


**INSTRUCTIONS:** Download this form to your device ([click anywhere on the form and then press Ctrl S\\*](#)), fill it out and then press the SUBMIT button at the bottom to email the form to ACDS.

\*To download, you can also scroll to the top of the form until a Toolbar appears and then press the download  button.



## CET Surveyor Reference Form

One form ***must be*** completed by the applicant's **supervisor** or **department manager** (i.e., whoever will be approving time off work to do two (2) surveys per year).



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### Basic Information

Name of Applicant

Name of Reference

Relationship to Applicant

Reference's Phone

In about 300 words, comment on the applicant's experience and abilities as they relate to: Interacting with Others

Flexibility & Adaptability

Objectivity

Facilitation Skills

Written Communication

Knowledge of Organizational Framework

### Verification

Checking off this box verifies that the information provided is accurate and that the reference named above is authorized to submit it on the applicant's behalf.

### Date

that form was completed and verified by the Authorized Person

The SUBMIT button only links this form to your email program if the form has been downloaded to your device first and then filled out.