



Western Asia
2011 International
Comparison
(12432)

The World Bank

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION

1818 H Street N.W.
Washington, D.C. 20433
U.S.A.

(202) 477-1234
Cable Address: INTBAFRAD
Cable Address: INDEVAS

Date: July 16, 2012

Ms. Rima Khalaf
Executive Secretary
United Nations Economic and Social Commission
For Western Asia (UN-ESCWA)
P.O. Box 11-8575
Riad El-Soth Square
Beirut, Lebanon

**Re: Grant No. TF012432 Grant for 2011 International Comparison Programme
in Western Asia Project
Disbursement Letter**

Dear Madam:

Pursuant to Section 4.5 of the Annex to the Letter Agreement sent to you on July 16, 2012, this letter gives instructions on withdrawal of proceeds from the Grant made by the International Bank for Reconstruction and Development (the Bank) to United Nations Economic and Social Commission for Western Asia ("UN-ESCWA") ("Recipient") for the benefit of the UN-ESCWA member countries ("Member Countries"). A copy of the Letter Agreement is attached. This letter and its attachments should be copied to all staff involved in the preparation of applications for withdrawal. Sample applications are attached, and additional forms may be obtained online through our Web site, "Client Connection" (see paragraph below).

Following are the specific disbursement arrangements for 2011 International Comparison Programme in Western Asia Project (TF012432). These arrangements may be revised by the Bank from time to time in consultation with the Recipient.

I. Withdrawals from the Grant Account and Supporting Documentation

- (a) Withdrawals from the Grant Account will be made on the basis of the interim unaudited financial reports submitted in accordance with section 4.5 of the Annex to the Letter Agreement and in accordance with the periodicity specified at section 5 (c) of the Annex to the Letter Agreement. The agreed format of interim unaudited financial reports is attached.
- (b) Withdrawals shall be made as follows:
 - (i) In the case of the first request for an advance, the Recipient shall submit to the Bank a statement with the projected sources and applications of funds for the project for the first two periods.
 - (ii) In the case of subsequent requests for advances, the Recipient shall submit the interim unaudited financial report providing an accounting of expenditures incurred in the period ended, together with the projected sources and applications of funds for the project for the next two periods.

- (iii) Upon receipt of each application for withdrawal of an amount of the Grant, the Bank shall, on behalf of the Recipient, withdraw from the Grant Account and advance an amount equal to the lesser of: (i) the amount so requested; and (ii) the amount which the Bank has determined, based on the interim unaudited financial report submitted with such application, is required to be advanced in order to finance eligible expenditures to be incurred during the ensuing reporting period.

II. Advances of Grant Proceeds

- (a) All advances made by the Bank pursuant to section I above will be deposited into an official UN bank account in accordance with the provisions of ST/SGB/2003/7 Financial Regulations and Rules of the United Nations, dated May 9, 2003.
- (b) The Bank shall not be required to make further advances:
 - (i) If the Recipient shall have failed to furnish to the Bank, within the period of time specified in the Financial Management Framework Agreement, any of the audited financial statements required to be furnished to the Bank;
 - (ii) If, at any time, the Bank shall have notified the Recipient of its intention to suspend in whole or in part the right of the Recipient to make withdrawals from the Grant Account pursuant to the provisions of paragraph 6 of the Annex to the Letter Agreement; or
 - (iii) If the Bank, at any time, is not satisfied that the interim unaudited financial reports submitted by the Recipient adequately provide the information required to support disbursements.

Thereafter, withdrawals from the Grant Account of the remaining unwithdrawn amount of the Grant shall follow such procedures as the Bank shall specify by notice to the Recipient. Such further withdrawals shall be made only after and to the extent that the Bank shall have been satisfied that all such outstanding advances as of the date of such notice will be used to make payments for eligible expenditures.

III. Refunds

- (a) If the Bank shall have determined at any time that any withdrawal of the proceeds of the Grant: (i) was made for an expenditure or in an amount not eligible pursuant to section 4.1 of the Annex to the Letter Agreement; or (ii) was not justified by the evidence furnished to the Bank, the Recipient shall, promptly upon notice from the Bank refund to the Bank an amount equal to the amount of such payment or the portion thereof that was not eligible or justified. Unless the Bank shall otherwise agree, no further advances shall be made by the Bank until the Recipient has made such refund.
- (b) If the Bank shall have determined at any time that any outstanding advances will not be required to cover further payments for eligible expenditures, the Recipient shall, promptly upon notice from the Bank, refund to the Bank such outstanding amount.
- (c) The Recipient may, upon notice to the Bank, refund to the Bank all or any outstanding advances.

(d) Refunds to the Bank made pursuant to subparagraph (a), (b) or (c) of this paragraph shall be credited to the Grant Account for subsequent withdrawal or for cancellation in accordance with the provisions of the Letter Agreement.

IV. Other

Authorized Signatures. Please refer to Section 4.4 of the Annex to the Letter Agreement. A letter in the form attached should be furnished to the Bank at the address below providing the name(s) and specimen signature(s) of the official(s) authorized to sign applications for withdrawal:

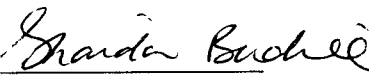
The World Bank
1818 H Street, N.W.
Washington, DC 20433
United States of America
Attention: <Country Lawyer's Name, Title, Division Name,
Legal Department>

Client Connection Web Site. From the Bank's secure Web site, "Client Connection" (<http://clientconnection.worldbank.org>), you will be able to download applications for withdrawal, monitor the near real-time status of the grant, and retrieve related policy, financial, and procurement information. For more information about the Web site and registration arrangements, please see the Client Connection kit enclosed with this letter.

Any non compliance with the provisions in this letter may result in the Bank's application of the remedies provided for in Section 6 of the Annex to the Letter Agreement.

Please contact us if you have any questions about withdrawal procedures, quoting Grant TF012432 as your reference.

Very truly yours,
**INTERNATIONAL BANK FOR
RECONSTRUCTION AND DEVELOPMENT**

By: 
Shaida Badiee
Director
Development Data Group
Development Economics

Attachments:

- ✓ (1) Sample form for Authorized Signatures
- ✓ (2) Agreed format of Interim Unaudited Financial Report

Sample Form for Authorized Signatures – March 15, 2006

<Letterhead of Recipient>

<Recipient's Address>

<Date>

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

Attention: <Country Lawyer's Name, Title, Division Name>, Legal Department

Dear <Name of Country Lawyer>:

**Re: Authorized Signatory Letter for Grant No. <Grant Number – Country Acronym>
Grant for <Project Name> Project**

I refer to the Letter Agreement between the <International Bank for Reconstruction / International Development Association> and <name of recipient> (the Recipient), dated _____, providing the above grant. For the purposes of Section 4.4 of the Annex to the Letter Agreement, any < one>⁵ of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign an Application for Withdrawal under this grant:

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

**Yours truly,
/ signed /**

[Position]

⁵ Instruction to the recipient when sending this letter to the Bank/Association: Stipulate if more than one person needs to sign applications, and how many or which positions, and if any thresholds apply.

Format of Interim Unaudited Financial Report

WORLD BANK TECHNICAL ASSISTANCE PROJECTS

NAME OF PROJECT

Financial Status Report as at 31 December XXXX
(Expressed in US Dollars)

Income

Funds received	FEB XXXX	
Total Interest	Total	0.00

TOTAL INCOME

Deduct

	Commitment\	Approved Budget	Cash Disbursed	Unliquid. Obligations
10 Consultants Services				
Experts & Consultants				
Administrative Support Personnel				
National Professionals				
Other Personnel Costs				
20 Training				
Training and Seminars/Workshops				
30 Operating Costs				
Staff Travel, Salaries etc..				
40 Project Support Costs				
Administrative and Technical Costs				
	0.00	0.00	0.00	0.00
Total expenditure incurred				0.00
Funds Available as at 31 December XXXX				0.00

Allocation	IMPLEMENTATION RATE	
	as % Cash Disbursement	as % Total Expenditure
	0.00	0.00%

Financial statement issued by the Division of XXX. The total income received and expenditure incurred are in accordance with ESCWA financial records.

WORLD BANK TECHNICAL ASSISTANCE PROJECTS

Statement of Income and Expenditures as at XXXX

Budget Components	Reporting Period			Cumulative			Project Life
	Planned	Actual	Variance	Planned	Actual	Variance	
Experts & Consultants							
Administrative Support Personnel							
National Professionals							
Other Personnel Costs							
Sub Contracts							
Trainings & Seminars/Meetings							
Equipment & Maintenance							
Total Project Expenditure							

WORLD BANK TECHNICAL ASSISTANCE PROJECTS

Statement of Income and Expenditures as at XXX

	<u>Amount (USD)</u>
I. OPERATING FUND	
Balance as of 1 January XXXX	-
Add: Remittances from World Bank in XXXX	-
Interest Income	-
Interest Returned to the Donor	-
Miscellaneous income	-
Subtotal	<hr/> -
<u>Less: Disbursements</u>	
Experts & Consultants	-
Administrative Support Personnel	-
National Professionals	-
Other Personnel Costs	-
Sub Contracts	-
Trainings & Seminars/Meetings	-
Equipment & Maintenance	-
	<hr/> -
Cash Balance as at 31 December XXXX	<hr/> -
<u>Less: Unliquidated Obligations</u>	
Experts & Consultants	-
Administrative Support Personnel	-
National Professionals	-
Other Personnel Costs	-
Sub Contracts	-
Trainings & Seminars/Meetings	-
Equipment & Maintenance	-
	<hr/> -
Funds available as at 31 December XXXX	<hr/> <hr/> -