

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	CAINTIC		16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino	<input type="checkbox"/> Dual Citizenship
FIRST NAME	LENITA		If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization	
MIDDLE NAME	LAPASANDA			Pls. indicate country:	
3. DATE OF BIRTH (mm/dd/yyyy)	11 / 21 / 1963		17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street	
4. PLACE OF BIRTH	DAYDAY LEXTE			Subdivision/Village Barangay	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		ZIP CODE	City/Municipality Province	
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: Abandoned since 2005			6521	
7. HEIGHT (m)	5'11"		18. PERMANENT ADDRESS	House/Block/Lot No. Street	
8. WEIGHT (kg)	60 KGS			Subdivision/Village Barangay	
9. BLOOD TYPE	B+		ZIP CODE	City/Municipality Province	
10. GSIS ID NO.				6521	
11. PAG-IBIG ID NO.	1211-2568-1068		19. TELEPHONE NO.	0997 8892 434	
12. PHILHEALTH NO.				21. E-MAIL ADDRESS (if any)	
13. SSS NO.			lapasanda.lenita@yahoo.com		
14. TIN NO.	922-434-128				
15. AGENCY EMPLOYEE NO.					

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		Gayle L. Caintic	11 / 18 / 1990
MIDDLE NAME	N/A		Grace L. Caintic	3 / 12 / 1994
OCCUPATION	N/A		Glyza L. Caintic	10 / 10 / 1996
EMPLOYER/BUSINESS NAME	N/A		Glenn Paulo L. Caintic	4 / 1 / 1999
BUSINESS ADDRESS	N/A		Gian Adel L. Caintic	8 / 12 / 2004
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	LAPASANDA			
FIRST NAME	DIOSCORO			
MIDDLE NAME	MATONDO			
25. MOTHER'S MAIDEN NAME	VARRON			
SURNAME	VARRON			
FIRST NAME	MERCEDES			
MIDDLE NAME	GALONIA			

(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	Sta. Cruz Elem. School		1970	1976			
SECONDARY	Baybay High School		1976	1980			
VOCATIONAL / TRADE COURSE	VISCA - Visayas State College of Agriculture	SEWING	5/1988	8/1988			
COLLEGE	VISCA - Visayas State College of Agriculture	BS. Dev. Com	3rd yr. 6/1988	5/1988			
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

[illegible][illegible]

1 / 4 1 2019

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON- GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	LAHUG WOMEN'S ORG.	1/2016	2/2017	2hrs/wk	MEMBER
	STIO RIO DOS CHAPEL	5/2014	2/2017	3 YRS.	PRESIDENT
	PRESIDENT				

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(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)
FOOD SERVING		
LANDSCAPING		

(Continue on separate sheet if necessary)

SIGNATURE	<i>Leamir</i>	DATE	1/4 / 2019
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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)?
35. a. Have you ever been found guilty of any administrative offense?
b. Have you been criminally charged before any court?
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?
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?
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?
39. Have you acquired the status of an immigrant or permanent resident of another 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?

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

NAME	ADDRESS	TEL. NO.
Rizal Tanaid	Guadalupe Baybay City	
Alicia Flores	Guadalupe Baybay City	
Josefina Larrosa	Ormoc City	

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, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: UMID ID: CRN-006 ID/License/Passport No.: 0096-1162-7 Date/Place of Issuance: 2015 / Cebu City

Signature (Sign inside the box) 12/27/2018 Date Accomplished



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

Person Administering Oath