Re: Burkina Faso
Credit Number 6638-BF and Grant Number D631-BF
COVID-19 Preparedness and Response Project
Additional Instructions: Disbursement and Financial Information Letter

Excellency:

I refer to the Financing Agreement between Burkina Faso (the “Recipient”) and the International Development Association (the “Association”) for the above-referenced Project. The General Conditions, as defined in the Financing Agreement, provide that the Recipient may from time-to-time request withdrawals of Credit and Grant amounts from the Credit and Grant Account in accordance with the Disbursement and Financial Information Letter, and such additional instructions as the Association may specify from time-to-time by notice to the Recipient. The General Conditions also provide that the Disbursement and Financial Information Letter may set out Project specific financial reporting requirements. This letter constitutes such Disbursement and Financial Information Letter (“DFIL”) and, may be revised from time-to-time.

I. Disbursement Arrangements, Withdrawal of Credit and Grant Funds, and Reporting of Uses of Grant and Credit Funds.

The Disbursement Guidelines for Investment Project Financing, dated February 2017, (“Disbursement Guidelines”) are available in the Association’s public website at https://www.worldbank.org and its secure website “Client Connection” at https://clientconnection.worldbank.org. The Disbursement Guidelines are an integral part of the DFIL, and the manner in which the provisions in the guidelines apply to the Credit and Grant is specified below.

(i) Disbursement Arrangements

- General Provisions (Schedule I). The table in Schedule I sets out the disbursement methods which may be used by the Recipient, and conditions, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

- Special Provision. Projects in situations of urgent need of assistance or capacity constraints: Disbursements under contracts for goods, works, non-consulting services and consulting services procured or selected through international open or limited competition or Direct Selection, as set out in the procurement plan, shall be made only through Direct Payment and/or Special Commitment disbursement methods.

(ii) Electronic Delivery. Section 11.01 (c) of the General Conditions.

The Recipient shall deliver Withdrawal Applications (with supporting documents) electronically through the Association’s web-based portal “Client Connection” at https://clientconnection.worldbank.org.
This option shall 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 Association 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 Association. 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 Association’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.

(i) Financial Reports. The Recipient shall prepare and furnish to the Association 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.

(ii) Audits. Each audit of the Financial Statements shall 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 shall be furnished to the Association not later than six (6) months after the end of such period.

III. Other Information.

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association’s website (http://www.worldbank.org) and “Client Connection”. The Association 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 Credit and 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 Association by email at AskLoan@WorldBank.org using the above reference.

Yours sincerely,

Soukeyna Kane
Country Director for Burkina Faso
Africa Region

Attachments
1. Form of Authorized Signatory Letter
2. Statement of Expenditure (SOE)
3. Designated Account Reconciliation Statement
With copies:

H.E. Professor Claudine Loug/Sorgho, Minister of Health
Mr. Moumouni Ouiminga, Director-General of Cooperation, Ministry of Economy, Finance, and Development
Dr. Issie Medah, Director-General of Public Health and Project Coordinator, Ministry of Health
## Schedule 1: Disbursement Provisions

### Basic Information

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>Recipient</th>
<th>Closing Date</th>
<th>Section III.B.2. of Schedule 2 to the Financing Agreement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>D631-BF</td>
<td>Burkina Faso</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6638-BF</td>
<td>Minister of Economy, Finance and Development</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Burkina Faso Emergency COVID-19 Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Disbursement Deadline Date</td>
<td>Four months after the closing date.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subsection 3.7 **</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Disbursement Methods and Supporting Documentation

<table>
<thead>
<tr>
<th>Disbursement Methods</th>
<th>Methods</th>
<th>Supporting Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of records</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditure (SOE) for expenditures in the format provided in Attachment 2 of the DFII.</td>
</tr>
<tr>
<td>Advance (into a Designated Account)</td>
<td>Yes</td>
<td>Statement of Expenditure (SOE) for expenditures under Category 1 in the format provided in Attachment 2 of the DFII.</td>
</tr>
<tr>
<td>Special Commitments</td>
<td>Yes</td>
<td>Designated Account Reconciliation Statement in the format provided in Attachment 4 of the DFII.</td>
</tr>
<tr>
<td></td>
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<td>Copy of Letter of Credit</td>
</tr>
</tbody>
</table>

### Designated Account (Sections 5 and 6 **)

<table>
<thead>
<tr>
<th>Type</th>
<th>Segregated</th>
<th>Ceiling</th>
<th>Fixed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution - Name</td>
<td>Central Bank (BCEAO) and the transactions account in a commercial bank acceptable to IDA.</td>
<td>Currency</td>
<td>XOF</td>
</tr>
<tr>
<td>Frequency of Reporting Subsection 6.5 (**)</td>
<td>Monthly</td>
<td>Amount</td>
<td>3,000,000,000 XOF for the first year following Effectiveness. 1,500,000,000 XOF for the subsequent years</td>
</tr>
</tbody>
</table>

### Minimum Value of Applications (subsection 3.5)

The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is 5% of the DA ceiling. Payments against contracts subject Special Provision under Section I.(i) of this letter are not subject to minimum value of Applications.
**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 **)**

A letter in the Form attached (Attachment 1) 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:

<table>
<thead>
<tr>
<th>The World Bank</th>
</tr>
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<tr>
<td>Resident Mission</td>
</tr>
<tr>
<td>Ouagadougou, Burkina Faso</td>
</tr>
<tr>
<td>Attention: Soukeyna Kane, Country Director for Burkina Faso</td>
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</tbody>
</table>

All Withdrawal Applications and its supporting documentation will be electronically sent via the Association's system Client Connection.

**Sections and subsections relate to the “Disbursement Guidelines for Investment Project Financing”, dated February 2017.**
Attachment 1 – Form of Authorized Signatory Letter

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

International Development Association
1818 H Street, N.W.
Washington, D.C. 20433
United States of America

[DATE]

Re: Burkina Faso
Credit Number 6638-BF and Grant Number D631-BF
COVID-19 Preparedness and Response Project

Attention: __________________________ Country Director

I refer to the [Credit] [Grant] Agreement (“Agreement”) between the International Development Association (the “Association”), acting as implementing of [name of recipient] (the “Recipient”), dated ________, providing the above [Credit] [Grant]. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any [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 [Credit] [Grant].

For the purpose of delivering Applications to the Association, including by electronic means, [each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting [individually] [jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Association.

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 Association by electronic means. In full recognition that the Association shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the Terms and

1 Instruction to the Recipient: add text in line with the [Credit] [Grant] Agreement if applicable; if not applicable delete it. Please delete this footnote in final letter that is sent to the Association.

2 Instruction to the Recipient: 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 Association.

3 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 Association.

4 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 Association.

5 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 Association.
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 Association that it will cause such persons to abide by those terms and conditions.

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

[Name], [position]  Specimen Signature: ________________________

[Name], [position]  Specimen Signature: ________________________

[Name], [position]  Specimen Signature: ________________________

Yours truly,

/ signed /
Attachment 2 – Statement of Expenditures

SOE Model Template (incl. listing of prior review payments)

IDA – International Development Association
Statement of Expenditures

Payment made during the period from           to           

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

<table>
<thead>
<tr>
<th>Item No</th>
<th>Supplier's Name</th>
<th>Brief Description of Expenditure</th>
<th>Prior Review of Contract (YES or NO)</th>
<th>Contract #</th>
<th>Contract Currency and Amount</th>
<th>Invoice Number</th>
<th>Date of Payment</th>
<th>Total Amount of Invoice Covered by Application (Net of Retention)</th>
<th>% Financed from the Bank (Col 9 x 10)</th>
<th>Exchange Rate</th>
<th>Date of Withdrawal from the Designated Account (Col 11 x 12)</th>
<th>Amount Withdrawn from the Designated Account (Col 13 x 12)</th>
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Supporting documents for this SOE are retained at ____________________________

(insert location)

A separate form should be used for each category.

(location)
Attachment 4 – Form of Designated Account Reconciliation Statement

DESIGNATED ACCOUNT RECONCILIATION STATEMENT

LOAN/CREDIT/PPF/COFINANCER NUMBER __________________
ACCOUNT NUMBER __________________ WITH (BANK) __________________

1. TOTAL ADVANCED BY WORLD BANK (OR COFINANCER) __________________

2. LESS: TOTAL AMOUNT RECOVERED BY WORLD BANK - __________________

3. EQUALS PRESENT OUTSTANDING AMOUNT ADVANCED TO THE DESIGNATED ACCOUNT (NUMBER 1 LESS NUMBER 2) = __________________

4. BALANCE OF DESIGNATED 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

APPLICATION NO. AMOUNT
________________________________________
________________________________________
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: ___________________