

PATCHAMUTHU ILLANGO VAN
Country Director, Pakistan
South Asia Region

03-Apr-2020

Dr. Syed Pervaiz Abbas
Secretary
Economic Affairs Division
Islamic Republic of Pakistan
Islamabad, Pakistan

**IDA Credit No. 6590-PK (Pandemic Response Effectiveness in Pakistan).
Additional Instructions: Disbursement and Financial Information Letter (DFIL)**

Dear Dr. Syed Pervaiz Abbas,

I refer to the Financing Agreement between the Islamic Republic of Pakistan (the “Recipient”) and the International Development Association (the “Association”) for the IDA Credit No. 6590-PK (Pandemic Response Effectiveness in Pakistan). The General Conditions for IDA Financing, as defined in the Financing Agreement, provide that the Recipient may request withdrawals of the funds from the subject credit, in accordance with the instructions as the Association may specify by notice to the Recipient. The General Conditions also provide that the Disbursement and Financial Information Letter (“DFIL”) may set out Project specific financial reporting requirements. This letter constitutes such DFIL, and as revised from time to time, provides such additional requirements.

I. Disbursement Arrangements, Withdrawal of Funds and Reporting of Uses of Funds from the Credit.

The *Disbursement Guidelines for Investment Project Financing* dated February 2017, (the “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>. These Disbursement Guidelines are an integral part of this DFIL, and the manner in which the provisions in the guidelines apply to the credit is specified below.

(i) Disbursement Arrangements.

The table in Schedule 1 sets out the disbursement methods which may be used by the Recipient, conditions, information on registration of authorized signatures, disbursement methods, processing of withdrawal applications (including minimum value of applications, and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Accounts.

(ii) Electronic Delivery- *Section 11.01 (c) of the General Conditions for IDA Financing for IPF.*

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the Association’s web-based portal “Client Connection” (<https://clientconnection.worldbank.org>) “Client Connection”. This option will be effected after the officials designated in writing by the Recipient who are authorized to sign and deliver Withdrawal Applications have been 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, if agreed with the Association. The Association reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Recipient. 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://worldbank.org> and "Client Connection"; and (b) to cause such official to abide by those terms and conditions.

II. Financial Reports and Audits. *Section 5.09 of the General Conditions for IDA Financing IPF.*

(i) Financial Reports. The Recipient shall prepare and bi-annually furnish to the Association not later than forty five (45) days after the end of each calendar quarter, interim unaudited financial reports ("IFR") for the Project covering such quarter, in the format stated in Attachment 1 of this DFIL.

(ii) Audits. Each audit of the Financial Statements shall cover the period of one fiscal year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each year shall be furnished to the Association not later than six (6) months after the end of each audited period.

III. Additional Information on Disbursement Arrangements

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association's website (<http://www.worldbank.org/>) 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 Withdrawal 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 following reference: *IDA Credit No. 6590-PK (Pandemic Response Effectiveness in Pakistan)*

Yours sincerely,



Patchamuthu Illangovan
Country Director, Pakistan
South Asia Region

Attachments

1. Form of Authorized Signatory Letter
2. Interim unaudited Financial Report (IFR)

Schedule 1 to DFIL
Disbursement Arrangements

Basic Information		
IDA Credit: 6590-PK	Country: Islamic Republic of Pakistan Recipient: Islamic Republic of Pakistan	Closing Date: The date stated in Section III.B.4. of Schedule 2 to the Financing Agreement Disbursement Deadline Date <i>Subsection 3.7 (**)</i> Four (4) months after the closing date
Name of the Project: Pandemic Response Effectiveness in Pakistan		
Disbursement Methods and Supporting Documentation		
Disbursement Methods <i>Section 2 (**)</i>	Methods	Supporting Documentation <i>Subsections 4.3 and 4.4 (**)</i>
Direct Payment	Yes	Copy of supporting documentation e.g. invoice.
Reimbursement	Yes	Interim unaudited Financial Report (IuFR) in the format stated in Attachment 2
Advance through Designated Accounts: - DA-1 for the <i>Federal Expanded Program for Immunization</i> (EPI) Cell, which is housed under MONHSR&C* - DA-2 for the Provincial EPI, under Health Department, <i>Punjab</i> - DA-3 for the Provincial EPI, under Health Department, <i>Sindh</i> - DA-4 for the Provincial EPI, under Health Department, <i>Balochistan</i> - DA-5 for the Provincial EPI, under Health Department, <i>Khyber Pakhtunkhwa</i> , and - DA-6 for <i>National Disaster Management Authority</i> - DA-7 for Benazir Income Support Program: Account 1, Federal Government	Yes	Interim unaudited Financial Report (IuFR) in the format stated in Attachment 2
Special Commitments	Yes	Copy of Letter of Credit
Designated Account (Sections 5 and 6 **)		
Type: Segregated		Ceiling: Fixed at USD 75,000,000 , and accessed based on the forecast for one semester as provided in the quarterly IFRs.
Financial Institution: National Bank of Pakistan (through the State Bank of Pakistan)		Currency: United States Dollar (USD)
Frequency of Reporting <i>Subsection 6.3 (**)</i> : Quarterly (same as IFRs)		
Minimum Value of Applications (subsection 3.5)		
The minimum value of applications for Reimbursement, Direct Payment, and Special Commitment is USD 10,000 equivalent		
Authorized Signatures <i>(Subsection 3.1 and 3.2 **)</i> <i>The form for Authorized Signatories Letter is provided in Attachment 1 of this letter</i> Withdrawal and Documentation Applications <i>(Subsection 3.3 and 3.4 **)</i>		
Authorized Signatures. The Authorized Signatory Letter (ASL) will be sent to the following address:		

The Bank/Association

Attention: Loan Operations Unit, WFACS (Pakistan)
20-A Shahrah-e-Jamhuriat, G-5/1
Islamabad, Islamic Republic of Pakistan

Withdrawal Applications (WAs). All WAs and its supporting documentation will be electronically sent through the Association's system *ClientConnection*. Submission through WB Country Office of faxed/scanned withdrawal applications will also be allowed when direct electronic submissions become difficult.

Other Important Provisions

1. List of contracts selected through *international* open or limited competition or Direct Selection to be disbursed **only** using Direct Payment and/or Special Commitment disbursement methods are provided in the procurement plan. Payments relating to *local* contractors/expenses procured through ICB, MDP could be exempted.
2. In case of categories of the disbursement table in Section III.A. of Schedule 2 to the Financing Agreement, transfers to UN Agencies (if any) would be made through UN Commitment disbursement mechanism. In case of contract with UN Agency, an application for issuance of UN Commitment is to be submitted by the Recipient. Subsequent payment and documentation of expenditures would be as per the commitment letter to be issued by the Association and agreement between the Recipient and the UN agency. Detailed flow of funds is provided in the PAD and the Operations Manual of the project.
3. The DLI in Schedule 4 to the Financing Agreement will be documented by (A) underlying expenditures [i.e. *Emergency Cash Transfers*], financed through Category 3 of the disbursement table in section III.A. of Schedule 2 to the Financing Agreement, *and* (B) the fully achieved target for such DLI, and
4. This DFIL may not be fully adapted to the disbursement of funds allocated from time to time to Category 4 of the disbursement table in Section III.A. of Schedule 2 to the Financing Agreement, therefore, the DFIL will be revised, if needed, when funds are allocated to Category 4.

* MONHSR&C- Ministry of National Health Services, Regulations and Coordination

** Sections and subsections relate to the "Disbursement Guidelines for Investment Project Financing", dated February 2017.

Attachment 1 – Form of Authorized Signatory Letter (ASL)

[Letterhead]
Ministry of Finance
[Street address]
[City] [Country]

[DATE]

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

Attention: Mr. Patchamuthu Illangovan, *Country Director*

Re: IDA Credit No. 6590-PK (Pandemic Response Effectiveness in Pakistan)

I refer to the Financing Agreement (“Agreement”) between the International Development Association (the “Association”) and the Islamic Republic of Pakistan (the “Recipient”), dated _____, providing the above Financing. For the purposes of Section 2.02 of the General Conditions as defined in the Agreement, any ¹[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 Financing.

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

⁵[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 electronic means. In full recognition that the Association shall rely upon such representations and warranties, including without limitation, the representations and warranties

¹ 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 final letter that is sent to the Association.*

² 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 Association.*

³ 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 Association.*

⁴ 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 Association.*

⁵ 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 Association.*

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]

Attachment 2 – Interim unaudited Financial Reports (IUFR)

Federal Expanded Program for Immunization (EPI) Cell, and provincial EPIs Punjab, KP, Sindh, and Balochistan, under Components 1

IDA Credit No. <i>Pandemic Response Effectiveness Project (EPI-_____ [NAME])</i> Interim Financial Report for the quarter ended --/--/---- STATEMENT OF SOURCES AND USES OF FUNDS				
Particulars	For the Quarter ended --/--/----	Inception to Date	For the Quarter ended --/--/----	Inception to Date
	Pak Rs.		US\$	
OPENING BALANCE (As per Break Up given Below)				
SOURCES OF FUNDS				
Designated Account Receipts				
Direct Payments				
Total				
USES OF FUNDS:				
Component 1.1				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Total Component 1.1				
Component 1.2				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Total Component 1.2				
Component 1.3				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Total Component 1.3				
Total Expenditure				
Surplus / Deficit				
OPENING BALANCE (As per Break up given below)				
CLOSING BALANCE (As per Break up given below)				

IDA Credit No.
Pandemic Response Effectiveness Project (EPI-_____ [NAME])
Interim Financial Report for the quarter ended --/--/----
VARIANCE ANALYSIS OF USE OF FUNDS

Component Details	Quarter (--/--/----)				Cumulative - Inception to Date (Pak Rs)			
	Planned Rs	Actual Rs	Variance		Planned Rs	Actual Rs	Variance	
			Amount Rs	%age			Amount Rs	%age
Component 1.1								
Goods								
Workd								
Non-Consulting Services								
Consultants' Services (Individuals and Firms)								
Incremental Operating Cost								
Training and Workshop								
Sub Total - Component 1.1								
Component 1.2								
Goods								
Works								
Non-Consulting Services								
Consultants' Services (Individuals and Firms)								
Incremental Operating Cost								
Training and Workshop								
Sub Total - Component 1.2								
Component 1.3								
Goods								
Works								
Non-Consulting Services								
Consultants' Services (Individuals and Firms)								
Incremental Operating Cost								
Training and Workshop								
Sub Total - Component 1.3								
Grand Total								
Provide Reasons for all Variances beyond 10%								

IDA Credit No.				
<i>Pandemic Response Effectiveness Project (EPI- _____ [NAME])</i> Interim Financial Report for the quarter ended --/--/---- CASH FORECAST FOR NEXT SIX MONTHS ENDING --/--/----				
Particulars	Cash Requirements		Cash Requirements for Next Six Months	
	Quarter ended --/--/-----	Quarter ended --/--/-----		
Non-EEPs	Pak Rs.	Pak Rs.	Pak Rs.	USD
<i>Component 1.1</i>				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Sub Total - Component 1.1				
<i>Component 1.2</i>				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Sub Total - Component 1.2				
<i>Component 1.3</i>				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Sub Total - Component 1.3				
TOTAL				

<p style="text-align: center;">IDA Credit No.</p> <p style="text-align: center;"><i>Pandemic Response Effectiveness Project (EPI-_____ [NAME])</i></p> <p style="text-align: center;">Interim Financial Report for the quarter ended --/--/----</p> <p style="text-align: center;">DESIGNATED ACCOUNT ACTIVITY STATEMENT</p>			
	I	II	III
	Note	US\$	US\$
PART I			
1. Advances to the end of current quarter			
2. Expenditure to the end of last quarter			
3. Outstanding Advances to be accounted for (Line 1 minus Line 2)			
PART II			
4. DA balance at beginning of quarter			
5. Subtract: Cumulative Adjustments (if any)			
6. Advances from IDA during the quarter			
7. Sub total of Advances and Adjustments (5+6)			
8. Outstanding Advances to be accounted for (Line 4 plus Line 7)			
9. DA balance at end of quarter			
10. Subtract: Cumulative Adjustments (if any)			
11. Expenditure for current reporting period			
a) Disbursement Category --			
12. Sub total of Adjustments and Expenditure (10+11)			
13. Advances accounted for (Add Line 9 and Line 12)			
14. Difference if any (Line 8 minus Line 13)			
PART III			
15. Total forecasted amount to be paid by IDA			
16. Less: Closing DA balance			
17. Forecasted Direct Payments			
18. Sub total of closing DA balance and forecasted payments (Line 16 plus Line 17)			
19. Cash requirement from IDA for the next reporting period (Line 15 minus Line 18)			

Note 1: Cumulative Adjustments (if any) - Line 5

20. Petty Cash at mm-dd-yyyy	-
21. Advances with partnering institution as at mm-dd-yyyy	-
22. Total petty cash balance and Advance at the start of the quarter	-

Note 2: Cumulative Adjustments (if any) - Line 10

23. Petty Cash at mm-dd-yyyy	-
24. Advances with the implementing partner as at mm-dd-yyyy	-
25. Total petty cash balance and Advance at the end of the quarter	-

Note: Bank reconciliation statement and copy of the bank statement for the period should be attached

National Disaster Management Authority under Components 2.1.b, and 2.2

IDA Credit No.				
Pandemic Response Effectiveness Project (National Disaster Management Authority)				
Interim Financial Report for the quarter ended --/--/----				
STATEMENT OF SOURCES AND USES OF FUNDS				
Particulars	For the Quarter ended --/--/----	Inception to Date	For the Quarter ended --/--/----	Inception to Date
	Pak Rs.		US\$	
OPENING BALANCE (As per Break Up given Below)				
SOURCES OF FUNDS				
Designated Account Receipts				
Direct Payments				
Total				
USES OF FUNDS:				
Component 2.1(b)				
Goods (including food supplies)				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Total Component 2.1(b)				
Component 2.2				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Total Component 2.2				
Total Expenditure				
Surplus / Deficit				
OPENING BALANCE (As per Break up given below)				
CLOSING BALANCE (As per Break up given below)				

IDA Credit No. Pandemic Response Effectiveness Project (National Disaster Management Authority) Interim Financial Report for the quarter ended --/--/---- VARIANCE ANALYSIS OF USE OF FUNDS								
Component Details	Quarter (--/--/----				Cumulative - Inception to Date (Pak Rs)			
	Planned Rs	Actual Rs	Variance		Planned Rs	Actual Rs	Variance	
			Amount Rs	%age			Amount Rs	%age
Component 2.1(b)								
Goods								
Workd								
Non-Consulting Services								
Consultants' Services (Individuals and Firms)								
Incremental Operating Cost								
Training and Workshop								
Sub Total - Component 2.1(b)								
Component 2.2								
Goods								
Works								
Non-Consulting Services								
Consultants' Services (Individuals and Firms)								
Incremental Operating Cost								
Training and Workshop								
Sub Total - Component 2.2								
Grand Total								

Provide Reasons for all Variances beyond 10%

IDA Credit No.				
<i>Pandemic Response Effectiveness Project (National Disaster Management Authority)</i>				
Interim Financial Report for the quarter ended --/--/----				
CASH FORECAST FOR NEXT SIX MONTHS ENDING --/--/----				
Particulars	Cash Requirements		Cash Requirements for Next Six Months	
	Quarter ended --/--/-----	Quarter ended --/--/-----		
Non-EEPs	Pak Rs.	Pak Rs.	Pak Rs.	USD
Component 2.1(b)				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Sub Total - Component 2.1(b)				
Component 2.2				
Goods				
Works				
Non-Consulting Services				
Consultants' Services (Individuals and Firms)				
Incremental Operating Cost				
Training and Workshop				
Sub Total - Component 2.2				
TOTAL				

<p style="text-align: center;">IDA Credit No.</p> <p style="text-align: center;"><i>Pandemic Response Effectiveness Project (National Disaster Management Authority)</i></p> <p style="text-align: center;">Interim Financial Report for the quarter ended --/--/----</p> <p style="text-align: center;">DESIGNATED ACCOUNT ACTIVITY STATEMENT</p>			
	I Note	II US\$	III US\$
PART I			
1. Advances to the end of current quarter			
2. Expenditure to the end of last quarter			
3. Outstanding Advances to be accounted for (Line 1 minus Line 2)			
PART II			
4. DA balance at beginning of quarter			
5. Subtract: Cumulative Adjustments (if any)			
6. Advances from IDA during the quarter			
7. Sub total of Advances and Adjustments (5+6)			
8. Outstanding Advances to be accounted for (Line 4 plus Line 7)			
9. DA balance at end of quarter			
10. Subtract: Cumulative Adjustments (if any)			
11. Expenditure for current reporting period			
a) Disbursement Category --			
12. Sub total of Adjustments and Expenditure (10+11)			
13. Advances accounted for (Add Line 9 and Line 12)			
14. Difference if any (Line 8 minus Line 13)			
PART III			
15. Total forecasted amount to be paid by IDA			
16. Less: Closing DA balance			
17. Forecasted Direct Payments			
18. Sub total of closing DA balance and forecasted payments (Line 16 plus Line 17)			
19. Cash requirement from IDA for the next reporting period (Line 15 minus Line 18)			
Note 1: Cumulative Adjustments (if any) - Line 5			
20. Petty Cash at mm-dd-yyyy			-
21. Advances with partnering institution as at mm-dd-yyyy			-
22. Total petty cash balance and Advance at the start of the quarter			-
Note 2: Cumulative Adjustments (if any) - Line 10			
23. Petty Cash at mm-dd-yyyy			-
24. Advances with the implementing partner as at mm-dd-yyyy			-
25. Total petty cash balance and Advance at the end of the quarter			-
Note: Bank reconciliation statement and copy of the bank statement for the period should be attached			

BISP through National Disaster Management Authority under Component 2.1.a

IDA Credit No.				
<i>Pandemic Response Effectiveness Project (National Disaster Management Authority)</i>				
Interim Financial Report for the quarter ended --/--/----				
STATEMENT OF SOURCES AND USES OF FUNDS				
Particulars	For the Quarter ended --/--/----	Inception to Date	For the Quarter ended --/--/----	Inception to Date
	Pak Rs.		US\$	
SOURCES OF FUNDS				
Reimbursements				
Total				
USES OF FUNDS:				
<i>Component 2.1(a)</i>				
Unconditional Cash Transfers*				
<i>Total Component 2.1(a)</i>				
<i>*Budget Execution Report to be generated by BISP's MIS will form the basis of this information.</i>				
Total Expenditure				
Surplus / Deficit				
OPENING BALANCE (As per Break up given below)				
CLOSING BALANCE (As per Break up given below)				

FOR OFFICIAL USE ONLY

Prepared by: Daisy **Lopez Zita**, WFACS
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