S. Kukan Date: 28/February/2019

Operations Manager

Berendina Employment Center (Guarantee) Ltd

Colombo

Mr. Jayatissa Manamperi

Project /SDF Manager

Skills for Inclusive Growth (S4IG) -Project

Dear Sir

**REQUEST: Contract Amendment for revised work plan, forecast budget and period extension\_ AN10805**

As per the contract (MoU) signed (ACN 054 575 567/ AN 10805) between Scope Global PTY LTD (S4IG project) and Berendina employment center (Gte) Ltd on 15th March, 2018. The contract was signed based on the work plan, which was submitted by Berendina. Currently the actual achievement is varying from the agreed work plan due to the practical situation and other reasons.

Therefore, Berendina has revised the work plan and budget as per the current achievement. And also herewith attached for your consideration and the contract need to be amended accordingly.

So far 258 participants have been recruited. Revised work plan and forecast budget have been prepared for 250 participants only. based on the current work plan, the period of the contract also to be extended till March 2020.

We are kindly request you to amend the contract as per the submit work plan and forecast budget

I shall be thankful, if you could consider the request and do the needful as early as possible

**Yours sincerely**

S. Kukan

Operations manager

Berendina Employment Center (Guarantee) Ltd

**Annexure:** Revised work plan and forecast budget