

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	ONGY		
FIRST NAME	ELVIRA	NAME EXTENSION (JR, SR) N/A	
MIDDLE NAME	ENTERO		
3. DATE OF BIRTH (mm/dd/yyyy)	10/05/1982	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	ORMOC 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 type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Apartment 56 Kilbourne Street House/Block/Lot No. Street VSU, Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.68	ZIP CODE	6521
8. WEIGHT (kg)	61		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	House/Block/Lot No. Street NAUNGAN Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
10. GSIS ID NO.	957 0379641 01 2	ZIP CODE	6541
11. PAG-IBIG ID NO.	121006645307		
12. PHILHEALTH NO.	13-050059506-0		
13. SSS NO.	06-2446980-7	19. TELEPHONE NO.	N/A
14. TIN NO.	936-226-542	20. MOBILE NO.	09389669267
15. AGENCY EMPLOYEE NO.	V000706	21. E-MAIL ADDRESS (if any)	elvira.ongy@vsu.edu.ph

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	NAME EXTENSION (JR, SR)		Elzand Ongy	23/07/2006
MIDDLE NAME			Kylev Christian Entero	20/12/2016
OCCUPATION			Asher Marc Entero	19/04/2018
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	DECEASED			
FIRST NAME	NAME EXTENSION (JR, SR)			
MIDDLE NAME				
25. MOTHER'S MAIDEN NAME				
SURNAME	AYROSA			
FIRST NAME	VICTORIANA			
MIDDLE NAME	DELGADO			

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	NAUNGAN ELEMENTARY SCHOOL	Primary	Jun-91	Mar-96	N/A	1996	N/A
SECONDARY	ORMOC CITY NATIONAL HIGH SCHOOL	Secondary	Jun-96	Mar-99	N/A	1999	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	LEYTE STATE UNIVERSITY	BS IN AGRICULTURAL ENG'G	Jun-99	Apr-04	N/A	2004	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MM IN BUSINESS MGT	Jun-08	Apr-10	N/A	2010	N/A
	DE LA SALLE UNIVERSITY-MANILA	ME IN INDUSTRIAL ENG'G	Jan-12	Feb-22	N/A	2022	CHED-FDP/ VSU

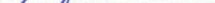
SIGNATURE	DATE
	September 28, 2022

[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		DATE	September 28, 2022
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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)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Mangrove Tree Planting (Naungan, Ormoc City, Leyte, NSJMPA - PO)	20-Sep-11	21-Sep-11	6	Volunteer
	Mangrove Tree Planting (Naungan, Ormoc City, Leyte, NSJMPA - PO)	09-Nov-11	10-Nov-11	6	Volunteer
	Financial Adviser/Consultant (Naungan, Ormoc City, Leyte, NSJMPA - PO)	01-Sep-14	Present	8 years (to date)	Volunteer
	Drafted Livelihood proposal submitted and funded by PRDP for Ormoc Vegetable Farmers Association (Ormoc City, Leyte - PO)	01-Jan-15	31-Dec-16	2 years	Volunteer

(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)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	31st Visayas Area Business Conference at Ormoc City Superdome, Ormoc City	8/26/22	8/26/22	8	Managerial/Technical	Chamber of Commerce
	Introduction to Remote Auditing for ISO 9001:2015	05/11/2020	06/11/2020	16.0	Managerial/Technical	TUV Rheinland Philippines, Inc. Makati City.
	Lead Auditor Training Course (LATC) for ISO 9001:2015 Quality Management System	24/06/2019	6/28/19	40	Technical	TUV SUD Philippines, The Orient Square, TUV SUD Philippines Inc. 1808 Bldg, Emerald Ave, Ortigas Center, Pasig, 1605 Metro Manila
	International Workshop on Localising Strategies for Making Cities Resilient to Disasters	22/01/2018	26/01/2018	40.0	Technical	DLSU-M and University of Huddersfield held at Century Park Hotel, Manila, Philippines
	1st National Conference on Poverty and Sustainable Development* held on September 13-15,	13/09/2017	9/15/2017	24	Technical	Samar State University at M Grand Royale Resort, Executive Heights, Catbalogan City, Samar
	Forum-Workshop on "Innovation Platforms, Rural Advisory Services, and Knowledge Management towards Inclusive and Sustainable Agricultural and Rural Development (ISARD)"	17/05/2016	19/05/2016	24.0	Technical	SEARCA at SEARCA College, Los Baños, Laguna.
	Beyond breaking barriers: A conversation towards strengthening Philippine Women's Movements	21/03/2016	21/03/2016	8.0	Technical	OXFAM (Oxford Family for Famine) at Hive Hotel, Scout Tuazon, Quezon City
	Seminar-Workshop on Gendered Enterprise and Market - Women Economic Leadership (GEM-WEL)	01/02/2016	03/02/2016	24.0	Technical	OXFAM (Oxford Family for Famine) at Resto Kalikasan, Guiuan, Eastern, Samar
	Seminar-workshop on Rapid Care Analysis (RCA)	09/01/2016	10/01/2016	16.0	Technical	OXFAM (Oxford Family for Famine) at Marcelos Hotel, Guiuan, Eastern Samar
	National Conference on Methodological Advances in Research	21/10/2015	23/10/2015	24.0	Technical	LNU, NSU, and SLSU at LNU, Tacloban City
	Special Tutorial Session on Input-Output Models for Disaster Risk Management and Climate Change Adaptation	05/08/2015	05/08/2015	4.0	Technical	DLSU-M at Marriott Hotel, Pasay City
	Innovation and Entrepreneurship Forum	06/03/2015	06/03/2015	4.0	Technical	Visayas State University
	Enterprise Resource Planning Workshop	04/03/2015	04/03/2015	8.0	Technical	Visayas State University
	National Priority Setting and Validation Workshop for Persistent Organic Pollutants in the Philippines	29/10/2013	30/10/2013	16.0	Technical	Conducted at Century Park Hotel, Manila/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	National Inventory Validation Workshop for Persistent Organic Pollutants in the Philippines	31/07/2013	31/07/2013	8.0	Technical	Conducted at Century Park Hotel, Manila/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	National Inventory workshop for the enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants (Southern Luzon Region)	15/02/2013	15/02/2103	8.0	Technical	Conducted at De La Salle University STC Complex-Canlubang, Laguna, DLSU-M/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	National Inventory workshop for the enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants (Northern Luzon Region)	08/02/2013	08/02/2013	8.0	Technical	Conducted at Stotsenberg Hotel, Clark, Pampanga/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	National Inventory workshop for the enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants (Visayas Region)	04/02/2013	04/02/2013	8.0	Technical	Conducted at Harolds Hotel, Cebu City/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	National Inventory workshop for the enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants (Central Luzon Region)	17/12/2012	17/12/2012	8.0	Technical	Conducted at Angelo King International Centre, Malate, Manila/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	Inventory workshop for the enabling activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants	12/11/2012	13/11/2012	16.0	Technical	Conducted at De La Salle University-Manila (DLSU-M), Malate, Manila/ Conducted and sponsored by EMB-DENR, DLSU-M, UNIDO
	Enabling Activities to review and update the national implementation plan for the Stockholm Convention on Persistent Organic Pollutants	11/09/2012	11/09/2012	8.0	Technical	Conducted at Traders Hotel, Manila/ Conducted and sponsored by DLSU-M, EMB-DENR, UNIDO

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Gardening		Certified IRCA CQI Lead Auditor for ISO 9001:2015 (QMS)		Society of Filipino Authors
					VSU Faculty Association

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 28, 2022
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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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:

☐ YES☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
ROBERTO C. GUARTE	VSU	roberto.guarte@vsu.edu.ph
MILAGROS C. BALES	VSU	milagros.bales@vsu.edu.ph
ALELI VILLOCINO	VSU	aleli.villocino@vsu.edu.ph

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: Driver's License

ID/License/Passport No.: H12-08-000516

Date/Place of Issuance: July 26, 2017 @ Baybay City, Leyte

Signature (Sign inside the box)

September 28, 2022

Date Accomplished

SUBSCRIBED AND SWORN to before me this 05 OCT 2022, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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