



KPONE - KATAMANSO

MUNICIPAL ASSEMBLY

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E-mail: info@kkma.gov.gh

GPS: GK-0011-1415



Our Ref: KKMA-02/10/17

Your Ref:

Date: 06-01-2025

RE: REQUEST FOR PRACTICAL ATTACHMENT PLACEMENT

We refer to your letter dated **July 23, 2024** and write to inform you that your request to have your internship programme with the Kpone-Katamanso Municipal Assembly has been granted.

Your internship starts from **Wednesday, 8 January, 2025 to Wednesday, 30 April 2025**. You are attached to the **Budget Unit** of the Municipal Assembly. Please note however that this office considers industrial training programmes as a learning process for students and does not have any financial obligations towards them in this regard.

It is highly anticipated that you would comply with the code of ethics of this institution.

Thank you.

MOHAMMED ALI AMADU
[MUNICIPAL CO-ORD. DIRECTOR]
For: MUNICIPAL CHIEF EXECUTIVE

SANDRA OPOKU
UNIVERSITY OF EDUCATION
WINNEBA

cc: **Mun. Budget Officer**