

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	SUGANO		
FIRST NAME	SARAH JEAN	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	CABANILLAS		
3. DATE OF BIRTH (mm/dd/yyyy)	11/28/1992	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	TICAD, BANTAYAN, CEBU	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
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	SHALOM BOARDING HOUSE
7. HEIGHT (m)	1.46	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	54		GUADALUPE
9. BLOOD TYPE	O		Subdivision/Village Barangay
10. GSIS ID NO.	N/A		BAYBAY LEYTE
11. PAG-IBIG ID NO.	N/A	City/Municipality Province	6521
12. PHILHEALTH NO.	13-025155189-9	18. PERMANENT ADDRESS	222 RIZAL
13. SSS NO.	N/A	ZIP CODE	House/Block/Lot No. Street
14. TIN NO.	482-144-449-000		TICAD
15. AGENCY EMPLOYEE NO.	N/A		Subdivision/Village Barangay
16. MOBILE NO.	09196436228/09755668948		BANTAYAN CEBU
17. E-MAIL ADDRESS (if any)	scsugano@up.edu.ph		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)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	SUGANO		6/12/1958
FIRST NAME	ROLANDO	NAME EXTENSION (JR., SR)N/A	
MIDDLE NAME	PAIT		
25. MOTHER'S MAIDEN NAME			
SURNAME	CABANILLAS		04/26/1960
FIRST NAME	MARILYN		
MIDDLE NAME	MARFA		

(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	BANTAYAN CENTRAL ELEMENTARY SCHOOL	N/A	1998	2005	N/A	2005	WITH HONORS
SECONDARY	BANTAYAN NATIONAL HIGH SCHOOL	N/A	2005	2009	N/A	2009	WITH HONORS
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 BIOTECHNOLOGY	2009	2013	N/A	2013	CUM LAUDE
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BANOS	MASTER OF SCIENCE IN MOLECULAR BIOLOGY AND BIOTECHNOLOGY	2017	2020	N/A	2020	N/A


(Continue on separate sheet if necessary)

SIGNATURE	DATE	08/31/2020
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[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	08/31/2020
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

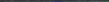
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
SPORTS ENTHUSIAST (TABLE TENNIS)	NA	NA
DANCING		
SINGING		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	08/31/2020
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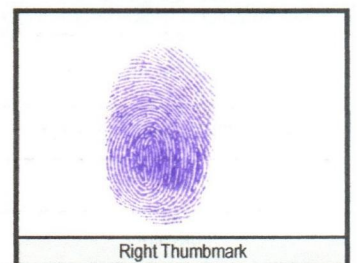
34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (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.
JULIE D. TAN	VISCA, BAYBAY CITY, LEYTE	NA
FRANCISCO B. ELEGADO	LOS BANOS, LAGUNA	NA

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.



SARAH JEAN C. SUGANO



Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: PASSPORT
ID/License/Passport No.: ECC7707674
Date/Place of Issuance: MAY 12, 2016/ TACLOBAN


Signature (Sign inside the box)
08/31/2020
Date Accomplished

SUBSCRIBED AND SWORN to before me this 08 OCT 2020, affiant exhibiting his/her validly issued government ID as indicated above.

