

**ON YOUR COMPANY LETTER HEAD**

---

**AFFIDAVIT/SWORN STATEMENT**

I do hereby declare the following to recruit workers from Nepal for my Organization.

1. I would pay levy of the workers to the Immigration Department in advance and deduct the same from the salaries of the workers by twelve (12) equal installments. **(For Malaysia only)**
2. I will not engage any agent to renew the passport/work permits of the employees. I myself or an authorized officer of my organization will undertake all the necessary steps for this purpose.
3. All the Nepal workers recruited for our organization will be received by us on their arrival at the..... airport.
4. I will pay the salaries of the workers for the rest of the contractual period if they are terminated prior to the contractual period for any reasons other than health and disciplinary ground.
5. I guarantee that I will not apply and cancel the work permit of any worker if he lodges any complaint with relevant..... authority pertaining to his right and privileges until the matter is settled by the authority concerned.
6. I will not make any deduction from the wages of the workers contravening to the Employment Act of.....
7. I will accede the request of Mission official to visit the work places and workers hostel with prior information from the Company and in consultation with the Ministry of Human Resources to look into the welfare of the Nepal workers.
8. If any Employee is terminated on health reasons, he will be repatriated at the expense of the Employer and if the employee is terminated on disciplinary grounds, he will be repatriated at his own cost.
9. I will ensure repatriated of sick/disabled workers whatsoever may be the cause of disability/sickness at the expenses of the organization.
10. I will ensure security of the workers in their workplace and in the hostel.
11. If any worker died in harness, I will arrange repatriation and will pay compensation as laid down in Foreign Workers Compensation Scheme.
12. I hereby agree and undertake to abide by the term and conditions stipulated in the Attestation Documents.

I am fully aware and understand the terms and conditions in the Attestation Documents and I will not under any circumstances whatsoever alter or amend the terms and conditions in the Attestation Documents in any way whatsoever and if I do so I agree to accept all liabilities whatsoever arising from my action to vary terms and conditions stipulated therein.

I hereby agree that in the event of failure to comply with the above, the aggrieved worker may seek redress from the relevant authority in.....

Director  
Signed.