

Date: 18-Oct-2023

His Excellency Aboubakar Nacanabo
Minister of Economy, Finance and Prospective
Ministry of Economy, Finance and Prospective
395 Avenue du 11 décembre
01 BP 7008
Ouagadougou 01
Burkina Faso

**Re: IDA Credit 7413- BF (Secondary Cities Urban Mobility and Development Project)
Additional Instructions: Disbursement and Financial Information Letter**

Excellency:

I refer to the Financing Agreement between Burkina Faso (“Recipient”) and the International Development Association (“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 amounts from the Credit Account¹ in accordance with the Disbursement and Financial Information Letter (“DFIL”), 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 and may be revised from time to time.

I. Disbursement Arrangements, Withdrawal of Credit Funds, and Reporting of Uses of 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 Disbursement Guidelines apply to the Credit is specified below.

(i) Disbursement Arrangements

- **General 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 signatories, 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(s).

(ii) Withdrawal Applications (Electronic Delivery)²

The Recipient will deliver Withdrawal Applications (with supporting documents, “Applications”) electronically through the Association’s web-based portal “Client Connection” at

[¹ “Financing Account” means: (a) the Credit Account if the Financing Agreement provides for a Credit only; (b) the Grant Account if the Financing Agreement provides for a Grant only; or (c) the Credit Account in respect of the Credit and the Grant Account in respect of the Grant if the Financing Agreement provides for a Credit and a Grant.]

² Section 11.01 (c) of the General Conditions.

<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 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 Association by electronic means. The Recipient may exercise the option of preparing and delivering 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 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://www.worldbank.org> and “Client Connection”; and (b) to cause such officials to abide by those terms and conditions.

II. Financial Reports and Audits³

(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 quarter, interim unaudited financial reports (“IFRs”) for the Project covering the quarter.

(ii) Audits

Each audit of the Financial Statements must cover the period of one (1) 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 Important Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association’s public website 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 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 AskLoans@WorldBank.org using the above reference.

Yours sincerely,

Clara de Sousa

Clara de Sousa,
Country Director
Burkina, Niger, Mali, Chad
Western and Central Africa Region

³ Section 5.09 of the General Conditions.

Attachments

1. Statement of Expenditure (SOE)

With copies: Ministry of Economy, Finance and Prospective
395 Avenue du 11 décembre
01 BP 7008
Ouagadougou 01

Schedule 1 : Disbursement Provisions

A. Basic Information					
IDA Credit Number	7413- BF -	Country	Burkina Faso	Closing Date	Section III.B.2. of Schedule 2 to the Loan Agreement.
		Recipient	Minister of Economy, Finance and Prospective		
		Name of the Project	Secondary Cities Urban Mobility and Development Project	Disbursement Deadline Date ⁴	Four (4) months after the closing date.
B. Disbursement Methods and Supporting Documentation					
Disbursement Methods ⁵	Methods	Supporting Documentation ⁶			
Direct Payment	Yes	Copy of records (e.g. invoices and receipts)			
Reimbursement	Yes	<ul style="list-style-type: none"> • Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL for Grants (Disbursement Category 2) • Statement of Expenditure (SOE) in the format provided in Attachment 1 of the DFIL for all other expenditure. 			
Advance (into a Designated Account)	Yes	<ul style="list-style-type: none"> • Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL for Grants (Disbursement Category 2) • Statement of Expenditure (SOE) in the format provided in Attachment 1 of the DFIL for all other expenditure. 			
Special Commitments	Yes	Copy of Letter of Credit (including pro forma invoice(s), if cited in the Letter of Credit)			
C. Designated Account(s) ⁷					
Type and Management Unit	Segregated - managed by Project Coordination Unit within Ministry of Transport, Urban Mobility, and Road Safety (MTSUR)		Ceiling	Fixed	
Financial Institution - Name	Banque Centrale des Etats de l’Afrique de l’Ouest, (BCEAO)		Currency	XOF	
Frequency of Reporting ⁸	Same as IFR: Quarterly		Amount	XOF 7 billion	
D. Minimum Value of Applications ⁹					
The minimum value of applications for Reimbursement, Direct Payment, and Special Commitment is 20 % of the D.A. ceiling.					
E. Authorized Signatories ¹⁰					

For notes in Schedule 1: Sections and subsections relate to the “Disbursement Guidelines for Investment Project Financing”, dated February 2017.

⁴ Subsection 3.7

⁵ Section 2

⁶ Subsections 4.3 and 4.4

⁷ Sections 5 and 6

⁸ Subsection 6.3

⁹ subsection 3.5

¹⁰ Subsection 3.1 and 3.2

Withdrawal and Documentation Applications¹¹

Authorized Signatures (Subsection 3.1 and 3.2 **): Specimen Signature Letter No. 2023 01628/MEFP/SG/DGTCP/DDP dated 1st June 2023, signed by Aboubakar NACANABO, Minister of Economy, Finance and Prospective, Burkina Faso, transmitting and updating the names and specimen signatures of the officials authorized to sign individually, withdrawal applications, in connection with all agreements between Burkina Faso and the World Bank, and its updates.

Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **): All Withdrawal Applications and its supporting documentation will be electronically sent via the Bank's web Portal Client Connection.

F. Additional Information

The PMU may open one transaction account at a reputable commercial bank deemed acceptable by the Association.

¹¹ Subsection 3.3 and 3.4

Attachment 1 – Statement of Expenditures

**SOE Model Template (incl. listing of prior review payments)
IBRD – International Bank for Reconstruction and Development/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)

Yes	No
Yes	No

Financier	
Loan/Credit/Grant #	
Application #	
Category #	
Page #	

ONLY for the Designated Account

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Item No	Supplier's Name	Brief Description of the Expenditure	Prior Review (Contract?) <i>(YES or NO)</i>	Contract # <i>(Client Connection # for Prior Review Contracts)</i>	Contract Currency and Amount <i>(Original + Amendment)</i>	Invoice Number	Date of Payment	Total Amount of Invoice Covered by Application <i>(Net of Retention)</i>	% Financed from the Bank	Eligible Amount <i>(Col 9 x 10)</i>	Exchange Rate	Date of Withdrawal from the Designated Account	Amount Withdrawn from the Designated Account <i>(Col 11/12)</i>
									0.00			TOTAL	0.00

Supporting documents for this SOE are retained at _____
(insert location)
A separate form should be used for each category.

Attachment 2– Customized SOE for Grants

Grants SOE Template

1	2	3	4	5	6	7	8	9	10	11
Item No.	Name and Address of Beneficiary	Grant Agreement No. & Date (or other ref.)	Brief Description of Grants Activities	Currency and Total Amount of Subproject	Total amount Grants payment request covered by application (net of retention)	Elig. %	Payment request Eligible for Financing	Amount Paid From Designated Account (if any)	Date of Payment	Remarks
TOTALS										

^[1] Supporting documents for this report retained at:(insert location)

