

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	VEGA		
FIRST NAME	MARIA LILIA	NA	
MIDDLE NAME	PABON		
3. DATE OF BIRTH (mm/dd/yyyy)	25/04/1967	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	BAYBAY	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 checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Purok 3 Street STA. CRUZ Barangay LEYTE Province
7. HEIGHT (m)	5'3"	18. PERMANENT ADDRESS	House/Block/Lot No. Subdivision/Village BAYBAY CITY City/Municipality
8. WEIGHT (kg)	60KG		6521
9. BLOOD TYPE	A+		Purok 3 Street STA. CRUZ Barangay LEYTE Province
10. GSIS ID NO.	NA		6521
11. PAG-IBIG ID NO.	1212-76808072	19. TELEPHONE NO.	NA
12. PHILHEALTH NO.	19-000065560-4	20. MOBILE NO.	09617605332
13. SSS NO.	0111-7251401-2	21. E-MAIL ADDRESS (if any)	ma.lilia.vega@vsu.edu.ph
14. TIN NO.	218-049-835-00		
15. AGENCY EMPLOYEE NO.	NA		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	VEGA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	SAMUEL	NAME EXTENSION (JR., SR) N/A	VEGA, JUNKEN	AUG. 6, 1989
MIDDLE NAME	CABEL		VEGA, JANINE	24/05/1989
OCCUPATION	NONE		VEGA, JEROME	DEC. 2, 1993
EMPLOYER/BUSINESS NAME	N/A		VEGA, JEMUEL	04/05/1996
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	PABON			
FIRST NAME	MARCIAL	NAME EXTENSION (JR., SR)		
MIDDLE NAME	TAMBILING			
25. MOTHER'S MAIDEN NAME	HIPOLITO			
SURNAME	PABON			
FIRST NAME	ROSA			
MIDDLE NAME	CASTIL			

(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	BUNGA ELEMENTARY SCHOOL	PRIMARY EDUCATION	1974	1974	GRADUATED	1974	NA
SECONDARY	BUNGA BARANGAY HS, NOW BUNGA NATIONAL HS	SECONDARY EDUCATION	1974	1983	GRADUATED	1983	NA
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE now VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT COMMUNICATION major in Broadcasting	1983	1988	GRADUATED	1988	NA
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF MANAGEMENT major in BUSIESS MANAGEMENT	2013	2019	GRADUATED	2019	NA

(Continue on separate sheet if necessary)

SIGNATURE		DATE	24 Nov. 2022
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(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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(Continue on separate sheet if necessary)

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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		
	ZIGMA ALPHA EPSILON FRATERNITY	09/ 2022	09/2023		ADVISER - VSU Collegiate Chapter
	AUSTRALIAN AWARDS ALUMNI MEMBER	2018	Up to present		Australian Alumni Member

(Continue on separate sheet if necessary)

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


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			
	Good-Gobyerno Celebrating Good Governance Champions	09/23/2022	09/23/2022	8.0	Australian Alumni	Australian Alumni Communities
	ISO AWARENESS AND RE-AWARENESS SEMINAR	08/30/2022	08/30/2022	8.0	dDRC	Dr. Edgardo E. Tulin
	INTERNAL QUALITY AUDIT TRAINING	08/17/2022	08/19/2022	24	Supervisory	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Hands-Only Cardiopulmonary Resuscitation	07/21/2022	07/21/2022	4.0	Staff	Exuperia B. Sabalberino, MD, MPH, CESe
	Seminar on Social Security Act of 1997 RA 8282	05/12/2022	05/12/2022	4.0	Staff	Dr. Porferio Saladaga, Jr.
	Seminar on Data Privacy Act (RA 10173)	04/07/2022	04/07/2022	4.0	Staff	Dr. Rolando R. Marasigan
	Quality Customer Relations/ Customer Service Excellence	10/19/2021	10/19/2021	8.0	Managerial	TÜV RHEINLAND
	ISO 9001-2015 AWARENESS SEMINAR	13/09/2021	13/09/2021	4.0	Staff	Visayas State University
	Corrective Action Reporting Training	29/07/2021	29/07/2021	8.0	Supervisory	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Five of the Key Audit Point sin conducting QMS	09/07/2021	09/07/2021	1.0	Supervisory	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Understanding the New ISO 10013-2021	02/07/2021	02/07/2021	1.0	Supervisory	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	How to implement business Process Improvement	21/05/2021	21/05/2021	1.0	Staff	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Correcting Corrective Actions	28/05/2021	28/05/2021	1.0	Staff	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	To Document or Not To Document? Documents and Records Management Must-Know	04/05/2021	04/05/2021	1.0	Staff	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Risk-Based Thinking Explained	07/05/2021	07/05/2021	1.0	Supervisory	Angel G. Fernandez, Jr. Principal Consultant, Founder & CEO
	Training on Open Date Kit (ODK)	13/07/2019	13/07/2019	8.0	Staff	VISERDAC, VSU
	Training Series on Advanced Quantitative Approaches to Project Impacts	03/12/2018	07/12/2018	40.0	Supervisory	VISERDAC, VSU
	Training Series on Advanced Quantitative Approaches to Project Impacts	Sept. 23, 2018	Sept. 27, 2018	40.0	Supervisory	VISERDAC, VSU





(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

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(Continue on separate sheet if necessary)

SIGNATURE		DATE	24 Nov. 2022
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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 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: COTERMINUS	
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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: <u>SEPARATED</u>	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
CHRISTINA A. GABRILLO	SOUTHERN, LEYTE	9470069304
JOSE L. BACUSMO	VISCA, BAYBAY CITY, LEYTE	9192136283
LILIAN B. NUNEZ	GABAS, BAYBAY CITY, LEYTE	975255910
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: PHILHEALTH ID-19-0000655560-4 ID/License/Passport No.: P1786256C Date/Place of Issuance: 27Sept2022 - DFA Tacloban	<div style="text-align: center;">  Signature (Sign inside the box) <u>24 Nov - 2022</u> Date Accomplished </div>	<div style="text-align: center;">  PHOTO  Right Thumbmark </div>
SUBSCRIBED AND SWORN to before me this <u>25 JAN 2023</u> , affiant exhibiting his/her validly issued government ID as indicated above.		
<div style="border: 1px solid black; padding: 5px; margin: 0 auto; width: 150px;">  ATTY. ROSALINDA C. GUINOCOR VSU Legal Officer Person Administering Oath </div>		

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: March 21, 2022 - up to present
- Position: Administrative Aide III, dDRC of AACCCUP Accreditation
- Name of Office/Unit: Office of the Director for Quality Assurance
- Immediate Supervisor: Dr. Editha G. Cagasan
- Name of Agency/Organization and Location:
 - List of Accomplishments and Contributions (if any)
 1. Acted as dDRC of AACCCUP Accreditation.
 2. Maintained systematic filing of the documents pertaining to accreditation.
 3. Assisting and coordinated the departments, colleges and offices involved in the program under survey.
 4. Incharged and assisted the coordination and follow up of related request for changes in nomenclature and other related concerns
 5. Performed other function as assigned by superiors and other office staff.
- Summary of Actual Duties
 1. Assisting the implementation of quality assurance and related activities in the office.


MARIA LILIA P. VEGA

(Signature over Printed Name
of Employee/Applicant)

Date: 25 Nov. 2022