

BANQUE MONDIALEBANQUE INTERNATIONALE POUR LA RECONSTRUCTION ET LE DEVELOPPEMENT
ASSOCIATION INTERNATIONALE DE DEVELOPPEMENTBureau du Cameroun
B.P. 1128
Yaoundé, CamerounTéléphone : (237) 222 20 38 15
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H. E. Alamine Ousmane Mey
Minister of Economy, Planning and Regional Development
Ministry of Economy, Planning and Regional Development
Yaounde
Republic of Cameroon

Re: Republic of Cameroon: Advance Agreement for Preparation of the
Proposed Cameroon Emergency Food Crisis Response Project
Project Preparation Advance No. IDA V4100
Additional Instructions: Disbursement

Excellency:

I refer to the Advance Agreement (“Agreement”) between the Republic of Cameroon (“Recipient”) and the International Development Association (“World Bank”) for the preparation of the above-referenced Project of the same date, herewith. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Project Preparation Advance No. IDA V4100 (“PPA”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

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 Letter. The manner in which the provisions in the Disbursement Guidelines apply to the PPA 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 PPA:

- Reimbursement
- Direct Payment

(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). A letter in the Form attached (Attachment 1) should be furnished to the World Bank 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
Nouvelle Route Bastos B.P. 1128
Yaoundé, Cameroon
Attention: Mr. Abdoulaye Seck. Country Director for Cameroon

(ii) Applications (subsections 3.2 - 3.3). All Withdrawal and Documentation Applications will be electronically delivered to the Bank, via the Bank's website Client Connection.

(iii) Electronic Delivery (subsection 3.4) The Recipient shall 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 effected 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 shall 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 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.

(iv) Minimum Value of Applications (subsection 3.5). The Minimum Value of Direct Payment and Reimbursement Applications is USD 10,000.

(v) Advances (sections 5 and 6). N/A

Important Notice: No Initial Deposits can be made to Designated Accounts if there is a Lapsed Loan in the Borrower/Recipients Loan Portfolio with the World Bank.

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 Expenditures in the form attached (Attachment 1)

- *For requests for Direct Payment:* records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices

(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.

For reporting eligible expenditures paid from the Designated Account, each application should be accompanied by a Bank Reconciliation Statement in the form attached (Attachment 2) and its related bank statements.

V. 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 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.

Yours sincerely,

INTERNATIONAL DEVELOPMENT ASSOCIATION

By

Abdoulaye Seck

Country Director for Cameroon
Western and Central Africa Region

Attachments

1. Form of Statement of Expenditures format (SOE)
2. Form of Designated Account Reconciliation

Attachment 2 – Designated Account Reconciliation Statement

DESIGNATED ACCOUNT RECONCILIATION STATEMENT

LOAN/CREDIT/PPF/COFINANCIER NUMBER _____
ACCOUNT NUMBER _____ WITH (BANK) _____

1. TOTAL ADVANCED BY WORLD BANK (OR COFINANCIER) _____
2. LESS: TOTAL AMOUNT RECOVERED BY WORLD BANK - _____
3. EQUALS PRESENT OUTSTANDING AMOUNT ADVANCED TO THE SPECIAL ACCOUNT (NUMBER 1 LESS NUMBER 2) = _____
-
-

4. BALANCE OF SPECIAL ACCOUNT PER ATTACHED BANK STATEMENT AS OF DATE _____

5. PLUS: TOTAL AMOUNT CLAIMED IN THIS APPLICATION NO. _____ + _____ *

6. PLUS: TOTAL AMOUNT WITHDRAWN AND NOT YET CLAIMED REASON: _____ + _____ *

7. PLUS: AMOUNTS CLAIMED IN PREVIOUS APPLICATIONS NOT YET CREDITED AT DATE OF BANK STATEMENTS

<u>APPLICATION NO.</u>	<u>AMOUNT *</u>
_____	_____
_____	_____

SUBTOTAL OF PREVIOUS APPLICATIONS NOT YET CREDITED + _____

8. MINUS: INTEREST EARNED - _____ *

9. TOTAL ADVANCE ACCOUNTED FOR (NO. 4 THROUGH NO. 9) = _____

10. EXPLANATION OF ANY DIFFERENCE BETWEEN THE TOTALS APPEARING ON LINES 3 AND 9:

11. DATE: _____

SIGNATURE: _____

TITLE: _____