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To whom it may concern:

Please accept this letter as AVI's (Australian Volunteers International) formal request for a 90-day grace period for the Communication on Progress (COP) submission which was due earlier in 2020.

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.

Changes in personnel at AVI have been previously communicated to UNGC but it appears that reminders for the COP deadline were going to the wrong person hence our omission in submitting the COP in time. Since being made aware of the deadline and requirements, we have put a team in place to ensure our COP can be compiled and submitted within the 90-day period.

Thereby, we respectfully request a grace period in order to prepare a COP that fully describes the efforts and progress we have made in implementing the principles of the Global Compact.

Our new COP report will be posted on the UN Global Compact website by no later than 7 March 2021.

AVI is very proud to be a UN Global Compact member and we are keen to maintain our affiliation with your organisation.

Kind regards,

A handwritten signature in black ink that reads 'Melanie Gow'. The signature is written in a cursive, flowing style.

Melanie Gow
Chief Executive Officer
AVI