

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	ORANO		
FIRST NAME	PAMELA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	POSAS		
3. DATE OF BIRTH (mm/dd/yyyy)	8/12/1975	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, 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	Prurok Ilang Ilang House/Block/Lot No. Street Marcos Subdivision/Village Barangay baybay leyte City/Municipality Province
7. HEIGHT (m)	152 cm	ZIP CODE	
8. WEIGHT (kg)	72.5		
9. BLOOD TYPE	b+	18. PERMANENT ADDRESS	PURUK ILANG-ILANG House/Block/Lot No. Street MARCOS Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	0006258-8764-0	ZIP CODE	
11. PAG-IBIG ID NO.	1210-1877-5083		
12. PHILHEALTH NO.	13-050060519-8		
13. SSS NO.	06-2588764-0	19. TELEPHONE NO.	
14. TIN NO.	949-072-246	20. MOBILE NO.	09357200453
15. AGENCY EMPLOYEE NO.	v00785	21. E-MAIL ADDRESS (if any)	pamela.orano@usa.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ORANO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ANGELO	NAME EXTENSION (JR., SR)	JUNE Antonella Posas Orano	6/18/1999
MIDDLE NAME	PEDROSA		Mariell Nicole Posas Orano	10/11/2000
OCCUPATION	N/A		Phoenielope Orano	12/11/2006
EMPLOYER/BUSINESS NAME	N/A		Martina Angela Posas Orano	4/8/2013
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	POSAS			
FIRST NAME	OSCAR	NAME EXTENSION (JR., SR)		
MIDDLE NAME	B			
25. MOTHER'S MAIDEN NAME				
SURNAME	BAGARINAO			
FIRST NAME	MARTINA			
MIDDLE NAME	POSAS			

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	VFES	ELEMENTARY	1981	1988	graduated	1988	n/a
SECONDARY	ERHS	SECONDARY	1988	1992	graduated	1992	n/a
VOCATIONAL / TRADE COURSE							
COLLEGE	VSU	Bachelor of Science in Statistics	1992	1997	graduated	1997	n/a
GRADUATE STUDIES	VSU	Master of Mangement	2014	2019	graduated	2019	n/a

(Continue on separate sheet if necessary)

SIGNATURE		DATE	2/15/2022
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

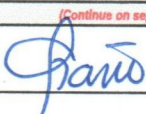
V. WORK EXPERIENCE

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

[illegible]










(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/15/2022
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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			
	KABALIKAT CIVICOM Baybay Chapter	07/02/2018	PRESENT	1	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			
	Document Control and Records Management Training	09/21/2021	09/23/2021	24	Technical	AGF Consulting Group
	Corrective Action Reporting	08/05/2021	08/05/2021	8	Technical	AGF Consulting Group
	One Hour Free Webinar on Integrated Management System Awareness	07/16/2021	07/16/2021	1	Technical	AGF Consulting Group, Philippines
	Webinar on Five Key Audit Points in Conducting a QMS Audit Held on July 9, 2021, 9:00-10:00AM	07/09/2021	07/09/2021	1	Technical	"UPLB-BIDANI Network, College, Laguna "
	"Control your Records before They Control You: The Basics of Records Management and Records Control"	01/27/2021	01/27/2021	4	Technical	"UPLB-BIDANI Network, College, Laguna "
	ISO 9001:2015 Awareness/ Re-awareness Webinar	11/12/2020	11/12/2020	8	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	Attaining Work-Life Flexibility	12/13/2018	12/13/2018	8	Technical	"UPLB-BIDANI Network, College, Laguna "
	Institutional Sustainability Assessment Mentoring Workshop for Higher Education Institution	10/10/2017	10/11/2017	24	Technical	Commission on Higher Education Region VIII
	Orientation pn Preparation for the Internal Audit	07/26/2017	07/26/2017	8	Technical	Farming Systems Development Project Eastern Visayas (FSDP- EV), VISCA, Baybay, Leyte
	Records Management Training	07/07/2017	07/07/2017	8	Technical	Farming Systems Development Project Eastern Visayas (FSDP- EV), VISCA, Baybay, Leyte
	Orientation-Workshop on Application Forms for the Horizontal Typology and Institutional Sustainability Assessment (ISA)	06/02/2017	06/02/2017	8	Technical	Commission on Higher Education Region VIII
	ISO 9001:2015 Enhancement Seminar-Workshop on Internal Quality Audit	03/02/2017	03/03/2017	16	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	Seminar-Workshop on 5S & Records Management	02/18/2017	02/18/2017	8	Technical	"Farming Systems Development Project Eastern Visayas (FSDP- EV), DA, Regional Office & Farm and Resource Managemant Institute (FARMI), VISCA, Baybay City, Leyte "
	Internal Quality Audit Training	01/23/2017	01/25/2017	24	Technical	AJA
	Procurement Planning Workshop	09/13/2016	09/13/2016	8	Technical	"Farming Systems Development Project Eastern Visayas (FSDP- EV), DA, Regional Office & Farm and Resource Managemant Institute (FARMI), VISCA, Baybay City, Leyte "
	Orientation on "Meeting your Horizontal Type"	08/22/2016	08/22/2016	8	Technical	Commission on Higher Education Region VIII
	Zonal Orientation and Simulation Workshop on the Levelling of State Universities and Colleges	07/21/2016	07/21/2016	8	Technical	"UPLB-BIDANI Network, College, Laguna "
PLEASE SEE ATTACHMENT A						
(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)		
	N/A	N/A		N/A		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	02/15/2022	

Attachment A.1

[illegible]

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 type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<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>LUZ O. MORENO</td><td>VSU, Baybay City Leyte</td><td>09118239381</td></tr><tr><td>ELVIRA E. ONGY</td><td>VSU, BAYBAY CITY, LEYTE</td><td>09889669267</td></tr><tr><td>ALBERTO PARIS</td><td>BRGY. MARCOS, BAYBAY CITY, LEYTE</td><td>09351941712</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	LUZ O. MORENO	VSU, Baybay City Leyte	09118239381	ELVIRA E. ONGY	VSU, BAYBAY CITY, LEYTE	09889669267	ALBERTO PARIS	BRGY. MARCOS, BAYBAY CITY, LEYTE	09351941712
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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: N/A SSS UMID</td></tr><tr><td>ID/License/Passport No.: N/A 00662588764-0</td></tr><tr><td>Date/Place of Issuance: N/A</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: N/A SSS UMID	ID/License/Passport No.: N/A 00662588764-0	Date/Place of Issuance: N/A	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>02/15/2022</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	02/15/2022	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this 07 APR 2022 , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td> ATTY. RYSAN L. GUINOCOR VSU Chief Legal Officer Person Administering Oath</td></tr></table>		 ATTY. RYSAN L. GUINOCOR VSU Chief Legal Officer Person Administering Oath											
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