

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	CANO		
FIRST NAME	GREGORIO	NAME EXTENSION (JR., SR.) JR.	
MIDDLE NAME	CRUDA		
3. DATE OF BIRTH (mm/dd/yyyy)	12-19-1962	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	BRGY. COGON BAYBAY, CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated	17. RESIDENTIAL ADDRESS	BRGY. COGON BAYBAY, CITY / LEYTE House/Block/Lot No. Street BRGY. COGON Subdivision/Village Barangay BAYBAY, CITY / LEYTE City/Municipality Province 6521-A ZIP CODE
7. HEIGHT (m)	1.63 m	18. PERMANENT ADDRESS	BRGY. COGON BAYBAY, CITY / LEYTE House/Block/Lot No. Street BRGY. COGON BAYBAY, CITY / LEYTE Subdivision/Village Barangay BAYBAY, CITY LEYTE City/Municipality Province 6521-A ZIP CODE
8. WEIGHT (kg)	75 KG's	19. TELEPHONE NO.	NONE
9. BLOOD TYPE	A B	20. MOBILE NO.	09363082476
10. GSIS ID NO.	CM 3876034	21. E-MAIL ADDRESS (if any)	gregorio.cano@vsu.edu.ph
11. PAG-IBIG ID NO.	1700-0024-4879		
12. PHILHEALTH NO.	13-006015261-8		
13. SSS NO.	06-1955578-4		
14. TIN NO.	116-623-627		
15. AGENCY EMPLOYEE NO.	V060586		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	MIGUEL		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARISSA	NAME EXTENSION (JR., SR.)	ROWELL M. CANO	04-07-1985
MIDDLE NAME	POSTREDO			
OCCUPATION	CITY INFORMATION OFFICER III			
EMPLOYER/BUSINESS NAME	LGU. BAYBAY, CITY / LEYTE		RYAN M. CANO	04-24-1986
BUSINESS ADDRESS	BAYBAY, CITY, LEYTE			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	CANO			
FIRST NAME	GREGORIO	NAME EXTENSION (JR., SR.) SR.		
MIDDLE NAME	CADANTOG			
25. MOTHER'S MAIDEN NAME				
SURNAME	CRUDA			
FIRST NAME	ANASTACIA			
MIDDLE NAME	GASPAY			

(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 EAST CENTRAL SCHOOL	ELEMENTARY SY	1969	1975		1975	
SECONDARY	BAYBAY HIGH SCHOOL	SY	19				
VOCATIONAL / TRADE COURSE							
COLLEGE	FRANCISCAN COLLEGE OF EMMACULATE CONCEPTION (FCIC)	BACHELOR OF ELEMENTARY EDUCATION (BEEED)	1996	1999	95 UNITS		
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

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27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	NONE	NONE	NONE	NONE		

V. WORK EXPERIENCE

28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY / JOB / PAY GRADE (if applicable) & STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
	From	To						
	7-1-2017	UP TO Present	Security Guard 1	VISAYAS STATE University VSU Baybay, City/Leyte			Permanent Regular	YES
	1-1-2017	6-30-2017	Security Guard 1	VISAYAS STATE University VSU Baybay, City/Leyte			CASUAL	YES
	7-1-1986	UP TO 12-31-2016	Security Guard 1	Visayas State University VSU Baybay, City/Leyte			CASUAL	YES
	1-1-1985	6-31-1986	Security Guard 1	VISAYAS STATE University VSU, Baybay, City/Leyte	\$2.85/day		CASUAL	YES
	7-1-1984	12-31-1985	WATCHMAN	VISCA, Baybay, Leyte	\$18.10/day		CASUAL	YES
	8-24-1983	6-30-1984	WATCHMAN	VISCA. DAY/DAY, LEYTE	\$14.95/day		CASUAL	YES

SIGNATURE

DATE _____

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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	NONE	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			
•	RE-ORIENTATION SEMINAR FOR SECURITY GUARD	9-4-2014		8 Hrs.		Quality Assurance Center VSU, VISCA Baybay, City/Leyte
•	Scty. Guard Refresher Course class 10-2004 SAGSD Letter Authority No. 10-2004 1323	11-3-2004	11-06-2004	32 Hrs.		LSU, Visca Bay, Leyte w/PNP Region 8 TAC. CITY
•	Scty. Guard Re-Trng. Course	9-10-2002	9-10-2002	32 Hrs.		LSU VISCA Bay, Leyte w/PNP Region 8
•	Re-Orientatation on Values in the Seminar Workshop	1-9-2002		8 Hrs.		HRMDO, LSU VISCA Baybay, Leyte
•	Seminar Workshop on Campus Scty. and Investigation	9-10-1999	9-11-1999	16 Hrs		HRMDO w/PNP Region 8
•	DRIVEN 2000 Repulize Agent Trng.	1-26-1996	1-27-1996	16 Hrs.		HRMDO w/LTO Region 8
•	Seminar on Restricted Radio Tel. operator Certificate Land Mobile	10-1-1995		4 Hrs.		Kapisanan Ng Mga Brod kaster Sa Pilipinas (KBP) Tac. City, Region 8
•	Re-Orientatation Trng. for Scty. Guards	7-3-1995	7-31-1995	24 Hrs.		VISCA, BAYBAY, LEYTE & THE ATI-NTC

(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)
	Carpentry Playing Basketball Guarding Driving		NONE		AdPA

(Continue on separate sheet if necessary)

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<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> <hr/> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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>

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

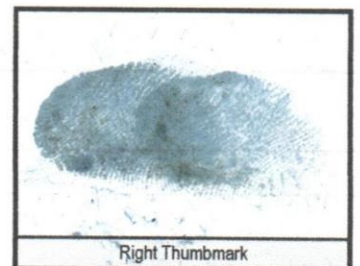
NAME	ADDRESS	TEL. NO.
ENGR. CELSO GUMAON	VSU, BAYBAY, CITY	
MR. MARCO BANDALAN	VSU, BAYBAY, CITY	
MR. JAIMS LASQUETES	VSU, BAYBAY, CITY	

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: VSU ID
ID/License/Passport No.: ID No. V000586
Date/Place of Issuance: VSU, BAYBAY, CITY/LEYTE

 Signature (Sign inside the box) OCT 9, 2018 Date Accomplished



SUBSCRIBED AND SWORN to before me this OCT 09 2018, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
 Person Administering Oath
VSU LEGAL OFFICER