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MEMORANDUM

To:

All CEPEP Contractors

From:

Mr. Keith Eddy

Chief Executive Officer

Date:

July 8, 2020

Subject:

Online Payments of National Insurance Contributions

With reference to the subject at caption, with effect from fortnight 14 (June 22nd to July 3, 2020), the CEPEP Company Limited will be making direct online NIS payments for contractors' employees to the National Insurance Board.

In light of the foregoing, Contractors are asked to provide the following information on or before Friday July 10, 2020: -

- 1. Contact Number and Email for each contractor; and
- 2. NIS Number for each employee.

Your usual cooperation is anticipated.

Keith Eddy

Chief Executive Officer

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