

PERSONAL DATA SHEET

WARNING: Any misinterpretation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes ☐ and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	BAUTISTA		
FIRST NAME	ELCAR	NAME EXTENSION (JR., SR.)	
MIDDLE NAME	SUMALO		
3. DATE OF BIRTH (mm/dd/yyyy)	18/03/1982	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: _____
4. PLACE OF BIRTH	KOLAMBUGAN, LANA DEL NORTE	If holder of dual citizenship, please indicate the details: _____	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s: _____	17. RESIDENTIAL ADDRESS	SITIO TAYTAYAN RAMON MAGSAYSAY STREET House/Block/Lot No. _____ Street _____ Subdivision/Village _____ BAYBAY CITY LEYTE City/Municipality _____ ZIP CODE 6521
7. HEIGHT (m)	158.496cm	18. PERMANENT ADDRESS	SITIO TAYTAYAN RAMON MAGSAYSAY STREET House/Block/Lot No. _____ Street _____ Subdivision/Village _____ BAYBAY CITY LEYTE City/Municipality _____ ZIP CODE 6521
8. WEIGHT (kg)	52kgs	19. TELEPHONE NO.	NONE
9. BLOOD TYPE	A+	20. MOBILE NO.	0931-8698509
10. GSIS ID NO.	NONE	21. E-MAIL ADDRESS (if any)	elcarbautista18@gmail.com
11. PAG-IBIG ID NO.			
12. PHILHEALTH NO.	12-050372924-0		
13. SSS NO.	08-2316459-2		
14. TIN NO.	230-468-821-000		
15. AGENCY EMPLOYEE NO.	0000419		

II. FAMILY BACKGROUND

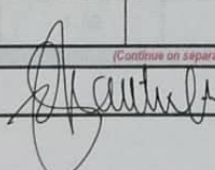
22. SPOUSE'S SURNAME			23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR.)			
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	SUMALO (DECEASED)			
FIRST NAME	ELPIDIO			
MIDDLE NAME	ALIPANTA			
25. MOTHER'S MAIDEN NAME	LABASUG (DECEASED)			
SURNAME	LABASUG (DECEASED)			
FIRST NAME	CARMENCITA			
MIDDLE NAME	PAREDES			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	KOLAMBUGAN CENTRAL ELEM SCHOOL			Mar. 1992		1992	
SECONDARY	HOLY CROSS HIGH SCHOOL		June 1994	Mar. 1998		1998	
VOCATIONAL / TRADE COURSE							
COLLEGE	LA SALLE UNIVERSITY	BACHELOR OF SCIENCE IN COMMERCE MAJOR IN MANAGEMENT ACCOUNTING	June 1998	Mar. 2002		2002	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Aug. 14, 2012
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[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	Aug. 14, 2022
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[illegible]

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

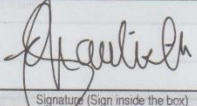
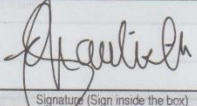
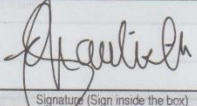
[illegible]

VIII. OTHER INFORMATION

[illegible]

SIGNATURE		DATE	AUGUST 14, 2022
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<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>GEORGE NUÑEZ</td> <td>BAYBAY CITY, LEYTE</td> <td>09064662601</td> </tr> <tr> <td>JOSERICO C. VALENZONA</td> <td>BAYBAY CITY, LEYTE</td> <td>09557536173</td> </tr> <tr> <td>HARVEY CANO</td> <td>BAYBAY CITY, LEYTE</td> <td>9983471485</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	GEORGE NUÑEZ	BAYBAY CITY, LEYTE	09064662601	JOSERICO C. VALENZONA	BAYBAY CITY, LEYTE	09557536173	HARVEY CANO	BAYBAY CITY, LEYTE	9983471485
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<p>42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.</p>													
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 200px; height: 50px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													

