

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	NORRIS		
FIRST NAME	LUCIA	NAME EXTENSION (JR, SR)	
MIDDLE NAME	SALARES		
3. DATE OF BIRTH (mm/dd/yyyy)	03/11/1957	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization P/s. indicate country:
4. PLACE OF BIRTH	TAYTAGAN, BONTOC, SOUTHERN LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	☐ Male ☒ Female	N/A	
6. CIVIL STATUS	☐ Single ☐ Married ☒ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	#78 BACHELORS APARTMENT KILBOURNE House/Block/ of No Street VISCA PANGASUGAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.5	18. PERMANENT ADDRESS	PHROK 6 Street
8. WEIGHT (kg)	48		ZIP CODE
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	House/Block/ of No Street Subdivision/Village Barangay BONTOC SOUTHERN LEYTE City/Municipality Province
10. GSS ID NO.	57031102229	19. TELEPHONE NO.	6604
11. PAG-IBIG ID NO.	N/A	20. MOBILE NO.	09126944037
12. PHILHEALTH NO.	13-000015586-2	21. E-MAIL ADDRESS (if any)	norris-lucia@yahoo.com
13. SSS NO.	N/A		
14. TIN NO.	104-769-195		
15. AGENCY EMPLOYEE NO.	V000361		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NORRIS	"DECEASED"	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GEORGE, SR	NAME EXTENSION (JR, SR)	GEORGE S. NORRIS, JR.	12/30/1980
MIDDLE NAME	NICOSIA		GERALD RYAN S. NORRIS	11/30/1984
OCCUPATION	N/A		MARY KRISTINE S. NORRIS	12/23/1986
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	SALARES	"DECEASED"		
FIRST NAME	APOLINARIO, SR.	NAME EXTENSION (JR, SR)		
MIDDLE NAME	LORA			
25. MOTHER'S MAIDEN NAME				
SURNAME	HINGPIT	"DECEASED"		
FIRST NAME	ROSELA			
MIDDLE NAME	SALIZON			

(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	ELEMENTARY EDUCATION	1964	1970	Grade six	1970	SALUTATORIAN
SECONDARY	DIVISORIA BARANGAY HIGH SCHOOL	THIRD YEAR AND FOURTH YEAR	1972	1974	THIRD YEAR FOURTH YEAR	1974	VALEDICTORIAN
VOCATIONAL / TRADE COURSE	BONTOC NATIONAL AGRICULTURAL AND FISHERIES SCHOOL	FIRST YEAR & SECOND YEAR	1970	1972	FIRST YEAR AND SECOND YEAR	N/A	N/A
COLLEGE	UNIVERSITY OF SAN CARLOS	BACHELOR OF SCIENCE IN CHEMICAL ENGINEERING	1974	1979	BACHELOR GRADUATE	1979	NONE
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS	MASTER OF SCIENCE IN CHEMISTRY	1992	1994	33 units	N/A	NONE

(Continue on separate sheet if necessary)

SIGNATURE	Lucia Norris	DATE	APRIL 24, 2017
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EDUCATION UNITS	SOUTHERN LEYTE SCHOOL OF ARTS AND TRADES	EDUCATION UNITS	1964 1988 18 UNITS	N/A	N/A
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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 / CONFIRMATION	PLACE OF EXAMINATION / CONFIRMATION	LICENSE (If applicable)	
				NUMBER	Date of Validity
PHILIPPINE BOARD EXAMINATION					
for TEACHERS	76.53	NOVEMBER 27, 1988	MAAN, SOUTHERN LUYE	N/A	N/A
CHEMICAL ENGINEERING BOARD EXAMINATION	79.65	OCTOBER 22-23, 1999	SURIGAO CITY	N/A	N/A

(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.

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: GS-07) INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/1/2017	3/31/2017	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	978,544	N/A	PERMANENT	N/A
01/01/2016	12/31/2016	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	977,094	N/A	PERMANENT	N/A
12/01/2014	12/31/2015	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	957,718	N/A	PERMANENT	N/A
06/01/2012	11/30/2014	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	925,438	N/A	PERMANENT	N/A
12/01/2011	05/31/2012	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	929,305	N/A	PERMANENT	N/A
06/01/2011	11/30/2011	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	922,994	N/A	PERMANENT	N/A
06/24/2010	05/31/2011	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	920,879	N/A	PERMANENT	N/A
07/01/2009	06/23/2010	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	918,601	N/A	PERMANENT	N/A
12/01/2008	06/30/2009	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	916,494	N/A	PERMANENT	N/A
07/01/2008	4/30/2008	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	916,093	N/A	PERMANENT	N/A
07/01/2007	06/30/2008	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	914,630	N/A	PERMANENT	N/A
12/01/2005	06/30/2007	ASSISTANT PROFESSOR I	LEYTE STATE UNIVERSITY	913,300	N/A	PERMANENT	N/A
12/01/2004	11/30/2005	INSTRUCTOR III	LEYTE STATE UNIVERSITY	912,861	N/A	PERMANENT	N/A
12/01/2001	11/30/2004	INSTRUCTOR III	LEYTE STATE UNIVERSITY	912,546	N/A	PERMANENT	N/A
02/01/2001	11/30/2001	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	912,076	N/A	PERMANENT	N/A
01/01/2000	06/30/2001	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	911,453	N/A	PERMANENT	N/A
06/11/1999	12/31/1999	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	910,414	N/A	PERMANENT	N/A
11/01/1997	06/10/1999	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	910,158	N/A	PERMANENT	N/A
01/01/1997	10/31/1997	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	908,399	N/A	PERMANENT	N/A
06/11/1996	12/31/1996	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	906,639	N/A	PERMANENT	N/A
01/01/1996	06/10/1996	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	906,604	N/A	PERMANENT	N/A
01/01/1995	12/31/1995	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	905,276	N/A	PERMANENT	N/A
01/01/1994	12/31/1994	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	904,276	N/A	PERMANENT	N/A
06/11/1993	12/31/1993	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	903,576	N/A	PERMANENT	N/A
09/17/1991	06/10/1993	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	903,540	N/A	PERMANENT	N/A
06/11/1990	09/16/1991	INSTRUCTOR I	VISAYAS STATE COLLEGE OF AGRICULTURE	903,540	N/A	TEMPORARY	N/A
10/01/1989	06/10/1990	TEACHER I	VISAYAS STATE COLLEGE OF AGRICULTURE	903,102	N/A	PERMANENT	N/A
07/01/1989	09/30/1989	TEACHER I	UNIVERSITY OF SOUTHERN PHILIPPINES AGRO-FISHERIES TECHNOLOGICAL INSTITUTE	903,102	N/A	TEMPORARY	N/A

(Continue on separate sheet if necessary)

SIGNATURE	DATE
<i>[Signature]</i>	APRIL 24, 2017

01/01/1988	06/30/1989	SECONDARY SCHOOL TEACHER	RUPERTO K. KANGLEON MEMORIAL AGRO-FISHERIES TECHNICAL INSTITUTE	₱1,679	N/A	TEMPORARY	N/A
03/01/1987	12/31/1987	SECONDARY SCHOOL TEACHER	RUPERTO K. KANGLEON MEMORIAL AGRO-FISHERIES TECHNICAL INSTITUTE	₱1,526.33	N/A	TEMPORARY	N/A
07/01/1986	01/28/1987	SECONDARY SCHOOL TEACHER	RUPERTO K. KANGLEON MEMORIAL AGRO-FISHERIES TECHNICAL INSTITUTE	₱1,271	N/A	TEMPORARY	N/A
01/01/1986	06/30/1986	SECONDARY SCHOOL TEACHER	RUPERTO K. KANGLEON MEMORIAL AGRO-FISHERIES TECHNICAL INSTITUTE	₱1,043	N/A	TEMPORARY	N/A
01/01/1985	12/31/1985	SECONDARY SCHOOL TEACHER	RUPERTO K. KANGLEON MEMORIAL AGRO-FISHERIES TECHNICAL INSTITUTE	₱1,008	N/A	TEMPORARY	N/A
05/01/1984	12/31/1984	SECONDARY SCHOOL TEACHER	SO. LOYDE AGRO-FISHERIES TECHNICAL INSTITUTE	₱916	N/A	TEMPORARY	N/A
04/01/1984	04/30/1984	SECONDARY SCHOOL TEACHER	SO. LOYDE AGRO-FISHERIES TECHNICAL INSTITUTE	₱832	N/A	TEMPORARY	N/A
01/01/1982	03/31/1982	SECONDARY SCHOOL TEACHER	BONDOC NATIONAL AGRICULTURE & FISHERIES SCHOOL	₱736	N/A	TEMPORARY	N/A
07/06/1981	12/31/1981	SECONDARY SCHOOL TEACHER	-do-	₱574	N/A	TEMPORARY	N/A

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April 24, 2017

V. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A		N/A		N/A

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(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)
N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	APRIL 24, 2017
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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.
DR. ROLANDO H. ARPILLED A	GABAS, BAYBAY CITY	NONE
DR. ROSARIO P. ABELA	VSCU, VISCA, BAYBAY CITY	NONE
DR. HELEN P. LAMBERT	VSCU, VISCA, BAYBAY CITY	NONE

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.

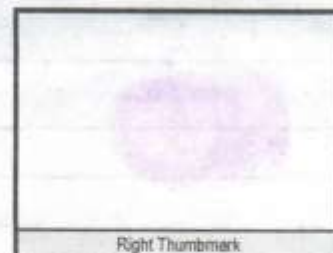


Lucia S. NORRIS

Government issued ID (i.e. Passport, SSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government issued ID: SENIOR CITIZEN
ID/License/Passport No.: 4202
Date/Place of Issuance: MARCH 13, 2017
BOHOL, SOUTHERN LEYTE

Lucia
Signature (Sign inside the box)
APRIL 24, 2017
Date Accomplished



SUBSCRIBED AND SWORN to before me this APR 25 2017, affiant exhibiting his/her validly issued government ID as indicated above.

M. Guinogor
ATTY. RYAN C. GUINOGOR
NOTARY PUBLIC
UNTIL DECEMBER 31, 2017
PTR 0497554 - BAYBAY CITY 1128147
IDR 0020824 - TACLOBAN CITY 12119146
MCLE COMP. NO. V-0009520-07/2015
ROLL OF ATTORNEYS NO. 57467



Tayo
EDUCATION

Republic of the Philippines
Department of Education
Region VIII (Eastern Visayas)
BAYBAY CITY DIVISION
Baybay City, Leyte

Awards this

CERTIFICATE OF PARTICIPATION

to

LUCIA J. NORKIN

for his/her active participation during the Orientation cum Simulation on the Implementation of the Grade 10 Career Guidance Program & SHS Early Registration held on September 10, 2015 at the Legislative Building Auditorium, Baybay City, Leyte

Given this 10th day of September, 2015.


GENISS S. MURALLOS, CESO V

Schools Division Superintendent

**CERTIFIED PHOTOCOPY
FROM THE ORIGINAL**



DATE: 9/16/15
BY: _____
AND _____



This
Certificate of Participation

is presented to

Lucia S. Novis

for having attended the

Computer and Internet Literacy Course

held on March 28, 31, April 1 to 3, 2008
at VSU Laboratory High School, VISCA, Baybay City, Leyte

Antanette S. Javes
iSchools Project Manager

Winston M. Sabada
VSU ICT Coordinator

CERTIFIED PHOTOCOPY
FROM THE ORIGINAL

LOUISIANA
DIRECTOR BOARD

DATE: 9/16/15



The University of San Carlos and
Planned Parenthood Federation of America, Inc.

award this

CERTIFICATE OF PARTICIPATION

to

LUCIA S. NARRIS

For his/her participation during the KRIS Project and Research Presentations
held at Institute of Strategic Research and Development Studies,
Visayas State University, Baybay City, Leyte.
February 7, 2008

Given this 7th day of February 2008 at Baybay City, Philippines.

ELMIRA JUDY T. AGUILAR, Ph.D.

Project Director

CERTIFIED PHOTOCOPY
FROM THE ORIGINAL

LOURDES R. CAND
DIRECTOR, ODAHRD

DATE: 9/16/15



UNIVERSITY STUDENT SERVICES OFFICE
LEYTE STATE UNIVERSITY
Visca, Baybay, Leyte

presents this

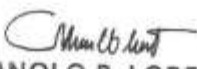
Certificate of Participation

to

LUCIA S. NORRIS

*for the active participation in the
Seminar-Workshop on Campus Advising and Student Leadership
held on February 17, 2006 at the University Student Services Office*

Given this 17th day of February 2006
at Leyte State University, Visca, Baybay, Leyte.


MANOLO B. LORETO, JR.
Dean of Students


PACIENCIA P. MILAN
University President

**CERTIFIED PHOTOCOPY
FROM THE ORIGINAL**


LOURDES B. CAND
DIRECTOR, ADAHRD

DATE: 9/16/15

Department of Education
Regional Office No. VIII
Government Center,
Candahug, Palo, Leyte



Leyte State University
Visca, Baybay, Leyte



award this

Certificate of Appreciation

to

LUCIA S. NORRIS

for the valuable support as
FACILITATOR

In the conduct of the "In-Service Training for New Elementary
and Secondary School Teachers in English, Math and
Science" on October 23-27, 2006 at the Leyte
State University, Visca, Baybay, Leyte.

Given this 27th day of October 2006.


PACIENCIA P. MILAN
President


SOL E. MATUGAN, CESO III
Director IV

CERTIFIED PHOTOCOPY
FROM THE ORIGINAL


LOURDES B. CAND
DIRECTOR IV

DATE: 9/16/15