H. E. Mr. Félix MOLOUA  
Minister of the Economy, Planning, and Cooperation  
Ministry of the Economy, Planning, and Cooperation  
P. O. Box 696, Martin Luther King Street  
Bangui, Central African Republic

Re: Central African Republic  
IDA Grant No. D617-CF  
COVID-19 Preparedness and Response Project  
Additional Instructions: Disbursement and Financial Information Letter

Excellency,

I refer to the Financing Agreement between the Central African Republic (the “Recipient”) and the International Development Association (the “Association”) for the above-referenced Project. The General Conditions, as defined in the Financing Agreement, provide that the Recipient may from time to time request withdrawals of Financing amounts from the Financing 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 Financing Funds, and Reporting of Uses of Financing Funds.


(i) Disbursement Arrangements

- **General Provisions (Annex).** The table in the Annex to this letter sets out the disbursement methods which may be used by the Recipient, information on registration of authorized signatories, 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.

- **Special Provision.** Projects in situations of urgent need of assistance or capacity constraints: Disbursements under contracts for goods, works, non-consulting services, and consulting services procured or selected through international open or limited competition or Direct Selection, as set out in the procurement plan for the Project, must be made only through the Direct Payment and/or Special Commitment disbursement methods.
**Electronic Delivery.** Section 11.01 (c) of the General Conditions.

The Recipient shall deliver Withdrawal Applications (with supporting documents) electronically through the Association's web-based portal “Client Connection” (https://clientconnection.worldbank.org). This option will be effected after the officials designated in writing by the Recipient who are authorized to sign and deliver Withdrawal Applications have registered as users of “Client Connection”. The designated officials shall deliver Withdrawal 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 Withdrawal Applications and supporting documents to the Association by electronic means. The Recipient may exercise the option of preparing and delivering Withdrawal Applications in paper form in exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the Association.

**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 (“IFRs”) for the Project covering the quarter.

(ii) **Audits.** Each audit of the Financial Statements must cover the period of one (1) 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 public 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 Financing, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, please contact the Association by email at askloans@worldbank.org.

Yours sincerely,

Han Frances
Country Manager
Central African Republic
Africa Region
Annex
Disbursement Arrangements: General Provisions

Attachments to Annex
1. Form of Authorized Signatory Letter
2. Form of Statement of Expenditures

Cc:

H. E. Dr. Pierre Somse
Minister of Health and Population
P. O. Box 883, Gamal Abdel Nasser Avenue
Bangui, Central African Republic

Phone: +236-75 36 99 17 / +236-72 90 77 81
Email: psomsep@gmail.com

Dr. Wilfried Marius Dandy Wanikomane
Chief of Staff
Ministry of Health and Population
P. O. Box 883, Gamal Abdel Nasser Avenue
Bangui, Central African Republic

Phone: +236-75 03 54 15 / +236-72 06 54 15
Email: dandymarius@gmail.com

Mr. Guy Koyayoro
Coordinator, AGIR Project
Ministry of Finance and Budget
P. O. Box 912, Former CAADE Building
Bangui, Central African Republic

Phone: +236-75 85 75 65 / +236-72 08 3113
Email: coordonnateur.projetagir@gmail.com

---

1 Public Expenditure and Investment Management Reform Project (Projet d’Appui à la Gestion des Dépenses et des Investissements et aux Réformes (AGIR))

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>D617-CF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country</td>
<td>Central African Republic</td>
</tr>
<tr>
<td>Recipient</td>
<td>Central African Republic</td>
</tr>
<tr>
<td>Name of the Project</td>
<td>COVID-19 Preparedness and Response Project</td>
</tr>
<tr>
<td>Closing Date</td>
<td>Section III.B.2 of Schedule 2 to the Financing Agreement</td>
</tr>
<tr>
<td>Disbursement Deadline Date</td>
<td>Four (4) months after the closing date</td>
</tr>
</tbody>
</table>

**Disbursement Methods and Supporting Documentation**

<table>
<thead>
<tr>
<th>Disbursement Methods</th>
<th>Methods</th>
<th>Supporting Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of records</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditures (SOE) in the format provided in Attachment 2 to this Annex for all Eligible Expenditures</td>
</tr>
<tr>
<td>Designated Account</td>
<td>Yes</td>
<td>Statement of Expenditures (SOE) in the format provided in Attachment 2 to this Annex for all Eligible Expenditures</td>
</tr>
<tr>
<td>Special Commitments</td>
<td>Yes</td>
<td>Copy of Letter of Credit</td>
</tr>
</tbody>
</table>

**Designated Account (Sections 5 and 6)**

- **Type**: Segregated
- **Financial Institution Name**: Commercial Bank Centrafricain (CBCA)
- **Currency**: CFAF
- **Frequency of Reporting Subsection 6.3**: Monthly
- **Amount**: $500,000,000

**Minimum Value of Applications (Subsection 3.5)**

The minimum value of applications for Reimbursement, Direct Payment, and Special Commitment Issuance is equivalent to 20 percent of the outstanding Designated Account balance.

Payments against contracts subject to the Special Provision in Paragraph I (i) of the DFIL are not subject to the above Minimum Value of Application irrespective of the payment amount.

**Authorized Signatories (Subsections 3.1 and 3.2)** The form of the Authorized Signatory Letter is provided in Attachment 1 to this Annex.

**Withdrawal and Documentation Applications (Subsections 3.3 and 3.4)**

(i) **Authorized Signatories (Subsection 3.1)**: A letter in the form attached at Attachment 1 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
- Resident Mission
- Bangui, Central African Republic
- Attention: Jean-Christophe Carret, Country Director

(ii) **Applications (Subsections 3.2 and 3.3)**: All Withdrawal Applications and their supporting documentation shall be electronically submitted via the Association's web-based portal "Client Connection".

4
Advances to UN Agencies shall be made by the Association for eligible expenditures under Categories pursuant to Section III.A. of Schedule 2 to the Financing Agreement. Such advances will be deposited into an official UN Bank Account, using the Blanket Commitment form, in accordance with the provisions of the Financial Regulations of the specific UN Agency and consistent with its cash flow requirements. Reporting of the use of Advances made to UN Agencies will include (i) format, (ii) content, and (iii) frequency of the financial reports as specified in the Standard Form Agreement between the Recipient and the UN Agency.

*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 the Economy, Planning, and Cooperation
[Street address]
Bangui, Central African Republic

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

[DATE]

Re: IDA Grant No. D617-CF
Central African Republic: COVID-19 Preparedness and Response Project

Attention: __________________________, Country Director

I refer to the IDA Grant No. D617-CF Financing Agreement ("Agreement") between the International Development Association (the "Association") and Central African Republic (the "Recipient"), dated ______, providing the above Grant. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any 1[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, 2[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting 3[individually] 4[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Association.

This confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Association by electronic means. In full recognition that the Association shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the

---

1 Instruction to the Recipient: Please 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 the final letter that is sent to the Association.

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

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

4 Instruction to the Recipient: Please use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. Please delete this footnote in the final letter that is sent to the Association.
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 Association that it will cause such persons to abide by those terms and conditions.

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 – Form of Statement of Expenditures

**IDA – International Development Association**

**Statement of Expenditures**

Payment made during the period from [ ] to [ ].

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

- Yes
- No

The following expenditures have been incurred before the closing date of the loan/credit/grant (please tick):

- Yes
- No

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>13</th>
<th>14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item No</td>
<td>Supplier's Name</td>
<td>Brief Description of the Expenditure</td>
<td>Prior Review (Contract?) (YES or NO)</td>
<td>Contract # (Client Connection # for Prior Review Contracts)</td>
<td>Contract Currency and Amount (Original + Amendment)</td>
<td>Invoice Number</td>
<td>Date of Payment</td>
<td>Total Amount of Invoice Covered by Application (Net of Retention)</td>
<td>% Financed from the Bank</td>
<td>Eligible Amount (Col 9 x 10)</td>
<td>Exchange Rate</td>
<td>Date of Withdrawal from the Designated Account</td>
<td>Amount Withdrawn from the Designated Account (Col 11/12)</td>
</tr>
<tr>
<td>0.00</td>
<td>0.00</td>
<td>TOTAL</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Supporting documents for this SOE are retained at [insert location]

A separate form should be used for each category.