

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	CASTAÑEDA		
FIRST NAME	MARWEN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ABCEDE		
3. DATE OF BIRTH (mm/dd/yyyy)	10/2/1958	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:
4. PLACE OF BIRTH	Butuan City	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	Apartment No. 4 Kilbourne St. House/Block/Lot No. Street VSU Campus, Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.58 cm	ZIP CODE	6521-A
8. WEIGHT (kg)	49.95		
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	House No. 109 Narra corner Yakal Streets House/Block/Lot No. Street Sunrise Village Extension Poblacion Pardo Subdivision/Village Barangay Cebu City Cebu City/Municipality Province
10. GSIS ID NO.	58100201125	ZIP CODE	6000
11. PAG-IBIG ID NO.	1640-0061-1575		
12. PHILHEALTH NO.	120504041099		
13. SSS NO.	06-1407427-3	19. TELEPHONE NO.	N. A.
14. TIN NO.	207-778-804	20. MOBILE NO.	0977.629.5216
15. AGENCY EMPLOYEE NO.	V00830	21. E-MAIL ADDRESS (if any)	e2maracas@gmail.com

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	Castañeda		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Edilberto	NAME EXTENSION (JR., SR)	Edwin Joseph A. Castañeda	3/16/1993
MIDDLE NAME	Gallego			
OCCUPATION	Prefect of Discipline			
EMPLOYER/BUSINESS NAME	University of Cebu - METC			
BUSINESS ADDRESS	Alumnos, Mambaling, Cebu City			
TELEPHONE NO.	N. A.			
24. FATHER'S SURNAME	Abcede			
FIRST NAME	Nemesio	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Cadorna			
25. MOTHER'S MAIDEN NAME				
SURNAME	Cuyno			
FIRST NAME	Simplicia			
MIDDLE NAME	Aumentado			

(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	Jagna Central Elementary School	Elementary	Yr. 1965	Yr. 1971	Elementary Graduate	1971	N. A.
SECONDARY	Colegio de la Medalla Milagrosa	High School	Yr. 1971	Yr. 1975	High School Graduate	1975	N. A.
VOCATIONAL / TRADE COURSE	N. A.	N. A.	N. A.	N. A.	N. A.	N. A.	N. A.
COLLEGE	University of Bohol Southwestern University	Bachelor of Arts BS Psychology	1975 1977&1998	1977 1998&2000	2nd Year 4th Year	2000	N. A.
GRADUATE STUDIES	Southwestern University University of the Visayas University of the Visayas	MAED major in Guidance & Counseling Diploma in Professional Education Diploma in Special Education	2002 1stSm2007 2ndS2007	2005 1stS2007 Sum2007	Graduated MAEd Graduated DPE Graduated SpEd	2005 2006 2007	N. A.


(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 2, 2018
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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
	RA 9258 - Guidance and Counseling Licensure (Grandfather Clause)	N. A.	2/21/2008	Manila Hotel, Metro Manila	0000146	10/2/2020
	Licensure Examination for Teachers (LET)	80.60%	8/26/2007	Cebu City	0969211	10/2/2020
	Career Service Sub-Professional	81.20%	12/7/1980	Cebu City	064390-4	N.A.
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## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	October 2, 2018

## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Visayas State University, Baybay City, Leyte ( <i>Typhoon Yolanda Selected Women Survivors in Tanauan, Leyte</i> )	Oct. 11, 2015	Oct. 11, 2015	8	Psycho-Social Support Facilitator
	Scientia Virtuous Divotio (SVD) - University of San Carlos (USC) Mission Team, Cebu City ( <i>Response after the Bohol 7.2 earthquake and in Tacloban after Typhoon Yolanda</i> )	Nov.11, 2013	Dec. 21, 2013	40 (+)	Trauma Counselor / Psycho-Social Support Facilitator
	Holy Spirit Missionary Sisters and University of San Carlos Basic Ed - South Campus, Cebu City ( <i>Tabang Bohol after the 7.2 earthquake in Bohol</i> )	Oct. 19, 2013	Oct. 19, 2013	10	Outreach Facilitator
	Catholic Life Apostolate, Bohol Province ( <i>Parish Pastoral Council Members in the province of Bohol after the 7.2 earthquake</i> )	Nov. 30, 2013	Nov. 30, 2013	8	Psycho-Social Support Facilitator
	Scientia Virtuous Divotio (SVD) - University of San Carlos (USC) Mission Team, Cebu City ( <i>Typhoon Sendong affected families in Cagayan de Oro City</i> )	Aug. 17, 2013	Aug. 24, 2013	16 (+)	Trauma Counselor / Psycho-Social Support Facilitator
	Administrative Employees Association, University of San Carlos - South Campus, Cebu City ( <i>Outreach Christmas Party to selected fisherfolks in Paypay, Bantayan, Cebu</i> )	Dec. 15, 2013	Dec. 13, 2013	6	Outreach Leader and Initiator
	Deliverance and Uplift in the Wonders of the Arts (DUWA), Archbishops' Palace, Cebu City ( <i>A once a week expressive arts sessions for psycho-emotional wellness</i> )	June 10, 2010	Dec. 2013	2 each session	Volunteer Counselor / Co-facilitator

(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			
	"Training on the Implementation of Values Restoration Program"	26-Jun-18	29-Jun-18	24	Supervisory	Council for the Restoration of Filipino Values (CRFV, Baguio City)
	"Engendering Seminar on Gender Responsiveness in the Academe"	6/6/2018	6/8/2018	24	Technical	Commission on Higher Education (CHED); and Eastern Visayas Association on Gender and Development (EVA GAD), Region 8
	"2018 International and 54th Annual National Conference for Guidance Counselors"	5/16/2018	5/18/2018	24	Technical	Philippine Guidance and Counseling Association
	"53rd Yearend Philippine Guidance and Counseling Convention"	Oct. 23, 2017	Oct. 24, 2017	16	Technical	Philippine Guidance and Counseling Association
	"National Student Guidance Strategy Workshop"	Nov. 28, 2017	Nov. 29, 2017	16	Technical	Commission on Higher Education
	Annual National Conference for Guidance and Counseling	5/18/2017	5/20/2017	24	Technical	Philippine Guidance and Counseling Association
	"Beyond Politics and Spectacle: Studies on Crime and Punishment"	3/15/2017	3/16/2017	16	Managerial	Philippines Social Science Center

(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)
Counseling	N. A.	Phil. Guidance and Counseling Association - National
Psycho-Social Support (PSS)	N. A.	Phil. Guidance and Counseling Association - Region 7
Creative Arts Sessions	N. A.	Phil. Guidance and Counseling Association - Region 8
Facilitating and Group Dynamics	N. A.	National Organization of Professional Teachers
Trainings and Seminars Organizing	N. A.	Deliverance and Uplift in the Wonders of the Arts (DUWA)
Module and Program Formulation	N. A.	
Evaluation and Research	N. A.	

(Continue on separate sheet if necessary)

SIGNATURE	<i>S. A. Carter</i>	DATE	October 2, 2018
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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.
Prof. Manolo B. Loreto, Jr.	USSO, VSU, Baybay City, Leyte	9176341432
Fr. Loreto A. Jaque	c/o Archbishop's Palace, Cebu City	9152376902
Sr. Ma. Remedios Socorro D. Aunzo, SSps	Basic Education Dept., South Campus, University of San Carlos, Cebu City	9228856244

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: PRC - Guidance Counselor

ID/License/Passport No.: 0000146

Date/Place of Issuance: Feb. 21, 2008/Cebu City

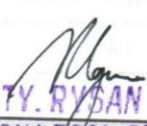


Signature (Sign inside the box)

October 2, 2018

Date Accomplished

SUBSCRIBED AND SWORN to before me this OCT 03 2018, affiant exhibiting his/her validly issued government ID as indicated above.



ATTY. RYAN C. GUINOCOR

VSU LEGAL OFFICER

Person Administering Oath