

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	EMNACE		
FIRST NAME	IVY		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	CAPANGPANGAN		
3. DATE OF BIRTH (mm/dd/yyyy)	12/30/77	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: Philippines
4. PLACE OF BIRTH	BAYBAY, LEYTE	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	APT. 63 KILBOURNE DRIVE House/Block/Lot No. Street VISAYAS STATE UNIVERSITY PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.56m	ZIP CODE	
8. WEIGHT (kg)	52kgs		
9. BLOOD TYPE	Type O	18. PERMANENT ADDRESS	APT. 63 KILBOURNE DRIVE House/Block/Lot No. Street VISAYAS STATE UNIVERSITY PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	UMID/BP #: 2003494781	ZIP CODE	6521-A
11. PAG-IBIG ID NO.	1700-0032-4364		
12. PHILHEALTH NO.	15-000058786-0	19. TELEPHONE NO.	None
13. SSS NO.	NA	20. MOBILE NO.	09069267236
14. TIN NO.	922-430-157	21. E-MAIL ADDRESS (if any)	ivy.emnace@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	VO0739		


II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	EMNACE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	HADJI JIGS	NAME EXTENSION: SR	EMNACE, HADJI JIGS JR. C.	1/23/06
MIDDLE NAME	CALVARIO		EMNACE, DENISE MAE C.	9/19/07
OCCUPATION	TEACHER		EMNACE, ANTOINE NATHAN C.	1/22/10
EMPLOYER/BUSINESS NAME	DepEd		EMNACE, FRANCIS RAPHAEL C.	5/13/15
BUSINESS ADDRESS	NA		EMNACE, SOPHIA ISABEL C.	2/1/17
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	CAPANGPANGAN			
FIRST NAME	RUDO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	LACERNA			
25. MOTHER'S MAIDEN NAME				
SURNAME	GONZALES			
FIRST NAME	BUENAVENTURADA			
MIDDLE NAME	PEÑA		(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	BAYBAY NORTH CENTRAL SCHOOL	PRIMARY EDUCATION	1985	1991	GRADUATED	1991	VALEDICTORIAN
SECONDARY	EXPERIMENTAL RURAL HIGH SCHOOL VISCA	HIGH SCHOOL	1991	1995	GRADUATED	1995	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BS FOOD TECHNOLOGY	1995	1999	GRADUATED	1999	N/A
GRADUATE STUDIES	LEYTE STATE UNIVERSITY	MS FOOD SCIENCE AND TECHNOLOGY	1999	2002	GRADUATED	2002	N/A
	UNIVERSITY OF THE PHILIPPINES	PhD FOOD SCIENCE	2012	2015	GRADUATED	2015	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE		CS FORM 212 (Revised 2017), Page 1 of 4
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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.

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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 (Write in full)	
		From	To			
NA						
(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			
	41st UGAT Annual Conference	11/7/19	11/09/19	24	Technical	VSU, Baybay City, Leyte
	Food Value Chain Seminar	10/10/2019	10/11/19	32.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Training Course Food Analysis Workshop 2019-Functional Component Analysis Course	8/28/19	8/29/19	16.0	Technical	Shimadzu Asia Pacific Pte, Ltd., Singapore
	3rd International STEAM Research Congress	8/7/19	8/9/19	24.0	Technical	Ormoc City, Leyte
	Orientation/Training on Packaging, Labeling and Licensing Seminar Training	8/1/19	8/2/19	24.0	Technical	Maasin City, So. Leyte
	Branding your Business and Orientation on Trademark and Copyrights	4/26/19	4/26/19	8.0	Technical	Department of Trade and Industry, RO8
	Symposium on the Advances of Cassava and Other Rootcrop Researches	3/20/19	3/21/19	16.0	Technical	Philrootcrops
	CAFS Strategic Planning Workshop	1/31/19	2/1/19	16.0	Supervisory	College of Agriculture and Food Science, VSU
	Risk Assessment Training and Process Documentation	1/16/19	1/17/19	16.0	Supervisory	Visayas State University
	AAACU 22nd Biennial Conference and General Assembly	10/16/18	10/18/18	24.0	Technical	Asian Association of Agricultural Colleges and Universities
	Food Value Chain Seminar	9/11/18	9/14/18	32.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Performance Targetting Workshop	7/31/18	7/31/18	8.0	Managerial/Su pervisory	Visayas State University
	Seminar-Workshop on Competency-Based HR System and Implementation of Competency Based Recruitment Selection and Placement and Learning and Development	7/4/18	7/6/17	24.0	Managerial/Su pervisory	Visayas State University
	Seminar-Workshop on Coaching for Effective Performance	2/2/18	2/3/18	16.0	Managerial/Su pervisory	Visayas State University
	Scholarship on Japanese Food Industry Tour	9/3/17	9/12/17	80.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Gender and Development Orientation on Gender Matters: Mainstreaming in VSU's RDE Function	7/21/17	7/21/17	8.0	Technical	Visayas State University
	Seminar-Workshop on the Preparation of Instructional Materials for the VSU Open University	4/21/17	4/21/17	8.0	Technical	Visayas State University
	Food Value Chain Seminar	12/1/16	12/2/16	16.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Training on How to Handle Sexual Harassment Cases in the Academe	11/28/16	11/28/16	8.0	Managerial/Su pervisory	Visayas State University
	IP Management Training cum Writeshop on Patent Claims and Specifications Drafting	11/21/16	11/22/16	16.0	Technical	Visayas State University
	Bioconservation and Functional Foods	10/11/16	10/11/16	4.0	Technical	Visayas State University
	Basic Life Support, Fire Fighting and Rescue Training	7/4/16	7/5/16	16.0	Technical	Visayas State University
	Dynamic Classrooms: Communication, Connection, Comprehension	8/19/15	8/20/15	16.0	Technical	Visayas State University
(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)	
NA		NA			Phil Fruits Association (PFA), Inc.	
					Gamma Sigma Delta Honor Society of Agriculture (GSD-HSA), UPLB Chapter,	
					Philippine Society of Microbiologists	
					Philippine Society of Animal Science	
					Philippine Association of Food Technologists	
					Natural Products Society of the Philippines	
					Society of Fishery Technologists in Eastern Visayas	
					Women in Fisheries Region 8	
					Philippine Society of Lactic Acid Bacteria	
(Continue on separate sheet if necessary)						
SIGNATURE		DATE		NOV. 19, 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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ 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?

☐ YES☒ 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?

☒ YES☐ NO

If YES, give details:
_____resignation

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?

☐ YES☒ NO

If YES, give details: _____

☐ YES☒ NO

If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

If YES, please specify: _____

☐ YES☒ NO

If YES, please specify ID No: _____

☐ YES☒ NO

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
Dr. Erlinda I. Dizon	Los Baños, Laguna	
Dr. Ernesto V. Carpio	Los Baños, Laguna	
Dr. Roberta D. Lauzon	Baybay, Leyte	

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:

ID/License/Passport No.: P1003560A

Date/Place of Issuance: November 25, 2016

Signature (Sign inside the box)

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 19 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR

VSULEGAL OFFICER

Person Administering Oath

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