

Employee Compliance Declaration Form

Employee Name

Employee ID

Department

Designation

Date

Declaration

I hereby declare that I have read, understood, and agree to comply with the company’s policies, guidelines, and code of conduct. I acknowledge that it is my responsibility to remain informed and adhere to all applicable regulations and standards during my course of employment. I understand that any act of non-compliance or breach of policy may result in disciplinary action as per the company’s procedures.

Employee Signature

Date

HR/Manager Signature

Important Notes

- This form is a legally binding acknowledgment of employee responsibility and compliance.
- All fields must be completed truthfully and accurately by the employee.
- The signed form should be filed and retained in the employee's personnel record.
- Review the document and company policies regularly for any updates or changes.