



February 05, 2021

To our stakeholders,

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 the recent changes with our Executive Management team and the resulting change in both the CEO and CFO of our company. As a result of this change in executive management, we need to re-assert our commitment and bring our new CEO up to speed so he can familiarize himself with the company's practical actions and measurements during the previous year.

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 May 01, 2020 at the latest.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Donald Keefer', is written over a large, stylized, circular flourish.

Mr. Donald Keefer  
CIO & VP of Human Resources