



May 19, 2023

Mr. Cheng Zhijun  
Director General  
International Economic and Financial Cooperation Department  
Ministry of Finance  
Beijing, China

**Re: Loan No. 9470-CN (China Plastic Waste Reduction Project (Shaanxi))  
Additional Instructions: Disbursement and Financial Information Letter**

Dear Mr. Cheng:

I refer to the Loan Agreement between the People's Republic of China ("Borrower") and the International Bank for Reconstruction and Development ("Bank") for financing the above-referenced Project. The General Conditions, as defined in the Loan Agreement, provide that the Borrower may from time-to-time request withdrawals of Loan amounts from the Loan Account in accordance with the Disbursement and Financial Information Letter ("DFIL"), and such additional instructions as the Bank may specify from time to time by notice to the Borrower. The General Conditions also provide that the Disbursement and Financial Information Letter may set out Project-specific financial management and reporting requirements. This letter constitutes such Disbursement and Financial Information Letter and may be revised from time to time.

**I. Disbursement Arrangements, Withdrawal of Loan Funds, and Reporting of Uses of Loan Funds for the Project**

***(i) Disbursement Arrangements***

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017 ("Disbursement Guidelines"), are available on the Bank's secure website "Client Connection" at <https://clientconnection.worldbank.org> and its public website at <https://www.worldbank.org>. The Disbursement Guidelines are an integral part of the DFIL, and the manner in which the provisions in the Disbursement Guidelines apply to the Loan is specified below.

The table in Schedule 1 sets out the disbursement methods which may be used by the Borrower, and conditions, information on registration of authorized signatories, processing of Withdrawal Applications (including the minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account(s).

***(ii) Withdrawal Applications (Electronic Delivery)***<sup>1</sup>

The Borrower shall submit applications for withdrawal or for special commitment ("Applications") with supporting documents electronically through the Bank's web-based portal "Client Connection" at <https://clientconnection.worldbank.org>. This option will be effected after the officials designated in writing by the Borrower, who are authorized to sign and deliver Applications, have registered as users of "Client Connection." The designated officials shall deliver Applications electronically by completing Form 2380, which is accessible through "Client Connection." By signing the Authorized Signatory Letter, which can be delivered manually or electronically, the Borrower confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications

<sup>1</sup> Section 10.01 (c) of the General Conditions

and supporting documents to the Bank by these means. The Borrower may exercise the option of preparing and delivering Applications in paper form on exceptional cases (including those where the Borrower encounters legal limitations) and which were previously agreed with the Bank. By designating officials to use SIDC and 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 Credentials in connection with the Use of Electronic Means to Process Applications and Supporting Documentation, available in the Bank's public website at <https://www.worldbank.org> and "Client Connection" at <https://clientconnection.worldbank.org>; and (b) to cause such officials to abide by those terms and conditions.

## **II. Financial Reports and Audits <sup>2</sup>**

### ***(i) For the Project***

- ***Financial Reports***

The Borrower shall cause Shaanxi Province to prepare and furnish to the Bank not later than sixty (60) days after the end of each calendar semester, interim unaudited financial reports ("IFRs") for the Project covering the quarter.

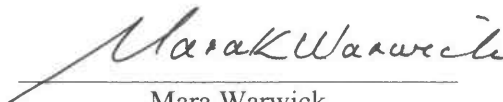
- ***Audits***

Each audit of the Financial Statements shall cover the period of one (1) fiscal year of the Borrower, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period shall be furnished to the Bank by Shaanxi Province not later than six (6) months after the end of such period.

## **III. Other Important Information**

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank's public website at <https://www.worldbank.org> and "Client Connection" at <https://clientconnection.worldbank.org>, the Bank recommends that you register as a user of "Client Connection." From this website, you will be able to prepare and deliver Authorized Signatory Letters and Withdrawal Applications, monitor the near real-time status of the Loan and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, or if you have any queries in relation to the above, please contact the Bank by email at [askloans@worldbank.org](mailto:askloans@worldbank.org) using the above reference.

Yours sincerely,



Mara Warwick  
Country Director, China  
East Asia and Pacific Region

### **Attachments**

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

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<sup>2</sup> Section 5.09 of the General Conditions

With copies to:

Mr. Guo Biao, Director  
Program Operation Division I  
International Economic and Financial Cooperation Department  
Ministry of Finance  
Email: guobiao@mof.gov.cn; mof\_operation1@mof.gov.cn

Mr. Zhu Wei, Director  
Mr. Han Guodong, Deputy Director  
Foreign Loans Division  
Department of Foreign Capital and Overseas Investment  
National Development and Reform Commission  
Email: zhuwei@ndrc.gov.cn; hangd@ndrc.gov.cn

Mr. Zhang Baiming, Director  
Shaanxi Provincial Project Management Office  
Xi'an, Shaanxi, People's Republic of China  
Email: waidaiban@163.com

Mr. Kang Gongping, Director  
Mr. Li Peng, Deputy Director  
Division of International Cooperation  
Shaanxi Provincial Finance Bureau  
Xi'an, Shaanxi  
Email: pengpengli2002@vip.163.com; changqing3366@aliyun.com

Ms. Liang Wei, Director  
Division of Foreign Capital Utilization Division  
Shaanxi Development and Reform Commission  
Email: via waidaiban@163.com

**Schedule 1: Disbursement Provisions**

<b>Basic Information</b>					
<b>IBRD Loan No.</b>	9470-CN	<b>Country</b>	<b>P.R. China</b>	<b>Closing Date</b>	Section III.B.2 of Schedule 2 to the Loan Agreement.
		<b>Borrower</b>	<b>P.R. China</b>		
		<b>Name of the Project</b>	China Plastic Waste Reduction Project (Shaanxi)	<b>Disbursement Deadline Date</b> <i>Subsection 3.7</i> **	Four (4) months after the closing date.
<b>Disbursement Methods and Supporting Documentation</b>					
<b>Disbursement Methods</b> <i>Section 2 (**)</i>	<b>Methods</b>	<b>Supporting Documentation</b> <i>Subsections 4.3 and 4.4 (**)</i>			
Direct Payment	Yes	Copy of records (e.g., invoices and receipts)			
Reimbursement	Yes	Statement of Expenditure (SOE)			
Advance (into a Designated Account)	Yes	Statement of Expenditure (SOE)			
Special Commitments	Yes	Copy of Letter of Credit (including pro forma invoice(s), if cited in the Letter of Credit)			
<b>Designated Account (Sections 5 and 6 **)</b>					
<b>Type</b>	Segregated; one (1) segregated designated account under the name of Shaanxi Province will be established for the project		<b>Ceiling</b>	Fixed	
<b>Financial Institution - Name</b>	To be established at a financial institution acceptable to the Bank		<b>Currency</b>	USD	
<b>Frequency of Reporting</b> <i>Subsection 6.3 (**)</i>	Quarterly		<b>Amount</b>	20,000,000	
<b>Minimum Value of Applications (subsection 3.5)</b>					
The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is USD1,900,000 equivalent.					
<b>Authorized Signatures (Subsection 3.1 and 3.2 **) The form for Authorized Signatories Letter is provided in Attachment 1 of this letter</b> <b>Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **)</b>					
The form for Authorized Signatory Letter (“ASL”) is provided in Attachment 1 of this letter. Please send the Authorized Signatory Letter to the address indicated below:					
Attention: Disbursement Team					
The World Bank Office Beijing Level 17, China World Tower 2					

No. 1 Jianguomenwai Avenue  
Beijing, China

The Bank will confirm if the ASL will be submitted electronically via the Bank's "Client Connection" system after July 1<sup>st</sup>, 2023.

All Withdrawal Applications and its supporting documentation will be electronically sent via the Bank's system "Client Connection".

**Other**

## Attachment 1 - Form of Authorized Signatory Letter

[Letterhead]  
Ministry of Finance  
[Street address]

[DATE]  
The World Bank Office  
Level 16, China World Tower 2  
No. 1 Jianguomenwai Avenue  
Beijing, China

Attention: [Country Director]<sup>1</sup>

### Re: Loan 9470-CN China Plastic Waste Reduction Phase (Shaanxi)

I refer to the Loan Agreement between the International Bank for Reconstruction and Development (“Bank”) and [name of borrower] (“Borrower”), providing the above Loan. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any <sup>2</sup>[one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Borrower to sign Withdraw Applications (“Applications”) under this Loan.

For the purpose of delivering Applications to the Bank, <sup>3</sup>[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Borrower, acting <sup>4</sup>[individually] <sup>5</sup>[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Bank.

This confirms that the Borrower is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. In full 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 Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation* (“Terms and Conditions of Use of SIDC”), the Borrower represents and warrants to the Bank that it will cause such persons to abide by those terms and conditions.

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<sup>1</sup> Instruction to Borrower: please do not delete this note.

<sup>2</sup> 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.*

<sup>3</sup> 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.*

<sup>4</sup> 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.*

<sup>5</sup> 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.*

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

[Name], [position] Specimen Signature: \_\_\_\_\_

[Name], [position] Specimen Signature: \_\_\_\_\_

[Name], [position] Specimen Signature: \_\_\_\_\_

Yours truly,

/ signed /

\_\_\_\_\_  
[Position]

**Attachment 2 – Statement of Expenditures**

IBRD-International Bank for Reconstruction and Development

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
Yes	No

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

Financier	
Loan/Credit/Grant#	
Application#	
Category#	
Page#	

ONLY for the Designated Account

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Item No.	Supplier's Name	Brief Description of the expenditure	Prior Review Contract? (Yes or No)	Contract# (Client Connection# for Prior Review contracts)	Contract currency and amount (original+ amendment)	Invoice number	Date of payment	Total amount of Invoice covered by Application (net of retention)	% Financed by the Bank	Eligible Amount (col 9x10)	Exchange rate	Date of Withdrawal from the Designated Account	Amount Withdrawn from the Designated Account (Col11/12)
												Total	

Supporting documents for this SOE are retained at \_\_\_\_\_ (insert location)