

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.

CS ID No. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	TORING		
FIRST NAME	ROMEO	NAME EXTENSION (JR., SR) JR.	
MIDDLE NAME	JUMAO-AS		
3. DATE OF BIRTH (mm/dd/yyyy)	12/21/1992	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	CEBU CITY	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input checked="" type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street VSU DUPLEX Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.65 METERS	ZIP CODE	6521
8. WEIGHT (kg)	79 KGS	18. PERMANENT ADDRESS	111 House/Block/Lot No. Street FABRO HILLS SUBDIVISION CAMALONGGAY ST. Subdivision/Village Barangay LAPU-LAPU CITY CEBU City/Municipality Province
9. BLOOD TYPE	O+	ZIP CODE	6015
10. GSIS ID NO.	on process	19. TELEPHONE NO.	032-341-0497
11. PAG-IBIG ID NO.	on process	20. MOBILE NO.	0945-799-9493
12. PHILHEALTH NO.	12-051253372-3	21. E-MAIL ADDRESS (if any)	romeotoring@gmail.com
13. SSS NO.	none		
14. TIN NO.	315 098 041		
15. AGENCY EMPLOYEE NO.	on process		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	TORING			
FIRST NAME	ROMEO	NAME EXTENSION (JR., SR) n/a		
MIDDLE NAME	TECSON			
25. MOTHER'S MAIDEN NAME				
SURNAME	JUMAO-AS			
FIRST NAME	ROSEMIA			
MIDDLE NAME	TORREGOSA		(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	PUSOK ELEMENTARY SCHOOL	N/A	1998	2005		2005	N/A
SECONDARY	POPE JOHN XXIII SEMINARY	N/A	2005	2009		2009	N/A
VOCATIONAL / TRADE COURSE	NONE						
COLLEGE	SAN CARLOS SEMINARY COLLEGE	Bachelor of Arts in Philosophy	2009	2013		2013	N/A
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS	MA in Anthropology	2014	2017		2017	N/A


(Continue on separate sheet if necessary)

[illegible]

V. WORK EXPERIENCE

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

[illegible]

SIGNATURE		DATE	JULY 08, 2019
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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
		From	To		
	NONE				NONE

(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			
	TEACHING CEBUANO LITERATURE SEMINAR	7/16/2018	7/19/2018	32.0	technical	DOLC - UNIVERSITY OF SAN CARLOS
	EATS MEETS WEST CULINARY FESTIVAL	11/16/2017	11/19/2017	24.0	technical	PROVINCIAL GOVERNMENT OF CEBU
	THE STRUGGLE FOR RIGHTS: ANTHROPOLOGICAL REFLECTIONS ON WHAT IS AND WHAT OUGHT TO BE	11/9/2017	11/11/2018	24.0	technical	UGNAYANG PANG-AGHAMTAO INC. (UGAT)
	THE MARAWI CRISIS: ETHNICITY, RELIGION, AND LOST REALITIES	8/25/2017	8/25/2017	6.0	technical	DASH - UNIVERSITY OF SAN CARLOS
	MAINSTREAMING DRRM-CCA in CEBU PROVINCE LOCAL GOVERNANCE TRAINING	4/17/2017	5/12/2017	80.0	technical	PROVINCIAL GOVERNMENT OF CEBU - PDRMO
	CIRCULATING ANTHROPOLOGICAL KNOWLEDGE IN THE PUBLIC SPHERE: BUILDING COMMUNITIES OF PRACTICE LOCAL GOVERNANCE TRAINING	10/20/2016	10/22/2016	24.0	technical	UGNAYANG PANG-AGHAMTAO INC. (UGAT)
	APPROACHES TO LIVABILITY AND RESILIENCY: SHELTER, OPEN SPACE, AND CONNECTIVITY	7/21/2016	7/22/2016	16.0	technical	PHILIPPINE INSTITUTE OF ENVIRONMENTAL PLANNERS (PIEP)
	CLEANING THE EDUCATIONAL SLATE: CONSOLIDATING RENEWED FOUNDATIONS	3/11/2017	3/12/2017	16.0	technical	UNIVERSITY OF SAN CARLOS
	DAGAT UG KINABUHI/ MARITIME CULTURES, SPACES, AND NETWORKS	10/22/2015	10/24/2015	24.0	technical	UGNAYANG PANG-AGHAMTAO INC. (UGAT)
	ARCHAEOLOGICAL FIELDSCHOOL IN KAWIT, MEDELLIN, CEBU	4/6/2015	4/18/2015	104.0	technical	UNIVERSITY OF SAN CARLOS (USC) and UNIVERSITY OF THE PHILIPPINES (UP)
	TRAJECTORIES OF THE ANTHROPOLOGICAL IN THE PHILIPPINES	10/23/2014	10/25/2014	24.0	technical	UGNAYANG PANG-AGHAMTAO INC. (UGAT)

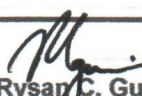
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION		
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION
DIGITAL ARTS - PHOTOSHOP, VIDEO EDITING	INBOUND MARKETING CERTIFICATION - HubSpot Academy	UGNAYANG PANG-AGHAMTAO INC. (UGAT)
SOCIAL MEDIA and SEARCH ENGINE OPTIMIZATION (SEO)		ANTHROPOLOGICAL ASSOCIATION OF THE PHILIPPINES

(Continue on separate sheet if necessary)

<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>														
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>														
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>														
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>GUIRALDO FERNANDEZ</td> <td>VISCA, BAYBAY CITY</td> <td>9176540264</td> </tr> <tr> <td>BETHLEHEM PONCE</td> <td>VISCA, BAYBAY CITY</td> <td>9264736188</td> </tr> <tr> <td>ZONA AMPER</td> <td>UNIVERSITY OF SAN CARLOS, CEBU CITY</td> <td>9237152119</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	GUIRALDO FERNANDEZ	VISCA, BAYBAY CITY	9176540264	BETHLEHEM PONCE	VISCA, BAYBAY CITY	9264736188	ZONA AMPER	UNIVERSITY OF SAN CARLOS, CEBU CITY	9237152119		
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<p>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.</p>															
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<div style="text-align: center;">  <p>PHOTO</p> </div> <div style="text-align: center; margin-top: 20px;">  <p>Right Thumbmark</p> </div>															

SUBSCRIBED AND SWORN to before me this 29 AUG 2019, affiant exhibiting his/her validly issued government ID as indicated above.


Atty. Rysan C. Guinocor
 Person Administering Oath

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: Jan 2019 – May 2019
Position: Team Leader
 - Name of Office/Unit: Longitudinal Cohort Study on the Girl and Boy Child in the Philippines (Wave 3 Quantitative Survey) – Office of Population Studies (OPS) and Center for Social Research and Education (CSRE), University of San Carlos
- Immediate Supervisor: Dr. Maria Fiscalina A. Nolasco
Name of Agency/Organization and Location: CSRE – University of San Carlos, Talamban, Cebu City
 - List of Accomplishments and Contributions (if any)
 - Decreased attrition rate of the longitudinal survey through prudent communication to research respondents
 - Assisted the software team in detecting errors and bugs in the Computer-Assisted Program Interview (CAPI) research instruments
 - Spot inconsistencies of the CAPI and Pen and Paper Interview (PAPI) formats
 - Suggested research workflow that increases efficiency during fieldwork
 - Pacified potential conflict within the team and the research organization that occurred during the data gathering phase
 - Minimized costs through strategic planning of transportation route and reaching out to prolific networks in the field
 - Summary of Actual Duties
 - Lead a team of interviewers in a UNFPA-funded quantitative survey
 - Conducted community surveys to barangay officials and health center personnel
 - Conducted structured Household Surveys to index children and their parents/caregiver in sample barangays in Northern Cebu (including Camotes Islands), Leyte, and Southern Leyte.
 - Recorded anthropometric measurements to index children
 - Edited research instruments on the field
 - Maintained active communication with the research office
 - Coordinated with LGUs in research sites
- Duration: Jan 2018 – May 2018
Position: Field Interviewer
 - Name of Office/Unit: Longitudinal Cohort Study on the Girl and Boy Child in the Philippines (Wave 2 Quantitative Survey) – Office of Population Studies (OPS) and Center for Social Research and Education (CSRE), University of San Carlos
- Immediate Supervisor: Dr. Maria Fiscalina A. Nolasco
Name of Agency/Organization and Location: CSRE – University of San Carlos, Talamban, Cebu City
 - List of Accomplishments and Contributions (if any)
 - Interviewed more than 100 households in the research site
 - Reviewed and edited survey forms before submitting to the encoding team

- Mitigated research costs through the connections in the fieldwork areas
- Summary of Actual Duties
 - Conducted structured Household Surveys to index children and their parents/caregiver in sample barangays in Southern Cebu, Bohol, and Siquijor.
 - Recorded anthropometric measurements to index children
 - Edited research instruments on the field
 - Coordinated with LGUs in research sites

- Duration: July 2017 – Nov 2017
Position: Field Interviewer
 - Name of Office/Unit: Longitudinal Cohort Study on the Girl and Boy Child in the Philippines (Wave 1 Qualitative Survey) – Office of Population Studies (OPS) and Center for Social Research and Education (CSRE)
- Immediate Supervisor: Dr. Maria Fiscalina A. Nolasco
Name of Agency/Organization and Location: CSRE – University of San Carlos, Talamban, Cebu City
 - List of Accomplishments and Contributions (if any)
 - Arranged the schedule of IDIs and FGDs
 - Assisted in reviewing outputs of peers before submitting the transcriptions to the encoding team
 - Summary of Actual Duties
 - Conducted In-depth interviews (IDI) to PWD children
 - Facilitated Focused Group Discussions (FGD) to LGBT youth
 - Recruited IDI respondents and FGD participants
 - Transcribed and translated interview proceedings to English
 - Coordinated with LGUs in research sites

- Duration: Aug 2017 – Oct 2017
Position: Field Interviewer
 - Name of Office/Unit: End-line Evaluation of the Danahon Community WATCH Project – in partnership of Alternatives to Development (A2D) Project, Lihok-Filipina, and PHILDHRRA
- Immediate Supervisor: Dr. Zona Hildegard S. Amper
Name of Agency/Organization and Location: Alternatives to Development (A2D)
 - List of Accomplishments and Contributions (if any)
 - Completed research outputs despite a narrow timeframe
 - Summary of Actual Duties
 - Conducted Key Informant Interviews (KII) to NGO and LGU personnel
 - Facilitated Focused Group Discussions (FGD) to beneficiary communities in selected coastal and island barangays in Cebu, Bohol, Leyte, and Southern Leyte.
 - Transcribed interview proceedings
 - Evaluated the merits of the project specifically on areas like disaster preparedness, human trafficking, and livelihood programs.
 - Coordinated with LGUs and NGOs in research sites

- Duration: June 2016 – Oct 2016
Position: Part-Time Instructor
- Name of Office/Unit: Tabor Hill College – OAD Seminary

- Immediate Supervisor: Fr. Algie Perez
Name of Agency/Organization and Location: Tabor Hill College – OAD Seminary, San Jose, Cebu City Cebu
- List of Accomplishments and Contributions (if any)
 - Taught Philosophy Subjects – Marxism and Philosophy of Religion
 - Designed and revised course syllabi and instructional materials fitting for seminary formation
 - Bought students to the field to expose them to grassroots realities for their Philosophical reflections
- Summary of Actual Duties
 - Teaching Philosophy once a week (3 hours per session)


ROMEO J. TORING JR.

(Signature over Printed Name
of Employee/Applicant)

Date: 07/30/2019