

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 () ☐ use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

I. PERSONAL INFORMATION

2. SURNAME	ONGY		
FIRST NAME	HONEYLENE		NAME EXTENSION (JR., SR)
MIDDLE NAME	VALENZONA		
3. DATE OF BIRTH (mm/dd/yyyy)	04/03/1986	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	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	APARTMENT NO. 3 House/Block/Lot No. Street Subdivision/Village ZONE 2 BAYBAY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.54	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village CAN-IPA BAYBAY LEYTE City/Municipality Province 6521
8. WEIGHT (kg)	80		ZIP CODE
9. BLOOD TYPE	O+	19. TELEPHONE NO.	NA
10. GSIS ID NO.	2005283410	20. MOBILE NO.	0998 347 0816
11. PAG-IBIG ID NO.	9172-4168-2944	21. E-MAIL ADDRESS (if any)	honeylene.ongy@vsu.edu.ph
12. PHILHEALTH NO.	13-252322019-9		
13. SSS NO.	06-2802654-7		
14. TIN NO.	261-515-400		
15. AGENCY EMPLOYEE NO.	V-J00234		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ONGY		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JESSIE	NAME EXTENSION (JR., SR)	RHIANNE XAMANTHA V. ONGY	05/12/2011
MIDDLE NAME	LANTACA		IZZY XAVANNAH V. ONGY	12/07/2015
OCCUPATION	SALES REPRESENTATIVE			
EMPLOYER/BUSINESS NAME	ES VET DISTRIBUTOR			
BUSINESS ADDRESS	DUMAGUETE CITY, NEGROS ORIENTAL			
TELEPHONE NO.				
24. FATHER'S SURNAME	VALENZONA			
FIRST NAME	CIPRIANO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CAREN			
25. MOTHER'S MAIDEN NAME				
SURNAME	GODOY			
FIRST NAME	REBECCA			
MIDDLE NAME	GLORIA		(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	BAYBAY NORTH CENTRAL SCHOOL		JUN. 1993	MAR. 1999		1999	WITH HONORS
SECONDARY	LEYTE STATE UNIVERSITY LABORATORY HIGH SCHOOL		JUN. 1999	MAR. 2003		2003	WITH HONORS
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA		NA	
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCHIENCE IN BIOLOGY (MAJOR IN ECOLOGY)	JUN. 2003	APR. 2007		2007	CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN TROPICAL ECOLOGY (MINOR SOILS SCIENCE)	JUN. 2010	JUL. 2017		2017	CHED THESIS GRANT 1YR

SIGNATURE		DATE	May 2, 2024
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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 / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	Presidential Decree # 907 (Civil Service Eligibility)	NA	APR. 2, 2007	BAYBAY CITY, LEYTE	10080229	lifetime
	DRIVER'S LICENSE	NA	MAR. 17, 2022	BAYBAY CITY, LEYTE	H12-14-002400	MAR. 4, 2032
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA


V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28	INCLUSIVE DATES				SALARY/ JOB/ PAY		GOVT
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[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	MAY 2, 2024
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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 (Write in full)
		From	To		
	VISAYAS STATE UNIVERSITY	4 /16 /2007	5 /24 /2007		VOLUNTEER RESEARCHER

(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			
	58th BIOTA National Convention and Scientific Sessions	Apr. 18, 2024	Apr. 20, 2024	24 hrs	Technical	Biology Teacher's Association of the Philippines Inc. (BIOTA)
	International Conference on Biodiversity & CEBREM 12th Anniversary	Nov. 15, 2023	Nov. 16, 2023	16 hrs	Technical	Central Mindanao State University (CMU) and Center for Biodiversity Research and Extension in Mindanao
	Training on the Dev. of a Tropical Ecosystem Health (TrEch) Scorecard	Jan. 30, 2023	Jan. 31, 2023	16 hrs	Technical	Dept. of Biological Sciences, LGU Baybay, TrEch Project
	Short Course on Freshwater Biomonitoring	Nov. 3, 2022	Nov. 7, 2022	32 hrs	Technical	Dept. of Biological Sciences, LGU Baybay, TrEch Project
	ISO 9001:2015 Awareness/ Re-awareness Seminar	Aug. 30, 2022	Aug. 31, 2022	16 hrs	Managerial/ Technical	Visayas State University (VSU)
	Ecosystems and Dev. Journal and Philippine Forestry Education Network, Inc. Writing Workshop	Aug. 23, 2022	Aug. 26, 2022	15 hrs	Technical	University of the Philippine Los Banos
	Mandatory Orientation and Re-orientation of Academic Advisers, ept. Enrollment Focal Persons, and College Hotline Agents	Aug. 25, 2022	Aug. 25, 2022	4 hrs	Managerial/ Technical	Visayas State University (VSU)
	PAMS 2022 Webinar Series #1: "Jellyfish Science and Issues in the Philippines"	Jun. 30, 2022	Jun. 30, 2022	2 hrs	Technical	Phil. Association of Marine Scientists (PAMS)
	Application of Virtual Relaiy to Agriculture, Land-use and Transportaion Plans	Jun. 22, 2022	Jun. 22, 2022	2 hrs	Technical	Visayas State University (VSU)
	Preparing an Outcome-Based Education Course Syllabus for Grdauate Degree Courses	Jun. 8, 2022	Jun. 8, 2022	8 hrs	Technical	Visayas State University (VSU)
	53rd FIMFS Annual Convention	Apr. 27, 2022	Apr. 28, 2022	10 hrs	Technical	Federation of Institutions for Marine and Freshwater Sciences (FIMFS)
	VSU Graduate School On-boarding for faculty and Students	Feb. 24, 2022	Feb. 24, 2022	7 hrs	Technical	Visayas State University (VSU)
	29th Phil. Biodiversity Symposium: "Strategies for Inclusivity in Phil. Biodiversity Conservation"	Dec. 1, 2021	Dec. 3, 2021	18 hrs	Technical	Biodiversity Conservation Society of the Philippines (BCSP)
	PNPCSI's 6th International Symposium: "Saving the Plants that Save Us: Conservation of Native Flora Amidst Calamities"	Nov. 19, 2021	Nov. 19, 2021	10 hrs	Technical	Phil. Native Plants Conservation Society of the Philippines (PNPCSI)
	PNPCSI's 6th International Symposium: Botanical Art Workshop	Nov. 19, 2021	Nov. 19, 2021	10 hrs	Technical	Phil. Native Plants Conservation Society of the Philippines (PNPCSI)
	2021 BIOTA-MNH: Biodiversity Workshop Series (Training on Plants)	Sept. 11, 2021	Sept. 11, 2021	3 hrs	Technical	Biology Teacher's Association of the Philippines Inc. (BIOTA)
	Intellectual Property Awareness and Commercialization of Technologies	Aug. 25, 2021	Aug. 25, 2021	3 hrs	Technical	Visayas State University (VSU)
	VSU Graduate School On-boarding for faculty and Students	Aug. 24, 2021	Aug. 24, 2021	7 hrs	Technical	Visayas State University (VSU)
	BALIKTANAW: Kasaysayan at Kalikasan Quincentennial Commemoration Webinar on Que hay en numbre? Spanish Influence on Phil. Botany	Aug. 11, 2021	Aug. 11, 2021	1 hr	Technical	National Museum of the Phil.
	9th Annual Conference on Environmental Science	03/05/2021	03/05/2021	10 hrs	Technical	Phil. Enviromental Science Association



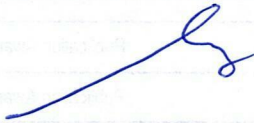

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
			Publication Awardee 2017		Biology Teacher's Association
			Publication Awardee 2018		The Natural Products Society of the Philippines
					Phytochemical Society of Asia
					Organization of Biology Students
					Federation of Institutions for Marine and Freshwater Sciences
					Philippine society of Biochemistry and Molecular Biology – Visayas Chapter

(Continue on separate sheet if necessary)

SIGNATURE		DATE	May 2, 2024
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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)?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>												
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?		<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)														
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>ANALYN M. MAZO</td><td>DBS, VSU, BAYBAY CITY</td><td>563-7536</td></tr><tr><td>BEATRIZ S. BELONIAS</td><td>DBS, VSU, BAYBAY CITY</td><td>563-7536</td></tr><tr><td>SENONA A. CESAR</td><td>DBS, VSU, BAYBAY CITY</td><td>563-7536</td></tr></table>			NAME	ADDRESS	TEL. NO.	ANALYN M. MAZO	DBS, VSU, BAYBAY CITY	563-7536	BEATRIZ S. BELONIAS	DBS, VSU, BAYBAY CITY	563-7536	SENONA A. CESAR	DBS, VSU, BAYBAY CITY	563-7536
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SENONA A. CESAR	DBS, VSU, BAYBAY CITY	563-7536												
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.														
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: <u>Driver's License</u></div> <div>ID/License/Passport No.: <u>H12-14-002400</u></div> <div>Date/Place of Issuance: <u>03-17-2022/ Baybay City, Leyte</u></div>		<div> Honeylene V. Ong PHOTO</div> <div> Right Thumbmark</div>												
<div>Signature (Sign inside the box)  May 2, 2024 Date Accomplished</div>														
SUBSCRIBED AND SWORN to before me this <u>14 MAY 2024</u> , affiant exhibiting his/her validly issued government ID as indicated above.														
<div> ATTY. RYZAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath</div>														

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: November 30, 2020 to present
- Position: Instructor I (Permanent)
- Name of Office/Unit: Department of Biological Sciences
- Immediate Supervisor: Dr. Analyn Mazo
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Presentations and participations in conferences, symposiums, seminars, and workshops
 - Summary of Actual Duties


Teaching, research and few administrative functions

- Duration: August 3, 2017 to November 30, 2020
- Position: Instructor I (Temporary)
- Name of Office/Unit: Department of Biological Sciences
- Immediate Supervisor: Dr. Analyn Mazo
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Presentations and participations in conferences, symposiums, seminars, and workshops
 - Summary of Actual Duties

Teaching, research, extension and few administrative functions

- Duration: June 2011 to June 2016
- Position: Part-time Instructor
- Name of Office/Unit: Department of Biological Sciences
- Immediate Supervisor: Prof, Rosalina D. Poliquit/ Dr. Analyn Mazo
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Teaching, submitting grades on time
 - Summary of Actual Duties

Teaching laboratory classes in Biol 11, Ecology, Botany, and Zoology


Honeylene V. Ongy
(Signature over Printed Name
of Employee/Applicant)

Date: May 2, 2024