ERSONAL 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) PERSONAL INFORMATION 2. SURNAME LINA NAME EXTENSION (JR. SR) FIRST NAME SUZETTE MIDDLE NAME BINONGO 3. DATE OF BIRTH 9/6/1977 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization Pls. indicate country: 4. PLACE OF BIRTH MAASIN SO. LEYTE If holder of dual citizenship, please indicate the details 5. SEX Female Male PCARRD Housing-1 17. RESIDENTIAL ADDRESS Married 6 CIVIL STATUS Single House/Block/Lot No. Street Widowed Separated VISCA Other/s: Subdivision/Village Barangay BAYBAY LEYTE 7. HEIGHT (m) 1.56 City/Municipality Province 6521-A 8. WEIGHT (kg) 83.9 **7IP CODE** 18. PERMANENT ADDRESS PCARRD Housing-1 9. BLOOD TYPE "0" House/Block/Lot No. Street B77T6SBB015 VISCA 10. GSIS ID NO. RAYBAY LEYTE 121047930908 11. PAG-IBIG ID NO. City/Municipality Province 13-000047135-7 6521-A 12. PHILHEALTH NO. ZIP CODE NA 053-563-9940 13. SSS NO. 19. TELEPHONE NO. 09199613922 14 TIN NO 919-695-951 20 MORU E NO V000295 sblina@vsu.edu.ph 15. AGENCY EMPLOYEE NO. 21. E-MAIL ADDRESS (if any) FAMILY BACKGROUND DATE OF BIRTH (mm/dd/yyyy) LINA Name of Children (Write in Full Name and List all 22 SPOUSE'S SURNAME NAME EXTENSION (JR., SR) 9/29/2004 THOMAS GLENN MIKAELA B. LINA FIRST NAME MEGAN B. LINA 4/3/2011 **ERLNADES** MIDDLE NAME SELF-EMPLOYED (Civil Engineer) OCCUPATION EMPLOYER/BUSINESS NAME **BUSINESS ADDRESS** 09669613908/0535639940 TELEPHONE NO. FATHER'S SURNAME **BINONGO** NAME EXTENSION (JR., SR) ALFREDO FIRST NAME DUARTE MIDDLE NAME MOTHER'S MAIDEN NAME **BRAGAS** SURNAME MA. ASUNCION FIRST NAME GALO (Continue on separate sheet if necessary) MIDDLE NAME EDUCATIONAL BACKGROUND SCHOLARSHIP HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC UNITS EARNED 1 FVFI GRADUATED HONORS (Write in full) (Write in full) (if not graduated) RECEIVED From To VALEDICTO 1990 6/1/1984 3/30/1990 TAWID ELEM, SCHOOL PRIMARY EDUCATION **ELEMENTARY** RIAN 3/30/1994 1994 SAINT JOSEPH COLLEGE HIGH SCHOOL 6/1/1990 SECONDARY VOCATIONAL / TRADE COURSE BACHELOR OF SCIENCE IN AGRICULTURE VISAYAS STATE COLLEGE OF AGRICULTURE (Now 1998 CUM LAUDE 6/1/1994 3/30/1998 COLLEGE (SOIL SCIENCE) VISAYAS STATE UNIVERSITY) VISAYAS STATE COLLEGE OF AGRICULTURE (Now 2005 MASTER IN SOIL SCIENCE 11/1/1998 5/30/2005 VISAYAS STATE UNIVERSITY) WITH HIGH TOKYO UNIVERSITY OF AGRICULTURE AND **GRADUATE STUDIES** PhD IN AGRICULTURE (SOIL SCIENCE) 10/3/2005 3/25/2009 2009 TECHNOLOGY, TOKYO, JAPAN DISTINCTION UNIVERSITY OF GOETTINGEN, GOETTINGEN, NA NA POSTDOCTORATE 12/29/2011 10/25/2012 GERMANY SIGNATURE CS FORM 212 (Revised 2017), Page 1 of 4 DATE

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER RATING				DATE OF EXAMINATION /		TION (CONFEE	- Ams imp	LICENSE (if applicable)	
SPECIAL LAWS/ ČES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE			(If Applicable)	CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of Validity
April 2010	CIVIL SERVICE ELIGIBLE N			PD 907	I NOT THE SHEET YOUR I	AA	DEALW GLESSON		
AGRICULTURIST			79.8	JUNE 1-3, 2015	TACLO		22692	6/30/2018	
							PARC 4EC		AAS Jac
	EXPERIENCE			(Continue on separate sheet i					12 TO 3 L. M.
Include private employment. Start from your receives. INCLUSIVE DATES (mm/dd/yyyy) POSITION TIT (Write in full/Do not at		TLE	DEPARTMENT / AGENO	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (If applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVIC (Y/ N)		
From 09/16/2022	To Present	PROFESSOI	R III	DSS. VISAYAS S	TATE UNIVERSITY	116,040.00	SG26/1	P	YES
1/1/2020	09/15/2022	ASSOC.PROFES			TATE UNIVERSITY	82,133.00	SG23/2	P	YES
07/01/2019	12/31/2019	ASSOC.PROFES	SSOR V	DSS, VISAYAS S	TATE UNIVERSITY	73811.00	SG23	р	YES
1/1/2017	7/11/2019	ASSOC.PROFES	SOR III	DSS, VISAYAS S	TATE UNIVERSITY	47779.00	SG21	Р	YES
1/1/2017	7/8/2019	ASSOCIATE PRO	FESSOR I	DSS, VISAYAS S	DSS, VISAYAS STATE UNIVERSITY			Р	YES
8/1/2016	12/31/2016	ASSOCIATE PRO	FESSOR I	SSOR I DSS, VISAYAS STATE UNIVERSITY			SG19/2	Р	YES
1/1/2016	7/31/2016	ASSOCIATE PRO	FESSOR I	DSS, VISAYAS S	36409.00	SG19/2	T	YES	
1/1/2016	7/31/2016	ASSOCIATE PRO	FESSOR I	DSS, VISAYAS S	37312.00	SG19/2	Т	YES	
11/1/2015	12/31/2015	ASSOCIATE PRO	FESSOR I	DSS, VISAYAS S	DSS, VISAYAS STATE UNIVERSITY 338			Т	YES
1/1/2015	10/31/2015	ASSOCIATE PRO	FESSOR I	DSS, VISAYAS STATE UNIVERSITY 338			SG19	Т	YES
6/1/2012	12/31/2014	INSTRUCTO	R III	DASS, VISAYAS S	STATE UNIVERSITY	23044.00	SG14	Tatasa	YES
10/28/2011	5/31/2012	INSTRUCTO	R III	DASS, VISAYAS S	DASS, VISAYAS STATE UNIVERSITY		SG14	Т	YES
6/1/2011	10/27/2011	INSTRUCTO	INSTRUCTOR I		DASS, VISAYAS STATE UNIVERSITY			T	YES
6/24/2010	5/31/2010	INSTRUCTOR I		DASS, VISAYAS S	16726.00	SG12	ं Т	YES	
7/15/2009	6/23/2010	INSTRUCTOR I		DASS, VISAYAS S	15119.00	SG12	Τ	YES	
7/1/2009	7/14/2009	INSTRUCTO	ORI	DASS, VISAYAS STATE UNIVERSITY		15119.00	SG12	Co	YES
6/5/2009	6/30/2009	INSTRUCTO		DASS, VISAYAS STATE UNIVERSITY		13512.00	SG12	Co	YES
7/1/2008	10/31/2008	INSTRUCTO			STATE UNIVERSITY	13512.00	SG12	Co	YES
7/1/2007	6/30/2008	INSTRUCTO	Official self-		12284.00	SG12	Co	YES	
11/1/2005	6/30/2007	INSTRUCTO		DASS, VISAYAS STATE UNIVERSITY		11167.00	SG12	Co	YES
11/1/2002	10/31/2005	INSTRUCTO		DASS, LEYTE STATE UNIVERSITY DASS, LEYTE STATE UNIVERSITY		H STATOMATA	1		
11/1/2002	10/31/2003	INSTRUCTO		DASS, LEYTE STATE UNIVERSITY		11167.00	SG12	T	YES
7/1/2001	40920	7 100x 65(6)	Section 1 13	DASS, LEYTE ST	11167.00	SG12	T	YES	
1/1/2000	10/31/2001	INSTRUCTO	The second second	AGRICI DASS, VISAYAS S	11167.00	SG12	T	YES	
12/1/1999	6/30/2001	INSTRUCTO		AGRICI DASS, VISAYAS S	ULTURE TATE COLLEGE OF ULTURE	10635.00 9668.00	SG12 SG12	T T	YES
SIGN	IATURE	d		Continue on separate sheet in DATE	31 1	24	CS FORM 2	12 (Revised 201	7), Page 2 of

9. NAME & ADDRESS OF ORG	ANIZATION		E DATES				
29. NAME & ADDRESS OF ORGANIZATION (Write in full)			(mm/dd/yyyy) NUMBER OF HOUR From To		POSITION / NATURE OF WORK		
VISCA EDUCATIONAL FOUNDATION INCORPORATED			12/31/2011	8 HRS.MO	SECRETARY	SECRETARY	
GALILEAN UNITED METHODIST CHURCH PRE-SCHOOL INC			4/30/2017	4 HRS/MO	GPTA-PRESIDENT		
HOLY SPIRIT PARISH			1/1/2022	6HRS/MO	CAMPUS SERVICE GROUP LEADER		
OCIETY OF AGRICULTURAL EDUCATORS IN R	EGION 8, INC.	10/25/2015	6/24/2019	10 DAYS/YI	TREASURER		
ISCA EDUCATIONAL FOUNDATION INCORPOR	ATED	10/25/2019	PRESENT	4 HRS/MO	BOD (VICE-PRESIDENT)		
TATE UNIVERSITIES & COLLEGES-ASSOCIATI GRICULTURE IN THE PHILIPPINES, INC. (SUC-	7/26/2019	PRESENT	3-5 DAYS/MO	SECRETARY			
AACCUP BOARD OF TRUSTEES			PRESENT	งกร 10 คือของ	Faculty Representative (Visayas Cluster)		
III. LEARNING AND DEVELOPMENT (L&D)	INTERVENTIONS/TRAINING		ATTENDED	Chief/Executive/M	lanagerial positio	ons)	
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)			DATES OF DANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
7th AACCUP Annual National Conference and Ger	eral Assembly 2024	077000	0/0/0004	en collection	Technical	ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES (AACCUP), INC.	
AACCUP Accreditation Coordinators' Workshop UC-ACAP Biennial Conference and General Asse	embly	2/7/2024 12/6/2023	2/8/2024 12/7/2023	8	Technical Technical	SUC-ACAP Inc.	
5th Joint ViCARP-RRDEN	07.69	11/30//2023	12/1/2023	16	Technical	ViCARP, Region 8	
0th National Fruit Symposium	Control of the Control	10/2/2023	10/4/2023	24	Technical	PhilFruits Association Incorporated	
raining Workshop on Curriculum and Instruction Re 6 TH AACCUP Annual National Conference and G		8/31/2023	9/1/2023	16	Technical Technical	Visayas State University AACCUP Inc.	
AER Third Regional Scientific Education Conferen		12/8/2022	12/9/2022	16	Technical	Society of Agricultural Educator Region 8	
Oth DOST-Graduate Scholars Conference	e e e e e e e e e e e e e e e e e e e	09/22/2022	09/23/2022	16	Technical	DOST-ASTHRDP	
nternal Quality Audit Course	PARENC KINDS	08/17/2022	08/19/2022	24	Technical	AGF-VSUIQA	
MAISagana ag Ligtas na Ani	about and	04/20/2022	04/20/2022	18	Technical Technical	BAFS Agriculturiet Aggeriation	
lational Conference on Agricultural Science and Te Bloab Symposium on Salt-Affected Soils	cnnology	03/24/2022	03/25/2022	24	Technical	Phil. Agriculturist Association FAO	
Enhancing Capability of Faculty Reviewers in The L	icensure Examination in Agricult		10/20/2022	8	Technical	SUC-ACAP Inc.	
tice Research to Production Course		05/18/2022	05/29/2020	80	Technical	IRRI	
Short -Course Training and Workshop on Food Valu	o Chain	10/7/2019	10/11/2019	40	Tech	Ministry of Agriculture Forestry & Fisher ASEAn & Visayas State University	
raining workshop on lecture module preparation fo		4/21/2017	4/21/2017	8.0	Tech	Visayas State University Open Program	
raining-workshop on Research Innovation for Inclu		5/23/2016	5/23/2016	8.0	Tech	National Research Council of the Philippines (NRCP)	
Region /egetable Soil and Crop Nutrition Workshop	001-000-000	4/18/2016	4/29/2016	10 days	Tech/Superv	Australian Center for International Agricultural Research (ACIAR)	
National Conference on Food and Nutrition Security		10/12/2015	10/13/2015	2 days	Tech	University of the Philippines	
ACIAR PCAARRD Philippines Horticulture Program	Annual Review Conference	8/13/2015	8/14/2015	2 days	Tech	Australian Center for International Agricultural Research (ACIAR)	
Sago Workshop	S SENT BEIDS I ASSETS	4/8/2014	4/10/2014	3 days	Tech	Philippine Council for Agriculture and Aquatic Natural Resources Research a	
Norkshop on Yamang Lupa Program in the Philippi	nes	2/12/14	2 /21 /14	8 days	Tech/Super	International Crop Research Institute of Science and Technology (ICRISAT), In	
Workshop on Instructional Materials Development for the Visayas State University			1/28/2014	8 hrs	Tech	Visayas State University	
VIII. OTHER INFORMATION	(Contin	ue on separate sh	eet if necessary)	¥ Z			
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) MEMBERSHIP IN 33. ASSOCIATION/ORGANIZATION (Write in full)						
NCT-II Organic Agriculture	ACDC QQA Q C						
NCT-III in Agricultural Crop Production	property of the property of th					PhiDelta Honor Society	
Soil and Plant Analysis Adept	Bacteria					Philippine Society of Lactic Acid Bacteria	
Computer Literate 800000						Philippine Society of Soil Science a Technology	
	His Chara	2 (1 (1) (2) (3) (3) (3)	Control of the second	100		VSU Alumni Association	
0381-12778-089200 Page 1-1		S VALUE DE LA CONTRACTION DE L			delegration and the street officer	Society of Agricultural Educator in Region 8 National Research Council of the Philippines	

of 4

and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: Are you a member of any indigenous group? YES If YES, please specify:	34. Are you related by consanguinity or affinity to the ap- chief of bureau or office or to the person who has im- Bureau or Department where you will be apppointed,	ting or recommending authority, or to the attention at the office,				
If YES, give details:	a. within the third degree?		☐ YES ☑ NO			
B. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by LYES, give details: YES	b. within the fourth degree (for Local Government Unit	b. within the fourth degree (for Local Government Unit - Career Employees)?				
New you ever been found gully of any administrative offerese? VYES NO IYES, give details: VYES IYES						
b. Have you been criminally charged before any court? YES	THE INC. ACCOUNTS	PALICHA DE TENDOS ESTA DEPOSIBATION	CA EUCATIONAL FOURDATION INDOMPORATES			
b. Have you been criminally charged before any court? YYES NO YYES NO YYES Status of Casels	35. a. Have you ever been found guilty of any administration	5. a. Have you ever been found guilty of any administrative offense?				
VES NO IYES give details: Status of Cesels: Status of Ce	AMOUNT OF THE PARTY AND AND ADDRESS OF THE PARTY AND					
If YES, glve details: Date Filed: Status of Cases/s	A COME TRANS CONTRACT		Y SPHOL PARTRI			
If YES, glve details: Date Filed: Status of Cases/s	h. Have you been criminally charged before any court	2 art antigamenarus i numbanis	YES NO			
Date Field: Status of Case/s: Status of Case/s: Status of Case/s:						
39. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or inhuma? 37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rols, demissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector? 38. a. Have you ever been a candidate in a national or local election held within the last year (except last any or ever been a candidate in a national or local election held within the last year (except last any or ever been a candidate in a national or local election held within the last year (except last any or ever been a candidate in a national or local candidate? 39. Have you esigned from the government service during the three (3)-month period before the last last or provide the status of an immigrant or permanent resident of another country? 40. Pursuant to: (a) indigenous People's Act (7A 8371); (b) Magnac Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8372), please answer the following items: 40. Pursuant to: (a) indigenous People's Act (7A 8371); (b) Magnac Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8372), please answer the following items: 41. References the second of any indigenous proup? 42. Are you a parson with disability? 43. Provide the second of the second o			(2)			
any court or tribunal? If YES, give details: If YES, give details:	JEO SECRETARY		Status of Case/s:			
any court or inhuma? If YES, give details:		n of any law, decree, ordinance or regulation by	☐ YES ☑ NO			
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the role, dismissal, termination, and of term, finished contract or phased out (abcilition) in the public or private sector? 38. a Have you when the ena candidate in a national or local election held within the last year (except learning or provide section)? 49. b. Have you resigned from the government service during the three (3)-month period before the last election be provided by the provided section of an antional or local candidate? 39. Have you acquired the status of an immigrant or permanent resident of another country? 40. Pursuant to: (a) indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Widter Act of 2000 (RA 6872), please answer the following Items: 41. An you an emether of any indigenous group? 42. Are you a solo parent? 43. Are you as solo parent? 44. Pour son with disability? 45. please specify ID No: 46. Pursuant to: (a) indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Widter Act of 2000 (RA 6872), please answer the following Items: 46. An you a person with disability? 47. Are you a solo parent? 47. Are you a solo parent? 48. Pursuant to: (a) indigenous group? 49. Pursuant to: (a) indigenous provides an animal provided by consequality or affinity to applicant appointment. 49. Pursuant to: (a) indigenous group? 41. REFERENCES (Person not noted by consequality or affinity to applicant appointment. 59. No. If YES, give details: 69. No. If YES, give details: 69.	any court or tribunal?	A MORE COMMENT OF THE PROPERTY				
dropped from the rolls, dismissal, termination, and of term, finished contract or phased out (abolition) in the public or private sector? 32. a. Have you ever been a candidate in a national or local election held within the last year (except Barrangy) election)? 33. a. Have you acquired the status of an immigrant or permanent resident of another country? 34. Have you acquired the status of an immigrant or permanent resident of another country? 35. b. Have you acquired the status of an immigrant or permanent resident of another country? 36. 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: 36. Are you a member of any indigenous group? 37. Are you a person with disability? 38. Are you a person with disability? 39. Are you a person with disability? 30. Are you a person with disability? 30. Are you a person with disability? 31. Are you a person with disability? 32. A No Privictor B. Asio 33. Dr. Anabella B. Tulin 34. REFERENCES (Person not related by consequency or affirity to applicant /reported) 35. Visca, Baybay City, Leyte 36. 566-6600-1036 36. Dr. Anabella B. Tulin 36. Dr. Anabella B. Tulin 37. Victor B. Asio 38. Dr. Anabella B. Tulin 38. Dr. Anabella B. Tulin 39. Person Administrative/criminal cases and regulations of the Republic of the Philippiness I authorize the agency here. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal cases against me. 39. Person Administrative/criminal cases Special Dr. No. Republic of the Philippiness I authorize the agency here. I agree that any misrepresentation of the Republic of the Philippiness I authorize the agency here. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal cases Special Dr. No. Republic of the Republic of the Philippiness I authorize the agency here.			The state of the s			
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in the public or private sector? 3. a. Have you ever been a candidate in a national or local election held within the last year (except Barragaye election)? b. Have you resigned from the government service during the three (3)-month period before the last election by promote/actively campaign for a national or local candidate? b. Have you acquired the status of an immigrant or permanent resident of another country? c. 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: c. Are you a member of any indigenous group? c. Are you a person with disability? c. Are you a person with disability? c. Are you as solo parent? c. Yes No if YES, please specify: Are you as solo parent? c. Yes Dr. Victor B. Asio Dr. Anabella B. Tutin Dr. Victor B. Asio Dr. Anabella B. Tutin Visca, Baybay City, Leyte S68-0600-1036 Dr. Anabella B. Tutin Visca, Baybay City, Leyte S68-0600-1036 Dr. Anabella B. Tutin Visca, Baybay City, Leyte S68-0600-1036 Government sevel D. PRO LOENCE-AGRICULTURIST Olicomes-Presport No: 22862 Determinent Juristant 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 casels against me. Government sevel D. PRO LOENCE-AGRICULTURIST Olicomes-Presport No: 22862 Determinent Juristant to the provisions of personal target from the box of the personal doministrative/criminal casels against me. 2 9 APR 2024 affiant exhibiting hisher validly issued government ID as indicated above. Articipal Cellinother Person Administering Qath			1 123			
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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: December 1, 1999 October 27, 2011
- Position: Instructor I
- Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- Name of Agency/Organization and Location: Visayas State University
- Duration: October 28, 2011 December 31, 2014
- Position: Instructor III
- Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- Name of Agency/Organization and Location: Visayas State University
- Duration: January 1, 2015 December 31, 2017
- Position: Associate Professor I
- · Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- · Name of Agency/Organization and Location: Visayas State University
- Duration: January 1, 2018- June 30, 2019
- Position: Associate Professor III
- · Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- Name of Agency/Organization and Location: Visayas State University
- Duration: July 1, 2019- September 14, 2022
- Position: Associate Professor V
- · Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- Name of Agency/Organization and Location: Visayas State University
- Duration: September 15, 2022 Present
- Position: Professor III
 - Name of Office/Unit: Department of Soil Science

- Immediate Supervisor: Dr. Victor B. Asio (College Dean)
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)

Designated as Department Head since 2014 and accomplished the following:

- Spearheaded in the preparation and presented the program for AACCUP Level IV-Phase 2 accreditation for MS-Soil Science program . MS-Soil Science program passed the Level IV-Phase 2 accreditation:
- Spearheaded in the preparation and presented the program (MS-Soil Science) for application for Certification of Program Compliance by CHED. MS-Soil Science program was granted with COPC by CHED. the accreditation;
- Assisted the College Dean and the Office of the Director of the QAC in the monitoring and evaluation of the implementation of standards required by the accrediting bodies;
- Planned, organize and periodically review and evaluate departmental activities and programs
- Determined the placement of personnel in the department to fully utilize human resources (i.e, talents and capabilities). Hired replacement for the retired Administrative Aide III and Farm Worker II and Part-Time Instructors for the 1st and 2nd Semesters of A.Y. 2022-2023.
- Recommended specific courses of action for staff development, including participation in seminars, scholarships, and other programs of professional advancement;
- Prepared department budget analysis and submitted recommendations for the department's annual budget
- Prepared and submitted annual reports to the Dean
- Attended CAFS EXECOM and participated in the discussion;
- Reviewed and signed MOA of undergraduate students who will be going-out for OJT at DA, Regions 7 & 8;
- Signed documents of the department (letters, contract of Jos, clearances, DTRs, etc.)
- Attended virtual meetings of the university which required the presence of the department head (e.g. Graduate Council Meeting).
- Attended to the concerns of the faculty and staff of the department.

Instruction Accomplishments:

- Handled undergraduate courses (Soil 110, Soil 22, Soil 24, Soil 114, Soil 199C) and Graduate courses (SOIL211, SOIL219 and SOIL291)
- Thesis advising both undergraduate and graduates students
- Prepared and updated the course syllabi of the assigned courses
- Member of Student Research Committees and Graduate Advisory Committees

Research Accomplishments

- Study Leader of PHERNet Project, ACIAR Soil Project, Abaca, Standardization of Organic Fertilizers, PHEM-ACIAR Project, Internationalization Project, Hybrid Coconut Project
- Co-Study Leader of projects spearheaded by research faculty of PhilRootCrops, ITEEM and NARC

Attachment to CS Form No. 212

- Published research articles
- Extension Accomplishments
 - Project Leader of the Extension Project of the Dept (DSoHeSeP)
- Summary of Actual Duties
 - Teaches undergraduate and graduate courses assigned
 - Conducted research and extension activities
 - Performs administrative function as Dept Head and Research Coordinator of the College
 - Designated as College Secretary from 2010-2014

SUZETTE B. LINA
(Signature over Printed Name

of Employee/Applicant)

Date: 4/30/202