

PERSONAL DATA SHEET

WARNING: Any misrepresentation 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	TAN		
FIRST NAME	HAZEL ALENA	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	DIAMANTE		
3. DATE OF BIRTH (mm/dd/yyyy)	04/09/1991	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	SAN PABLO CITY, LAGUNA	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Apartment 91 Kilbourne St. House/Block/Lot No. Street Visayas State University Brgy. Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.47 m.	ZIP CODE	6521-A
8. WEIGHT (kg)	60 kg.		
9. BLOOD TYPE	A+ RH	18. PERMANENT ADDRESS	Apartment 91 Kilbourne St. House/Block/Lot No. Street Visayas State University Brgy. Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
10. GSIS ID NO.	02004971778	ZIP CODE	6521-A
11. PAG-IBIG ID NO.	121120246135		
12. PHILHEALTH NO.	08-051399152-9	19. TELEPHONE NO.	N/A
13. SSS NO.	04-2936549-4	20. MOBILE NO.	09688527394 / 09977114601
14. TIN NO.	454-579-430-000	21. E-MAIL ADDRESS (if any)	hazelle.ahleiyana@gmail.com
15. AGENCY EMPLOYEE NO.	202-303-707		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	TAN			
FIRST NAME	DANIEL LESLIE	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	SUEDE			
25. MOTHER'S MAIDEN NAME				
SURNAME	DIAMANTE			
FIRST NAME	JULIE			
MIDDLE NAME	COSICO			

(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	ALPHA CHRISTIAN SCHOOL	Primary Education	Jun 1997	Mar 2003	N/A	2003	1st hon. mention
SECONDARY	LEYTE STATE UNIVERSITY - LABORATORY HIGH SCHOOL (now VSU-IHS)	Secondary Education	Jun 2003	Mar 2007	N/A	2007	with honors
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN FOOD TECHNOLOGY (BSFT)	Jun 2007	Mar 2011	N/A	2011	N/A
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BAÑOS (UPLB)	MASTER OF SCIENCE FOOD SCIENCE	Nov 2011	Dec 2014	N/A	2014	DOST Scholar

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/08/2023	CS FORM 212 (Revised 2017), Page 1 of 4
-----------	---	------	------------	---


IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	CIVIL SERVICE PROFESSIONAL EXAM	87.77%	4/17/2016	STA CRUZ, LAGUNA	N/A	N/A

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/08/2023	CS FORM 212 (Revised 2017), Page 2 of 4
-----------	---	------	------------	---


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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/SPONSORED BY (Write in full)
	From	To			
Variations in Heavy Metal Mobility and Availability in Soil Plant Continuum as Affected by Pyrocligneous Acid	06/14/2017	06/14/2017	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Intensive Harmonized Gender and Development Guidelines (HGDG) Training-Workshop for Researchers	05/24/2017	05/25/2017	16.0	Technical	UPLB Gender Center
Identification of Medically Important Fungi using Molecular Methods and Changes in Fungal Taxonomy	04/04/2017	04/04/2017	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Regional Forum on State-of-the-Art of Agricultural Research and Development and its Implications to ASEAN Intergration	02/27/2017	02/28/2017	16.0	Technical	Department of Agriculture - Bureau of Agricultural Research and the Southeast Asian Regional Center for Graduate Study and Research in Agriculture
Coalesce: Interconnecting "Young Minds" Towards An Advancing Biotechnology	02/27/2017	02/27/2017	8.0	Technical	UP Genetic Researchers and Agricultural Innovators Society, UPLB
Native White Cheese Production using 'Rennet' Technology	12/01/2016	12/02/2016	16.0	Technical	Municipal Planning and Development Team (Compostela, Cebu)
Health Forum 2016	11/24/2016	11/24/2016	8.0	Technical	Department of Agriculture - Biotechnology Program (DA-BIOTECH)
Lab to Market Workshop: A Roadmap to Commercialization of Biotech R&D	11/23/2016	11/23/2016	8.0	Technical	Department of Agriculture - Biotechnology Program (DA-BIOTECH)
USAID Stride Innovation Workshop	11/15/2016	11/15/2016	8.0	Technical	Science, Technology, Research and Innovation for Development (STRIDE)
Development Initiative to the Scientific Community	10/13/2016	10/13/2016	8.0	Technical	Department of Agriculture - Biotechnology Program (DA-BIOTECH)
Awareness Seminar on "ISO/IEC 17025:2005"	09/20/2016	09/20/2016	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Promoting original writing and academic integrity with Turnitin	08/15/2016	08/15/2016	4.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Empowering research through Elsevier's Scopus and Sciencedirect	08/15/2016	08/15/2016	4.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
On the Job Training/Research Internship Program	07/2016	08/2016	120.0	Supervisory	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Techno-forum for Cheese Processors	07/05/2016	07/05/2016	8.0	Technical	Department of Science and Technology (DOST-Laguna) and Department of Trade and Industry (DTI-Laguna)
Capture and Detection of Bacterial Pathogens using Functionalized Nanoparticles	06/06/2016	06/06/2016	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Proper Management of Carabao Production and Milk Processing	05/25/2016	05/27/2016	24.0	Technical	Diaspora Farm Resort, Brgy. Sta Barbara, Bacolor, Pampanga
Orientation Program for Recently Hired UPLB Reps	02/12/2016	02/12/2016	8.0	Technical	Office of the Vice Chancellor for Research and Extension (OVCRE-UPLB)
Colloquium Series #2: "My 20-year Adventure in Technology Utilization and Commercialization in the US and the Philippines	02/10/2016	02/10/2016	4.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Spinning-off a BIOTECH Company in the Philippines: The LAB-in-a-MUG Project	02/10/2016	02/10/2016	4.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Colloquium Series #1: Communicating Food Security and Biotechnology and Entrepreneurship in the Academia	02/09/2016	02/09/2016	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Working Safely with Biological Safety Cabinet, Laminar Flow Cabinet, and Fume Hood Seminar	01/28/2015	01/28/2015	8.0	Technical	ESCO, Biological Safety Institute
The use of BIOTECH Rennet and Lactic Acid Bacteria for Dairy Processing	11/20/2014	11/20/2014	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
Intellectual Property Rights and Technology Transfer Policies of the University of the Philippines	06/16/2014	06/16/2014	8.0	Technical	Center for Technology Transfer and Entrepreneurship, OVCRE-UPLB

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/08/2023	CS FORM 212 (Revised 2017), Page 3 of 4
-----------	---	------	------------	---

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/SPONSORED BY (Write in full)
		From	To			
	Development of Pipeline for the Production of Eicosapentanoic Acid (EPA) and Protein from Nannochloropsis	12/04/2019	12/04/2019	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Measuring and Increasing your Research Impact: A Library User Education and Engagement Program for BIOTECH Researchers and Staff	09/23/2019	09/23/2019	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	10th Asian Conference on Lactic Acid Bacteria (ACLAB-10)	08/29/2019	08/30/2019	16.0	Technical	Asian Federation Society on Lactic Acid Bacteria (AFSLAB)
	BIOTECH Capacity Building Workshop	06/28/2019	06/29/2019	16.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	BIOTECH Strategic Planning Workshop	06/20/2019	06/21/2019	16.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Fermentation, Food and the Philippines: Science and Culture	05/15/2019	05/15/2019	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	International Symposium and Training Workshop on Microbial Utilization in Conjunction with the 20th MSP Anniversary and 6th Annual AnMicro Conference and iCollect Workshop	04/27/2019	04/27/2019	8.0	Technical	Mycological Society of the Philippines
	Training Workshop on Module 1: iCollect Workshop	04/25/2019	04/26/2019	12.0	Technical	Mycological Society of the Philippines
	Seminar on Refresher Course on the Proper Use of Biological Safety Cabinets and Autoclaves: An Echo Seminar of Lessons of PH Abbot 51st Semester	10/29/2018	10/29/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Study on the Control of Root Nodule Formation in Soybean through Defense Response induced by Single/Co-inoculation of Kikuchi and Bradyrhizobium	08/29/2018	08/29/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	4th AFSA International Conference on Food Safety and Food Security (AFSA 2018)	08/10/2018	08/12/2018	24.0	Technical	Asia Food Safety and Security Association (AFSA)
	Integrating Microbial Genomics in Public Health and Environment, from Antibiotic Production to Antibiotic Resistance	07/31/2018	07/31/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Bio-Rad® V3 Western Workflow™: Welcome to the Fast Lane	05/29/2018	05/29/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Training on Equipment Verification - Small Volumes, Thermometer, Enclosure, Pressure Gauge, pH Meter and Conductivity Meter	05/04/2018	05/04/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Training on Estimation of Uncertainty of Measurement - Calibration of Thermometer, Enclosure, Weighing Instrument, pH Meter, Conductivity Meter and Small Volumes	05/03/2018	05/04/2018	16.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Basic Laboratory Equipment Calibration on Small Volumes (Pipettor, Burette, Volumetric Flasks, Pipette)	05/03/2018	05/04/2018	16.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Internal Audit on ISO 9001:2015	04/03/2018	04/04/2018	16.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	QMS Documentation based on ISO 9001:2015 Requirements	03/05/2018	03/05/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	7th International Training Course on Microbial Taxonomy on Actinomycetes and Gram-positive Bacteria	02/28/2018	02/28/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	ISO: Risks and Quality Objectives	02/20/2018	02/20/2018	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	A Beginner's Guide to Genetic Engineering	12/12/2017	12/12/2017	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	Introduction to Laboratory Biosecurity	11/15/2017	11/15/2017	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
	RNA Interference (RNAi) as a Potential Tool for Disruption of Plant Virus Transmission and Management of Insect Pests	10/18/2017	10/18/2017	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	09/08/2023	
				CS FORM 212 (Revised 2017), Page 3 of 4		

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	KASIMBAYANAN (Kapulisan, Simbahan, at Pamayanan: <i>Biblical Gospel Inculcation in Southern Leyte for Moral Transformation</i>)	07/31/2023	08/13/2023	336.0	Volunteer (Worker)

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)










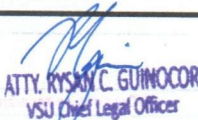
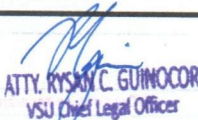
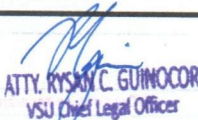
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/SPONSORED BY (Write in full)
		From	To			
	Extraction of Bioactives from Carabao's Milk	09/10/2021	09/10/2021	8.0	Technical	FoodStep Consulting
	Introduction to Sensory Evaluation and Customer Acceptability	08/18/2021	08/18/2021	8.0	Technical	Department of Science and Technology (DOST) - Caraga
	Research in Global Health Emergencies: The Nuffield Council Moral Compass and Good Participatory Practice (Pre-Conference Session - 14th PNHRs Week)	08/10/2021	08/10/2021	8.0	Technical	Department of Science and Technology - Philippine Council for Health Research and Development (DOST-PCHRD)
	Oral Research Paper Presentaion Competition (Professional Category - 14th PNHRs Week)	08/09/2021	08/09/2021	8.0	Technical	Department of Science and Technology - Philippine Council for Health Research and Development (DOST-PCHRD)
	Social Innovation in Health Research (Pre-Conference Session - 14th PNHRs Week)	08/09/2021	08/09/2021	8.0	Technical	Department of Science and Technology - Philippine Council for Health Research and Development (DOST-PCHRD)
	Enhancing Regional Preparedness for Public Health Emergencies (Satellite Session - 14th PNHRs Week)	08/05/2021	08/05/2021	8.0	Technical	Department of Science and Technology - Philippine Council for Health Research and Development (DOST-PCHRD)
	Design Thinking and Innovation	07/21/2021	07/21/2021	8.0	Technical	Department of Science and Technology (DOST) - Caraga
	Harnessing Economic Potentials of Agroforestry: Lessons Learned from the Practitioners	06/24/2021	06/24/2021	8.0	Technical	College of Forestry and Natural Resources, UPLB
	Web of Science - Your First Step to Discovery and Efficient Literature Reviews	04/23/2021	04/23/2021	8.0	Technical	Clarivate - Web of Science
	Halal Concepts and Principles	04/21/2021	04/21/2021	8.0	Technical	Department of Science and Technology (DOST) - Caraga
	Image Editing: Learn How to Edit Photos using Adobe Photoshop	04/08/2021	04/08/2021	8.0	Technical	UPLB Learning Resource Center
	Smartphone Photography 101: Learn How to Take Better Pictures using Mobile Phones	04/07/2021	04/07/2021	8.0	Technical	UPLB Learning Resource Center
	Backend Innovation Gives New Life to Wastes - A Webcast at Innohub sa Pinas	03/31/2021	03/31/2021	8.0	Technical	Department of Science and Technology - Industrial Technology Development Institute
	Introduction to SciVal for UP System	03/29/2021	03/29/2021	8.0	Technical	The University Library, University of the Philippines Diliman
	Food Security Challenges and Opportunities under the New Normal: A Webinar in Commemoration of 9 Years of PCAARRD Excellence	06/30/2020	06/30/2020	8.0	Technical	GALING-PCAARRD
	COVID-19 in South Africa	06/29/2020	06/29/2020	8.0	Technical	International Union of Immunological Sciences
	Biotech Tools for Pandemic Response: A Closer Look at Agricultural Biotechnology Contributions	06/27/2020	06/27/2020	8.0	Technical	UPLB League of Agricultural Biotechnology and UP LABS Alumni Association
	Sharing of Singapore's Experience in Ensuring Food Safety during the COVID-19 Pandemic, Moving Towards	06/26/2020	06/26/2020	8.0	Technical	Department of Science and Technology (DOST) - CALABARZON
	Food Safety Amidst COVID-19: Adapting to the New Normal	06/25/2020	06/25/2020	8.0	Technical	Glenwood Technologies International Inc.
	University Policy on Waste Disposal and Pollution	12/06/2019	12/06/2019	8.0	Technical	National Institute of Molecular Biology and Biotechnology (BIOTECH-UPLB)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Fluent in English, Tagalog and Cebuano		N/A		Biotech Committees/Organization (ORB, Documentation, QM-TWG, Equipment, Socio-Com, PBB, Website, COVID Task Force)
	Computer Skills (MS Word, Excel, Powerpoint, Publisher, and Adobe Reader and Photoshop)				Asian Food Safety and Security Association (AFSA) (August 2018-present)
	Singing and Dancing				Philippine Network of Microbial Culture Collection Inc. (PNMCC) (November 2017-present)
	Playing Musical Instruments (keyboard, acoustic guitar, base guitar, tambourine)				The Philippine Society for Lactic Acid Bacteria (Secretary, 2017-2020; Public Relations Officer, 2020-2022)
					The Philippine Society for Probiotics and Functional Foods, Inc. (Public Relations Officer, 2022-Present)

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/08/2023	CS FORM 212 (Revised 2017), Page 3 of 4
-----------	---	------	------------	---

<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 style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details:</p> <p style="text-align: center;">end of contract, resignation</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: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>SUSANA M. MERCADO, Ph.D. (Retired)</td> <td>BIOTECH-UPLB</td> <td>09177315849</td> </tr> <tr> <td>FRANCISCO B. ELEGADO, Ph.D.</td> <td>BIOTECH-UPLB</td> <td>(049) 536-0247</td> </tr> <tr> <td>DIELDRE S. HARDER, M.Sc.</td> <td>USAID Karnali Water Activity</td> <td>09204806384</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	SUSANA M. MERCADO, Ph.D. (Retired)	BIOTECH-UPLB	09177315849	FRANCISCO B. ELEGADO, Ph.D.	BIOTECH-UPLB	(049) 536-0247	DIELDRE S. HARDER, M.Sc.	USAID Karnali Water Activity	09204806384
NAME	ADDRESS	TEL. NO.											
SUSANA M. MERCADO, Ph.D. (Retired)	BIOTECH-UPLB	09177315849											
FRANCISCO B. ELEGADO, Ph.D.	BIOTECH-UPLB	(049) 536-0247											
DIELDRE S. HARDER, M.Sc.	USAID Karnali Water Activity	09204806384											
<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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>Driver's License</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>D14-18-009046</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>11 April 2023/Baybay City, Leyte</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	Driver's License	ID/License/Passport No.:	D14-18-009046	Date/Place of Issuance:	11 April 2023/Baybay City, Leyte	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) 08 September 2023 Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box) 08 September 2023 Date Accomplished	
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)													
PLEASE INDICATE ID Number and Date of Issuance													
Government Issued ID:	Driver's License												
ID/License/Passport No.:	D14-18-009046												
Date/Place of Issuance:	11 April 2023/Baybay City, Leyte												
 Signature (Sign inside the box) 08 September 2023 Date Accomplished													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  HAZEL ALENA D. TAN </td> </tr> <tr> <td style="text-align: center;">  Right Thumbmark </td> </tr> </table>		 HAZEL ALENA D. TAN	 Right Thumbmark										
 HAZEL ALENA D. TAN													
 Right Thumbmark													
<p>SUBSCRIBED AND SWORN to before me this 09 OCT 2023, affiant exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath </td> </tr> </table>		 ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath											
 ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath													

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.
2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

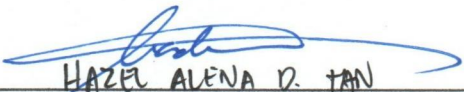
- **Duration:** May 10, 2016 – June 30, 2022
- **Position:** University Researcher I
- **Name of Office/Unit:** National Institute of Molecular Biology and Biotechnology (BIOTECH)
- **Immediate Supervisors:** Margarita A. Mercado
- **Name of Agency/Organization and Location:** University of the Philippines Los Baños, College, Laguna
- **List of Accomplishments and Contributions** (if any):
 - Proposed and implemented two (2) external-funded projects (*as study leader*) and headed three (3) core projects.
 - Two (2) publications in local journals and eight (8) proceedings in local and international conferences (oral and poster presentation).
 - Resource Speaker in nine (9) seminars/trainings conducted inside and outside the Institute – local and international.
 - Supervised one (1) thesis student as co-adviser and (2) OJT students.
 - Member of two (2) professional societies in the Philippines and one (1) professional society ASIAN.
 - Reviewer for 2019 and 2020 in Current Research in Nutrition and Food Science (international, Scopus-indexed journal)
- **Summary of Actual Duties:**
 - Perform experiments on isolation, purification, characterization, and identification of microorganisms from different samples.
 - Maintenance of existing collection of isolates with industrial applications, record keeping/database of existing collection of isolates.
 - Perform experiments on food safety assessment of food samples using cultural and DNA-based methods.
 - Provide technical assistance and services to clients and collaborators.
 - Supervise laboratory technician, research associate and support staff of the project.
 - Provide assistance as co-adviser to high school and college students in their science projects or thesis.
 - Make quarterly progress, annual and terminal reports; and perform other duties or administrative tasks that may be assigned from time to time (e.g. committee chair, OIC, etc.).

- **Duration:** January 01, 2016 – February 28, 2016
- **Position:** University Researcher Associate I - *contractual*
- **Name of Office/Unit:** Philippine Root Crops Research and Training Center (PRCRTC)
- **Immediate Supervisors:** Julie D. Tan/Susana M. Mercado
- **Name of Agency/Organization and Location:** Visayas State University, ViSCA, Baybay City, Leyte
- **List of Accomplishments and Contributions** (if any):
- **Summary of Actual Duties:**

- Conduct experiments on the Project “Development of Microbial Starter with Optimum Stability for Fermented Alcoholic and Non-alcoholic Beverages from Purple Taro”.
- Make quarterly progress, annual and terminal reports; and perform other duties or administrative tasks that may be assigned from time to time.

- **Duration:** March 17, 2015 – June 17, 2015
- **Position:** University Researcher Associate I - *contractual*
- **Name of Office/Unit:** National Institute of Molecular Biology and Biotechnology (BIOTECH)
- **Immediate Supervisors:** Francisco B. Elegado
- **Name of Agency/Organization and Location:** University of the Philippines Los Baños, College, Laguna
- **List of Accomplishments and Contributions** (if any):
- **Summary of Actual Duties:**
 - Perform experiments on the project “Biotechnological Conversion of Coconut Processing Wastes into Agro-Industrial Microbial Cultures and High Value Products”.
 - Perform experiments on the application of *Lactobacillus plantarum* BS, *Pediococcus acidilactici* 3G3, *Bacillus coagulans* N24 and *Streptococcus thermophilus* 2030 on fermented meat grown in an optimized condition using biological waste from coconut as substrate.
 - Assist thesis and OJT students working on the project.
 - Make quarterly progress and annual reports; and perform other duties or administrative tasks that may be assigned from time to time.

- **Duration:** June 06, 2011 – June 24, 2011
- **Position:** Research Aide I (Emergency Work) - *contractual*
- **Name of Office/Unit:** National Coconut Research Center – Visayas (NCRC-V)
- **Immediate Supervisors:** Maricel B. Leorna
- **Name of Agency/Organization and Location:** Visayas State University, ViSCA, Baybay City, Leyte
- **List of Accomplishments and Contributions** (if any):
- **Summary of Actual Duties:**
 - Propose research projects on product development which utilizes coconut and macapuno.
 - Conduct experiments on the development of different coconut-based and macapuno-based products.
 - Conduct experiments on physico-chemical, microbiological and proximate analyses on the products developed.


HAZEL ALENA D. TAN
(Signature over Printed Name of Employee/Applicant)
Date: 08 September 2023