

# OFFICIAL DOCUMENTS



11 December 2018

HE Dmitry N. Krutoy  
Minister of Economy  
14 Bersona Street,  
Minsk, 220050  
Republic of Belarus

Ms. Inna V. Medvedeva  
Chairperson  
National Statistical Committee of the Republic of Belarus  
12 Partizansky Avenue,  
Minsk, 220070  
Republic of Belarus

Re: ECASTAT Grant No. TF0A9233  
Support to Preparation and Implementation of the  
2019 Population Census in Belarus Project  
*Letter Agreement*

Dear Minister and Ms. Medvedeva,

In response to the request for financial assistance made by the National Statistical Committee of the Republic of Belarus (Belstat) on behalf of the Republic of Belarus (“Recipient”), I am pleased to inform you that the International Bank for Reconstruction and Development (“World Bank”), acting as administrator of grant funds provided by various donors (“Donors”) under the Multi-Donor Programmatic Trust Fund to Support Statistical Capacity Building in Eastern Europe and Commonwealth of Independent States (“CIS”) (TF 071864), proposes to extend to Belstat, on behalf of the Republic of Belarus, a grant in an amount not to exceed one million nine hundred thousand United States Dollars (USD 1,900,000.00) (“Grant”) on the terms and conditions set forth or referred to in this letter agreement (“Agreement”), which includes the attached Annex, to assist in the financing of the project described in the Annex (“Project”).

This Grant is funded out of the abovementioned trust fund for which the World Bank receives periodic contributions from the Donors. In accordance with Section 3.02 of the Standard Conditions (as defined in the Annex to this Agreement), the World Bank’s payment obligations in connection with this Agreement are limited to the amount of funds made available to it by the Donors under the abovementioned trust fund, and the Recipient’s right to withdraw the Grant proceeds is subject to the availability of such funds.

Belstat represents, by confirming its agreement below, that it is authorized to enter into this Agreement on behalf of the Republic of Belarus and to carry out the Project in accordance with the terms and conditions set forth or referred to in this Agreement.

Please confirm your agreement to the foregoing by having an authorized official of the Recipient sign and date the enclosed copy of this Agreement and returning it to the World Bank.

Very truly yours,  
INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT

By   
Satu Kahkonen  
Country Director for Belarus, Moldova and Ukraine  
Europe and Central Asia Region,

AGREED:  
REPUBLIC OF BELARUS

By   
Authorized Representative

Name Inna Medvedeva  
Title Chair person of the National Statistical Committee of the Republic of Belarus

Date 27 December 2018

Enclosures:

- (1) Standard Conditions for Grants Made by the World Bank Out of Various Funds, dated February 15, 2012
- (2) Disbursement and Financial Information Letter (DFIL) of the same date as this Agreement, together with the "Disbursement Guidelines for Investment Project Financing", dated February 2017
- (3) World Bank Procurement Regulations for IPF Borrowers, dated July 2016, revised November 2017 and August 2018
- (4) Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants", dated October 15, 2006 and revised in January 2011 and as of July 1, 2016
- (5) Disbursement Guidelines for Investment Project Financing, dated February 2017

**Article I**  
**Standard Conditions; Definitions**

1.01. **Standard Conditions.** The Standard Conditions for Grants Made by the World Bank out of Various Funds dated February 15, 2012 (“Standard Conditions”) constitute an integral part of this Agreement.

1.02. **Definitions.** Unless the context requires otherwise, the capitalized terms used in this Agreement have the meanings ascribed to them in the Standard Conditions or in this Agreement.

- (a) “Belstat” or “National Statistical Committee of the Republic of Belarus” is the Project Implementing Entity, as defined in item 2.02 of this Annex, created by the Recipient’s Presidential Decree No. 445 dated August 26, 2008
- (b) “Census” or “2019 Population Census” means, variously, the total process of collecting, compiling, evaluating, analyzing and publishing demographic, economic and social data pertaining, at a specific time, to all persons in the Republic of Belarus.
- (c) “Enumeration” means the set of activities, undertaken by enumerators, consisting of counting and listing of people or assisting respondents in answering the questions and in completing the questionnaire.
- (d) “Pre-enumeration” means the set of activities undertaken prior to enumeration.
- (e) “Self-enumeration” means the process of completing the Census questionnaire online (in the internet) without the aid of an enumerator.

**Article II**  
**Project Execution**

2.01. **Project Objectives and Description.** The objective of the Project is to support the improvement of the quality and applicability of 2019 Population Census data through methodological and technological innovations including through: (i) transitioning from paper-based data collection to Computer Assisted Personal Interviewing (CAPI); (ii) exploring the feasibility of internet self-interviewing; and (iii) enhancing the applicability of spatial information through modern Geographic Information System (GIS) technologies. The Project consists of the following parts:

Part 1 – Preparation of the National Statistical System for the 2019 Population Census, through, *inter alia*, the following:

- (a) Provision of advice by international experts on the methodology and technical and technological aspects of collection, transmission and processing of the Census data, including the answers on agricultural activities, use of data from administrative sources to pre-fill the questionnaires at pre-enumeration and data processing stages; and use of GIS technology for the preparation of cartographic materials.
- (b) Carrying out of study tours by Belstat staff to Central European countries to study their experience in the preparation and carrying out of censuses.
- (c) Carrying out of an evaluation of the 2019 Population Census including, *inter alia*, quality analysis of collected information and collection process on the basis of monitoring of the Census, data from administrative sources, demographic analysis.
- (d) Carrying out of a post-enumeration survey to verify the data collected during the Census and a demographic analysis of the collected data.

- (e) Provision of expertise on technical and technological aspects of:
  - Collection, transmission and processing of census data, including assessment of capabilities of national and international institutes and companies for the development of an automated information system for the 2019 Population Census; drafting of the technical specifications of this automated information system and of the terms of reference for the consulting services for its development.
  - Use of GIS in the 2019 Population Census, including the presentation of Census results in a geostatistical portal.
- (f) Self-enumeration using the Internet.
- (g) Development of software for storage and processing of census data.
- (h) Purchase of software required for data storage and processing subsystem functioning.
- (i) Purchase of the necessary equipment for collection, transmission and processing of the census data.
- (j) Development of a software application for self-enumeration via the internet.
- (k) Public awareness campaign, including, *inter alia*:
  - press conferences, round tables, scientific conferences;
  - public speeches of staff involved in the census preparation and operation;
  - dissemination of the 2019 Population Census in the mass media;
  - organizing and advertising support to target groups such as students, work collectives and pensioners; and
  - preparation and distribution of pamphlets and other promotional products for the purpose of publicizing the 2019 Population Census.

Part II – Ensuring public access to the non-confidential 2019 Population Census data and indicators. Preparation, publication and dissemination of the Census results at the national and international levels, including the development of a geostatistical portal to host the Population Census data and integrate it with digital maps, statistical analysis and modeling

Part III - Project management and implementation support. Provision of support to Belstat to implement, manage, monitor and evaluate the Project through, *inter alia*, the carrying out of Training, the provision of technical assistance, the acquisition of goods and the provision of other incremental Operating Costs, including Project audits.

2.02. **Project Execution Generally.** The Recipient declares its commitment to the objectives of the Project. To this end, the Recipient shall carry out the Project, through Belstat (“Project Implementing Entity”), in accordance with the provisions of: (a) Article II of the Standard Conditions; (b) the “Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants”, dated October 15, 2006 and revised in January 2011 and as of July 1, 2016 (“Anti-Corruption Guidelines”); and (c) this Article II.

2.03. **Donor Visit.** For the purposes of Section 2.09 of the Standard Conditions, the Recipient shall, upon the World Bank’s request, take all measures required on its part to enable the representatives of the Donors to visit any part of the Recipient’s territory for purposes related to the Project.

2.04. **Project Monitoring, Reporting and Evaluation.**

- (a) The Recipient, through Belstat, shall monitor and evaluate the progress of the Project and prepare Project Reports in accordance with the provisions of Section 2.06 of the Standard Conditions and on the basis of indicators acceptable to the World Bank. Each Project

Report shall cover the period of one calendar semester and shall be furnished to the World Bank not later than forty-five days after the end of the period covered by such report.

- (b) The Recipient shall prepare the Completion Report in accordance with the provisions of Section 2.06 of the Standard Conditions. The Completion Report shall be furnished to the World Bank not later than six months after the Closing Date

**2.05. *Financial Management.***

- (a) The Recipient shall ensure that a financial management system is maintained by Belstat in accordance with the provisions of Section 2.07 of the Standard Conditions.
- (b) The Recipient shall ensure that interim unaudited financial reports for the Project are prepared and furnished to the World Bank not later than forty-five days after the end of each calendar semester, covering the semester, in form and substance satisfactory to the World Bank.
- (c) The Recipient shall have its Financial Statements audited in accordance with the provisions of Section 2.07 (b) of the Standard Conditions. Each such audit of the Financial Statements shall cover the period of one fiscal year of the Recipient. The audited Financial Statements for each such period shall be furnished to the World Bank not later than six months after the end of such period.

**2.06. *Procurement***

All goods, non-consulting services and consulting services required for the Project and to be financed out of the proceeds of the Grant shall be procured in accordance with the requirements set forth or referred to in the “World Bank Procurement Regulations for IPF Borrowers” dated July 2016, revised November 2017 and August 2018 (“Procurement Regulations”), and the provisions of the Recipient’s procurement plan for the Project (“Procurement Plan”) dated October 15, 2018 provided for under Section IV of the Procurement Regulations, as the same may be updated from time to time in agreement with the World Bank.

**Article III  
Withdrawal of Grant Proceeds**

3.01. ***Eligible Expenditures.*** The Recipient may, through Belstat, withdraw the proceeds of the Grant in accordance with the provisions of: (a) the Standard Conditions; (b) this Section; and (c) such additional instructions as the World Bank may specify by notice to the Recipient (including the “Disbursement Guidelines for Investment Project Financing”, dated February 2017, as revised from time to time by the World Bank and as made applicable to this Agreement pursuant to such instructions), to finance Eligible Expenditures as set forth in the following table . The table specifies the categories of Eligible Expenditures that may be financed out of the proceeds of the Grant (“Category”), the allocations of the amounts of the Grant to each Category, and the percentage of expenditures to be financed for Eligible Expenditures in each Category:

<b>Category</b>	<b>Amount of the Grant Allocated expressed in USD</b>	<b>Percentage of Expenditures to be Financed (inclusive of Taxes)</b>
(1) Goods, non-consulting services, consulting services, training & workshops, and operating costs	1,900,000.00	100%
<b>TOTAL AMOUNT</b>	1,900,000.00	

For the purposes of this Section the terms:

- (a) "Operating Costs" means the reasonable incremental operating costs (which would not exist absent the Project), including: (i) operation and maintenance of vehicles; (ii) incremental office equipment and supplies; (iii) shipment costs (whenever these costs are not included in the cost of goods); (iv) rent of office facilities; (v) utilities; (vi) reasonable travel and per diem costs for technical staff carrying out supervisory and quality control activities of the Project; and (vii) communication costs including advertisement for procurement purposes.
- (b) "Training" means the costs associated with the preparation and carrying out of seminars workshops and study tours, including, event logistics, transportation, catering, material preparation, course enrollment fees, per diem, and other costs directly related to the preparation and implementation of seminars, workshops and study tours.

3.02. **Withdrawal Conditions.** Notwithstanding the provisions of Section 3.01 of this Agreement, no withdrawal shall be made for payments made prior to the date of this Agreement.

3.03. **Withdrawal Period.** The Closing Date referred to in Section 3.06 (c) of the Standard Conditions is June 30, 2021.

#### **Article IV Recipient's Representative; Addresses**

4.01. **Recipient's Representative.** The Recipient's Representative referred to in Section 7.02 of the Standard Conditions is its Chairperson.

4.02. **Recipient's Address.** The Recipient's Representative Address referred to in Section 7.01 of the Standard Conditions is:

National Statistical Committee of the Republic of Belarus  
12 Partizansky Avenue,  
Minsk, 220070  
Republic of Belarus  
Facsimile: +375 17 367 22 04  
E-mail: belstat@belstat.gov.by

4.03. ***World Bank's Address.*** The World Bank's Address referred to in Section 7.01 of the Standard Conditions is:

International Bank for Reconstruction and Development  
1818 H Street, N.W.  
Washington, D.C. 20433  
United States of America

Telex:	Facsimile:
248423 (MCI) or	1-202-477-6391
64145 (MCI)	