## horizontal line**Employee Declaration Form**

**[Header: Company/Employer Name]**

#### **Part 1: Employee Information**

* **Full Name:** [First Name, Middle Name, Last Name]
* **Employee ID:** [Employee ID]
* **Department:** [Department Name]
* **Designation:** [Job Title]
* **Contact Number:** [Phone Number]
* **Email Address:** [Email Address]

#### **Part 2: Declaration Statement**

I, [Your Full Name], hereby declare that:

1. **Employment Terms:**I have received and understood the terms and conditions of my employment as provided in my contract.
2. **Confidentiality:**I agree to maintain the confidentiality of company information and will not disclose any sensitive data.
3. **Compliance:**I will abide by the company’s rules, regulations, and policies during my tenure.

#### **Part 3: Additional Information**

If any additional declarations are required (e.g., regarding health, family details, etc.), they should be provided in this section.

#### **Part 4: Signature**

* **Employee’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Date:** [DD/MM/YYYY]