

CS Form No. 212
Revised 2017

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 () 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	TENIO		
FIRST NAME	KIT FELIAN	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	CADANO		
3. DATE OF BIRTH (mm/dd/yyyy)	06/22/1999	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	Quezon City, Metro Manila	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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 Gabas Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.63	ZIP CODE	6615
8. WEIGHT (kg)	76		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Barangay Libagon Southern Leyte City/Municipality Province
10. GSIS ID NO.	NONE	ZIP CODE	6521
11. PAG-IBIG ID NO.	1212-7167-7078		
12. PHILHEALTH NO.	13-251744046-2	19. TELEPHONE NO.	NA
13. SSS NO.	06-4428767-4	20. MOBILE NO.	09700232038
14. TIN NO.	762 - 104 - 258	21. E-MAIL ADDRESS (if any)	kitfelian.tenio@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	NONE		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	Tenio			
FIRST NAME	FELIX	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Langub			
25. MOTHER'S MAIDEN NAME				
SURNAME	Cadano			
FIRST NAME	Alicia			
MIDDLE NAME	Gato		(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	Consolacion Elementary School	Primary Education	2005	2011	GRADUATED	2011	1st Honorable mention
SECONDARY	Sogod National Highschool	Secondary Education	2011	2015	GRADUATED	2015	3rd Honorable mention
VOCATIONAL / TRADE COURSE							
COLLEGE	Visayas State University	BS in Environmental Management	2015	2019	GRADUATED	2019	Cum Laude
GRADUATE STUDIES	University of the Philippines Los Banos	MS in Environmental Science	2020	2023	GRADUATED	2023	DOST -ASTHRDP Program
(Continue on separate sheet if necessary)							
SIGNATURE			DATE		September 12, 2024		

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[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	9/12/24
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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		
	CIVIC WELFARE AND TRAINING SERVICE	1/8/2019	12-01-2019	90.0	Team Coordinator

(Continue on separate sheet if necessary)

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

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			
	2018 VSU Student Leadership Congress	07 /18 /2018	07 /22 /2018	40	PARTICIPANT	Visayas State University
	iStorya: Stories of Youth Action	10 /18 /2017	10 /18 /2017	8	PARTICIPANT	United Laboratories Philippines, Inc.
	6th Philippines I Transform ! Young Leaders' Convention: " Harnessing Innovations in	09 /21 /2017	09 /25 /2017	40	PARTICIPANT	YouthLead Philippines, Inc.
	2017 VSU Student Leadership Congress	07 /19 /2017	07 /22 /2017	32	PARTICIPANT	Visayas State University
	Kaya Natin Youth Leadership Academy – Youth Development Program	07 /20 /2017	07 /21 /2017	16	PARTICIPANT	Kaya Natin (Org.)
	College of Forestry and Environmental Science Strategic Planning Workshop	03 /24 /2017	03 /24 /2017	8	PARTICIPANT	College of Forestry and Environmental Science, Visayas State University
	Climate Change Adaptation Technology, Mitigation Techniques, and Management Seminar	11 /19 /2016	11 /19 /2016	8	PARTICIPANT	Visayas State University
	Seminars on A Program on Applied Ecology: The Sinharaja, Sri Lanka Experience and Sustainable Horticulture Using Leaf Litter at the Singapore	11 /07 /2016	11 /07 /2016	8	PARTICIPANT	Visayas State University
	Forest Governance Influences on Livelihoods and Sustainable Forest Management	09 /15 /2016	09 /15 /2016	8	PARTICIPANT	College of Forestry and Environmental Science, Visayas State University
	International Virtual Summer Program	09 /12 /2022	09 /18 /2022	35 .0	PARTICIPANT	Virtual Training (University of Padjadjaran, Indonesia)
	National Trainer's Training on Reforestation	04 /17 /2023	04 /21 /2023	40 .0	PARTICIPANT AND	Visayas State University
	Certificate Program Field Course: Conservation, Restoration and Sustainable Use in Practice	06 /05 /2023	06 /09 /2023	40 .0	FACILITATOR	Visayas State University
	4K Program Training on Smart Farming : Technologies and Benefits for Agriculture in the Ancestral Domain	11/22/2024	11/24/2024	24.0	FACILITATOR	Department of Agriculture - Kabuhayan at Kaunlaran ng Kababayang Katutubo (4K) Program

(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)
	Geographic Information System		Leadership Award (2019)		YOUTHLEAD PHILIPPINES, INC.
	SPSS and PAST Software		Magnus Special Citation Award (2017)		UNIVERSITY SUPREME STUDENT COUNCIL, VISAYAS STATE UNIVERSITY, BAYBAY CITY,
	Freshwater Ecological Sampling and Analysis		Merit of Leadership (2017)		COLLEGE SUPREME STUDENT COUNCIL, COLLEGE OF FORESTRY AND
	Training/Seminar Organizing				HELPERS IN OUTREACHING MOTHER EARTH'S STABILITY, INSTITUTE OF TROPICAL ENVIRONMENTAL SCIENCE SOCIETY, SESAM, UPLB

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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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>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>If YES, give details: _____</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>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>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>If YES, give details: _____</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>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>If YES, please specify: _____</p> <p>If YES, please specify ID 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: 40%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 20%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Dr. Loucel E. Cui</td> <td>School of Environmental Science and Management, University of the</td> <td>lecui@up.edu.ph</td> </tr> <tr> <td>Dr. Marlito M. Bande</td> <td>Institute of Tropical Ecology and Environmental Management</td> <td>565-0600 (1135)</td> </tr> <tr> <td>Dr. Decibel V. Faustino-Eslava</td> <td>School of Environmental Science and Management, University of the</td> <td>dfeslava@up.edu.ph</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Dr. Loucel E. Cui	School of Environmental Science and Management, University of the	lecui@up.edu.ph	Dr. Marlito M. Bande	Institute of Tropical Ecology and Environmental Management	565-0600 (1135)	Dr. Decibel V. Faustino-Eslava	School of Environmental Science and Management, University of the	dfeslava@up.edu.ph
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<p>SUBSCRIBED AND SWORN to before me this <u>24 SEP 2024</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p>													



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: 01/3/2024 – 07/30/2024
- Position: Project Technical Assistant
- Name of Office/Unit: Philippine Mining at the National to Catchment Scale: From Legacy impacts to Sustainable Futures (Project PAMANA)
- Immediate Supervisor: Dr. Decibel V. Faustino-Eslava
- Name of Agency/Organization and Location: School of Environmental Science and Management, University of the Philippines Los Banos

- List of Accomplishments and Contributions (if any)

1. Conducted scheduled dry season campaign on hydrological and ecological baselining investigation in the Agno River basin and National Scale catchments.
2. Assisted in conducting Focus Group Discussion with National Government Agencies on Sustainable Mining
3. Compiled and organized 3 year worth of data from 2020-2023 for publication objectives.

- Summary of Actual Duties

Assist the project Leader and project staff in establishing links with host areas and collaborative agencies; Assist in planning for the data gathering; Coordinate with study sites; Prepare written reports and project presentations; Write policy and journal article for possible publications; assist in procurement process; Assist in monitoring and reporting of financial activities of the project; and perform other tasks and duties that may be assigned from time to time by the Project leader and Staff.

- Duration: 08/16/2023 – 12/31/2023
- Position: Project Technical Assistant
- Name of Office/Unit: Smarter Approaches for Reinvigorating Agriculture as an Industry (Project SARAI), School of Environmental Science and Management, University of the Philippines Los Banos
- Immediate Supervisor: Dr. Decibel V. Faustino-Eslava
- Name of Agency/Organization and Location: School of Environmental Science and Management, University of the Philippines Los Banos

- List of Accomplishments and Contributions (if any)

1. Finished the Project Procurement Management Plan
2. Conducted local and national training on SARAI products, systems, and technologies to target participants.
3. Finished semi-annual reports for the project.

- a. Summary of Actual Duties

Assist the project Leader and project staff in establishing links with host areas. Tasks generally include coordination of training activities of the project; provides assistance in

- Duration: July 1, 2022 – July 31, 2023
- Position: Research Assistant
- Name of Office/Unit: Restoration Initiative for Sustainable Ecosystems (RISE)
- Immediate Supervisor: Dr. David Neidel
- Name of Agency/Organization and Location: Institute of Tropical Ecology and Environmental Management (ITEEM)

- List of Accomplishments and Contributions (if any):

1. Implemented fieldwork activities in monitoring established rainforestation sites in selected municipalities of Negros Oriental and Negros Occidental
2. Revitalized the national Rainforest Restoration Initiative (RFRI) Network.

- Summary of Actual Duties

- o Responsible in performing administrative and technical tasks e.g., creating proposals, preparation of monthly financial and progress reports, report of developments issued by partner organizations, linking non-government organization to Visayas State University, Develop and assist training activities with different national and international collaborators of RISE, and responds to queries and performs other related functions.

- Duration: August 12, 2020 – December 14, 2020
- Position: Part-Time Instructor
- Name of Office/Unit: Institute of Tropical Ecology and Environmental Management
- Immediate Supervisor: Dr. Marlito M. Bande

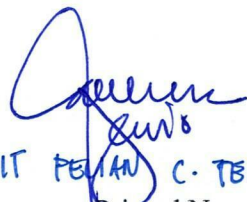
- Name of Agency/Organization and Location: Visayas State University

- List of Accomplishments and Contributions (if any):

1. Created a module for Principles of Environmental Science (Envi 11)
2. Served as resource person as representative of the department to different speaking engagements.

- Summary of Actual Duties

Responsible for teaching and supervising students with different methods such as lecture, demonstrations, etc.; Teaches basic concepts of environmental science to different undergraduate students; and generally monitor and evaluate the performance of the students.


KIT PELAYO C. TINTO
(Signature over Printed Name of
Employee/Applicant)