Date: [Insert Date]

To: [Name of Responsible Officer/Department]
[Institution Name]
[Address]

Subject: NOTICE OF LIQUIDITY COVERAGE RATIO (LCR) CALCULATION DEFICIENCY

Dear [Name],

This letter serves as formal notification regarding a deficiency identified in the Liquidity Coverage Ratio (LCR) calculation submitted by [Institution Name] for the reporting period ending [Date].

Upon review of the submission, the following discrepancies or errors were identified:

- [Description of specific calculation error, e.g., misclassification of High-Quality Liquid Assets (HQLA)]
- [Description of specific discrepancy, e.g., incorrect weighting of net cash outflows]
- [Description of data integrity issue, e.g., inconsistent source data for retail deposits]

As a result of these deficiencies, the reported LCR of [Incorrect Percentage]% is deemed inaccurate. A preliminary recalculation suggests the adjusted ratio may fall [below/near] the regulatory minimum requirement of [Regulatory Minimum]%.

Required Actions:

1. Submit a revised LCR calculation report no later than [Deadline Date].
2. Provide a written explanation detailing the root cause of the calculation error.
3. Outline the internal control measures being implemented to prevent recurrence.

Failure to rectify this reporting error may result in further regulatory scrutiny or administrative penalties. Please acknowledge receipt of this letter and direct all correspondence to [Department/Contact Name].

Sincerely,

[Your Name/Signature]
[Your Title]
[Regulatory Body/Compliance Department Name]