

Recommendation

Recommendation from a HoM/Coordinator/Line Manager/Career Manager¹

Name of Referee: First Name Last Name

Position of Referee: Position

What is the benefit/relevance to the development of the project/mission/organisation of the applicant attending this training?

Ask your referee to write your recommendation here

☐ With this recommendation, I confirm that I have read the LEAP [HR information section](#) of the LEAP website carefully and support the application of (NAME) and has taken into consideration and discussed with the applicant and their supervisor the potential effect the work that the LEAP Programme may bring (leave, scheduling etc).

Please note the recommendation should include the following:

- ✓ State in what capacity you believe the course or study will benefit the applicant with regards to future work inside MSF.
- ✓ Provide a short account of the performance on the job, personal experience of working with the applicant, and any other information that you deem relevant.
- ✓ Provide a short account of the future career development path of the applicant and what the end of contract is and if staff is expected to stay with MSF to the best of your current knowledge. Please bear in mind, LEAP looks at the long career development of staff, this may therefore include work beyond the current position of the individual.

¹ The recommendation should come from either HoM/Coordinator/Line Manager/Responsible in the field of who you believe is able provide the information requested in this form.