

# OFFICIAL DOCUMENTS



**THE WORLD BANK**  
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22 NOV 2017

H. E. Louis Paul Motaze  
Ministry of Economy, Planning and Regional Development  
Minister of Economy, Planning and Regional Development  
Yaounde  
Republic of Cameroon

Re: CAFI Grant No. TFOA4147  
Republic of Cameroon: Preparation of CAFI National Investment Plan  
Letter Agreement

Excellency:

In response to the request for financial assistance made on behalf of the Republic of Cameroon (“Recipient”), I am pleased to inform you that the International Bank for Reconstruction and Development and the International Development Association (collectively, “World Bank”), both acting as administrator of grant funds provided by UNDP (“Donor”) under the Central African Forest Initiative Implementation Single-Donor Trust Fund (“CAFI”), proposes to extend to the Recipient a grant in an amount not to exceed three hundred eighty thousand United States Dollars (USD 380,000) (“Grant”) on the terms and conditions set forth or referred to in this letter agreement (“Agreement”), which includes the attached Annex, to assist in the financing of the project described in the Annex (“Project”).

This Grant is funded out of the abovementioned trust fund for which the World Bank receives periodic contributions from the Donors. In accordance with Section 3.02 of the Standard Conditions (as defined in the Annex to this Agreement), the World Bank’s payment obligations in connection with this Agreement are limited to the amount of funds made available to it by the Donors under the abovementioned trust fund, and the Recipient’s right to withdraw the Grant proceeds is subject to the availability of such funds.

The Recipient represents, by confirming its agreement below, that it is authorized to enter into this Agreement and to carry out the Project in accordance with the terms and conditions set forth or referred to in this Agreement.


Please confirm the Recipient's agreement to the foregoing by having an authorized official of the Recipient sign and date the enclosed copy of this Agreement, and returning it to the World Bank.

Very truly yours,

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT  
INTERNATIONAL DEVELOPMENT ASSOCIATION



AGREED:  
REPUBLIC OF CAMEROON

By:   
Authorized Representative



**LOUIS MOTAZE**

**22 NOV 2017**

- (1) Standard Conditions for Grants Made by the World Bank Out of Various Funds, dated February 15, 2012
- (2) Disbursement Letter of the same date as this Agreement, together with World Bank Disbursement Guidelines for Investment Project Financing, dated February 2017
- (3) Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants”, dated October 15, 2006 and revised in January 2011 and as of July 1, 2016

**Article I**  
**Standard Conditions; Definitions**

1.01. **Standard Conditions.** The Standard Conditions for Grants Made by the World Bank out of Various Funds, dated February 15, 2012 (“Standard Conditions”), constitute an integral part of this Agreement.

1.02. **Definitions.** Unless the context requires otherwise, the capitalized terms used in this Agreement have the meanings ascribed to them in the Standard Conditions or in this Agreement and the following additional terms shall have the following meanings:

- (a) “CAFI” means the Central African Forest Initiative.
- (b) “National Investment Framework” and “NIF”, each means the document to be prepared by the Recipient on how to structure its REDD+ investments.
- (c) “National REDD+ Technical Secretariat” means the secretariat created within the Recipient’s ministry in charge of environment, nature protection and sustainable development as referred to in Section 2.02 of this Annex.
- (d) “REDD+” means reducing emissions from deforestation and forest degradation, conservation of forest carbon stocks, sustainable management of forest, and enhancement of forest carbon stocks.

**Article II**  
**Project Execution**

2.01. **Project Objectives and Description.** The objectives of the Project are to reinforce the Recipient’s capacity to design a socially and environmentally sound national strategy to reduce emissions from deforestation and forest degradation and to develop a national reference scenario of emissions from deforestation and degradation that takes into account national circumstances. The Project consists of the following:

Supporting the Recipient in preparing a National Investment Framework for submission to CAFI through the provision of consultants’ services to: (a) draft the NIF and design its institutional arrangements; (b) conduct analytical studies related to developing investments; (c) conduct a series of consultations, including: (i) a multi-stakeholder consultation on the draft NIF; (ii) a focused consultation with development partners on the NIF; and (iii) national and departmental consultations on the proposed CAFI programs; and (d) ensure Project’s coordination, audit, financial management, procurement, safeguards, communication, knowledge management, monitoring and evaluation.

2.02. **Project Execution Generally.** The Recipient declares its commitment to the objectives of the Project. To this end, the Recipient shall carry out the Project through the National REDD+ Technical Secretariat within the Recipient’s ministry in charge of environment, nature protection and sustainable development (“Ministry of Environment, nature Protection and Sustainable Development”) (“MINEPDED”) in accordance with the provisions of: (a) Article II of the Standard Conditions; (b) the “Guidelines on Preventing and Combating Fraud and Corruption in

Projects Financed by IBRD Loans and IDA Credits and Grants”, dated October 15, 2006 and revised in January 2011 (“Anti-Corruption Guidelines”); and (c) this Article II.

2.03. ***Institutional and Other Arrangements.*** Without limitation upon the provisions of paragraph 2.02 above:

(a) The Recipient shall, throughout the implementation of the Project, maintain the National REDD+ Technical Secretariat vested with the overall responsibility for the implementation of the Project, including, *inter alia*: (i) carrying out the fiduciary functions; (ii) overseeing Project’s activities; and (iii) ensuring that the Project’s activities are carried out with sound environmental and social principles and practices.

(b) To this end, the Recipient shall ensure that, throughout the implementation of the Project, the National REDD+ Technical Secretariat is maintained with staff and resources in adequate number and with experience and qualifications acceptable to the World Bank to carry out the Project.

(c) The Recipient shall ensure that all terms of reference for any studies carried out under the Project pursuant to Section 2.02 of this Annex are consistent with, and pay due attention to, the World Bank’s environmental and social safeguards policies, as well as the Recipient’s own laws relating to the environment and social aspects.

2.06. ***Project Monitoring, Reporting and Evaluation.*** (a) The Recipient shall monitor and evaluate the progress of the Project and prepare Project Reports in accordance with the provisions of Section 2.06 of the Standard Conditions and on the basis of indicators acceptable to the World Bank. Each Project Report shall cover the period of one calendar semester, and shall be furnished to the World Bank not later than forty-five (45) days after the end of the period covered by such report.

(b) The Recipient shall prepare the Completion Report in accordance with the provisions of Section 2.06 of the Standard Conditions. The Completion Report shall be furnished to the World Bank not later than six (6) months after the Closing Date.

2.07. ***Financial Management.*** (a) The Recipient shall ensure that a financial management system is maintained in accordance with the provisions of Section 2.07 of the Standard Conditions.

(b) The Recipient shall ensure that interim unaudited financial reports for the Project are prepared and furnished to the World Bank not later than forty-five (45) days after the end of each calendar quarter, covering the quarter, in form and substance satisfactory to the World Bank.

(c) The Recipient shall have its Financial Statements audited in accordance with the provisions of Section 2.07 (b) of the Standard Conditions. Such audit of the Financial Statements shall cover the entire period during which withdrawals from the Grant Account were made. The audited Financial Statements for such period shall be furnished to the World Bank not later than six (6) months after the end of such period.

2.08. ***Procurement***

All goods, non-consulting services and consulting services required for the Project and to be financed out of the proceeds of the Grant shall be procured in accordance with the requirements set forth or referred to in the “World Bank Procurement Regulations for IPF Borrowers” dated July 2016 (“Procurement Regulations”), and the provisions of the Recipient’s procurement plan for the

Project (“Procurement Plan”) dated September 12, 2017 provided for under Section IV of the Procurement Regulations, as the same may be updated from time to time in agreement with the World Bank.

**Article III  
Withdrawal of Grant Proceeds**

3.01. **Eligible Expenditures.** The Recipient may withdraw the proceeds of the Grant in accordance with the provisions of: (a) the Standard Conditions; (b) this Section; and (c) such additional instructions as the World Bank may specify by notice to the Recipient (including the “Disbursement Guidelines for Investment Project Financing”, dated February 2017, as revised from time to time by the World Bank and as made applicable to this Agreement pursuant to such instructions), to finance Eligible Expenditures as set forth in the following table. The table specifies the categories of Eligible Expenditures that may be financed out of the proceeds of the Grant (“Category”), the allocations of the amounts of the Grant to each Category, and the percentage of expenditures to be financed for Eligible Expenditures in each Category:

| <b>Category</b>                                                                                         | <b>Amount of the Grant Allocated (expressed in USD)</b> | <b>Percentage of Expenditures to be Financed (inclusive of Taxes)</b> |
|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------------------|
| (1) Goods, non-consulting services, consulting services, Training and Operating Costs under the Project | 380,000                                                 | 100%                                                                  |
| <b>TOTAL AMOUNT</b>                                                                                     | 380,000                                                 |                                                                       |

For the purpose of Section 3.01, (i) the term “Training” means the reasonable costs, as shall have been approved by the World Bank, for training and workshops conducted under the Project, including tuition, travel and subsistence costs for training and workshop participants, costs associated with securing the services of trainers and workshop speakers, rental of training and workshop facilities, preparation and reproduction of training and workshop materials, and other costs directly related to training courses and workshop preparation and implementation (but excluding goods and consultant’s services); and (ii) the term “Operating Costs” means the reasonable costs, as shall have been approved by the World Bank, for the incremental expenses incurred on account of the implementation of the Project, consisting of vehicle operation and maintenance, communication and insurance costs, banking charges, rental expenses, office (and office equipment) maintenance, utilities, document duplication/printing, consumables, travel cost and *per diem* for staff travel linked to the implementation of the Project, and salaries of contractual staff (but excluding consultants’ services and salaries of officials of the Recipient’s civil service).

3.02. **Withdrawal Conditions.** Notwithstanding the provisions of Section 3.01 of this Agreement, no withdrawal shall be made for payments made prior to the date of this Agreement.

3.03. **Withdrawal Period.** The Closing Date referred to in Section 3.06 (c) of the Standard Conditions is June 30, 2018.

**Article IV**  
**Recipient's Representative; Addresses**

4.01. **Recipient's Representative.** The Recipient's Representative referred to in Section 7.02 of the Standard Conditions is its Minister in charge of planning.

4.02. **Recipient's Address.** The Recipient's Address referred to in Section 7.01 of the Standard Conditions is:

Ministry of Economy, Planning and Regional Development  
B.P. 660  
Yaoundé  
Republic of Cameroon

Facsimile:

(237) 22 22 15 09

4.03. **World Bank's Address.** The World Bank's Address referred to in Section 7.01 of the Standard Conditions is:

International Bank for Reconstruction and Development  
1818 H Street, N.W.  
Washington, D.C. 20433  
United States of America

Telex:

Facsimile:

248423 (MCI) or  
64145 (MCI)

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