

Private and Confidential

Marion Minah
Freetown

13th April 2022

Dear Marion,

Amendment to Contract of Employment

I write to confirm that with effect from 1st April 2022, your Contract of Employment has been amended as follows:

Role title:	Finance Manager
Band:	C
Inflationary Pay Award	3%
Annual Basic Salary:	GBP 28,491.92
Annual Leave Allowance	GBP 2,374.33
Monthly Rent Allowance	5% of Basic Salary- 118.72
Monthly Transport Allowance	5% of Basic Salary- 118.72

All other Terms and Conditions of Employment remain unchanged.

Please confirm your agreement to this amendment to your contract by signing both copies of this letter.

Please retain one copy for your reference and return one to Business Systems Manager within 14 days.

Thank you for your understanding.

Yours Sincerely,


Mattia Koi Dimoh
Interim Country Manager

I confirm acceptance of the above amendments to my Statement of main Terms and Conditions of Employment.

Signature.....

Date.....

Name.....