42. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank shall submit, upon request of manufacturers or their representatives, banks, service providers and service operators decks of genuine fit and unfit Bulgarian banknotes and coins for adjustment of sorting and/or customer-operated machines.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Banks and service providers shall use in their business models of sorting/customer-operated machines with updated hardware and/or software versions included in the list under paragraph 1, without requesting additional testing by the BNB.

Article 43. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) A model of a sorting or customer-operated machine with updated hardware and/or software versions, which has been successfully tested by the BNB as *per* the recognition and fitness standards shall be published in a list on the BNB website.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Banks and service providers shall use in their business models of sorting/customer-operated machines with updated hardware and/or software versions included in the list under paragraph 1, without requesting additional testing by the BNB.

Article 44. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank shall carry out a control test of a model of a sorting or customer-operated machine included in the list under Article 43, paragraph 1 after each hardware and/or software update or once every two years.

(2) (amended; Darjaven Vestnik issue 91 of 2022, effective as of 1 January 2023) A model of a sorting/customer-operated machine, listed under Article 43, paragraph 1, which has not successfully passed a control test carried out by the BNB as *per* Article 46, shall be removed from this list.

(3) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Banks and service providers shall stop using the models of sorting/customer-operated machines with the relevant hardware and/or software which have been removed from the list under paragraph 1.

Article 45. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) For inclusion of a model of a sorting/customer-operated machine in the list on the BNB website, manufacturers or their representatives, banks, service providers and service operators shall submit to the BNB an application for carrying out an initial test and shall attach to it a copy of the technical documentation of the machine accompanied by a Bulgarian language translation.

(2) The Bulgarian National Bank shall deliver its decision on the application no later than twenty business days after its submission and may require, where necessary, additional documents or information about the machine.

(3) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Where the full technical documentation is attached to the application under paragraph 1, the BNB shall confirm the requested tests and carry out:

1. a test of a sorting machine: to check the capacity of the machine to classify banknotes and coins into categories specified in Appendix No 6, according to recognition and fitness standards;

2. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) a test of a customer-operated machine: to check the capacity of the machine to classify banknotes and coins into categories specified in Appendix No 7, according to the standard of recognition, and depending on the model of the machine, with the standard of fitness.

Article 46. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) In case of unsuccessful completion of control tests carried out within one calendar month of three or more sorting/customer-operated machines of a certain model with identical hardware and software serviced by the same service operator, the BNB shall place these machines under observation for a term not longer than three months. Placing under observation shall be announced in the list under Article 43, paragraph 1.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank shall remove from the list under Article 43, paragraph 1 a certain model of a sorting/customer-operated machine serviced by the respective service operator under paragraph 1, if the machines placed under observation fail to pass successfully a repeated control test within the time limit set in paragraph 1.

(3) (new; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) In case of unsuccessful completion of a control test of a certain sorting/customer-operating machine serviced by a respective service operator, the BNB shall place this machine under observation for a period of one month and shall instruct the service operator to address the reasons that led to the failure. Within the observation deadline the service operator shall submit an application for a repeated control test, which shall be carried out in accordance with the procedure set out by the BNB. The machine under observation may be used after a successful completion of a repeated control test.

Article 47. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The Bulgarian National Bank shall test sorting and

customer-operated machines by using non-genuine Bulgarian banknotes/coins on its own initiative or at the request of machine manufacturers or their representatives, banks, service providers and service operators.

(2) In performing tests of a sorting or customer-operated machine by using non-genuine Bulgarian banknotes or coins, each test shall be valid only for those non-genuine banknotes/coins which were used in the test.

Article 48. The Bulgarian National Bank shall not be held liable if a sorting/customer-operated machine included in the list under Article 43, paragraph 1 does not classify banknotes or coins into the categories specified in this Ordinance.

Chapter Seven

MONITORING AND CONTROL

Article 49. The Bulgarian National Bank shall monitor and control compliance with the requirements for banknotes and coins in cash circulation laid down in the Law on the BNB, this Ordinance and instructions on its enforcement.

Article 50. (1) The Deputy Governor of the BNB heading the Issue Department shall approve:

1. the standard of recognition of Bulgarian banknotes;
2. the standard of recognition of Bulgarian circulating coins;
3. the standard of fitness of Bulgarian banknotes;
4. the standard of fitness of Bulgarian circulating coins.

(2) Standards of recognition of Bulgarian banknotes and circulating coins shall contain information on their specifications and security features to be published on the BNB website.

(3) Standards of fitness of Bulgarian banknotes and circulating coins shall contain information on fit Bulgarian banknotes and circulating coins and requirements for sorting unfit Bulgarian banknotes and circulating coins by a machine included in the list under Article 43, paragraph 1 or by trained staff of the entities under Article 32, paragraph 1.

(4) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Standards of fitness of Bulgarian banknotes and circulating coins shall be made available to banks and service providers each time they are updated.

Article 51. Banks, service providers, financial institutions and exchange bureaus shall adopt internal rules for implementing the requirements of this Ordinance.

Article 52. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Under a procedure set by the BNB, banks and service providers shall provide the BNB with information on:

1. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) operations carried out by them in banknotes and coins;
2. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) the number and places of carrying out activities and cash operations (branches,

offices, cash centres, *etc.*), as well as the number of employees carrying out operations in banknotes and coins;

3. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) the number, models and location or the change of location of sorting, customer-operated machines and their service operator;

4. the type of the banknote anti-theft device used by them (ink), providing a sample thereof;

5. their internal rules under Article 51 and amendments thereto.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Banks shall provide the BNB with information on concluded agreements with service providers whereby all or part of their activities and cash operations have been provided to these service providers within ten business days following the conclusion, amendment or termination of such an agreement.

(3) (repealed; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

(4) The Deputy Governor of the BNB heading the Issue Department may also require provision of information other than that specified under paragraphs 1 and 2.

Article 53. (1) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) To exercise control over compliance with the requirements of this Ordinance, the BNB shall be entitled to carry out on-site checks, a mystery shopper checks (without identifying as BNB examiners at the beginning of the check) or documentary checks at banks, service providers, financial institutions and exchange bureaus.

(2) (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) The inspected entities under paragraph 1 shall assist the authorised BNB officers in exercising their controlling functions.

Article 54. (1) The authorised BNB officers carrying out on-site checks shall have the right to:

1. a free access to the office premises where cash operations and activities are conducted;

2. require documents and collect information;

3. carry out control tests of sorting and customer-operated machines for compliance with the standards of recognition and fitness;

4. require that inspected entities provide internal rules and procedures regulating cash activities and operations;

5. require information on purchased/rented sorting/customer-operated machines, as well as on technical service of machines and software updates;

6. check the required qualification and experience of officers carrying out cash activities and operations;

7. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) require that banks and service providers provide banknotes and coins selected by them for quality checks; these banknotes and coins shall be returned after the completion of the checks.

(2) (new; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) In carrying out a mystery shopper checks, the authorised BNB officers in their capacity as a customer may request:

1. execution of relevant transactions in banknotes and coins which the inspected entities are obliged to carry out under this Ordinance;
2. to be informed of the conditions under which the inspected entities carry out the relevant transactions in banknotes and coins.

(3) (new; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) When carrying out documentary checks, the authorised BNB officers shall have the right to:

1. require that inspected entities provide copies of internal rules and procedures regulating cash activities and operations;
2. require provision of documents and/or statements on purchased/rented sorting/customer-operated machines, as well as on technical service of machines and software updates;
3. require provision of documents and/or references of qualifications and experience of the employees engaged in banknote and coin activities and operations;
4. require provision of documents and/or statements on completion of control tests of sorting machines and customer-operated machines for compliance with the standards of recognition and fitness.

(4) (previous paragraph 2; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Any check conducted by BNB officers under the procedure of this Chapter shall finish with a report containing performance findings and recommendations for measures to prevent violations of the Law on the BNB, this Ordinance and instructions on its enforcement.

(5) (previous paragraph 3; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) Any violations of the Law on the BNB or this Ordinance established in the course of the checks under this Chapter shall be penalised under the procedure of Chapter Ten of the Law on the BNB.

ADDITIONAL PROVISION

§ 1. Within the meaning of this Ordinance:

1. ‘cash circulation’ shall mean the movement of banknotes and coins between persons;
2. ‘banknotes and coins which are legal tender’ shall mean banknotes and coins issued by the respective issuer that are mandatorily accepted for payments in their full nominal value without any limitations;
3. ‘bank’ shall mean an entity under Article 2, paragraph 5 of the Law on Credit Institutions;
4. ‘financial institution’ shall mean an entity under Article 3 of the Law on Credit Institutions whose principle activity is to carry out cash transactions;
5. ‘exchange bureau’ shall mean an entity entered in the public register of entities conducting transactions as an exchange bureau under Ordinance No 4 of 2003 on the

Terms and Procedure for Making Entries in the Register and Requirements for the Operation of Exchange Bureaus;

6. ‘service provider’ shall mean a person who carries out in the course of business activities and transactions in banknotes and coins, including their categorisation, storing, transportation and/or distribution;

7. ‘immediate exchange’ shall be an exchange conducted at the moment of submission of mutilated or damaged Bulgarian banknotes and coins whose evaluation may be established immediately upon submission;

8. ‘subsequent exchange’ shall be an exchange conducted within a specified term following the submission of mutilated or damaged Bulgarian banknotes whose evaluation may not be established upon submission since specialised methods and means are required;

9. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) ‘unfit banknote’ shall mean a banknote which is worn-out during its use in cash circulation so that it has been contaminated, soiled, with worn-out relief, crumpled, with a sign or text (*e.g.* drawings, signatures, inscriptions, *etc.*) on it, or with faded colours;

10. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) ‘mutilated or damaged banknote’ shall mean a banknote which has undergone mechanical and/or physical and chemical changes other than those during its use in cash circulation so that it has been coloured, mutilated *i.e.* punched, pierced, cut, torn, pasted, with missing parts, scorched, or with deleted images;

11. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) ‘unfit coin’ shall mean a coin which has undergone changes during its use in cash circulation so that it has been oxidised, coloured or with a worn-out relief;

12. (amended, Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) ‘mutilated or damaged coin’ shall mean a coin which has undergone mechanical and/or physical and chemical changes other than those during its use in cash circulation so that it has been flattened, bent, pierced, cut, disjointed, with missing parts and with a sign on it or with deleted images;

13. ‘bi-coloured coin’ shall mean a coin minted on a blank representing separate parts of an inner circle and an outer ring;

14. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) ‘altered banknote/coin’ shall mean a genuine banknote/coin with altered images, specifications and/or requisites;

15. ‘non-genuine banknote/coin’ shall mean a banknote/coin with the nominal value designated on it, fraudulently made and/or non-identical by its physical and chemical characteristics with the banknote/coin issued by the respective issuer;

16. ‘banknotes/coins subject to crime’ shall be banknotes and coins which have been retained or are subject to retention as an item of evidence for the purposes of investigation of a criminal offence;

17. 'sorting machine' shall mean a machine used by the staff of banks and service providers to classify Bulgarian banknotes/coins into the categories specified in Appendix No 6;

18. 'customer-operated machine' shall mean a machine used to classify banknotes/coins into the categories under Appendix No 7 upon applying the standard of recognition and, if technically possible, the standard of fitness used on a self-service principle; a) for depositing and/or withdrawing of Bulgarian banknotes/coins on/from bank accounts effected by bank cards and/or other means, or b) for changing or exchanging banknotes/coins with no option for customer tracing/identification;

19. 'ATM' shall mean a self-service machine used by customers for withdrawing Bulgarian banknotes/coins from bank accounts effected by bank cards and/or other means;

20. 'anti-theft device' shall mean a device for protection of banknotes which activates and changes banknote colours by means of a chemical substance in case of a violation or improper use;

21. 'trained staff' shall be employees of the BNB, banks, service providers, financial institutions and exchanges bureaus which have:

a) knowledge of the security features of Bulgarian banknotes and coins specified in the standard of recognition, as well as knowledge of the security features of foreign banknotes and coins based on the information made public by the respective issuer;

b) knowledge of the requirements for separation of Bulgarian banknotes and coins unfit for recycling, as specified in the standard of fitness;

22. 'service operator' shall be a trader – a natural person or a legal entity – engaged in technical maintenance of sorting and customer-operated machines;

23. (new; Darjaven Vestnik, issue 91 of 2022 , effective as of 1 January 2023) 'recognition test' shall mean a test to evaluate the capacity of the machines to distinguish genuine from counterfeit Bulgarian banknotes and/or circulating coins in line with the provisions of this Ordinance and BNB standards of recognition of Bulgarian banknotes and circulating coins;

24. (new; Darjaven Vestnik, issue 91 of 2022 , effective as of 1 January 2023) 'fitness detection test' shall mean a test to evaluate the capacity of the machines to separate fit from unfit Bulgarian banknotes and/or circulating coins in line with the provisions of this Ordinance and BNB standards of fitness of Bulgarian banknotes and circulating coins.

TRANSITIONAL AND FINAL PROVISIONS

§ 2. This Ordinance is issued on the grounds of Article 27, paragraph 8 and Article 60 of the Law on the Bulgarian National Bank, adopted by Resolution No 331 of 3 October 2019 of the Governing Council of the Bulgarian National Bank and shall enter into force three days after its publication in the *Darjaven Vestnik*, except for Article 8, paragraphs 2 and 3 which shall enter into force on 1 January 2020.

§ 3. This Ordinance shall repeal BNB Ordinance No 18 of 2005 on the Control over Quality of Banknotes and Coins in Cash Circulation (*Darjaven Vestnik*, issue 88 of 2005).

§ 4. The Deputy Governor of the Bulgarian National Bank heading the Issue Department shall issue instructions on the enactment of this Ordinance.

§ 5. Banks shall bring their activities in line with the requirements of Article 8, paragraphs 2 and 3 of this Ordinance at the latest by 1 January 2020.

Appendix No 1

(amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

ЗАЯВЛЕНИЕ

за възпроизвеждане на българска банкнота или монета

Долуподписаният (ата)
(трите имена)с ЕГН/ЛНЧ л.к./паспорт № дата на издаване
с постоянен адрес гр./с., област п. код
ул. №/ж.к. бл., вх., ет., ап.
телефон електронна поща.....
подавам това заявление от: свое име
 името на
(ите или наименованието на лицето)с адрес гр./с., област п. код
ул. №/ж.к. бл., вх., ет., ап.
телефон електронна поща.....обект на възпроизвеждане банкнота монета
описание на обекта на възпроизвеждане (номинална стойност, година, наименование и т.н.)
.....вид на възпроизвеждането материален носител електронен вид
тип на копиетопосочете материала, от който ще бъде изработено копието
посочете достъпа до електронното копие

обем на възпроизвеждането

 цялата банкнота или монета част от банкнота или монета едностранно копие
 двустранно копие копия на елементи от оригиналните изображения
 едностранно копие, изобразяващо част от лицевата или обратната страна

цел на възпроизвеждането

 реклама изложба бижутерия образование
 празник информация групи
(посочете целта)

средство на възпроизвеждането

 листовка/брошура/гиплянка картичка пощенска марка каталог
 вестник/списание/книга телевизия видео/филм интернет
 медал/плакет/значка плакат илюстрация гоклаг/отчет
 групи
(посочете средството)

Декларирам, че копието ще се ползва само за обявената цел.

С подписване на заявлението декларирам, че съм запознат с информацията по чл. 13 от Регламент (ЕС) 2016/679 на Европейския парламент и на Съвета от 27 април 2016 г. относно защитата на физическите лица във връзка с обработването на лични данни и относно свободното движение на такива данни и за отмяна на Директива 95/46/ЕО (Общ регламент относно защитата на данните), публикувана от Българската народна банка в интернет страницата www.bnb.bg, във връзка с подаването на това заявление.Дата
(подпис)отбелязвайте избраното поле със знак X

Appendix No 2

**ПРОТОКОЛ
ЗА ЗАДЪРЖАНЕ НА БАНКОТИ/МОНЕТИ, КОИТО ПОРАЖДАТ СЪМНЕНИЕ,
ЧЕ СА УМИШЛЕНО ПОВРЕДЕНИ И/ЛИ СА ОБЕКТ НА ПРЕСТЪПЛЕНИЕ**

Днес

име и длъжност:

при

клон Адрес: гр.

ул./бул. № сл. тел.

задържа: бр. банкноти бр. монети

които пораждат съмнение, че са умишлено повредени: обект на престъпление:

№	Тип банкноти/ монети	Вид валута	Номинал		Серия и номер	Емисия	Отличителни белези
			цифри	думи			

Банкнотите/монетите са установени:

При обслужването на клиент

с ЕГН/ЛНЧ л.к./паспорт№ изда на

с адрес гр./с. ПК област

ул. №/ж. к. бл. вх. ет. ап.

тел. ел.поща:

В ценна пратка № дата:

получена от: банка, клон, клиент

Кратко описание на състоянието на банкнотите/монетите. Особени белези:

ЗАДЪРЖАЛ ПРЕДЯВИТЕЛ:

БАНКОТИТЕ/МОНЕТИТЕ:

Appendix No 3

(amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

ЗАЯВЛЕНИЕ

за предявяване на повредени български банкноти за отложена
замяна

I. Физическо лице:

Долуподписаният (ата)
с ЕГН/ЛНЧ, л.к./паспорт №, дата на издаване,
с настоящ адрес гр./с., област,
п. код, ж.к./ул. №, бл., вх., ет.,
ап., телефон, електронна поща

II. Юридическо лице:

. БУЛСТАТ/ЕИК =
представител
длъжност, с ЕГН/ЛНЧ,
л.к./паспорт №, дата на издаване, с адрес за кореспонденция гр./с.,
област,
п. код, ж.к./ул. №,
бл., вх., ет., ап., телефон, електронна поща

III. Предявявам повредени банкноти от: свое име и за своя сметка

името и за сметка на
с настоящ адрес гр./с., област,
п. код, ж.к./ул. №,
бл., вх., ет., ап., телефон, електронна поща

IV. Обстоятелства, при които са повредени банкнотите:
.

V. Приложени документи:
.

VI. Стойността на заменените банкноти след приспадане на дължимите такси да бъде:

изплатена в наличност на каса на БНБ в гр. София

преведена в полза на

IBAN/BG/

банков код

при банка

клон

пощенски паричен превод (като разходите са за сметка на предявителя)

желяя да получи протокол за оценка

(отбелязвайте избраното поле със знак X)

С подписване на заявлението декларирам, че съм запознат с информацията по чл. 13 от Регламент (ЕС) 2016/679 на Европейския парламент и на Съвета от 27 април 2016 г. относно защитата на физическите лица във връзка с обработването на лични данни и относно свободното движение на такива данни и за отмяна на Директива 95/46/ЕО (Общ регламент относно защитата на данните), публикувана от Българската народна банка в интернет страницата www.bnb.bg, във връзка с подаването на това заявление.

Дата

(подпис)

APPLICATION COMPLETION NOTES

Data on the person claiming the mutilated or damaged banknotes for a subsequent exchange on his own behalf and for his own account are filled under item I. In this case, the field *on behalf of myself and for my own account* under item III should be crossed out.

Where damaged or mutilated banknotes are claimed on behalf and for the account of another person, the data of the authorised person are filled under item I. In this case, the field *on behalf and for the account of* shall be crossed out completing the assignee's data.

Current address shall mean the address which the person has registered as residence at the time of submitting the application and where he/she receives its mail. The current address may not coincide with the permanent address of the person given in his/her identity document.

Where damaged or mutilated banknotes are claimed on behalf and for the account of a legal entity, the data thereof shall be provided under item II, as well as the data of the authorised representative of the legal entity. In this case, item I should not be completed and the name of the legal entity shall be written down in the field *on behalf and for the account of* under item III.

A description of the circumstances under which the banknotes have been damaged or mutilated shall be provided under item IV.

All documents attached to the application shall be listed under item V (a notary certified power of attorney, where the mutilated or damaged banknotes are claimed on behalf and for the account of another person; a document issued by a municipal council, a city-hall, a body of the Ministry of Interior or other competent authority about the reasons and circumstances under which the banknote has been damaged or mutilated, if such document can be issued; where Bulgarian banknotes have been damaged or mutilated by activated anti-theft devices, the competent authorities shall issue a document stating the causes and circumstances under which the respective anti-theft devices have been activated; where these have been damaged or mutilated by treatment with substances in the course of investigative measures, the competent authority must issue a document stating the causes and circumstances under which the banknotes have been mutilated or damaged).

The selected field under item VI shall be marked with X by the claimant or the authorised person to specify the way in which he/she would like to receive the amount of the exchanged banknotes. When crossing the field *'transferred in favour of..... (account titleholder) IBAN/BG..... bank code..... bankbranch'* the data of the account titleholder should coincide with the data under item I or item III of the person on whose behalf and for whose account the mutilated or damaged banknotes have been claimed.

Note: Upon claiming mutilated or damaged Bulgarian banknotes for a subsequent exchange, the banknotes shall be packed in a parcel (envelope) protecting its content from further physical and chemical effects and together with the accompanying documents (the application and the documents listed under item V of the application form) shall be placed in an overall parcel (envelope) which shall be addressed to: Commission on Evaluation of Mutilated or Damaged Banknotes, BNB Cash Centre, 10 Mihail Tenev Str., 1784 Sofia.

The overall parcel (envelope) may be submitted at a designated BNB cash desk in Sofia, as well as by parcel postage with advice delivery or by courier.

Appendix No 4

**ПРОТОКОЛ
ЗА ЗАДЪРЖАНЕ НА БАНКНОТИ/МОНЕТИ, КОИТО ПОРАЖДАТ СЪМНЕНИЕ,
ЧЕ СА НЕИСТИНСКИ ИЛИ ПРЕПРАВЕНИ**

Днес

име и длъжност:

при

клон Адрес: гр.

ул./бул. № сл. тел.

задържа: бр. банкноти бр. монети

които пораждат съмнение, че са неистински или преправени:

№	Тип банкноти/ монети	Вид валута	Номинал		Серия и номер	Емисия	Отличителни белези
			цифри	думи			

Банкнотите/монетите са установени:

При обслужването на клиент

с ЕГН/ЛНЧ л.к./паспорт № изд. на

с адрес гр./с. ПК област

ул. №/ж. к. бл. вх. ет. ап.

тел. ел.поща:

В ценна пратка № дата:

получена от: банка, клон, клиент

В машина модел №

Банкнотите/монетите, пораждащи съмнение за истинност са придобити при следните обстоятелства:

ЗАДЪРЖАЛ
БАНКНОТИТЕ/МОНЕТИТЕ: ПРЕДЯВИТЕЛ:

Желая да получа екземпляр от протокола за техническа експертиза за истинност, изготвен от БНБ.

В случай, че експертизата на БНБ установи, че задържаните банкноти/монети са истински, моля със сумата да се завери следната банкова сметка:

ПРЕДЯВИТЕЛ:

Classification of Sorting and Customer-Operated Machines That Are Subject to Testing by the BNB

I. Sorting machines operated by employees of banks and service providers:

1. Banknote processing machines (BPMs) are machines which check banknotes/coins for authenticity and fitness, separating those not recognised as genuine and dividing fit and unfit banknotes/coins.

2. Teller assistant recycling machines (TARMs) are cash recycling machines that separate banknotes/coins not recognised as genuine and divide and store fit and unfit banknotes/coins. These machines allow employees to dispense banknotes/coins which were deposited by customers in previous transactions.

II. Customer-operated machines

1. Cash recycling machines are machines that allow customers to deposit and/or withdraw cash on/from their bank accounts by using bank cards and/or other means. They check banknotes/coins for authenticity and fitness and allow for traceability of the account holder. These machines dispense banknotes/coins which were deposited by customers in previous transactions.

2. Combined cash-in machines (CCMs) are machines that allow customers to deposit and/or withdraw cash on/from their bank accounts by using bank cards and/or other means. They check banknotes/coins for authenticity and fitness and allow for traceability of the account holder. These machines dispense banknotes/coins loaded by employees of banks and service providers and do not dispense banknotes/coins deposited by customers in previous transactions.

3. Cash-in machines (CIMs) are machines that allow customers to deposit cash on their bank accounts by using bank cards and/or other means. They check banknotes/coins for authenticity and fitness and allow for traceability of the account holder. These machines do not dispense banknotes/coins.

Sorting Machines

I. Sorting machines classify Bulgarian banknotes into the following categories:

1. category A: not recognised or not a banknote – a wrong or unrecognised image or format (width, length and thickness) of the banknote, with multiple folds or missing parts of the banknote, added images or lettering on it, the banknote is different from those designated for sorting, *etc.*;

2. category B: suspected as non-genuine or altered – the image and format (width, length and thickness) of the banknote recognised, but one or more of the security features missing or the recording does not comply with the standard of recognition;

3. category C: identified as genuine and fit for circulation – the image, format (width, length and thickness) and security features of the banknote are in compliance with the standard of recognition and its physical condition satisfies the standard of fitness;

4. category D: identified as genuine but unfit for circulation – the image, format (width, length and thickness) and security features of the banknote are in compliance with the standard of recognition but its physical condition does not satisfy the standard of fitness.

II. Sorting machines classify Bulgarian coins into the following categories:

1. category A: not recognised or not a coin – a wrong or unrecognised image, format (diameter and thickness) or weight of the coin, the recorded electroconductivity and/or electromagnetic permeability of the coin beyond the admissible rates, the coin is different from those designated for sorting, *etc.*;

2. category B: suspected as non-genuine or altered – the image, format (diameter and thickness) and weight of the coin recognised, but the recording of one or more of the technical parameters of the coin missing or not in compliance with the standard of recognition;

3. category C: identified as genuine and fit for circulation – the image, format (diameter and thickness), weight and the other technical parameters of the coin are in compliance with the standard of recognition and the physical condition of the coin satisfies the standard of fitness;

4. category D: identified as genuine but unfit for circulation – the image, format (diameter and thickness), weight and the other technical parameters of the coin are in compliance with the standard of recognition but the physical condition of the coin does not satisfy the standard of fitness.

(amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023)

Customer-Operated Machines

I. Customer-operated machines classify Bulgarian banknotes into the following categories:

1. category A: not recognised or not a banknote – a wrong or unrecognised image or format (width, length and thickness) of the banknote, with multiple folds or missing parts of the banknote, added images or lettering on it, the banknote is different from those designated for self-service, *etc.*;

2. category B: suspected as non-genuine or altered – the image and format (width, length and thickness) of the banknote recognised, but one or more of the security features missing or the recording does not comply with the standard of recognition;

3. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) category C: not recognised as genuine – the image and format (width, length and thickness) of the banknote recognised, but not all security features recorded or recognised due to its condition or the recording is beyond the standard of recognition; in most cases, these are mutilated, damaged or soiled banknotes;

4. category D: identified as genuine – the image and format (width, length and thickness) and security features of the banknote are in compliance with the standard of recognition:

a) sub-category D1: identified as genuine and fit for circulation – the image, format (width, length and thickness) and security features of the banknote are in compliance with the standard of recognition and the physical condition of the banknote satisfies the standard of fitness;

b) sub-category D2: identified as genuine but unfit for circulation – the image, format (width, length and thickness) and security features of the banknote are in compliance with the standard of recognition but the physical condition of the banknote does not satisfy the standard of fitness.

II. Customer-operated machines classify Bulgarian coins into the following categories:

1. category A: not recognised or not a coin – a wrong or unrecognised image, format (diameter and thickness) or weight of the coin, the recorded electroconductivity and electromagnetic permeability of the coin beyond the admissible rates, the coin is different from those designated for self-service, *etc.*;

2. category B: suspected as non-genuine or altered – the image, format (diameter and thickness) and weight of the coin recognised, but the recording of one or more of the technical parameters of the coin missing or not in compliance with the standard of recognition;

3. (amended; Darjaven Vestnik, issue 91 of 2022, effective as of 1 January 2023) category C: not recognised as genuine – the image, format (diameter and thickness) and the weight of the coin recognised, but not all technical parameters of the coin

recorded or recognised due to its condition or the recording is beyond the standard of recognition; in most cases, these are mutilated, damaged or soiled coins;

4. category D: identified as genuine – the image, format (diameter and thickness), weight and the other technical parameters of the coin are in compliance with the standard of recognition:

a) sub-category D1: identified as genuine and fit for circulation – the image, format (diameter and thickness), weight and the other technical parameters of the coin are in compliance with the standard of recognition and the physical condition of the coin satisfies the standard of fitness;

b) sub-category D2: identified as genuine but unfit for circulation – the image, format (diameter and thickness), weight and the other technical parameters of the coin are in compliance with the standard of recognition but the physical condition of the coin does not satisfy the standard of fitness.

III. Customer-operated machines may not separate banknotes and coins classified under category D into sub-categories D1 and D2.

ORDINANCE

on Amendment of Ordinance No 18 of 3 October 2019 on the Control over Quality of Banknotes and Coins in Circulation

(published; Darjaven Vestnik, issue 91 of 15 November 2022,
effective as of 1 January 2023)

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Final Provisions

§ 33. This Ordinance is issued on the grounds of Article 27, paragraph 8 and Article 60 of the Law on the Bulgarian National Bank, adopted by Resolution No 373 of 28 October 2022 of the Governing Council of the Bulgarian National Bank and shall enter into force on 1 January 2023.