



To the Applicant:

Please accomplish the first part of this form and give it to your supervisor and former professor or any person (other than your relatives) who knows you well enough to be able to fill it out in a manner that will help the Screening Committee.

Provide each person making this recommendation with an envelope addressed to the:

MLDP DIRECTOR
Organization Development Department
Land Bank of the Philippines
23/F LANDBANK Plaza, 1598 M.H. Del Pilar cor. Dr. J. Quintos Sts.,
Malate, Manila

Write the rater's name and address on the upper left side of the front of the envelope.

Please submit the *sealed* and *signed envelope* together with the other application requirements.

Type of print:

APPLICANT Mr. Ms. _____
LAST NAME FIRST NAME MIDDLE NAME

Signature of Applicant _____

To the Recommender: _____
(Applicant to fill in the appropriate name)

The applicant named above is applying for admission to the *Branch Officers Development Program (BODP)* of LANDBANK. Kindly give your honest appraisal of the applicant's abilities and qualification for the said program. Your evaluation of the applicant's major strengths and weaknesses (e.g. intellectual readiness, communication skills, leadership qualities and interpersonal relations) and his/her moral fitness would be very helpful to us in considering the applicant.

The information supplied in this form will be treated confidentially and will be used only for the purpose of assessing the applicant's qualifications for inclusion to the BODP.

Enclose the filled-up form in the envelope provided, seal the envelope, affix your signature across the flap and return it to the applicant. If you prefer not to send your recommendation through the applicant, you may send it directly to the address mentioned above or thru email at mrcruz@mail.landbank.com. Please note that his/her application will be evaluated only after receipt of all required documents, including this recommendation.

1. How long have you known the applicant? (number of years) _____

In what capacity? _____

2. What do you consider as the applicant's major strengths? _____

3. What are the applicant's noted weaknesses he/she should improve? _____

4. Please describe a constructive feedback you have given the applicant. How did the applicant receive this feedback and what efforts did he/she make to address the concern? _____

5. **APPRAISAL** (Kindly assess the applicant in terms of the factors listed below.)

FACTORS	5 Excellent	4 Above Average	3 Average	2 Fair	1 Poor
Leadership					
Intellectual Functioning					
Oral Communication					
Written Communication					
Integrity and Ethics					
Values and Character					
Interpersonal Relations					
Initiative & Commitment					
Passion & Dedication					
Potential for Significant Future Contribution					

6. Is there anything else about this applicant that you would like us to know? (Use additional sheet if necessary) _____

Name/Signature of Recommender _____

Company _____

Designation _____

Mailing Address _____

Date _____