



KATHERINE M. SCOTT
Resident Representative for Honduras
Central America and the Dominican Republic
Latin America and the Caribbean Region

Date: Dec -19- 2023

Her Excellency
Rixi Moncada Godoy
Minister of Finance
Ministry of Finance
Tegucigalpa, M.D.C.
Republic of Honduras

Re: IDA Credit 7471-HN (Strengthening Honduras' National Civil Registry and Identification Ecosystem)

Additional Instructions: Disbursement and Financial Information Letter

Excellency:

I refer to the Financing Agreement between the Republic of Honduras ("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 Account 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 the Financing Funds, and Reporting of Uses of Financing Funds

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017 ("Disbursement Guidelines"), are available on 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 Financing 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, 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.

(ii) Withdrawal Applications (Electronic Delivery)¹

¹ Section 10.01 (c) of the General Conditions

The Recipient shall deliver Withdrawal Applications (with supporting documents, “Applications”) electronically through the Association’s web-based portal “Client Connection” at <https://clientconnection.worldbank.org>. This option will be effective 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 shall deliver Applications electronically by completing Form 2380, which is accessible through “Client Connection.” By signing the Authorized Signatory Letter, which can be delivered manually or electronically, 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 these 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 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 the 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” at <https://clientconnection.worldbank.org>; and (b) to cause such officials to abide by those terms and conditions.

II. Financial Reports and Audits²

(i) Financial Reports

The Recipient shall, and shall cause the RNP, prepare and furnish to the Association not later than forty-five (45) days after the end of each calendar semester interim unaudited financial reports (“IFRs”) for the Project covering the semester. The Recipient shall, and shall cause the RNP, cause the UN Agency to provide IFRs as stipulated in the agreement between the RNP and the UN Agency in a timely manner.

(ii) Audits

Each audit of the Financial Statements shall cover the period of one (1) fiscal year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The Recipient shall, and shall cause the RNP, furnish to the Association the audited Financial Statements for each such period not later than six (6) months after the end of such period. The Recipient shall, and shall cause the RNP, cause the UN Agency to provide the project audit report as stipulated in the agreement between the RNP and the UN Agency in a timely manner.

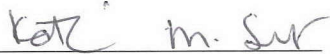
III. Other Important Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association’s public website at <https://www.worldbank.org> and “Client Connection” at <https://clientconnection.worldbank.org>, the Bank recommends that you register as a user of “Client Connection.” From this website, you will be able to prepare and deliver Authorized Signatory Letters and Withdrawal Applications, monitor the near real-time status of the Financing and retrieve related policy, financial, and procurement information.

² Section 5.09 of the General Conditions

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,

A handwritten signature in dark ink, appearing to read "Katz m. Scott", written over a horizontal line.

Katherine M. Scott
Resident Representative for Honduras
Central America and the Dominican Republic
Latin America and the Caribbean Region

Attachments

1. Form of Authorized Signatory Letter
2. Statement of Expenditures (SOE)

Schedule 1: Disbursement Provisions

Basic Information				
IDA Credit No.	IDA Credit No. 7471-HN	Country	Republic of Honduras	Closing Date
		Borrower	Ministry of Finance	Disbursement Deadline Date
		Name of the Project	Strengthening Honduras' National Civil Registry and Identification Ecosystem	Four months after the closing date.
Disbursement Methods and Supporting Documentation				
Disbursement Methods		Methods	Supporting Documentation <i>Subsections 4.3 and 4.4 (**)</i>	
Direct Payment		Yes	• Copy of records (e.g., invoices and receipts)	
Reimbursement		Yes	• Statement of Expenditures (SOE) in the format provided in Attachment 2 of the DFIL	
Advance (into a Designated Account)		No	• For the reason set forth in subsection 5.2 of the Disbursement Guidelines, the advancing of financing proceeds into a Designated Account is not a Disbursement Method currently available under this Financing.	
Special Commitments		No	• Not Applicable	
Minimum Value of Applications ((Subsection 3.5 **))				
The minimum value of applications for Reimbursement and Direct Payment is USD 25,000 equivalent				
Authorized Signatures (Subsection 3.1 and 3.2 **) Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **) The form for Authorized Signatories Letter is provided in Attachment 1 of this letter				
The form for Authorized Signatory Letter (ASL) is provided in Attachment 1 of this letter.				
The ASL and all Withdrawal Applications with their supporting documentation will be submitted electronically via the Association's "Client Connection" system providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications.				
Additional Information				
Payments to UN Agencies (if any) may be made through UN Advances (with or without a UN Commitment) disbursement mechanism. In case of a contract with a UN Agency requiring a UN Commitment, an application for issuance of UN Commitment is to be submitted by the Recipient, through SAG. Subsequent payments and documentation of expenditures under the contract must be made in accordance with the Commitment letter to be issued by the Bank and the contract between the Recipient and the UN agency. In case of a UN Advance (without UN Commitment), documentation of expenditure should be made once the final invoice is issued and based on the UN Financial Report.				

*** 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]

[DATE]

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

Attention: [Country Director]³

Dear [Country Director]:

Re: IDA Credit No. _____ - ____ (name of Project)

I refer to the Credit Agreement (“Agreement”) between the International Development Association (“Association”)⁴ and [name of recipient] (“Recipient”), providing the above Credit. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any ⁵[one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign Withdrawal Applications (“Application”) [and applications for a special commitment] under this Credit.

For the purpose of delivering Applications to the Association, including by electronic means, ⁶[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting ⁷[individually] ⁸[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

³ Instruction to Association staff: please forward this letter to the Country Lawyer for further processing (Recipient: please do not delete this note).

⁴ Instruction to the Recipient: add text in line with the Credit Agreement if applicable, if not applicable delete it. *Please delete this footnote in the final letter that is sent to the Association.*

⁵ 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 the final letter that is sent to the Association.*

⁶ 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 the final letter that is sent to the Association.*

⁷ Instruction to the Recipient: use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete it. *Please delete this footnote in the final letter that is sent to the Association.*

⁸ Instruction to the Recipient: use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete it. *Please delete this footnote in the final letter that is sent to the Association.*

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 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 /

[Position]⁹

⁹ Instruction to Association staff: please forward this letter to the Country Lawyer for further processing (Recipient: please do not delete this note).

Attachment 2 – Statement of Expenditures

BANCO INTERNACIONAL DE RECONSTRUCCION Y FOMENTO Certificado de Gastos

Financiador:	
No. del Préstamo/Crédito /Donación:	
No. de Solicitud:	
No. de Categoría:	
No. de Página:	

Si	No
Si	No

Pagos hechos en el periodo de

	a	
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Los gastos abajo fueron incurridos durante el periodo de retractividad? (por favor, marque)

Los gastos abajo fueron incurridos antes de la fecha de cierre del préstamo/crédito/donación? (por favor, marque)

CUENTA DESIGNADA SOLAMENTE														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
No. Item	Nombre del Proveedor	Breve descripción del gasto	Contrato Sujeto a revisión previa (SI o NO)	No. del Registro del contrato en C.C.	Moneda y Monto del Contrato (original + enmiendas)	Número de la Factura o Recibo	Monto acumulado del contrato (incluido en SOEs anteriores)	Fecha del Pago	Monto Pagado al Proveedor	% Financ. por BIRF	Monto Admisible (Col 10 X 11)	Tasa de Cambio	Fecha Débito Cuenta Designada	Cantidad Debitada Cuenta Designada (Col 12 + 13)

