

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	POLINAR		
FIRST NAME	ANATOLIO		NAME EXTENSION (JR., SR)
MIDDLE NAME	NAROLLO		
3. DATE OF BIRTH (mm/dd/yyyy)	20/11/1968	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:
4. PLACE OF BIRTH	Sto. Niño, Bontoc, Soothern Leyte	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	Duplex E-1 House/Block/Lot No. Street Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.54	ZIP CODE	6521-A
8. WEIGHT (kg)	62	18. PERMANENT ADDRESS	905F Caimito Extension House/Block/Lot No. Street Basak San Nicolas Subdivision/Village Barangay Cebu City Cebu City/Municipality Province
9. BLOOD TYPE	O	ZIP CODE	6000
10. GSIS ID NO.	CM-3885890	19. TELEPHONE NO.	(032) 273-4288
11. PAG-IBIG ID NO.	80124780103	20. MOBILE NO.	09155008665
12. PHILHEALTH NO.	13-000015207-3	21. E-MAIL ADDRESS (if any)	antph2003@yahoo.com, anatolio.polinar@vsu.edu.ph, antph2013@gmail.com
13. SSS NO.	06-1381654-2		
14. TIN NO.	157-167-403		
15. AGENCY EMPLOYEE NO.			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GAKO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JOHANNA	NAME EXTENSION (JR., SR)	HANNA MAE GAKO POLINAR	05/10/2006
MIDDLE NAME	SURINGA			
OCCUPATION	Cooperative Development Specialist			
EMPLOYER/BUSINESS NAME	Cooperative Development Authority (CDA)			
BUSINESS ADDRESS	2nd Floor Coop Bank, M. Velez St. Guadalope, Cebu City			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	POLINAR			
FIRST NAME	BERNABE (deceased)	NAME EXTENSION (JR., SR)		
MIDDLE NAME	GOBA			
25. MOTHER'S MAIDEN NAME				
SURNAME	NAROLLO			
FIRST NAME	ILUMINADA (deceased)			
MIDDLE NAME	RALLOS			
(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	Bontoc Central School	DIPLOMA	1975	1981		1981	
SECONDARY	Southern Leyte Agro-Fishery Technical Institute (SLAFTI)	DIPLOMA	1981	1985		1985	Salutatorian
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA		NA	
COLLEGE	Visayas State College of Agriculture (VISCA)	BS Forestry	1986	1990		1990	
GRADUATE STUDIES	1) Leyte State University (LSU) Georg August University	1) MS Extension 2) MS Topical Forestry	1) 1997 2) 2002	1) 2002 2) 2004		1) 2002 2) 2004	DAAD, Germany
	University of the Philippines (UPLB)	PhD Forestry & Environmental Scie	2008	2016		2016	DOST,SEAR CA. CHED
(Continue on separate sheet if necessary)							

SIGNATURE		DATE	May 2, 2024
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IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
FORESTERS LICENSURE EXAMINATION	79.00%	May 26-28, 1992	Sampaloc, Manila	4470	Nov 24,1992

(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						
01/01/2023	Present	Professor II	College of Forestry & Environmental Science, VSU, Visca	102,690	25	P	Yes
15/09/2022	31/12/2022	Professor II	College of Forestry & Environmental Science, VSU, Visca	100,788	25	P	Yes
01/07/2022	14/09/2022	Associate Professor V	College of Forestry & Environmental Science, VSU, Visca	79,659	23	P	yes
01/01/2022	30/06/2022	Associate Professor V	College of Forestry & Environmental Science, VSU, Visca	78,455	23	P	Yes
01/01/2021	31/12/2021	Associate Professor V	College of Forestry & Environmental Science, VSU, Visca	76,907	23	P	Yes
01/01/2020	31/12/2020	Associate Professor V	College of Forestry & Environmental Science, VSU, Visca	75,359	23	P	Yes
07/01/2019	12/31/2019	Associate Professor V	College of Forestry & Environmental Science, VSU, Visca	73,811	23	P	Yes
1/1/2019	6/30/2019	Associate Professor III	College of Forestry & Environmental Science, VSU, Visca	57,805.00	21	P	Yes
1/1/2018	12/31/2018	Associate Professor III	College of Forestry & Environmental Science, VSU, Visca	52,554	21	P	Yes
01/01/2017	31/12/2017	Associate Professor III	College of Forestry & Environmental Science, VSU, Visca	47,779	21	P	Yes
01/01/2016	12/31/2016	Associate Professor II	College of Forestry & Environmental Science, VSU, Visca	39,768	20	P	Yes
01/01/2015	31/12/2015	Associate Professor II	College of Forestry & Environmental Science, VSU, Visca	36,567	20	P	Yes
01/06/2012	31/12/2014	Assistant Professor III	College of Forestry & Environmental Science, VSU, Visca	29,028	17	T	Yes
28/10/2011	31/05/2012	Assistant Professor III	College of Forestry & Environmental Science, VSU, Visca	26,292	17	T	Yes
01/06/2011	27/10/2011	Instructor III	College of Forestry & Natural Resources, VSU, Visca	21,078	15	T	Yes
24/06/2010	31/05/2011	Instructor III	College of Forestry and Natural Resources, VSU, Visca	19,112	15	T	Yes
01/10/2009	23/06/2010	Instructor III	College of Forestry and Natural Resources, VSU, Visca	17,147	15	T	Yes
01/07/2009	30/09/2009	Instructor II	College of Forestry and Natural Resources, VSU, Visca	16,101	13	T	Yes
01/07/2008	30/06/2009	Instructor II	College of Forestry and Natural Resources, VSU, Visca	14,323	13	T	Yes
01/07/2007	30/06/2008	Instructor II	College of Forestry and Natural Resources, VSU, Visca	13,021	13	T	Yes
01/12/2005	30/06/2007	Instructor II	College of Forestry and Natural Resources, VSU, Visca	11,837	13	T	Yes
01/07/2001	30/11/2005	Instructor I	College of Forestry, LSU, Visca, Baybay City, Leyte	11,167	12	T	Yes
01/01/2000	30/06/2001	Instructor I	Department of Forestry, Visca, Baybay, Leyte	10,635	12	T	Yes
02/11/1997	31/12/1999	Instructor I	Department of Forestry, Visca, Baybay, Leyte	9,668	12	T	Yes
07/01/1997	01/11/1997	Instructor I	Department of Forestry, Visca, Baybay, Leyte	8,000	NA	Part timer	Yes
16/04/1996	06/01/1997	Research Analyst	Ecosystems Research and Development Service, DENR, Tacloban City	8,500	NA	Contractual	Yes
03/01/1995	15/04/1996	Municipal Coordinator	Economic Development Foundation, Tacloban City	8000.00	NA	Contractual	No
02/01/1993	31/12/1994	Community Organizer	Economic Development Foundation, Tacloban City	6000.00	NA	Contractual	No
16/05/1990	31/12/1992	Forester	Community Environment and Natural Resources, DENR, Maasin, Southern Leyte	1,900	NA	Contractual	Yes

(Continue on separate sheet if necessary)

SIGNATURE		DATE	May 2, 2024
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S					
NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
	From	To			
NA	NA	NA	NA	NA	
(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)					
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			
14th National Forestry Olympiad	25/02/2024	01/03/2024	40	Technical	University of the Philippines Los Baños
Forest Summit"Forging Collaborative Pathways:Empowering Communities for Sustainable Forest Local Governance and Stewardship"	10/12/2023	10/12/2023	8	Technical	Eastern Samar State University
Supervisory Development Course Track 2 and 3	09/10/2023	13/10/2023	40	Supervisory	Civil Service Commission Region 8
Annual In House RDE Review 2023	08/05/2023	08/05/2023	8	Technical	Visayas State University
Challenges in FLR: Experiences and Lessons learned from the Ground	26/04/2023	26/04/2023	4	Technical	Department of Forest Science (DFS)
Mandatory Irientation and Re-orientation of Academic Advisers, Enrolment focal persons and College Hotline Agents	10/02/2023	10/02/2023	8	Supervisory	Visayas State University
Scientists-Researchers Forum	30/11/2022	30/11/2022	8	Technical	MASIPAG Visayas-Eastern Visayas Chapte
2022 SFFI National Conference	17/11/2022	19/11/2022	24	Technical	Society of Filipino Foresters (SFFI)
Supervisory Development Course Track 1	20/09/2022	23/09/2022	32	Supervisory	Civil Service Commission Region 8
RDI Annual In-house Review 2022: Forestry, Agroforestry and Biodiversity	22/08/2022	22/08/2022	8	Technical	College of Forestry & Environmental Science
Training of Trainers (TOT) on Bamboo Production: A promising Industry	15/08/2022	19/08/2022	40	Technical	Agricultural Training Institute (ATI) -Department of Agriculture
Training on Tree Species Identification	27/07/2022	29/07/2022	24	Technical	Philippine Misereor Partnership Inc, (PMPI)
Braun-Blanquet Methods in Vegetation Description and Analysis	07/07/2022	08/07/2022	16	Technical	Department of Forest Science (DFS)
Webinar on Forest Landscape Cultural Management Practices in Forest Landscape Restoration	24/02/2022	24/02/2022	1	Technical	Visayas State University & Department of Forest Science
Webinar on Forest Landscape Restoration: Livelihood Opportunities in Forest Landscape Restoration	24/02/2022	24/02/2022	1	Technical	Visayas State University & Department of Forest Science
Webinar on Forest Landscape Restoration: Community Capacity and Forest Landscape Restoration Progress	24/02/2022	24/02/2022	1	Technical	Visayas State University & Department of Forest Science
Transformational Leadership in a Changing Environment	25/08/2021	27/08/2021	24		Personnel Officers Association of the Philippines (POAP), Inc.
Silvicultural Practices on Tree Health Management	11/06/2021	11/06/2021	3	Technical	University of the Philippines Los Baños
Bamboo Production: A Promising Industry	09/06/2021	10/06/2021	16	Technical	Agricultural Training Institute (ATI) -Department of Agriculture
Virtual Training on "Pagpalambo sa kahibalo sa Mag-uuma sa mga sistema sa Agroforestry nga mga Panginabuhian sa pagpa-uli sa kalasangan for PO's in Region 7	06/03/2021	06/03/2021	8	Technical	ACIAR, Australia and Visayas State University
Virtual Training on Smallholder-based Agroforestry System for PO's in Region VI	23/02/2021	23/02/2021	8	Technical	ACIAR, Australia and Visayas State University
ISO 9001 2015 Awarenessand re-AwarenessWebinar	27/11/2020	27/11/2020	3	Technical	Visayas State University
Webinar on TOS and Test Item Analysis	12/11/2020	12/11/2020	4	Technical	Visayas State University
Midterm Review ACIAR ASEM /2016/103 Enhancing livelihood through Forest and Landscape Restoration (Online)	29/09/2020	02/10/2020	20	Technical	ACIAR, Australia and Visayas State University
Faculty On-Boarding Program Webinar	10/08/2020	12/08/2020	12	Technical	Visayas State University
Community Forest Rights Review Workshops	07/02/2020	07/02/2020	10	Technical	Forest Foundation of the Philippines (FFP)
Bamboo Production and Management	12/07/2019	13/07/2019	16	Technical	Philippine Misereor Partnership Inc,
Soil Fertility and Management	18/07/2019	19/07/2019	16	Technical	ACIAR, Australia and College of Forestry and Environmental Science, Visayas State University
Conducting, Designing, Establishing and Monitoring Forestry Field Trials	01/03/2019	03/03/2019	24	Technical	ACIAR, Australia and College of Forestry and Environmental Science, Visayas State University
International Conference in Forest and Landscape Restoration: Making it Happen	25/02/2019	27/02/2019	24	Technical	ACIAR, Australia and College of Forestry and Environmental Science, Visayas State University
Planning Workshop on ACIAR ASEM/2016/103: Enhancing Livelihood Through Forest and Landscape Restoration	20/02/2019	21/02/2019	16	Technical	ACIAR, Australia and College of Forestry and Environmental Science, Visayas State University
SFFI National Conference 2018	25/10/2018	27/10/2018	24	Technical	Society of Filipino Foresters (SFF), Incorporated
Quality Seedling Production	06/09/2018	06/09/2018	8	Technical	ACIAR, Australia and College of Forestry and Environmental Science, Visayas State University
(Continue on separate sheet if necessary)					
VIII. OTHER INFORMATION					
SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)			
Community Organizing, Backyard Gardening, Computer Works, Reading Books and	NA	Society of Filipino Foresters (SFF)			
		International Society of Tropical Foresters (ISTF)			
		Philippine Society for the Study of Nature (PSSN)			
		Gamma Sigma Delta Honor Society of Agriculture, UPLB Chapter			
		Organic Agriculture Society of the Philippines (OASP)			
		Philippine Network of Education on Environment (PNEE)			
(Continue on separate sheet if necessary)					
SIGNATURE	DATE	May 02, 2024			

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

☐ 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

☐ YES

☒ NO

If YES, give details:

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.
Justino M. Quimio, PhD	Visca, Baybay City, Leyte	563-7552
Arturo E. Pasa, PhD	Visca, Baybay City, Leyte	563-7552
Teofano A. Patindal, PhD	Visca, Baybay City, Leyte	563-7552

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: V000408

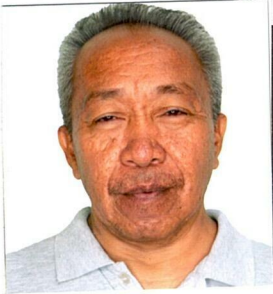
ID/License/Passport No.:


Date/Place of Issuance: VSU, Baybay City, Leyte

Signature (Sign inside the box)

05/02/2024

Date Accomplished


ANATOLIO N. POLINAR


Right Thumbmark

SUBSCRIBED AND SWORN to before me this 14 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word *Present*, e.g., 1998-Present. Work experience should be listed from most recent first.

Duration: May 1990 - December 1992

- Position: Casual Forester
- Name of Office/Unit: Community Environment and Natural Resources Office
- Immediate Supervisor: Sulpicio S. Saguing, Ranulfo Arbiol and Romeo Goda
- Name of Agency/Organization and Location: Department of Environment and Natural Resources Office, Maasin City, Southern Leyte and Naval, Biliran

List of Accomplishments and Contributions (if any)

- Inventory of planted trees in reforestation projects, raised seedlings for reforestation

Summary of Actual Duties

Conduct monitoring and evaluation of contractor's activities in reforestation project, survey, nursery and plantation establishment, forest fire suppression activities / strategies, inventory activities that involves diameter and height measurements and forestry extension works.

Duration: January 1993 – April 1996

- Position: Community Organizer and Municipal Coordinator
- Name of Office/Unit: Economic Development Foundation (EDF)
- Immediate Supervisor: John Manul
- Name of Agency/Organization and Location: Economic Development Foundation, Makati, Manila

List of Accomplishments and Contributions (if any)

- Organized fisherfolks into cooperative
- Conducted advocacy campaign
- Networking with other development organizations

Summary of Actual Duties

- Train / facilitate Community Organizing-Community Development seminars.
- Mobilize Communities in Environmental Resources Rehabilitation, Development, Protection and Management activities.
- Supervise Community Development Workers and Barangay Volunteer Workers in the implementation of Community Organizing - Community Development activities.
- Conduct on the job coaching to Community Development Workers and Barangay Volunteer Workers in

- Conducted Instruction, Research and Extension activities in Forestry

Summary of Actual Duties

- Teaches Forestry Courses (Dendrology/Taxonomy/Morphology, Tree Measurements and Inventory, Forest Statistics, Forest Soils, Social Forestry, Forestry Extension (Personal interview, Key Informant Interview and Focus Group Discussions), Ecology, Tree farming and Reforestation, Forest Nursery, Silviculture, Wood Structure and Identification, etc.)
- Supervise students Thesis and/or Field practice
- Review Coordinator of the College of Forestry Board Examination Review Class (May 1997, 2005, 2013, 2016 and 2017)
- Forest Conservation Officer

- Tree Planting Coordinator
- Alumni Communicator
- In-charge DFS Herbarium
- In-charge DFS Arboretum
- In-charge - Tree Plantation Establishment and Management
- In-charge-University's tree inventory Project
- Component Leader- Up-scaling Rainforestation Project in Key Biodiversity Areas in Mount Nacolod. CY 2012-2013
- Study leader- Assessment of Kaingin farms for Biodiversity Conservation in Mount Pangasugan November 2013 –December 2014.
- Study leader- Phenological studies of important timber tree species in Mount Pangasugan. November 2013-December 2014.
- Study leader- Seed Production Area Project in collaboration with the Provincial Environment and Natural Resources Office (PENRO), Leyte. January - December 2015.
- Study leader "VSU-DENR Integrated Livelihood Project to Support Beneficiaries of the Enhanced National Greening Program: Tree Nursery Management , Plantation Establishment, and Agroforestry Systems Capacity Building Program for NGP Stakeholders in Region 6, 7 and 8". January - December 2017.
- Study Leader- ACIAR ASEM/2010/050-Improving watershed rehabilitation outcomes in the Philippines using a system approach. April 2016- December 2017.
- Study Leader- "Watershed Resources Assessment in Homonhon and Manicani Island, Guiuan, Eastern Samar, Philippines". CY 2015-2017.
- Project Staff "Formulation of the Southern Leyte Provincial Foreshore Development and Management Plan" July 2017- June 2018.
- Component Leader- Region 7. ACIAR ASEM/2016/103 Enhancing Livelihood Through Forest and Landscape Restoration. January 2018-2021.


ANATOLIO N. POLINAR
(Signature over Printed Name
of Employee/Applicant)

Date: May 2, 2024