

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 () () 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	ELIGIO		
FIRST NAME	ANNE MARIE JENNIFER		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	EUGALCA		
3. DATE OF BIRTH (mm/dd/yyyy)	11/19/1971	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: Peru
4. PLACE OF BIRTH	QUEZON CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
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	N/A House/Block/Lot No. Street VISCA PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.524		
8. WEIGHT (kg)	60	ZIP CODE	6521
9. BLOOD TYPE	A	18. PERMANENT ADDRESS	BLOCK 17, LOT 4 MACOPA House/Block/Lot No. Street CIUDAD DE ESPERANZA CABANTIAN Subdivision/Village Barangay DAVAO DAVAO City/Municipality Province
10. GSIS ID NO.	71111901257	ZIP CODE	8000
11. PAG-IBIG ID NO.	188000882321		
12. PHILHEALTH NO.	16-000049031-5		
13. SSS NO.	07-1669484-9	19. TELEPHONE NO.	N/A
14. TIN NO.	903-099-651	20. MOBILE NO.	09214341682
15. AGENCY EMPLOYEE NO.	N/A ^a V 02710	21. E-MAIL ADDRESS (if any)	Jeni.Eligio@gmail.com

II. FAMILY BACKGROUND

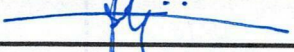
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ELIGIO			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	ESCAMILLAN			
25. MOTHER'S MAIDEN NAME				
SURNAME	EUGALCA			
FIRST NAME	ELIGIO			
MIDDLE NAME	ANTONIETA			

(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	ASSUMPTION SCHOOL OF DAVAO	PRIMARY EDUCATION	1976	1984	N/A	1984	WITH HONORS
SECONDARY	ASSUMPTION SCHOOL OF DAVAO	SECONDARY EDUCATION	1984	1988	N/A	1988	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	MINDANAO STATE UNIVERSITY - GENERAL SANTOS	AB ENGLISH	1988	1992	N/A	1992	N/A
GRADUATE STUDIES	SILIMAN UNIVERSITY	MA ENGLISH	1993	1996	N/A	1996	N/A
	UNIVERSITY OF THE PHILIPPINES LOS BAÑOS	PhD in DEVELOPMENT COMMUNICATION	2001	2006	N/A	2006	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 2, 2025
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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 SERVICE EXAMINATION: PROFESSIONAL	84.6	JULY 26, 1992	DAVAO CITY	N/A	N/A
NATIONAL BOARD FOR TEACHERS	N/A	MAY 28, 1995	DUMAGUETE CITY	951391507P	N/A

(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 "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	To						
01/02/2025	PRESENT	ASSOCIATE PROFESSOR V	VSU-DEPT. OF DEVELOPMENT COMMUNICATION	89,281.00	SG 23	TEMP. REGULAR	Y
12/01/2024	12/30/24	Policy brief writer & Knowledge management specialist (STTA)	ENVIRONMENTAL DEFENSE FUND	P70,000	N/A	CONTRACT	N
11/15/2018	12/31/2020	ASSOCIATE PROFESSOR V PUBLICATION OFFICE DEP. DIRECTOR	UNIVERSITY OF SOUTHEASTERN PHILIPPINES	73,000.00	SG 23	PERMANENT	Y
03/01/2018	03/31/2018	TECHNICAL SERVICE SPECIALIST-COMMUNITION & OUTREACH	DEVELOPMENT ALTERNATIVES, INC.	128,700.00	N/A	CONTRACT	N
07/25/2017	08/25/2017	CONSULTANT-WRITER	BAN TOXICS, INC.	80,000.00	N/A	N/A	N
12/01/2015	12/31/2016	COMMUNICATION SPECIALIST: HEIRLOOM RICE PROJECT	INTERNATIONAL RICE RESEARCH INSTITUTE	40,000.00	LEVEL 5	NATIONALLY RECRUITED STAFF	N
07/01/2010	08/31/2012	SUPERVISING SCIENCE RESEARCH SPECIALIST	PHILIPPINE RICE RESEARCH INSTITUTE	37,812.00	SG 23	CONTRACT	Y
06/01/2007	05/31/2010	ASSISTANT PROFESSOR IV	UNIVERSITY OF THE PHILIPPINES-MINDANAO	23,532.00	SG 21	TEMPORARY	Y
02/01/2002	09/31/2003	SENIOR SCIENCE RESEARCH SPECIALIST	PHILIPPINE COUNCIL FOR AGRICULTURE, FORESTRY AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT	19,000.00	SG 19	CONTRACT	Y
06/01/1998	08/12/2001	INSTRUCTOR 7	UNIVERSITY OF THE PHILIPPINES-MINDANAO	15,992.00	SG 17	TEMPORARY	Y
11/03/1993	05/31/1998	INSTRUCTOR	SILIMAN UNIVERSITY	7,000.00	LEVEL 1	TEMPORARY	N
02/01/1993	04/30/1993	ASSOCIATE EDITOR	DIMENSIONS MAGAZINE	2,000.00	N/A	CONTRACT	N
06/01/1992	01/31/1993	CUB REPORTER	DAILY SAN PEDRO EXPRESS	2,000.00	N/A	CONTRACT	N

(Continue on separate sheet if necessary)

SIGNATURE



DATE

January 2, 2025

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		
	GAMOT COGON WALDORF SCHOOL	06/19/2023	PRESENT	2700.0	TEACHER OF ENGLISH
	GAWAD KALINGA DAVAO CITY	09/2018	10/2018	320.0	COMMUNITY ORGANIZER
	UNIVERSITY OF THE PHILIPPINES UGNAYAN NG PAHINUNGOD	1998 2004	1999 2005	N/A	INSTRUCTIONAL FACILITATOR

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Facilitator	
7. Topics Covered	
8. Key Takeaways	
9. Application to Current Role	
10. Feedback Received	
11. Additional Comments	

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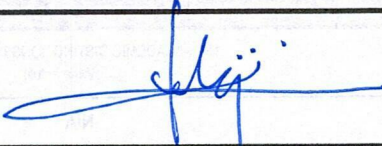



(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	PHOTOGRAPHY		N/A		N/A
	BLOGGING				
	MOUNTAIN HIKING				
	CREATIVE WRITING				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 2, 2025
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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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____	
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____	
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____	
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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: Resignation, end of term, finished contract	
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details (country): _____	
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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)		
NAME	ADDRESS	TEL. NO.
DR. PAM CUSTODIO	DEPT. OF DEVELOPMENT COMMUNICATION - UPLB	9175274695
DR. MARIA CELESTE H. CADIZ	10071 MT. PULOG ST. UMALI SUBD. LOS BAÑOS, LAGUNA	9175011956
DR. UDERICO B. ALVIOLA	DEPT. OF DEVELOPMENT COMMUNICATION - USU	9778512000
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.		
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: PASSPORT ID/License/Passport No.: P4025708C Date/Place of Issuance: 03 MAY 2023, DFA MANILA	 Signature (Sign inside the box) JANUARY 2, 2025 Date Accomplished	 ANNE MARIE JENNIFER E. ELIGIO PHOTO  Right Thumbmark
SUBSCRIBED AND SWORN to before me this <u>10 JAN 2025</u> , affiant exhibiting his/her validly issued government ID as indicated above.		
 ATTY. KAREN ABEIGAIL S. MONTERON Person Administering Oath		

WORK EXPERIENCE SHEET

Attachment to CS Form No. 212

- Duration: December 1, 2024 – December 30, 2024
- Position: Policy brief writer & Knowledge management specialist (short-term technical service)
- Name of Office/Unit: Environmental Defense Fund
- Immediate Supervisor: Grace Quiton-Domingo
- Name of Agency/Organization and Location: Environmental Defense Fund, Southern Leyte
- List of Accomplishments and Contributions
 - Conducted workshop for the organization's knowledge sharing and learning (knowledge management), documented good practices by organization
 - Conducted workshop on the writing of policy brief/conducted policy analysis workshop
- Summary of Actual Duties
 - Responsible for the provision of technical service regarding knowledge sharing and learning/knowledge management
 - Responsible for the provision of technical service related to policy communication

- Duration: Nov 2018 - Dec 2020; June 2013 - June 2015
- Position: Associate Professor V, Publication Office Deputy Director
- Name of Office/Unit: College of Development Management; Research Division
- Immediate Supervisor: Rec Eguia; Gilbert Importante
- Name of Agency/Organization and Location: University of Southeastern Philippines, Davao City
- List of Accomplishments and Contributions
 - Facilitated a learning environment where students apply methods and tools in communication planning for group-based projects
 - Facilitated students' learning towards developing the ability to employ principles and concepts in Communication for Devt activities
 - Produced self-paced learning module for the course, Communication of Scientific and Technical Information, to masteral level students
 - Supervised production of materials on covid19
 - Supervised production of materials for scientific research popularization
- Summary of Actual Duties
 - Responsible for teaching masteral subject in Development Communication, i.e. Communication of Scientific and Technical Information
 - Responsible for teaching masteral subject, Applied Communication for Rural Development

- Duration: February 2018 – April 2018
- Position: Short-Term Technical Service Specialist-Communication and Outreach (Consultancy basis)
- Name of Office/Unit: Development Alternatives, Inc. & USAID
- Immediate Supervisor: Bob Roa
- Name of Agency/Organization and Location: Development Alternatives, Inc. & USAID, Marawi City
- List of Accomplishments and Contributions
 - Wrote recovery success stories following meetings with select community and civil society representatives
 - Drafted a recovery phase public communications strategy for the local government
 - Conducted workshops with Marawi youth for design of public information materials

<ul style="list-style-type: none"> o Conducted consultative meetings with community and local officials o Crafted proceedings and process documentation <ul style="list-style-type: none"> • Summary of Actual Duties <ul style="list-style-type: none"> o Responsible for the communication-related aspect of the USAID-ENGAGE Project
<ul style="list-style-type: none"> • Duration: Jul 2017 - Aug 2017 • Position: Consultant-Writer • Name of Office/Unit: BAN Toxics' artisanal and small-scale gold mining (ASGM) study • Immediate Supervisor: Richard Gutierrez, CEO • Name of Agency/Organization and Location: BAN Toxics, Philippines <ul style="list-style-type: none"> • Accomplishment and Contribution <ul style="list-style-type: none"> o Wrote/Produced situationer report on child labor on small-scale mining on BAN Toxics' artisanal and small-scale gold mining study sites <ul style="list-style-type: none"> • Summary of Actual Duties <ul style="list-style-type: none"> o Responsible for the compilation and organization of gathered research on child labor in small-scale mining on BAN Toxics' artisanal and small-scale gold mining (ASGM) study sites, and produce the situationer report
<ul style="list-style-type: none"> • Duration: Jul 2015 - Dec 2016 • Position: Specialist-Knowledge Management and Communications • Name of Office/Unit: Heirloom Rice Project; Consortium on Unfavorable Rice Envts (CURE) • Immediate Supervisor: Casiana Vera-Cruz and Digna Manzanilla • Name of Agency/Organization and Location: International Rice Research Institute, Laguna <ul style="list-style-type: none"> • List of Accomplishments and Contributions <ul style="list-style-type: none"> o Conduct of field work to document good practices of heirloom rice farmers in Cordillera o Prepared/wrote Codes of Practice (COPs) of 4 heirloom rices o Presented and submitted with the team the COPs to the Intellectual Property of the Philippines (IPOP HL) for Geographical Indication (GI) application o Liaised with IPOP HL for GI and collective mark application of Cordillera heirloom rice o Covered public events featuring the heirloom rices o Wrote/published popular materials for the heirloom rice brand's communication platforms o Produced a process documentation report, recommending lessons for heirloom rice marketing and branding, & improvement of communications aspect for HRP Phase II o Wrote/edited/published technical/popular materials (CURE Matters newsletter, Rice Today) • Summary of Actual Duties <ul style="list-style-type: none"> o Responsible for the knowledge management and communications aspect of the Heirloom Rice Project o Responsible for establishment and linkages with external clients, promotion of the Consortium's products and services (processes, activities)
<ul style="list-style-type: none"> • Duration: May 2013 – July 2013 • Position: Short-Term Consultant • Name of Office/Unit: Development Communication Division • Immediate Supervisor: Karen T. Barroga • Name of Agency/Organization and Location: Philippine Rice Research Institute, Nueva Ecija <ul style="list-style-type: none"> • Accomplishment and Contribution <ul style="list-style-type: none"> o Conduct of media scanning among independent and mainstream media outlets in Region 2 for the Golden Rice Project (GR) • Summary of Actual Duties <ul style="list-style-type: none"> o Responsible for the development of a media scanning proposal in Region 2 for the GR Project

- Responsible for the implementation of activities related to media scanning for GR

- Duration: Jun 2010 - Aug 2012
- Position: Supervising Science Research Specialist
- Name of Office/Unit: Development Communication Division
- Immediate Supervisor: Karen T. Barroga
- Name of Agency/Organization and Location: Philippine Rice Research Institute, Nueva Ecija
- List of Accomplishments and Contributions
 - Development of knowledge products, especially particularly the policy communication material *Rice Science for Decision-Makers*, produced seven (7) issues
 - Gathered lessons and good practices on location-specific technology development (LSTD)
 - Documented the mechanisms of KSL using participatory “good practice” grading tool, reflect dyad, and other qualitative-based techniques
 - Produced audit trail reports
 - Produced paper *Documenting knowledge sharing and learning on location specific technology development: the case of North Cotabato*
 - Conducted knowledge sharing and learning fair in the Division
 - Trained rice sufficiency officers, particularly the social technology component of the training curriculum on location-specific technology development
- Summary of Actual Duties
 - Responsible to lead the development, pretesting, and production of knowledge products
 - Responsible for the documentation and analysis of knowledge sharing and learning processes and practices on location-specific technology development
 - Responsible for the conceptualization and conduct of the Division’s Learning Fair activity

- Duration: June 2007 – October 2009
- Position: Assistant Professor VI
- Name of Office/Unit: Humanities Department
- Immediate Supervisor: Antonino S. De Veyra
- Name of Agency/Organization and Location: University of the Philippines-Mindanao, Davao City
- List of Accomplishments and Contributions
 - Supervisory work on ten (10) communication plans with students, including field work
 - Supervisory work on production of material (anthology of cultural biographies of students) and conduct of cultural fest
 - Conduct of fora on ethics in communication from invited speakers
 - Advised Best Student Thesis
- Summary of Actual Duties
 - Responsible for teaching subjects at the tertiary level, namely Communication planning, Communication research, Communication and Culture, Crisis Communication, Ethics in Communication

- Duration: Mar 2002 - Jul 2003
- Position: Senior Science Research Specialist
- Name of Office/Unit: Policy Action Group, Socio-Economics Research Division
- Immediate Supervisor: Albert P. Aquino
- Name of Agency/Organization and Location: Philippine Council for Agriculture, Forestry and Natural Resources Research and Development (PCARRD), Los Banos, Laguna

- List of Accomplishments and Contributions
 - Helped forge inter-agency linkages to build up PCARRD's policy information base
 - Formulation and advocacy of policies for science and technology (S&T) development specifically on intellectual property and technology management (IPTM)
 - Technical support in conduct of training/conferences on policy analysis, IPTM
 - Edited/wrote policy papers for the PCARRD Policy Brief
- Summary of Actual Duties
 - Responsible for provision of technical and staff support in the analysis of policies and issues for S&T development affecting agriculture and natural resource sectors

- Duration: June 1992 – May 1993
- Position: Media practitioner (Cub reporter; Associate Editor)
- Name of Office/Unit: Reporters team; Editorial team
- Immediate Supervisor: Leonilo Claudio; Wilfredo Rola
- Name of Agency/Organization and Location: Daily San Pedro Express
Dimensions Magazine, Davao City
- List of Accomplishments and Contributions
 - Wrote banner stories for a local (now-defunct) newspaper, published news and feature stories
 - Managed, produced, published local magazine
- Summary of Actual Duties
 - Responsible to cover the following beats: politics, science & technology, business, defense, cultural events, among others.
 - Responsible for the management and production of a magazine, editorial work, field assignment


ANNE MARIE JENNIFER E. ELIGIO
 (Signature over Printed Name
 of Employee)
 Date: JANUARY 2, 2025