

## UNDERTAKING

This Undertaking is entered into by and between \_\_\_\_\_ with  
address at \_\_\_\_\_ and \_\_\_\_\_ with  
address at \_\_\_\_\_, set forth the following terms:

We undertake to assume the responsibility to:

1. Monitor the employment of the Overseas Filipino Worker, \_\_\_\_\_;
2. Faithfully abide by the terms and conditions of the Employment Contract entered into by both parties;
3. Ensure that the passport and employment documents are in the possession of the worker at all times;
4. Allow the worker to go on day off as stipulated in the Employment Contract;
5. Ensure that there is a means for the worker to send regular remittances to his/her family;
6. Allow the worker to freely communicate with his/her family as the need arises;
7. Undertake any and all acts that may be necessary and required for the welfare of the worker;
8. Allow the newly arrived Filipino worker to present himself/herself to the POLO or call the POLO to report his/her arrival and for a short Post Arrival Orientation;
9. Submit a report of significant incidents relative to the employment and welfare of the Filipino worker, and;
10. Promote the well-being of the Overseas Filipino Worker at all times.

This Undertaking is being executed in compliance with the requirements of the Philippine Overseas Employment Administration.

In witness whereof, we have hereto set our hands this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_.

Signature over printed name

Signature over printed name