

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 () 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	A B A Y A B A Y		
FIRST NAME	A N T O N I O		NAME EXTENSION (JR., SR)
MIDDLE NAME	Y A P		
3. DATE OF BIRTH (mm/dd/yyyy)	10/11/1964	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☒ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Baybay City, Leyte	If holder of dual citizenship, please indicate the details.	
5. SEX	☒ Male ☐ Female		
6 CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	R. Magsaysay Avenue
7. HEIGHT (m)	1.778 M	House/Block/Lot No.	Street
8. WEIGHT (kg)	72 Kg	Sta. Filomena	Zone 16
9. BLOOD TYPE	O	Subdivision/Village	Barangay
10. GSIS ID NO.	64101102708	Baybay City	Leyte
11. PAG-IBIG ID NO.	1700-0023-8737	City/Municipality	Province
12. PHILHEALTH NO.	13-000014319-8	ZIP CODE	6521
13. SSS NO.	none	18. PERMANENT ADDRESS	R. Magsaysay Avenue
14. TIN NO.	116-622-352	House/Block/Lot No.	Street
15. AGENCY EMPLOYEE NO.		Sta. Filomena	Zone 16
		Subdivision/Village	Barangay
		Baybay City	Leyte
		City/Municipality	Province
		ZIP CODE	6521
		19. TELEPHONE NO.	n/a
		20. MOBILE NO.	09568072092
		21. E-MAIL ADDRESS (if any)	elbowstriker@yahoo.com

II. FAMILY BACKGROUND

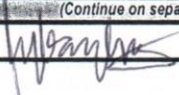
22. SPOUSE'S SURNAME	n/a		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	n/a	NAME EXTENSION (JR., SR)	n/a	
MIDDLE NAME	n/a			
OCCUPATION	n/a			
EMPLOYER/BUSINESS NAME	n/a			
BUSINESS ADDRESS	n/a			
TELEPHONE NO.	n/a			
24. FATHER'S SURNAME	ABAYABAY			
FIRST NAME	EPIFANIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	GAVIOLA			
25. MOTHER'S MAIDEN NAME				
SURNAME	YAP			
FIRST NAME	BENITA			
MIDDLE NAME	PEREZ			

(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 South Central School	ELEMENTARY	1971	1977	Diploma	1977	none
SECONDARY	BAYBAY HIGH SCHOOL	HIGH SCHOOL	1978	1983	Diploma	1983	none
VOCATIONAL / TRADE COURSE	National Manpower & Youth Council-NFE	Driving, radio repair, automechanic	1990	1992	Certificates		none
COLLEGE	Franciscan College of the Immaculate Conception	Bachelor of Science in Commerce	1983	1987	Diploma	1987	none
GRADUATE STUDIES	n/a						

(Continue on separate sheet if necessary)

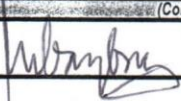
SIGNATURE		DATE	July 5, 2018
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IV. CIVIL SERVICE ELIGIBILITY						
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)		
				NUMBER	Date of Validity	
CIVIL SERVICE PROFESSIONAL	71.6	7/31/1988	Tacloban City		3/3/1989	
CIVIL SERVICE SUB-PROFESSIONAL	75	8/3/1986	Cebu City		2/3/1987	

(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") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
1/1/2018	6/30/2018	Administrative Aide IV	Eco-Farm & Resource Management Institute	12,990.00	04-4	Permanent	Yes
1/1/2017	12/31/2017	Administrative Aide IV	Eco-Farm & Resource Management Institute	12,480.00	04-4	Permanent	Yes
05 / 10 / 16	12/31/2016	Administrative Aide IV	Eco-Farm & Resource Management Institute	11,990.00	04-4	Permanent	Yes
01 / 01 / 16	5/9/2016	Administrative Aide IV	Eco-Farm & Resource Management Institute	11,878.00	04-4	Permanent	Yes
07 / 02 / 14	12/31/2015	Administrative Aide IV	Eco-Farm & Resource Management Institute	11,405.00	04-3	Permanent	Yes
06 / 01 / 12	7/1/2014	Administrative Aide IV	Eco-Farm & Resource Management Institute	11,292.00	04-2	Permanent	Yes
06 / 01 / 11	5/31/2012	Administrative Aide IV	Eco-Farm & Resource Management Institute	10,491.00	04-2	Permanent	Yes
06/24 / 10	5/31/2011	Administrative Aide IV	Eco-Farm & Resource Management Institute	9,690.00	04-2	Permanent	Yes
03/25 / 10	6/23/2010	Administrative Aide IV	Eco-Farm & Resource Management Institute	8,888.00	04-2	Permanent	Yes
12 / 01 / 09	3/24/2010	Administrative Aide III	Farm & Resource Management Inst.	8,753.00	03-5	Permanent	Yes
07 / 01 / 09	11 / 30 / 09	Administrative Aide III	Farm & Resource Management Inst.	8,580.00	03-4	Permanent	Yes
07 / 01 / 08	06 / 30 / 09	Administrative Aide III	Farm & Resource Management Inst.	7,868.00	03-4	Permanent	Yes
07 / 01 / 07	06 / 30 / 08	Administrative Aide III	Farm & Resource Management Inst.	7,153.00	03-4	Permanent	Yes
12 / 01 / 06	06 / 30 / 07	Administrative Aide III	Farm & Resource Management Inst.	6,503.00	03-4	Permanent	Yes
12 / 01 / 04	11 / 30 / 06	Administrative Aide III	Farm & Resource Management Inst.	6,343.00	03-3	Permanent	Yes
01 / 01 / 04	11 / 30 / 04	Administrative Aide III	Farm & Resource Management Inst.	6,343.00	03-3	Permanent	Yes
07 / 01 / 01	12 / 31 / 04	Clerk I	Farm & Resource Management Inst.	6,189.00	03-2	Permanent	Yes
12 / 01 / 97	06 / 30 / 01	Clerk I	Farm & Resource Management Inst.	5,894.00	03-1	Permanent	Yes
05 / 16 / 97	11 / 30 / 97	Clerk II	Farm & Resource Management Inst.	256.64	03-	Casual	Yes
01 / 01 / 97	05 / 15 / 97	Clerk I	Farm & Resource Management Inst.	237.64	03-	Casual	Yes
01 / 01 / 96	12 / 31 / 96	Clerk I	Farm & Resource Management Inst.	225.27	03-	Casual	Yes
01 / 01 / 95	12 / 31 / 95	Clerk I	Farm & Resource Management Inst.	179.82	03-	Casual	Yes
01 / 01 / 94	12 / 31 / 94	Clerk I	Farm & Resource Management Inst.	134.36	03-	Casual	Yes
01 / 01 / 91	12 / 31 / 93	Clerk I	Farm & Resource Management Inst.	98.00	03-	Casual	Yes
01 / 01 / 90	12 / 31 / 90	Clerk I	Farm & Resource Management Inst.	2,587.20	03-	Contractual	Yes
01 / 01 / 89	12 / 31 / 89	Clerk I	Farm & Resource Management Inst.	1,450.00	03-	Contractual	Yes
06 / 13 / 88	12 / 31 / 88	Clerk I	Farm & Resource Management Inst.	32.85	03-	Casual	Yes

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 5, 2018
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / EMPLOYMENT ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	n/a				

(Continue on separate sheet if necessary)

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

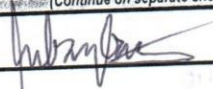
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

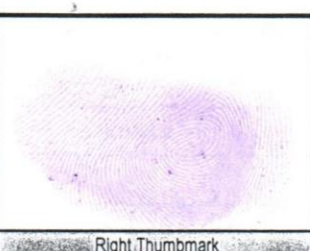
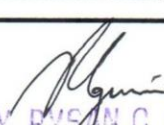
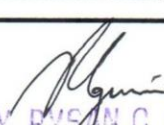
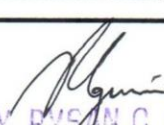
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Soccer for Social Impact (Sports for Social Impact)	5/7/2015	5/9/2015	20 hrs		IHK, VSU/ Coaches Across Continents/ The Hat-Trick Initiative
	Personality Development Seminar for Frontliners	9/20/2012		8		PRPEO, VSU
	Reorientation Seminar of Frontliners	7-Jul-11		8		PRPEO, VSU
	Training on RA 9184 and its Revised IRR (Modules I, II and V)	29-Jul-10		8		DBM & VSU
	Total Quality Management Training	11/13/2009	11/14/2009	16		Visayas State University
	Seminar on Customer Service and Implementation of Citizens' Charter	9/22/2009		8		HRMDO, Visayas State University
	Seminar on Computer Maintenance, Security and Appreciation of Open Source Application	4/1/2009		4		ICTU, Visayas State University
	Seminar on "Photographic Composition 101"	3/4/2009		8		Visayas State University
	"ISTIV" Bayanihan	11/13/2008	11/14/2008	16		DOLE Wages & Productivity Board
	Fire Safety Seminar and Training	1/12/2007		4		GIBROSEN
	National Seminar Workshop on Scientific Coaching and Training	7/23/2004	7/25/2004	16		Institute of Human Kinetics - Leyte State University
	Career and Personality Development for Clerks & Other Administrative Staff	5/21/2003	5/22/2003	16		Leyte State University
	Team Building Workshop of Staff Involved in the Preparation & Processing of Documents Relative to Procurement	6/26/2001	6/27/2001	16		Visayas State College of Agriculture
	Seminar Workshop on Performance Evaluation (PES)	5/3/2000	5/4/2000	16		CSC - Visayas State College of Agriculture
	Planning Workshop on Accounting Updates and Procedures	6/24/1000	6/25/1999	16		Visayas State College of Agriculture
	Values Orientation Workshop	8/17/1998	8/19/1998	24		CSC - Visayas State College of Agriculture
	Seminar Workshop on VISCA's Policies and CSC Rules	3/6/1998		8		Visayas State College of Agriculture
	Training on Trouble Shooting & Maintenance of Scientific Equipment	9/13/1994	9/16/1994	32		Visayas State College of Agriculture
	Seminar Workshop on Accomplishing the Performance Evaluation Report Form	7/20/1994		4		Civil Service Commission
	Seminar on the Proper Preparation of Vouchers, Payrolls and their Supporting Documents	12/2/1992		8		Visayas State College of Agriculture
	Orientation Seminar for Clerks	6/21/1988	6/23/1988	24		Visayas State College of Agriculture

(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)
Typing	n/a	VSU Administrative Personnel Association
Driving		
Taekwondo		

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	July 5, 2018

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)														
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Dr. Edwin A. Balbarino</td><td>Visayas State University</td><td></td></tr><tr><td>Dr. Romel B. Armecin</td><td>Visayas State University</td><td></td></tr><tr><td>Dr. Fe M. Gabunada</td><td>Visayas State University</td><td></td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.	Dr. Edwin A. Balbarino	Visayas State University		Dr. Romel B. Armecin	Visayas State University		Dr. Fe M. Gabunada	Visayas State University	
NAME	ADDRESS	TEL. NO.												
Dr. Edwin A. Balbarino	Visayas State University													
Dr. Romel B. Armecin	Visayas State University													
Dr. Fe M. Gabunada	Visayas State University													
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><td rowspan="4"> Signature (Sign inside the box) July 5, 2018 Date Accomplished</td></tr><tr><td>Government Issued ID: VSU I.D. # V000007</td></tr><tr><td>ID/License/Passport No.: N/A</td></tr><tr><td>Date/Place of Issuance: Dec. 2011 / VSU, Baybay</td></tr></table>		Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	 Signature (Sign inside the box) July 5, 2018 Date Accomplished	Government Issued ID: VSU I.D. # V000007	ID/License/Passport No.: N/A	Date/Place of Issuance: Dec. 2011 / VSU, Baybay	 							
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Government Issued ID: VSU I.D. # V000007														
ID/License/Passport No.: N/A														
Date/Place of Issuance: Dec. 2011 / VSU, Baybay														
SUBSCRIBED AND SWORN to before me this <u>AUG 03 2018</u> , affiant exhibiting his/her validly issued government ID as indicated above.														
<table><tr><td> ATTY. RYSIN C. GUINOCOR VSU LL. OFFICIAL Person Administering Oath</td></tr></table>			 ATTY. RYSIN C. GUINOCOR VSU LL. OFFICIAL Person Administering Oath											
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