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United Nations Global Compact
Two United Nations Plaza
New York, NY 10017

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Dear Sir / Madam

I am writing to respectfully request that you grant Hewlett-Packard (HP) a grace period for submitting our Communication on Progress (COP) in 2012.

HP's annual Global Citizenship Report is usually published in March or April. In past years we have submitted these reports as our COP in good time. However, due to some recent redesign of our branding, our 2011 report, whilst complete, is not yet approved for external release. Our goal is to publish this latest Global Citizenship Report before the end of May 2012 and we plan to update our Communication on Progress as soon as this occurs.

Thank you for your consideration.

Yours faithfully,

Zoe McMahon