Re: IBRD Loan 8198-U Y (Support to Uruguayan Public Schools Project)

Additional Instructions: Disbursement Letter

Excellency:

I refer to the Loan Agreement ("Agreement") between the International Bank for Reconstruction and Development ("World Bank") and República Oriental del Uruguay (the "Borrower") for the above-referenced project, dated December 11, 2012. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Loan No. 8198-U Y ("Loan"). 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 1), are an integral part of the Disbursement Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Loan 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 Loan:

- Advance
- Reimbursement
- Direct Payment
(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is four months after May 31, 2017 (Closing Date specified in Section IV.B.2. of Schedule 2 to the Loan Agreement). Any change to this date will be notified by the World Bank.

(iii) Disbursement Conditions (subsection 3.8). Please refer to the Disbursement Condition in Section IV.B.1. of Schedule 2 to the Loan Agreement.

II. Withdrawal of Loan Proceeds

(i) Authorized Signatures (subsection 3.1). An authorized signatory letter in the form attached (Attachment 2) 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:

The World Bank
Torre Bouchard
Bouchard 547
Buenos Aires, Argentina
Attention: Penelope J. Brook
Country Director
Argentina, Paraguay and Uruguay

(ii) Applications (subsections 3.2 - 3.3). Please provide completed and signed applications for withdrawal, together with supporting documents, to the address indicated below:

Banco Mundial
Setor Comercial Norte,
Quadra 02, Lote A
Edificio Corporate Finance Center
7º andar
70711-900 Brasilia, D.F.
Brazil
Attention: Loan Department

(iii) Electronic Delivery (subsection 3.4) The Bank may permit the Borrower to electronically deliver to the Bank Applications (with supporting documents) through the Bank’s Client Connection, web-based portal. The option to deliver Applications to the Bank by electronic means may be effected if: (a) the Borrower has designated in writing, pursuant to the terms of the subparagraph (i) of this Section, its officials who are authorized to sign and deliver Applications and to receive secure identification devices (“Tokens”) from the Bank for the purpose of delivering such Applications by electronic means; and (b) all such officials designated by the Borrower have registered as users of Client Connection. If the Bank agrees, the Bank will provide the Borrower with Tokens 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 Borrower may continue to exercise the option of preparing and delivering Applications in paper form. The
Bank reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Borrower.

**(iv) Terms and Conditions of Use of Tokens to Process Applications.** By Designating officials to accept Tokens and by choosing to deliver the Applications electronically, the Borrower confirms through the authorized signatory letter its agreement to: (a) abide by the *Terms and Conditions of Use of Secure Identification Devices in connection with Use of Electronic Means to Process Applications and Supporting Documentation* ("Terms and Conditions of Use of Tokens") provided in Attachment 3; and (b) to deliver the Terms and Conditions of Use of Tokens to each such official and to cause such official to abide by those terms and conditions.

**(v) Minimum Value of Applications (subsection 3.5).** The Minimum Value of Applications for reimbursements is USD $1,000,000.

**(vi) Advances (sections 5 and 6)**

- **Type of Designated Account (subsection 5.3):** Segregated.
- **Currency of Designated Account (subsection 5.4):** United States Dollars (USD).
- **Financial Institution at which the Designated Account Will Be Opened (subsection 5.5):** Banco Central del Uruguay (the Borrower’s Central Bank).
- **Ceiling (subsection 6.1):** USD $5,000,000.

### III. Reporting on Use of Loan Proceeds

**(i) Supporting Documentation (section 4).** Supporting documentation should be provided with each application for withdrawal as set out below:

- **For reporting eligible expenditures paid from the Designated Account**
  - Records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments for: (i) Goods against contracts valued at USD $350,000 or more; (ii) Works against contracts valued at USD $500,000 or more; (iii) Consulting Firms against contracts valued at USD $250,000 equivalent or more; and (iv) Individual Consultants against contracts valued at USD $50,000 equivalent or more, in the form attached (Attachment 4A-Statement of Expenditures with supporting documentation);
  - Statement of Expenditures in the form attached (Attachment 4B – Statement of Expenditure without supporting documentation) for all other expenditures / contracts below the above mentioned thresholds, including Non-consulting services, Training and Operating cost,
  - List of payments against contracts that are subject to the World Bank’s prior review, in the form attached (Attachment 5); and
A Designated Account activity reconciliation statement and bank Statement should be submitted with each withdrawal application reporting on the use of Loan proceeds from the Designated Account (Attachment 6).

For requests for Reimbursement

- Records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments for: (i) Goods against contracts valued at USD $350,000 or more; (ii) Works against contracts valued at USD $500,000 or more; (iii) Consulting Firms against contracts valued at USD $250,000 equivalent or more; and (iv) Individual Consultants against contracts valued at USD $50,000 equivalent or more, in the form attached (Attachment 4A-Statement of Expenditures with supporting documentation);

- Statement of Expenditures in the form attached (Attachment 4B-Statement of Expenditure without supporting documentation) for all other expenditures / contracts below the above mentioned thresholds, including Non-consulting services, Training and Operating cost; and

- List of payments against contracts that are subject to the World Bank’s prior review, in the form attached (Attachment 5).

For requests for direct payment

- Records evidencing eligible expenditures, e.g., copies of receipts, and suppliers/contractors’ invoices.


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). From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Loan, and retrieve related policy, financial, and procurement information. All Borrower officials authorized to sign and deliver Applications by electronic means are required to register with Client Connection before electronic delivery can be affected. For more information about the website and registration arrangements, please contact the Bank by email at <clientconnection@worldbank.org>.
If you have any queries in relation to the above, please contact Victor Ordonez Conde, Finance Officer at vconde@worldbank.org using the above reference.

Yours sincerely,

[Signature]

Penelope J. Brook
Director
Argentina, Paraguay and Uruguay
Latin America and the Caribbean Region

Attachments

1. World Bank Disbursement Guidelines for Projects, dated May 1, 2006
2. From - Authorized Signatory Letter (format)
4A. Statement of Expenditures with supporting documentation, above SOE thresholds
4B. Statement of Expenditures without supporting documentation, below SOE thresholds
5. Form - List of Payments Against Contracts Subject to the Bank’s Prior Review
6. Format - Designated Account Activity Reconciliation
Cc with copy:  

**Mr. Felix Camarasa**  
Executive Director  
World Bank

**Mr. Adrián Ferrández**  
Advise: to the Executive Director

**Ms. Marina Orozco**  
General Coordinator  
Project to Support Uruguayan Public Schools  
(*Proyecto de Apoyo a la Escuela Pública Uruguaya*)

**Mr. Hector Florit**  
Director  
Preschool and Primary Education Council  
(*Consejo de Educación Inicial y Primaria*)

**Ms. Mariella Maglia**  
Relations with International Organizations  
Ministry of Economy and Finance

Victor Ordonez, CTRLN.

Cleared with and cc:  
José Luis Alva-Luperdi, LEGLA  
Peter Anthony **Holland** and Diego **Ambasz** (co-TTLs), LCSHE  
Daniel **Chalupowicz**, LCSFM
Attachment 2

Form of Authorized Signatory Letter
[Letterhead]
Ministry of Economy and Finance
[Street address]

[DATE]

The World Bank
1818 H Street, N.W.
Washington, D.C. 20433
United States of America

Attention: Ms. Penelope M. Brook, Country Director

Re: Loan No. 8198-UY (Support to Uruguayan Public Schools Project)

Dear Ms. Brook:

I refer to the Loan Agreement ("Agreement") between the International Bank for Reconstruction and Development (the "Bank") and República Oriental del Uruguay (the "Borrower"), dated _______ providing the above Loan. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any [one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Borrower to sign applications for withdrawal [and applications for a special commitment] under this Loan.

For the purpose of delivering Applications to the Bank, 2[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Borrower, acting 3[individually] 4[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Bank.

4[This confirms that the Borrower is authorizing such persons to accept Tokens and to deliver the Applications and supporting documents to the Bank by electronic means. In full

---

1 Instruction to the Borrower: 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 Bank.

2 Instruction to the Borrower: 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 Bank.

3 Instruction to the Borrower: 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 Bank.

4 Instruction to the Borrower: 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 Bank.
recognition that the Bank shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the Terms and Conditions of Use of Secure Identification Devices in connection with Use of Electronic Means to Process Applications and Supporting Documentation ("Terms and Conditions of Use of Tokens"), the Borrower represents and warrants to the Bank that it will deliver to each such person a copy of the Terms and Conditions of Use of Tokens and will cause such persons to abide by those terms and conditions.

[Name], [position] Specimen Signature: ____________________

[Name], [position] Specimen Signature: ____________________

[Name], [position] Specimen Signature: ____________________

Yours truly,

/ signed /

__________________________________
Minister of Economy and Finance

---

5 Instruction to the Borrower: Add this paragraph if the Borrower wishes to authorize the listed persons to accept Tokens and to deliver Applications by electronic means; if this is not applicable, please delete the paragraph. Please delete this footnote in final letter that is sen to the Bank.
Terms and Conditions of Use of Secure Identification Devices
in connection with Use of Electronic Means

to Process Applications
and Supporting Documentation

January 20, 2010

The World Bank (Bank),1 will provide secure identification devices (Tokens) to permit the
Borrower2 to deliver applications for withdrawal and applications for special commitments under
the Agreement(s) and supporting documentation (such applications and supporting
documentation together referred to in these Terms and Conditions of Use as Applications) to the
Bank electronically, on the terms and conditions of use specified herein.

A. Identification of Users.

1. The Borrower will be required to identify in a completed Authorized Signatory Letter (ASL) duly delivered to and received by the Bank each person who will be authorized to deliver Applications. The Bank will provide Tokens to each person identified in the ASL (Signatory), as provided below. The Borrower shall also immediately notify the Bank if a Signatory is no longer authorized by the Borrower to act as a Signatory.

2. Each Signatory must register as a user on the Bank’s Client Connection (CC) website (https://clientconnection.worldbank.org) prior to delivery of Tokens. Registration on CC will require that the Signatory establish a CC password (CC Password). The Signatory shall not reveal his/her CC Password to anyone or store or record the CC Password in written or other form. Upon registration as a CC user, the Signatory will be assigned a unique identifying account name.

B. Distribution, Initialization and Return of Tokens.

1. The Bank will physically deliver a Token to each Signatory in a manner to be determined by and satisfactory to the Bank.

2. At the time of delivery of a Token to a Signatory, the Signatory will receive a copy of these Terms and Conditions of Use for purposes of initializing the Token.

3. The Bank will verify that the Token, Temporary Password and Terms and Conditions of Use have been duly delivered to and received by the CC User.

---

1 “Bank” includes IBRD and IFC.
2 “Borrower” includes the borrower of an IBRD loan, IDA credit, or Project Preparation Facility advance and the recipient of a grant.
4. Promptly upon receipt of the Token and Terms and Conditions of Use, the Signatory will access CC using his/her account name and CC Password and register his/her Token and set a personal identification number (PIN) to be used in connection with the use of his/her Token, after which the Token will be initialized for use by the Signatory exclusively for purposes of delivering Applications. Upon initialization of the Token, the Signatory will be a “Token User”. The Bank will maintain in its database a user account (Account) for each Token User for purposes of managing the Token of the Token User. Neither the Borrower nor the Token User will have any access to the Account.

5. Prior to first use of the Token by the Token User for delivering Applications, the Borrower shall ensure that the Token User has received training materials provided by the Bank in use of the Token.

6. Tokens shall be promptly returned to the Bank upon request of the Bank.

C. Management of Tokens.

1. Tokens will remain the property of the Bank.

2. Use of the Token is strictly limited to use in the delivery of Applications by the Token User in the manner prescribed by the Bank in the Agreement(s) and these Terms and Conditions. Any other use of the Token is prohibited.

3. The Bank assumes no responsibility or liability whatsoever for any misuse of the Token by the Token User, other representatives of the Borrower, or third parties.

4. The Borrower undertakes to ensure, and represents and warrants to the Bank (such representation and warranty being expressly relied upon by the Bank in delivery of a Token to each Token User) that each Token User is provided, understands and will abide by, these Terms and Conditions of Use, including without limitation the following:

   Security

4.1. The Token User shall not reveal his/her PIN to anyone or store or record the PIN in written or other form.

4.2. The Token User shall not allow anyone else to utilize a Token to deliver an Application to the Bank.

4.3. The Token User shall always logout from CC when not using the system. Failure to logout properly can create a route into the system that is unprotected.

4.4. If the Token User believes a third party has learned his/her PIN or has lost his/her Token he/she shall immediately notify clientconnection@worldbank.org.
4.5. The Borrower shall immediately notify the Bank at
$\text{gentconnection@worldbank.org}$ of any lost, stolen or compromised Tokens, and take
other reasonable steps to ensure such Tokens are disabled immediately.

**Care of Tokens**

4.6. Tokens contain delicate and sophisticated instrumentation and therefore should be
handled with due care, and should not be immersed in liquids, exposed to extreme
temperatures, crushed or bent. Also, Tokens should be kept more than five (5) cm from
devices that generate electromagnetic radiation (EMR), such as mobile phones, phone-
enabled PDAs, smart phones and other similar devices. Tokens should be carried and
stored separate from any EMR device. At close range (less than 5 cm), these devices can
output high levels of EMR that can interfere with the proper operation of electronic
equipment, including the Token.

4.7 Without derogating from these Terms and Conditions of Use, other
technical instructions on the proper use and care Tokens are available at

5. **Replacement**

5.1. Lost, damaged, compromised (in terms of 4.5, above) or destroyed Tokens will be
replaced at the expense of the Borrower.

5.2. The Bank reserves the right, in its sole discretion, not to replace any Token in the
case of misuse, or not to re-activate a Token User’s Account

6. **Reservation of Right to disable Token**

6.1. The Borrower shall reserve the right to revoke the authorization of a Token User
to use a Token for any reason.

6.2. The Bank reserves the right, in its sole discretion, to temporarily or permanently
disable a Token, de-activate a Token User’s Account or both.
Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de estos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

Coordinadora General
Proyecto MECAEP

Presidente del Consejo Directivo Central

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Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de estos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

Coordinadora General
Proyecto MECAEP

Presidente del Consejo Directivo Central

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Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Todas documentación justificativa de estos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

---

Coordinador de Finanzas y Desembolsos  
Proyecto MECAEP

Coordinadora General  
Proyecto MECAEP

Presidente del Consejo Directivo Central
Banco Internacional de Reconstrucción y Fomento

Certificado de Gastos con documentación de respaldo

Periodo: 01/01/2013 - 31/12/2013

Categoría de Gastos: SERVICIO DE CONSULTORIA

|---------------|------------------|------------|----------------|---------|-----------|-----------------------|----------------------|---------------------|-------------|----------------|----------------|-----------------------|-------|----------------|-----------------------|----------------|

Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de éstos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

Coordinadora General
Proyecto MECAEP

Presidente del Consejo Directivo Central

Recibo DGI corresponde al 7% retenido por concepto de impuesto a la renta de persona física
Banco Internacional de Reconstrucción y Fomento
ANEXO 4A
Certificado de Gastos con documentación de respaldo
Periodo: 01/01/2013 - 31/12/2013
Nro. Solicitud: 1
Categoría de Gastos: FORMACION EN SERVICIO

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Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de estos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

Coordinadora General
Proyecto MECAEP

Presidente del Consejo Directivo Central

SubTotal U$S  0,00

Total General U$S  0,00
Banco Internacional de Reconstrucción y Fomento

ANEXO 4B

Certificado de Gastos sin documentación de respaldo

Fecha: 01/08/12  
Hora: 14:41:43

Página: 1

Período: 01/01/2013 - 31/12/2013

Categoría de Gastos: FORMACION EN SERVICIO

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SubTotal U$S 0.00

Total General U$S 0.00

Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de éstos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolso del Proyecto MECAEP  
Coordinadora General del Proyecto MECAEP  
Presidente del Consejo Directivo Central
**Banco Internacional de Reconstrucción y Fomento**

**ANEXO 4B**

Certificado de Gastos sin documentación de respaldo

**Fecha:** 01/08/12  
**Hora:** 14:24:53  
**Nro. Solicitud:** 1  
**Página:** 1

**Periodo:** 01/01/2013 - 31/12/2013

**Categoria de Gastos:** SERVICIO DE CONSULTORIA

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Coordinador de Finanzas y Desembolsos  
Proyecto MECAEP

Coordinadora General  
Proyecto MECAEP

Presidente del Consejo Directivo Central

Recibo DG1 corresponde al 7% retenido por concepto de impuesto a la renta de persona física

**Total General U$S:** 0,00
Banco Internacional de Reconstrucción y Fomento

Certificado de Gastos sin documentación de respaldo

Fecha: 01/08/12
Hora: 14:18:59

Periodo: 01/01/2013 - 31/12/2013
Categoría de Gastos: OBRAS

|---------------|---------------------|------------|---------------------------|-------------------------------|-----------------------|----------------|----------------|----------------|---------------------|-----------------|----------------|---------------|

Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de estos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

Coordinadora General
Proyecto MECAEP

Presidente del Consejo Directivo Central
Banco Internacional de Reconstrucción y Fomento

ANEXO 4B

Certificado de Gastos sin documentación de respaldo

Fecha: 01/08/12
Hora: 14:33:09

Número de solicitud: 1
Página: 1

Periodo: 01/01/2013 - 31/12/2013

Categoría de Gastos: BIENES

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Por éste intermedio, certifico que las cantidades arriba consignadas se han pagado por concepto de la debida ejecución de actividades del Proyecto, de acuerdo a los términos y condiciones del contrato de préstamo. Toda documentación justificativa de éstos gastos se ha mantenido en la Unidad de Coordinación del Proyecto (Pza. Independencia 822 piso 10), y previa solicitud, se facilitará para su examen por las misiones que visiten el país.

______________________________
Coordinador de Finanzas y Desembolsos
Proyecto MECAEP

______________________________
Coordinadora General
Proyecto MECAEP

______________________________
Presidente del Consejo Directivo Central
Proyecto MECAEP
Payments Made during Reporting Period
Against Contracts Subject to the Bank’s Prior Review

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Amount ($)</th>
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Attachment 5
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 SPECIAL ACCOUNT (NUMBER 1 LESS NUMBER 2) = $ __________________

4. BALANCE OF SPECIAL 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: ___________________

* ALL ITEMS SHOULD BE INDICATED ON THE BANK STATEMENT