

CS Form No. 212 Revised 2017

PERSONAL DATA SHEET

WARNING: Any misinterpretation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s

| rint legibly. Tick appropriate boxes (| TO FILLING OUT THE PERSONAL DATA] and use separate sheet if necessary. Indica | SHEET (PDS) BEFORE ACC ate N/A if not applicable. DO NO | DMPLIS F ABBRE | HING THE | IE PD | | o not till up. For CSC use ont | | |
|--|--|--|--|-------------------------|------------------|---|--|--|--|
| PERSONAL INFORMATION | | | | | | | | | |
| 2 SURNAME | BASLAN | | | | | | | | |
| FIRST NAME | MARIA FE HAME EXTENSION (JR. SR): | | | | | | | | |
| MIDDLE NAME | ASILOM | | | Account to the same | | | | | |
| 3 DATE OF BIRTH (mm/dd/yyy) | 3/2/1960 | 16 CHZENSHIP FLPINO | | | | Dual Citizen | | | |
| # PLACE OF BIRTH | BAYBAY CITY, LEYTE | Tholder of dual officenship, | | Pls. indicate country: | | | | | |
| 5 SEX | Male Female | please indicate the details. | please indicale the details. | | | | | | |
| B.CIVIL STATUS | Single Married Wildowed Separated Other/s: | 17. RESIDENTIAL ADDRESS | 1 | | | Street GAY STO. ROSARIO Barangay LEYTE | | | |
| 7 HEIGHT (m) | 1.30 M. | | | | | | | | |
| | | ZIP-CODE: | City/Municipality 6521 | | | Province | | | |
| 8 WERSH1 (kg) | 78 kg | 18 PERMANENT ADDRESS | 6521 | | | entrod our | | | |
| i €LOOKTYPE | 0 | TO A EXHIBITION WITH THE SAME | House | /Block/Lot I | Vo. | | Street | | |
| 9 C9ISID NO | GSIS/CRN#006-0118-6701-6 | | | LAPAWO | ****** | BARANG | NGAY STO. ROSARIO | | |
| 1 PASIBIGIDING. | Pag-ibig ID/RTN#913217525966 | | Subdivision/Village BAYBAY CITY City/Municipality 6521 | | | TY | Barangay LEYTE | | |
| | #1300-0014-4720 | ZF COE | | | | | Province | | |
| 12 PHILHEAL HING | | 49 TELEPHONE NO | 1 | | | NONE | 136.53 370.00 | | |
| 13 \$9\$ NO | none 116-623-195 | 20 MOBILE NO | Cel# 090560462 | | | 78 | | | |
| 4. TINNO | | | | | | | | | |
| S AGENCY EMPLOYEE NO | BP# 2001717843 | 21: E-MAIL ADDRESS (if any) | | | ma | ariafebaslan @yahoo | o.com | | |
| L FAMILY BACKGROUND | | | CCV-0333 | | | | 2000 () 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 | | |
| ¿ SPOUSE'S SURNAME | BASLAN | | istalii | E OF CHILLI | HEN D | vine full name and | intm/dd/wwy | | |
| FIRST NAME | NARCISO , SR NAME EXTENSION (JR. SR) | | | ciso A | Oct. 27, 1990 | | | | |
| IVIII.JETE I DELIVIE: | MAZO | B STATS STATE OF | Junah Marie A. Basian | | | | Jan. 20, 1992 Jan. 13, 1993 | | |
| OCCUPATION EMPLOYER/EUSINESS NAME | FISHERMAN none | | Jonas A. Baslan Jonathan A. Baslan | | | | Oct. 20, 1994 | | |
| HUSINESS ADDRESS | none following a strong and | a such desired | Jaymar A. Basian | | | | Feb. 12, 1996 | | |
| J-D-P-HOM- MD | none | | | ri A. Ba | Nov. 09, 1998 | | | | |
| 4 FATHER'S SURHAME | ASILOM | | | | | | | | |
| FIRST NAME | VICENTE (deceased) | NAME EXTENSION (J.K. 6H) | | | | | and the second | | |
| MIDDLE NAME | JACA | Round all the spirits | | 100 | | | | | |
| 6 MOTHER'S MAISIEN NAME | GUCELA | galact dall tops 11 | | 1744. | | | | | |
| EURNAME: | ASILOM | | | _ | | row my comm | | | |
| FIRST NAME | SUSANA (deceased) | Sandra Turner Com Carlon | | | | | Limited South | | |
| MIDDLE NAME | BORINAGA | THE WOOD IS | (C) | ontina | on separate shee | If necessary) | | | |
| II. EDUCATIONAL BACK | GROUND | | | | | | | | |
| 36 JEVEL | MAME OF SCHOOL (With in full) | BASIC EDUCATION/DECREEK. (Write to full) | OURSE | PERIO ATTEND From | | HIGHEST LEVEL/ UNITS EARNED (If not graduated) | YEAR CRADUATED | | |
| ELEMENTARY | BAYBAY SOUTH CENTRAL SCHOOL | Primary Education | | y 1967 Ito | y 1973 | Gr.VI | y - 1973 | | |
| SECONDARY | BAYBAY HIGH SCHOOL | High School Education | | y 1973 | y 1977 | 4th yr. | y - 1977 | | |
| VOCATIONAL / TRIBE GOURGE | and Advisor encounts | en le calif deyeat | | | | | (0.21 (n.21) (1.00 (n.1)) | | |
| COLLEGE | FRANCISCAN COLLEGE OF IMMACULATE CONCEPTION (FCIC) Baybay, Leyte | BS Secretarial (graduated) | 0 1 | y 1977 to | y 1979 | 2-утэ. | y - 1979 | | |
| GRADUATE STUDIES | Undergrad (Commerce) | | 0.54 | 12 fr | 1 | | | | |
| | | ie on separate sheet if necessary) | 1 | | | | | | |
| | LORGAL CONTROL OF THE | | | | A 40 A 40 A 40 A | | | | |

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| SPECIAL LA | WS/CES/GSEE | ंशिक्षित्र (संवेध्याववर्तनी, | DATE OF EXAMINATION AGGINPERMENT | PLACE OF EXAMINA | TION / CONFERI | MENT | NIMBER | Elato of |
| none (r | promotion) | necklik 12 Cest | os governos tidade | aftern become near | | 2 M | -0,100,700 | |
| | Sertio I - Pleter - I a | 2.1486-1 ha | ska tapi is (pdf pa | H-AIMF (ADS) | | or amount | ot and artist | s a spoil |
| in challed solven test | | FIELD ON THE SE | Part (Proposition Control Prop | Carlo Maria Carlo | go-race | # 157 | TO THE TRANSPORT | |
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| - 1 7/2 | ((Q) | 1 | | | | | | |
| EMPERIENCE | | STREET, STREET | COMPANIATION DESIGNATION | lf necessary) Tasses the tasses the ball of the late | | | | |
| | au Start from your recent w | 101.100.176.1761.000.0011.0011.001 | 2012 N.C. (1921 SECURIO DE 1921 SECURIO DE 192 | indicated in the assesses | : Work Exper | CHARLE WILLIAM STATE OF THE STA | CONTRACTOR AND AND ADDRESS OF THE PROPERTY OF | leesses: |
| nm/dd/yyyy) | | * * * * * * * * * * * * * * * * * | | | MONTHLY | GRADE (II applicable) ALRIEP | OTATUE OF APPOINTMENT | GOVT SERVICE |
| То | | | | | ANN. | HOCREMENT | | (9/10) |
| present | Administrative Ai | ide IV | VISAYAS ST | ATE UNIVERSITY | P151092.00pa | 4 | Permanent | yes |
| 12/31/2016 | Administrative A | íde IV | VISAYAS ST | ATE UNIVERSITY | 145236.00pa | 4 | Permanent | yes |
| 12/31/2015 | Administrative A | ide IV | VISAYAS ST | ATE UNIVERSITY | 13962U.00pa | 4 | Permanent | yes |
| 2/28/2015 | Administrative A | ninistrative Aide IV VISAYAS STATE UNIVERSITY | | 136226.00pa | 4 | Permanent | yes | |
| 5/31/2012 | Administrative Aide IV | | VISAYAS STATE UNIVERSITY | | 129154.00 ри | 4 | Permanent | yes |
| 2/28/2012 | Administrative A | ide IV | VISAYAS STATE UNIVERSITY | | 127512.90pa | 4 | Permanent | yes |
| 5/31/2011 | Administrative Aide IV | | VISAYAS STATE UNIVERSITY | | 118176.00ps | 4 | Permanent | yes |
| 6/23/2010 | Administrative A | Administrative Aide IV | | VISAYAS STATE UNIVERSITY | | 4 | Permanent | yes |
| 6/30/2009 | Administrative A | Administrative Aide IV VI | | ATE UNIVERSITY | 99480.00pa | 4 | Permanent | yes |
| 2/28/2009 | Administrative A | Administrative Aide IV | | VISAYAS STATE UNIVERSITY | | 4 | Permanent | yes |
| 6/30/2008 | Administrative A | Administrative Aide IV | | VISAYAS STATE UNIVERSITY | | 4 | Permanent | yes |
| 6/30/2007 | Administrative Aide IV | | LEYTE STATE UNIVERSITY | | 80208.00pa | 4 | Permanent | yes |
| 2/28/2006 | Administrative A | ide IV | LEYTE STA | ATE UNIVERSITY | 78264.00pa | 4 | Permanent | yes |
| 11/30/2004 | REMO II | LEBITCL' | LEYTE STA | ATE UNIVERSITY | 78264.00pa | 3 | Permanent | yes |
| 2/28/2003 | REMOI | n dys4 | LEYTE STA | ATE UNIVERSITY | \$813\$.00pa | 3 | Permanent | yes |
| 12/31/2002 | REMOI | Larrar . | LEYTE STA | ATE UNIVERSITY | %813%.00pa | 3 111 | Permanent | yes |
| 12/31/2001 | REMOI | | LEYTE STA | ATE UNIVERSITY | \$6486.00pa | 3 | Permanent | yes |
| 613012001 | REMO I | | Visayas State (| College of Agriculture | \$3312.00pa | กมือ | Permanent | yes |
| 12/31/1999 | REMOI | | Visayas State (| College of Agriculture | 57552.00pa | าง่อ | Permanent | yes |
| 12/31/1997 | Clerk ! | | Visayas State (| Callege of Agriculture | 237.54/d | n/a | casual | yes |
| 12/31/1996 | Clerk I | | VIsayas State College of Agriculture | | 225.27/d | n/a | casual | yes |
| 12/31/1995 | Clerk I | rank an inches | Visayas State College of Agriculture | | 179.82/d | n/a | casual | yes |
| 12/31/1994 | Clerk I | | Visayas State C | College of Agriculture | 134.36/d | nia | casual | yes |
| 12/31/1990 | Clerk I | | Visayas State (| College of Agriculture | 98.00/d | nia | casuai | yes |
| 6/30/1989 | Clerk | | Visayas State C | College of Agriculture | 38.15/d | n/a | casual | yes |
| 12/13/1987 | Clerk | il neo | Visayas State C | College of Agriculture | 28.15/d | n/a | casual | yes |
| 2/28/1987 | Clerk | | Visayas State C | College of Agriculture | 24.50/4 | n/a | casual | yes |
| 673071986 | Clerk | | | | 22.25/d | n/a | casuai | yes |
| IATURE | | .1 .0 | manus on pepmate sneet | DATE | 1 | 1-1/1- | 111111111111111111111111111111111111111 | |
| | FR BERVICE BA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA SPECIAL CA TO I PRESENT 12/31/2016 12/31/2016 12/31/2015 5/31/2012 2/28/2012 2/28/2012 2/28/2012 12/31/2010 6/30/2008 6/30/2008 6/30/2009 2/28/2009 13/31/2004 2/28/2006 11/30/2004 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19002 12/31/19004 12/31/19002 12/31/19002 12/31/19002 12/31/19004 12/31/19004 12/31/19002 12/31/19004 12/31/19004 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 12/31/19006 | Company Comp | Company | Continue Continue | TACHER OF THE PROPERTY OF THE | Commonton Caromotion Caro | ### PART OF THE PROPERTY OF TH | ### Part Part |

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V. WORK EXPERIENCE (Additional Sheet)

Service RECORD OF APPOINTMENT OFFICE ENTITY/DIV. Monthly Salary Status Gov.t (Inclusive Date) Position Title Department/Agency. Salary Grades Appt. Service

05/01/1984 to 12/31/1984 Clerk Visayas State College of Agriculture- P 20.25 /d n/a casual- yes 06/02/1982 to 04/30/1984 Clerk Visayas State College of Agriculture 18.40/d n/a casual yes 03/01/1981 tp 06/01/1982 Clerk-typist Visayas State College of Agriculture 18.40/d n/a casual yes 06/01/1980 to 02/28/1981 Clerk-typist Visayas State College of Agriculture 16.00/d n/a casual yes

VYVVVVVVVVVVVVVVVVVVVVVVVVVVV

| NNUE & ADDRESS OF CRIGANIZATION (Write in full) NOOPE NO | | | | |
|--|--|---|--|--|
| TITLE OF LEARNING AND DEVELOPMENT (L.GD) INTERVENTIONS/TRAINING PROGRAMS TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Witten Internal Interna | POSITION / NATURE OF WORK | | | |
| AND LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED SITURD OF INSTITUTE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (With in full) TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (With in full) From To | | | | |
| Serification the most recent L40 training program and acide only the relevant L50 training pages for Design from the most recent L50 training program and acide only the relevant L50 training pages for Design f | | | | |
| Serification the most recent L40 training program and acide only the relevant L50 training pages for Design from the most recent L50 training program and acide only the relevant L50 training pages for Design f | | | | |
| Serification the most recent L40 training program and acide only the relevant L50 training pages for Design from the most recent L50 training program and acide only the relevant L50 training pages for Design f | | | | |
| Seninar-Workshop on Performance Evaluation (PES) May 30 30 May 04, 00 16-hrs. Cerninar-Workshop on Supply & Propery Management March 5, 04 Seninar-Workshop on Supply & Propery Management March 5, 04 May 17, 1980 to Nov. 20, 1980 Perform To June 11, '03 June 12, '03 Seninar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Recomplishing the Performance Evaluation Report Form To Complishing the Performance Complishes Recomplishing the Performance Complishes Recomplishing the Performance Complishes Recomplishing the Performance Complishes Recomplishing the Performance Devaluation Report Form Trailing on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 22 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Wire in full) VPA - Visca Personnal Association - Member | | | | |
| VIII. LEARNING AND DEVELOPMENT (LSD) INTERVENTIONSTRAINING PROGRAMS ATTENDED Size from the most recent LSD training program and related only the relevant LSD training places for the last five (5) years for Division Cheek TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONSTRAINING PROGRAMS (Winle in full) From To May 30 '00 May 04, '00 16-hrs. Career & Personality Dev'pt, (for clerks) May 19, '03 and Mey 22, '03 16-hrs. Training on Microsoft Excell & Microsoft Word June 11, '03 June 12, '03 16-hrs. Strengthening the Capability of Visca, Clerical Staff June 17, 18 and 25, 2004 12-hrs. Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Accomplishing the Performance Evaluation Report Form 7720/1994 4-hrs. Accomplishing the Performance Evaluation Report Form 7720/1994 4-hrs. March 2 to 3, 2017 24-hrs. Will OTHER INFORMATION Processary) VIII. OTHER INFORMATION Processary VPA - Visca Personnel Association - Member | | | | |
| VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED Start from the most recent (L&D testing program and recide only the relevant L&D testing by sex for the last five (5) years for Disson Creeks TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Wille in Ris) Seminar-Workshop on Performance Evaluation (PES) May 03 '00 May 04, '00 May 08, '00 May 04, '00 May 08, '00 May 04, '00 May 19, '03 and May 22, '03 May 19, '03 and May 22, '03 May 19, '03 and May 22, '03 May 19, '03 and May 12, '03 May 19, '03 and May 12, '03 May 18, '03 May 19, '03 and May 22, '03 May 19, '03 and May 12, '03 May 19, '03 and May 19, '03 May 1 | | | | |
| VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED Start from the most recent (L&D testing program and recide only the relevant L&D testing by sex for the last five (5) years for Disson Creeks TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Wille in Ris) Seminar-Workshop on Performance Evaluation (PES) May 03 '00 May 04, '00 May 08, '00 May 04, '00 May 08, '00 May 04, '00 May 19, '03 and May 22, '03 May 19, '03 and May 22, '03 May 19, '03 and May 22, '03 May 19, '03 and May 12, '03 May 19, '03 and May 12, '03 May 18, '03 May 19, '03 and May 22, '03 May 19, '03 and May 12, '03 May 19, '03 and May 19, '03 May 1 | | | | |
| Similar from the most recent £40 values program and include only the inclusive £40 training passes for the test fire (5 years for Division Chiefs Intitle OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full) From To May 03 '00 May 04, '00 16-hrs. Career & Personality Dev'pt, (for clerks) May 19, '03 and May 22, '03 16-hrs. Training on Microsoft Excell & Microsoft Word June 11, '03 June 12, '03 June 12, '03 16-hrs. Strengthening the Capability of Visca, Clerical Staff Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 Ahrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Accomplishing the Performance Evaluation Report Form 7720/1994 4-hrs. Values Orientation Workshop (VOW) Enhancement Seminar-Workshop on Internal Quality Audit NON-ACADEMIC DISTINCTIONS / RECOGNITION (Wire in full) VPA - Visca Personnel Association - Member | | | | |
| Inclusive DATES OF ATTENDANCE (Wilte in Ris) Seminar-Workshop on Performance Evaluation (PES) Seminar-Workshop on Performance Evaluation (PES) May 03 '00 May 04, '00 16-hrs. Career & Personality Dev'pt. (for clerks) May 19, '03 and May 22, '03 16-hrs. Training on Microsoft Excell & Microsoft Word June 11, '03 June 12, '03 June 12, '03 16-hrs. Seminar-Workshop on Supply & Propery Management March 5, '04 Seminar-Workshop on Supply & Propery Management March 5, '04 Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 71-hrs. Percords Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Accomplishing the Performance Evaluation Report Form 7720/1994 4-hrs. Accomplishing the Performance Evaluation Report Form 7720/1994 4-hrs. Walues Orientation Workshop (VOW) June 24 to 28, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheet if necessary) VIII. OTHER INFORMATION PACADEMIC DISTINCTIONS / RECOGNITION (Wire in Rish) VPA - Visca Personnel Association - Member | ecutive/Managerial positions) | | | |
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| Seminar-Workshop on Performance Evaluation (PES) May 19, '03 and May 22, '03 16-hrs. Training on Microsoft Excell & Microsoft Word June 11, '03 June 12, '03 16-hrs. Seminar-Workshop on Supply & Propery Management March 5, '04 8-hrs. Strengthening the Capability of Visca, Clerical Staff June 17, 19 and 25, 2004 12-hrs. Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 8-hrs. Accomplishing the Performance Evaluation Report Form 7/2011994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheef if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Wittle in full) VPA - Visca Personnel Association - Member | Managerial CONDUCTED/ SPONSORED BY / Supervisor | full) | | |
| Career & Personality Dev'pt. (for clerks) May 19, '03 and May 22, '03 16-hrs. Training on Microsoft Excell & Microsoft Word June 11, '03 June 12, '03 16-hrs. Seminar-Workshop on Supply & Propery Management March 5, '04 8-hrs. Strengthening the Capability of Visca, Clerical Staff June 17, 18 and 25, 2004 12-hrs. Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 8-hrs. Accomplishing the Performance Evaluation Report Form 7/20/1994 4-hrs. Enhancement Seminar-Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Wirlie in full) VPA - Visca Personnel Association - Member | yl | | | |
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| Seminar-Workshop on Supply & Propery Management Strengthening the Capability of Visca, Clerical Staff June 17, 18 and 25, 2004 12-hrs. Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 8-hrs. Accomplishing the Performance Evaluation Report Form 7/20/1994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | HRMDO, LSU | | | |
| Strengthening the Capability of Visca, Clerical Staff June 17, 18 and 25, 2004 12-hrs. Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 8-hrs. Accomplishing the Performance Evaluation Report Form 7/20/1994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32. NON-ACADEMIC DISTINCTIONS/ RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | HRMDO, LSU | | | |
| Orientation Seminar for Clerks Nov. 17, 1980 to Nov. 20, 1980 34-hrs. Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | LSU | | | |
| Records Management Seminar May 21, 1984 to May 25, 1984 40-hrs. Seminar on the Proper Preparation of Vouches, Payrolis & their Support-Documents Dec. 02, 1992 8-hrs. Appointment Preparation and CSC Updates Feb. 04, 1994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit March 2 to 3, 2017 24-hrs. (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) The proper Preparation of Vouches, Payrolis & their Support-Documents Behavior and Page 18 and 1994 40-hrs. 8-hrs. 40-hrs. (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | VISCA | | | |
| Seminar on the Proper Preparation of Vouches, Payrolls & their Support-Documents Appointment Preparation and CSC Updates Appointment Preparation and CSC Updates Feb. 04, 1994 8-hrs. Accomplishing the Performance Evaluation Report Form 7/20/1994 4-hrs. Values Orientation Workshop (VOW) June 24 to 26, 1998 24-hrs. Enhancement Seminar-Workshop on Internal Quality Audit March 2 to 3, 2017 24-hrs. (Continue on separate sheet of necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Wite in full) | VISCA | | | |
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| Accomplishing the Performance Evaluation Report Form 7/20/1994 4-hrs. Values Orientation Workshop (VOW) Enhancement Seminar-Workshop on Internal Quality Audit March 2 to 3, 2017 24-hrs. (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Witle in full) VPA - Visca Personnel Association - Member | VISCA | | | |
| Values Orientation Workshop (VOW) Enhancement Seminar-Workshop on Internal Quality Audit March 2 to 3, 2017 24-hrs. (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | CSC & VISCA | | | |
| Enhancement Seminar-Workshop on Internal Quality Audit March 2 to 3, 2017 24-hrs. (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) VPA - Visca Personnel Association - Member | VISCA | | | |
| Quality Audit March 2 to 3, 2017 24-hrs. | HRMDO & CSC | | | |
| (Continue on separate sheet if necessary) VIII. OTHER INFORMATION SPECIAL SKILLS and HOBBIES 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) Encoding VPA - Visca Personnel Association - Member | vsu | | | |
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| SPECIAL SKILLS and HOBBIES 32 NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) Encoding VPA - Visca Personnel Association - Member | | | | |
| SPECIAL SKILLS and HOBBIES 32 (Write in full) Encoding VPA - Visca Personnel Association - Member | | | | |
| Encoding VPA - Visca Personnel Association - Member | 33. MEMBE | ERSHIP IN ASSOCIATION/ORGANIZA (Write in full) | | |
| Playing Volleyball | BEC - Basic Eccle | BEC - Basic Ecclestial Community - Active | | |
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| SIGNATURE (Continue on separate sheet if necessary) DATE | | | | |

| Are you related by consanguinity or affinity to the point chief of bureau or office or to the person who has immedi Bureau or Department where you will be apppointed, a. within the third degree? | YES NO | | | | |
|--|---|------------------------------------|-------------------------------------|--|--|
| b. within the fourth degree (for Local Government Unit - C | YES V NO If YES, give details: | | | | |
| 35. a. Have you ever been found guilty of any administrative of | 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 court or tribunal? | , | | | | |
| | 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? | | | | |
| a. Have you ever been a candidate in a national or local endeaning Barangay election)? b. Have you resigned from the government service during | ☐ YES | | | | |
| election to promote/actively campaign for a national or loc 39. Have you acquired the status of an immigrant or permane | If YES, give details: YES NO If YES, give details (country): | | | | |
| 40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) N 7277); and (c) Solo Parents Welfare Act of 2000 (RA 897); a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent? | If YES, please specify: YES If YES, please specify ID No: YES If YES, please specify ID No: | NO | | | |
| 41. REFERENCES (Person not related by consanguinity or affinity to applica | nt /appointee) | | | | |
| NAME | ADDRESS | TEL. NO. | | | |
| Brgy. Captain - Benito O. Abapo | Brgy. Sto. Rosario, Baybay City, Leyte | none | | | |
| 42. I declare under oath that I have personally accomplish complete statement pursuant to the provisions of pert Philippines. I authorize the agency head/authorized repre agree that any misrepresentation made in this do administrative/criminal case/s against me. | inent laws, rules and regulations of the I sentative to verify/validate the contents state | Republic of the | Signandau MA.FEA BASLAN 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: VSU ID# VOOO091 ID/License/Passport No.: """ Date/Place of Issuance: VSU, Visca, Baybay City, Leyte | ox) Right Thumbmark | | | | |
| SUBSCRIBED AND SWORN to before me this | PR 2 6 2017 , affiant exhibitin | g his/her validly issued governmen | nt ID as indicated above. | | |
| | ATTY. RYSA/ C. GUINO | | | | |

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MCLE COMP. NO. V-0009582-07/20/15
ROLL OF ATTORNEYS NO. 57467

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