

Employee Voluntary Statement Form

Personal Information

Full Name: _____

Job Title: _____

Department: _____

Statement Purpose

Explain why you are voluntarily providing this statement.

Did anyone request or influence you to submit this statement?

Yes No

Detailed Statement

Describe the event, observation, or experience in detail.

Are there supporting documents or evidence?

Yes No If yes, list them: _____

Declaration

I provide this statement voluntarily, without coercion or pressure, and confirm its accuracy.

Employee Signature: _____

Date: _____

Supervisor/HR Signature: _____

Date: _____