October 2, 2013

H.E. Hazrat Omar Zakhilwal
Minister of Finance
Ministry of Finance
Kabul, Islamic Republic of Afghanistan

Excellency:

Re: ARTF Grant Agreement TF093962-AF
(Second Education Quality Improvement Project)
Additional Instructions: Disbursement (Second Amendment)

I refer to the Grant Agreement between the Islamic Republic of Afghanistan (the “Recipient”) and the International Development Association (the “World Bank”), acting as Administrator of the grant funds contributed by various donors to the Afghanistan Reconstruction trust Fund (ARTF) for the above-referenced project, dated April 14, 2009, as amended and restated to date. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of grant No. TF093962 (“Grant”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions and replaces the Disbursement Letter issued on August 12, 2012 by revising the Ceiling of Advances, as set out in paragraph II (vi) below.

The attached World Bank Disbursement Guidelines for Projects, dated May 1, 2006, (“Disbursement Guidelines”) (Attachment 1), are an integral part of the Disbursement Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Grant is specified below. Sections and subsections in parentheses below refer to the relevant sections and subsections in the Disbursement Guidelines and, unless otherwise defined in this letter, the capitalized terms used have the meanings ascribed to them in the Disbursement Guidelines.

I. Disbursement Arrangements

(i) Disbursement Methods (section 2). The following Disbursement Methods may be used under the Grant:

- Reimbursement
- Advance
- Direct Payment
- Special Commitment

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is six (6) months after the Closing Date specified in the Grant Agreement. Any changes to this date will be notified by the World Bank.

(iii) Disbursement Condition (subsection 3.8). Please refer to the Disbursement Condition in the Grant Agreement.
II. Withdrawal of Grant Proceeds

(i) Authorized Signatures (subsection 3.1). Applications for this Grant will be signed by the official(s) authorized to sign Applications as indicated in your letter dated June 20, 2011. Whenever changes are necessary, a letter in the Form attached (Attachment 2) should be furnished to the World Bank at the address indicated below, providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:

The World Bank
Country Office
Kabul, Afghanistan

Attention: Loan Department

(ii) Applications (subsections 3.2 - 3.3). Please provide completed and signed (a) applications for withdrawal, together with supporting documents, and (b) applications for special commitments, together with a copy of the commercial bank letter of credit, to the address indicated below:

The World Bank
Country Office
Kabul, Afghanistan

Attention: Loan Department

(iii) Electronic Delivery (subsection 3.4) The World Bank may permit the Recipient to electronically deliver to the World Bank Applications (with supporting documents) through the World Bank’s Client Connection, web-based portal. The option to deliver Applications to the World Bank by electronic means may be effected if: (a) the Recipient has designated in writing, pursuant to the terms of subparagraph (i) of this Section, its officials who are authorized to sign and deliver Applications and to receive secure identification credentials (“SIDC”) from the World Bank for the purpose of delivering such Applications by electronic means; and (b) all such officials designated by the Recipient have registered as users of Client Connection. If the World Bank agrees, the World Bank will provide the Recipient with SIDC for the designated officials. Following which, the designated officials may deliver Applications electronically by completing Form 2380, which is accessible through Client Connection (https://clientconnection.worldbank.org). The Recipient may continue to exercise the option of preparing and delivering Applications in paper form. The World Bank reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Recipient.

(iv) Terms and Conditions of Use of SIDC to Process Applications. By designating officials to use SIDC and by choosing to deliver the Applications electronically, the Recipient confirms through the authorized signatory letter its agreement to: (a) abide by the Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation (“Terms and Conditions of Use of SIDC”) provided in Attachment 3; and (b) to cause such official to abide by those terms and conditions.

(v) Minimum Value of Applications (subsection 3.5). The Minimum Value of Applications for reimbursement, direct payment and special commitment is US$ 200,000.

(vi) Advances (sections 5 and 6).
• **Type of Designated Account (subsection 5.3):** Segregated. One segregated designated account will be established for the Project and managed by the Special Disbursement Unit in the Treasury Department of the Ministry of Finance.

• **Currency of Designated Accounts (subsection 5.4):** US$.

• **Financial Institution at which the Designated Accounts Will Be Opened (subsection 5.5):** Da Afghanistan Bank.

• **Ceiling (subsection 6.1):** US$ 30,000,000.

• **Transfer (advances) to other Government Accounts:** Authorized.

### III. Reporting on Use of Grant Proceeds

(i) **Supporting Documentation (section 4).** Supporting documentation should be provided with each application for withdrawal as set out below:

• **For requests for Reimbursement and for reporting eligible expenditures paid from the Designated Account:**
  o Summary Sheet in the form attached (Attachment 4) with records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments against contracts for i) goods valued at US$200,000 or more per contract; ii) works valued at US$500,000 or more per contract; iii) consulting firm valued at US$100,000 or more per contract; and iv) individual consultants valued at US$50,000 or more per contract; and
  o Statement of Expenditure in the form attached (Attachment 5) for all other contracts or expenditures.

• **For requests for Direct Payment:** Records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices, consultant firm invoices, copy of bank guarantee (where required under the contract), individual consultant fee statement; For goods purchases, documents evidencing receipt of goods, etc.

(ii) **Frequency of Reporting Eligible Expenditures Paid from the Designated Account (subsection 6.3):** On a monthly basis or a greater period not to exceed a quarter.

(iii) **Other Supporting Documentation Instructions:** Copies of bank statement of the designated account and Designated Account Reconciliation Statement (Attachment 6) should be attached to the Application for Withdrawal for replenishment of the designated account.

### V. Other Important Information


If you have not already done so, the World Bank recommends that you register as a user of the Client Connection website ([https://clientconnection.worldbank.org](https://clientconnection.worldbank.org)). From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Grant, and retrieve related policy, financial, and procurement information. All Recipient officials authorized to sign and deliver
Applications by electronic means are required to register with Client Connection before electronic delivery can be effected. For more information about the website and registration arrangements, please contact the World Bank by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Chau-Ching Shen, Senior Finance Officer at loasar@worldbank.org, using the above reference.

Yours sincerely,

[Signature]

Robert J. Saum
Country Director for Afghanistan
South Asia Region

Attachments
1. World Bank Disbursement Guidelines for Projects, dated May 1, 2006
2. Form for Authorized Signatures
4. Form of Summary Sheet
5. Form of Statement of Expenditure
6. Designated Account Reconciliation Statement
Cc with copies: H.E. Dr. Farooq Wardak
Minister of Education
Ministry of Education
Kabul, Afghanistan
farooq.wardak@moe.gov.af

Dr. Mohammad Mustafa Mastoor
Deputy Minister of Finance
Ministry of Finance
Kabul, Afghanistan
mustafa.mastoor@afghansitangov.org

Dr. Sayed Hamidullah
Deputy Minister, Administration and Finance
Ministry of Education
Kabul, Afghanistan
dr.sayedhamidullah@moe.gov.af

Mr. Masood Kamal
Director General of Budget
Ministry of Finance
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kamal.m.ahmad@gmail.com

Mr. Mohammad Sarwar Azizi
Director General of Administration and Finance
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sarwar.azizi@moe.gov.af

Mr. Raz Mohammad Payenda
Financial Management Director
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Kabul, Afghanistan
ziaulhaq.safi@yahoo.com

Dr. Seddiq Weera
EQUIP Director and Senior Advisor to Minister
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Kabul, Afghanistan
sweera@hotmail.com

Dr. Amir Mohammad
EQUIP Deputy Director
Ministry of Education
Kabul, Afghanistan
amir.mohammadadr@gmail.com
Mr. Omar Bougara
Executive Director for Afghanistan
The World Bank
obougaraworldbank.org

Mr. Samiullah Ibrahimi
Advisor to Executive Director
The World Bank
sibrahimi@worldbank.org
warranties contained in the Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation ("Terms and Conditions of Use of SIDC"), the Recipient represents and warrants to the World Bank that it will cause such persons to abide by those terms and conditions.

This Authorization replaces and supersedes any Authorization currently in the World Bank records with respect to this Agreement.

[Name], [position] Specimen Signature: ________________________

[Name], [position] Specimen Signature: ________________________

[Name], [position] Specimen Signature: ________________________

Yours truly,

/ signed /

[Position]
Terms and Conditions of Use of Secure Identification Credentials
in connection with Use of Electronic Means
to Process Applications
and Supporting Documentation

March 1, 2013

The World Bank (Bank)\(^1\) will provide secure identification credentials (SIDC) to permit the Borrower\(^2\) to deliver applications for withdrawal and applications for special commitments under the Agreement(s) and supporting documentation (such applications and supporting documentation together referred to in these Terms and Conditions of Use as Applications) to the Bank electronically, on the terms and conditions of use specified herein.

SIDC can be either: (a) hardware-based (Physical Token), or (b) software-based (Soft Token). The Bank reserves the right to determine which type of SIDC is most appropriate.

A. Identification of Users.

1. The Borrower will be required to identify in a completed Authorized Signatory Letter (ASL) duly delivered to and received by the Bank each person who will be authorized to deliver Applications. The Bank will provide SIDC to each person identified in the ASL (Signatory), as provided below. The Borrower shall also immediately notify the Bank if a Signatory is no longer authorized by the Borrower to act as a Signatory.

2. Each Signatory must register as a user on the Bank’s Client Connection (CC) website (https://clientconnection.worldbank.org) prior to receipt of his/her SIDC. Registration on CC will require that the Signatory establish a CC password (CC Password). The Signatory shall not reveal his/her CC Password to anyone or store or record the CC Password in written or other form. Upon registration as a CC user, the Signatory will be assigned a unique identifying account name.

B. Initialization of SIDC.

1. Prior to initialization of SIDC by a Signatory, the Signatory will acknowledge having read, understood and agreed to be bound by these Terms and Conditions of Use.

2. Where a Physical Token is to be used, promptly upon receipt of the Physical Token, the Signatory will access CC using his/her account name and CC Password and register his/her Physical Token and set a personal identification number (PIN) to be used in connection with the use of his/her Physical Token, after which the Physical Token will be initialized for use by the Signatory.

\(^1\) "Bank" includes IBRD and IDA.

\(^2\) "Borrower" includes the borrower of an IBRD loan, IDA credit, or Project Preparation Facility advance and the recipient of a grant.
exclusively for purposes of delivering Applications. Where a Soft Token is to be used, the
Signatory will access CC using his/her account name and CC Password and set a personal
identification number (PIN) to be used in connection with the use of his/her Soft Token, after
which the Soft Token will be initialized for use by the Signatory exclusively for purposes of
delivering Applications. Upon initialization of the SIDC, the Signatory will be a “SIDC User”.
The Bank will maintain in its database a user account (Account) for each SIDC User for purposes
of managing the SIDC of the SIDC User. Neither the Borrower nor the SIDC User will have any
access to the Account.

3. Prior to first use of the SIDC by the SIDC User, the Borrower shall ensure that the SIDC User has
received training materials provided by the Bank in use of the SIDC.

C. Use of SIDC.

1. Use of the SIDC is strictly limited to use in the delivery of Applications by the SIDC User in the
manner prescribed by the Bank in the Agreement(s) and these Terms and Conditions. Any other
use of the SIDC is prohibited.

2. The Bank assumes no responsibility or liability whatsoever for any misuse of the SIDC by the
SIDC User, other representatives of the Borrower, or third parties.

3. The Borrower undertakes to ensure, and represents and warrants to the Bank (such representation
and warranty being expressly relied upon by the Bank in granting SIDC) that each SIDC User
understands and will abide by, these Terms and Conditions of Use, including without limitation
the following:

4. Security

4.1. The SIDC User shall not reveal his/her PIN to anyone or store or record the PIN in written
or other form.

4.2. The SIDC User shall not allow anyone else to utilize his/her SIDC to deliver an
Application to the Bank.

4.3. The SIDC User shall always logout from CC when not using the system. Failure to logout
properly can create a route into the system that is unprotected.

4.4. If the SIDC User believes a third party has learned his/her PIN or has lost his/her Physical
Token he/she shall immediately notify clientconnection@worldbank.org.

4.5. The Borrower shall immediately notify the Bank at clientconnection@worldbank.org of
any lost, stolen or compromised SIDC, and take other reasonable steps to ensure such SIDC are
disabled immediately.

5. Reservation of Right to Disable SIDC

5.1. The Borrower shall reserve the right to revoke the authorization of a SIDC User to use a
SIDC for any reason.
5.2. The Bank reserves the right, in its sole discretion, to temporarily or permanently disable a SIDC, de-activate a SIDC User’s Account or both.

6. **Care of Physical Tokens**

6.1. Physical Tokens will remain the property of the Bank.

6.2. The Bank will physically deliver a Physical Token to each Signatory designated to receive one in a manner to be determined by and satisfactory to the Bank.

6.3. Physical Tokens contain delicate and sophisticated instrumentation and therefore should be handled with due care, and should not be immersed in liquids, exposed to extreme temperatures, crushed or bent. Also, Physical Tokens should be kept more than five (5) cm from devices that generate electromagnetic radiation (EMR), such as mobile phones, phone-enabled PDAs, smart phones and other similar devices. Physical Tokens should be carried and stored separate from any EMR device. At close range (less than 5 cm), these devices can output high levels of EMR that can interfere with the proper operation of electronic equipment, including the Physical Token.

6.4. Without derogating from these Terms and Conditions of Use, other technical instructions on the proper use and care of Physical Tokens are available at http://www.rsa.com.

7. **Replacement**

7.1. Lost, damaged, compromised (in terms of 4.5, above) or destroyed Physical Tokens will be replaced at the expense of the Borrower.

7.2. The Bank reserves the right, in its sole discretion, not to replace any Physical Token in the case of misuse, or not to reactivate a SIDC User’s Account.
APPLICATION FOR WITHDRAWAL
Summary Sheet

(i) Works against contracts valued at USD 500,000 equivalent or more per contract
(ii) Goods against contracts valued at USD 200,000 equivalent or more per contract
(iii) Consulting firms against contracts valued at USD 100,000 equivalent or more per contract
(iv) Individual consultants against contracts valued at USD 50,000 equivalent or more per contract

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Name of Contractors/Suppliers</th>
<th>Contract or Purchase Order No. &amp; Date (or other ref.)</th>
<th>Brief Description of Goods, Works or Services</th>
<th>Currency and Total Amount of Contract</th>
<th>Procurement Review Method (Prior/Post)</th>
<th>Total Amount of Invoices Covered by Application (net of retention)</th>
<th>Eligible Financing %</th>
<th>Invoice Amount Eligible for Financing (column 7 * 8)</th>
<th>Amount Paid from Designated Account</th>
<th>Exchange Rate</th>
<th>Date of Payment &amp; Cheque No.</th>
<th>Remark (including no-objection date, Contract No.)</th>
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Total

Prepared by ____________________________ Date ________________

Approved by ____________________________ Date ________________
# APPLICATION FOR WITHDRAWAL

**STATEMENT OF EXPENDITURE (SOE)**

(i) Works against contracts valued at less than USD 500,000 equivalent per contract;
(ii) Goods against contracts valued at less than USD 200,000 equivalent per contract;
(iii) Consulting firms against contracts valued at less than USD 100,000 equivalent per contract;
(iv) Individual consultants against contracts valued at less than USD 50,000 equivalent per contract;
(v) School Grants, Girl retention Cash Grants, Training and Incremental Operating Co

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**Afghanistan - Second Education Quality Improvement Project**

Payments made during the period from ______ to ________

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Name of Contractors/ Suppliers</th>
<th>Contract or Purchase Order No &amp; Date (or other ref.)</th>
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</tbody>
</table>

**Total**

Prepared by ___________________________  Date ___________________________

Approved by ___________________________  Date ___________________________

Supporting documents for this SOE are retained at ___________________________ (insert location)
<table>
<thead>
<tr>
<th></th>
<th>Amount (in USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Amount advanced by World Bank</td>
</tr>
<tr>
<td>2</td>
<td>Less: Total amount recovered by the World Bank</td>
</tr>
<tr>
<td>3</td>
<td>Equals present outstanding amount advanced to Designated Account (Line 1 less 2)</td>
</tr>
<tr>
<td>4</td>
<td>Balance of Designated Account per attached bank statement as of date</td>
</tr>
<tr>
<td>5</td>
<td>Plus: Total amount claimed in this application No.</td>
</tr>
<tr>
<td>6</td>
<td>Plus: Total amount withdrawn and not yet claimed*</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td>7</td>
<td>Plus: Amounts claimed in previous applications not yet credited at date of bank statement</td>
</tr>
<tr>
<td></td>
<td>Application No.</td>
</tr>
<tr>
<td></td>
<td>Application No.</td>
</tr>
<tr>
<td></td>
<td>Application No.</td>
</tr>
<tr>
<td>8</td>
<td>Less: (Interest earned)</td>
</tr>
<tr>
<td>9</td>
<td>Total advance accounted for (Line 4 through 8)</td>
</tr>
<tr>
<td>10</td>
<td>Explain of any difference between the total appearing on Line 3 and 9:</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td></td>
<td>Reasons:</td>
</tr>
<tr>
<td>11</td>
<td>Date</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Provide break-up as far as possible/ advance outstanding for each line ministry/agency etc