

I. PERSONAL INFORMATION

| | | | |
|-------------------------------|---|---|--|
| 2. SURNAME | CASTAÑEDA | | |
| FIRST NAME | MARWEN | NAME EXTENSION (JR., SR) Not Applicable | |
| 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 type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: |
| 4. PLACE OF BIRTH | Jagna, Bohol | 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. #4 Kilbourne St. House/Block/Lot No. Street VSU Campus, Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province |
| 7. HEIGHT (m) | 1.53 | ZIP CODE | 6521-A |
| 8. WEIGHT (kg) | 5.65 | 18. PERMANENT ADDRESS | No. 10 Borja Road House/Block/Lot No. Street Ilhan Drive Poblacion Subdivision/Village Barangay Jagna Bohol City/Municipality Province |
| 9. BLOOD TYPE | "O" | ZIP CODE | 6308 |
| 10. GSIS ID NO. | 581 0020 1125 | 19. TELEPHONE NO. | N.A. |
| 11. PAG-IBIG ID NO. | 1640-0061-1575 | 20. MOBILE NO. | 0977.629.5216 or 0942.532.1981 |
| 12. PHILHEALTH NO. | 1205 0404 1099 | 21. E-MAIL ADDRESS (if any) | marwen.castaneda@vsu.edu.ph |
| 13. SSS NO. | 06-1407427-3 | | |
| 14. TIN NO. | 207-778-804 | | |
| 15. AGENCY EMPLOYEE NO. | V00830 | | |

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 | Edwin joseph A. Castañeda | 3/16/1993 | |
| MIDDLE NAME | Gallego | | ~ ~ ~ ~ ~ | ~ ~ ~ |
| OCCUPATION | Prefect of Discipline | | ~ ~ ~ ~ ~ | ~ ~ ~ |
| EMPLOYER/BUSINESS NAME | University of Cebu - METC | | | |
| BUSINESS ADDRESS | Alumnus. Mambaling, Cebu City | | | |
| TELEPHONE NO. | N.A. | | | |
| 24. FATHER'S SURNAME | Abcede | | | |
| FIRST NAME | Nemesio | | | |
| 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 Medall a 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 SoEd | 2005 2006 2007 | N. A. |
| (Continue on separate sheet if necessary) | | | | | | | |
| SIGNATURE | | DATE | | January 6, 2021 | | | |

| 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 |
| 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]

| | | | |
|------------------|-------------------|-------------|-----------------|
| SIGNATURE | <i>S. G. Asif</i> | DATE | January 6, 2021 |
|------------------|-------------------|-------------|-----------------|

January 6, 2021

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 | | |
| | Deliverance and Uplift in the Wonders of the Arts (DUWA), Archbishops' Palace, Cebu City (A once a week expressive arts sessions for psycho-emotional wellness) | 6/10/10 | 5/1/20 | about 2 hours per session | Volunteer Counselor / Co-facilitator |
| | Visayas State University, Baybay City, Leyte (Typhoon Yolanda Selected Women Survivors in Tanauan, Leyte) | 10/11/15 | 10/11/15 | 8 | Psycho-Social Support Facilitator |
| | Scientia Virtuos Divotio (SVD) - University of San Carlos (USC) Mission Team, Cebu City (Response after the Bohol 7.2 earthquake and in Tacloban after Typhoon Yolanda)) | 11/11/13 | 12/21/13 | 40 (+-) | Trauma Counselor / Psycho-Social Support Facilitator |
| | Holy Spirit Missionary Sisters and University of San Carlos Basic Ed - South Campus, Cebu City (Tabang Bohol after the 7.2 earthquake in Bohol) | 10/19/13 | 10/19/13 | 10 | Outreach Facilitator |
| | Catholic Life Apostolate, Bohol Province (Parish Pastoral Council Members in the province of Bohol after the 7.2 earthquake) | 11/30/13 | 11/30/13 | 8 | Psycho-Social Support Facilitator |
| | Scientia Virtuos Divotio (SVD) - University of San Carlos (USC) Mission Team, Cebu City (Typhoon Sendong affected families in Cagayan de Oro City) | 8/17/13 | 8/24/13 | 16 (+-) | Trauma Counselor / Psycho-Social Support Facilitator |
| | Administrative Employees Associaton, University of San Carlos - South Campus, Cebu City (Outreach Christmas Party to selected fisherfolks in Paypay, Bantayan, Cebu) | 12/15/13 | 12/13/13 | 6 | Outreach Leader and Initiator |

(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 | | | |
| | "Course on Strengthening Integrity and Accountability Adimdst the COVID-19 Pandemic" | 12/2,4,9-10/2020 | 12/2,4,9-10/2021 | 24 | Supervisory/ Managerial | Human Resource Department, Region 8 Civil Service Commission |
| | "ISO 9001:2015 Awereness/Reawareness" | 11/27/20 | 11/27/20 | 4 | Technical | Visayas State University |
| | "Document Tracking System" | 11/13/20 | 11/13/20 | 3 | Technical | Human Resource Information System, Visayas State University |
| | "COVID-19 and Telebehavioral Health: Ethical Considerations During a Public Health Emergency" | 4/14/20 | 4/14/20 | 1 Ethic Hour (Self-study) | Technical | American Counseling Association |
| | "Values Restoration Program School of Statemanship Paralegal Training Module 2" | 3/12/19 | 3/15/19 | 24 | Technical | Council for the Restoration of Filipino Values, Baguio City |
| | "Training on How to Handle Sexual Harassment Cases in Campus" | 12/13/18 | 12/14/18 | 16 | Technical | Gender and Development Office, Visayas State University |
| | "Training on the Implementation of Values Restoration Program" | 6/26/18 | 6/29/18 | 24 | Supervisory | Council for the Restoration of Filipino Values (CRFV, Baguio City) |
| | "Engendering Seminar on Gender Responsiveness in the Academe" | 6/6/18 | 6/8/18 | 24 | Technical | Commission on Higher Education (CHED); and Eastern Visayas Association on Gender and Development (EVA |
| | "2018 International and 54th Annual National Conference for Guidance Counselors" | 5/16/18 | 5/18/18 | 24 | Technical | Philippine Guidance and Counseling Association |
| | "53rd Yearend Philippine Guidance and Counseling Convention" | 10/23/17 | 10/24/17 | 16 | Technical | Philippine Guidance and Counseling Assocaition |
| | "National Student Guidance Strategy Workshop" | 11/28/17 | 11/29/17 | 16 | Technical | Commission on Higher Education |
| | Annual National Conference for Guidance and Counseling | 5/18/17 | 5/20/17 | 24 | Technical | Philippine Guidance and Counseling Assocaition |
| | "Beyond Politics and Spectacle: Studies on Crime and Punishment" | 3/15/17 | 3/16/17 | 16 | Managerial | Philippines Social Science Center |
| | "Full Awareness Training Course ISO 9001: 2015" | 1/26/16 | 1/27/16 | 16 | Supervisory | Visayas State University |
| | "National Workers Congress 2016 for PSU Leaders" | 11/28/16 | 11/29/16 | 16 | Managerial | Public Sector Labor Management Council |
| | "2nd Capability Building Program for Campus Leaders on Drug Abuse Prevention & Education" | 11/23/16 | 11/25/16 | 16 | Managerial | Dangerous Drugs Board and Association of Advocates Against Drug Addiction, Inc. |
| | "Gender and Development Reorientation for Frontliners, Department Heads and Center Directors of the Visayas State University" | 9/16/17 | 9/16/16 | 4 | Supervisory | Visayas State University |
| | "Forum on Mainstreaming Gender in Higher Education Institutions in Region VIII: Opportunities and Challenges" | 6/16/16 | 6/17/16 | 16 | Technical | Commission on Higher Education |
| | "Third National Career Advocacy Congress" | 5/26/16 | 5/27/16 | 16 | Technical | Department of Labor |
| | "Counseling Practices for Global Competitiveness" | 5/18/16 | 5/20/16 | 24 | Technical | Philippine Guidance and Counseling Association |







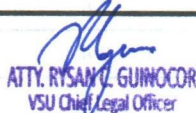
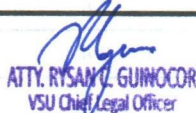
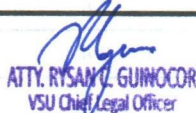
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VIII. OTHER INFORMATION

| 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 |  | DATE | January 6, 2021 |
|-----------|---|------|-----------------|

| 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 checked="" type="checkbox"/> YES <input type="checkbox"/> 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? | <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. Beatriz S. Belonias</td><td>VP, Office of the Vice President for Academic Affairs, Visayas State University</td><td>565-0600 local 1003</td></tr><tr><td>Engr. Manolo B. Loreto, Jr.</td><td>Dean of Students, Office of the Dean of Students, Visayas State University</td><td>565-0600 local 1070</td></tr><tr><td>Sr. Ma. Remedios Socorro D. Aunzo, SSps</td><td>School Directress, Holy Spirit School of Tagbilaran, Tagbilaran City</td><td></td></tr></tbody></table> | | NAME | ADDRESS | TEL. NO. | Dr. Beatriz S. Belonias | VP, Office of the Vice President for Academic Affairs, Visayas State University | 565-0600 local 1003 | Engr. Manolo B. Loreto, Jr. | Dean of Students, Office of the Dean of Students, Visayas State University | 565-0600 local 1070 | Sr. Ma. Remedios Socorro D. Aunzo, SSps | School Directress, Holy Spirit School of Tagbilaran, Tagbilaran City | |
| NAME | ADDRESS | TEL. NO. | | | | | | | | | | | |
| Dr. Beatriz S. Belonias | VP, Office of the Vice President for Academic Affairs, Visayas State University | 565-0600 local 1003 | | | | | | | | | | | |
| Engr. Manolo B. Loreto, Jr. | Dean of Students, Office of the Dean of Students, Visayas State University | 565-0600 local 1070 | | | | | | | | | | | |
| Sr. Ma. Remedios Socorro D. Aunzo, SSps | School Directress, Holy Spirit School of Tagbilaran, Tagbilaran City | | | | | | | | | | | | |
| 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: VSU Employee Official ID</td></tr><tr><td>ID/License/Passport No.: V00830</td></tr><tr><td>Date/Place of Issuance: Jan. 27, 2020</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: VSU Employee Official ID | ID/License/Passport No.: V00830 | Date/Place of Issuance: Jan. 27, 2020 | <table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>January 6, 2021</td></tr><tr><td>Date Accomplished</td></tr></table> |  | Signature (Sign inside the box) | January 6, 2021 | Date Accomplished | | | | |
| Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance | | | | | | | | | | | | | |
| Government Issued ID: VSU Employee Official ID | | | | | | | | | | | | | |
| ID/License/Passport No.: V00830 | | | | | | | | | | | | | |
| Date/Place of Issuance: Jan. 27, 2020 | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| Signature (Sign inside the box) | | | | | | | | | | | | | |
| January 6, 2021 | | | | | | | | | | | | | |
| Date Accomplished | | | | | | | | | | | | | |
| | <table><tr><td></td></tr><tr><td>Right Thumbmark</td></tr></table> |  | Right Thumbmark | | | | | | | | | | |
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| Right Thumbmark | | | | | | | | | | | | | |
| SUBSCRIBED AND SWORN to before me this 11 FEB 2021, affiant exhibiting his/her validly issued government ID as indicated above. | | | | | | | | | | | | | |
| <table><tr><td> ATTY. RYSAN L. GUINOCOR VSU Chief Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table> | |  ATTY. RYSAN L. GUINOCOR VSU Chief Legal Officer | Person Administering Oath | | | | | | | | | | |
|  ATTY. RYSAN L. GUINOCOR VSU Chief Legal Officer | | | | | | | | | | | | | |
| Person Administering Oath | | | | | | | | | | | | | |