

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	CANO		
FIRST NAME	LOURDES	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BANDALAN		
3. DATE OF BIRTH (mm/dd/yyyy)	2/11/1956	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Baybay, Leyte	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		Pls. indicate country:
6. CIVIL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated	17. RESIDENTIAL ADDRESS	Paraguay
7. HEIGHT (m)	1.55 m	House/Block/Lot No.	Street
8. WEIGHT (kg)	61 kgs	Subdivision/Village	San Isidro
9. BLOOD TYPE	O	Baybay City	Leyte
10. GSIS ID NO.	CRN-006-6109-1228-7	City/Municipality	Province
11. PAG-IBIG ID NO.	1700-0024-4880	ZIP CODE	6521
12. PHILHEALTH NO.	13-00059528-5	18. PERMANENT ADDRESS	
13. SSS NO.	06-1091228-7	House/Block/Lot No.	Street
14. TIN NO.	104-767-393	Subdivision/Village	San Isidro
15. AGENCY EMPLOYEE NO.	V00136	Baybay City	Leyte
		City/Municipality	Province
		ZIP CODE	6521
		19. TELEPHONE NO.	563-7643
		20. MOBILE NO.	09176341502
		21. E-MAIL ADDRESS (if any)	lourdesbcano@yahoo.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	CANO (deceased)		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ORLANDO	NAME EXTENSION (JR., SR)	LYNDON B. CANO	6/2/1979
MIDDLE NAME	CORPEZ		LYNETTE C. CIMAFRANCA	6/3/1980
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO	N/A			
24. FATHER'S SURNAME	BANDALAN (deceased)			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CALUNGSOD			
25. MOTHER'S MAIDEN NAME				
SURNAME	PEREZ (deceased)			
FIRST NAME	ANATOLIA			
MIDDLE NAME	TABUDLONG			

(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	Candadam Community School	Elementary Certificate	1964	1968		1968	Valedictorian
SECONDARY	Baybay High School	High School Diploma	1968	1972		1972	Class Prophet
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	University of San carlos	Bachelor of science in Commerce	1972	1976		1976	
GRADUATE STUDIES	University of San Carlos	Master in Business Administration (CAR)	1984	1986		1986	
	Asian Development Foundation College	Master in Management	1996	1999		1999	
	University of San Jose Recoletos	Doctor in Management	1999	2002		2002	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
-----------	---	------	--



IV. CIVIL SERVICE ELIGIBILITY		27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CCS/ CSEE BARANGAY ELIGIBILITY / DRIVERS LICENSE		RATING (If Applicable)		DATE OF EXAMINATION / CONFIRMENT		PLACE OF EXAMINATION / CONFIRMENT		NUMBER		Date of Validity	
Career Prof (Local)		78.87%		11/20/1977		Taclaban City							
Career		71.66%		6/18/1978		Taclaban City							
(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)		From		To		POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY (Format "00-00") GRADE (If applicable) STEP INCREMENT		STATUS OF APPOINTMENT GOVT (v/N)	
1/1/2017		Present				Chief Administrative Officer		Visayas State University		70,832.00			
1/1/2016		12/31/2016				Chief Administrative Officer		Visayas State University		61,679.00			
10/1/2015		12/31/2015				Chief Administrative Officer		Visayas State University		53,709.00			
10/1/2012		9/30/2015				Chief Administrative Officer		Visayas State University		53,125.00			
6/1/2012		9/30/2012				Chief Administrative Officer				52,547.00			
6/1/2011		5/31/2012				Chief Administrative Officer				46,537.00			
6/2/2010		5/31/2011				Chief Administrative Officer				40,526.00			
10/1/2009		6/23/2010				Chief Administrative Officer				34,516.00			
7/1/2009		9/30/2009				Chief Administrative Officer				33,853.00			
7/1/2008		6/30/2009				Chief Administrative Officer				27,812.00			
7/1/2007		6/30/2008				Chief Administrative Officer				25,284.00			
7/1/2007		6/30/2008				Chief Administrative Officer				25,284.00			
10/1/2006		6/30/2007				Chief Administrative Officer				22,985.00			
12/1/2004		9/30/2006				Chief Administrative Officer				22,423.00			
10/1/2003		11/30/2004				Administrative Officer V				22,423.00			
7/1/2001		9/30/2003				Administrative Officer V				21,877.00			
10/1/2000		6/30/2001				Administrative Officer V				20,835.00			
1/1/2000		9/30/2000				Administrative Officer V				20,327.00			
11/1/1997		12/31/1999				Administrative Officer V				18,479.00			
10/1/1997		10/31/1997				Administrative Officer V				16,137.00			
1/1/1997		9/30/1997				Administrative Officer V				15,861.00			
1/1/1996		12/31/1996				Administrative Officer V				13,718.00			
1/1/1995		12/31/1995				Administrative Officer V				11,835.00			
10/1/1994		12/31/1994				Administrative Officer V				10,835.00			
1/1/1994		9/30/1994				Clerk IV				3,607.00			
1/1/1990		12/31/1993				Clerk IV				2,807.00			
(Continue on separate sheet if necessary)													
SIGNATURE				DATE									



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

[illegible]

(Continue on separate sheet if necessary)

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


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			
	Effective Public Relationship Management	7/24/2018	7/27/2018	32.0		Vigan, Ilocos Sur
	2018 Public Sector HR Symposium	7/18/2018	7/20/2018			Davao City
	PASUC Midterm Convention	8/28/2018	8/30/2018	32.0		Manila
	Accreditation Survey Visit	6/17/2018	6/22/2018	32.0		Bacolod City, Negros Occidental
	Prime HRM Conversation with Leaders	5/28/2018	5/31/2018	24.0		Cebu City
	Workshop in the Development of Competency Based Framework for SUC's	5/8/2018				Manila
	National Planning Workshop	3/19/2018	3/22/2018	32.0		Manila
	Forum on Common Cancer Affecting Men & Women	8/9/2012		4.0		VSU, VISCA, Baybay, Leyte
	3rd Eastern Visayas Regional Congress of Human Resource Management Practitioners	6/14/2012	6/15/2012	16.0		CSC R8 Palo, Leyte the Oriental Hotel, Baras Palo
	Orientation Workshop on NEW SALN	2/22/2012		8.0		Civil Service Commission Ormoc City
	Competency Based Training 1 for HRMP practitioner (CBT1-Comp 3)	8/1/2011	8/2/2011	16.0		Civil Service Commission Ormoc City
	2nd Eastern Visayas Regional Congress on Bills Aksyon Partners	9/9/2012	9/10/2012	16.0		CSC 8 & the Regional Eight Assoc. of Bilis Aksyon Partners of Sabin Resort Hotel, Ormoc City
	Training on RA 9184 and its Revised IRR	3/16/2010	3/17/2010	16.0		Government Procurement Board and the Department of Budget and Management Regional Office No.VIII
	Management Training Seminar	8/24/2009	8/25/2009	16.0		CCE, VSU, Baybay City, Leyte
	Briefing & Orientation Seminar of New Instructors	7/18/2008	7/19/2008	16.0		VSU, Multi-media Development Center, Baybay City
	Orientation-Workshop on Performance Management System-Office Performance Management System (PMS-OPES) Part I	7/13/2009		8.0		CSC at Pongos Hotel, Ormoc City
	Performance Management System-Office Performance Evaluation System Orientation	6/23/2008		8.0		VSU & CSC 8, Palo, Leyte
	Orientation -Workshop on the New Statement of Assets, Liabilities and Networth	4/8/2008		8.0		CSC 8 Palo, Leyte on April 8, 2008
	Visioning and Leadership Development Seminar-Workshop	1/10/2008	1/12/2008	24.0		CCE, VSU, Baybay City, Leyte
	Instructional Leadership Training Workshop conducted by the Punzal & Associates	5/30/2007	5/31/2007	16.0		Punzal & Associates, FARMI, VSU Baybay, Leyte

(Continue on separate sheet if necessary)





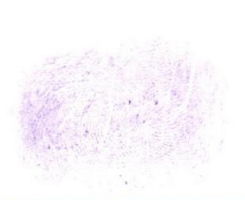

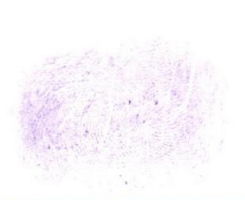

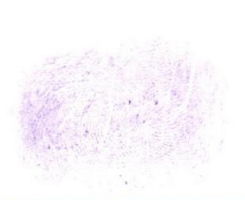



## VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
mediation skills & writing	OUTSTANDING NON-ACADEMIC PERFORMANCE AWARD( supervisory leave)	President, Council of Personnel Officers of Western Leyte Inc.
	Plaque of Recognition given during the Anniversary celebration of the VSU Tolosa campus on September 11, 2009	Member, Board of Directors, Eastern Visayas Regional Council of Human Resource Management Officers
		Government Assoc. Administrative Officers

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
-----------	---	------	--



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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____																
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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: <u>on process</u>																
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)																	
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>BACUSMO, Jose L.</td><td>Visayas State University</td><td>335-2600</td></tr><tr><td>PASCUAL, Nerelito P.</td><td>Visayas State University</td><td>563-7191</td></tr><tr><td>TULIN, Edgardo E.</td><td>Visayas State University</td><td>563-7067</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	BACUSMO, Jose L.	Visayas State University	335-2600	PASCUAL, Nerelito P.	Visayas State University	563-7191	TULIN, Edgardo E.	Visayas State University	563-7067				
NAME	ADDRESS	TEL. NO.															
BACUSMO, Jose L.	Visayas State University	335-2600															
PASCUAL, Nerelito P.	Visayas State University	563-7191															
TULIN, Edgardo E.	Visayas State University	563-7067															
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.																	
<table><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>GSIS ID</td></tr><tr><td>ID/License/Passport No.:</td><td>000-6109-1228-7</td></tr><tr><td>Date/Place of Issuance:</td><td></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:	GSIS ID	ID/License/Passport No.:	000-6109-1228-7	Date/Place of Issuance:		<table><tr><td colspan="2"></td></tr><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>			Signature (Sign inside the box)		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:	GSIS ID																
ID/License/Passport No.:	000-6109-1228-7																
Date/Place of Issuance:																	
																	
Signature (Sign inside the box)																	
Date Accomplished																	
<table><tr><td> CANO, LOURDES B.</td><td> Right Thumbmark</td></tr></table>		 CANO, LOURDES B.	 Right Thumbmark														
 CANO, LOURDES B.	 Right Thumbmark																
SUBSCRIBED AND SWORN to before me this <u>OCT 02 2018</u> , affiant exhibiting his/her validly issued government ID as indicated above.																	
<table><tr><td colspan="2"> ATTY. RYSAN C. GUINOCOR VSO LEGAL OFFICER Person Administering Oath</td></tr></table>		 ATTY. RYSAN C. GUINOCOR VSO LEGAL OFFICER Person Administering Oath															
 ATTY. RYSAN C. GUINOCOR VSO LEGAL OFFICER Person Administering Oath																	



VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S					
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES From	NUMBER OF HOURS	POSITION / NATURE OF WORK	
	VSU Credit Cooperative	6/10/2005		Accountant	
(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) From	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	Human Resource Planning	4/6/1999	4/8/1999	24	Personnel Officers Asso of the Philippines
	Seminar-Workshop on Organization Development	7/7/1999	7/9/1999	24	Personnel Officers Asso of the Philippines
	Consultation Conference on the Integration of CSIs to SUCs in Region VIII	7/14/1999		8	CHED, Region VIII
	Conference Workshop on the Operationalization of the Institute of Tropical Ecology (ITE)	8/19/1999	8/20/1999	16	Institute of Tropical Ecology, VISCA
	Total Quality Management	9/1/1999	9/3/1999	24	Personnel Officers Asso of the Philippines
	Conference-Workshop of Member-Institutions Under the VisCA System	11/5/1999			Visayas State College of Agriculture, Baybay, Leyte
	Ten-Year Institutional Planning and Review	1/27/2000	1/28/2000	16	Visayas State College of Agriculture, Baybay, Leyte
	Seminar-Workshop on Performance Evaluation (PES)	5/3/2000	5/4/2000	16	Civil Service Commission, Region 8
	"Skills for Executive Success Seminar"	3/18/2000		8	USJR, Graduate School, Cebu City
	"Seminar on Corruption Prevention Awareness"	8/16/2000		8	Knights of Columbus, Immaculate Conception Council
	Gender Sensitivity and Planning Workshop	10/9/2000	10/10/2000	16	Visayas State College of Agriculture, Baybay, Leyte
	Validation Workshop of the Strategic Planning Output of the Leyte State University (LSU)	7/5/2001	7/6/2001	16	Visayas State College of Agriculture, Baybay, Leyte
	Administrative Officers Work Conference	6/19/2001	6/22/2001	32	Govt. Association of Administrative Officers, Inc.
	Seminar on Administrative Justice & Gender Empowerment	11/14/2001	11/15/2001	16	CSC, Region 8
	Power Pack Pro	11/24/2001		8	System Institute of Technology, Ormoc City
	Team Building Workshop Among the Staff of LSU-Main & Tolosa Campuses	04/23/2002	04/24/2002	16	LSU, VISCA, Baybay, Leyte
	Supervisory Development Course Track 1	05/28/2002	05/30/2002	32	CSC, Region 8
	4th Development Educator Course	06/09/2002	06/14/2002	48	Asso. Of Asian Confederation of Credit Unions, Tagaytay
	Assembly of the Visayas Council of Administrative/Human Resource Management Officers	08/22/2002	08/23/2002	16	CSC, Region 7
	Institute of Public Officers and Administrative Law	12/10/2002	12/13/2002	32	UP Law Center, Diliman, Quezon City
	LIVE-IN Symposium on the Best Practices of Good Governance	4/8/2003	04/10/2003	24	GAO, Olongapo City
	Advanced Higher Education Administrators Development (AHEAD) Training Course	6/17/2003		8	LSU, VISCA, Baybay, Leyte
	Training on Basic Water Rights for Barangay LGUs	8/12/2003	08/13/2003	16	LSU, VISCA, Baybay, Leyte
	Reorientation Seminar on Handling Mamamayan Muna Cases	12/4/2003		8	CSC, Region 8
	2nd Phase University-Wide Strategic Planning Workshop	1/24/2004		8	LSU, VISCA, Baybay, Leyte
	Seminar-Workshop "Exploring New Frontiers on Public Service"	3/8/2004	03/11/2004	32	GAO, Teacher's Camp, Baguio City
	2nd South-South-North Natural Fiber International Dialogue	3/4/2005	03/06/2005	24	LSU, VISCA, Baybay, Leyte
	Capability-Building for HRM Practitioners	3/15/2005	03/16/2005	16	CSC, Region 8
	2nd Regional Seminar-Workshop with the theme "Maximizing Social Security Benefits in Times of Crisis"	4/27/2005	04/29/2005	24	AGAP in cooperaton with PICPA, LSU, Baybay, Leyte
	Basic Seminar-Workshop on Mediation Tacloban Mediation Program	7/18/2005	07/22/2005	32	Supreme Court of the Philippines, Tacloban City
	Legal Practitioner's Orientation Course	11/24/2005	11/25/2005	16	CSC, Region 8
	7th Visayas-Wide Annual Convention for Resident Ombudsmen	4/24/2006	04/26/2016	32	Office of the Ombudsman, Visayas, Cebu City
	Instructional Leadership Training Workshop	5/30/2007	05/31/2007	16	PACEM, LSU, Baybay, Leyte
	Visioning and Leadership Development Seminar-Workshop	1/10/2008	01/12/2008	24	Willow Creek Association, VSU, Baybay, Leyte
	Orientation-Workshop on the New Statement of Assets & Liabilities and Net Worth	4/8/2008		8	CSC Region 8, Ormoc City
	Performance Management System-Office Performance Evaluation System Orientation-	6/23/2008		8	VSU & CSC Region 8
	1st Annual Review of Accomplishments & Plans of Offices Under the Office of the VP for	11/25/2008	11/26/2008	16	VSU, Baybay City, Leyte
	RDE Consultation & Presentation of 2008 Highlights of Accomplishments and 2009 Plans	1/8/2009		8	ODREX, VSU, Baybay, Leyte
	Orientation-Workshop on Performance Management System-Office Performance Evaluation	7/13/2009		8	CSC, Ormoc City
	Eastern Visayas Regional Congress of Human Resource Management Practioners (EVRC)	11/25/2009	11/26/2009	16	CSC Region 8, Palo, Leyte
	Training on RA 9184 & its Revised IRR	3/16/2010	03/17/2010	16	DBM RO 8, Palo, Leyte
	Refresher Course for Court-Annexed Mediators	7/21/2010	07/22/2010	16	SCP, PJA, PMCO, Tacloban City
	Training on RA 9184 and its Revised IRR (Modules 1, 11 and V)	7/29/2010		8	DBM, GPPB, VSU, Baybay, Leyte
	2nd Eastern Visayas Regional Congress of Bilis Aksyon Partners	9/9/2010	09/10/2010	16	CSC, Region 8
	"The Millennium Development Goals and the Magna Carta of Women: Defining the Academe's	3/31/2011		8	VICARP, VSU, Baybay, Leyte
	CPOWLI Strategic Planning and Capability Building in Boracay Island, Malay, Aklan	4/28/2011	04/29/2011	16	CPOWLI, Ormoc City
	1st Quarter General Assembly, Continuing Leadership Seminar and Induction	2/2/2012		8	Region Eight Administrators League (REAL) Inc, Palo,
	Orientation-Workshop on the New Statement of Assets & Liabilities and Net Worth	2/22/2012		8	CSC Region 8, Ormoc City
	1st Quarter General Assembly & Continuing Leadership Seminar with the theme: "REAL, Inc.	2/6/2012		8	Region Eight Administrators League (REAL) Inc, Palo,
	Orientation Workshop on GMIS Web-Based Application System	3/19/2012	03/20/2012	16	DBM & PASUC, Manila
	3rd Eastern Visayas Regional Congress of Human Resource Management Practioners	6/14/2012	06/15/2012	16	CSC Region 8, Palo, Leyte
	Refresher/Advanced Course for Court-Annexed	07/11/12	07/12/12	16	Philippine Judicial Academy & the Philippine
	Mediators				Mediation Center Office
	Workshop on Cascading of Agency Performance Targets	08/13/2012	08/14/2012	16	VSU, Baybay, Leyte
	Seminar-Workshop on Crafting Strategic Performance Management System & Human	08/28/2012	08/29/2012	16	CSC Region 8
	4th Eastern Visayas Regional Congress of Bilis Aksyon Partners	10/10/2012	10/11/2012	16	CSC Region VIII
	Focus Group Discussion (FGD) with Accredited Agencies: Strategy Formulation under	11/12/2012		8	CSC Region VIII
	2014 HR Symposium on "Gearing Toward ASEAN	04/24/14	04/25/14	16	CSC by Francisco Doque III
	Integration Through Strategic HR"				
	Flagship Course on Administrative Service Excellence For Middle-Level Managers (Directors)	12/9/13	12/13/13	40	Graduate School of Public and Development
	of State Universities and Colleges of the Executive Development Program for	02/10/14	2/14/2014	40	27 Management of the Development Academy of the



Focus Group Discussion for the CSC Performance Governance System Impact Assessment	09/26/2014		8	CSC Office of the Assistant Commissioners Assistant
4th Visayas HR Congress of Human Resource Management Practitioners "Unleashing HR	11/05/2014	11/07/2014	18	CSC, Region 6, 7 & 8
ISO 9001: 2008 Quality Management Systems Documentation Course	11/20/2014	11/21/2014	16	SGS Academy
1st Joint National Training and Conference National Federation of Administrative Personnel of	11/24/2014	11/26/2014	24	Philippine Association of State Universities and Colleges
PNP P.A.T.R.O.L. Plan 2030	02/15/2015		8	TWG in PNP P.A.T.R.O.L Plan 2030, Quezon City
ISO 9001:2008 Quality Management System Internal Audit Course	6/18/2015	6/19/2015	16	SGS Academy, Makati, Manila
Human Resource Journal: 2015 5th Visayas Congress of Human Resource Management	08/12/2015	08/13/2015	16	CSC Region 6, 7 & 8, Tagbilaran City
Land Use Plan Preparation for State Universities and Colleges	10/22/2015	10/23/2015	16	CHED in cooperation with the Housing and Land Use
K to 12 Transition Seminar Workshop 2015	11/03/2015		8	CHED K TO 12 Transition Program, Cebu
29th AACUP Annual National Conference with the theme "Internalizing Quality Assurance	02/17/2016	02/19/2016	24	AACUP Malate, Manila

VIII. OTHER INFORMATION			
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)
	mediation skills & writing		OUTSTANDING NON-ACADEMIC PERFORMANCE AWARD( supervisory leave)
			Plaque of Recognition given during the Anniversary celebration of the VSU Tolosa campus on September 11, 2009
(Continue on separate sheet if necessary)			
SIGNATURE		DATE	