

**FROM:** Victoria Márquez-Mees, MICI Director

**REFERENCE:** Request **MICI-BID-BR-2016-0106** referring to the operation al “Tietê Várzea Program” (BR-L1216)

**DATE:** August 4, 2016

**SUBJECT:** Notice of Deadline Extension for Requesters to meet certain requirements.

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Dear Requesters,

Thank you very much for your time and for our recent phone call.

We have reviewed your Request and the information contained therein after receiving it on July 28, and within the five work days set by our policy, we have determined that certain information is still needed in order to file your claim.

Therefore, this notice is to inform you of the **10 work days** deadline you have starting from the day we received your Request until **Thursday August 18, 2016** to meet the following requirements:

1. Establish contact with Bank's Management: The Team Leader of the project “Tietê Várzea Program” (BR-L1216) is Mrs. Claudia Nery ([claudiabo@iadb.org](mailto:claudiabo@iadb.org)) who works at the IDB Office in Brasília. Please submit your claim with her asking to address your concerns.
2. We have developed a Requirements Table to help you identify specifically what information we need and why we need. Although it is not mandatory to follow this format, we are providing a Request Sample Letter. Both documents are attached.

Please keep in mind that we can have a phone call at any time to clarify any questions regarding the information requested or about the MICI process. Also, all the information can be found in our website: <http://www.iadb.org/es/mici/mici,1752.html>

In the event you are not able to contact Bank's Management or gather the required information before August 18, 2016, the administrative process would be closed. However, this does not prevent you to refile your Request once you have the missing information.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

**Victoria Márquez-Mees**  
Director  
Independent Consultation and Investigation Mechanism