

Public Disclosure Authorized

The World Bank

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION

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**OFFICIAL
DOCUMENTS**

March 23, 2018

Mr. Francisco Manuel Costa Aponte
Head
Instituto Nacional de Estadística e Informática
Av. General Garzón N° 654 – 658, Jesús María
Lima, Perú

**Re: TFSCB Grant No. TF0A7141
Trust Fund for Statistical Capacity Building (TFSCB) Grant for Building Higher Standards for
the National Statistics System
Additional Instructions: Disbursement Letter**

Excellency:

I refer to the Letter Agreement (“Agreement” or “Grant Agreement”) between the *Instituto Nacional de Estadística e Informática* (“Recipient”) and the International Bank for Reconstruction and Development (“World Bank”), acting as administrator of grant funds provided by various donors under the Trust Fund for Statistical Capacity Building (“Donors”), dated March 23, 2018. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant TF0A7141 (“Grant”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

The attached *World Bank Disbursement Guidelines for Projects*, dated February 1, 2017, (“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 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 additional Grant:

- Reimbursement
- Advance
- Direct Payment

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

(iii) **Disbursement Conditions (subsection 3.8).** Please refer to the Withdrawal Condition(s) in Section 3.02 of the Grant Agreement.



II. Withdrawal of Grant Proceeds

(i) **Authorized Signatures (subsection 3.1).** A 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 submit Applications:



The World Bank
Water and Sanitation Program (ETW-LAC)
Av. Álvarez Calderon 185, Piso 7,
San Isidro Lima 27,
Peru
Attention: Country Director, Peru

(ii) **Applications (subsections 3.2-3.3).** Please provide completed applications for withdrawal, together with supporting documents, through the World Bank's Client Connection, web-based portal, following the instructions for electronic delivery. In the case the recipient does not have internet access, the World Bank may permit the delivery of applications for withdrawal, together with supporting documents, in accordance with subsection 3.3, to the following address:



The World Bank
Banco Mundial Setor Comercial Norte,
Quadra 02, Lote A- Edificio Corporate Financial Center,
7o Andar Brasilia, DF 70712-900, Brasil
Attention: Senior Regional Team Leader, WFACS

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

(iv) **Terms and Conditions of Use of SIDC to Process Applications.** By designating officials to accept 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* ("Terms and Conditions of Use of SIDC") provided in Attachment 3; and (b) to deliver the Terms and Conditions of Use of SIDC 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 and Direct Payment is equivalent of USD 30,000.

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

- **Type of Designated Account[s] (subsection 5.3):** Segregated
- **Currency of Designated Account[s] (subsection 5.4):** USD
- **Financial Institution at which the Designated Account[s] Will Be Opened (subsection 5.5):** Banco de la Nación del Perú
- **Ceiling (subsection 6.1):** USD 80,000.

III. Reporting on Use of Grant Proceeds

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

- **For requests for Reimbursement:**
 - Statement of Expenditure in the form attached (Attachment 4).
- **For reporting eligible expenditures paid from the Designated Account:**
 - Statement of Expenditures in the form attached (Attachment 4).
 - A reconciliation of the Designated Account, in the form attached (Attachment 5), with a copy of the bank statement.
- **For requests for Direct Payment:** records evidencing eligible expenditures, e.g., copies of receipts, consultant invoices.

(ii) **Frequency of Reporting Eligible Expenditures Paid from the Designated Account (subsection 6.3):** Quarterly or more often if required.

IV. Other Important Information

For additional information on disbursement arrangements, please refer to the Disbursement Handbook available on the World Bank's public website at <https://www.worldbank.org> and its secure website "Client Connection" at <https://clientconnection.worldbank.org>. Print copies are available upon request.

From the Client Connection 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.

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 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 affected.

For more information about the website and registration arrangements, please contact the World Bank by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Finance Officer by sending an email to wfald-tf@worldbank.org and using the Project name and the Grant number as a reference in the subject line.

Yours sincerely,

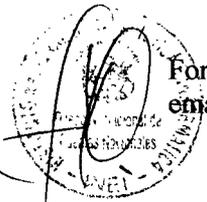
International Bank for Reconstruction and Development

Acting as administrator of grant funds provided various donors under the Trust Fund for Statistical Capacity Building

[Handwritten signature]

Alberto Rodriguez
Country Director

Bolivia, Chile, Ecuador, Peru and Venezuela



Attachments

1. *World Bank Disbursement Guidelines for Projects*, dated February 1, 2017
2. Form for Authorized Signatures
3. *Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation*, dated March 1, 2013
4. Form of Interim Unaudited Financial Report
5. Designated Account Reconciliation Statement

Cc with copies:

Maximo Torero, Executive Director, The World Bank
Luis Miguel Robles, ED Advisor, The World Bank

