



BUYOGA TSS
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30/06/2026

The Managing Director

Dear Sir/Madam,

RE: REQUEST FOR INDUSTRIAL ATTACHMENT

BUYOGA Technical Secondary School (BUYOGA TSS), located in Rulindo District, is pleased to introduce the trainee named below, who has successfully completed **Level 3 in Building Construction** and will continue to **Level 4** in the next academic year. We kindly request that you offer him/her an opportunity for industrial attachment to strengthen practical skills and gain hands-on experience in a professional work environment.

Trainee's Name: _____

The industrial attachment will enable the trainee to apply and further develop competencies acquired during training, including:

- Setting out buildings;
- Constructing stone structures;
- Erecting brick and block walls;
- Performing cement flooring construction;
- Fixing doors and windows (openings);
- Carrying out plastering works;
- Producing soil-based bricks and blocks; and
- Demonstrating knowledge and proper use of building materials.

The industrial attachment is scheduled to commence on ____ / ____ / 2026 and will last for a minimum period of one month.

We have enclosed the trainee's insurance documents and any other relevant supporting documents. We would be grateful for your support in providing this valuable workplace learning opportunity. Should you require any additional information, please do not hesitate to contact the Deputy Headteacher in charge of studies, at **0785979274**.

Thank you for your cooperation and support in developing skilled professionals.

Yours faithfully,

UWINEZA Richard
School Manager
BUYOGA Technical Secondary School (BUYOGA TSS)

