March 13th, 2015

H. E Adji Oteth Ayassor
Minister of Economy and Finance
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Immeuble CASEF
BP 387
Lomé - Togo

Excellency:

Re: IDA Grant H664-TG (Agriculture Sector Support Project)
First Restatement of the Disbursement Letter dated April 18, 2011
Additional Instructions: Disbursement

I refer to the Financing Agreement (the “Agreement”) between the International Development Association (the “Association”) and the Republic of Togo (the “Recipient”) for the above-referenced dated April 18, 2011. The Agreement provides that the Association may issue additional instructions regarding the withdrawal of the proceeds of financing H664-TG (“Financing”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

This Disbursement Letter is a First Restatement of the Disbursement Letter dated April 18, 2011 for the above referenced project to reflect a revised ceiling for designated account. In addition Section II (ii), (iii) and (iv) have also been updated to respectively restate the address where manual withdrawal applications should be sent and the instructions related to the electronic delivery of withdrawal applications. All other provisions and attachments of the Disbursement letter dated April 18, 2011, except as amended, shall remain in force and effect.

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 Financing 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 Financing:

- Reimbursement
- Advance
(ii) **Disbursement Deadline Date (subsection 3.7).** The Disbursement Deadline Date is 4 months after the Closing Date specified in the Financing Agreement. Any changes to this date will be notified by the Association.

II. Withdrawal of Financing Proceeds

(i) **Authorized Signatures (subsection 3.1).**
An authorized signatory letter in the Form attached (Attachment 2) 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  
Lome, Togo  
Attention: Mr Ousmane Diagana  
Country Director for Togo

(ii) **Applications (subsections 3.2 - 3.3).** 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,  
Menengai Road, Upper Hill,  
Nairobi, Kenya

(iii) **Electronic Delivery (subsection 3.4)** The Association may permit the Recipient to electronically deliver to the Association Applications (with supporting documents) through the Association’s Client Connection, web-based portal. The option to deliver Applications to the Association 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 Association 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 Association agrees, the Association 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 Association 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 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 ("Terms and Conditions of Use of Secure Identification Credentials") provided in Attachment 3; and (b) 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 reimbursement, direct payment and special commitments is 20% of the Designated Account balance.

vi) Advances (sections 5 and 6).

- **Type of Designated Account (subsection 5.3):** Segregated
- **Currency of Designated Accounts (subsection 5.4):** CFAF
- **Financial Institution at which the Designated Account Will Be Opened (subsection 5.5):** Union Togolaise de Banques (UTB)
- **Ceilings (subsection 6.1):** CFAF 375 million

III. Reporting on Use of Financing Proceeds

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

- **For requests for Reimbursement and reporting for eligible expenditures paid from the Designated Accounts**
  - Records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments against contracts valued at (a) US$ 300,000 or more for work; (b) US$200,000 or more for goods; (c) US$100,000 or more for services for consulting firms; and (d) US$ 50,000 or more for services of individual
  - Statement of Expenditure in the form attached (Attachment 4) for all other expenditures/contracts; and
  - List of payments against contracts that are subject to the Association’s prior review, in the form attached (Attachment 5)

- **For requests for Direct Payment (to be made only under exceptional basis):** records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices and documentary evidence of delivery and the Recipient’s acceptance of contracted goods or services.

(ii) Frequency of Reporting Eligible Expenditures Paid from the Designated Account (subsection 6.3). Monthly
(iii) **Other Supporting Documentation Instructions**

Copies of the bank statement of the Designated Accounts (DA) and a reconciliation statement for this Account should be submitted with each application for advances to the DA (Attachment 6).

All other supporting documentation for SOEs should be retained by the project management or Recipient and must be made available for review by periodic World Bank missions and internal and external auditors.

**IV. Other Important Information**


From the Client Connection 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.

If you have not already done so, the Association 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 prepare and deliver Applications, monitor the near real-time status of the Financing, 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 Association by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Faly Diallo, Finance Officer at LOA-AFR@worldbank.org using the above reference.

**INTERNATIONAL DEVELOPMENT ASSOCIATION**

Yours sincerely,

Ousmane Diagana  
Country Director for Togo  
Africa Region