Dear Secretary Dominguez,

I refer to the Loan Agreement between the Republic of the Philippines (the “Borrower”) and the International Bank for Reconstruction and Development (the “Bank”) for the above-referenced Project, dated __________. 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 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 Loan Funds, and Reporting of Uses of Loan Funds.


(i) Disbursement Arrangements.

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. Section 10.01(c) of the General Conditions
The Borrower will deliver Withdrawal Applications (with supporting documents) electronically through the Bank’s web-based portal “Client Connection” at https://clientconnection.worldbank.org. This option will be effected after the officials designated in writing by the Borrower who are authorized to sign and deliver Withdrawal 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 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 Borrower may exercise the option of preparing and delivering Withdrawal Applications in paper form on exceptional cases (including those where the Borrower encounters, among others, legal, procedural and technological limitations), and which were previously agreed with the Bank. 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, through the Department of Health (DOH), must prepare and furnish to the Bank not later than forty-five (45) days after the end of each semester, interim unaudited financial reports (“IFR”) for the Project covering the semester.

(ii) **Audits.** Each audit of the Financial Statements must cover the period of one fiscal year of the Borrower, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished by the Borrower, through the DOH, to the Bank not later than six (6) months after the end of such period.

III. Other Information.

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank’s website (http://www.worldbank.org/) 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, or if you have any queries in relation to the above, please contact the Bank by email at AskLoans@WorldBank.org using the above reference.

Your Sincerely,

_________________________
Achim Fock
Acting Country Director
Brunei, Malaysia, Philippines and Thailand
East Asia and Pacific Region

**Attachments**

1. Statement of Expenditure (SOE)
2. Designated Account Reconciliation Statement
3. Form of Authorized Signatory Letter

With copies:

Hon. Carlos G. Dominguez  
Secretary  
Department of Finance  
Department of Finance Building  
Roxas Boulevard corner P. Ocampo Sr. Street  
Manila, Philippines  
Email: secfin@dof.gov.ph  
Telephone: 8523-9220

Hon. Francisco T. Duque III  
Secretary  
Department of Health  
San Lazaro Compound, Tayuman, Sta. Cruz,  
Manila, Philippines 1003  
Email: ftduque@doh.gov.ph  
Telephone: 8651-7800 local 1114, 1108
## Schedule 1: Disbursement Provisions

### Basic Information

<table>
<thead>
<tr>
<th>Loan Number</th>
<th>LA -xxxx - PH</th>
<th>Country</th>
<th>Republic of the Philippines</th>
<th>Closing Date</th>
<th>Section III.B.2. of Schedule 2 to the Loan Agreement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrower</td>
<td>Republic of the Philippines</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name of the Project</td>
<td>Philippines COVID-19 Emergency Response Project</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Disbursement Deadline Date</td>
<td>Four months after the closing date.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Disbursement Methods and Supporting Documentation

<table>
<thead>
<tr>
<th>Disbursement Methods</th>
<th>Methods</th>
<th>Supporting Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 2 (</strong>)</td>
<td></td>
<td>Subsections 4.3 and 4.4 (**)</td>
</tr>
<tr>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of records</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditure (SOE) (Attachment 1)</td>
</tr>
<tr>
<td>Advance (Designated Account)</td>
<td>Yes</td>
<td>Statement of Expenditure (SOE) (Attachment 1)</td>
</tr>
<tr>
<td>Special Commitments</td>
<td>Yes</td>
<td>Designated Account reconciliation statement together with copy of Bank Statement (attachment 2)</td>
</tr>
</tbody>
</table>

### Designated Account (Sections 5 and 6 (**) )

<table>
<thead>
<tr>
<th>Type</th>
<th>Ceiling</th>
<th>Financial Institution</th>
<th>Currency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two (2) segregated Designated Accounts will be opened: one in USD and another in PHP to be managed by Department of Health (DOH)</td>
<td>Variable</td>
<td>Land Bank of the Philippines</td>
<td>DA-1: USD DA-2: PHP</td>
</tr>
</tbody>
</table>

### Frequency of Reporting Subsection 6.3 (**) 

<table>
<thead>
<tr>
<th>Amount</th>
<th>Based on the project needs and acceptable by the Bank (attachment 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarterly</td>
<td></td>
</tr>
</tbody>
</table>

### Minimum Value of Applications (subsection 3.5) 

The minimum value of applications for Reimbursement, Direct Payment, and Special Commitment is US$ 50,000 equivalent

### Authorized Signatures (Subsection 3.1 and 3.2 (**) )
The form for Authorized Signatories Letter is provided in Attachment 4 to this letter

### Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 (**) )

Authorized Signatories Letter (ASL): Borrower will submit ASL for to the Bank using the following address:

The World Bank
26/F One Global Place, 5th Avenue corner 25th Street, Bonifacio Global City, Taguig, Philippines
Attn. Country Director

Withdrawal Applications (WAs): All WAs and its supporting documentation will be electronically sent through the Bank’s system ClientConnection.

In case of submission of paper form application, please send the applications and its supporting documents to the following address:

The World Bank
Additional Instructions

Disbursement of contracts with United Nations (UN) Agencies (if applied): If UN agencies are contracted to provide goods, works and services, the UN agencies funds flow arrangement will be applied. Funds transferred to UN Agencies are considered as advance. The copy of signed Agreement between the Recipient and UN Agencies should be sent to the Loan Department for UN advance account set up once it is signed. The Borrower will submit application for UN advance using Client Connection website.

- Supporting documents for the first UN advance: Request for payment from UN Agencies
- Supporting documents for advance and documentation of prior advance: Interim Financial Reporting on the use of funds and the Payment Request for the next installment signed by an authorized UN staff in charge of execution of this Agreement

Disbursement under category 2 – Emergency Expenditures: This Disbursement and Financial Information Letter (DFIL) may not be fully adapted to the disbursement of funds allocated from time to time to Category 2 of the disbursement table included in Section III. A of Schedule 2 to the Agreement. The DFIL will be revised, or a supplemental letter will be issued, if needed, when funds are allocated to Category 2.

Others

** Sections and subsections relate to the “Disbursement Guidelines for Investment Project Financing”, dated February 2017.
# Attachment 1 - Statement of Expenditures

**Statement of Expenditures**

(No Records Required for Submission)

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Name of Contractor / Supplier / Consultants</th>
<th>Brief Description of the Expenditures</th>
<th>Contract Prior Reviewed (Y/N)</th>
<th>Contract # (Client Connection # for Prior Review Contracts)</th>
<th>Contract currency and amount (original + amendment)</th>
<th>Invoice number</th>
<th>Date of payment</th>
<th>Total amount of invoice covered by application (net of retention)</th>
<th>% Eligibility</th>
<th>Amount Eligible for Financing</th>
<th>Exchange Rate</th>
<th>Amount charged to Designated account</th>
<th>Date of withdrawal from the Designated account</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>XXX</td>
</tr>
</tbody>
</table>

Supporting Documents for this SOE retained at ________________________________ (insert location)

Signed: ____________________________
# Designated Account Reconciliation Statement

**Account No.**

**Bank's name**

1. **Total Advance by World Bank**
   
2. **Less: Total amount recovered by World Bank**
   
3. **Equals: Present outstanding amount advanced to Special Account**
   
4a. **Balance of Special Account per attached Bank statement**
   
5. **+ Total amount claimed in this application**
   
6. **+ Amounts not yet credited to account at date of bank statement from past applications**
   
7. **Bank Charge**
   
8. **- Total amount withdrawn and not yet claimed**
   
9. **Total Advance accounted for (Rs. 4 through 5)**

10. **Difference to be explained**

11. **Explanation of any difference between the totals appearing on lines 3 and 9**

12. **Unclaimed amount without explanation**

---

**Note:**

(i) Withdrawal application is approved but fund is not credited to the PRF bank account.

(ii) PRF have paid from Designated account but not report in this period due to pending treasury certification, pending staff advance liquidations or other reasons.

---

**Project Supervisor**

**(Date)**
### COVID-19 EMERGENCY RESPONSE PROJECT

**6 Monthly Forecast of Expenditure**

For the period ended __________

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>Month - 1</th>
<th>Month - 2</th>
<th>Month - 3</th>
<th>Month - 4</th>
<th>Month - 5</th>
<th>Month - 6</th>
<th>Total</th>
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<tr>
<td>Component 1:</td>
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<td>2. Consultancy Services</td>
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<td>3. Non Consultancy Services</td>
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<td>4. Training and Workshops</td>
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<td>5. Incremental Operating Costs</td>
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Less:

- Closing balance 2A after adjustment
- Direct payments/SC payments

**BA Cash requirement from the financier for the next reporting periods:**

-
Attachment 4 – Form of Authorized Signatory Letter

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

[DATE]

Attention: Country Director

Re: Loan No. __ - PH
Philippines COVID-19 Emergency Response Project

I refer to the Loan Agreement ("Agreement") between the Republic of the Philippines (the Borrower) and the International Bank for Reconstruction and Development (the “Bank”) dated ________, providing the above Loan. For the purposes of Section 2.03 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 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, 2[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Borrower, acting 3[individually] 4[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Bank and in accordance with laws, rules and regulations.

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 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

---

1 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.

2 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.

3 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.

4 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.
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 /