CS Form No. 212 Revised 2017	PERSO	NAL DAT	A S	HEE	Т			
WARNING: Any misrepresent	tation made in the Personal Data Sheet and the	e Work Experience Sheet sh	all cause the	filing of ada	ninietrativa/	indiminal nacole su	valuat the acc	
concerned.	E TO FILLING OUT THE PERSONAL DATA SH					orminar casers ag	janist tile per	3011
Print legibly. Tick appropriate box	es and use separate sheet if necessary. Indica	ate N/A if not applicable. DO NO	T ABBREVIA	TE.	1 CSID N		(Do not fill up). For CSC use on
I. PERSONAL INFORMATION								
2 SURNAME	GUARTE							
FIRST NAME	DONNA					NAME EXTENSION (J	IR., SR) N/A	
MIDDLE NAME	MASION							
DATE OF BIRTH (mitr/dd/yyyy)	01/30/1989	16. CITIZENSHIP			Dual Citizenship			
4. PLACE OF BIRTH	Cabulihan, Maasin City, Southern Leyte	if holder of dual citize	enship,			✓ by birth Pls. indicate	by natural country:	alization
5. SEX	☐ Male ☑ Female	please indicate the o	letails.	-9750003540				
6 CIVIL STATUS	☑ Single ☐ Married	17. RESIDENTIAL ADDRESS	П					
	Widowed Separated Other/s:	2,70,73 (20,73)		louse/Block/Lot Purok 4 Subdivision/Villa			Street Cabulihan Barangay	
7. HEIGHT (m)	1.52	est of the state		Maasin City			Southern Leyte	
8. WEIGHT (kg)	48.5	ZIP CODE		City/Municipali		6600	Province	
9. BLOOD TYPE	0	18. PERMANENT ADDRESS						Lange in
10. GSIS ID NO.	2005956389		H	louse/Block/Lot Purak 4	No.		Street Cabulihan	
11. PAG-IBIG ID NO.				Subdivision/Villa Maasin City	-		Barangay Southern Leyto	
	121286711347			City/Municipali			Province	5
12. PHILHEALTH NO.	11-025333079-1	ZIP CODE		5600	28 1 7 25		Marco	d Jewann
13. SSS NO.	34-6422361-1	19. TELEPHONE NO.		iveasis	84 HT 65	N/A	THE FE	22.46
14. TIN NO.	405-218-540	20. MOBILE NO.		7/35/7/12	MA TURNS	09215799499	000 EM2] 002500	
15. AGENCY EMPLOYEE NO.	V01261	21. E-MAIL ADDRESS (if any)		donna.guarte@vsu.edu.ph				5565161
II. FAMILY BACKGROUND								
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and		nd list all) DATE OF BIRT		RTH (mm/dd/yyyy)	
FIRST NAME		NAME EXTENSION (JR., SR)			N/A			NIA
MIDDLE NAME	The state of the s				ANTE ÉSTABLO A LIGITAR PALOR DO JUEST CON			
OCCUPATION								
EMPLOYER/BUSINESS NAME								
BUSINESS ADDRESS								
TELEPHONE NO.				THE PART OF THE PA	neconario computario, acceptante presi	THE CONTROL OF SHEET AND ADDRESS OF A STREET OF SHEET AND ADDRESS OF A STREET		
24. FATHER'S SURNAME	Guarte	DIAME EVERNOON OF OR					en-trusta	
FIRST NAME	Dominador	NAME EXTENSION (JR., SR)						
MIDDLE NAME	Mantilla							
25. MOTHER'S MAIDEN NAME								
SURNAME	Masion							
FIRST NAME	Presina							
MIDDLE NAME	Pamaong			(0	Continue on se	eparate sheet if nece	ssary)	
III. EDUCATIONAL BACKG	ROUND	1		Т				
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGRE (Write in full)	E/COURSE	PERIOD OF	ATTENDANCE	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	Cabulihan Elementary School	Elementary		1995	2001	NA	2001	Salutatorian
SECONDARY	Guadalupe National High School	Secondary		2001	2005	NA	2005	Valedictorian
VOCATIONAL / TRADE COURSE	N/A	NA		NA	NA	NA	NA	NA
COLLEGE	Visayas State University	BS Biology		2005	2009	NA	2009	Cum Laude
GRADUATE STUDIES	University of the Philippines Visayas	MS Biology		2010	2016	NA	2016	NA
	Kochi University	PhD Marine Biolog	у	2017	2020	NA	2020	NA

quarrelm/

SIGNATURE

June 16, 2022

DATE

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER RATING		DATE OF				LICENSE (if a	LICENSE (if applicable)	
Е	SPECIAL LAWS/ CES/ CSEE RATING SARANGAY ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable) EXAMINATION / PLACE OF EXAMINATION / CONFERMENT CONFERMENT				MENT	NUMBER	Date of Validity	
Civil	I Service Profess	ional Examination	2015 Date 18 10 at 16 at 16	PD #907		,		The state of the s
Open Water Diver			05/16/2008	Visyas Sta	te University	nder å stil et i most til en et met stad i entidet i entid til et å de en cipal	0807A42167	N/A
					editorancio a consensacioni della casa di se			
						1,50		
		(Col	ntinue on separate sheet if	neressary)				
	EXPERIENCE			Annual Control of the				
	Vate employmen LUSIVE DATES	t. Start from your recent work) Description	of duties should be i	ndicated in the attached	Work Experi	ence sheet.		
	mm/dd/yyyy)	POSITION TITLE (Write in full/Do not abbreviate)		NCY / OFFICE / COMPANY Do not abbreviate)	MONTHLY SALARY	GRADE (if applicable)& STEP (Format "00-0")	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
From 08/23/2021	06/02/2022	Instructor 4	DDC Viscouri	Otata III-iit		INCREMENT		(1174)
04/01/2016	09/30/2017	Instructor 1	DDS, VISAYAS	State University	27,608.00	SG 12	Temporary	
04/01/2015		Research Associate			28,969.00	NA		
04/01/2015	02/28/2016	Senior Research Assistant			24,500.00	NA	The second secon	
	03/31/2015	Research Assistant	OceanBio Laborat	ory, University of the	20,425.00	NA	Contractual	γ
01/01/2014	03/31/2014	Research Assistant	Philippin	nes Visayas	20,425.00	NA		
08/01/2013	12/31/2013	Research Assistant			19,261.00	NA		
01/01/2013	07/31/2013	Research Assistant			16,471.00	NA		
07/01/2009	12/31/2012	Research Assistant			14,570.00	NA		
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SIGN	ATURE	Juanta M	inue on separate sheet if r			lune 46 phone	Tales I	
J/J/I/	TONE	* Mantallil		DATE		June 16, 2022	PORM 212 (Revised 201	disconnection of the second

IV. CIVIL SERVICE ELIGIBILITY

29 NAME & ADDRESSIOF ORGANIZATION		INCLUSIVE DATES					
29. NAME & ADDRESS/OF ORGANIZATION (Write in full)		(mm/dd/yyyy)			POSITION / NATURE OF WORK		
,	From	То					
(Cor	itinue on separate	sheet if necessary	1)				
III. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING P	ROGRAMS A	TTENDED					
Start from the most recent L&D/training program and include only the relevant L&D/training taken for t	he last five (5) yea	rs for Division Chi	ef Executive Manag	erial positions)	_		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	ATTE	E DATES OF NDANCE (dd/yyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)		
	From	То	1	Technical/etc)			
3th International Kuroshio Science Symposium	11/19/2019	11/21/2019	24.0	Technical	Cagayan State University, Kochi University		
2nd Annual Meeting of the Ichthyological Society of Japan	09/20/2019	09/23/2019	32.0	Technical	Ichthyological Society of Japan		
raining on Marine Fish Larvae Taxonomy	01/11/2019	01/14/2019	32.0	Technical	University of the Philippines Visayas		
Seminar on the Early Life Stages of Marine Fish	01/10/2019	01/10/2019	8.0	Technical	University of the Philippines Visayas		
2th Internation Kuroshio Symposium and South China Sea Marine Conference	11/18/2018	11/22/2018	40.0	Technical	National Sun Yat-sen University		
i1st Annual Meeting of the Ichthyological Society of Japan	10/05/2018	10/08/2018	32.0	Technical	Ichthyological Society of Japan University of the Philippines Visayas,		
isheries Science and Management Training-Workshop	09/11/2017	09/12/2017	16.0	Technical	Environmental Defense Fund		
lapan-Asia Yout Exchange Program in Science (SAKURA Exchange Program of Science)	01/16/2017	01/23/2017	64.0	Technical	Japan Science and Technology Agency, Kochi University		
Participatory Coastal Resource Assessment in west Danajon Bank, Bohol	09/19/2016	09/22/2016	32.0	Technical	University of the Philippines Visayas		
Round-table Discussion on Artificial Reefs and Coral Trasplantion/Rehabilitation	08/23/2016	08/23/2016	8.0	Technical	Zoological Society of London		
st International DOST-SEI ASTHRDP-NSC Scholars Conference	04/07/2016	04/08/2016	16.0	Technical	Science Education Institute		
2016 CAS Scientific Poster Exhibit	02/22/2016	02/26/2016	40.0	Technical	University of the Philippines Visayas		
Research, Creative Work and Public Service Planning Workshop	01/07/2015	01/08/2015	16.0	Technical	University of the Philippines Visayas		
3th National Symposium of Marine Science	10/22/2015	10/26/2015	40.0	Technical	Philippine Association of Marine Science		
raining on Underwtater Reef Assessment and Monitoring Surveys for the Technical learn of the Igang Bay Marine Sanctuary	08/05/2015	08/09/2015	40.0	Technical	John B. Lacson Foundation Maritime University		
nternational Conference on Biodiversity, Ecology and Conservation of Marine Ecosystems (2015)	06/01/2015	06/04/2015	32.0	Technical	The Swire Institute of Marine Science, The University of Hong Kong		
Training on Coastal Fish Stock Assessment (CoFSA)	12/11/2015	12/15/2015	40.0	Technical	The Philippine Council for Agriculture, Aquatic a Natural Resources Research and Development		
12th National Symposium of Marine Science	10/24/2013	10/26/2013	24.0	Technical	Philippine Association of Marine Science		
Coastal Vulnerability Assessment and Climate Change Adaptation Workshop	06/25/2013	06/27/2013	24.0	Technical	PhilCORE Program under DOSR, DENR		
Reef Check EcoDiver Program		03/18/2013	48.0	Technical	Reef Check		
Participatory Coastal Resource Assessment		08/26/2012	56.0	Technical	University of the Philippines Visayas, German Agency for International Cooperation (C		
11th National Symposium of Marine Science	10/20/2011	10/22/2011	24.0	Technical	Philippine Association of Marine Science		
ith Graduate Research Conference	09/24/2011	09/24/2011	8.0	Technical	University of the Philippines Visayas		
/ulnerability Assessment and MPA Forum for VIsayas and Mindanao	07/28/2011	07/29/2011	16.0	Technical	ReSILIENT SEAs Program under DOST		
Vulnerability Assessment Training and MPA Forum	07/12/2011	07/13/2011	16.0	Technical	ReSILIENT SEAs Program under DOST		
Vulnerability Assessment and MPA Forum	07/12/2011	07/13/2011	16.0	Technical	Conservation Internation, US Agency for International Development (USAID), Marine Environment and Resources Foundation (MERF		
ICE CREAM National Workshop	11/22/2010	11/23/2010	16.0	Technical	Integrated Coastal Enhancement: Coastal Research, Evaluation and Adaptive Management		
Training Course in Climate Change Impacts Assessment and Monitoring on Costal		AAR TO THE TOTAL TOTAL TO THE THE TOTAL TOTAL TO THE TOTAL TO THE TOTAL TO THE TOTAL TO THE TOTA	04.6	Tacketeri	for Climate Change Program Integrated Coastal Enhancement: Coastal Research, Evaluation and Adaptive Managemen		
Environment and Fisheries for Visayas and Mindanao	01/13/2010	01/15/2010	24.0	Technical	for Climate Change Program		
10th National Symposium of Marine Science		10/24/2009	24.0	Technical	Philippine Association of Marine Science		
Leadership for Entrepreneutial Development		02/23/2008	8.0	Manegerial	Visayas State University		
2nd Student Council Leadership Conference		11/24/2007	24.0	Manegeriai	An Waray Party-list		
1st Visayas Student Government Congress	11/08/2007	11/10/2007	24.0	Manegerial	Visayas State University		
Peer Facilitator's Training on Reproductive Health		02/12/2006	24.0	Manegerial	Visayas State University		
Peer Educator's Training on Reproductive Health (Co	01/20/2006 ontinue on separat	01/22/2006 e sheet if necessa	24.0	Manegerial	Visayas State University		
VIII. OTHER INFORMATION							
31. SPECIAL SKILLS and HOBBIES 32. NC	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
SCUBA Diver	NA	5505 11	Japanese-French Oceanographic Socie				
Fish ageing and staining techniques	5				Ichthyological Society of Japan		
ichthyoplankton, fisheries and habitat assessment survey methods Taxonomy of fish, corals, seagrass and					Philippine Association of Marine Science		
mangroves Computer literate, Crocheting, knitting, drawing							
le	ontinue on separa	te sheet if necess					
SIGNATURE Quartelm				DATE	June 16, 2022		

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed,	*					
	a. within the third degree?	YES NO.					
	b. within the fourth degree (for Local Government Unit - Care	eer Employees)?	☐ YES ☑ NO If YES, give details:				
35.	a. Have you ever been found guilty of any administrative offe	☐ YES ☑ NO If YES, give details:					
	b. Have you been criminally charged before any court?		YES V NO If YES, give details: Date Filed: Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of an any court or tribunal?	☐ YES ☑ NO If YES, give details:					
37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, en (abolition) in the public or private sector?		If YES, give details:				
38.	a. Have you ever been a candidate in a national or local election are lection?	ction held within the last year (except	☐ YES If YES, give details: ☑ NO				
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local	☐ YES ☑ NO If YES, give details:					
39.	Have you acquired the status of an immigrant or permanent	☐ YES If YES, give details (country):					
a. b. c.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?	If YES, please specify: NO YES NO If YES, please specify ID No: YES NO If YES, please specify ID No: If YES, please specify ID No:					
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /	/appointee)					
	NAME	ADDRESS	TEL. NO.				
	Dr. Wilfredo L. Campos	OceanBio Laboratory, UP Visayas, Miagao , Iloilo	(+63) 33-315- 9271				
	Dr. Izumi Kinoshita	Usa Institute of Marine Biology, Kochi University, Kochi, Japan	(+81) 088-856- 0633	400 AB			
	Dr. Annebelle del Norte-Campos	MarineBio Laboratory, UP Visayas, Miagao , Iloilo	(+63) 33-315- 9271	-			
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represe agree that any misrepresentation made in this docu administrative/criminal case/s against me.	ent laws, rules and regulations of the entative to verify/validate the contents state	Republic of the d herein.	РНОТО			
	overnment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance	Juanam					
G	overnment Issued ID: PASSPORT						
H	VLicense/Passport No.: P8232550A	x)	The second secon				
Di	ate/Place of Issuance: 06Aug2018/PCG Osaka, Japan	June 16, 2022 Date Accomplished	R	ight Thumbmark			
	SUBSCRIBED AND SWORN to before me this	Mari	g his/her validly issued government ID as	indicated above.			
		ATTY, RYSAN C. GUINOCOR VSU Chief Legal Officer					
		Person Administering Oat					

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WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

- 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 starting with the most recent/present employment
- Duration: Aug. 23, 2021-present
- · Position: Instructor 1
- Name of Office/Unit: DBS
- · Immediate Supervisor: Dr. Analyn Mazo
- Name of Agency/Organization and Location: Visayas State University
 - · Summary of Actual Duties
 - Teaching, research and few administrative functions
- Duration: Apr. 1, 2016 Sep. 30, 2017
- · Position: Research Associate
- Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Designed of an LGU-implemented comprehensive fisheries catch and effort monitoring
 - Summary of Actual Duties
 - Design monitoring scheme; training of field personnel for the monitoring program; biological sampling; analysis of gathered data to determine spawning potential ratios and other practical measures for sustainable use of studied stocks; report writing; manage budget and expenses
- Duration: Apr. 1, 2015- Feb. 28, 2016
- Position: Senior Research Assistant
- Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Reef coral/fish/invertebrate surveys; training on reef and fisheries survey methods; data analysis; report writing; manage budget and expenses
- Duration: Apr. 1, 2014 Mar. 31, 2015
- Position: Research Assistant
- Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Reef coral/fish/invertebrate surveys; training on reef and fisheries survey methods;
 data analysis; report writing; manage budget and expenses
- Duration: Jan. 1, 2015 Mar. 31, 2014
- · Position: Research Assistant
- Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo

- Literature review on recruitment and exploitation patterns of fish stocks in the country for the State of Capture Fisheries in the Philippines 2016 under BFAR
- Summary of Actual Duties
 - Fisheries profiling; biological sampling to determine reproductive biology of common species; literature review on recruitment and exploitation patterns; data analysis; report writing
- Duration: Aug. 1, 2013 Dec. 31, 2013
- Position: Research Assistant
- · Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- · Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Reef coral/fish/invertebrate surveys; training on reef and fisheries survey methods; data analysis; report writing; manage budget and expenses
- Duration: Jan. 1, 2013 Jul. 31, 2013
- Position: Research Assistant
- · Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Fisheries profiling; biological sampling to determine reproductive biology of common species; data analysis; report writing
- Duration: Jul 1, 2009 Dec. 31, 2012
- Position: Research Assistant
- · Name of Office/Unit: OceanBio Laboratory, College of Arts and Science
- Immediate Supervisor: Dr. Wilfredo L. Campos
- Name of Agency/Organization and Location: University of the Philippines Visayas, Miagao, Iloilo
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Catch and effort monitoring; trawl survey of grassbed habitats; use of otolith microstructure to examine early life histories; data analysis; report writing; manage budget and expenses

DONNA M. GUARTE
(Signature over Printed Name of Employee/Applicant)

Date: June 16,2022