

[Your Name]
[Your Position]
[Your Organization]
[Organization Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Position]
[Philippine National Police]
[PNP Office Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally endorse [Name of the Person Being Endorsed] for [specific purpose - e.g., a position, recognition, etc.] within the Philippine National Police.

[Introduce how you know the individual and for how long, including your relationship or capacity in which you worked with them.]

[Discuss their qualifications, skills, and attributes that make them a suitable candidate. Provide specific examples to support your endorsement.]

[Express your confidence in their ability to contribute positively to the PNP and the community.]

Thank you for considering this endorsement. I am confident that [Name of the Person Being Endorsed] will exceed your expectations and serve with distinction.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]