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	egibly Tick appropriate	boxes () and use separate sheet if necessary Indic	ate N/	A if not applicable. DO NOT ABBREVIATE.			(Do not fill up. For CSC use only)			
I. PE	RSONAL INFORMA	ATION								
2.	SURNAME	ACILO								
	FIRST NAME	VIRGILIO					NAME EXTENSION (JR., SR)			
	MIDDLE NAME	CAJERIC								
3	DATE OF BIRTH	3/4/1962		16. CITIZENSHIP	FILI	PINO	DUAL CITIZENSHIP			
				10. OTTIZENSTIIF	L FILI	FINO				
4.	PLACE OF BIRTH	BARANGAY HIGOLOAN BAYBAY CITY, LEYTE					Pls. indicate country:			
5.	SEX	■ Male ☐ Female		Philippines .			•			
6	CIVIL STATUS	☐ Single	17. RESIDENTIAL ADDRESS							
6 CIVIL STATUS		☐Widowed ☐ Separated		House/Block/Lot No.		Street				
		☐ Others		BARANGAY		BUNGA				
				Subdivision/Village BAYBAY CITY			Barangay LEYTE			
7,	HEIGHT (m)	5'4"		City/Municipality			Province			
8.	WEIGHT (kg)	70 KG.								
9.	BLOOD TYPE	"0"	•••••	18. PERMANENT ADDRESS House/Block/Lot No.	***************************************		Street			
10.	GSIS ID NO.	CM-3880070	BARANGAY Subdivision/Village				BUNGA			
				BAYBAY CITY		Barangay				
11.	PAG-IBIG ID NO.	. 1700 0023 9214		City/Municipality	Province					
12.	PHILHEALTH NO.	13-000014908-0		ZIP CODE 6521-A						
	SSS NO.	03-5975485-1	19 TE	LEPHONE NO.						
14.	TIN NO.	116-622-433	20.	MOBILE NO. 09269848697	in an					
15. A	SENCY EMPLOYEE NO.	V-000559	21. E-I	MAIL ADDRES (IF ANY)						
II. F	AMILY BACKGROU	IND								
			00.1		10 . 10					
22.	SPOUSE'S SURNA	LIBRES	23. NAME of CHILDREN (Write full name and list all)							
FIRST NAME ANNALIE		ANNALIE	1. HENRY FRANCIS P. ACILO							
	MIDDLE NAME	GUARDADOS	2. VI	RCILYN CAMELLE P. ACILO						
	OCCUPATION	HOUSEKEEPER								
	EMPLOYER/BUSI									
	BUSINESS ADDRE									
24	TELEPHONE NO.									
24.	FIRST NAME	VICENTE (DECEASED)					~			
	MIDDLE NAME	LOGO		-						
25.	MOTHER'S MAIDEN									
	SURNAME FIRST NAME	CAJERIC ZOSIMA (DECEASED)								
	MIDDLE NAME	VITALLA		(Continue on sep	arate sh	eet if n	ecessary)			
II E	DUCATIONAL BAC			(Continue on cop		0011111	out of the second of the secon			
					PERIO	DD OF				
26.	LEVEL	NAME OF SCHOOL		BASIC		DANCE	HIGHEST LEVEL/ UNITS EARNED			
		(Write in full)	ED	UCATION/DEGREE/COURSE			(if not graduated)			
ELEMENTARY		BARANGAY BUNGA BAYBAY CITY,		ELEMENTARY	1969	1975	PRIMARY EDUCATION			
		FRANCISCAN COLLEGE OF THE								
SECONDARY		IMMACULATE CONCEPTION		HIGH SCHOOL	1976	1980	HIGH SCHOOL			
VOCATIONAL /		FRANCISCAN COLLEGE OF THE		JUNIOR SECRETARIAL		1987	VOCATIONAL			
	DE COURSE	IMMACULATE CONCEPTION			1982					
COLLEGE		N/A	N/A				N/A			
GRADUATE STUDIES		N/A	N/A				N/A			
	C	(Contin	ue on	separate sheet if necessary)						
,	IGNATURE	VIRGILIO C. ACILO		6/18/2020	Γ		CS FORM 212 (Revised 2017), Page 1 of 4			
				-,,-,	1		(Revised 2017), 1 age 1 01			

V. CIVIL S	SERVICE EL	IGIBILITY			1. 数以 26 000 (1000)				
CAR	EER SERVIC	E/ RA 1080 (BOARD/ IAL LAWS/ CES/ CSEE	RATING	DATE OF				LICENSE (if applicable	
	RANGAY ELIC	GIBILITY / DRIVER'S ENSE	(If Applicable)	EXAMINATION / CONFERMENT				NUMBER	Date of Validity
NON-PROF	ESSIONAL D	RIVER'S LICENSE			141			HO3-04-001181	3/4/2024
			///	tinua an canarata ahan	if accessed				
v. WORK E	XPERIENCE		(Col	ntinue on separate sheet	IT necessary)				
		ent. Start from your recen	t work) Description	on of duties should	be indicated in the attacl	ned Work Ex	perience she	et	
28, INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGI (Write in ful	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*)/	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)	
From	То				**	commision	INCREMENT		
1/8/1981	3/3/1982	Sales Agenty			nine Appliance Center	basis	N/A	Contractual	
3/12/1983	4/30/1984	Clerk Aide		Supply Property Mar		14.95	SG-3	casual	Y
5/1/1984	12/31/1984	Clerk Aide		Supply Property Mar	nagement Division	16.45	SG-3	casual	Y
1/1/1985	6/30/1986	Clerk Aide		Supply Property Mar	nagement Division	18.10	SG-3	casual	Y
7/1/1986	2/28/1987	Clerk Aide		Supply Property Mai	nagement Division	19.90	SG-3	casual	Υ
3/1/1987	12/13/1987	Clerk Aide		Supply Property Mai	nagement Division	22.90	SG-3	casual	Υ
2/14/1987	6/30/1989	Clerk Aide		Supply Property Mar	nagement Division	32.85	SG-3	casual	Y
7/1/1989	12/31/1990	Clerk I		Supply Property Ma	nagement Division	98.00	SG-3	casual	Y
/1/1991	12/31/1992	Clerk I		Supply Property Ma	nagement Division	98.00	SG-3	casual	Y
/1/1993	12/31/1993	Clerk I		Supply Property Ma	nagement Division	98.00	SG-3	casual	у
/1/1994	12/31/1994	Clerk I		Supply Property Ma	Supply Property Management Division		SG-3	casual	Y
1/1/1995	12/31/1995	Clerk I		Supply Property Management Division		179.82	SG-3	casual	Y
1/1/1996	12/31/1996	Clerk I		Supply Property Ma	nagement Division	225.27	SG-3	casual	Y
1/1/1997	12/31/1997	Clerk I		Supply Property Ma	237.64	SG-3	casual	у	
1/1/1998	6/30/1998	Clerk I		Supply Property Ma	237.64	SG-3	casual	Y	
7/1/1998	12/31/1998	Clerk I		Supply Property Ma	237.6 4	SG-3	casual	Y	
1/1/1999	12/31/1999	Clerk I			Supply Property Management Division		SG-3	casual	Y
1/1/2000	6/30/2001	Clerk I		Supply Property Ma	nagement Division	261.41	SG-3	casual	Y
		Clerk I		Supply Property Ma		274.50	SG-3	casual	Y
7/1/2001	12/31/2001	Clerk I		Supply Property Ma		274.50	SG-3	casual	Y
7/1/2002	6/30/2002	Clerk I				274.50	SG-3	casual	Y
7/1/2003	12/31/2002				Supply Property Management Division			casual	Y
1/1/2003	6/30/2003	Clerk I			Supply Property Management Division			<u> </u>	Y
7/1/2003	12/31/2003	Clerk I		Supply Property Management Division		274.50	SG-3	casual	
1/1/2004	2/29/2004	Clerk I		Supply Property Ma	274.50	SG-3	casual	Y	
3/1/2004	6/30/2007	Administrative Aide III		Records Office	274.50	SG-3	casual	Y	
7/1/2007	6/30/2008	Administrative Aide III		Records Office	301.95	SG-3	casual	Y	
7/1/2008	12/31/2009	Administrative Aide III		Records Office	332.14	SG-3	casual	y Y	
1/1/2010	12/31/2010	Administrative Aide III		Records Office Records Office	367.27 402.45	SG-3	casual	Y	
1/1/2011	6/30/2013	Administrative Aide III			1	1		Y	
7/1/2013	12/31/2013	Administrative Aide III		Records Office	437.64	SG-3	casual	-	
1/1/2014	12/31/2015	Administrative Aide III		Records Office	472.77	SG-3	casual	Y	
1/1/2016	12/31/2016	Administrative Aide III		Records Office		494.68	SG-3	casual	Y
1/1/2017	12/31/2017	Administrative Aide III		Records Office		517.59 566.64	SG-3 SG-3	casual	Y
1/1/2018 1/1/2020	12/31/2019	Administrative Aide III		Records Office Records Office	591.77	SG-3	casual	Y	
LI LIZUZU	inh to hiesell	1		ontinue on separate shee		-			

	Y WORK OR INVOLVEMENT			/E DATES						
- 29.	NAME & ADDRESS OF ORGAN (Write in full)	IZATION	(mm/d	d/yyyy)	NUMBER OF HOURS	PC	OSITION / NA	TURE OF WORK		
			From	То						
	N / A		N/A	N/A	N/A		N.	/ A		
				722						
								,		
VII. LEARNING	AND DEVELOPMENT (L8		Continue on se							
	recent L&D/training program and i					sion Chiel/Executive/Ma	nagerial posi	itions)		
30. TITLE OF L	EARNING AND DEVELOPMENT INT	ERVENTIONS/TRAINING (Write in full)	ATTEN	DATES OF IDANCE Id/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	cc	ONDUCTED/ SPONSORED BY (Write in full)		
			From	То	10-120					
	NTATION WORKSHOP (VOW		4/24/1998	4/26/1998	8-HRS / DAY	PUBLIC RELATION		HRMDO		
OTHER ADMINIS			5/21/2003	5/22/2003	8-HRS / DAY	PUBLIC RELATION		HRMDO		
3. COMPUTER TO PROGRAM	RAINING FOR EXCELL AND P	OWER POINT	10/28/2002	10/30/2003	8-HRS / DAY	TECHNICAL		DCST		
4. TRAINING ON	OFFICE PRODUCTIVITY TO	DLS	5/7/2007	5/11/2007	8-HRS / DAY	TECHNICAL		DCST		
5. FIRE CONSCI	OUSNESS AN D PREPAREDN	ESS	2/27/2008	2/27/2008	8-HRS / DAY	TECHNICAL		HRMDO		
6. SEMINAR ON I	FIRE PREVENTION		9/21/2012	9/21/2012	8-HRS / DAY	TECHNICAL		SECURITY OFFICE		
7. SEMINAR-WOI	RKSHOP ON 5S AND RECOR	DSS MANANGEMENT	2/18/2017	2/18/2017	8-HRS / DAY	TECHNICAL	COL	LEGE OF ENGINEERING		
8. Re-Orientatio	on on the 5S Internal Audit R	equirements	6/22/2017	6/22/2017	8-HRS / DAY	TECHNICAL		VSU		
9. Records Man	agement Training		7/6/2017	7/7/2017	8-HRS / DAY	TECHNICAL		VSU		
10. Target Settir	ng Workshop		8/20/2018	8/21/2018	8-HRS / DAY	TECHNICAL		ODAHRD		
			Continue on sej	narate cheet if	Jacaccand .					
VIII. OTHER IN	FORMATION		oonunue on sej	ourace sneet if I	ecessary)					
31. SPEC	CIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)						MEMBERSHIP IN 33. ASSOCIATION/ORGANIZATION (Write in full)		
1. DRIVING		N/A NUS DUE 1						1. VSU - AdPA		
2. COOKING								2. LAY-EUCHARISTIC MINISTER		
3. PLAYING CH	ESS BOARD		9051 A	UU	5 (1		(ROMA	N CATHOLIC CHURCH)		
4. PLAYING BAI	DMINTON			3.1110						
5. TABLE TENN	IIS				a de a	i.				
		C-V-18	gntjnue on sep	parate sheet if n	ecessary)			NAME OF THE OWNER OF THE		
0	IGNATURE	VIRGINO C. AC		DATE	6/18/2020			CS FORM 212 (Revised 2017), P		

34	Are you related by	consanguinity or affinity to the appoin	ting or recommending authority, or to the					
	chief of hureau or	office or to the person who has immed	liate supervision over you in the Office,					
	Bureau or Departs	ment where you will be apppointed,	hate supervision over you in the Office,		F			
285	a. within the third							
			A STATE OF THE PARTY OF THE PARTY.	☐ YES ☑ NO				
	b. Within the fourtr	n degree (for Local Government Unit -	Career Employees)?	YES VNO				
				If YES, give details:				
35	a. Have you ever l	been found guilty of any administrative	offense?	☐ YES ☑ NO				
		and the last of the last of the						
				If YES, give details:	,			
	h Have you been	criminally charged before any court?		YES V NO				
	2.1.14.0) 00 20011	ormany charges belove any scarce	A STATE OF THE RESERVE AND A	If YES, give details:				
					e Filed:			
				Status of (
	.,							
36.			f any law, decree, ordinance or regulation	☐ YES ✓ NO				
	by any court or trib	ounal?		If YES, give details:				
37.	Have you ever hee	en separated from the service in any of	the following modes: regignation					
37.			end of term, finished contract or phased					
		e public or private sector?	end of term, imistred contract or phased	If YES, give details:				
- 00			plantian hald within the last war / word					
38.	Barangay election)		election held within the last year (except	☐ YES ☑ NO				
	Darangay election)			If YES, give details:				
	b. Have you resign	ned from the government service during	the three (3)-month period before the last	☐ YES ☑ NO				
		e/actively campaign for a national or loc		If YES, give details:				
39.	nave you acquired	the status of an immigrant or permane	ent resident of another country?	☐ YES ☑ NO				
				If YES, give details (co	puntry):			
40.	Pursuant to: (a) Inc	digenous People's Act (RA 8371); (b) N	Magna Carta for Disabled Persons (RA					
		Parents Welfare Act of 2000 (RA 897						
a.		of any indigenous group?	大型 (1) (1) (2) (2) (2) (3) (4) (4) (4)	☐ YES ☑	NO			
	,			If YES, please specify:				
b.	Are you a person v	vith disability?	Commence of the second	_ ' ' _	NO			
	, , , , , , , , , , , , , , , , , , , ,			If YES, please specify ID				
C.	Are you a solo pare	ent?		YES NO				
	,			If YES, please specify ID				
41.	REFERENCES (Person	n not related by consanguinity or affinity to appli	cant /appointee)					
		NAME	ADDRESS	TEL. NO.				
MARI	A ROBERTA S. MIRAF	FLOR	BAYBAY CITY, LEYTE	N/A	0 0			
DP I	OURDES B . CANO		BAYBAY CITY, LEYTE	N/A	9 65 0			
DIX. L	OUNDED D. OANO		BATBAT CITT, EETTE	N/A				
DR. R	EMBERETO A. PATIN	DOL	VSU, VISCA BAYBAY CITY, LEYTE	N/A				
42	I declare under o	ath that I have nersonally accomplish	ned this Personal Data Sheet which is a	true correct and				
			tinent laws, rules and regulations of the					
			epresentative to verify/validate the content					
			cument and its attachments shall cau		6			
		inal case/s against me.			A part of the state of the stat			
I		i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)	(E): (F) +		UNIVERSITATION CO.			
		Number and Date of Issuance	I wantellas					
			VIRGILIO C. ACILO					
	Government Issued ID:	V-000559	11/5/2/5 5:7/5/25					
	ID/License/Passport No.:	H03-04-001181	Signature (Sign inside the bo	x)	THE RESERVE OF THE PERSON OF T			
	D (D)	DIRECTOR DAY DAY OFFICE	June 18, 2020					
	Date/Place of Issuance:	3/06/2019 BAYBAY CITY, LEYTE	Date Accomplished		Right Thumbmark			
			JUL 2020					
	SUBSCRIBED AN	ID SWORN to before me this	, affiant exhibiting	g his/her validly issued govern	ment ID as indicated above.			
		Г						
		1.	TY. RYSAN C. GUINOCOR BULEGAL OFFICER					
		A						
		VS						
			Person Administering Oath					
			g ear					
				(CS FORM 212 (Revised 2017), Page 4 of 4			