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Attn: Director of Finance and Administration
Arusha International Conference Centre
P.O.Box
Arusha

Date: 18th January 2019

Dear Sir,

**RE: REQUEST FOR LUNCH ALLOWANCE FOR DEVELOPMENT OF REPORT FOR
DELETED PRESCRIPTIONS AND HOSPITAL SYSTEM TRAINING**

I request lunch allowance for 23 days for the development functionality that enforce doctors to put reason for deletion of prescriptions, this work was requested by AICC accounting department and internal auditor's office, we have also requested to conduct training for Hospital system to auditors and account department.

Development for deleted prescriptions was started on 26 December 2018 to 17 January 2019 and training was conducted on 16-January-2019.

The total amount for lunch allowance is Tsh.345,000/= (15,000X23 days)

Thank you for your time and consideration.

Best regards,
Israel Pascal

Director
Ostech IT Engineering Limited

