

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	PUGOSA		
FIRST NAME	LOREGIN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	SALILI		
3. DATE OF BIRTH (mm/dd/yyyy)	4/19/1994	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	Brgy. Moabog, Pilar, Cebu	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
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:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street DAFFODIL COTAGE PANGASUGAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	5'0	ZIP CODE	6521
8. WEIGHT (kg)	50		
9. BLOOD TYPE	A POSITIVE	18. PERMANENT ADDRESS	House/Block/Lot No. Street MOABOG Subdivision/Village Barangay PILAR CAMOTES CEBU City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6048
11. PAG-IBIG ID NO.	1211-4731-2854		
12. PHILHEALTH NO.	12-051439511-5		
13. SSS NO.	06-3696261-9	19. TELEPHONE NO.	N/A
14. TIN NO.	322246330000	20. MOBILE NO.	09974777506
15. AGENCY EMPLOYEE NO.	563-7764	21. E-MAIL ADDRESS (if any)	loregin.pugosa@vsu.edu.ph

II. FAMILY BACKGROUND

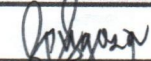
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)		
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	PUGOSA			22/07/1966
FIRST NAME	LORETO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MASCARIOLA			
25. MOTHER'S MAIDEN NAME				
SURNAME	SALILI			09/12/1974
FIRST NAME	GINA			
MIDDLE NAME	SERATO			

(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	MOABOG ELEM. SCHOOL	N/A	01/06/2000	21/03/2006	N/A	2006	2nd Honorable
SECONDARY	DON FILOMENO M. TORRES MEMORIAL NHS	N/A	01/06/2006	10/03/2011	N/A	2011	1st Honorable
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OFSCIENCE IN AGRIBUSINESS	02/06/2011	21/04/2015	N/A	2015	Bright Future IPIFI
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTERS IN AGRIBUSINESS MGMT	09/01/2017	16/12/2017	27 units	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/23/19
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#### IV. CIVIL SERVICE ELIGIBILITY

[illegible]


(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)

SIGNATURE		DATE	1/23/19
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# VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-VERNMENT / 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		
	Asean Youth Engagement Summit Regional Committee	03/05/2018	present		Regional Committee
	CWTS Student Facilitator	06/01/2013	08/01/2014		Facilitator
	Sangguniang Kabataan	08/02/2012	8/30/13		SK Councilor
	International Pharmaceutical Inc. Happy teeth operation	11/20/14	11/21/14		Facilitator (VSU Campus)
	SDB Youth Organization	02/01/2013	12/31/15		Secretary

(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)

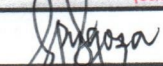
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Retooling Capacity Building Seminar-Workshop	11/26/18	11/27/18	16	Technical	VSU RDE FUNCTION HALL
	Asian Association of Agricultural Colleges and Universities	10/16/18	10/18/19	16	Technical	VSU RDE Function Hall
	TRAINING WORKSHOP ON SOCIO-ECONOMIC RESEARCH METHODS USING R STUDIO	09/07/18	09/07/18	8	Technical	VISERDAC VSU City of Baybay Leyte
	SOCIAL CAPITAL AS A DETERMINANT OF CIVIC ENGAGEMENT	07/27/18	07/27/18	1	Technical	ISRDS VSU City of Baybay Leyte
	LEADERSHIP DEVELOPMENT INSTITUTE	06/18/18	07/18/18	216	Leadership	LAM Incorporated UP Los Banos
	ASEAN YOUTH ENGAGEMENT SUMMIT	11/27/17	11/29/17	36.0	Leadership & M	Rotaract Club of Pilipinas Youth
	TRAINING WORKSHOP ON THE IEC MATERIALS PRODUCTION	11/14/17	11/15/17	16.0	Technical	Multimedia Dev. Center
	WORKSHOP ON THE PREPARATION FOR LEVEL I AACCUP ACCREDITATION	10/05/2017	10/06/2017	16.0	Technical	Visayas State University
	INNOVATIVE TEACHING STRATEGIES SEMINAR-WORKSHOP	9/15/17	9/15/17	8.0	Managerial & Technical	Visayas State University
	ACCELERATION OF GREEN ECONOMIC DEVELOPMENT SEMINAR (AccGED)	08/09/2017	08/09/2017	8.0	Managerial	Department of Trade and Industry
	GENDER AND DEVELOPMENT ORIENTATION SEMINAR	7/21/17	7/21/17	8.0	Health and Gender equality	Visayas State University
	CASE TEACHING AND WRITING WORKSHOP	6/22/17	6/23/17	16.0	Managerial	College of Management & Economics
	INTRODUCTION IN A LONGITUDINAL HOUSEHOLD SURVEY ON LAND USE PLANNING AND RISK MANAGEMENT IN THE PHILIPPINES	06/01/2016	06/06/2016	48.0	Technical	German Institute for Dev. Evaluation
	EMPLOYMENT PREPAREDNESS SEMINAR	3/21/15	3/21/15	8.0	Leadership & Ma	International Pharmaceutical Inc.
	PUBLIC SPEAKING AND PERSONALITY DEVELOPMENT SEMINAR	11/07/2014	11/07/2014	8.0	Leadership & Ma	International Pharmaceutical Inc.
	TRAINING OF TRAINORS ON COMMUNITY NEEDS ASSESMENT	9/13/14	9/13/14	8.0	Leadership & Ma	University Student Service Office
	LEADERSHIP AND TRAINING SEMINAR	03/08/2014	03/08/2014	8.0	Leadership & Managerial	International Pharmaceutical Inc.
	STRATEGY AND INNOVATION FOR ENTREPRENEUR SEMINAR	03/04/2014	03/04/2014	8.0	Leadership & Manage	College of Management & Economics

(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)
			Dormitory Adviser ( Daffodil Cottage)		SOCIETY OF AGRIBUSINESS STUDENTS
			Resource Person during "Seminar Workshop on Simple Bookeeping and Sustainable Entrepreneurial Ventures through Women's Association		
			Resource Person during "Training Workshop on Financial Management - Simple Bookeeping to Bunga Womens Association"		
			Resource Person during "Training Workshop on Financial Management - Produc" Pricing and Costing to Villaba Farmers		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/23/19
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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)?	<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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
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>LOURDES P. DAMAZO</td><td>Cebu City</td><td>9173056782</td></tr><tr><td>GENESITA MARCELITO</td><td>Mandaue City</td><td>9176340124</td></tr><tr><td>NILDA T. AMESTOSO</td><td>Visayas State University</td><td>9558639019</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	LOURDES P. DAMAZO	Cebu City	9173056782	GENESITA MARCELITO	Mandaue City	9176340124	NILDA T. AMESTOSO	Visayas State University	9558639019
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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>Government issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government issued ID:</td></tr><tr><td>ID/License/Passport No.: P3954675A</td></tr><tr><td>Date/Place of Issuance: 8/8/17 DFA Tacloban</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:	ID/License/Passport No.: P3954675A	Date/Place of Issuance: 8/8/17 DFA Tacloban	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>11/23/19</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	11/23/19	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this <u>FEB 01 2019</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td></td></tr><tr><td>ATTY. RYSAN C. GUINOCOR</td></tr><tr><td>VSULEGAL OFFICER</td></tr><tr><td>Person Administering Oath</td></tr></table>			ATTY. RYSAN C. GUINOCOR	VSULEGAL OFFICER	Person Administering Oath								
													
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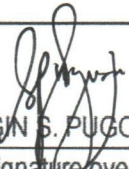


**WORK EXPERIENCE SHEET**

**Instructions:** 1. Includes only the work experiences relevant to the position being applied to.  
 2. The duration should include start and finish dates, if known, month in abbreviation 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.

Position Applied:	Instructor (Substitute)
● Duration:	08/08/2016-Present
● Position:	Instructor (Substitute)
● Name of Office/Unit:	Department of Business and Management
● Immediate Supervisor:	Dr. Analita A. Salabao
● Name of Agency/Organization and Location:	Visayas State University, Visca Baybay Leyte
<ul style="list-style-type: none"> <li>● List of Accomplishments and Contributions (if any)               <ul style="list-style-type: none"> <li>○ Given quizzes, exams, cases, and activities to students</li> </ul> </li> <li>● Summary of Actual Duties               <ul style="list-style-type: none"> <li>○ Teaches Accounting Related Courses</li> <li>○ Prepares class sessions and activities for students to grasp the course content</li> <li>○ Performs other related functions</li> </ul> </li> </ul>	

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 LOREGIN S. PUGOSA

Signature over Printed Name  
 of Employee/Applicant

Date: 25/01/2019