

**OFFICIAL
DOCUMENTS**

Q. 5534-CM

The World Bank
INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION

1818 H Street N.W.
Washington, D.C. 20433
U.S.A.

(202) 473-1000
Cable Address: INTBAFRAD
Cable Address: INDEVAS

December 15, 2014

H.E. Nganou Djoumessi Emmanuel
Minister of Economy, Planning and Regional Development
Ministry of Economy, Planning and Regional Development
Yaoundé
Republic of Cameroon

Excellency:

**Re: IDA Credit 5534-CM
(Agriculture Investment and Market Development Project)
Additional Instructions: Disbursement**

I refer to the Financing Agreement between the International Development Association (the "Association") and the Republic of Cameroon (the "Recipient") for the above-referenced project of even date herewith. The Agreement provides that the Association may issue additional instructions regarding the withdrawal of the proceeds of financing 5534-CM ("Financing"). This letter ("Disbursement Letter"), as revised from time to time, constitutes the additional instructions.

The attached *World Bank Disbursement Guidelines for Projects*, dated May 1, 2006, ("Disbursement Guidelines") (Attachment 1), are an integral part of the Disbursement Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Financing 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 Financing:

- Reimbursement
- Advance
- Direct Payment
- Special Commitment

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is 4 months after the Closing Date specified in the Financing Agreement. Any changes to this date will be notified by the Association.

II. Withdrawal of Financing Proceeds

(i) Authorized Signatures (subsection 3.1).

Applications for this Financing will be signed by the official(s) authorized to sign Applications as indicated in your letter of 25 February 2010 or any amendments thereto.

(ii) Applications (subsections 3.2 - 3.3). 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:

The World Bank
Loan Department
13th Floor, Delta Center
Menengai Road
Upper Hill
P.O. Box 30577-00100
Nairobi, Kenya
Tel +254 20 2936 000

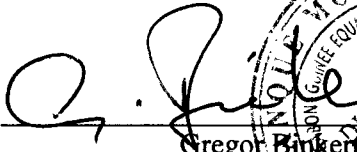
(iii) Electronic Delivery (subsection 3.4) The Association may permit the Recipient to electronically deliver to the Association Applications (with supporting documents) through the Association's Client Connection, web-based portal. The option to deliver Applications to the Association by electronic means may be effected if: (a) the Recipient has designated in writing, pursuant to the terms of subparagraph (i) of this Section, its officials who are authorized to sign and deliver Applications and to receive secure identification credentials ("SIDC") from the Association for the purpose of delivering such Applications by electronic means; and (b) all such officials designated by the Recipient have registered as users of Client Connection. If the Association agrees, the Association will provide the Recipient with SIDC for the designated officials. Following which, the designated officials may deliver Applications electronically by completing Form 2380, which is accessible through Client Connection (<https://clientconnection.worldbank.org>). 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.

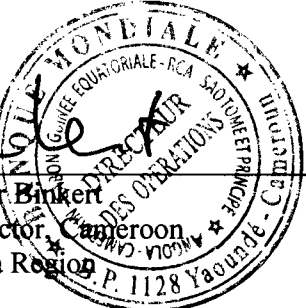
(iv) Terms and Conditions of Use of SIDC to Process Applications. By designating officials to use SIDC and by choosing to deliver the Applications electronically, the Recipient confirms through the authorized signatory letter its agreement to: (a) abide by the *Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation* ("Terms and Conditions of Use of Secure Identification Credentials") provided in Attachment 2; and (b) to cause such official to abide by those terms and conditions.

(v) Minimum Value of Applications (subsection 3.5). The Minimum Value of Applications is twenty percent of the DA Ceiling

If you have any queries in relation to the above, please contact Aissatou Diallo, Senior Finance Officer at LOAAFR@worldbank.org using the above reference.

Very truly yours,
INTERNATIONAL DEVELOPMENT ASSOCIATION

By 
Gregor Binkert
Country Director, Cameroon
Africa Region



not Attachments

1. *World Bank Disbursement Guidelines for Projects*, dated May 1, 2006
2. *Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation*, dated March 1, 2013
3. Form of Interim Financial Report
4. Form of Payments Against Contracts Subject to the Bank's Prior Review

Cc with copies: MINADER
Administrative Quarter
P.O.BOX 1600 Yaoundé
Yaoundé, Cameroon
mnemenye@yahoo.fr

AIMDP
C/O THOMAS NGUE BISSA
P.O.BOX 15308 Yaoundé
Yaoundé, Cameroon
tbngue@yahoo.com

(vi) Advances (sections 5 and 6).

- ***Type of Designated Account[s] (subsection 5.3):*** Segregated
- ***Currency of Designated Account[s] (subsection 5.4):*** CFAF
- ***Financial Institution at which the Designated Account Will Be Opened (subsection 5.5):***
Banque Internationale du Cameroun pour l'Épargne et le Crédit - BICEC
- ***Ceiling (subsection 6.1):*** forecast for 2 quarters as provided in the quarterly Interim Financial Report

III. Reporting on Use of Financing Proceeds

(i) Supporting Documentation (section 4). Supporting documentation should be provided with each application for withdrawal as set out below:

- ***For requests for Reimbursement:***
 - Interim Financial Report in the form attached (Attachment 3); and
 - List of payments against contracts that are subject to the Association's prior review, in the form attached (Attachment 4)
- ***For reporting eligible expenditures paid from the Designated Account:***
 - Interim Financial Report in the form attached (Attachment 3); and
 - List of payments against contracts that are subject to the Association's prior review, in the form attached (Attachment 4)
- ***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): the period set out in the Financing Agreement for provision of Interim Financial Reports

IV. Other Important Information

For additional information on disbursement arrangements, please refer to the Disbursement Handbook available on the Association's public website at <https://www.worldbank.org> and its secure website "Client Connection" at <https://clientconnection.worldbank.org>. Print copies are available upon request.

From the Client Connection 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.

**Terms and Conditions of Use of Secure Identification Credentials
in connection with Use of Electronic Means
to Process Applications
and Supporting Documentation**

March 1, 2013

The World Bank (Bank)¹ will provide secure identification credentials (SIDC) to permit the Borrower² to deliver applications for withdrawal and applications for special commitments under the Agreement(s) and supporting documentation (such applications and supporting documentation together referred to in these Terms and Conditions of Use as Applications) to the Bank electronically, on the terms and conditions of use specified herein.

SIDC can be either: (a) hardware-based (Physical Token), or (b) software-based (Soft Token). The Bank reserves the right to determine which type of SIDC is most appropriate.

A. Identification of Users.

1. The Borrower will be required to identify in a completed Authorized Signatory Letter (ASL) duly delivered to and received by the Bank each person who will be authorized to deliver Applications. The Bank will provide SIDC to each person identified in the ASL (Signatory), as provided below. The Borrower shall also immediately notify the Bank if a Signatory is no longer authorized by the Borrower to act as a Signatory.
2. Each Signatory must register as a user on the Bank's Client Connection (CC) website (<https://clientconnection.worldbank.org>) prior to receipt of his/her SIDC. Registration on CC will require that the Signatory establish a CC password (CC Password). The Signatory shall not reveal his/her CC Password to anyone or store or record the CC Password in written or other form. Upon registration as a CC user, the Signatory will be assigned a unique identifying account name.

B. Initialization of SIDC.

1. Prior to initialization of SIDC by a Signatory, the Signatory will acknowledge having read, understood and agreed to be bound by these Terms and Conditions of Use.
2. Where a Physical Token is to be used, promptly upon receipt of the Physical Token, the Signatory will access CC using his/her account name and CC Password and register his/her Physical Token and set a personal identification number (PIN) to be used in connection

¹ "Bank" includes IBRD and IDA.

² "Borrower" includes the borrower of an IBRD loan, IDA credit, or Project Preparation Facility advance and the recipient of a grant.

with the use of his/her Physical Token, after which the Physical Token will be initialized for use by the Signatory exclusively for purposes of delivering Applications. Where a Soft Token is to be used, the Signatory will access CC using his/her account name and CC Password and set a personal identification number (PIN) to be used in connection with the use of his/her Soft Token, after which the Soft Token will be initialized for use by the Signatory exclusively for purposes of delivering Applications. Upon initialization of the SIDC, the Signatory will be a "SIDC User". The Bank will maintain in its database a user account (Account) for each SIDC User for purposes of managing the SIDC of the SIDC User. Neither the Borrower nor the SIDC User will have any access to the Account.

3. Prior to first use of the SIDC by the SIDC User, the Borrower shall ensure that the SIDC User has received training materials provided by the Bank in use of the SIDC.

C. Use of SIDC.

1. Use of the SIDC is strictly limited to use in the delivery of Applications by the SIDC User in the manner prescribed by the Bank in the Agreement(s) and these Terms and Conditions. Any other use of the SIDC is prohibited.
2. The Bank assumes no responsibility or liability whatsoever for any misuse of the SIDC by the SIDC User, other representatives of the Borrower, or third parties.
3. The Borrower undertakes to ensure, and represents and warrants to the Bank (such representation and warranty being expressly relied upon by the Bank in granting SIDC) that each SIDC User understands and will abide by, these Terms and Conditions of Use, including without limitation the following:
 - 4.1. The SIDC User shall not reveal his/her PIN to anyone or store or record the PIN in written or other form.
 - 4.2. The SIDC User shall not allow anyone else to utilize his/her SIDC to deliver an Application to the Bank.
 - 4.3. The SIDC User shall always logout from CC when not using the system. Failure to logout properly can create a route into the system that is unprotected.
 - 4.4. If the SIDC User believes a third party has learned his/her PIN or has lost his/her Physical Token he/she shall immediately notify clientconnection@worldbank.org.
 - 4.5. The Borrower shall immediately notify the Bank at clientconnection@worldbank.org of any lost, stolen or compromised SIDC, and take other reasonable steps to ensure such SIDC are disabled immediately.
5. ***Reservation of Right to Disable SIDC***

5.1. The Borrower shall reserve the right to revoke the authorization of a SIDC User to use a SIDC for any reason.

5.2. The Bank reserves the right, in its sole discretion, to temporarily or permanently disable a SIDC, de-activate a SIDC User's Account or both.

6. ***Care of Physical Tokens***

6.1. Physical Tokens will remain the property of the Bank.

6.2. The Bank will physically deliver a Physical Token to each Signatory designated to receive one in a manner to be determined by and satisfactory to the Bank.

6.3. Physical Tokens contain delicate and sophisticated instrumentation and therefore should be handled with due care, and should not be immersed in liquids, exposed to extreme temperatures, crushed or bent. Also, Physical Tokens should be kept more than five (5) cm from devices that generate electromagnetic radiation (EMR), such as mobile phones, phone-enabled PDAs, smart phones and other similar devices. Physical Tokens should be carried and stored separate from any EMR device. At close range (less than 5 cm), these devices can output high levels of EMR that can interfere with the proper operation of electronic equipment, including the Physical Token.

6.4. Without derogating from these Terms and Conditions of Use, other technical instructions on the proper use and care of Physical Tokens are available at <http://www.rsa.com>.

7. ***Replacement***

7.1. Lost, damaged, compromised (in terms of 4.5, above) or destroyed Physical Tokens will be replaced at the expense of the Borrower.

7.2. The Bank reserves the right, in its sole discretion, not to replace any Physical Token in the case of misuse, or not to reactivate a SIDC User's Account.

Interim Financial Report
Rapports financiers intérimaires

<u>Sources et utilisation des fonds</u>	Trimestre		Montant cumulé		Prévisions : les 6 prochains mois
<u>Ressources</u>					
Fonds IDA					
Fonds OPs					
Fond « PHRD »					
Financement total					
<u>Total des Ressources</u>					
<u>Dépenses par Composantes</u>					
Component 1 Support to agricultural production, processing and marketing					
1.1 Establishment of Productive Partnerships					
1.2 Financing of sub-projects of Producers' Organizations					
1.3 Financing of basic public infrastructure					
1.4 Support for improved access to Rural Financing					
<u>Total Dépenses</u>					
<u>Ressources moins Dépenses (A)</u>					
(Variation nette de la trésorerie)					
<u>Soldes de trésorerie d'ouverture (B)</u>					
Compte Transaction au niveau régional					
Compte Désigné IDA					
Compte Désigné PHRD					
Total trésorerie d'ouverture					
<u>Total Solde de trésorerie de clôture (C= B+A)</u>					
Compte Transaction- régional					
Compte Désigné IDA					
Compte Désigné PHRD					

Knowledge production and Sharing								
Total Dépenses du projet								

RELEVÉ DES ACTIVITÉS DU COMPTE SPÉCIAL POUR LA PÉRIODE AU

Nom du Projet : _____

Don GEF : N° TF _____ **-CM**

Banque dépositaire : __[BICEC]__(PHRD) Numéro de compte:

N°	1ère partie		
1	Avance cumulée reçue depuis le démarrage du projet		
2	Dépense cumulée à la fin dernier trimestre couverte par le rapport		
3	En cours des avances à comptabiliser (ligne 1 moins ligne 2)		
	2ème partie		
4	Solde d'ouverture du CS au début du trimestre		
5	Additionner/ Soustraire ajustement cumulés (le cas échéant)		
6	Avances provenant de la Banque Mondiale en cours du trimestre		
7	Faire la somme des lignes 5 et 6		
8	En cours des avances à comptabiliser (faire la somme des lignes 4 et 7)		
9	Solde de clôture du CS à la fin du trimestre en cours		
10	Additionner/soustraire ajustement cumulé (le cas échéant)		
11	Dépense au titre du trimestre en cours		
12	Faire la somme des lignes 10 et 11		
13	Faire la somme des lignes 9 et 12		
14	Différence (le cas échéant) (ligne 8 moins ligne 13)		
	3ème partie		
15	Montant total estimé devant être payé par la Banque Mondiale		
16	Moins solde de clôture CS après ajustements		
17	Paiement direct		
18	Faire la somme des lignes 16 et 17		
19	Besoin de trésorerie soumis à la banque mondiale pour les deux prochaines périodes (ligne 15 moins ligne 18)		

RELEVÉ DES ACTIVITÉS DU COMPTE SPÉCIAL POUR LA PÉRIODE AU

Nom du Projet : _____

Crédit IDA : N° _____ **-CM**

Banque dépositaire : __ [BICEC]__ (IDA) Numéro de compte:

N°			
	1ère partie		
1	Avance cumulée reçue depuis le démarrage du projet		
2	Dépense cumulée à la fin dernier trimestre couverte par le rapport		
3	En cours des avances à comptabiliser (ligne 1 moins ligne 2)		
	2ème partie		
4	Solde d'ouverture du CS au début du trimestre		
5	Additionner/ Soustraire ajustement cumulés (le cas échéant)		
6	Avances provenant de la Banque Mondiale en cours du trimestre		
7	Faire la somme des lignes 5 et 6		
8	En cours des avances à comptabiliser (faire la somme des lignes 4 et 7)		
9	Solde de clôture du CS à la fin du trimestre en cours		
10	Additionner/soustraire ajustement cumulé (le cas échéant)		
11	Dépense au titre du trimestre en cours		
12	Faire la somme des lignes 10 et 11		
13	Faire la somme des lignes 9 et 12		
14	Différence (le cas échéant) (ligne 8 moins ligne 13)		
	3ème partie		
15	Montant total estimé devant être payé par la Banque Mondiale		
16	Moins solde de clôture CS après ajustements		
17	Paiement direct		
18	Faire la somme des lignes 16 et 17		
19	Besoin de trésorerie soumis à la banque mondiale pour les deux prochaines périodes (ligne 15 moins ligne 18)		

REPUBLIQUE DU CAMEROON
PROJET POUR _____

DON PHRD Numéro TF _____CM ET CREDIT IDA NO. _____CM
RAPPORT DE SUIVI FINANCIER AU

TABLEAU RECAPITULATIF DES RESSOURCES A MOBILISER

POUR LA PERIODE DUAU

Francs CFA

SOURCE DE FINANCEMENT	PREVISIONS DE DECAISSEMENT SUR SIX MOIS	MONTANT REEL DISPONIBLE A LA FIN DU TRIMESTRE FINISSANT	MONTANT ATTENDU DE LA SITUATION AU TRIMESTRE PRECEDENT	MONTANT A MOBILISER	MODE DE MOBILISATION			
					A	B	C	A - B - C
DON Numéro TF _____								
TOTAL DON PHRD								
Credit IDA No. _____-cm								
TOTAL CREDIT IDA								
Contrepartie du Budget National								-
TOTAL ETAT								-
TOTAL GENERAL								-

Notes to IFR related to Sub Components 1.2 Support to Producers' Organizations-promoted sub-projects – DETAILS OF MATCHING GRANTS

Name of bénéficiaires OPs	Regions	Matching grant for the Quarter			Cumulative Matching grant for the Quarter		
		IDA contribution	FI contribution	OP contribution	IDA contribution	FI contribution	OP contribution

Notes to IFR related to Transactions Accounts at regional levels

Region	Opening Balance	Closing balance

**Payments Made during Reporting Period
Against Contracts Subject to the Bank's Prior Review**

Contract Number	Supplier	Contract Date	Contract Amount	Date of WB's No-Objection to Contract	Amount Paid to Supplier during Period	WB's Share of Amount Paid to Supplier during Period