

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	BANDALAN		
FIRST NAME	MARCHO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PEREZ		
3. DATE OF BIRTH (mm/dd/yyyy)	3/1/1977	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	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	House/Block/Lot No. Street BRGY. SAN ISIDRO Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.72m	ZIP CODE	6521
8. WEIGHT (kg)	68kgs.	18. PERMANENT ADDRESS	House/Block/Lot No. Street BRGY. SAN ISIDRO Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
9. BLOOD TYPE	Type "O"	ZIP CODE	6521
10. GSIS ID NO.	02003470278	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	1700-0031-4827	20. MOBILE NO.	09165198316
12. PHILHEALTH NO.	13-200596505-9	21. E-MAIL ADDRESS (if any)	marchobandalan@yahoo.com
13. SSS NO.	N/A		
14. TIN NO.	183-871-541		
15. AGENCY EMPLOYEE NO.	V000569		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	BANDALAN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	CHYRIL	NAME EXTENSION (JR., SR)	MARIELLE F. BANDALAN	1/11/2001
MIDDLE NAME	FERNANDEZ		FAITH ANDRIELLA F. BANDALAN	9/7/2002
OCCUPATION	TEACHER		MARCO NARCISAN F. BANDALAN	4/17/2006
EMPLOYER/BUSINESS NAME	DEPARTMENT OF EDUCATION			
BUSINESS ADDRESS	BAYBAY 1 DISTRICT, BAYBAY CITY			
TELEPHONE NO.				
24. FATHER'S SURNAME	BANDALAN			
FIRST NAME	ANTONIO (DECEASED)	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CALUNGSOD			
25. MOTHER'S MAIDEN NAME	PEREZ			
SURNAME	ANATOLIA (DECEASED)			
FIRST NAME	TABUDLONG			
MIDDLE NAME				

(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	PRIMARY	1982	1988	N/A	1988	N/A
SECONDARY	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	HIGH SCHOOL	1988	1992	N/A	1992	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	LEYTE STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	1992	2000	N/A	2000	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE	DATE	04/25/2017	CS FORM 212 (Revised 2017), Page 1 of 4
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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
	BARANGAY OFFICIAL ELIGIBILITY (SK CHAIRMAN/SPECIAL PROVISION)		JUNE 22,2004		054154	N/A
	NATIONAL CERTIFICATE II (NC II)		7/16/2012		120803020076 13	6/16/2012


(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.

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(Continue on separate sheet if necessary)

SIGNATURE		DATE	4/25/2017	CS FORM 212 (Revised 2017), Page 2 of 4
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC OR 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		
SAN ISIDRO YOUTH ASSOCIATION (SIYA)	1998	1999	N/A	PRESIDENT
COUPLES FOR CHRIST	2000	PRESENT	N/A	MEMBER
LUNGSOD BATOK SALA-UD (LUBAS)	2010	PRESENT	N/A	MEMBER
CIVIC WELFARE TRAINING SERVICE (CWTS)	2004	2005	N/A	COORDINATOR
KNIGHTS OF COLUMBOS (KC)	2014	PRESENT	N/A	CHOIR GUITARIST
MATALOM BAYBAY BATO HILONGOS HINDANG INOPACAN PROFESSIONAL SPORTS ORGANIZATION (MABBAHHIPSO)	2013	PRESENT	N/A	MEMBER

(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			
ELECTRICAL INSTALLATION & MAINTENANCE	7/16/2012	7/16/2012	8 HOURS.	TECHNICAL	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
TRAINING ON BASIC ICT SKILLS	5/7/2009	5/8/2009	16 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY
TOTAL QUALITY MANAGEMENT TRAINING	11/13/2009	11/14/2009	16 HOURS	MANAGERIAL	VISAYAS STATE UNIVERSITY
CIVIC WELFARE TRAINING SERVICE (CWTS)	2004	2005	N/A	SUPERVISORY	NATIONAL SERVICE TRAINING PROGRAM
WEED SCIENCE SOCIETY OF THE PHILIPPINES	10/6/1998	10/10/1998	N/A	TECHNICAL	FERTILIZER AND PESTICIDE AUTHORITY
SEMINAR ON FIRE PREVENTION AND SAFETY AWARENESS	4/25/2013	4/25/2013	8 HOURS.	TECHNICAL	VISAYAS STATE UNIVERSITY
PUBLIC ACCOUNTABILITY, CUSTOMER SERVICE AND PMS-OPES	1/19/2010	1/19/2010	8 HOURS.	TECHNICAL	VISAYAS STATE UNIVERSITY
FIRE PREVENTION SEMINAR	9/21/2012	9/21/2012	8 HOURS.	TECHNICAL	VISAYAS STATE UNIVERSITY
LSU-CDC MEMBERSHIP SEMINAR	1/30/2010	1/30/2010	8 HOURS.	COOPERATIVE C	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)
DRIVING	BASKETBALL WOMENS VARSITY TEAM (3 YRS/ASSISTANT COACH)	LUBAS/LUNGSOD BATOK SALAUD
TYPING AND COMPUTER OPERATION	CIVIC WELFARE TRAINING SERVICE (CWTS)	KNIGHTS OF COLUMBUS
COACHING BASKETBALL TEAMS		MATALOM BAYBAY BATO HILONGOS HINDANG INOPACAN PROFESSIONAL
PLAYING BASKETBALL		
PLAYING TENNIS		

(Continue on separate sheet if necessary)

SIGNATURE	DATE	4/25/2017	CS FORM 212 (Revised 2017), Page 3 of 3
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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?
☐ YES ☒ NO
If YES, give details: _____
b. Have you been criminally charged before any court?
☐ 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)?
☐ YES ☒ NO
If YES, give details: _____
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: _____

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?
☐ YES ☒ NO
If YES, please specify: _____
b. Are you a person with disability?
☐ YES ☒ NO
If YES, please specify ID No: _____
c. Are you a solo parent?
☐ YES ☒ NO
If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
DR. ELWYN JAY YU	VSU, VISCA BAYBAY CITY, LEYTE	335-2607
DR. OTHELLO B. CAPUNO	VSU, VISCA BAYBAY CITY, LEYTE	335-2671
ATTY. RYZAN GUINOCOR	VSU, VISCA BAYBAY CITY, LEYTE	N/A

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.



MARCHO P. BANDALAN

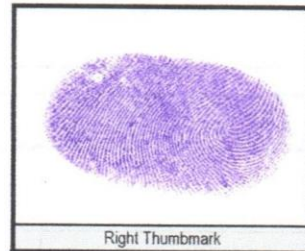
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: _____

ID/License/Passport No.: **H03-95-021464 (DRIVERS LICENCE)**

Date/Place of Issuance: **BAYBAY CITY, LEYTE**

Signature (Sign inside the box)
4/25/17
Date Accomplished



SUBSCRIBED AND SWORN to before me this **APR 25 2017**, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYZAN C. GUINOCOR
NOTARY PUBLIC
UNTIL DECEMBER 31, 2017
Person Administering Oath

PTR 0-9-1234- BAYBAY/LEYTE - 1/12/17
IBP 1030824- TAGLORAN CITY - 12/19/16
MCLE COMP. NO. V-0007500-07/20/15
ROLL OF ATTORNEYS NO. 57467