

May 17, 2021

H.E. Sergii Marchenko  
Minister of Finance  
Ministry of Finance  
12/2 M. Hrushevskoho Str.  
Kyiv, 01008  
Ukraine

Re: IBRD Loan No. 9250-UA  
Ukraine Emergency COVID-19 Response Vaccination Project  
Additional Instructions: Disbursement and Financial Information Letter (DFIL)

Excellency:

I refer to the Loan Agreement (“Agreement”) between International Bank for Reconstruction and Development (“Bank”), and Ukraine (“Borrower”) for the above-referenced project, dated May 17, 2021. The General Conditions, as defined in the Loan Agreement, provide that the Borrower may from time to time request withdrawals of Loan Amounts from the Loan Account in accordance with the Disbursement and Financial Information Letter, and such additional instructions as the Bank may specify from time to time by notice to the Borrower. The General Conditions also provide that the Disbursement and Financial Information Letter may specify Project specific financial reporting requirements.

#### **I. Disbursement Arrangements, Withdrawal and Reporting of Loan Proceeds**

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017, (“Disbursement Guidelines”) are available in the Bank’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 this DFIL, and the manner in which the provisions in the Disbursement Guidelines apply to the Loan 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 Borrower, 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) Electronic Delivery.** Refer to section 10.01 (c) of the General Conditions.

The Bank may permit the Borrower to electronically deliver applications (with supporting documents) through the Bank’s web-based portal (<https://clientconnection.worldbank.org>) “Client Connection”. This option may be effected if the officials designated in writing by the Borrower who are authorized to sign and deliver Applications have registered as users of “Client Connection”. The designated officials may deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”. By signing the Authorized Signatory Letter, the Borrower confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. The Bank reserves the right and may, in its

sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Borrower. By designating officials to use SIDC and by choosing to deliver the Applications electronically, the Borrower 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 Bank'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**

*(i) Financial Reports.* The Borrower shall prepare and furnish to the Bank not later than forty-five (45) days after the end of each calendar quarter, interim unaudited financial reports ("IFR") for the Project covering the quarter, in form and substance satisfactory to the Bank. Where a UN agency is contracted by the Borrower through the Ministry of Health, the Borrower, through the Ministry of Health, is responsible to ensure that the financial reporting requirements applicable to the UN Agency are stipulated in the agreement between the Ministry of Health and the UN agency and met in a timely manner.

*(ii) Audits.* Without limitation to the provisions of Section 5.09(b) of the General Conditions, the Borrower shall have the Project's Financial Statements audited by the Accounting Chamber of Ukraine. Each audit shall cover the period of one fiscal year of the Borrower. For each such period, the audited Financial Statements for the Project shall be (a) furnished to the Bank not later than six (6) months after the end of such period; and (b) made publicly available in a timely fashion and in a manner acceptable to the Bank. Where a UN agency is contracted by the Borrower through the Ministry of Health, the Borrower, through the Ministry of Health, is responsible to ensure that the documentation requirements applicable to the UN agency, for project audit purposes, are stipulated in the agreement between the Ministry of Health and the UN agency.

*(iii) Definitions.* For the purposes of Article II (ii), "The Accounting Chamber of Ukraine" is the Supreme Audit Institution of the Borrower, established in accordance with the Law of Ukraine of July 2, 2015 № 576-VIII "On the Accounting Chamber of Ukraine."

## **III. Other Information**

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank's public website and "Client Connection". The Bank 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 Loan, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, please contact the Bank by email at [askloans@worldbank.org](mailto:askloans@worldbank.org).

Yours sincerely,



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Arup Banerji  
Regional Country Director  
Eastern Europe  
Europe and Central Asia

**Attachments**

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

Cc with copies: H.E. Maksym Stepanov  
Minister of Health of Ukraine  
Ministry of Health of Ukraine  
Kyiv, Ukraine



**Schedule 1 : Disbursement Arrangements**

Basic Information				
Loan Number	IBRD 9250-UA	Country	Ukraine	
		Borrower	Ukraine	
		Name of the Project	Ukraine Emergency COVID-19 Response Vaccination Project	<b>Closing Date</b> Section III.B.4. of Schedule 2 to the Loan Agreement  <b>Disbursement Deadline Date</b> <i>(Subsection 3.7 **)</i> Four months after the Closing Date
Disbursement Methods and Supporting Documentation				
<b>Disbursement Methods</b> <i>(Section 2 **)</i>	<b>Methods</b>	<b>Supporting Documentation</b> <i>(Subsections 4.3 and 4.4 **)</i>		
Direct Payment	Yes	Copy of records (e.g. suppliers' invoices, guarantees for advance and retention payments, etc.)		
Reimbursement	Yes	- <b>Category 1</b> ( <i>Regular non-PBC category</i> ) - Statement of Expenditure (SOE) in the format provided in Attachment 2 to the DFIL - <b>Category 2</b> ( <i>PBC-based category</i> ) – (i) Interim Unaudited Financial Report (IUF) in the format so agreed in the Project Operational Manual; (ii) PBC Achievement Confirmation Letter, confirming the level of achievement of PBCs and the corresponding monetary value in USD		
Designated Account	Yes	Statement of Expenditure (SOE) in the format provided in Attachment 2 to the DFIL		
Special Commitments	Yes	Copy of Letter of Credit Copy of Payment Request and copy of Contract in case of UN-type Commitment with UN Agencies		
Designated Accounts <i>(Sections 5 and 6 **)</i>				
<b>Type</b>	Segregated:	<b>Ceiling</b>	Fixed	
<b>Financial Institution - Name</b>	The DA to be opened by the State Treasury of Ukraine in JSC "The State Export-Import Bank of Ukraine" (UkrEximbank)	<b>Currency</b>	USD	
<b>Frequency of Reporting</b> <i>(Subsection **)</i>	Quarterly	<b>Amount</b>	6,000,000	
Minimum Value of Applications <i>(Subsection 3.5 **)</i>				
The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is USD 1,000,000 equivalent.				
Authorized Signatures <i>(Subsection 3.1 and 3.2 **)</i> The form for Authorized Signatories Letter is provided in Attachment 1 of this letter				
Withdrawal and Documentation Applications <i>(Subsection 3.3 and 3.4 **)</i>				
The World Bank Radnicka cesta 80, 9 <sup>th</sup> floor Zagreb, HR-10000 Croatia Attention: Loan Department (WFACS)				
Additional Instructions				
<b>Designated Account</b> disbursement method is available only for <b>Category 1</b> ( <i>Regular non-PBC category</i> ) <b>Reimbursement</b> disbursement method is the only disbursement method available for <b>Category 2</b> ( <i>PBC-based category</i> ) All disbursements to <b>UN Agencies</b> against contracts with UN Agencies will be based on UN-Type Blanket Commitment and will be done against payment request from UN Agency				

#### Other

- Withdrawal Category 2 - the financing of eligible expenditures from Withdrawal Category 2 depends on the achievement of PBCs measured under PBC Schedule (as per **Schedule 4** to Loan Agreement). The Bank's Task Team will certify the level of achievement of one or more PBCs and the corresponding amounts for reimbursement purposes. The IUFs evidencing eligible expenditures, associated with respective PBCs, for reimbursement purposes will be submitted to the Bank in USD.
- If the amount of eligible expenditures reported via IUF is less than the monetary value that corresponds to the level of achievement of PBCs, as confirmed by the Bank's Task Team, then disbursements will be capped at the amount of eligible expenditures reported through IUFs.
- All Reimbursements shall be made, upon receipt of the withdrawal application, to the account of the State Treasury Service in US dollars to the General Fund of the State Budget

*\*\* 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]

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

Attention: *Country Director*

Re: Loan No. **9250-UA**  
(*Ukraine Emergency COVID-19 Response Vaccination Project*)

I refer to the Loan Agreement (“Agreement”) between International Bank for Reconstruction and Development (the “Bank”) and Ukraine (the “Borrower”), dated [REDACTED], providing the above Loan. For the purposes of Section 2.03 of the General Conditions 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 Borrower to sign applications for withdrawal and applications for a special commitment under this Loan.

For the purpose of delivering Applications to the Bank, including by electronic means, <sup>2</sup>[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Borrower, 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 Bank.

This confirms that the Borrower is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. In full recognition that the 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*

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<sup>1</sup> Instruction to the Borrower: 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 Bank.*

<sup>2</sup> Instruction to the Borrower: 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 Bank.*

<sup>3</sup> Instruction to the Borrower: 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 Bank.*

<sup>4</sup> Instruction to the Borrower: 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 Bank.*

of *Electronic Means to Process Applications and Supporting Documentation* ("Terms and Conditions of Use of SIDC"), the Borrower represents and warrants to the Bank that it will cause such persons to abide by those terms and conditions.

This Authorization replaces and supersedes any Authorization currently in the Bank records with respect to this Agreement.

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

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

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

Yours truly,

/ signed /

\_\_\_\_\_  
[Position]



**Attachment 2 – Form of Statement of Expenditure**

**Statement of Expenditure (SOE)**

Payments made during the period from \_\_\_\_\_ to \_\_\_\_\_

Loan No.: \_\_\_\_\_  
 Application No.: \_\_\_\_\_  
 Category No.: \_\_\_\_\_  
 SOE No.: \_\_\_\_\_

Following expenditures have been incurred during the retroactive financing period (please tick)  
 Following expenditures have been incurred during before the closing date of the loan (please tick)

Yes	No
Yes	No

1	2	3	4	5	6	7	8	9	10	11
Supplier's name	WB Contract Number in Client Connection (for Prior Review Contracts)	Type of Good or Service (CW/GO/CS/OP/TR) / Brief Description	Currency and Total Amount, and Date of Contract	Currency and Total Amount of Invoice Covered by Application	% Financed by IBRD/IDA/TF	Amount Eligible for Financing (5 x 6)	Currency and Amount Paid from Designated Account (if Applicable)	Exchange Rate	Date of Payment	Remarks
<b>TOTALS</b>										

Supporting documents for this SOE retained at \_\_\_\_\_ (location)



**FOR INTERNAL DISTRIBUTION ONLY**

Prepared by: Damir Leljak – Finance Analyst

Cleared with and cc: Luis M. Schwarz, Senior Finance Officer, WFACS  
[Country Lawyer]  
[Task Team Leader]

Cc: [FMS]