

I. PERSONAL INFORMATION

2. SURNAME	CAPARAS		
FIRST NAME	MERRY JEAN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ABANDONADO		
3. DATE OF BIRTH (mm/dd/yyyy)	1/10/1997	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	MERIDA, LEYTE	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street
7. HEIGHT (m)	1.58	ZIP CODE	CALUNASAN
8. WEIGHT (kg)	49		Subdivision/Village Barangay
9. BLOOD TYPE	O+		MERIDA LEYTE
10. GSIS ID NO.	NONE		City/Municipality Province
11. PAG-IBIG ID NO.	1212-0520-0625	18. PERMANENT ADDRESS	House/Block/Lot No. Street
12. PHILHEALTH NO.	13-025450085-3	ZIP CODE	CALUNASAN
13. SSS NO.	NONE		Subdivision/Village Barangay
14. TIN NO.	495-884-350		MERIDA LEYTE
15. AGENCY EMPLOYEE NO.			City/Municipality Province
19. TELEPHONE NO.	NONE		
20. MOBILE NO.	09667928942		
21. E-MAIL ADDRESS (if any)	caparasmjean@gmail.com		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NOT APPLICABLE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		NONE	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	CAPARAS			
FIRST NAME	ROBINSON	NAME EXTENSION (JR., SR)		
MIDDLE NAME	PRIETO			
25. MOTHER'S MAIDEN NAME				
SURNAME	ABANDONADO			
FIRST NAME	LORNA			
MIDDLE NAME	CAPARAS		(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	CALUNASAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	6/3/2002	4/18/2008		2008	Salutatorian
SECONDARY	MERIDA VOCATIONAL SCHOOL	SECONDARY EDUCATION	6/2/2008	4/20/2012		2012	Top 10
COLLEGE	VISAYAS STATE UNIVERSITY - UNIVERSITY OF MINHO	BACHELOR OF SCIENCE IN ENVIRONMENTAL MANAGEMENT	6/4/2012	12/19/2016		2017	Erasmus Mundus Grantee
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN DEVELOPMENT SOCIOLOGY	1/8/2018	PRESENT	31		
	INSTITUTE FOR WATER EDUCATION	MASTER OF SCIENCE IN WATER MANAGEMENT AND GOVERNANCE	11/2/2020	5/16/2022		2022	DOST Scholar



[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.

28	INCLUSIVE DATES				SALARY/JOB/PAY	
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[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	
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DATE

Nov. 7, 2022



## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE, 6521-A	4/4/2019	12/18/2019	90.0	STUDENT VOLUNTEER OF LEYTE INDUSTRIAL ECOLOGICAL ZONE PROJECT
	GENDER AND DEVELOPMENT, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE, 6521-A	7/1/2018	12/28/2018	28.0	GENDER SENSITIVITY TRAINERS FOR ACADEME
	INSTITUTE FOR STRATEGIC RESEARCH AND DEVELOPMENT STUDIES, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE, 6521-A	8/1/2014	9/10/2014	50.0	STUDENT VOLUNTEER FOR THE PROJECT ON YOLANDA AFFECTED COMMUNITIES

(Continue on separate sheet if necessary)

## VII. LEARNING AND DEVELOPMENT (L&amp;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)

[illegible]

(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)
REMOTE SENSING	NONE	PARLIAMENT OF YOUTH LEADERS INC
GIS MAPPING		PINOY ERASMUS MUNDUS ASSOCIATION
DATA MANAGEMENT		YOUNG SOUTHEAST ASIAN LEADERSHIP INITIATIVE
QUALITATIVE AND QUANTITATIVE RESEARCH		

(Continue on separate sheet if necessary)

SIGNATURE	<i>M. C. [Signature]</i>	DATE	Nov. 7 2022
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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)?	<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: _____

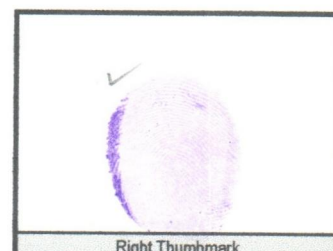
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
BUENAVENTURA B. DARGANTES	BAYBAY CITY LEYTE,6521, PHILIPPINES	639171323695
LEON HERMANS	INSTITUTE FOR WATER EDUCATION, DELFT, 2611 AX, NETHERLANDS	31152152301
CLAIRE MICHAIOVSKY	INSTITUTE FOR WATER EDUCATION, DELFT, 2611 AX, NETHERLANDS	31152152345
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.:	P2045699B
Date/Place of Issuance:	DFA-TACLOBAN

	
Signature (Sign inside the box)	
Nov. 7, 2022	
Date Accomplished	



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 08 NOV 2022, affiant exhibiting his/her validly issued government ID as indicated above.

	
ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer	
Person Administering Oath	



### WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied for.

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 starting with the most recent/present employment

- Duration: March 23, 2022 – October 14, 2022
- Position: Technical Specialist for Social and Environmental Data
- Name of Office/Unit: Philippine Extractive Industries Transparency Initiative
- Immediate Supervisor: Mary Ann Rodolfo
- Name of Agency/Organization and Location: Department of Finance, Metro Manila
- List of Accomplishments and Contributions (if any)
  - Drafted a chapters for the Philippine Extractive Industries Transparency Initiative 2021 Report
- Summary of Actual Duties
  - Facilitate country compliance with the social and environmental data requirements of the EITI by coordinating and working closely with covered extractive projects and relevant government agencies;
  - Collect, process, and analyze extractives social and environmental data;
  - Write requests based on data analyses, identify gaps in EITI implementation, and recommend action steps on policy reforms to improve governance of the sector.

- Duration: June 1, 2017 – June 30, 2020
- Position: Science Research Assistant
- Name of Office/Unit: Institute for Strategic Research and Development Studies
- Immediate Supervisor: Maria Aurora Teresita W. Tabada
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Drafted the final report of the project entitled "Scoping Study of Sand and Gravel Quarrying in Leyte Islands"
- Summary of Actual Duties
  - Conducted regular field visits to study areas;
  - Collaborated with local communities, local and national government units, civil society organizations, and nongovernment organizations; Carry out focus group discussions;
  - Conducted interviews using Open Data Kit (ODK); Performed stakeholder analysis and policy review;
  - Developed maps for decision-making; Organized conferences, workshops, and seminars for annual research presentations to the stakeholders.



- Duration: January 1, 2017 – April 30, 2017
- Position: Geographic Information System Assistance
- Name of Office/Unit: Department of Forest Science
- Immediate Supervisor: Renizita S. Come
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
  
- List of Accomplishments and Contributions (if any)
  - Gathered the coordinates of different land use classifications of the study areas.
  
- Summary of Actual Duties
  - Managed regular field visits in five study areas;
  - Collaborated with local communities and local government units;
  - Performed interviews with stakeholders;
  - Conducted ground-truthing on the study sites; Produced land use maps for community planning.

MERRY JEAN CAPARAS

(Signature over Printed Name  
of Employee/Applicant)

Date: Nov. 7, 2022