

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	Mazo		
FIRST NAME	Analyn	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Mendoza		
3. DATE OF BIRTH (mm/dd/yyyy)	1/24/1973	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	Naawan, Misamis Oriental	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 type="checkbox"/> Married <input type="checkbox"/> Widowed <input checked="" type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Duplex/H2 House/Block/Lot No. Street VSU campus Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.57	ZIP CODE	8521
8. WEIGHT (kg)	58	18. PERMANENT ADDRESS	Purok 6 House/Block/Lot No. Street Poblacion Subdivision/Village Barangay Naawan Misamis Oriental City/Municipality Province
9. BLOOD TYPE	O	ZIP CODE	9023
10. GSIS ID NO.	9561108100010	19. TELEPHONE NO.	053 563 7479
11. PAG-IBIG ID NO.	1700-0026-9333	20. MOBILE NO.	09171624920
12. PHILHEALTH NO.	1300-0015-6893	21. E-MAIL ADDRESS (if any)	analyn.mazo@vsu.edu.ph
13. SSS NO.	None		
14. TIN NO.	186-751-446		
15. AGENCY EMPLOYEE NO.	20-974		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Mazo	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Andrew	NAME EXTENSION (JR., SR)	Harold Adrian M. Mazo 11/17/1998
MIDDLE NAME	Antolan		Ivan Andrew M. Mazo 2/27/2000
OCCUPATION	Government employee		
EMPLOYER/BUSINESS NAME	Visayas State University		
BUSINESS ADDRESS	IHK, VSU, Visca, Baybay City, Leyte		
TELEPHONE NO.	053 563 7396		
24. FATHER'S SURNAME	Mendoza		
FIRST NAME	Antonio	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Daganio		
25. MOTHER'S MAIDEN NAME	Abitona		
SURNAME	Mendoza		
FIRST NAME	Evelyn		
MIDDLE NAME	Ababao		

(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	Naawan Central School	Elementary Certificate	1979	1985		1985	
SECONDARY	Naawan Fisheries High School	High School Diploma	1985	1989		1989	
VOCATIONAL / TRADE COURSE							
COLLEGE	MSU-School of Marine Fisheries and Technology	BS Marine Biology	1989	1993		1993	
GRADUATE STUDIES	University of San Carlos, Cebu	MS Marine Biology	2004	2007		2007	
	University of San Carlos, Cebu	PhD in Marine Biology	2010	2014		2014	DOST

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Oct. 2, 2018	CS FORM 212 (Revised 2017), Page 1 of 4
-----------	--	------	--------------	---

Service Record

(To be accomplished by employer)

NAME: MAZO, ANALYN MENDOZA

(Date herein should be checked from birth or baptismal certificate or some other reliable documents.)

BIRTHDATE: JAN. 24, 1973

BIRTHPLACE: NAAWAN, MIS. ORIENTAL

This is to certify that the employee named herein above actually rendered services in this Office as shown by the service record below, each line of which is supported by appointment and other papers actually issued by this office and approved by the authorities concerned.

Employee No: V-00329

SERVICE (Inclusive Date)		RECORD OF APPOINTMENT	OFFICE ENTITY/DIV.			Leave/ Absent Without Pay		SEPARATION (4)
From	To	Designation	Status (1)	Salary (2)	Station/ Branch Place (3)	From	To	Date-Cause
08/01/1993	10/31/1993	Instructor I	S	42,480.00	A VISCA Nat.	None		
11/01/1993	12/31/1993	Instructor I	T	42,480.00	A VISCA Nat.	None		
01/01/1994	12/31/1994	Instructor I	T	50,880.00	A VISCA Nat.	None		NCC #72
01/01/1995	12/31/1995	Instructor I	T	62,880.00	A VISCA Nat.	None		NCC #74
01/01/1996	12/31/1996	Instructor I	T	78,816.00	A VISCA Nat.	None		
01/01/1997	10/31/1997	Instructor I	T	97,416.00	A VISCA Nat.	None		NBC458
11/01/1997	12/31/1998	Instructor I	T	116,016.00	A VISCA Nat.	None		NBC458
01/01/1999	12/31/1999	Instructor I	T	116,016.00	A VISCA Nat.	None		
01/01/2000	06/30/2001	Instructor I	T	127,620.00	A VISCA Nat.	None		NBC468
07/01/2001	10/31/2005	Instructor I	T	134,004.00	A LSU Nat.	None		NBC474
11/01/2005	11/30/2005	Instructor I	Co	134,004.00	A LSU Nat.	None		
12/01/2005	06/30/2007	Instructor III	Co	150,552.00	A LSU Nat.	None		NBC 461 2nd
07/01/2007	09/16/2007	Instructor III	Co	165,612.00	A VSU Nat.	None		NBC 511
09/17/2007	06/30/2008	Instructor III	T	165,612.00	A VSU Nat.	None		LS to item
07/01/2008	06/30/2009	Instructor III	T	182,172.00	A VSU Nat.	None		NBC 516
07/01/2009	09/30/2009	Instructor III	T	205,764.00	A VSU Nat.	None		NBC 521
10/01/2009	06/23/2010	Asst. Prof. I	T	219,504.00	A VSU Nat.	None		NBC 461
06/24/2010	05/31/2011	Asst. Prof. I	T	245,880.00	A VSU Nat.	None		NBC 524
06/01/2011	10/27/2011	Asst. Prof. I	T	272,256.00	A VSU Nat.	None		NBC 530
10/28/2011	05/31/2012	Asst. Prof. IV	T	339,660.00	A VSU Nat.	None		NBC 461
06/01/2012	12/31/2014	Asst. Prof. IV	P	376,212.00	A VSU Nat.	None		NBC 540
01/01/2015	12/31/2015	Associate Professor I	p	406,308.00	A VSU Nat.	None		NBC 461
01/01/2016	12/31/2016	Associate Professor I	P	436,908.00	A VSU Nat.	None		NBC 562
01/01/2017		Associate Professor I	P	469,812.00	A VSU Nat.	None		NBC 568
01/01/2017	12/31/2017	Associate Professor IV	P	623,396.00	A VSU Nat.	None		NBC 461-6th
01/01/2018	PRESENT	Associate Professor IV	P	704,604.00	A VSU Nat.	None		NBC572

Purpose: For RQAT.

O.R. #: 0557668

Date: 03-July-2018

Issued in compliance with Executive Order No. 54, dated August 10, 1954, and in accordance with Circular No. 58, dated August 10, 1954, of the System.

Legend: D - Daily M - Monthly A - Annually

C - Casual T - Temporary

CO-Contractual TS - Temp./Subst.

P - Permanent S - Substitute

PR - Provisional RS - Regular Substitute

PB - Probational RP - Regular Permanent

HI - Hired PS - Provisional/Substitute

Date Issued: 7/3/2018

CERTIFIED CORRECT:



TERESITA L. QUINANOLA

Chief or Head of Office 4

Supervising Administrative Officer
Designation

[illegible]

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Facilitator	
7. Participants	
8. Objectives	
9. Key Takeaways	
10. Action Items	
11. Feedback	
12. Other Comments	

--	--	--	--	--

[illegible]

VIII. OTHER INFORMATION

		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
--	--	--

[illegible]

SIGNATURE	<i>gma</i> ✓	DATE	Oct. 2, 2018	CS FORM 212 (Revised 2017), Page 3
-----------	--------------	------	--------------	------------------------------------

CS FORM 212 (Revised 2017), Page 3 of 4

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)?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

Date Filed:

Status of Case/s:

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

☐ YES☒ NO

If YES, give details:

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?

☐ YES☒ NO

If YES, give details:

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?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ NO

If YES, give details (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?

☐ YES☒ NO

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:

☐ YES☒ NO

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
Dr. Beatriz S. Belonias	OVPI, VSU	
Dr. Candelario L. Calibo	DoPAC, VSU	

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.

Government Issued ID (i.e. Passport, GHS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: VSU ID

ID/License/Passport No.: V00329

Date/Place of Issuance:

Signature (Sign inside the box)

Oct-2018

Date Accomplished

SUBSCRIBED AND SWORN to before me this OCT 02 2018, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR

VSU LEGAL OFFICER

Person Administering Oath

CS FORM 212 (Revised 2017), Page 4 of 4