**Date:**

**RE: Recommendation Letter for Special Immigration Visa (SIV) Program**

1. **Applicant’s Information:**
   1. Name:
   2. Date of Birth:
   3. Badge Number:
   4. Job Title:
   5. Job Location:
   6. Joining Date:
   7. Release Date:
2. **Information about recommending supervisor:**
   1. Name:
   2. Organization/Unit:
   3. Job Title:
   4. Email Address:
   5. Telephone Number:
   6. Start Date of Supervising the above-mentioned applicant:
   7. End Date of the above-mentioned applicant:

As a direct supervisor of …………………………, I would like to state that he has worked faithfully and loyally for ……………………..(organization name)………………………. For a period of …………….. years and …………. Months. Mr./Miss. …………………… was responsible for ………………………………… He/she has provided faithful and valuable services to the United State mission in Afghanistan during his service.

However, Mr./Miss……………’s work with a U.S. Agency makes him/her vulnerable. I am well aware of the serious ongoing threat to his/her and his/her family’s life which is because of his/her employment with us.

As far as I know Mr./Miss……………………I believe that he/she poses no threats to the national security or safety of the United States. He is type of person who could help build greater bonds between the two nations. I highly recommend Mr./Miss…………… for the Special Immigrant Visa (SIV) program, please grant him a visa in return to his trustworthy, faithful and valuable services to the government of the United Sates.

Sincerely,

Name of Supervisor

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_