

Date: 26-Sep-2024

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

**Re: IDA Credit 7636-BF (Human Capital Protection 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 Account<sup>1</sup> 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 set out Project specific financial reporting requirements. This letter constitutes such Disbursement and Financial Information Letter (“DFIL”) 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).
- **Special Provision.** Projects in situations of urgent need of assistance or capacity constraints: Disbursements under contracts for goods, works, non-consulting services and consulting services procured or selected through international open or limited competition or Direct Selection, as set out in the procurement plan for the project, must be made only through Direct Payment and/or Special Commitment disbursement methods.

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[<sup>1</sup> “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.]

***(ii) Withdrawal Applications (Electronic Delivery)***<sup>2</sup>

The Recipient will 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 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 Audits**<sup>3</sup>

***(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.

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<sup>2</sup> Section 11.01 (c) of the General Conditions.

<sup>3</sup> Section 5.09 of the General Conditions.

### 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](mailto:AskLoans@WorldBank.org) using the above reference.

Yours sincerely,

*Clara de Sousa*

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Clara Ana Coutinho de Sousa  
Country Director for Burkina Faso  
Western and Central Africa Region

### Schedule 1 : Disbursement Provisions

A. Basic Information					
<b>IDA Credit Number</b>	<b>7636-BF</b>	<b>Country</b>	Burkina Faso	<b>Closing Date</b>	Section III.B.2. of Schedule 2 to the Loan Agreement.
		<b>Recipient</b>	Ministry of Economy and Finance		
		<b>Name of the Project</b>	Human Capital Protection Project	<b>Disbursement Deadline Date</b> <sup>4</sup>	Four (4) months after the closing date.
B. Disbursement Methods and Supporting Documentation					
<b>Disbursement Methods</b> <sup>5</sup>	<b>Methods</b>	<b>Supporting Documentation</b> <sup>6</sup>			
Direct Payment	Yes	Copy of records (e.g., invoices and receipts)			
Reimbursement	Yes	Interim unaudited Financial Report (IFR) and proof of prior verification of expenditure by the Inspectorate General of Finances (IGF)			
Advance (into a Designated Account)	Yes	Interim unaudited Financial Report (IFR) and proof of prior verification of expenditure by the Inspectorate General of Finances (IGF)			
Special Commitments	Yes	Copy of Letter of Credit (including pro forma invoice(s), if cited in the Letter of Credit)			
C. Designated Account(s) <sup>7</sup>					
<b>Type and Management Unit</b>	Segregated - managed by P.I.U.		<b>Ceiling</b>	Variable	
<b>Financial Institution - Name</b>	Banque Centrale des Etats de l’Afrique de l’Ouest, (BCEAO)		<b>Currency</b>	XOF	
<b>Frequency of Reporting</b> <sup>8</sup>	Same as IFR: Quarterly		<b>Amount</b>	Based on 6-month cash flow forecast included in IFR and approved by TTL / (not exceeding 20% of project value)	
D. Minimum Value of Applications <sup>9</sup>					
The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is XOF 500 million.					
E. Authorized Signatories <sup>10</sup>					
<i>Withdrawal and Documentation Applications</i> <sup>11</sup>					
<b>Authorized Signatures (Subsection 3.1 and 3.2 **):</b> 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					

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

<sup>4</sup> Subsection 3.7

<sup>5</sup> Section 2

<sup>6</sup> Subsections 4.3 and 4.4

<sup>7</sup> Sections 5 and 6

<sup>8</sup> Subsection 6.3

<sup>9</sup> subsection 3.5

<sup>10</sup> Subsection 3.1 and 3.2

<sup>11</sup> Subsection 3.3 and 3.4

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**

P.I.U will open two transaction accounts:

- One in the Public Treasury (reimbursement of government expenditures – Disb. category 1)
- One at the “Bank de Dépôt du Trésor or, with approval of the MEF, in a commercial bank (for the project management component – Disb. category 2)

The IFR template will be provided in the Project Operations Manual.

