

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	GUARTE		
FIRST NAME	ROBERTO		NAME EXTENSION (JR., SR)
MIDDLE NAME	CARINO		
3. DATE OF BIRTH (mm/dd/yyyy)	2/24/1957	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	Maasin, Southern Leyte	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Philippines	
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	VAC Duplex Faculty Cottage House/Block/Lot No. Clemente St. VSU Campus Visca, Pangusugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.63	ZIP CODE	6521-A
8. WEIGHT (kg)	62	18. PERMANENT ADDRESS	VAC Duplex Faculty Cottage House/Block/Lot No. Clemente St. VSU Campus Visca, Pangusugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
9. BLOOD TYPE	O	ZIP CODE	6521-A
10. GSIS ID NO.	CRN 006-0051-2754-2	19. TELEPHONE NO.	053-5637730
11. PAG-IBIG ID NO.	None Yet	20. MOBILE NO.	0917-3108078
12. PHILHEALTH NO.	13-0000166392	21. E-MAIL ADDRESS (if any)	roberto.guarte@vsu.edu.ph
13. SSS NO.	614694718		
14. TIN NO.	104-768-303		
15. AGENCY EMPLOYEE NO.	V00260		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	MENDOZA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JACQUELINE	NAME EXTENSION (JR., SR)	ROBERTO M. GUARTE JR.	01/16/1990
MIDDLE NAME	BURIAS		JANINA M. GUARTE	09/29/1994
OCCUPATION	Professor in Statistics			
EMPLOYER/BUSINESS NAME	Visayas State University			
BUSINESS ADDRESS	Visca, Baybay City, Leyte			
TELEPHONE NO.				
24. ATER'S SURNAME	GUARTE			
FIRST NAME	PEDRO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CABILAO			
25. MOTHER'S MAIDEN NAME				
SURNAME	CARINO			
FIRST NAME	MELITONA			
MIDDLE NAME	BINONGO			

(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	Cabulihan Primary School	Primary Education	1966	1969	N/A	1969	Valedictorian
	Guadalupe Elementary School	Elementary Education	1969	1971	N/A	1971	Valedictorian
SECONDARY	Saint Joseph College	High School	1971	1975	N/A	1975	Bacala Scholarship Salutatorian
COLLEGE	Visayas State College of Agriculture	BS in Agricultural Engineering	1975	1980	N/A	1980	Visca Scholarship Cum Laude
GRADUATE STUDIES	Asian Institute of Technology, Thailand	Master of Engineering (Food Process Engineering)	1983	1984	N/A	1984	AIT Scholarship
	University of Hohenheim, Germany	Dr. Sci. Agrar (Postharvest and Energy Technology)	1992	1996	N/A	1996	DAAD, Magna Cum Laude

(Continue on separate sheet if necessary)

SIGNATURE		DATE	04 October 2018
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IV. CIVIL SERVICE ELIGIBILITY							
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UN- 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		
Career Service Professional PD-907-Honor Graduate	N.A.	April 1980	VISCA (VSU), Baybay, Leyte	N.A.	April 1980		
Licensure Board Examination for Agricultural Engineering	87.40%	September 1-3, 1981	PRC, Manila	0006735	July 20, 2010		
(Continue on separate sheet if necessary)							
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 (mm/dd/yyyy)	POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY JOB-PAY GRADE (If applicable) STEP (Formal GS-15) INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)	
							From
01/01/2018	Present	Professor VI (Salary of University Professor)	Visayas State University	1,450,032.00	30-3	Permanent	Yes
01/01/2017	12/31/2017	Professor VI (Salary of University Professor)	Visayas State University	1,184,940.00	30-3	Permanent	Yes
01/01/2016	12/31/2016	Professor VI (Salary of University Professor)	Visayas State University	1,156,248.00	30-1	Permanent	Yes
11/09/2015	12/31/2015	Professor VI (Salary of University Professor)	Visayas State University	947,352.00	30-1	Permanent	Yes
10/28/2014	11/06/2015	Professor VI	Visayas State University	886,836.00	29-2	Permanent	Yes
06/01/2012	10/27/2014	Professor VI	Visayas State University	877,188.00	29-1	Permanent	Yes
10/28/2011	05/31/2012	Professor VI	Visayas State University	749,856.00	29-1	Permanent	Yes
06/01/2011	10/27/2011	Professor III	Visayas State University	635,856.00		Permanent	Yes
06/24/2010	05/31/2011	Professor III	Visayas State University	544,224.00		Permanent	Yes
12/01/2009	06/23/2010	Professor III	Visayas State University	452,592.00		Permanent	Yes
07/01/2009	11/30/2009	Professor III	Visayas State University	444,012.00		Permanent	Yes
07/01/2008	06/30/2009	Professor III	Visayas State University	352,152.00		Permanent	Yes
07/01/2007	06/30/2008	Professor III	Visayas State University	320,136.00		Permanent	Yes
12/01/2006	06/30/2007	Professor III	Leyte State University	291,036.00		Permanent	Yes
12/01/2003	11/30/2006	Professor III	Leyte State University	263,944.00		Permanent	Yes
07/01/2001	11/30/2003	Professor III	Visayas State College of Agriculture	277,008.00		Permanent	Yes
12/01/2000	06/30/2001	Professor III	Visayas State College of Agriculture	263,820.00		Permanent	Yes
01/01/2000	11/30/2000	Professor III	Visayas State College of Agriculture	257,388.00		Permanent	Yes
12/01/1997	12/31/1999	Professor III	Visayas State College of Agriculture	233,988.00		Permanent	Yes
11/01/1997	11/30/1997	Professor I	Visayas State College of Agriculture	216,336.00		Permanent	Yes
07/10/1996	12/31/1996	Professor I	Visayas State College of Agriculture	190,332.00		Permanent	Yes
07/10/1996	12/31/1996	Professor I	Visayas State College of Agriculture	164,316.00		Permanent	Yes
01/01/1996	07/09/1996	Professor I	Visayas State College of Agriculture	164,316.00		Temporary	Yes
01/01/1995	12/31/1995	Professor I	Visayas State College of Agriculture	142,020.00		Temporary	Yes
01/01/1994	12/31/1994	Professor I	Visayas State College of Agriculture	130,020.00		Temporary	Yes
12/01/1992	12/31/1993	Professor I	Visayas State College of Agriculture	121,620.00		Temporary	Yes
07/01/1989	11/30/1992	Assistant Professor IV	Visayas State College of Agriculture	68,712.00		Temporary	Yes
07/01/1988	06/30/1989	Assistant Professor IV	Visayas State College of Agriculture	47,280.00		Temporary	Yes
01/01/1988	06/30/1988	Assistant Professor III	Visayas State College of Agriculture	42,808.00		Temporary	Yes
03/01/1987	12/31/1987	Assistant Professor III	Visayas State College of Agriculture	38,916.00		Temporary	Yes
01/01/1987	02/28/1987	Assistant Professor III	Visayas State College of Agriculture	33,840.00		Temporary	Yes
07/01/1986	12/31/1986	Instructor	Visayas State College of Agriculture	32,196.00		Temporary	Yes
01/03/1985	06/30/1986	Instructor	Visayas State College of Agriculture	26,388.00		Temporary	Yes
05/01/1984	01/02/1985	Instructor	Visayas State College of Agriculture	16,860.00		Temporary	Yes
01/01/1983	04/30/1984	Instructor	Visayas State College of Agriculture	15,264.00		Temporary	Yes
03/01/1981	12/31/1982	Instructor	Visayas State College of Agriculture	12,516.00		Temporary	Yes
04/16/1980	02/28/1981	Instructor	Visayas State College of Agriculture	11,328.00		Temporary	Yes
(Continue on separate sheet if necessary)							
SIGNATURE		DATE		04 October 2018			

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
		From	To		
	Holy Spirit Parish Pastoral Council	6/1/2014	Present	8 hours/week	President/Plan and manages HSPPC Management and Infrastructure Projects
	Help Alliance of Lufthansa and Naturelife International	2/1/2014	Present	10 hours/week	Project Leader/Super Typhoon Yolanda Rehabilitation Project in Selected School and University Buildings in Leyte, Philippines
	Holy Spirit Parish Pastoral Council	6/1/2011	5/1/2014	8 hours/week	Chairman/Task Force on Infrastructure

(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)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	15th International Agricultural Engineering Conference and Exhibition and 67th Philippine Society of Agricultural Engineering (PSAE) National Convention, Dava City, Philippines	04/23/2018	04/27/2018	40.0	Technical	Philippine Society of Agricultural Engineers
	Seminar-Workshop on Classification and Regression Trees (CART), VSU, Visca, Baybay City, Leyte	02/16/18	02/17/2018	16	Technical	Visayas State University
	14th International Agricultural Engineering Conference and Exhibition and 67th Philippine Society of Agricultural Engineering (PSAE) National Convention, Legaspi City, Philippines	4/23/2017	4/23/2017	40.0	Technical	Philippine Society of Agricultural Engineers
	Full Awareness Training Course on ISO 9001:2015, VSU, Baybay City, Leyte, Philippines	1/26/2017	1/27/2017	16.0	Managerial	AJA Registrar's, Inc.
	13th International Agricultural Engineering Conference and Exhibition and 66th Philippine Society of Agricultural Engineering (PSAE) National Convention, Legaspi City, Philippines	4/25/2016	4/29/2016	40.0	Technical	Philippine Society of Agricultural Engineers
	The ASEAN University Network-Quality Assurance (AUN-QA) Training Course for Accomplishing Programme Assessment 2016 (4-Day Course), MOA, Pasay City, Philippines	3/7/2016	3/10/2016	32.0	Managerial	ASEAN University Network and De La Salle University
	The 4th ASEAN Universities Consortium on Food and Agro-Based Engineering and Technology Education (AUCFA) Conference and Workshop in Bogor, Indonesia	2/3/2016	2/5/2016	24.0	Managerial/Technical	AUCFA and Kasetsart University, Thailand
	Quality Management Systems Auditor/Lead Auditor Training Course on ISO 9001:2008 An International Register of Certified Auditors (IRCA) Certified Course Ref. No. A17092, Marco Polo, Cebu City, Philippines	12/14/2015	12/18/2015	40.0	Managerial	AJA Registrar's, Inc.
	Outcomes-Based Education (OBE) Program Assessment and Training Workshop For Engineering HEIs OBE Coordinators, Cebu City, Philippines	11/25/2014	11/26/2014	16.0	Managerial/Technical	CHED and Technical Panel for Engineering and Technology (TPET)
	The 3rd ASEAN Universities Consortium on Food and Agro-Based Engineering and Technology Education (AUCFA) Conference and Workshop in Bogor, Indonesia	10/15/2014	10/17/2014	24.0	Managerial/Technical	AUCFA and Bogor Agricultural University, Indonesia
	12th International Agricultural Engineering Conference and Exhibition and 65th Philippine Society of Agricultural Engineering (PSAE) National Convention, VSU, Baybay City, Leyte, Philippines	4/21/2014	4/25/2014	40.0	Technical	Philippine Society of Agricultural Engineers
	10th International Agricultural Engineering Conference and Exhibition and 63rd PSAE Annual National Convention at CSU, Tuguegarao City, Philippines	4/22/2013	4/26/2013	40.0	Technical	Philippine Society of Agricultural Engineers
	Flagship Course on Academic Excellence, DAP, Pasig City, Philippines	10/1/2012	11/7/2012	120.0	Managerial	Development Academy of the Philippines
	International Conference on Academic and Industry Partnership for Research and Innovation sponsored by CHED, and DAP, Pasig City, Philippines	10/9/2012	10/10/2012	16.0	Technical	Commission on Higher Education and Development Academy of the Philippines
	Seminar-Workshop on Leading Engineering Program Accreditation (Module No. PTC.CASEE.105 at Crosswind Hotel, Tagaytay City, Philippines	8/27/2012	8/28/2012	16.0	Managerial/Technical	Philippine Technological Council
	TP / TC Orientation /Workshop on the Framework and Elements of OBE for Engineering, Agriculture, Architecture and Naval and Marine Engineering, Clark, Pampanga, Philippines	5/28/2012	5/29/2012	16.0	Managerial/Technical	Commission on Higher Education
	9th International Agricultural Engineering Conference and Exhibition and 62nd PSAE Annual National Convention at Puerto Prinsesa, Palawan, Philippines	4/23/2012	4/27/2012	40.0	Managerial/Technical	Philippine Society of Agricultural Engineers
	Seminar-Workshop on the Agricultural Engineering Curriculum and the practice of the Agricultural Engineering Profession at Apacible Hall, DA Building, Diliman, Quezon City,	2/7/2012	2/8/2012	16.0	Technical	Commission on Higher Education

(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)
	Prepare engineering designs and drawing		2015 Presidential Lingkod Bayan Award given on 9 November 2015 at Malacañang Palace, Manila		Philippine Society of Agricultural and Biosystems Engineers, Region 8 Chapter (PSABE), President
	Computer Operation		2014 Most Outstanding Agricultural Engineer for Renewable Energy Application given by the Philippine Society of Agricultural Engineers (PSAE) on 26 April 2014		Philippine Society of Agricultural and Biosystems Engineers (PSABE), member
	Driving two-wheel and four-wheel vehicles		2010 National Pantas Award as the Most Outstanding Scientist/Researcher given (PCARRD-DOST) on November 6, 2010 in Makati City		Asian Association for Agricultural Engineers, lifetime member
	Playing guitar		2010 Outstanding Southern Leyteño Award for Science and Technology given by the Province of Southern Leyte on July 1, 2010.		American Society for Agricultural and Biosystems Engineers (ASABE), member
	Playing outdoor sports such as golf, tennis, volleyball, softball, and basketball		2008 Outstanding Agricultural Scientist-Regional Gawad Saka Award given by the Department of Agriculture 30 May 2008 at Tacloban City.		San Juanico Leyte Golf and Country Club, member
	Playing indoor sports such as table tennis and billiard		2008 Outstanding Alumni Award given by Saint Joseph College on 8 February 2008 in Maasin City		Technical Committee for Agricultural and Biosystems Engineering, Chairman
	Farming such as growing of layers, rice, coconuts, fruits, and vegetables		2004 Outstanding Extensionist Award given by the Leyte State University on August 11, 2004		Technical Panel for Engineering and Technology, member

(Continue on separate sheet if necessary)

SIGNATURE		DATE	04 October 2018
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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)		
NAME	ADDRESS	TEL. NO.
Dr. Paciencia P. Milan	VSU, Visca, Baybay City, Leyte	0948 499 2730
Dr. Jose L. Bacusmo	VSU, Visca, Baybay City, Leyte	0917 310 8076
Dr. Edgardo E. Tulin	VSU, Visca, Baybay City, Leyte	053 563 7067

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:
ID/License/Passport No.: EB 7032216
Date/Place of Issuance: 28 Dec 2012/DFA

Signature (Sign inside the box)
04 October 2018
Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this OCT 08 2018, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. QUINOCOR
VSU LEGAL OFFICER
Person Administering Oath