



Republic of the Philippines  
NATIONAL PRIVACY COMMISSION

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Republic of the Philippines )  
City of \_\_\_\_\_ )

**Secretary Certificate**

KNOWN ALL MEN BY THESE PRESENTS:

I, \_\_\_\_\_, of legal age, a resident of \_\_\_\_\_  
\_\_\_\_\_, being duly sworn state that:

1. I am the qualified and duly elected Corporate Secretary of \_\_\_\_\_  
\_\_\_\_\_ (the Corporation), a corporation duly organized and existing under  
and by virtue of the Republic of the Philippines, with principal office at  
\_\_\_\_\_.
2. To the best of my knowledge, no action or proceeding has been filed or is pending before  
the **Securities and Exchange Commission, Bureau of Internal Revenue, Department of  
Labor and Employment, National Privacy Commission and any Court/Quasi-Judicial  
Agencies**, involving an intra-corporate dispute and/or claim by any person or group against  
the Board of Directors, individual directors and/or major corporate officers of the  
Corporation as it duly elected and/or appointed directors of officers or vice versa.

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_\_ day of \_\_\_\_\_,  
2021.

\_\_\_\_\_  
**Corporate Secretary**

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ Affiant Exhibiting to  
me a competent proof of identity \_\_\_\_\_ issued at \_\_\_\_\_ on  
\_\_\_\_\_.

**NOTARY PUBLIC**

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Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

*Note: This document will only be considered valid when notarized.*