

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	LORETO		
FIRST NAME	EPIFANIA		NAME EXTENSION (JR., SR) NONE
MIDDLE NAME	GARCIA		
3. DATE OF BIRTH (mm/dd/yyyy)	1/6/1960	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	Baybay City, Leyte	If holder of dual citizenship, please indicate the details.	Philippines
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	Apt. 89 Kilbourne St. House/Block/Lot No. Street Visca Subdivision/Village Barangay Baybay City Leyte City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	1.48		
8. WEIGHT (kg)	56		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	Apt. 89 Kilbourne St. House/Block/Lot No. Street Visca Subdivision/Village Barangay Baybay City Leyte City/Municipality Province ZIP CODE 6521
10. GSIS ID NO.	2001717003		
11. PAG-IBIG ID NO.	080107374209		
12. PHILHEALTH NO.	130000153665		
13. SSS NO.	036831506-8	19. TELEPHONE NO.	053 563 1227
14. TIN NO.	104-768-714	20. MOBILE NO.	09952167888
15. AGENCY EMPLOYEE NO.	V000301	21. E-MAIL ADDRESS (if any)	epifania.loreto@vsu.edu.ph


II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	LORETO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MANOLO	JR.	REYMAN ALISTAIR G. LORETO	1/12/1987
MIDDLE NAME	BACUSMO		MERIAN ABIGAIL G. LORETO	12/4/1988
OCCUPATION	Government Employee		RAFFY ANDREW G. LORETO	11/12/1990
EMPLOYER/BUSINESS NAME	Visayas State University		MARI ALYSSA G. LORETO	12/16/1998
BUSINESS ADDRESS	Visca, Baybay City , Leyte			
TELEPHONE NO.	none			
24. FATHER'S SURNAME	GARCIA			
FIRST NAME	SISENANDO	NAME EXTENSION (JR., SR) JR.		
MIDDLE NAME	STA. ANA			
25. MOTHER'S MAIDEN NAME				
SURNAME	BUENAVENTURA			
FIRST NAME	EMILIA			
MIDDLE NAME	PAGLINAWAN			

(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	LUCENA WEST I ELEMENTARY SCHOOL	PRIMARY EDUCATION	1966	1972		1972	
SECONDARY	QUEZON NATIONAL HIGH SCHOOL	HIGH SCHOOL	1972	1976		1976	
VOCATIONAL / TRADE COURSE	NONE	N/A	N/A	N/A		N/A	
COLLEGE	MANUEL S. ENVERGA UNIVERSITY FOUNDATION	BS IN CIVIL ENGINEERING	1976	1981		1981	
GRADUATE STUDIES	ASIAN INSTITUTE OF TECHNOLOGY	MASTER IN ENGINEERING	1982	1984		1984	Japan Government

SIGNATURE		DATE	Oct. 3, 2018
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#### 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 ENGINEERING BOARD EXAM	74.25%	Nov. 29-30, 1981	Manila	26638	1/16/2020

(Continue on separate sheet if necessary)

#### V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format "00-00") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
01/1/2016	Present	Assoc. Professor IV	Visayas State University	48,625.00	SG-22-3	permanent	yes
01/01/2015	12/31/2015	Assoc. Professor IV	Visayas State University	42,652.00		permanent	yes
10/28/2014	12/31/2014	Assoc. Professor II	Visayas State University	36,970.00		permanent	yes
6/1/2012	10/27/2014	Assoc. Professor II	Visayas State University	36,567.00		permanent	yes
10/28/2011	5/31/2012	Assoc. Professor II	Visayas State University	32,810.00		permanent	yes
6/1/2011	10/27/2011	Assoc. Professor II	Visayas State University	30,474.00		permanent	yes
6/24/2010	5/31/2011	Assoc. Professor II	Visayas State University	27,088.00		permanent	yes
10/1/2009	6/23/2010	Assoc. Professor II	Visayas State University	23,703.00		permanent	yes
7/1/2009	9/30/2009	Asst. Professor IV	Visayas State University	23,581.00		permanent	yes
7/1/2008	6/30/2009	Asst. Professor IV	Visayas State University	20,642.00		permanent	yes
7/1/2007	6/30/2008	Asst. Professor IV	Visayas State University	18,765.00		permanent	yes
12/1/2006	6/30/2007	Asst. Professor IV	Leyte State University	17,059.00		permanent	yes
12/1/2003	11/30/2006	Asst. Professor IV	Leyte State University	16,643.00		permanent	yes
7/1/2001	11/30/2003	Asst. Professor IV S2	Visayas State College of Agriculture	16,237.00		permanent	yes
12/1/2000	6/30/2001	Asst. Professor IV S2	Visayas State College of Agriculture	15,464.00		permanent	yes
1/1/2000	11/30/2000	Asst. Professor IV	Visayas State College of Agriculture	15,087.00		permanent	yes
10/1/1998	12/31/1999	Asst. Professor IV	Visayas State College of Agriculture	13,715.00		permanent	yes
12/1/1997	9/30/1998	Asst. Professor IV	Visayas State College of Agriculture	13,715.00		temporary	yes
11/1/1997	11/30/1997	Asst. Professor II	Visayas State College of Agriculture	12,206.00		temporary	yes
1/1/1997	10/31/1997	Asst. Professor II	Visayas State College of Agriculture	10,204.00		temporary	yes
1/1/1996	12/31/1996	Asst. Professor II	Visayas State College of Agriculture	8,202.00		temporary	yes
1/1/1995	12/31/1995	Asst. Professor II	Visayas State College of Agriculture	6,486.00		temporary	yes
8/19/1994	12/31/1994	Asst. Professor II	Visayas State College of Agriculture	5,486.00		temporary	yes
1/1/1994	8/18/1994	Asst. Professor I	Visayas State College of Agriculture	5,118.00		temporary	yes
12/1/1992	12/31/1993	Asst. Professor I	Visayas State College of Agriculture	4,418.00		temporary	yes
1/1/1991	11/30/1992	Instructor III	Visayas State College of Agriculture	4,091.00		temporary	yes
7/1/1989	12/31/1990	Instructor II	Visayas State College of Agriculture	3,800.00		temporary	yes
6/9/1989	6/30/1989	Instructor	Visayas State College of Agriculture	2,782.00		temporary	yes
12/14/1987	6/8/1989	Civil Engineer	Visayas State College of Agriculture	79.05/day		casual	yes
11/2/1987	12/13/1987	Civil Engineer	Visayas State College of Agriculture	69.05/day		casual	yes

(Continue on separate sheet if necessary)

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# 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		
	NONE				N/A

(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			
	PRIME-HRM Orientation	8/18/2018	8/18/2018	8 hrs.	Technical	Visayas State University- Office of the Director for Administration and Human Resource Development
	Seminar-Workshop on "Competency Based HR System and Implementation of Competency Based Recruitment, Selection and Placement and Learning & Development"	7/4/2018	7/6/2018	24 hrs.	Managerial	Visayas State University- Office of the Director for Administration and Human Resource Development
	Orientation-Seminar for new RQAT members	6/11/2018	6/11/2018	4 hrs.	Managerial	Commission on Higher Education Region Office VIII, Tacloban City
	Workshop in Preparation for Level I AACUP Accreditation	10/5/2017	10/6/2017	16 hrs.	Managerial	Visayas State University- Quality Assurance Center
	Workshop in Preparation for CHED - ISA Evaluation	9/25/2017	9/26/2017	16 hrs.	Managerial	Visayas State University- Quality Assurance Center
	International Seminar on Earthquake	8/21/2017	8/21/2017	8 hrs.	Technical	Visayas State University- College of Engineering
	Records Management Training	7/6/2017	7/7/2017	16 hrs.	Managerial	Visayas State University- Quality Assurance Center
	ISO 9001:2015 Enhancement Seminar-Workshop on Internal Quality Audit	3/2/2017	3/3/2017	16 hrs.	Managerial	Visayas State University- Office of the Director for Administration and Human Resource Development
	Training on ISO 9001:2015 Internal Quality Audit	1/23/2017	1/25/2017	24 hrs.	Managerial	Visayas State University- Office of the President
	Consultation Workshop on 2nd Round Institutional Accreditation	1/13/2017	1/13/2017	8 hrs.	Managerial	Visayas State University- Quality Assurance Center
	Seminar-Workshop on the Preparation of the CoE Ten-Year Development Plan	1/12/2017	1/12/2017	8 hrs.	Supervisory	Visayas State University- College of Engineering
	Seminar-Workshop on 5S & Record Management	12/15/2016	12/15/2016	8 hrs.	Technical	Visayas State University- College of Engineering
	Procurement Planning Workshop	9/13/2016	9/13/2016	8 hrs.	Supervisory	Visayas State University- Office of the Vice President for Administration and Finance
	Procurement Act Orientation	9/9/2016	9/9/2016	8 hrs.	Supervisory	Visayas State University- Office of the Vice President for Administration and Finance
	Workshop for AACUP Institutional Accreditation (2nd round)	5/10/2016	5/12/2016	24 hrs.	Managerial	Visayas State University- Quality Assurance Center
	ISO 9001:2008 Accreditation Internal Audit	11/11/2015	11/12/2015	16 hrs.	Managerial	Visayas State University- College of Engineering
	7th Region VIII PICE Technical Conference	9/24/2015	9/25/2015	16 hrs.	Technical	Philippine Institute of Civil Engineers, Region VIII
	Workshop/ Smeinar on RDE Proposal Preparation	2/12/2015	2/13/2015	16 hrs.	Technical	Visayas State University- College of Engineering
	OBE Workshop/ Smeinar	1/22/2015	1/23/2015	16 hrs.	Technical	Visayas State University- College of Engineering
	CDIO Component 2: Designing an Integral Curriculum	4/22/2014	4/26/2014	40 hrs.	Managerial	Philippine Association of State Universities and Colleges
	Training Workshop on Component 1: CDIO Teaching and Learning Framework	3/17/2014	3/19/2014	24 hrs.	Managerial	Philippine Association of State Universities and Colleges
	OBE Workshop/Seminar	10/29/2013	10/29/2013	8 hrs.	Technical	Visayas State University- College of Engineering

(Continue on separate sheet if necessary)

# VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	NONE		NONE		Philippine Institute of Civil Engineers

(Continue on separate sheet if necessary)

SIGNATURE	<i>ef. [Signature]</i>	DATE	Oct. 3, 2018
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