

ELDORET TECHNICAL TRAINING INSTITUTE (ETTI)

2ND & 3RD FLOOR PETRESHAH BUSINESS CENTRE or TELKOM HSE, or LODWAR OPPOSITE KMTC, BOMET ABOVE CO-OP BANK

Web: eldorettechnical.ac.ke

TEL: 053 2060283/2060280

E-MAIL: eldtti@yahoo.com

Accredited by Ministry of Education



Mobile: 0725- 818644 or 0736 250144

P.O BOX 770, 30100 ELDORET, KENYA

KNEC Centre Tech: 509111, Bus: 509226

Reg No: **MOHEST PC/1692/01**

Our Ref: ILO/01/05/24

Date: June 13, 2024

TO:

Dear Sir/Madam,

RE: REQUEST FOR INDUSTRIAL ATTACHMENT.

Student Name:Adm. No:.....

Phone No:.....

The above named student is a bonafide student of the Eldoret Technical Training Institute, undertaking a course leading to Certificate/Diploma in.....

We have identified your organization as one of the places where our students can be sent for attachment. The attachment period will begin in **SEPTEMBER 2024** and will last three months.

The Institute considers Industrial Attachment as a mandatory component of training for which we would like to partner with you. The attaché is bound to abide by **rules and regulations** governing your organization and any unwarranted incident must be reported to the undersigned. The attaché is expected to provide for his/her welfare and upkeep.

The attaché must equally attach a copy of a **valid accident cover note** before commencement of the attachment to indemnify both your organization and the institute in case of accident during the attachment period.

Your positive consideration will be highly appreciated. For any clarification do not hesitate to contact the undersigned.

Thanks for your continued support.

Yours Faithfully,

INDUSTRIAL LIASON OFFICER
ELDORET TECHNICAL TRAINING INSTITUTE

13 JUN 2024

Tel: 053 20 00283/20 00280
Cell: 0736 250 144 / 0725 818 644
P.O. Box 770-30100, ELDORET

Mr. Michael Mutai

ETTI Industrial Liaison Officer (ILO)

(0777434776; ettiilo703@gmail.com)

