

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 () 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	Dela Pena		
FIRST NAME	Wences Rey	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Basilad		
3. DATE OF BIRTH (mm/dd/yyyy)	September 28, 1990	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Ubay, Bohol	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
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:		Philippines
7. HEIGHT (m)	1.6 m	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street
8. WEIGHT (kg)	69 kg		Subdivision/Village Barangay
9. BLOOD TYPE	"A"		Ubay Bohol
10. GSIS ID NO.	021-1819-7789-9		City/Municipality Province
11. PAG-IBIG ID NO.	N/A	ZIP CODE	6315
12. PHILHEALTH NO.	12-201629936-5	18. PERMANENT ADDRESS	House/Block/Lot No. Street
13. SSS NO.	N/A		Subdivision/Village Barangay
14. TIN NO.	7091-2945-3		Baybay Leyte
15. AGENCY EMPLOYEE NO.	V-01035		City/Municipality Province
19. TELEPHONE NO.	525-0176		
20. MOBILE NO.	09096882172		
21. E-MAIL ADDRESS (if any)	wencesrey23@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	N/A	N/A
MIDDLE NAME	N/A		
OCCUPATION	Instructor		
EMPLOYER/BUSINESS NAME	Visayas State University		
BUSINESS ADDRESS	Pangasugan, Baybay City, Leyte		
TELEPHONE NO.	563-7067		
24. FATHER'S SURNAME	Dela Pena		
FIRST NAME	Virgilio		
MIDDLE NAME	Audifor		
25. MOTHER'S MAIDEN NAME			
SURNAME	Basilad		
FIRST NAME	Ana		
MIDDLE NAME	Maboloc		

(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	San Pascual Central Elementary School	Elementary Education	1997	2003	Graduated	2003	N/A
SECONDARY	San Pascual Nat'l High School	High School	2003	2007	Graduated	2007	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State University	Bachelor of Science in Agriculture	2010	2014	Graduated	2014	Academic Scholarship
GRADUATE STUDIES	Visayas State University	Master of Science in Agronomy	2015	2017	Graduated	2017	DOST-ASTHRDP

(Continue on separate sheet if necessary)

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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
	NON-PROFESSIONAL DRIVER'S LICENSE	N/A	November, 2015	Baybay City, Leyte	H12-15-003011	9/29/2018
	LICENSURE EXAMINATION FOR AGRICULTURE	N/A	July, 2015	Tacloban City, Leyte	0026553	9/28/2020


(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.


[illegible]

(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)		POSITION / NATURE OF WORK
		From	To	
	938 STATION KABALIKAT CIVICOM BAYBAY CHAPTER	January 11, 2018	Present	N/A

(Continue on separate sheet if necessary)

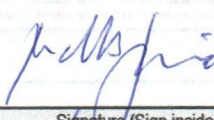
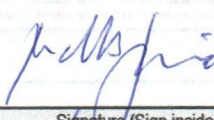
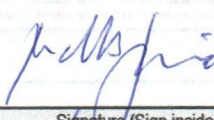

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED					
(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive/Managerial positions)					
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)
		From	To		
	IMPROVING SMALL HOLDER ACCESS TO THE INSTITUTIONAL MARKET BY TRAINING ON CACAO PRIMARY PROCESSING	AUGUST 19, 2020	AUGUST 19, 2020	4	PRACTICAL
	SARAI E-SKWELA ON RECOMMENDED GOOD AGRICULTURAL PRACTICES AND REHABILITATION FOR BANANA	AUGUST 12, 2020	AUGUST 12, 2020	4	PRACTICAL
	SNAP HYDROPONICS	AUGUST 12, 2020	AUGUST 12, 2020	4	PRACTICAL
	MYCOTOXIN CONTAMINATION AND DETECTION DURING POST-HARVEST OPERATIONS	JULY 31, 2020	JULY 31, 2020	4	PRACTICAL
	NCIII CERTIFICATION: HARNESSING THE CAPABILITIES OF YOUNG RICEPRENEUR ON AGRI-CROP PRODUCTION	JUNE 25, 2018	JUNE 29, 2018	40	PRACTICAL
	LEADERSHIP SEMINAR AND VALUES REORIENTATION	MAY 24, 2018	MAY 24, 2018	8	TECHNICAL
	OSPI SUGARCANE FARM MANAGEMENT TRAINING	FEB. 20, 2018	FEB. 22, 2018	24	TECHNICAL
	INTELLECTUAL PROPERTY FOUNDATION COURSE	DEC. 5, 2017	DEC. 6, 2017	16	TECHNICAL
	TRAINING ON RICE AND RICE-BASED TECHNOLOGIES FOR AREAS AFFECTED BY SUPER TYPHOON YOLANDA	MAY 20, 2014	MAY 27, 2014	56	TECHNICAL
	HORTICULTURE IN PAKISTAN	SEPT. 10, 2014	SEPT. 10, 2014	4	TECHNICAL
	TRAINING ON AGRONOMY AND PLANT DISEASE IDENTIFICATION AND MANAGEMENT	JULY 30, 2014	JULY, 30 2014	4	TECHNICAL
	BIOMETRICS REFRESHER COURSE	JUNE 24, 2014	JUNE 27, 2014	32	TECHNICAL

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION		
31.	32.	33.
SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
INITIATIVE	N/A	KABALIKAT CIVICOM
GOOD ORAL AND WRITTING SKILLS		Visayas State University Credit Cooperative
DEPENDABLE		Phillipine Association of Agriculturist
COMPUTER LITERATE		Crop Science Society of the Phillipines
FLUENTLY IN ENGLISH, FILIPINO AND CEBUANO		

(Continue on separate sheet if necessary)

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<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 style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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>Ulysses A. Cagasan</td> <td>Visca, Pangasugan, Baybay City, Leyte</td> <td>+639452309477</td> </tr> <tr> <td>Berta C. Ratilla</td> <td>Visca, Pangasugan, Baybay City, Leyte</td> <td>+639105151603</td> </tr> <tr> <td>Ed Allan L. Alcober</td> <td>Visca, Pangasugan, Baybay City, Leyte</td> <td>+639396081804</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Ulysses A. Cagasan	Visca, Pangasugan, Baybay City, Leyte	+639452309477	Berta C. Ratilla	Visca, Pangasugan, Baybay City, Leyte	+639105151603	Ed Allan L. Alcober	Visca, Pangasugan, Baybay City, Leyte	+639396081804
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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 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>Employment ID</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>V-01043</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>October 11, 2017/Visca, Pangasugan, Baybay City, Leyte</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:	Employment ID	ID/License/Passport No.:	V-01043	Date/Place of Issuance:	October 11, 2017/Visca, Pangasugan, Baybay City, Leyte	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 100px;">  Signature (Sign inside the box) </td> </tr> <tr> <td style="text-align: center;"> Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box)	Date Accomplished
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<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>SUBSCRIBED AND SWORN to before me this 06 JAN 2021,</p> </div> <div style="width: 50%; text-align: right;"> <p>affiant exhibiting his/her validly issued government ID as indicated above.</p> </div> </div> <div style="text-align: center; margin-top: 20px;">  ATTY. RYSAN C. GUINOCOR VSU LEGAL OFFICER Person Administering Oath </div>													