

**AFFIDAVIT OF UNDERTAKING**  
**(FOR DOMESTIC WORKER THRU ACCREDITED MALAYSIAN MAID AGENCY)**

I, \_\_\_\_\_, with NRIC/Passport No. \_\_\_\_\_, and residence address at \_\_\_\_\_, state under oath and affirm that as the employer of Domestic Worker (DW) \_\_\_\_\_ with Passport No. \_\_\_\_\_, I commit to comply with the following:

- To pay my DW the basic monthly salary of at least four hundred US Dollars (\$400.00) or one thousand six hundred eighty Malaysian Ringgit (RM 1,680.00);
- To provide my DW at least one (1) rest day per week, that can be any day of the week as mutually agreed by me and my DW. In case my DW is required by me or any member of my immediate household to work during the agreed rest day, I must compensate my DW at least sixty-five Malaysian Ringgit (RM 65.00) per worked rest day;
- To ensure that the passport of my DW shall remain in his/her possession. Safekeeping of the same must have a written permission from my DW. In case my DW permitted me or any member of my immediate household to safekeep his/her passport, the same must be readily available to my DW anytime she asks for it;
- To allow my DW to use his/her cellular phone and other electronic gadget during rest period;
- To allow my DW to attend the mandatory Post Arrival Orientation Seminar (PAOS) being conducted by POLO-Malaysia within sixty (60) days upon arrival in Malaysia;
- That for monitoring purposes, I will allow my employment agency access to my DW in person or through telephone from time to time during the entire duration of his/her employment with me;
- That in the event my DW has any unresolved grievance or work-related dispute/issue against me, I undertake to send her to my employment agency or at the Philippine Overseas Labor Office (POLO), Philippine Embassy, with the view of resolving the issue;
- To not unilaterally terminate the Employment Contract of my DW without referring the matter to my employment agency for clearing with POLO. Failure to do so, I will be held responsible for any award or damage that the Philippine Authorities may impose against my employment agency;
- That I will notify my employment agency at least seven (7) working days before sending my DW back to the place of origin in the Philippines, allowing my employment agency to verify if all wages have been paid. In the event my DW subsequently file a valid complaint for unpaid wages after sending him/her back to the place of origin in the Philippines, my employment agency shall have the right to recover on behalf of my DW such unpaid wages and or any compensation due her (DW);
- That me and my immediate family hereby jointly and severally undertake to indemnify my employment agency in full against all claims, demand, action, suit, proceeding, losses, liability, cost and expenses whatsoever, which may be taken or made against the employment agency by the DW, arising from breach of the terms and conditions of the Employment Contract by me or any member of my immediate family;
- To pay for the 14-day quarantine and SWAB test of the worker upon arrival in the KLIA, Malaysia; and

I understand that failure on my part to comply with the above shall be a ground for the withdrawal of my DW from me by my employment agency and shall bar me from further employing Filipino DW.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Signature of Affiant

SUBSCRIBED AND SWORN TO before me at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MALAYSIAN NOTARY PUBLIC