# COMPANY LETTER HEAD

**AFFIDAVIT OF UNDERTAKING**

**KNOW ALL MEN BY THESE PRESENT:**

I/We, **(name of authorized personnel) OR (owner/position in the company) of the (name of company),** with address at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Contact No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, after having been duly sworn in accordance with law, do hereby depose and state as follows:

1. That we will treat my workers humanely, with kindness, and respect;
2. That we will pay his/her salary on time and provide with adequate food and shelter, including medical care;
3. That we will allow the POLOs or appropriate Philippine Embassy Staff regular visitation of the worker at any company / residence, where applicable;
4. That we allow the worker to participate in skills enhancement and other programs for overseas workers at the Philippine Embassy, where applicable;
5. That we will comply with additional requirements that the POLO may prescribe as may be necessary;
6. That we shall act on problems of and extend necessary assistance to the Filipino workers we deployed and cooperate with the Philippine Embassy in addressing the problem;
7. That we shall monitor and promote the well-being of the Filipino workers deployed by us and notify the POLO/Philippine Embassy of any development about their condition and employment, including their repatriation, when applicable;
8. That we shall assist the Filipino workers in availing of benefits provided under the laws and regulations of the Saudi Arabia.
9. That we will repatriate him/her to the Philippines where in case of civil conflict war and other emergencies as represented by the Philippine Embassy in Riyadh, KSA.
10. That our vehicle shall be fully insured and shall help facilitate my worker’s driving license at no cost the worker.

Done this on \_\_\_ day of \_\_\_\_\_\_\_\_\_\_ 2023 at Al Khobar, Kingdom of Saudi Arabia.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Signature over Printed Name and Designation of Employer*