***On Company Letter Head***

**The Head MANSA Digital Initiative**

**African Export-Import Bank**

72B El-Maahad El-Eshteraky Street

Roxy, Heliopolis, Cairo 11341

Egypt

**Attention:**Ms. Maureen Mba  
Head, MANSA Digital Initiative

**RE: Appointment of MANSA Administrators**

|  |  |  |  |
| --- | --- | --- | --- |
| **Administrator User Type** | **Administrator full name** | **Administrator job position** | **Administrator email** |
| ***Maker*** |  |  |  |
| ***Checker*** |  |  |  |

**We advise that ……(*Company Name*) has elected the following people to carry out the duties of Administrators on the MANSA Platform:**

**Kindly provide the above mentioned administrators the right to manage and upload ………(*Company Name*) profile in the system.**

**Yours Sincerely,**

***Signature (authorized signatory)***

**…………………………..**

***Name, Designation***