

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	VILLAS		
FIRST NAME	MICHAEL CARLO	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	CATCHARRO		
3. DATE OF BIRTH (mm/dd/yyyy)	7/2/1985	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	TACLOBAN	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country: Philippines
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	BLK. 13, LOT 25 N/A House/Block/Lot No. Street NHA BARAS Subdivision/Village Barangay PALO LEYTE City/Municipality Province
7. HEIGHT (m)	159.5 M.	ZIP CODE	6501
8. WEIGHT (kg)	75 KG.	18. PERMANENT ADDRESS	BLK. 13, LOT 25 N/A House/Block/Lot No. Street NHA BARAS Subdivision/Village Barangay PALO LEYTE City/Municipality Province
9. BLOOD TYPE	A	ZIP CODE	6501
10. GSIS ID NO.	2002365862	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	80149828403	20. MOBILE NO.	09173041576
12. PHILHEALTH NO.	01-050343475-5	21. E-MAIL ADDRESS (if any)	mykllvillas@yahoo.com
13. SSS NO.	N/A		
14. TIN NO.	245-906-991		
15. AGENCY EMPLOYEE NO.	V000843		

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)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	VILLAS		N/A	N/A
FIRST NAME	CARLITO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	ACEBEDO		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	CATCHARRO		N/A	N/A
FIRST NAME	FLOR		N/A	N/A
MIDDLE NAME	TAYONI		(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	ST. THERESE CHILD DEVELOPMENT CENTER	N/A	1991	1998		1998	N/A
SECONDARY	LEYTE NATIONAL HIGH SCHOOL	N/A	1998	2002		2002	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A					N/A
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR OF ARTS IN COMMUNICATION	2002	2006		2006	N/A
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY/ UNIVERSITY OF THE PHILIPPINES-DILIMAN	MASTER IN ENGLISH/ PH.D. COMPARATIVE LITERATURE	2008	2012	36 UNITS	2012/ONGOING	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 14, 2019	CS FORM 212 (Revised 2017), Page 1 of 4
-----------	--	------	-------------------	---



[illegible]

## V. WORK EXPERIENCE

[illegible]

<b>SIGNATURE</b>		<b>DATE</b>	November 14, 2019	CS FORM 212 (Revised 2017), Page 2 of 4
------------------	---	-------------	-------------------	---



## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)


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

[illegible]

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>		<b>DATE</b>	<b>November 14, 2019</b>	<b>CS FORM 212 (Revised 2017), Page 3 of 4</b>
------------------	---	-------------	--------------------------	--



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)?

35. a. Have you ever been found guilty of any administrative offense?  
b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

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?

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 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?

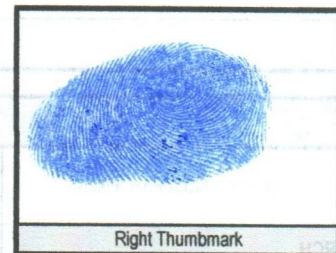
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
DR. MYRNA L. MACALINAO	LEYTE NORMAL UNIVERSITY	9998626856
PROF. EMERITUS MERLIE M. ALUNAN	UNIVERSITY OF THE PHILIPPINES	9272441758

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.



PHOTO



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

Government Issued ID: GSIS

ID/License/Passport No.: 006-0175-0334-5

Date/Place of Issuance: TACLOBAN CITY

Signature (Sign inside the box)

11/14/2019

Date Accomplished

SUBSCRIBED AND SWORN to before me this NOV 18 2019 in QUEZON CITY, affiant exhibiting his/her validly issued government ID as indicated above.

Doc. No. 08  
Page No. 15  
Book No. XXV  
Series of 20 19

ATTY. TZEITEL CHRISTINE DG. CRUZ  
NOTARY PUBLIC FOR AND IN QUEZON CITY  
Unit 7 Bldg. 2, Kamagong Centennial Dorm, E. Jacinto St.  
UP Diliman, Quezon City 1101  
ADM. MATTER NO. NP-004; Roll of Attorney No. 05410  
IBP Lifetime No. 017040; OR No. 000000; 0-21-2017; Pasig City  
PTR O.R. No. 7347020; 1-3-2019; Quezon City  
MCLE Compliance No. VI-0008032; April 24, 2018; Pasig City  
My Commission Expires on December 31, 2019