

The World BankINTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION1818 H Street N.W.
Washington, D.C. 20433
U.S.A.(202) 473-1000
Cable Address: INTBAFRAD
Cable Address: INDEVAS

August 01, 2013

Q 869-CA

H.E. NGANOU DJOUMESSI EMMANUEL
Minister of Economy, Planning and Regional Development
Ministry of Economy, Planning and Regional Development
Yaoundé
Republic of Cameroon

Re: REPUBLIC OF CAMEROON Advance Agreement for Preparation of the Proposed
Agricultural Investment and Market Development Project
Preparation Advance No. Q-Q8690
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 even date, herewith. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Project Preparation Advance _____ ("PPA"). 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 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
- Advance
- 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)*. 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 applications for withdrawal together with supporting documents, to the address indicated below:

The World Bank
Loan Department
Kenya Re Towers, 10th Floor
Upper Hill, off Ragati Road
Nairobi
Kenya.
Contact Telephone number: +254 20 2983 000.

(iii) Electronic Delivery (subsection 3.4) The World Bank may permit the Recipient to electronically deliver to the World Bank Applications (with supporting documents) through the World Bank's Client Connection, web-based portal. The option to deliver Applications to the World Bank 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 World Bank 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 World Bank agrees, the World Bank will provide the Recipient with Tokens 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 World Bank 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 all Applications except for replenishment applications should be US\$50,000 equivalent.

(vi) Advances (sections 5 and 6).

- **Type of Designated Account (subsection 5.3):** Segregated
- **Currency of Designated Account (subsection 5.4):** CFAF
- **Financial Institution at which the Designated Account will be opened (subsection 5.5):** United Bank for Africa Cameroon
- **Ceiling (subsection 6.1):** CFAF 300,000,000

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:**

- Records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments against contracts requiring the Bank's prior review as well as all contracts exceeding USD 200,000 for goods; and USD 100,000 for consulting firms and USD 50,000 for individual consultants.
 - Statement of Expenditure in the form attached (Attachment 3) for all other expenditures;
 - List of Payments Against Contracts Subject to the Bank'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): monthly

(iii) Other Supporting Documentation Instructions: All replenishment requests must be supported by bank statements and Designated Account reconciliation statement (Attachment 5).


IV. Other Important Information


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

From the Client Connection website, you will be able to download Applications, monitor the near real-time status of the PPA, and retrieve related policy, financial, and procurement information.

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.

Yours sincerely,
INTERNATIONAL DEVELOPMENT ASSOCIATION

By 
Gregor Birkett
Country Director for Cameroon
Africa Region



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 for Statement of Expenditures.
4. Form of Payments Against Contracts Subject to the Bank's Prior Review.
5. Designated Account reconciliation statement

Prepared by: Aissatou Diallo - CTRLA

Cleared by and bcc: Marie Roger Augustin / Nneoma Nwogu (LEGAM)
Manievel Sene- TTL (AFTA2)

Bcc: Diop (CTRLA)