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The Secretary for Information and  
Digitalisation



In reply, please quote No. ....  
MINISTRY OF INFORMATION AND  
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LILONGWE 3

Ref. No. INF/ADM/01/04

5<sup>th</sup> May, 2022

ESAMI Headquarters  
LILONGWE 3.

**LETTER OF RECOMMENDATION FOR MS. CHIFUNDO  
KAMPANDIRA**

I write to recommend and support Ms. Chifundo Kampandira's application for a Masters Degree Program at your University.

Ms. Kampandira holds a Bachelors Degree in Business Administration and currently works as a Personal Secretary to the Minister from 2016, but has been in the Civil Service since 2002.

She possesses excellent communication skills and has successfully demonstrated leadership ability and competence in her line of work. The office is considering transferring her into mainstream Administration hence her wish to further her studies.

For any further information regarding Ms. Kampandira's endorsement, please do not hesitate to contact the undersigned.

  
Annie Ng'oma

**CHIEF HUMAN RESOURCE MANAGEMENT OFFICER**  
**For: SECRETARY FOR INFORMATION AND DIGITILISATION**

