

Republic of the Philippines } S. S.  
\_\_\_\_\_ }

## AFFIDAVIT OF UNDERTAKING

I, \_\_\_\_\_ of legal age,  
Filipino, \_\_\_\_\_ single/married \_\_\_\_\_ and \_\_\_\_\_ a resident \_\_\_\_\_ of \_\_\_\_\_

after having been duly sworn to in accordance with law, hereby voluntary  
depone and say:

1. That I am presently employed in the Commission on Audit and  
due to compulsory/optional retirement on \_\_\_\_\_;

2. That I have applied for Terminal Leave effective  
\_\_\_\_\_;

3. That pre-audit of financial transactions of national government  
agencies, among others, has been lifted per COA Circular No. 94-006  
dated February 17, 1994;

4. That should in post-audit it will appear that there was  
overpayment in the money value of my terminal leave, I am willing to  
make refund of any excess amount thereon;

5. That on the other hand, it will appear in post-audit that I was  
underpaid in my terminal leave benefits, it is understood that the  
Commission on Audit shall likewise pay me the difference of the amount  
corresponding to the underpayment; and

6. That I am executing this affidavit to attest to all the above facts.

IN WITNESS HEREOF, I have hereunto signed my name below this  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Affiant

SUBSCRIBED AND SWORN TO BEFORE ME this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_ in \_\_\_\_\_,  
affiant exhibiting to me his/her Residence Certificate No. \_\_\_\_\_  
issued at \_\_\_\_\_ on \_\_\_\_\_.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

\_\_\_\_\_  
Notary Public