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# LETTER OF RENEWAL

Dear Ms. Wainaina,

I am pleased to offer you a renewal of your present appointment as Assistant Secretary-General for Human Resources Management. This renewal is for a period of one year, from 12 October 2016 through 11 October 2017.

This renewal of your fixed-term appointment is subject to the terms and conditions specified in your Letter of Appointment effective 12 October 2014, and is also subject to the provisions of the Staff Regulations and the Staff Rules and administrative issuances, together with any amendments thereof.

I should be grateful to receive your acceptance of the above offer.

BAN Ki-moon
Secretary-General

Ms. Carole Wainaina
Assistant Secretary-General for
Human Resources Management

EOA
Ms. Carole Wainaina
Drafted by: OHRM
Read by: hf
Reviewed by: MH
Approved by: OCdC

/4/2016

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Dear Mr. Secretary-General,

I hereby accept your offer to renew my appointment for one year effective 12 October 2016. This renewal is subject to the terms and conditions specified in my Letter of Appointment effective 12 October 2014, and to those laid down in the Staff Regulations and the Staff Rules and administrative issuances, together with any amendments thereof.

Date:

Signature:

(Carole Wainaina)

The Secretary-General
United Nations
New York