

# OFFICIAL DOCUMENTS

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

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*September 4, 2017*

H. E. Adriano Maleiane  
Minister of Economy and Finance  
Ministry of Economy and Finance  
Praça da Marinha Popular  
Av. 10 de Novembro n° 929  
Maputo  
Republic of Mozambique

Re: Mozambique: Advance Agreement for Preparation of Proposed Urban  
Sanitation and Drainage Project  
Preparation Advance No. V121  
**Additional Instructions: Disbursement**

Excellency:

I refer to the Advance Agreement (“Agreement”) between the Republic of Mozambique (“Recipient”) and the International Development Association (“World Bank”) for the preparation of the above-referenced Project of the same date, herewith. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Project Preparation Advance V121-MZ (“PPA”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

The attached *World Bank Disbursement Guidelines for Investment Project Financing*, dated February 2017, (“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).** A letter in the Form attached (Attachment 2) should be furnished to the World Bank at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:

The World Bank  
Resident Mission  
Maputo, Mozambique  
Attention: Mark. R. Lundell  
Country Director for Mozambique

(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,  
Delta Center, 13th Floor  
Menengai Road, Upper Hill  
Nairobi, Kenya  
Contact Telephone number: +254 20 2936 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 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 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; 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 Designated Account Ceiling.

(vi) *Advances (sections 5 and 6).*

- *Type of Designated Account (subsection 5.3):* Segregated
- *Currency of Designated Account (subsection 5.4):* USD
- *Financial Institution at which the Designated Account Will Be Opened (subsection 5.5):*  
Banco de Moçambique
- *Ceiling (subsection 6.1):* Six month forecast

### **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:*

- Interim Financial Reports (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):*  
Quarterly

### **(iii) Other Supporting Documentation Instructions**

All the supporting documentation should be maintained by the Recipient for review by the World Bank or independent auditor

### **V. 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 not already done so, the World Bank recommends that you register as a user of the Client Connection website (<http://clientconnection.worldbank.org>). From this 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. For more information about the website and registration arrangements, please contact the World Bank by email at <[clientconnection@worldbank.org](mailto:clientconnection@worldbank.org)>.

If you have any queries in relation to the above, please contact Jose Janeiro, Senior Finance Officer at [wfala-af@worldbank.org](mailto:wfala-af@worldbank.org) using the above reference.

Very truly yours,

**INTERNATIONAL DEVELOPMENT ASSOCIATION**

By 

Mark R. Lundell  
Country Director for Mozambique  
Africa Region

**Attachments**

- NA1. *World Bank Disbursement Guidelines for Investment Financing Project*, dated February 2017
- 2. Form for Authorized Signatures
- NA3. *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
- NA4. Form of Interim Financial Reports

**Cc with copies:**

H.E. Carlos Bonete  
Minister  
Ministry of Public Works, Housing and Water Resources

H. E. Rogério Zandamela  
Governor  
Bank of Mozambique

Mr. Adriano Ubisse  
National Director of Treasury  
Ministry of Economy and Finance

Mr. Nilton Trindade  
National Director of Water and Sanitation  
Ministry of Public Works, Housing and Water Resources

Mr. Messias Macie  
National Director of Water Resources.  
Ministry of Public Works, Housing and Water Resources

Ms. Rute Nhamucho  
Executive Director  
Administration of Water and Sanitation Infrastructure

Mr. Pedro Paulino  
Chair Person of Administration Council

[Letterhead]  
Ministry of Economy, Planning and International Cooperation  
[Street address]  
[City] [Country]

[DATE]

The World Bank  
1818 H Street, N.W.  
Washington, D.C. 20433  
United States of America

Attention: [Country Director]

Dear [Country Director]:

Re: Mozambique: Advance Agreement for Preparation of Proposed Urban Sanitation and Drainage Project  
Preparation Advance No. V121  
**Additional Instructions: Disbursement**

I refer to the Advance Agreement ("Agreement") between the Republic of Mozambique ("Recipient") and the International Development Association ("World Bank") dated \_\_\_\_\_, providing for the above Project Preparation Advance. For the purposes of Section 3.03 of the Standard Conditions for Advances Made by the World Bank under its Project Preparation Facility, as defined in the Agreement, any [<sup>1</sup>one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal and applications for a special commitment under this Project Preparation Advance:

For the purpose of delivering Applications to the World Bank, [<sup>2</sup>each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting [<sup>3</sup>individually] [<sup>4</sup>jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the World Bank.

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<sup>1</sup> Instruction to the Recipient when sending this letter to the World Bank: Stipulate if more than one person needs to sign Applications, and how many or which positions, and if any thresholds apply.

<sup>2</sup> Instruction to the Recipient: Stipulate if more than one person needs to *jointly* sign Applications, if so, please indicate the actual number. *Please delete this footnote in final letter that is sent to the World Bank.*

<sup>3</sup> Instruction to the Recipient: Use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the World Bank.*

<sup>4</sup> Instruction to the Recipient: Use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the World Bank.*

<sup>5</sup>[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 World Bank by electronic means. In full recognition that the World Bank 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 World Bank records with respect to this Agreement.

[Name], [position]            Specimen Signature: \_\_\_\_\_

[Name], [position]            Specimen Signature: \_\_\_\_\_

[Name], [position]            Specimen Signature: \_\_\_\_\_

Yours truly,

/ signed /

\_\_\_\_\_  
[Position]<sup>6</sup>

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<sup>5</sup> Instruction to the Recipient: Add this paragraph if the Recipient wishes to authorize the listed persons to accept Secure Identification Credentials and to deliver Applications by electronic means; if this is not applicable, please delete the paragraph. *Please delete this footnote in final letter that is sent to the World Bank.*

<sup>6</sup> The letter should be signed by the official designated as the Recipient's Representative in the Advance Agreement.