H.E. Dr. Aun Pornmoniroth  
Senior Minister  
Minister of Economy and Finance  
Ministry of Economy and Finance  
Street 92, Sangkat Wat Phnom,  
Khan Daun Penh, Phnom Penh  
Kingdom of Cambodia  

Re: IDA Financing 6221-KH (Higher Education Improvement Project)  
Additional Instructions: Disbursement and Financial Information Letter ("DFIL")

Excellency:

I refer to the Financing Agreement between the Kingdom of Cambodia (the “Recipient”) and the International Development Association (the “Association”) for the above-referenced Project, dated July 12, 2018. The General Conditions, as defined in the Financing Agreement, provide that the Recipient may from time to time request withdrawals of Financing Amounts from the Financing 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 specify Project specific financial reporting requirements.

I. Disbursement Arrangements, Withdrawal of Financing funds and Reporting of uses of Financing Funds


(i) Disbursement Arrangements

- **Provisions** (Schedule 1). The table in Schedule 1 sets out the disbursement methods which may be used by the Recipient, and conditions, information on registration of authorized signature, 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.

(ii) **Electronic Delivery**. Refer to section 11.01 (c) of the General Conditions.
The Association may permit the Recipient to electronically deliver applications (with supporting documents) through the Association’s web-based portal (https://clientconnection.worldbank.org) “Client Connection”. This option may be effected if 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 may 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 continue to exercise the option of preparing and delivering Applications in paper form. The Association reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Recipient. 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 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 must prepare and furnish to the Association not later than forty-five (45) days after the end of each calendar semester, interim unaudited financial reports (“IFR”) for the Project covering the semester.

(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 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 Financing, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, please contact the Association by email at clientconnection@worldbank.org.
If you have any queries in relation to the above, please contact Carmenchu Austriaco, Finance Officer at caustriaco@worldbank.org, with copy to Daisy Zita, Finance Analyst at dzita@worldbank.org using the above reference.

Sincerely yours,

Authorized Representative
INTERNATIONAL DEVELOPMENT ASSOCIATION

Attachments

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

With copies: H.E. Dr. Hang Chuon Naron
Minister
Ministry of Education, Youth and Sport
Phnom Penh, Cambodia
Email: hangnaron@yahoo.com / hang.chuon.naron@moeys.gov.kh
## Schedule 1: Disbursement Provisions

### General Information

<table>
<thead>
<tr>
<th>Financing Number</th>
<th>Country</th>
<th>Kingdom of Cambodia</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Recipient</td>
<td>Kingdom of Cambodia</td>
</tr>
<tr>
<td>Name of the Project</td>
<td>Higher Education Improvement Project</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Closing Date</th>
<th>Section III.B.2 of Schedule 2 to the Financing Agreement.</th>
</tr>
</thead>
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#### Disbursement Methods and Supporting Documentation

<table>
<thead>
<tr>
<th>Disbursement Methods Section 2 (**)</th>
<th>Methods</th>
<th>Supporting Documentation Subsections 4.3 and 4.4 (**)</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>Interim unaudited Financial Report (IFR) in the format provided in Attachment 2 of the DFIL</td>
</tr>
<tr>
<td>Designated Account</td>
<td>Yes</td>
<td>Interim unaudited Financial Report (IFR) in the format provided in Attachment 2 of the DFIL</td>
</tr>
<tr>
<td>Special Commitments</td>
<td>Yes</td>
<td>Copy of Letter of Credit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type</th>
<th>Segregated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Institution - Name</td>
<td>National Bank of Cambodia</td>
</tr>
<tr>
<td>Ceiling</td>
<td>Variable</td>
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<tr>
<td>Currency</td>
<td>USD</td>
</tr>
<tr>
<td>Frequency of Reporting Subsection 6.3 (**)</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Amount</td>
<td>Six-month forecast</td>
</tr>
</tbody>
</table>

The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is USD100,000 equivalent.

### Authorized Signatures Letter

The World Bank  
10th Floor, Exchange Square Building  
No. 19-20, Street 106, Sangkat Wat Phnom, Khan Daun Penh, Phnom Penh, Cambodia  
Attn: Inguna Dobraja, Country Manager

### Withdrawal and Documentation Applications

The World Bank  
26/F, One Global Place  
5th Ave. corner 25th Street  
Bonifacio Global City  
Taguig City, Philippines  
Attention: Loan Department

### Notes

1. This Disbursement Letter may be subject to revision or a supplementary letter may be issued if disbursements under Part 4 of the Project is triggered.

**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 Economy and Finance  
[Street address]  
Cambodia

The World Bank  
No. 57, Pyay Road,  
6 ½ Mile,  
Hlaing Township,  
Yangon, Myanmar

[DATE]

Attention: Ms. Ellen Goldstein, Country Director

Re: IDA Credit No. 6221-KH (Higher Education Improvement Project)

I refer to the Financing Agreement ("Agreement") between the International Development Association (the "Association") and the Kingdom of Cambodia (the "Recipient"), dated _______, providing the above Financing. 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 Financing.

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

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1 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 Bank.

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 Bank.

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 Bank.

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 Bank.
[Name], [position] Specimen Signature: ______________

[Name], [position] Specimen Signature: ______________

[Name], [position] Specimen Signature: ______________

Yours truly,

/ signed /

[Position]
Ministry of Education, Youth and Sport
Higher Education Improvement Project
Interim Unaudited Financial Report

Summary of Progress for the Semester and financial variance analysis
For semester ended ...........................................

A) Explanation and analysis of significant variances by categories and components/sub-components

B) Status of any outstanding FM Actions Taken on External Auditor's Recommendation and Implementation Support M
### Higher Education Improvement Project

**Statement of Receipts and Payments and Fund Balance**

For semester ended ........................................

<table>
<thead>
<tr>
<th>Receipts</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Semester</td>
<td>Year to date</td>
<td>Cumulative to date</td>
</tr>
<tr>
<td>IDA-DA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IDA-DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other receipts</td>
<td></td>
<td></td>
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<tr>
<td>Total receipts</td>
<td>(a)</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Payments by category

1. Goods, consultant, non-consultant services, operating costs, training
   - Goods
   - Consultant's Services
   - Non-consultant services
   - Operating Costs

2. Grants under Part 1.2

3. Grants under Part 1.3

4. Emergency expenditures

<table>
<thead>
<tr>
<th>Payments</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Semester</td>
<td>Year to date</td>
<td>Cumulative to date</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total payments</td>
<td>(b)</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Excess/deficit receipts over payments: c = a - b

Total opening funds balance (d)

Closing funds balance: a = c + d

Represented by:
- Cash at Bank
- Advance payments
- Petty Cash

Total: f

Check (all should zero): g = e - f

IFR 2
Higher Education Improvement Project  
Statement of Expenditure by Component - Actual Vs. Budget  
For semester ended  

<table>
<thead>
<tr>
<th>Part</th>
<th>Actual</th>
<th></th>
<th>Budget</th>
<th></th>
<th>Varance</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Current Semester</td>
<td>Year to date</td>
<td>Cumulative to date</td>
<td>Current Semester</td>
<td>Year to date</td>
<td>Current Semester</td>
</tr>
<tr>
<td>Part 1</td>
<td></td>
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<td>Part 1.2</td>
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<td>Part 1.3</td>
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<tr>
<td>Sub-total</td>
<td></td>
<td></td>
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<tr>
<td>Part 2</td>
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<td>Part 3: Contingent Emergency Response</td>
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<tr>
<td>Total</td>
<td></td>
<td></td>
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<tr>
<td>Item No.</td>
<td>Supplier</td>
<td>WB Control No.</td>
<td>Contract No. &amp; Date (or other ref.)</td>
<td>Currency and Total Amount of Contract</td>
<td>Currency / Total Invoice Amount Covered by Application</td>
<td>Eligible (%)</td>
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<tr>
<td>---------</td>
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<td></td>
</tr>
</tbody>
</table>

**TOTALS**
Higher Education Improvement Project
Projected Cash Requirement for quarters xxxxx and xxxxx (two quarters)

(a) Fund balance as at .........................

(b) Projected cash for the next two quarters

<table>
<thead>
<tr>
<th>Category</th>
<th>Projected cash for the Quarter xxxx</th>
<th>Projected cash for the Quarter xxxx</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goods</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consultant's Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-consultant's services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training</td>
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<td></td>
</tr>
<tr>
<td>Operating Costs</td>
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<td></td>
</tr>
<tr>
<td>Sub-total-Category 1</td>
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<td></td>
</tr>
</tbody>
</table>

Category 2: Grants under Parts 1.1, 1.2 and 2 of the Project

Category 3: Grants under Part 1.3 of the Project

(c) Total funds required for the next two quarters (c = b - a)

(d) Amount requested; but not yet received at date of bank statement

WA #.......  
WA #.......  
Sub-total

(e) Amounts to be paid via direct payment method, if any

(f) Total amount to be requested for DA (f = c - d - e)