

I. PERSONAL INFORMATION

2. SURNAME	CAINTIC		
FIRST NAME	LENITA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LAPASANDA		
3. DATE OF BIRTH (mm/dd/yyyy)	11-21-1963	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:
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 type="checkbox"/> Married <input type="checkbox"/> Widowed <input checked="" type="checkbox"/> Separated Other/s: abandoned since 2005	17. RESIDENTIAL ADDRESS	443 House/Block/Lot No. Street Subdivision/Village STA. CRUZ City/Municipality BAYBAY Barangay LEYTE Province
7. HEIGHT (m)	5'	ZIP CODE	6521
8. WEIGHT (kg)	59 Kls.	18. PERMANENT ADDRESS	443 House/Block/Lot No. Street Subdivision/Village STA. CRUZ City/Municipality BAYBAY Barangay LEYTE Province
9. BLOOD TYPE	B+	ZIP CODE	6521
10. GSIS ID NO.	02003679540	19. TELEPHONE NO.	
11. PAG-IBIG ID NO.	1211-2568-1068	20. MOBILE NO.	09959581559
12. PHILHEALTH NO.	1300-0093-5515	21. E-MAIL ADDRESS (if any)	lenitalapasanda@gmail.com
13. SSS NO.	NA		
14. TIN NO.	922-434-128		
15. AGENCY EMPLOYEE NO.	V00-584		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NAME EXTENSION (JR., SR)		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA		Gayle L. Caintic	11-18-1990
MIDDLE NAME			Grace L. Caintic	3-12-1994
OCCUPATION			Glyza L. Caintic	10-10-1996
EMPLOYER/BUSINESS NAME			Glenn Paulo L. Caintic	4-1-1999
BUSINESS ADDRESS			Gian Adel L. Caintic	8-12-2004
TELEPHONE NO.				
24. FATHER'S SURNAME	LAPASANDA SR. (deceased)			
FIRST NAME	DIOSCORE			
MIDDLE NAME	MATONDO			
25. MOTHER'S MAIDEN NAME				
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		1971	1976		3-1976	
SECONDARY	BAYBAY HIGH SCHOOL		1976	1980		3-1980	
VOCATIONAL / TRADE COURSE	Visayas State College of Agriculture	SEWING	5-1998	5-1998		5-1998	
COLLEGE	Visayas State College of Agriculture	BS Development Comm.	1985	1988	8-1988	8-1988	
GRADUATE STUDIES					106 units		

(Continue on separate sheet if necessary)

SIGNATURE	DATE
SCaintic	1-4-2021

IV. CIVIL SERVICE ELIGIBILITY

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
	NA			NA		

(Continue on separate sheet if necessary)

[illegible]

Include private employment. Start from your recent work. Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	<i>H. Cantu</i>	DATE	1-4-2021
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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		
	Lahug Women's Organization	1-2016	2-2017	2hr/wk	MEMBER
	Sitio Rio Dos chapel President	5-2014	2-2017	3yrs	PRESIDENT

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)

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

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:

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: _____

abandoned since 2005

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

NAME	ADDRESS	TEL. NO.
Rigal Tanaid	Guadalupe Baybay	09368422241
Arrah May Godoy	Hibunawan Baybay	09166210877
Alicia Flores	Guadalupe Baybay	

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.

PHOTO

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: VISU ID # V00-854

ID/License/Passport No.: V00-854

Date/Place of Issuance: Baybay Leyte

Signature (Sign inside the box)

1-4-2021

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 05 MAR 2021, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath