



**United Nations Global Compact Office**

Two United Nations Plaza

New York, NY 10017

U.S.A.

May 17th, 2012

RE: COP Grace Letter

To Whom It May Concern,

Please accept this letter as Satec's formal request for a grace period of forty days for the Communication on Progress (COP) submission which was originally due on May 25th, 2012.

At Satec, we are well aware that the annual preparation and publication of a Communication on Progress report (COP) is a key requirement for participation in the UN Global Compact.

However, due to organizational and staffing changes in our Human Resources Department, we will not be able to publish our COP Report 2011 by the deadline as set.

We apologize most sincerely for this delay and would, therefore, respectfully request a grace period in order to prepare a COP that fully describes the efforts and progress we have made in implementing the ten principles of the Global Compact.

Our new COP will be posted on the Global Compact website by July 1st, 2012 at the latest.

Kind regards

A handwritten signature in blue ink, written over a blue Satec logo. The signature is stylized and appears to be "M. Martínez".

María Martínez  
Contact Point