

GHANA PORTS AND HARBOURS AUTHORITY

PORT OF TAKORADI



HRD 47/ VOL 125/488

JANUARY 3, 2025

THE HEAD
UNIVERSITY OF EDUCATION
WINNEBA

Dear Sir/ Madam,

INDUSTRIAL ATTACHMENT

We make reference to your letter in respect of the above subject, and hereby inform you that this Authority is prepared to accept **CASSANDRA SIMPINEY**, to undergo her attachment training from **JANUARY 6, 2025** to **MARCH 5, 2025** under the following conditions:

1. She will neither be paid salary nor allowance during the period.
2. She will be subjected to the rules and regulations that govern workmen in the Authority.
3. She will be closely supervised.
4. She will not enjoy free medical services from the Authority.
5. She should be decently dressed in Blue/White shirt with Black/Ash Skirt (Below the knee) and black/brown shoe.
6. She will be required to take an Insurance Policy of not less than **One Hundred Ghana Cedis (GH¢100.00)**.
7. She shall procure for herself, the appropriate PPE (Reflector, Overall, and Safety Boots) for her use in the Port.

If the above conditions are acceptable to her, please ask her to report to the under-signed with an acceptance letter and two passport-size photographs of herself for further instructions.

Yours faithfully,

FOR: GHANA PORTS & HARBOURS AUTHORITY

ANTHONY ESHUN
DEPUTY HUMAN RESOURCE MANAGER
FOR: DIRECTOR OF PORT