



March 12, 2026

OPTS-SECR-OTHERS-056-2026

The Chairman
National Stakeholders' Working Group (NSWG)
NEITI House
Plot 121, Danladi Kifasi Close
Wuye District, Garki
Abuja.

Dear Sir,

RE: NEITI NATIONAL STAKEHOLDERS' WORKING GROUP(NSWG) MEETING SCHEDULED FOR MARCH 13, 2026

I acknowledge receipt of the notice for the above-referenced meeting.

Regrettably, I will be unable to attend due to a conflicting business engagement that had been scheduled prior to receiving the notice.

Please be informed that my alternate, Mrs. Lola Adelore, will be attending the meeting on my behalf.

Kindly note that I will not be receiving reimbursement for the flight tickets, Duty Tour Allowance (DTA), airport taxi, or sitting allowance.

I wish the Executive Group a successful deliberation.

Yours faithfully,

For: The Oil Producers Trade Section (OPTS)

Gwueke Ajaifia
Executive Director, OPTS