



Date: 01-Jul-2021

Dr. Fabian Ndenzako  
Country Representative  
The World Health Organization  
Ministerial Complex  
South Sudan

**Re: Grant No. TF0B6005**  
**(South Sudan Covid-19 Emergency Response and Health Systems Preparedness Project)**  
**Additional Instructions: Disbursement and Financial Information Letter**

Dear Dr. Ndenzako,

I refer to the Grant Agreement (“Agreement”) between the International Development Association (“Bank”), acting as administrator of the Health Emergency preparedness Response (HEPR) Multi-Donor Trust Fund, and World Health Organization (“WHO” or “Recipient”) for the above-referenced project, dated \_\_\_\_\_. The Standard Conditions, as defined in the Grant Agreement, provide that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant TF0B6005 (“Grant”), and may set out Project specific financial reporting requirements. This letter (“Disbursement and Financial Information Letter”), as revised from time to time, constitutes such additional instructions.

**I. Disbursement Arrangements and Withdrawal of Grant Funds**

The *World Bank Disbursement Guidelines for Projects*, dated February 1, 2017, (“Disbursement Guidelines”) are available in the World Bank's public website at <https://www.worldbank.org>, and are an integral part of the Disbursement and Financial Information 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**

The table in **Schedule 1** provides the disbursement methods which may be used by the Recipient, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

**(ii) Withdrawal of Grant Funds (Electronic Delivery) Section 7.01 (c) of the Standard Conditions.**

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the Bank’s web-based portal “Client Connection” at <https://clientconnection.worldbank.org>. This option will be affected after the officials designated in writing by the Recipient who are authorized to sign and deliver Withdrawal Applications have registered as users of “Client Connection”. The designated officials will deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”. By signing the Authorized Signatory Letter, the Recipient confirms that it is

authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. The Recipient may exercise the option of preparing and delivering Withdrawal Applications in paper form on exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the Bank. 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, 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.

## II. Financial Reports and Audits Section 2.07 (a) and (b) of the Standard Conditions.

*(i) Financial Reports.* The Recipient shall prepare, on a quarterly basis, interim unaudited financial reports related to Part 3.2 of the Project, in accordance with accounting standards established pursuant to the Financial Regulations and in its standard format for such reports. The first said interim unaudited financial reports shall be furnished to the Association no later than sixty (60) days after the end of the six (6) months period after the Effective Date, and shall cover the period from the incurrence of the first expenditure under the Financing through the end of such six (6) months period; thereafter, each interim unaudited financial report shall be furnished to the Association not later than sixty (60) days after each subsequent quarter, and shall cover such quarter.

*(ii) Audits.* The Project shall be subject exclusively to the internal and external auditing procedures laid down in the Financial Regulations, Rules and directives of WHO, applied in conformity with the single audit principle observed by the United Nations system as a whole. The Report of the External Auditor on the annual financial statements of WHO is publicly disclosed on the UN Secretariat website. WHO will inform the Association when such reports become available as well as their location on the website.

## III. Other Important Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the World Bank's website (<http://www.worldbank.org>) and "Client Connection". The World 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 Grant, 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 World Bank by email at [AskLoans@WorldBank.org](mailto:AskLoans@WorldBank.org) using the above reference.

Yours sincerely,

*Ousmane Dione*

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Ousmane Dione  
Country Director for  
Eritrea, Ethiopia, Sudan and South Sudan  
Eastern and Southern Africa Region

### Attachments

1. Form of Authorized Signatory Letter
2. Form of Interim unaudited Financial Report (IFR)

## Schedule 1 - Disbursement Provisions

| Basic Information   |   |   |   |
|---|---|---|---|
| Grant Number  | Country Recipient   | Closing Date  | Section IV.B.2 of Schedule 2 to the Grant Agreement |
| TF0B6005  | Republic of South Sudan<br>WHO<br>South Sudan Covid-19 Emergency Response and Health Systems Preparedness Project | Disbursement Deadline Date<br><i>Subsection 3.7 **</i>                                | Four (4) months after the closing date              |
| Disbursement Methods, and Supporting Documentation  |   |   |   |
| Disbursement Methods<br><i>Section 2 (**)</i>   | Methods Available   | Supporting Documentation<br><i>Subsections 4.3 and 4.4 (**)</i>                       |   |
| Direct Payment  | Yes   | Copy of Records   |   |
| Reimbursement   | Yes   | Interim unaudited Financial Report in the format provided in Attachment 2 of the DFIL |   |
| Advance (into a Designated Account)   | Yes   | Interim unaudited Financial Report format provided in Attachment 2 of the DFIL        |   |
| Special Commitments   | Yes   | Copy of Letter of Credit  |   |
| Designated Account (Section 5 and 6 **)   |   |   |   |
| Type  | Pooled<br>Same Account as IDA financing   | Ceiling   | Variable  |
| Financial Institution - Name  | To be established at a financial institution acceptable to the Bank   | Currency  | USD   |
| Frequency of Reporting,<br><i>Subsection 6.3 (**)</i>   | Quarterly   | Amount  | Based on six months cash forecast                   |
| Minimum Value of Applications (Subsection 3.5)  |   |   |   |
| The Minimum Value of Applications for Reimbursement, Direct Payment and Special Commitment is USD 100,000 equivalent.   |   |   |   |
| Authorized Signatures (Subsection 3.1 and 3.2 **) The form for Authorized Signatories Letter is provided in Attachment 1 of this letter<br><i>Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **)</i>   |   |   |   |
| <i>i) Authorized Signatures &amp; (ii) Applications</i>   |   |   |   |
| 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.<br>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:<br>The World Bank,<br>Loan Operation and Trust Funds Department,<br>Delta Center, 13th Floor, Menengai Road, Upper Hill,<br>Nairobi, Kenya.<br>Contact Telephone number: +254 20 2936 000. |   |   |   |
| Additional [Information][Instructions]  |   |   |   |

|              |
|--------------|
|              |
| <b>Other</b> |
|              |

**\*\* Sections and subsections indicated relate to the *Disbursement Guidelines for Investment Project Financing dated February 2017.***

## Form of Authorized Signatory Letter

[Letterhead]  
 Ministry of Finance  
 [Street address]  
 [City] [Country]

[DATE]

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

Attention: [Country Director]

Dear [Country Director]:

Re: Grant No. TF0B6005 (South Sudan Covid-19 Emergency Response and Health Systems Preparedness Project)

I refer to the [Grant] [Letter] Agreement (“Agreement”) between the [International Bank for Reconstruction and Development/International Development Association] (“[World Bank]”[“Association”]), acting as [*an implementing agency of the Global Environmental Facility*] [*administrator of the Global Partnership on Output-based Aid*] [*administrator of name of the trust fund*], and [*name of recipient*] (the “Recipient”), dated \_\_\_\_\_, providing the above Grant. For the purposes of Section 3.04 (b) of the Standard Conditions, as defined in the Agreement, any [<sup>1</sup>one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal [and applications for a special commitment] under this Grant.

For the purpose of delivering Applications to the [World Bank] [Association], <sup>2</sup>[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting <sup>3</sup>[individually] <sup>4</sup>[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the [World Bank] [Association].

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<sup>1</sup> Instruction to the Recipient when sending this letter to the World Bank: 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 World Bank/Association.*

<sup>2</sup> Instruction to the Recipient: 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 World Bank/Association.*

<sup>3</sup> Instruction to the Recipient: 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 World Bank/Association.*

<sup>4</sup> Instruction to the Recipient: 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 World Bank/Association.*

<sup>5</sup>[This confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the [World Bank] [Association] by electronic means. In full recognition that the [World Bank] [Association] 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 Recipient represents and warrants to the [World Bank] [Association] that it will cause such persons to abide by those terms and conditions.]

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

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

Yours truly,

/ signed /

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

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<sup>5</sup> Instruction to the Recipient: Add this paragraph if the Recipient wishes to authorize the listed persons to accept Secure Identification Credentials and to deliver Applications by electronic means; if this is not applicable, please delete the paragraph. *Please delete this footnote in final letter that is sent to the World Bank/Association.*