



# UNIVERSAL MICROFINANCE LIMITED

P. O. Box ML 728, Malam Accra, Ghana Email: [universalmfi@yahoo.com](mailto:universalmfi@yahoo.com), Tel: 030 233 3660  
Location: First Floor, Babs and Brothers Plaza, Gravel Junction, Gbawe.

January 14, 2025

THE HEAD OF DEPARTMENT

DEPARTMENT OF ACCOUNTING

UNIVERSITY OF EDUCATION, WINNEBA

P.O. BOX 25

WINNEBA

Dear Sir,

**LETTER OF INTRODUCTION – MR. PETER AKABARE NCHORDINGYA (5231550007)**

We acknowledge your letter with reference number: **DAC/1.6/VOL.2.07.**

The request for Mr. Peter Akabare Nchordingya to undertake his industrial attachment at Universal Microfinance Limited, Malam Accra, from 15<sup>th</sup> January – 30<sup>th</sup> April, 2026 has been approved under the following conditions:

1. He must abide by all rules, regulations and professional conduct of the Company.
2. Commencement of the attachment is strictly conditional upon reporting to the Human Resource Manager.

Failure to adhere to any of the conditions may result in immediate termination of the attachment

Thank you

