September 16, 2014

Honorable Minister Seth Terkper
Ministry of Finance
P.O. Box MB40 Accra,
Ghana

Honorable Minister:

Re: Ghana: IDA Credit 5452 – GH (Ghana Secondary Education Improvement Project)
Additional Instructions: Disbursement Letter
First amendment

I refer to the Financing Agreement ("Agreement") between the Republic of Ghana ("Recipient"); and the International Development Association ("Association") for the above-referenced project, dated July 30, 2014. This letter ("Disbursement Letter") provides additional instructions regarding the withdrawal of Credit No. 5452-GH ("Financing"). This letter ("Disbursement Letter"), as revised from time to time, constitutes the additional instructions.

This is the first amended version to the letter dated July 2014, and amends the disbursement methods as per section I (i) and the advances as per section II (vi). All other provisions of the Disbursement Letter, except as amended, shall remain in full force and effect.

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 Financing 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 Financing:
- Advance
- Reimbursement
- Direct Payment
- Special Commitment

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is 4 months after the Closing Date specified in the Financing Agreement. Any changes to this date will be notified by the Association.
(iii) Disbursement Conditions (subsection 3.8). Please refer to the Disbursement Condition(s) in the Financing Agreement.

II. Withdrawal of Financing Proceeds

(i) Authorized Signatures (subsection 3.1).
An authorized signatory letter in the Form attached (Attachment 2) should be furnished to the Association at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:

The World Bank
Independence Avenue,
10th Street Plot #3
Ridge, Accra Tel:(233)
302) 214100
Attention: Mr. Yusupha B. Crookes, Country Director for Ghana

(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, Loan Department 13th
Floor Delta Center
Menengai Road Upper
Hill
P.O. Box 30557-00100
Nairobi Kenya
Tel +254 20 2936 000
Attention: Loan Department

(iii) Electronic Delivery (subsection 3.4) The Association may permit the Recipient to electronically deliver to the Association Applications (with supporting documents) through the Association’s Client Connection, web-based portal. The option to deliver Applications to the Association 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 Association 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 Association agrees, the Association 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 Association 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 Secure Identification Credentials") 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 is US$ 200,000.

Advances (sections 5 and 6).

• Type of Designated Accounts (subsection 5.3): Segregated
  o DA-A - Managed by MOE for Category 1 (all sub-categories)
  o DA-B - Managed by GES for Category 2

• Currency of Designated Accounts (subsection 5.4): US Dollars

• Financial Institutions at which the Designated Accounts Will Be Opened (subsection 5.5):
  o DA-A to be held at National Investment Bank (NIB)
  o DA-B to be held at Agricultural Development Bank (ADB)

• Ceiling (subsection 6.1):
  o DA-A and DA-B – Forecast for 2 quarters as provided in the semiannual Interim Financial Reports and consistent with the Annual Work Plan and Budget and acceptable to the Association.

(vii) Withdrawal Conditions. Please refer to the Withdrawal Condition(s) in the Financing Agreement.

III. Reporting on Use of Financing Proceeds

(ii) 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 Designated Account B:
  o List of payments against contracts that are subject to the World Bank's prior review, in the form attached (Attachment 5)
  o Interim Financial Report in the form attached (Attachment 4) for all other expenditures / contracts; and
  o Supplementary information on performance grants (included in Attachment 4)

• For requests for Direct Payments and Special Commitments: records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices

(iii) Frequency of Reporting Eligible Expenditures Paid (subsection 6.3): Every six months
IV. Other Disbursement Instructions

In addition to supporting documentation required above, furnishing to the association the respective evidence of achievement of relevant DLRs under category 1 as referred to under Section IV.B.1 (a),(b),(c), (d),(e),(f),(g),(h),(i) and (j) is also required, prior to any disbursements under respective sub categories.

V. Other Important Information


From the Client Connection website, you will be able to prepare and deliver Applications, monitor the near real-time status of the Financing, and retrieve related policy, financial, and procurement information.

If you have not already done so, the Association recommends that you register as a user of the Client Connection website (https://clientconnection.worldbank.org). From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Financing, 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 Association by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Maiada Kassem, Finance Officer, loan Department at Loa-afr@worldbank.org using the above reference.

Yours sincerely,

Maiada Kassem
Finance Officer
Africa Region
Attachments (Remain as per original DL dated July 2014).
2. Form for Authorized Signatures
3. Terms and Conditions for the Use of Security Identification Devices - Tokens
4. Form of Interim Unaudited Financial Reports - IFRs
5. Form of Payments Against Contracts Subject to the World Bank’s Prior Review
6. Form of Reconciliation of Designated Account and Operational Bank Accounts

Cc with copies: Ministry of Education
Office of the Chief Director
P.O. Box M-45
Accra, Ghana
chiefdirector@moe.gov.gh