Mr. Evren Dilekli  
Acting Director General  
Undersecretariat of Treasury  
Ankara

Re: Republic of Turkey: IDF Grant for Strengthening Institutional Capacity for One Health  
Strategic Planning and Economic Analysis Project  
IDF Grant No. TF098646  
Additional Instructions: Disbursement

Dear Mr. Dilekli:

I refer to the Letter Agreement (“Agreement”), of even date, between the International Bank for Reconstruction and Development (“World Bank”), acting as administrator of the World Bank’s Institutional Development Fund (“IDF”), and the Republic of Turkey (the “Recipient”) for the above-referenced project. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant No. TF098646 (“Grant”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

The attached World Bank Disbursement Guidelines for Projects, dated May 1, 2006, (“Disbursement Guidelines”) (Attachment I), 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:

- Advance  
- Reimbursement  
- Direct Payment

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is 4 months after the Closing Date as specified in the Grant Agreement. Any changes to this date will be notified by the World Bank.

II. Withdrawal of Grant Proceeds

(i) Authorized Signatures (subsection 3.1). A letter in the Form attached (Attachment II) 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:
Applications (subsections 3.2 - 3.3). Please provide completed and signed (a) applications for withdrawal, together with supporting documents, to the address indicated below:

The World Bank
Radnicka cesta 80/IX
10000 Zagreb, Croatia
Attention: Loans Department, Disbursement Management Group

Minimum Value of Applications (subsection 3.5).

- The Minimum Value of Applications for the Ministry of Agriculture and Rural Affairs PIU is US$40,000 for Direct Payment and Reimbursement.
- The Minimum Value of Applications for the Ministry of Health PMSU is US$20,000 for Direct Payment and Reimbursement.

Advances (sections 5 and 6) to the Ministry of Agriculture and Rural Affairs PIU:

- Type of Designated Account (subsection 5.3): Segregated
- Currency of Designated Account (subsection 5.4): United States Dollars (US$)
- Financial Institution at which the Designated Account Will Be Opened (subsection 5.5): in the Central Bank of Turkey.
- Ceiling (subsection 6.1): US$200,000.

Advances (sections 5 and 6) to the Ministry of Health PMSU:

- Type of Designated Account (subsection 5.3): Segregated
- Currency of Designated Account (subsection 5.4): United States Dollars (US$)
- Financial Institution at which the Designated Account Will Be Opened (subsection 5.5): in the Central Bank of Turkey.
- Ceiling (subsection 6.1): US$100,000.

III. Reporting on Use of Grant Proceeds

Supporting Documentation (section 4). Supporting documentation should be provided with each application for withdrawal as set out below:
• **For requests for Reimbursement:**
  o Statement of Expenditure in the form attached (Attachment III) for all expenditures / contracts not subject to the World Bank’s prior review.
  o List of payments against contracts that are subject to the Bank’s prior review in the form attached (Attachment IV) together with records evidencing eligible expenditures (e.g. copies of receipts, supplier invoices).

• **For reporting eligible expenditures paid from the Designated Account:**
  o Statement of Expenditure in the form attached (Attachment III) for all expenditures / contracts not subject to the World Bank’s prior review.
  o List of payments against contracts that are subject to the Bank’s prior review in the form attached (Attachment IV) together with records evidencing eligible expenditures (e.g. copies of receipts, supplier invoices).
  o A Designated Account activity statement in the form attached (Attachment V); with a copy of the Designated Account Bank statement.

• **For requests for Direct Payment:** records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices.

(ii) **Frequency of Reporting Eligible Expenditures Paid from the Designated Account (subsection 6.3):** Monthly.

**IV. 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 download 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](mailto:clientconnection@worldbank.org)

If you have any queries in relation to the above, please contact the World Bank’s Loans Department Trust Fund Unit by sending an email to LOATF@worldbank.org and using the grant number and name as a reference.

Yours sincerely,

By /s/ Florian Fichtl
Acting Director
Turkey Country Unit
Europe and Central Asia Region
Attachments
2. Sample Authorized Signature Letter
3. Sample Form of Statement of Expenditure (SOE)
4. Sample Form of Payments Against Contracts Subject to the Association’s Prior Review
5. Sample Designated Account Activity Statement
The World Bank  
1818 H Street NW  
Washington, DC 20433  
Attn.: Ulrich Zachau, Country Director

Re: Republic of Turkey: IDF Grant for Strengthening Institutional Capacity for One Health Strategic Planning and Economic Analysis Project  
IDF Grant No. TF098646

Dear Mr. Zachau:

I refer to the Letter Agreement ("Agreement") between the International Bank for Reconstruction and Development ("World Bank"), as administrator of grant funds provided under the World Bank’s Institutional Development Fund ("IDF") and the Republic of Turkey (the "Recipient") for the above-referenced project, dated ______. For the purposes of Section 3.04 (b) of the Standard Conditions, as defined in the Agreement, any [1] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal under this Grant.

For the purpose of delivering Applications to the World Bank, [2][each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting [individually][jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the World Bank.

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

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1 Instruction to the Recipient when sending this letter to the World Bank: 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 World Bank.

2 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 World Bank.

3 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 World Bank.

4 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 World Bank.
Yours truly,

/ signed /

Mr. Evren Dilekli
Acting Director General
Statement of Expenditures (SOE)

Payments made during the period from ___________ to ___________

For expenditures against the contracts not subject to the Bank's Prior Review

Date: ___________
Application No.: ___________
Grant No.: ___________
SOE No.: ___________

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Category No. (**)</th>
<th>Currency and Total Amount of Contract</th>
<th>Currency and Total Amount of Invoice Covered by Application (Net of Retention)</th>
<th>Eligible % from Schedule 1 Grant Agreement</th>
<th>Amount Eligible for Financing (4 x 5)</th>
<th>Currency and Amount Paid from Designated Account (if Applicable)</th>
<th>Exchange Rate (Col. 7 divided by Col. 6)</th>
<th>Remarks</th>
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Supporting documents for this SOE retained at ________________________________ (insert location)

(*) A separate SOE form should be used for retroactive financing (if applicable)

(**) Items should be grouped by category; or alternatively, a separate SOE form may be used for each category
# Payments Made during Reporting Period
Against Contracts Subject to the Bank’s Prior Review

<table>
<thead>
<tr>
<th>Contract Number</th>
<th>Supplier</th>
<th>Contract Date</th>
<th>Contract Amount</th>
<th>Date of WB’s Non Objection to Contract</th>
<th>Amount Paid to Supplier during Period</th>
<th>WB’s Share of Amt Paid to Supplier during Period</th>
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DESIGNATED ACCOUNT RECONCILIATION STATEMENT

LOAN/CREDIT/PPF/COFINANCIER NUMBER _________________________________
ACCOUNT NUMBER ______________ WITH (BANK) __________________________

1. TOTAL ADVANCED BY WORLD BANK (OR COFINANCIER) $ ________________

2. LESS: TOTAL AMOUNT RECOVERED BY WORLD BANK - $ ________________

3. EQUALS PRESENT OUTSTANDING AMOUNT ADVANCED TO THE DESIGNATED ACCOUNT (NUMBER 1 LESS NUMBER 2) = $ ________________

4. BALANCE OF DESIGNATED ACCOUNT PER ATTACHED BANK STATEMENT AS OF DATE ____________________ $ ________________

5. PLUS: TOTAL AMOUNT CLAIMED IN THIS APPLICATION NO. _______________ + $ _______________*

6. PLUS: TOTAL AMOUNT WITHDRAWN AND NOT YET CLAIMED REASON: ________________ + $ _______________*

7. PLUS: AMOUNTS CLAIMED IN PREVIOUS APPLICATIONS NOT YET CREDITED AT DATE OF BANK STATEMENTS

<table>
<thead>
<tr>
<th>APPLICATION NO.</th>
<th>AMOUNT *</th>
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SUBTOTAL OF PREVIOUS APPLICATIONS NOT YET CREDITED + $ ________________

8. MINUS: INTEREST EARNED - $ _______________*

9. TOTAL ADVANCE ACCOUNTED FOR (NO. 4 THROUGH NO. 9) = $ ________________

10. EXPLANATION OF ANY DIFFERENCE BETWEEN THE TOTALS APPEARING ON LINES 3 AND 9:

___________________________________________________________________________

11. DATE: __________________________ SIGNATURE: ___________________________

       TITLE: __________________________