

ANABELA ABREU  
Country Director for Haiti  
Latin America and the Caribbean Region

June 6, 2018

H.E. Jude Alix Patrick Salomon  
Ministre de l'Economie et des Finances  
Ministère de l'Economie et des Finances  
Avenue Charles Summers No. 5  
Port-au-Prince  
Haiti

**Re: Republic of Haiti  
IDA Grant: D3110-HT  
Improving Haiti's Public Financial Management and Statistical Information Project  
Additional Financing  
Additional Instructions: Disbursement and Financial Information Letter**

Excellency:

I refer to the Grant Agreement between the Republic of Haiti (the "Recipient") and the International Development Association (the "Association") for the above-referenced Project. The General Conditions, as defined in the Grant Agreement, provide that the Recipient may from time to time request withdrawals of Grant amounts from the Grant Account in accordance with the Disbursement and Financial Information Letter, and such additional instructions as the Association may specify from time to time by notice to the Recipient. The General Conditions also provide that the Disbursement and Financial Information Letter may set out Project specific financial reporting requirements. This letter constitutes such Disbursement and Financial Information Letter ("DFIL"), and may be revised from time to time.

**I. Disbursement Arrangements, Withdrawal of Grant Funds, and Reporting of Uses of Grant Funds.**

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017, ("Disbursement Guidelines") are available in the Association's public website at <https://www.worldbank.org> and its secure website "Client Connection" at <https://clientconnection.worldbank.org>. The Disbursement Guidelines are an integral part of the DFIL, and the manner in which the provisions in the guidelines apply to the Grant is specified below.

**(i) Disbursement Arrangements**

- **General Provisions** (Schedule 1). The table in Schedule 1 sets out the disbursement methods which may be used by the Recipient, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

**(ii) Electronic Delivery.** Section 11.01 (c) of the General Conditions.

The Association may permit the Recipient to electronically deliver applications (with supporting documents) through the Association's web-based portal (<https://clientconnection.worldbank.org>) "Client Connection". This option may be effected if the officials designated in writing by the Recipient who are

7, Rue Ogé, Pétion-Ville, Haiti

authorized to sign and deliver Applications have registered as users of “Client Connection”. The designated officials may deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”. By signing the Authorized Signatory Letter, the Recipient confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Association by electronic means. 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. 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, available in the Association's public website at <https://worldbank.org> and “Client Connection”; and (b) to cause such official to abide by those terms and conditions.

## II. Financial Reports and Audits.

**(i) Financial Reports.** The Recipient must prepare and furnish to the Association not later than forty-five (45) days after the end of each calendar quarter, interim unaudited financial reports (“IFR”) for the Project covering the quarter.

**(ii) Audits.** Each audit of the Financial Statements must cover the period of one fiscal year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished to the Association not later than six (6) months after the end of such period.

## III. Other Information.

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association’s website (<http://www.worldbank.org/>) and “Client Connection”. The Association recommends that you register as a user of “Client Connection”. 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. For more information about the website and registration arrangements, please contact the Association by email at [clientconnection@worldbank.org](mailto:clientconnection@worldbank.org).

If you have any queries in relation to the above, please contact Faly, Finance Officer at [wfalafr@worldbank.org](mailto:wfalafr@worldbank.org) using the above reference.

Yours sincerely,  
INTERNATIONAL DEVELOPMENT ASSOCIATION

By \_\_\_\_\_



Anabela Abreu  
Country Director for Haiti  
Latin America and the Caribbean Region

Attachments

1. Form for Authorized Signatures
2. Form of "Statement of Expenditure"

Prepared by Faly Diallo, Finance Officer, WFACS

Cleared with and cc: Escarlata Baza Nunez (Country Lawyer)  
Mamadou L Deme /Lorena Vinuela (TTL)

Cc with copies:

With copies: [Ministry of Finance]  
[street address]  
[city], [country]  
[email address]

[Project Implementing Entity 1]  
[street address]  
[city], [country]  
[email address]

**Schedule 1 : Disbursement Provisions**

<b>Grant Number</b>	<b>D3110-HT</b>	<b>Country</b>	<b>REPUBLIC OF HAITI</b>	<b>Closing Date</b>	12/31/2023
		<b>Recipient</b>	<b>REPUBLIC OF HAITI</b>		
		<b>Name of the Project</b>	<b>Additional Financing for Improving Haiti's Public Financial Management and Statistical Information Project</b>	<b>Disbursement Deadline Date</b> <i>Subsection 3.7 **</i>	Four months after the closing date.
<b>Disbursement Methods</b> <i>Section 2 (**)</i>	<b>Methods</b>	<b>Supporting Documentation</b> <i>Subsections 4.3 and 4.4 (**)</i>			
Direct Payment	Yes	Copy of records			
Reimbursement	Yes	Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL			
Designated Account	Yes	Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL			
Special Commitments	Yes	Copy of Letter of Credit			
<b>Type</b>	<b>Segregated</b>		<b>Ceiling</b>	<b>Fixed</b>	
<b>Financial Institution - Name</b>	Central Bank of Haiti (BRH)		<b>Currency</b>	USD	
<b>Frequency of Reporting</b> <i>Subsection 6.3 (**)</i>	Monthly		<b>Amount</b>	1,000,000	
The minimum value of applications for Direct Payment and Special Commitment is 20% of the ceiling of the Designated Account					
<b>(i) Authorized Signatures (subsection 3.1).</b>					
A letter in the Form attached (Attachment 1) 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:					
<p align="center">                     The World Bank                      1818 H Street, N. W.                      Washington, DC 20433                      United States of America                      Attention: Anabela Abreu, Country Director for Haiti                      Latin America and the Caribbean Region                 </p>					

**(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 Operations and Trust Funds Department  
Zagreb Regional Hub  
Radnicka 80/9, 10 000 Zagreb, Croatia

*\*\* Sections and subsections relate to the "Disbursement Guidelines for Investment Project Financing", dated February 2017.*

Attachment 1 – Form of Authorized Signatory Letter

[Letterhead]  
Ministry of Finance  
[Street address]  
[City] [Country]

[DATE]

International Development Association  
1818 H Street, N.W.  
Washington, D.C. 20433  
United States of America

**Re: Republic of Haiti**  
**IDA Grant: D3110-HT**  
**Improving Haiti's Public Financial Management and Statistical Information Project**  
**Additional Financing**  
**Additional Instructions: Disbursement and Financial Information Letter Attention:**  
\_\_\_\_\_, *Country Director*

I refer to the [Grant] Agreement ("Agreement") between the International Development Association (the "Association"), acting as implementing of the ]<sup>1</sup> and [name of recipient] (the "Recipient"), dated \_\_\_\_\_, providing the above [Grant] For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any <sup>2</sup>[one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal [and applications for a special commitment] under this [Grant].

For the purpose of delivering Applications to the Association, including by electronic means, <sup>3</sup>[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting <sup>4</sup>[individually] <sup>5</sup>[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Association.

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<sup>1</sup> Instruction to the Recipient: add text in line with the Grant Agreement if applicable; if not applicable delete it. *Please delete this footnote in final letter that is sent to the Associations*

<sup>2</sup> Instruction to the Recipient: stipulate if more than one person needs to sign Applications, and how many or which positions, and if any thresholds apply. *Please delete this footnote in final letter that is sent to the Association.*

<sup>3</sup> Instruction to the Recipient: stipulate if more than one person needs to *jointly* sign Applications, if so, please indicate the actual number. *Please delete this footnote in final letter that is sent to the Association.*

<sup>4</sup> Instruction to the Recipient: use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Association.*

<sup>5</sup> Instruction to the Recipient: use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Association.*

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

[Name], [position]      Specimen Signature: \_\_\_\_\_

[Name], [position]      Specimen Signature: \_\_\_\_\_

[Name], [position]      Specimen Signature: \_\_\_\_\_

Yours truly,

/ signed /

\_\_\_\_\_

**Attachment 2 – Statement of Expenditures**

**Statement of Expenditures**

Payment made during the period from  to

Financier	
Loan/Credit/Grant #	
Application #	
Category #	
Page #	

The following expenditures have been incurred during the retroactive financing period (please tick) 

Yes	No
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 The following expenditures have been incurred before the closing date of the loan/credit/grant (please tick) 

Yes	No
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												ONLY for the Designated Account		
1	2	3	4	5	6	7	8	9	10	11	13	14	15	
Item No	Supplier's Name	Brief Description of the expenditure	Prior Review Contract? (YES or NO)	Contract # (Client Connection # for Prior Review contracts)	Contract correctness and amount (original + amendment)	Invoice number	Date of payment	Total amount of invoice covered by Application (net of retention)	% Financed by the Bank	Eligible Amount (Col 9 X 10)	Exchange rate	Date of Withdrawal from the Designated Account	Amount Withdrawn from the Designated Account (Col 11 / 12)	
									0.00			0.00	TOTAL	0.00

Supporting documents for this SOE are retained at \_\_\_\_\_  
 (insert location)

A separate form should be used for each category