



WEIJA—GBAWE MUNICIPAL ASSEMBLY



In case of any reply, the
number and date of the
letter should be quoted.

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Our Ref:.....WGMA.02/10/17.....

Your Ref: DAC/L.5/VOL..1.22

13th January, 2025

THE HEAD
DEPARTMENT OF ACCOUNTING
UNIVERSITY OF EDUCATION
WINNEBA

RE: REQUEST FOR ATTACHMENT – MS. YVONNE DAGODZO

I refer to your letter dated 26th July, 2024 in respect of the above - named student who wishes to undertake her Industrial Attachment with our outfit.

We hereby accord her the opportunity to practice, share and gain knowledge as per your request.

The above - named student is expected to start her internship program with effect from Wednesday 15th January, 2025 To Friday 25th April, 2025.

She will be attached to the **ACCOUNTS Unit** of the Assembly.

She is expected to adhere to all rules and regulations of the institution.

Thank you.

NANA ADWOA OWUSU
SNR. HUMAN RESOURCE MANAGER
For: MUNICIPAL RESOURCE MANAGER

Cc: HEAD, ACCOUNTS UNIT

Yvonne Dagodzo