

**Letter of undertaking**

Name :

Employee ID :

Designation :

Project :

I hereby undertake to pay back the pro rata/ total fees reimbursed towards my certification by the company in case I leave the company within a year of the date of certification.

Certification Title:

Certification ID:

Date of completion:

Reimbursed cost of the certification:

**Date : \_\_\_\_\_\_\_** **Signature of Employee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Letter of Undertaking/ Ver 2.0*