



**Subject:** Request for 90-Day Extension to Submit Communication on Engagement (COE)

Dear United Nations Global Compact,

I am writing on behalf of [Your Organization's Name] to formally request a 90-day extension to submit our Communication on Engagement (COE). We understand the importance of meeting deadlines and fulfilling our commitments, however, due to unforeseen circumstances, we have encountered significant internal personnel changes over the past few months which have impeded our ability to meet the established timelines.

As an organization deeply committed to the principles of the United Nations Global Compact, we recognize the significance of reporting our progress and initiatives in advancing sustainability and corporate responsibility. We believe that an extension will allow us the necessary time to thoroughly assess our activities, engage with stakeholders, and compile a comprehensive report that accurately reflects our efforts and achievements.

The recent transitions in personnel have required substantial realignment of responsibilities and workflows within our organization, resulting in unavoidable delays in several ongoing projects, including the preparation of our COE. We assure you that we are actively working to streamline our processes and allocate resources effectively to ensure the timely completion and submission of our report.

We remain fully dedicated to upholding the principles of the Global Compact and are committed to transparently communicating our progress towards advancing the Sustainable Development Goals. We appreciate your understanding and consideration of our circumstances, and we are confident that the additional time requested will enable us to submit a high-quality COE that demonstrates our continued commitment to responsible business practices.

Thank you for your attention to this matter. We look forward to your favorable response regarding our request for a 90-day extension.

Sincerely,

Alejandro Langlois

Director

ComunicarSe.