**Annex D**

Republic of the Philippines)

City of \_\_\_\_\_\_\_\_\_\_\_\_) S.S.

**AFFIDAVIT OF UNDERTAKING**

l, (Name of Applicant), of legal age, Filipino, (designation) of (name of Company) with principal office at (complete address) in relation to my application as Authorized Economic Operator (AEO) do hereby undertake:

1. That none of the executive officers and directors directly engaged in customs procedures and shareholders, as applicable, have not been found to have violated customs laws and procedures and/or criminally liable for violation of any Philippine laws, rules and regulations within three (3) years from date of application.
2. To provide a dedicated office or unit or responsible officer whose main function is to ensure the applicant's compliance with its duties and responsibilities under the AEO Program as an accredited member;
3. To maintain the standards set in accordance with the criteria referred to in Section 9.1 of this CMO.
4. To update the Bureau on any change in the member's status as recipient of certain official privileges, general information sheet, name of contact person/s and contact number/s and/or email addresses, importation process flow, product sourcing, list of imported items, pricing structure, terms of trade, product description, tariff classification, security policy or profile, and such other information as may be material in enabling the Bureau to monitor and evaluate the continuing eligibility of the accredited member.
5. Full disclosure at all times of information as required or requested by Customs under the AEO Program. Information, particularly those bearing on trade or business secrets or advantage, provided by the member in the course of the application or as a result of AEO import clearance operations shall be deemed confidential and shall not be disclosed to anyone without the written consent of the applicant, except in the context of judicial proceedings.
6. To designate an office or unit and personnel in the member's organization that shall be responsible for ensuring full and prompt compliance with AEO regulations and serve as a liaison with the AEO Office to ensure prompt exchange of information and close cooperation necessary for a smooth AEO operation.
7. To submit a yearly Statement of "No Material Change", if such is the case, in relation to the information referred to in the immediately preceding provision.
8. To voluntarily disclose to the Bureau any inadvertent errors or innocent deviation from the AEO procedure with an undertaking and concrete proposal to rectify the lapse. The disclosure is without prejudice to the application of any sanction or action provided for in existing rules and regulations applicable in the premises.
9. To provide complete, up-to-date, and accessible record keeping system for all documents in electronic or hard copies pertaining to business and import operations.

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_.

(Signature)

(Applicant's Printed Name)

(Designation)

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_of \_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_ affiant exhibited to me his \_\_\_\_\_\_\_\_\_\_ issued on \_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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