

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 ( ) 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	BAGUIO		
FIRST NAME	TIFANNY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PACALDO		
3. DATE OF BIRTH (mm/dd/yyyy)	06/29/1993	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	LAPU-LAPU CITY, CEBU	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	House/Block/Lot No. Street Subdivision/Village Barangay HINDANG LEYTE City/Municipality Province
7. HEIGHT (m)	1.51	ZIP CODE	6523
8. WEIGHT (kg)	45		
9. BLOOD TYPE		18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay HINDANG LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	
11. PAG-IBIG ID NO.	121122784032		
12. PHILHEALTH NO.	03-025633231-7		
13. SSS NO.	0111-4846658-9	19. TELEPHONE NO.	N/A
14. TIN NO.	463-075-646	20. MOBILE NO.	06932656467
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	tifanny.baguio@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BAGUIO			
FIRST NAME	DINO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	TUMULAK			
25. MOTHER'S MAIDEN NAME				
SURNAME	PACALDO			
FIRST NAME	REBECCA			
MIDDLE NAME	ANTONIANO			

(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	DOOS ELEMENTARY SCHOOL	PRIMARY EDUCATION	06/01/1999	03/30/2005		2005	
SECONDARY	BONTOC NATIONAL HIGH SCHOOL	HIGH SCHOOL	06/01/2005	03/30/2009		2009	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	06/01/2009	05/14/2014		2014	
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTERS OF MANAGEMENT MAJOR IN BUSINESS MANAGEMENT	08/01/2019	PRESENT		N/A	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	08/02/21
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## IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>	<i>[Signature]</i>	<b>DATE</b>	08/02/21
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[illegible]

(Continue on separate sheet if necessary)

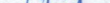
#### VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
READING BOOKS	N/A	N/A
COMPUTER LITERATE (MICROSOFT AND OTHER PROGRAMS IN THE COMPUTER)		
EDITING VIDEOS		
DESIGN AND LAY-OUT OF CERTIFICATES		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	08/02/21
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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:  
\_\_\_\_\_

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.
JOSE L. BACUSMO	VSU, BAYBAY CITY, LEYTE	9686906880
ELMERA Y. BAÑOC	MARCOS, BAYBAY CITY, LEYTE	9308047990
PAULINE S. CAINTIC	GUADALUPE, BAYBAY CITY, LEYTE	9262953624

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




Right Thumbmark

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

Government Issued ID: SSS

ID/License/Passport No.: 0111-4846658-9

Date/Place of Issuance: 04/2015-CEBU CITY




Signature (Sign inside the box)

08-02-21

Date Accomplished

SUBSCRIBED AND SWORN to before me this 8 / 10 / 21, affiant exhibiting his/her validly issued government ID as indicated above.



ATTY. RYAN C. GUMOCOR  
VSU Chief Legal Officer

Person Administering Oath

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## WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word *Present*, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: October 1, 2018-present
- Position: Science Research Assistant
- Name of Office/Unit: Visayas Consortium for Agriculture, Aquatic and Natural Resources Program
- Immediate Supervisor: Dr. Maria Juliet C. Ceniza
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
  
- List of Accomplishments and Contributions (if any)
  
  
- Summary of Actual Duties
  - Develop and maintain the VICARP Information System (RMIS & HRIS)
  - Enhance and update VICARP website
  - Assist during Cluster RDE Reviews, RDE Symposium, training and other VICARP sponsored activities
  - Repair and maintain VICARP computers and network

  
**TIFANNY P. BAGUIO**

(Signature over Printed Name  
of Employee/Applicant)

Date: AUGUST 02, 2021