

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
depose 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