The Project Office

CSIR- Institute of Industrial Research

92 Boundary Rd, Accra.

January 10, 2022

The Director

CSIR-Institute of Industrial Research

92 Boundary Rd, Accra.

Dear Sir,

**PERMISSION TO WITHDRAW FROM THE PROVIDENT FUNDS**

I, Dr. Atuahene Samuel write on this day January 1st, 2022 to request to withdraw from the PROVIDENT FUNDS which is deducted each month from my basic salary. I have read about all the benefits that the funds will bring in the near future. However, my family’s needs will not fully be met should I continue to make those payments.

I am currently investing in couple of projects for the future of my family which consumes about 95% of my net salary each month. Should my application to withdraw from the Provident Funds payments be accepted, it will enhance the livelihood of my family and also help me complete my current investments for my family.

I see the completion of all the projects in the near future and if possible, will return to the payment of the Provident Funds.

I apologize for any inconvenience. Looking forward to your reply.

Thank you

Kind regards,

Samuel Atuahene (PhD)