

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	CATIBO		
FIRST NAME	DANIEL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ACEDILLA		
3. DATE OF BIRTH (mm/dd/yyyy)	2/20/1998	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	MANILA	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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:		
7. HEIGHT (m)	1.54	17. RESIDENTIAL ADDRESS	BRGY. JAENA BAYBAY CITY, LEYTE House/Block/Lot No. <i>Sitio Curra</i> Subdivision/Village <i>Jaena</i> <i>Baybay</i> <i>Leyte</i> City/Municipality Province
8. WEIGHT (kg)	62	ZIP CODE	6521
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	BRGY. JAENA BAYBAY CITY, LEYTE House/Block/Lot No. <i>Sitio Curra</i> Subdivision/Village <i>Jaena</i> <i>Baybay</i> <i>Leyte</i> City/Municipality Province
10. GSIS ID NO.	None	ZIP CODE	6521
11. PAG-IBIG ID NO.	121313011336	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	03-250971400-1	20. MOBILE NO.	09091659733
13. SSS NO.	N/A	21. E-MAIL ADDRESS (if any)	<a href="mailto:danielcat20@gmail.com">danielcat20@gmail.com</a>
14. TIN NO.	379-759-150-000		
15. AGENCY EMPLOYEE NO.	N/A		


II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	CATIBO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NELLY JUN	NAME EXTENSION (JR., SR)	ELIANAH DANN ESCALA CATIBO
MIDDLE NAME	ESCALA		3/15/2022
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	CATIBO		
FIRST NAME	JUANITO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LLANO		
25. MOTHER'S MAIDEN NAME			
SURNAME	ACEDILLA		
FIRST NAME	ZENAIDA		
MIDDLE NAME	ADOLFO		

(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	MANUEL L QUEZON ELEMENTARY SCHOOL	PRIMARY EDUCATION	2008	2010	Graduated	2010	N/A
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	2010	2014	Graduated	2014	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT EDUCATION	2015	2020	Graduated	2020	ENDEAVOR AWARDEE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN AGRICULTURAL EXTENSION	2020	2022	Graduated	2022	GTA

SIGNATURE		DATE	September 12, 2023
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## IV. CIVIL SERVICE ELIGIBILITY

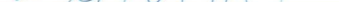
[illegible]

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

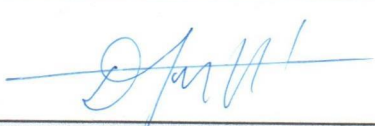
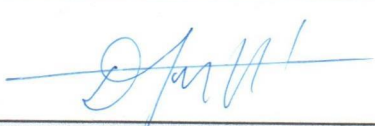
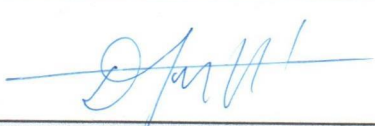



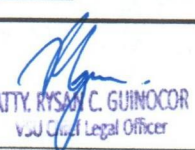
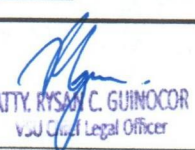
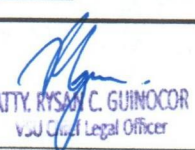
(Continue on separate sheet if necessary)

SIGNATURE		DATE	SEPTEMBER 12, 2023
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Dr. Daniel Leslie Tan</td><td>VSU, Visca, Baybay City, Leyte</td><td>0932-868-5369</td></tr><tr><td>PMSg Elwin Loyd Caber</td><td>Brgy. Candadam, Baybay City, Leyte</td><td>0935-945-8744</td></tr><tr><td>Ptr. Benjamin Cinto Jr.</td><td>Zone 5, Baybay City, Leyte</td><td>0935-763-7041</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Daniel Leslie Tan	VSU, Visca, Baybay City, Leyte	0932-868-5369	PMSg Elwin Loyd Caber	Brgy. Candadam, Baybay City, Leyte	0935-945-8744	Ptr. Benjamin Cinto Jr.	Zone 5, Baybay City, Leyte	0935-763-7041
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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.													
<table><tr><td>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: NATIONAL ID</td></tr><tr><td>ID/License/Passport No.: 5623-5493-7024-7850</td></tr><tr><td>Date/Place of Issuance: 11-15-21/Baybay City, Leyte</td></tr></table>	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: NATIONAL ID	ID/License/Passport No.: 5623-5493-7024-7850	Date/Place of Issuance: 11-15-21/Baybay City, Leyte	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>Sept 12, 2023</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	Sept 12, 2023	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this <u>19 SEP 2023</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td></td></tr><tr><td>ATTY. RYSA C. GUINOCOR V. Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>			ATTY. RYSA C. GUINOCOR V. Legal Officer	Person Administering Oath									
													
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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: September 5, 2023 - Present

- Position: Instructor 1
- Name of Office/Unit: Department of Agricultural Education and Extension (DAEEEx)
- Immediate Supervisor: Dr. Lijueraj J. Cuadra
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Creates and updates teaching resources, then turns them in to the department head.
  - Facilitates extension professionals' training for capability development
- Summary of Actual Duties
  - Enable graduate and undergraduate students to grow their professional capacities
  - In addition to academic knowledge and technical proficiency, cultivate values and attitudes that emphasize genuine community service.
  - Executes duties connected to teaching by imparting knowledge of the subjects that are assigned.

Duration: September 08, 2022 – July 23, 2023

- Position: Part time Instructor
- Name of Office/Unit: Department of Agricultural Education and Extension (DAEEEx)
- Immediate Supervisor: Dr. Milagros C. Bales
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Made PowerPoint presentation for lecture discussion;
  - Recorded all the activities perform by the students via email/VSUEE.
- Summary of Actual Duties
  - Conducted face-to-face class for undergraduate students;
  - Research and study all the topics to be discussed

Duration: September 15, 2020 - August 30, 2022

- Position: Graduate Teaching Assistant
- Name of Office/Unit: Department of Agricultural Education and Extension (DAEEEx)
- Immediate Supervisor: Dr. Henry Y. Goltiano
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Conducted online-class for undergraduate students;
  - Checked all activities perform by the students via VSUEE;
  - Assisted the RQAT preparation.

  
**DANIEL A. CATIBO**

(Signature over Printed Name  
of Employee/Applicant)

Date: \_\_\_\_\_