

# 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.

CS Form No.

(Do not fill up. For CSC use only)

## I. PERSONAL INFORMATION

2. SURNAME	PAUSANOS		
FIRST NAME	MIKE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BEHASA		
3. DATE OF BIRTH (mm/dd/yyyy)	05/30/1980	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	CEBU CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	1113 ANDRES APPELLANA ST. House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay CEBU CITY CEBU City/Municipality Province 6000 ZIP CODE
7. HEIGHT (m)	1.65	18. PERMANENT ADDRESS	1113 ANDRE APPELLANA ST. House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay CEBU CITY CEBU City/Municipality Province 6000 ZIP CODE
8. WEIGHT (kg)	85	19. TELEPHONE NO.	N.A
9. BLOOD TYPE	B+	20. MOBILE NO.	0935-185-7759
10. GSIS ID NO.	02003453770	21. E-MAIL ADDRESS (if any)	N.A
11. PAG-IBIG ID NO.	914235635392		
12. PHILHEALTH NO.	13-000089389-8		
13. SSS NO.	N.A		
14. TIN NO.	943-261-013		
15. AGENCY EMPLOYEE NO.	V00397		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	PAUSANOS		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	EMELITA	NAME EXTENSION (JR., SR)	MIKAELA VERGEL S. PAUSANOS	03/22/2006
MIDDLE NAME	SAGARAL		MIKAELA VIANEY S. PAUSANOS	03/22/2014
OCCUPATION	OFFICE CLERK			
EMPLOYER/BUSINESS NAME	BLUE OCEAN HOLDINGS			
BUSINESS ADDRESS	14th FLOOR METROBANK PLAZA BLDG, CEBU CITY			
TELEPHONE NO.	(032) 412-1412			
24. FATHER'S SURNAME	PAUSANOS			
FIRST NAME	RODELIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BALEUTIN			
25. MOTHER'S MAIDEN NAME				
SURNAME	BEHASA			
FIRST NAME	VERONICA			
MIDDLE NAME	CUIZON			
(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	GUADALUPE ELEMENTARY SCHOOL (CEBU CITY)		1987	1993		1993	NA
SECONDARY	SOUTHERN CAPITAL COLLEGES (MISAMIS OCCIDENTAL)			2002		2002	NA
VOCATIONAL / TRADE COURSE	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY	DRIVING II AUTOMOTIVE SERVICING NC II	12/12/2010	12/13/2010			
COLLEGE	UNIVERSITY OF CEBU ASIAN COLLEGE OF TECHNOLOGY	AB PSYCHOLOGY INFORMATION MANAGEMENT	2004	2006	75 UNITS		NA
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE	m. p	DATE	04-24-17
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[illegible]

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

[illegible]

SIGNATURE	M. P.	DATE	9-24-2017
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[illegible]



**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)

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
SURFING		
PLUMBING		
REPAIR	N.A.	N.A

(Continue on separate sheet if necessary)			
SIGNATURE	M. P.	DATE	



<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: 35%;">NAME</th><th style="width: 35%;">ADDRESS</th><th style="width: 30%;">TEL. NO.</th></tr></thead><tbody><tr><td>MRS. CORAZON NUEVO</td><td>BAYDAY LEYTE</td><td>09173108067</td></tr><tr><td>MR. VICENTE ANTIPASO</td><td>BAYDAY LEYTE</td><td>09173101458</td></tr><tr><td>MRS. AUCIA FLORES</td><td>BAYDAY LEYTE</td><td>09176341430</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	MRS. CORAZON NUEVO	BAYDAY LEYTE	09173108067	MR. VICENTE ANTIPASO	BAYDAY LEYTE	09173101458	MRS. AUCIA FLORES	BAYDAY LEYTE	09176341430
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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>													
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td></tr><tr><td>PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: DRIVER LICENCE</td></tr><tr><td>ID/License/Passport No.: 601-04-312919</td></tr><tr><td>Date/Place of Issuance: 05/30/2015</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 LICENCE	ID/License/Passport No.: 601-04-312919	Date/Place of Issuance: 05/30/2015	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="height: 50px; text-align: center; vertical-align: middle;">M. PC</td></tr><tr><td style="text-align: center;">Signature (Sign inside the box)</td></tr><tr><td style="text-align: center;">4-28-17</td></tr><tr><td style="text-align: center;">Date Accomplished</td></tr></table>	M. PC	Signature (Sign inside the box)	4-28-17	Date Accomplished			
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<div style="display: flex; justify-content: space-between; align-items: center;"><div style="width: 45%;"><p>SUBSCRIBED AND SWORN to before me this <u>APR 28 2017</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p><div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"><p><i>M. PC</i></p><p>ATTY RYSAN C. GUINOCOR</p><p>Person Administering Oath</p></div></div><div style="width: 50%; text-align: center;"><p><b>MIKE B. PAUSANOS</b></p><p>PHOTO</p> <p>Right Thumbmark</p></div></div>													