

**Jabatan Dasar Pertukaran Asing**Recommendation Note

**SULIT**

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| **Kepada** | **[Approving Authority]** [Comments] [Date] [Signature] | | | |
| **Melalui** | **[Reviewer 2]** | [Comments] | [Date] | [Signature] |
|  | **[Reviewer 1]** | [Comments | [Date] | [Signature] |
| **Daripada** | **[Processing Officer] ([Date])** | | |  |
| **Perkara** | **[Applicant Name] ([Short Name of Applicant])**   * [Subject Matter] *[PO to amend accordingly]* | | | |
| **Purpose** | * To seek [Approving Authority]’s approval for…. * [Reason(s) approval is required] | | | |
| **Background** | * [Background and description of application] | | | |
| **Assessment & Proposal** | * [Assessment and recommendation] | | | |

The above is submitted for [Approving Authority]’s consideration, please.