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9/2/2017.

To our stakeholders:

Re: Request for Grace Period for Submission of COP

We recognize that a key requirement for participation in the UN Global Compact is the annual preparation and posting of a Communication on Progress (COP) that comprises of a CEO statement of continued support for the UN Global Compact, a description of practical actions with regard to the principles of the UN Global Compact, and a measurement of outcomes or expected outcomes

We are late in creating, sharing and posting our COP report due to personnel and staffing problems. The organization is currently having financial problems to retain qualified staff to undertake special duties as a result of the company not being able to win contracts. Consultancy is becoming very competitive and we plan to overcome this by building capacity of our current employees. Currently two of our employees are on short courses out of the office. We plan to innovate by enrolling staff on specialized online courses and programs in order to be equally productive.

We hereby ask for an extension period in order to be able to post a COP that describes our company's efforts and progress to implement the principles of the UN Global Compact. Our new COP report will be posted on the UN Global Compact website by 28th April 2017 at the latest.

Sincerely yours,

[Mr. George Padmore Mensah]

[Director].