

Date: 24-Sep-2021

Hon. Neal Rijkenberg
Minister of Finance
Ministry of Finance
Mbabane
Kingdom of Eswatini

Re: Grant No. TF0B5461
(Additional Financing for Eswatini COVID-19 Emergency Response Project)
Additional Instructions: Disbursement and Financial Information Letter

Excellency:

I refer to the Grant Agreement (“Agreement”) between the International Bank for Reconstruction and Development (“Bank”), acting as administrator of the Health Emergency Preparedness and Response Fund (“HEPR”), and Kingdom of Eswatini (the “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 TF0B5461 (“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 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 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 must prepare and furnish to the Bank not later than forty-five (45) days after the end of each calendar quarter, interim unaudited financial reports (“IFR”) for the Project covering the quarter. Where a UN agency is contracted by the Recipient, the Recipient is responsible to ensure that the financial reporting requirements applicable to the UN Agency are stipulated in the agreement between the Recipient and the UN agency and met in a timely manner.

(ii) Audits.

Each audit of the Financial Statements must cover the period of one fiscal year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished to the Bank not later than six (6) months after the end of such period. Where a UN agency is contracted by the Recipient, the Recipient is responsible to ensure that the documentation requirements applicable to the UN agency, for project audit purposes, are stipulated in the agreement between the Recipient and the UN agency.

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 using the above reference.

Yours sincerely,

Marie Francoise Marie-Nelly

Marie Francoise Marie-Nelly
Country Director
South Africa, Namibia, Lesotho, Botswana and Eswatini
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	TF0B5461	Country	Eswatini	Closing Date	Section II.B.2 of Schedule 2 to the Grant Agreement
		Recipient	Ministry of Finance		
		Name of the Project	Additional Financing for Eswatini COVID-19 Emergency Response Project	Disbursement Deadline Date <i>Subsection 3.7 **</i>	Four (4) months after the closing date
Disbursement Methods, and Supporting Documentation					
Disbursement Methods <i>Section 2 (**)</i>	Methods Available	Supporting Documentation <i>Subsections 4.3 and 4.4 (**)</i>			
Direct Payment	Yes	Copy of Records			
Reimbursement	Yes	Interim unaudited Financial Report (IFR) in the format provided in Attachment 2 of the DFIL			
Advance (into a Designated Account)	Yes	Interim unaudited Financial Report (IFR) in the format provided in Attachment 2 of the DFIL			
Special Commitments	Yes	Copy of Letter of Credit			
Designated Account (Section 5 and 6 **)					
Type	Segregated DA C- GOE- MoF		Ceiling	Variable	
Financial Institution - Name	The Central Bank of Eswatini		Currency	USD	
Frequency of Reporting, Subsection 6.3 (**)	Quarterly		Amount	Six months expenditure forecast	
Minimum Value of Applications (subsection 3.5)					
The minimum value of applications for Direct Payment and Special Commitment is US\$ 5,000 equivalent.					
Authorized Signatures (Subsection 3.1 and 3.2 **) The form for Authorized Signatories Letter is provided in Attachment 1 of this letter Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **)					
<p><i>(i) Authorized Signatures and (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.</p> <p>All Withdrawal Applications and its supporting documentation will be electronically sent via the Association's system Client Connection. In instances where paper copies will have to be submitted, 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:</p> <p style="text-align: center;">The World Bank, Loan Department, Delta Center, 13th Floor, Upper Hill, Menengai Road, P.O. Box 30577 - 00100 Nairobi, Kenya.</p>					

Additional [Information][Instructions]

[Free flow text]

[In case of category __ of the table under Schedule 2 Section ____ (“Withdrawal Table”) of the Grant Agreement, payments to UN Agencies (if any) may be made through UN Advances (with or without a UN Commitment) disbursement mechanism. In case of a contract with a UN Agency requiring a UN Commitment, an application for issuance of UN Commitment is to be submitted by the Recipient/Borrower. Subsequent payments and documentation of expenditures under the contract must be made in accordance with the Commitment letter to be issued by the Association and the contract between the Borrower/Recipient and the UN agency. In case of a UN Advance (without UN Commitment), documentation of expenditure should be made once the final invoice is issued and based on the UN Financial Report]

Other

** Select the agreed supporting documentation, and add the following “in the format provided in **Attachment 2** of this letter”*

*** 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. **TF0B5461** (Additional Financing for Eswatini COVID-19 Emergency Response 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 [¹one] 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], ²[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting ³[individually] ⁴[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the [World Bank] [Association].

¹ 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.*

² 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.*

³ 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.*

⁴ 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.*

⁵[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]

⁵ 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.*

Attachment 2 – Interim unaudited Financial Statements
Quarter Ended....

The World Bank Tust Fund:

	Quarter	Cumulative	Remarks
Openning Cash Balance			
Add: Source of Funds			
IBRD Funds			
Counter part funding			
Funds Available			
Less: Uses of Funds by disbursement categories			
Goods, consultants services, training , workshops and operating costs			
Total expenditures			
Cash available less total expenditure			
Closing Cash Balance (Designated Account)			
Toatl Cash Balance			

The following rates were used for conversion: 1US\$ =..... (opening and closing balances)

Authorized by.....

Signature and Date.....

Designated Account (DA) Activity Statement

For the Reporting quarter:

Project Name:

IBRD Loan No.

Deposit Bank:

A/C No:

Currency of DA:

Part I

- | | | |
|---|---|--|
| 1. Cumulative advances to end of current reporting period | - | |
| 2. Cumulative expenditures to end of last reporting period | - | |
| 3. Outstanding Advances to be accounted (line 1 minus line 2) | - | |

Part II

- | | | |
|---|---|--|
| 4. Opening DA balance at beginning of reporting period | - | |
| 5. Add/subtract: Cumulative adjustments (if any) | - | |
| 6. Advances from World Bank during reporting period | - | |
| 7. Add lines 5 and 6 | - | |
| 8. Outstanding advances to be accounted for (add line 4 and line 7) | - | |
| 9. Closing DA balance at end of current reporting period | - | |
| 10. Add/subtract: Cumulative adjustments (if any) | - | |
| 11. Expenditures for current reporting period | - | |
| 12. Add line 10 and line 11 | - | |
| 13. Add line 9 and line 12 | - | |
| 14. Difference (if any) (line 8 minus line 13) | - | |

Part III

- | | | |
|---|---|--|
| 15. Total forecasted amount to be paid by World Bank | - | |
| 16. Less: Closing SA balance after adjustments | - | |
| 17. Direct payments/SC payments (OUTSTANDING OBLIGATIONS) | - | |
| 18. Add lines 16 and 17 | - | |
| 19. Cash requirement from World Bank for next two reporting periods (line 15 minus line 18) | - | |

Payments Made during Reporting Period-, 200...							
Against Contracts Subject to the Bank's Prior Review							
Contract No	Supplier	Contract Date	Contract Amount	Date of WB's Non Objection to Contract	Amount Paid to Supplier during Period	WB's share of Amt Paid to Supplier during Period <u>from the Designated Account in US\$</u>	Disbursement Category as per the Grant Agreement
Authorized by:						Signature and Date:	

Payments Made during Reporting Period-, 200...							
Against Contracts Subject to the Bank's Prior Review							
Contract No	Supplier	Contract Date	Contract Amount	Date of WB's Non Objection to Contract	Amount Paid to Supplier during Period	WB's share of Amt Paid to Supplier during Period <u>from the Designated Account in US\$</u>	Disbursement Category as per the Grant Agreement
Authorized by:						Signature and Date:	