



Yaounde, July 25, 2022

H. E. Alamine Ousmane MEY
Minister of Economy, Planning and Regional Development
Ministry of Economy, Planning and Regional Development
Yaoundé
Republic of Cameroon

Re: Republic of Cameroon
Advance Agreement for Preparation of Proposed Local Governance
and Resilient Communities Project
Project Preparation Advance No IDA V4310
Additional Instructions: Disbursement

Dear Minister:

I refer to the Financing Agreements between Republic of Cameroon (the “Recipient”) and the International Development Association (the “Association”) for the above-referenced Project. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Project Preparation Advance No. IDA V4310 (“PPA”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017 (“Disbursement Guidelines”) (Attachment 1), are available in the World Bank’s public website at <https://worldbank.org> and its secure website “Client Connection” at <https://clientconnection.worldbank.org>. The Disbursement Guidelines are an integral part of the Disbursement Letter. The manner in which the provisions in the Disbursement Guidelines apply to the PPA is specified below.

I. Disbursement Arrangements

(i) Disbursement Methods (section 2). The following Disbursement Methods may be used under the PPA:

- Reimbursement
- Direct Payment
- Advance

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is the Refinancing Date specified in the Agreement. Any changes to this date will be notified by the World Bank.

II. Withdrawal of PPA Proceeds

(i) Authorized Signatures (subsection 3.1). The attached letter (Attachment 1) provides the names and specimen signatures of the officials authorized to sign Withdrawal Applications:

(ii) Applications (subsections 3.2 - 3.3). All Withdrawal Applications and their supporting documentation shall be electronically submitted via the World Bank's web-based Portal "Client Connection".

(iii) Electronic Delivery (subsection 3.4) The Recipient shall deliver Withdrawal Applications (with supporting documents) to the World Bank through the World Bank's Client Connection, web-based portal. This option will be effected after the officials designated in writing by the Recipient 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 (<https://clientconnection.worldbank.org>). By signing the Authorized Signatory Letter, the Recipient confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and deliver the Withdrawal Applications and supporting documents to the World Bank by electronic means. The Recipient may exercise the option of preparing and delivering Applications in paper form on exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the World Bank. By designating officials to use SIDC and 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") 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.

(v) Minimum Value of Applications (subsection 3.5). The Minimum Value of Direct Payment and Reimbursement Applications is 20%

(vi) Advance (sections 5 and 6).

- **Type of Designated Account[s] (subsection 5.3):** Segregated
- **Currency of Designated Account[s] (subsection 5.4):** XAF
- **Financial Institution at which the Designated Account[s] Will Be Opened (subsection 5.5):**
BGFI Bank Cameroun SA
- **Ceiling (subsection 6.1):** XAF 300,000,000

III. Reporting on Use of PPA 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 for reporting eligible expenditures paid from the Designated Account:**
 - Statement of Expenditure in the form attached (Attachment 2)
- **For requests for Direct Payment:** records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices

- ***For reporting eligible expenditures paid from the Designated Account:***
 - Statement of Expenditure in the form attached (Attachment 2)

(ii) Frequency of Reporting Eligible Expenditures Paid from the Designated Account (subsection 6.3):
Monthly

(iii) Other Supporting Documentation Instructions

All the supporting documentation should be maintained by the Recipient for review by the World Bank or independent auditors.

IV. Other Important Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank's website (<http://www.worldbank.org/>) and "Client Connection". The Bank 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 PPA, 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.

Yours sincerely,

INTERNATIONAL DEVELOPMENT ASSOCIATION



By _____

Abdoulaye Seck
Country Director for Cameroon
Western and Central Africa Region

Attachments

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

Ampliation:

- The Minister of Finance
- Erhe Minister of Decentralization and Local Development

Distribution List:

- The General Director of Cooperation and Regional Integration (MINEPAT)

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

Yes	No
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Financier
Loan/Credit/Grant #
Application #
Category #
Page #

												ONLY for the Designated Account		
1	2	3	4	5	6	7	8	9	10	11	13	14	15	
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 9 X 10)	Exchange rate	Date of Withdrawal from the Designated Account	Amount Withdrawn from the Designated Account (Col 11 / 12)	
								0.00			0.00	TOTAL	0.00	

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

A separate form should be used for each category