

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	GARDUCE		
FIRST NAME	CLAUDETTE MEU HOFF	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	ENTERINA		
3. DATE OF BIRTH (mm/dd/yyyy)	08-23-1995	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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	MABINI
7. HEIGHT (m)	153	House/Block/Lot No.	Street
8. WEIGHT (kg)	50	Subdivision/Village	POMPONAN
9. BLOOD TYPE	O	City/Municipality	Barangay
10. GSIS ID NO.	NA		LEYTE
11. PAG-IBIG ID NO.	1211-6705-8128		Province
12. PHILHEALTH NO.	090255022171	18. PERMANENT ADDRESS	MABINI
13. SSS NO.	0437281052	House/Block/Lot No.	Street
14. TIN NO.	722849560	Subdivision/Village	POMPONAN
15. AGENCY EMPLOYEE NO.	NA	City/Municipality	Barangay
			LEYTE
			Province
		19. TELEPHONE NO.	6521
		20. MOBILE NO.	09056835698
		21. E-MAIL ADDRESS (if any)	obmdette.garduce@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		NA	NA
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	GARDUCE			
FIRST NAME	RANDY			
MIDDLE NAME	BATHAN			
25. MOTHER'S MAIDEN NAME				
SURNAME	ENTERINA			
FIRST NAME	FLEUR VINCENTIA			
MIDDLE NAME	JUMANAN			

(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	CAUNALA ELEMENTARY SCHOOL	ELEMENTARY GRADUATE	2002	2008	NA	2008	NA
SECONDARY	STA. TERESITA NATIONAL HIGH SCHOOL	HIGH SCHOOL GRADUATE	2008	2012	NA	2012	NA
VOCATIONAL / TRADE COURSE	NA	NA					
COLLEGE	VISAYAS STATE UNIVERSITY	BS IN DEVT COMM. / COLLEGE GRADUATE	2013	2017	NA	2017	NA
GRADUATE STUDIES	NA						

(Continue on separate sheet if necessary)

SIGNATURE	degandia	DATE	20 MAY 2022
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[illegible]

V. WORK EXPERIENCE

[illegible]**SIGNATURE**

DATE _____

30 MAY 2022

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

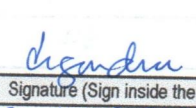
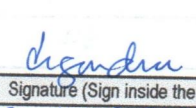
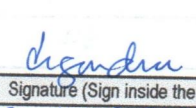
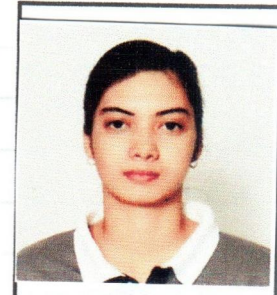

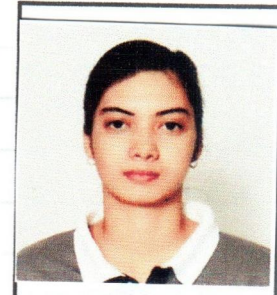

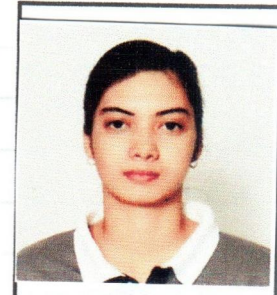

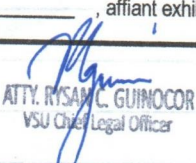
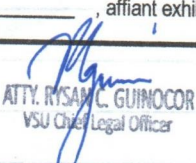
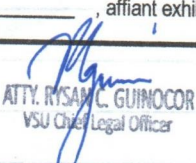
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION <small>(Write in full)</small>	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION <small>(Write in full)</small>
READING	NA	NA
WATCHING MOVIES		

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	30 MAY 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 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)														
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>DR. MONINA M. ESCALADA</td><td>BAYBAY CITY, LEYTE</td><td>0918 923 9657</td></tr><tr><td>DR. EPIFANIA G. CAGAIAN</td><td>BAYBAY CITY, LEYTE</td><td>0918 27 00721</td></tr><tr><td>DR. POTACIO S. CRAVOSO</td><td>BAYBAY CITY, LEYTE</td><td>0933 516 2964</td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.	DR. MONINA M. ESCALADA	BAYBAY CITY, LEYTE	0918 923 9657	DR. EPIFANIA G. CAGAIAN	BAYBAY CITY, LEYTE	0918 27 00721	DR. POTACIO S. CRAVOSO	BAYBAY CITY, LEYTE	0933 516 2964
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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.														
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: <u>PASSPORT</u></td></tr><tr><td>ID/License/Passport No.: <u>P3163549B</u></td></tr><tr><td>Date/Place of Issuance: <u>TALEBAN CITY</u></td></tr></table>		Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: <u>PASSPORT</u>	ID/License/Passport No.: <u>P3163549B</u>	Date/Place of Issuance: <u>TALEBAN CITY</u>	<table><tr><td> Signature (Sign inside the box)</td></tr><tr><td><u>30 MAY 2022</u> Date Accomplished</td></tr></table>	 Signature (Sign inside the box)	<u>30 MAY 2022</u> Date Accomplished						
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SUBSCRIBED AND SWORN to before me this <u>04 AUG 2022</u> , affiant exhibiting his/her validly issued government ID as indicated above.														
<table><tr><td> ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>			 ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer	Person Administering Oath										
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