H. E. Mr. Henri Yav Mulang  
Minister of Finance  
Ministry of Finance  
Boulevard du 30 juin  
Commune de la Gombe  
Kinshasa 1, BP 12997  
Democratic Republic of Congo

Re: Democratic Republic of Congo  
Grant No. GEF-TFA9933  
(Improved Forested Landscape Management Project)  
Additional Instructions: Disbursement and Financial Information Letter

Excellency:

I refer to the Grant Agreement (“Agreement”) between the International Bank for Reconstruction and Development (“World Bank”), acting as an implementing agency of the Global Environmental Facility (“GEF”), and the Democratic Republic of Congo (the “Recipient”) for the above-referenced project, dated June 20, 2020. The General Conditions, as defined in the Financing 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 and Reporting of Grant Proceeds


(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.

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the Bank’s web-based portal “Client Connection” at https://clientconnection.worldbank.org. This option will be affected 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 will 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 Bank by electronic means. The Recipient may exercise the option of preparing and delivering Withdrawal Applications in paper form on exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the Bank. 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 World Bank’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, 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.

II. Other Important 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 askloans@worldbank.org.

Very truly yours,

INTERNATIONAL DEVELOPMENT ASSOCIATION

By

Jean-Christophe Carret
Country Director for Democratic Republic of Congo
Africa Region

2
Attachments
1. Form of Authorized Signatory Letter
2. Statement of Expenditure (SOE)

Cc with copies: Forest Investment Program Coordination Unit
Boulevard du 30 Juin, Immeuble SERKAS WA NDEKA
Commune de la Gombe
Kinshasa-RDC
ucpif.rdc@gmail.com

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>Democratic Republic of Congo</th>
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<tbody>
<tr>
<td>Recipient</td>
<td>Democratic Republic of Congo</td>
</tr>
<tr>
<td>Name of the</td>
<td>Second Additional Financing</td>
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<tr>
<td>Project</td>
<td>for the Improved Forested</td>
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<td></td>
<td>Landscape Management Project</td>
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<tr>
<td>Closing Date</td>
<td>Section [I.V.B.3.] of Schedule</td>
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<tr>
<td></td>
<td>[2] to the Grant Agreement.</td>
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<td>Disbursement</td>
<td>Four months after the closing</td>
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<td>Deadline Date</td>
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Disbursement Methods, and Supporting Documentation

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<tr>
<th>Disbursement Methods</th>
<th>Methods Available</th>
<th>Supporting Documentation</th>
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<tr>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of Records</td>
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<tr>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditure</td>
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<tr>
<td>Advance (into a</td>
<td>No</td>
<td>Not Applicable</td>
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<tr>
<td>Designated Account)</td>
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<tr>
<td>Special Commitments</td>
<td>Yes</td>
<td>Copy of Letter of Credit</td>
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Designated Account (Section 5 and 6 **)

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<tr>
<td>Name</td>
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<tr>
<td>Frequency of Reporting</td>
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<td>Amount</td>
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<td>Subsection 6.3</td>
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Minimum Value of Applications (subsection 3.5)
The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is USD 10,000 equivalent.

Authorized Signatures (Subsection 3.1 and 3.2 **)
The form for Authorized Signatories Letter is provided in Attachment 1 of this letter.

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

Authorized Signatures (subsection 3.1 and 3.2).
A letter in the form attached (attached 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
Resident Mission
Kinshasa, Democratic Republic of Congo
Attention: Jean-Christophe Carret, Country Director
Applications (subsections 3.3 - 3.4). 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 Department
Delta Center, 13th Floor, Menegai Road, Upper Hill
Nairobi, Kenya
Attention: Loan Operations & Trust Funds Unit

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<th>Other</th>
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<td>At the time of negotiating this Project and for the reason set forth in subsection 5.2 of the Disbursement Guidelines, the advancing of financing proceeds into a Designated Account is not a Disbursement Method currently available under this Financing. Please send Applications only in support of the Disbursement Methods listed in Section 2 of this Schedule 1. As the foregoing measure is deemed temporary, disbursement arrangements have been designed to include the use of a Designated Account to the extent such use is permitted at a later date during project implementation; provided that this Disbursement and Financial Information Letter will first need to be amended at a later date to reflect such arrangements.</td>
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Form of Authorized Signatory Letter

[Letterhead]

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

[DATE]

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

Attention: [Country Director]

Dear [Country Director]:

Re: Grant No. GEF-TFA9933: Democratic Republic of Congo
(Improved Forested Landscape Management Project)

I refer to the Grant Agreement ("Agreement") between the International Bank for Reconstruction and Development ("World Bank"), acting as acting as an implementing agency of the Global Environmental Facility ("GEF") and the Democratic Republic of Congo ("Recipient"), dated _______, providing the above Grant. For the purposes of Section 3.04 (b) of the Standard Conditions, as defined in the Agreement, any [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 World Bank, [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 confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to

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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.
the World Bank by electronic means. In full recognition that the World 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 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 World Bank that it will cause such persons to abide by those terms and conditions.

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

[Name], [position]  Specimen Signature: ____________________

[Name], [position]  Specimen Signature: ____________________

[Name], [position]  Specimen Signature: ____________________

Yours truly,

/ signed /

[Position]

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5 Instruction to the Recipient: Add this paragraph if the Recipient wishes to authorize the listed persons to accept Secure Identification Credentials 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 sent to the World Bank.*
Nom du Project :
STATEMENT OF EXPENDITURE (SOE)

Paiements effectués durant la période du:

Date: ____________________

Demande No.: ____________________

Credit/Don IDA No: ____________________

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<tr>
<th>No</th>
<th>Nom du fournisseur, entrepreneur ou consultant</th>
<th>Numéro et date du contrat ou du bon de commande</th>
<th>Brève Description des biens et services</th>
<th>Montant total du marché (Montant et devis cu)</th>
<th>Montant total des factures couvertes par la demande</th>
<th>% éligible</th>
<th>Montant éligible (5%)</th>
<th>Montant payé du Compte des gnd (le cas échéant)</th>
<th>Date de règlement</th>
<th>Remarques</th>
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