



**THE NYERI NATIONAL POLYTECHNIC**

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**THE NYERI NATIONAL  
POLYTECHNIC**

**Our Ref: .ATT/NNP/2022/1**

**Your Ref: .....**

**DATE:.....**

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*Dear sir/Madam,*

**RE: INDUSTRIAL ATTACHMENT APPLICATION.**

The Nyeri National Polytechnic trains trainees under the Technical Education Programme (T.E.P.) & Modular system and part of the requirements is Industrial Attachment. The purpose of the Attachment is to help the trainee bridge the gap between theory and practice in preparation of the great challenge in the world of work. In the light of this we kindly request you to attach..... Trainee No ..... taking.....course.

The trainee was nominated by the Polytechnic’s Academic Committee to take the availed attachment place in your Firm/Company/Institution. The attachment is scheduled to take place in the months of ..... to .....2022.

During this period, the trainee will be supervised by appointed Trainers. They will liaise with your concerned personnel; to identify areas that require strengthening in the curriculum, so as to help develop a worker who will serve you better in future. We look forward to working with you in developing a better Kenyan. We have taken a group insurance cover with **APA Insurance Ltd** for all our trainees.

**Kindly demand a valid insurance cover from the trainee.**

Yours faithfully,

**Benson K. Munene ILO**  
*For:* CHIEF PRINCIPAL

**STUDENT PHONE NO.....**

**EMAIL ADDRESS .....**