



THE HEAD OF STATE AWARD SCHEME - GHANA

Proud to be

THE DUKE OF EDINBURGH'S
INTERNATIONAL AWARD

In Ghana

Address: National Award Secretariat, GNAT Hall Complex, P. O. Box GP 13539, Accra - Ghana. Tel: (+233) 302 967406, 302 201344 Cell: +233 242862719 Email: hosa_gh@yahoo.com, info@hosaghana.org Website: www.hosaghana.org / www.intaward.org

Dear Sir,

REQUEST FOR SKILLS DEVELOPMENT OPPORTUNITY

I write to introduce, a
Bronze Silver Gold Award participant from

..... Award Centre of the Head of
State Award Scheme.

The Head of State Award Scheme provides a non-formal education, training and learning framework for young people between the ages of 14 to 24 years with competencies to succeed in life. It provides a leisure time activity and a rewarding agenda that fills the gap left by formal education. The Award equips young people with life and employability skills, building their confidence and giving them the opportunity to engage with their communities to make a difference to themselves and the world at large.

Each participant of the Award Scheme is required to develop a skill in a chosen area of interest covering a minimum cumulative period of 24 hours spread over a period of 6 months, 48 hours spread over a period of 12 months and 72 hours spread over a period of 18 months for Bronze, Silver and Gold respectively. The participant in question has expressed interest in in your institution as during weekends and school vacation.

The participant's direct supervisor will be required to sign the participant's activity diary which indicates activities carried out over the period under review. The participant is required to avail him/herself at least once a week.

Your support will go a long way to give this young person the requisite skills and competencies for work.

Please do not hesitate to reach me via telephone on **0246519922** should you require any information.

We look forward to a positive response from you.

Kind Regards

SIDNEY O. CHARWAY
OPERATIONS OFFICER

Chief Patron: H. E. John Dramani Mahama, President of the Republic of Ghana.

Lifetime National Patrons: Otumfuo Osei Tutu II, Rt. Hon. Lord Paul Boateng.

Non-Lifetime National Patrons: Minister of Education, Minister of Youth & Sports.