

To whomsoever it may concern

This is to inform that Mrs T.V Mamatha (trainer) on 4th of July 2015. The training was attended by 15 of our employees between 9 30 am and 5pm.

The topics covered are:

1. Communications skill
2. Email etiquettes
3. Soft skills

The training was very fruitful.

We express our thanks through this letter and expect a continued training in future.

Wishing you all the best for your future endeavours.

Thanks Mamatha..



Authorized Signatory

