

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	BALALA		
FIRST NAME	LOTIS	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MONSALES		
3. DATE OF BIRTH (mm/dd/yyyy)	4/23/1974	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	ILIGAN 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:		
7. HEIGHT (m)	1.51	17. RESIDENTIAL ADDRESS	APARTMENT 26 KILBOURNE
8. WEIGHT (kg)	54		House/Block/Lot No. Street
9. BLOOD TYPE	O		VISCA PANGASUGAN
10. GSIS ID NO.	006-0017-7056-6		Subdivision/Village Barangay
11. PAG-IBIG ID NO.	914157069293	BAYBAY LEYTE	City/Municipality Province
12. PHILHEALTH NO.	1300-0039-8374	ZIP CODE	6521-A
13. SSS NO.	N/A	18. PERMANENT ADDRESS	APARTMENT 26 KILBOURNE
14. TIN NO.	917-637-686		House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	V000070	19. TELEPHONE NO.	VISCA PANGASUGAN
		20. MOBILE NO.	Subdivision/Village Barangay
		21. E-MAIL ADDRESS (if any)	BAYBAY LEYTE
			City/Municipality Province
			6521-A

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	BALALA	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ARVIN	NAME EXTENSION (JR., SR)	JOHN ARVIN M. BALALA 9/20/2004
MIDDLE NAME	CABALLERO		PAUL ARVIN M. BALALA 7/24/2007
OCCUPATION	GOVERNMENT EMPLOYEE		EASTER JOY M. BALALA 12/21/2009
EMPLOYER/BUSINESS NAME	SOUTHERN LEYTE STATE UNIVERSITY		
BUSINESS ADDRESS	BONTOC, SOUTHERN LEYTE		
TELEPHONE NO.			
24. FATHER'S SURNAME	MONSALES		
FIRST NAME	PABLO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	GESTA		
25. MOTHER'S MAIDEN NAME			
SURNAME	ALIPOYO		
FIRST NAME	GILDARDA		
MIDDLE NAME	FLORES		

(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	ILIGAN CITY CENTRAL SCHOOL	Primary Education	6/1/1981	3/30/1987		1987	N/A
SECONDARY	MINDANAO STATE UNIVERSITY-DEVELOPMENTAL HIGHSCHOOL	Secondary Education	6/1/1987	4/6/1991		1991	N/A
COLLEGE	CENTRAL MINDANAO UNIVERSITY	Doctor of Veterinary Medicine	6/15/1991	4/6/1997		1997	N/A
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BANOS	Master of Science	6/15/2003	4/29/2006		2006	VSU/SEARCA
		Doctor of Philosophy	8/10/2017	9/14/2021		2021	DOST

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 17, 2024
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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
	CSC ELIGIBILITY FOR SUBPROFESSIONAL			MALAYBALAY, BUKIDNON		
	VETERINARY LICENSURE EXAMINATION		9/11/1997		0004856	

(Continue on separate sheet if necessary)

(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)

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / 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		
	HOLY SPIRIT PARISH, VISCA, BAYBAY, LEYTE	1/1/2006	PRESENT	Ave. of 50 hrs/yr	Parishioner, voluntary service
	BROTHERHOOD OF CHRISTIAN BUSINESSMEN AND PROFESSIONAL	1/1/2000	PRESENT	Ave. of 60 hrs/yr	Member, civic activities
	VISCA EDUCATIONAL FOUNDATION, INC.	6/1/2015	6/30/2017	108.0	Member, BOD and treasurer/keep financial record of VEFI per fiscal year
	CITY RABIES CONTROL COMMITTEE	3/22/2022	3/22/2022	8.0	Technical staff/Rabies vaccination and educational campaign
	CITY RABIES CONTROL COMMITTEE	9/28/2022	9/28/2022	8.0	Technical staff/Rabies vaccination and educational campaign
	Southern Leyte Provincial Veterinary Office	8/24/2023	8/25/2023	10.0	Technical staff/Rabies vaccination
	Municipality of San Isidro	9/20/2023	8/20/2023	8.0	Technical staff/Rabies vaccination
	Municipality of San Isidro	3/20/2024	3/20/2024	8.0	Technical staff/Rabies vaccination and educational campaign
	Municipality of Burauen	3/21/2024	3/21/2024	6.0	Technical staff/Rabies vaccination

(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			
	91ST PVMA SCIENTIFIC CONFERENCE AND ANNUAL CONVENTION	Feb. 21, 2024	Feb. 23, 2024	24.0	Technical	Philippine Veterinary Medical Association
	11TH INTERNATIONAL CONFERENCE ON INTEGRATION OF SCIENCE AND TECHNOLOGY FOR SUSTAINABLE DEVELOPMENT (11TH ICIST 2024).	FEB. 1, 2024	FEB. 3, 2024	24.0	Technical	Association of Agricultural Technology in Southeast Asia
	35TH JOINT VICARP AND RRDEN REGIONAL RDE SYMPOSIUM	NOV. 30, 2024	DEC. 1, 2024	16.0	Technical	VICARP
	17TH ASEAN FOOD CONFERENCE 2023	OCT. 24, 2024	OCT. 27, 2024	28.0	Technical	Malaysian Institute of Food Technology
	90TH PVMA SCIENTIFIC CONFERENCE AND ANNUAL CONVENTION	FEB. 15, 2023	FEB. 17, 2023	24.0	Technical	Philippine Veterinary Medical Association
	1ST WESTERN VISAYAS COMPANION ANIMAL, POULTRY AND LIVESTOCK CONFERENCE	JAN. 26, 2023	1/27/2023	12.0	Technical	Philippine Veterinary Medical Association
	10TH INTERNATIONAL CONFERENCE ON INTEGRATION OF SCIENCE AND TECHNOLOGY FOR SUSTAINABLE DEVELOPMENT	Nov. 25, 2022	Nov. 25, 2022	8.0	Technical	Association of Agricultural Technology in Southeast Asia
	59TH PSAS SCIENTIFIC SEMINAR AND ANNUAL CONVENTION	OCT. 19, 2022	OCT. 20, 2022	12.0	Technical	Philippine Society for Animal Science
	SEAOHUN 2022 INTERNATIONAL CONFERENCE	SEPT. 5, 2022	SEPT. 7, 2022	24.0	Technical	Southeast Asian One Health University Network
	ICP SOUTH WORKSHOP 2022	5/24/2022	5/27/2022	32.0	Technical	International Training Programme
	DOST ASTHRDP GRADUATE CONFERENCE	SEPT. 22, 2022	SEPT. 23, 2022	16.0	Technical	Department of Science and Technology
	PHILOHUN WEBINAR SERIES	SEPT. 1, 2022	SEPT. 3, 2022	6.0	Technical	Philippine One Health University Network
	CSC SUPERVISORY DEVELOPMENT COURSE	SEPT. 20, 2022	SEPT. 23, 2022	32.0	Supervisory	Visayas State University and Civil Service Com.
	NSTEP VISAYAS RESEARCH FORUM	3/25/2022	3/25/2022	3.0	Managerial	Department of Science and Technology
	NRCP WEBINAR ON HOW TO PRESENT PAPER ONLINE	3/1/2022	3/1/2022	2.0	Technical	Department of Science and Technology
	EVHRDC TRAINING WORKSHOP ON RESEARCH ETHICS	1/17/2022	1/19/2022	15.0	Technical	Eastern Visayas Health Research Dev't Council

(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)
	Reading, cooking, playing badminton		N/A		PHIL. VETERINARY MEDICAL ASSOCIATION
					PHIL. SOCIETY FOR ANIMAL SCIENCE
					NATIONAL RESEARCH COUNCIL OF THE PHILIPPINES
					BROTHERHOOD OF CHRISTIAN BUSINESSMEN AND PROFESSIONAL
					PHIL. ONE HEALTH UNIVERSITY NETWORK
					PHIL. SOCIETY FOR MICROBIOLOGY

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: _____

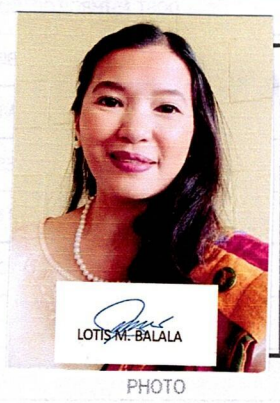
☐ YES☒ NO

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
PROSE IYV G. YEPES	VISCA, BAYBAY, LEYTE	
EDGARDO E. TULIN	VISCA, BAYBAY, LEYTE	563-0001
SANTIAGO T. PENA, JR.	VISCA, 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: PASSPORT

ID/License/Passport No.: P5114735B

Date/Place of Issuance: SAN PABLO CITY

Signature (Sign inside the box)
4-19-2024

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this APR 19 2024, affiant exhibiting his/her validly issued government ID as indicated above.

693
AGE NO: 35
BOOK NO: 1
2014

Person Administering Oath
(Pursuant to R.A. No. 10545)

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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: 2023-Present
- Position: Associate Professor V
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Santiago T. Peña, Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Completed the NSTEP-funded research, published results in journals and presented data in conferences
- Duration: 7/1/2019 – 12/31/2022
- Position: Associate Professor III
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Completed PhD degree
 - Presented paper in international conference
 - Won best paper
- Duration: 01/01/2017 – 6/30/2019
- Position: Associate Professor I
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Enrolled in PhD Microbiology at the University of the Philippines Los Baños
- Duration: 01/01/2015 – 12/31/2016
- Position: Assistant Professor IV
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- Duration: 10/28/2011-12/31/2014
- Position: Assistant Professor II
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- Duration: 10/1/2009 – 10/27/2011
- Position: Assistant Professor I
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada

- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- Duration: 12/1/2005 – 9/30/2009
- Position: Instructor II
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Tomas J. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Completed MS in Veterinary Medicine at the University of the Philippines Los Baños
- Duration: 11/16/1999 – 11/30/2005
- Position: Instructor I
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Tomas J. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- Summary of Actual Duties
 1. Teaches assigned, prepares and revises teaching materials, assesses students' performance, and attends to students' concerns.
 2. Performs research and/or extension functions, including preparing research/extension proposals, implementing approved research/extension projects within time frame, submitting terminal reports, disseminating findings through conferences, mentoring junior colleagues, and publishing output in scientific journals.
 3. Performs administrative functions as former department head and chairmen to college committees; also as member of university committees and technical working groups.
 4. Performs tasks assigned by immediate supervisor and College Dean.



LOTIS M. BALALA

(Signature over Printed Name
of Employee/Applicant)

Date: April 22, 2024