

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 ( ) a 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	EMNACE		
FIRST NAME	IVY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CAPANGPANGAN		
3. DATE OF BIRTH (mm/dd/yyyy)	30/12/1977	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	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 checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	APT. 63 KILBOURNE DRIVE House/Block/Lot No. Street VISAYAS STATE UNIVERSITY PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.56m	ZIP CODE	
8. WEIGHT (kg)	52kgs		
9. BLOOD TYPE	Type O	18. PERMANENT ADDRESS	APT. 63 KILBOURNE DRIVE House/Block/Lot No. Street VISAYAS STATE UNIVERSITY PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	UMID/BP #: 2003494781	ZIP CODE	
11. PAG-IBIG ID NO.	1700-0032-4364		
12. PHILHEALTH NO.	15-000058786-0		6521-A
13. SSS NO.	NA	19. TELEPHONE NO.	None
14. TIN NO.	922-430-157	20. MOBILE NO.	09069267236
15. AGENCY EMPLOYEE NO.	VOO739	21. E-MAIL ADDRESS (if any)	ivy.emnace@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	EMNACE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	HADJI JIGS	NAME EXTENSION: SR	EMNACE, HADJI JIGS JR. C.	23/01/2006
MIDDLE NAME	CALVARIO		EMNACE, DENISE MAE C.	19/09/2007
OCCUPATION	TEACHER		EMNACE, ANTOINE NATHAN C.	22/01/2010
EMPLOYER/BUSINESS NAME	DepEd		EMNACE, FRANCIS RAPHAEL C.	13/05/2015
BUSINESS ADDRESS			EMNACE, SOPHIA ISABEL C.	01/02/2017
TELEPHONE NO.				
24. FATHER'S SURNAME	CAPANGPANGAN			
FIRST NAME	RUDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	LACERNA			
25. MOTHER'S MAIDEN NAME				
SURNAME	GONZALES			
FIRST NAME	BUENAVENTURADA			
MIDDLE NAME	PEÑA			

(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 NORTH CENTRAL SCHOOL		1985	1991		1991	VALEDICTORIAN
SECONDARY	EXPERIMENTAL RURAL HIGH SCHOOL VISCA		1991	1995		1995	
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BS FOOD TECHNOLOGY	1995	1999		1999	
GRADUATE STUDIES	LEYTE STATE UNIVERSITY	MS FOOD SCIENCE AND TECHNOLOGY	1999	2002		2002	
	UNIVERSITY OF THE PHILIPPINES	PhD FOOD SCIENCE	2012	2015		2015	

(Continue on separate sheet if necessary)

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
	CAREER SERVICE PROFESSIONAL	81.89%	16/05/1999	TACLOBAN CITY		

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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

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*/Y INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
From	To						
29/06/2004	31/05/2005	Instructor I	Misamis Oriental State College of Agriculture and Technology, Claveria	11,167.00		Temporary	Y
01/06/2005	31/10/2005	Instructor I	Misamis Oriental State College of Agriculture and Technology, Claveria	11,167.00		Temporary	Y
10/06/2008	30/06/2008	Instructor I	Visayas State University	12,284.00		Contractual	Y
01/07/2008	30/06/2009	Instructor I	Visayas State University	13,512.00		Contractual	Y
01/07/2009	23/06/2010	Instructor I	Visayas State University	15,119.00		Contractual	Y
24/06/2010	31/10/2010	Instructor I	Visayas State University	16,726.00		Contractual	Y
01/11/2010	31/05/2011	Instructor I	Visayas State University	16,726.00		Temporary	Y
01/06/2011	27/10/2011	Instructor I	Visayas State University	18,333.00		Temporary	Y
28/10/2011	31/05/2012	Instructor II	Visayas State University	19,658.00		Temporary	Y
01/06/2012	31/12/2014	Instructor II	Visayas State University	21,232.00		Temporary	Y
01/01/2015	31/10/2015	Instructor III	Visayas State University	23,044.00		Temporary	Y
01/11/2015	31/12/2015	Instructor III	Visayas State University	23,044.00		Temporary	Y
01/01/2016	31/07/2016	Instructor III	Visayas State University	24,141.00		Temporary	Y
01/08/2016	31/12/2016	Instructor III	Visayas State University	24,141.00		Permanent	Y
01/01/2017		Instructor III	Visayas State University	25,290.00		Permanent	Y
01/01/2017	31/12/2017	Assistant Professor III	Visayas State University	32,747.00		Permanent	Y
01/01/2018	31/12/2018	Assistant Professor III	Visayas State University	34,781.00		Permanent	Y
01/01/2019	PRESENT	Assistant Professor III	Visayas State University	36,942.00		Permanent	Y
04/06/2002	21/12/2002	Quality Analyst	Philippine Fruits International Corporation, Toril Davao City	7,000.00		Contractual	N
06/01/2003	06/07/2003	ESL Instructor	Cebu Pacific International Language Services, Cebu City	8,000.00		Contractual	N
01/08/2001	30/05/2002	Graduate Research Assistant	Leyte State University			Contractual	Y

(Continue on separate sheet if necessary)

# VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIL 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		
NA					

(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			
	Branding your Business and Orientation on Trademark and Copyrights	26/04/2019	26/04/2019	8.0	Technical	Department of Trade and Industry, RO8
	Symposium on the Advances of Cassava and Other Rootcrop Researches	20/03/2019	21/03/2019	16.0	Technical	Philrootcrops
	CAFS Strategic Planning Workshop	31/01/2019	01/02/2019	16.0	Supervisory	College of Agriculture and Food Science, VSU
	Risk Assessment Training and Process Documentation	16/01/2019	17/01/2019	16.0	Supervisory	Visayas State University
	AAACU 22nd Biennial Conference and General Assembly	16/10/2018	18/10/2018	24.0	Technical	Asian Association of Agricultural Colleges and Universities
	Food Value Chain Seminar	11/09/2018	14/09/2018	32.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Performance Targeting Workshop	31/07/2018	31/07/2018	8.0	Managerial/Supervisory	Visayas State University
	Seminar-Workshop on Competency-Based HR System and Implementation of Competency Based Recruitment Selection and Placement and Learning and Development	04/07/2018	06/07/2017	24.0	Managerial/Supervisory	Visayas State University
	Seminar-Workshop on Coaching for Effective Performance	02/02/2018	03/02/2018	16.0	Managerial/Supervisory	Visayas State University
	Scholarship on Japanese Food Industry Tour	03/09/2017	12/09/2017	80.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Gender and Development Orientation on Gender Matters: Mainstreaming in VSU's RDE Function	21/07/2017	21/07/2017	8.0	Technical	Visayas State University
	Seminar-Workshop on the Preparation of Instructional Materials for the VSU Open University	21/04/2017	21/04/2017	8.0	Technical	Visayas State University
	Food Value Chain Seminar	01/12/2016	02/12/2016	16.0	Technical	Visayas State University, Association of Southeast Asian Nations and Ministry of
	Training on How to Handle Sexual Harassment Cases in the Academe	28/11/2016	28/11/2016	8.0	Managerial/Supervisory	Visayas State University
	IP Management Training cum Writeshop on Patent Claims and Specifications Drafting	21/11/2016	22/11/2016	16.0	Technical	Visayas State University
	Bioconservation and Functional Foods	11/10/2016	11/10/2016	4.0	Technical	Visayas State University
	Basic Life Support, Fire Fighting and Rescue Training	04/07/2016	05/07/2016	16.0	Technical	Visayas State University
		07/07/2016	08/07/2016	16.0	Technical	Visayas State University
	Dynamic Classrooms: Communication, Connection, Comprehension	19/08/2015	20/08/2015	16.0	Technical	Visayas State University

(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)
NA		NA			Phil Fruits Association (PFA), Inc.
					Gamma Sigma Delta Honor Society of Agriculture (GSD-HSA), UPLB Chapter,
					Philippine Society of Microbiologists
					Philippine Society of Animal Science
					Philippine Association of Food Technologists
					Natural Products Society of the Philippines
					Society of Fishery Technologists in Eastern Visayas
					Women in Fisheries Region 8
					Philippine Society of Lactic Acid Bacteria

(Continue on separate sheet if necessary)

SIGNATURE

DATE

July 18, 2019

CS FORM 212 (Revised 2017), Page 3 of 4

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)?

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

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?

39. Have you acquired the status of an immigrant or permanent resident of another 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?

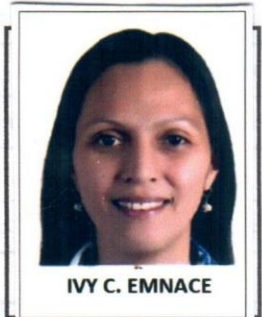
b. Are you a person with disability?

c. Are you a solo parent?

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

NAME	ADDRESS	TEL. NO.
Dr. Erlinda I. Dizon	Los Baños, Laguna	
Dr. Ernesto V. Carpio	Los Baños, Laguna	
Dr. Roberta D. Lauzon	Baybay, Leyte	

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:

ID/License/Passport No.: P1003560A

Date/Place of Issuance: November 25, 2016

Signature (Sign inside the box)

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 19 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR

VS. LEGAL OFFICER

Person Administering Oath