

CS Form No. 212
Revised 2017

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
FIRST NAME
MIDDLE NAME

BARTOLINI
MANUEL
CUARENTA

NAME EXTENSION (JR., SR)

3. DATE OF BIRTH (mm/dd/yyyy)

May 4, 1960

16. CITIZENSHIP

☒ Filipino

☐ Dual Citizenship

☐ by birth

☐ by naturalization

Pls. indicate country: Philippine

If holder of dual citizenship, please indicate the details.

Philippines

4. PLACE OF BIRTH

Baybay, Leyte

17. RESIDENTIAL ADDRESS

House/Block/Lot No.

Street

Subdivision/Village

Baybay City

City/Municipality

Zone 1

Guadalupe

Barangay

Leyte

Province

5. SEX

☒ Male

☐ Female

ZIP CODE

6521

6. CIVIL STATUS

☐ Single

☒ Married

☐ Widowed

☐ Separated

Other/s:

18. PERMANENT ADDRESS

House/Block/Lot No.

Street

Subdivision/Village

Baybay City

City/Municipality

Zone 1

Guadalupe

Barangay

Leyte

Province

7. HEIGHT (m)

1.66 m

ZIP CODE

6521

8. WEIGHT (kg)

64.0 (kg)

19. TELEPHONE NO.

(053) 563-7428

9. BLOOD TYPE

"B"

20. MOBILE NO.

/ 09753524084

10. GSIS ID NO.

B60J4MCB038

21. E-MAIL ADf .com

manuelcbartolini@gmail.com

11. PAG-IBIG ID NO.

0801-01824-11

12. PHILHEALTH NO.

13-000014468-2

13. SSS NO.

None

14. TIN NO.

104-031-265

15. AGENCY EMPLOYEE NO.

V00571

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME
FIRST NAME
MIDDLE NAME

Bartolini
Cilla
Ramada

NAME EXTENSION (JR., SR)

23. NAME of CHILDREN (Write full name and list all)

Nijela Ciedelle R. Bartolini

DATE OF BIRTH (mm/dd/yyyy)

May 31, 2001

OCCUPATION

Plain house wife

EMPLOYER/BUSINESS NAME

None

BUSINESS ADDRESS

None

TELEPHONE NO.

None

24. FATHER'S SURNAME
FIRST NAME
MIDDLE NAME

Bartolini (Deceased)
Alvaro
Valenzona

NAME EXTENSION (JR., SR)

25. MOTHER'S MAIDEN NAME
SURNAME
FIRST NAME
MIDDLE NAME

Bartolini (Deceased)
Cuarenta
Tomas
Abanera

(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

Guadalupe Community School

Primary Education

1967

1975

1975

None

SECONDARY

Experimental Rural High School

High School Graduate

1975

1978

1978

None

VOCATIONAL / TRADE COURSE

Franciscan Coll of the Immaculate Conception

Junior Secretarial Course Graduate

1980

1982

1982

None

COLLEGE

Franciscan Coll of the Immaculate Conception

BS in Commerce Graduate

1986

1991

1991

None

GRADUATE STUDIES

None

None

None

None

None

None

(Continue on separate sheet if necessary)

SIGNATURE

DATE

May 14, 2020

CS FORM 212 (Revised 2017), Page 1 of 4

[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	<i>MGT</i>	DATE	<i>May 14, 2020</i>
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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		
Philippine Guardians Brotherhood, Incorporated -BUFFALO Chapter Brgy. Guadalupe, Baybay City, Leyte	12/16/2010	Present	NA	President PGBI BUFFALO Chapter & PGBI Provincial Secretary
Reservist Philippines Army (Part Timer Soldier)	10/11/2017	Present	NA	President of Special Basic Citizen Military Training(SBCMT CL-01-17)/Ready Reserve BN1

(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)

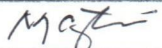
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
Gender Sensitivity Training for the Guadalupe Consumers Cooperative Members	March 14, 2017	March 14, 2017	8hrs		Institute of Strategic Research and Deve- lopment Studies (ISRDS) VSU,Visca,Baybay City, Leyte
Data Appreciation Seminar of 27th National Statistics Month	October 10, 2016	October 10, 2016	8hrs		Dept. of Statistics, VSU, Visca, Baybay City, Leyte
Personality Development for Frontliners	Sept. 20, 2012	Sept. 20, 2012	8hrs		Office of the Director for Administration & Human Resource Development
Total Quality Management Among Administrative Personnel	March 18, 2010	March 19, 2010	24hrs		Office of the Director for Administration & Human Resource Development
Special Basic Citizen Military Training (SBCMT-CL-01-2017)	Nov. 11, 2017	March 24, 2018	240hrs		8th Regional Community Defense Group, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte
Company Assembly Test(CAT) 2018 for the Ready Reserve 1 of 804RRIBn - Machine Gunner 1, 2PL, A Coy , 804RRIBn	Sept. 08, 2018	Sept. 09, 2018	16hrs		HEADQUARTERS 804th Community Defense Center, 8th RCDG ARMY RESERVE COMMAND Kuta Kankabato, Sn Jose,Tacloban City, Leyte
Squad Sustainment Training Class 01-2018	Nov. 05, 2018	Nov. 18, 2018	40hrs		8th Regional Community Defense Group, 8th RCDG, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte
Platoon Sustainment Training Class 01-2018	Nov. 18, 2018	Dec. 01, 2018	32hrs		8th Regional Community Defense Group, 8th RCDG, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte
War fighting Training Class 01-2018	Dec. 2, 2018	Dec. 10, 2018	72hrs		Camp San Riego de Dios (ARESCOMD), Tanza City, Cavite HEADQUARTERS 804th
					Community Defense Center, 8th RCDG ARMY RESERVE COMMAND Kuta Kankabato, Sn Jose,Tacloban City, Leyte
Company Refresher Training 2019 for the RR1 of 804RRIBn	5/25/2019	May26 2019	16 hrs		8th Regional Community Defense Group, 8th RCDG, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte
Exemplary performance of duty rendered as Volunteered Reservist during the conduct of Advance and Basic ROTC Training of VSU Reserve Officers' Training Corps Unit	April 2019	May 4 2019			ROTCU, VSU, Visca, Baybay City, Leyte
Community Support Program Training Cl 02-19	8/19/2019	Sept. 2, 2019			Headquarters 8th Infantry (STORMTROOPERS) Division, Philippine Army, Camp General Vicente Lukban, Catbalogan City, Samar
Pre-Deployment training/Active Duty Training SY 2019-2020	Nov. 9, 2019	Nov. 30, 2019			8th Regional Community Defense Group, 8th RCDG, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte
Special Orders #25 - Tactical NCO (ROTCU) - VSU (Main Campus) Baybay City, Leyte (2nd Semester School Year 2019-2020)	2/10/2020	6/1/2020			8th Regional Community Defense Group, 8th RCDG, Army Rserve Command, Camp Jorge Downes Ormoc City, Leyte

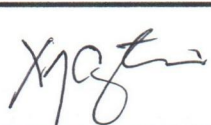
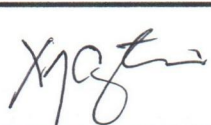
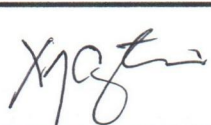



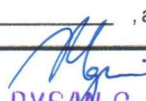
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Playing Guitar & Singing		Administrative Personnel Association
TYPIST/COMPUTER LITERATE		Army Reserve Command (ARESCOM) PA

(Continue on separate sheet if necessary)

SIGNATURE		DATE	May 14, 2020
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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>Date Filed: _____</p> <p>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>Dr. Edgardo E. Tulin, Ph.D</td><td>VSU, Visca, Baybay City, Leyte</td><td>563-7067</td></tr><tr><td>Engr. Eliezer L. Velasco</td><td>Baybay City, Leyte</td><td>563-7428</td></tr><tr><td>Mrs. Teresita L. Quiñanola</td><td>Baybay City, Leyte</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Edgardo E. Tulin, Ph.D	VSU, Visca, Baybay City, Leyte	563-7067	Engr. Eliezer L. Velasco	Baybay City, Leyte	563-7428	Mrs. Teresita L. Quiñanola	Baybay City, Leyte			
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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>															
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<p>SUBSCRIBED AND SWORN to before me this <u>14 JUL 2020</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center;"><p></p><p>ATTY. RYSAN C. GUINOCOR</p><p>VSU LEGAL OFFICER</p><p>EDGARDO E. TULIN <i>cf 7/14/20</i></p><p>Person Administering Oath</p></div>															