



REFEREE FORM

Applicants must send this form, together with a completed copy of the application, to each of their referees.

Referees are kindly asked to complete this form and email it as an attachment to: fida@ica.org

All referees' forms must be received by **the deadline provided on the ICA FIDA web page.**

For more information, please send an email to fida@ica.org

REFEREE FORM

1 Application details

Name of individual,
group or organization
applicant

ICA membership
number of principal
applicant

Title of project

2 Referee details

Family name

First name

Title (Dr/Mr/Mrs etc)

Position held

Address of employing
institution

Email address

ICA membership
number, if applicable

3 Referee comments

As a referee, you are invited to provide comments on the application on each of the areas listed below.

How do you know the applicant individual or organization?

Please comment on the significance of the project to the career development of the individual or of the group/organisation.

Please comment on the content of the project, insofar, as this information is available to you.

Please comment on the significance of the project to the archival/records management development of the country or region concerned.

Please comment on the feasibility of the proposal and whether the time-scale and resources requested are justified.

Please comment on the expertise and experience of the applicant(s) as reflected in their application and in the overall quality of the proposal, particularly their track-record of delivery.

Please provide any additional comments.

Thank you for your comments!