

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	Dumaguing		
FIRST NAME	Nancy	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Villacarta		
3. DATE OF BIRTH (mm/dd/yyyy)	10/04/1963	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	Pororo, Cebu	If holder of dual citizenship, please indicate the details.	
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:		
7. HEIGHT (m)	1.54	17. RESIDENTIAL ADDRESS	Apt 72 Killbourne Drive
8. WEIGHT (kg)	58.00		House/Block/Lot No. Street
9. BLOOD TYPE	O		VSU Main Campus Pangasungan
10. GSIS ID NO.	N/A		Subdivision/Village Barangay
11. PAG-IBIG ID NO.	N/A		BAYBAY LEYTE
12. PHILHEALTH NO.	N/A	ZIP CODE	City/Municipality Province
13. SSS NO.	N/A	18. PERMANENT ADDRESS	N/A N/A
14. TIN NO.	N/A	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	V00185		N/A Mailhi
			Subdivision/Village Barangay
			BAYBAY LEYTE
			City/Municipality Province
		ZIP CODE	6521
		19. TELEPHONE NO.	(053) 563-8911
		20. MOBILE NO.	926-801-4558
		21. E-MAIL ADDRESS (if any)	nvdumaguing@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DUMAGUING		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NELSON	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	ASIS			
OCCUPATION	MANAGEMENT AUDIT ANALYST			
EMPLOYER/BUSINESS NAME	LGU, BAYBAY			
BUSINESS ADDRESS	BAYBAY CITY, LEYTE			
TELEPHONE NO.	053-5637199			
24. FATHER'S SURNAME	N/A			
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	N/A			
25. MOTHER'S MAIDEN NAME	N/A			
SURNAME	N/A			
FIRST NAME	N/A			
MIDDLE NAME	N/A		(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	Higulo-an Elementary School	Elementary	1970	1976		1976	Salutatorian
SECONDARY	Baybay National High School	High School	1976	1980		1980	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Home Economics	1982	1986	Graduate	1986	N/A
GRADUATE STUDIES	University of the Philippines at Los Baños	Master of Professional Studies in Food & Nutrition Planning	1992	1994	Graduate	1994	N/A

PLEASE SEE ATTACHMENT A
(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/31/2023
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Attachment A

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			
	GRADUATE STUDIES	University of the Philippines at Los Baños	Doctor of Philosophy in Human Nutrition	2008	2012	Graduate	2012	DOST
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		03/31/2023		

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
	Career Service Eligibility - Professional	80.50	12/08/1991	Tacloban City	NA	N/A

(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	GOV'T SERVICE (Y/ N)
From	To						
01/01/2023		Associate Professor V	Visayas State University	81,207.00	23-2	Permanent	Y
12/31/2022		Associate Professor V	Visayas State University	79,659.00	23-2	Permanent	Y
01/01/2022		Associate Professor V	Visayas State University	78,455.00	23-1	Permanent	Y
01/01/2021		Associate Professor V	Visayas State University	76,907.00	23-1	Permanent	Y
01/01/2020		Associate Professor V	Visayas State University	75,359.00	23-1	Permanent	Y
07/01/2019	12/31/2019	Associate Professor V	Visayas State University	73,811.00	23-1	Permanent	Y
01/01/2019	06/30/2019	Associate Professor II	Visayas State University	51,155.00	20-1	Permanent	Y
01/01/2018	12/31/2018	Associate Professor II	Visayas State University	47,037.00	20-1	Permanent	Y
01/01/2017		Associate Professor II	Visayas State University	39,151.00	19-1	Permanent	Y
01/01/2017	12/31/2017	Associate Professor I	Visayas State University	43,250.00	20-1	Permanent	Y
01/01/2016	12/31/2016	Associate Professor I	Visayas State University	36,409.00	19-1	Permanent	Y
01/01/2015	12/31/2015	Associate Professor I	Visayas State University	33,859.00	-	Permanent	Y
10/01/2012	12/31/2014	Assistant Professor III	Visayas State University	29,348.00	-	Permanent	Y
06/01/2012	09/30/2012	Assistant Professor III	Visayas State University	29,028.00	-	Permanent	Y
06/01/2011	05/31/2012	Assistant Professor III	Visayas State University	26,292.00	-	Permanent	Y
06/24/2010	05/31/2011	Assistant Professor III	Visayas State University	23,555.00	-	Permanent	Y
10/01/2009	06/23/2010	Assistant Professor III	Visayas State University	20,819.00	-	Permanent	Y
07/01/2009	09/30/2009	Assistant Professor II	Visayas State University	20,309.00	-	Permanent	Y
02/01/2009	06/30/2009	Assistant Professor II	Visayas State University	17,059.00	-	Permanent	Y
07/01/2008	01/31/2009	Assistant Professor II	Visayas State University	17,059.00	-	Temporary	Y
07/01/2007	06/30/2008	Assistant Professor II	Visayas State University	15,508.00	-	Temporary	Y
12/01/2001	06/30/2007	Assistant Professor II	Leyte State University	14,098.00	-	Temporary	Y
07/01/2001	11/30/2001	Assistant Professor I	Visayas College of Agriculture	13,300.00	-	Temporary	Y
01/01/2000	06/30/2001	Assistant Professor I	Visayas College of Agriculture	12,667.00	-	Temporary	Y
12/01/1997	12/31/1999	Assistant Professor I	Visayas College of Agriculture	11,515.00	-	Temporary	Y
11/01/1997	11/30/1997	Instructor I	Visayas College of Agriculture	9,668.00	-	Temporary	Y

PLEASE SEE ATTACHMENT B

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/31/2023
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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	GOV'T SERVICE (Y/ N)
	From	To						
	01/01/1997	10/31/1997	Instructor I	Visayas College of Agriculture	8,118.00	-	Temporary	Y
	01/01/1996	12/31/1996	Instructor I	Visayas College of Agriculture	6,568.00	-	Temporary	Y
	01/01/1995	12/31/1995	Instructor I	Visayas College of Agriculture	5,240.00	-	Temporary	Y
	01/01/1994	12/31/1994	Instructor I	Visayas College of Agriculture	4,240.00	-	Temporary	Y
	11/01/1993	12/31/1993	Instructor I	Visayas College of Agriculture	3,540.00	-	Temporary	Y
	07/01/1989	01/15/1993	Instructor I	Visayas College of Agriculture	3,540.00	-	Temporary	Y
	01/16/1989	06/30/1989	Instructor I	Visayas College of Agriculture	2,396.00	-	Temporary	Y
	01/01/1988	12/31/1988	Research Aide III	Visayas College of Agriculture	99.03	-	Contractual	Y
	07/01/1987	12/31/1987	Research Aide III	Visayas College of Agriculture	90.03	-	Contractual	Y
	03/01/1987	06/30/1987	Research Aide	Visayas College of Agriculture	67.99	-	Contractual	Y
	07/01/1986	02/28/1987	Research Aide	Visayas College of Agriculture	59.13	-	Contractual	Y
	05/16/1986	06/30/1986	Research Aide	Visayas College of Agriculture	53.75	-	Contractual	Y
(Continue on separate sheet if necessary)								
SIGNATURE					DATE	03/31/2023		

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		
	N/A	N/A	N/A	N/A	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)

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/31/2023
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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? 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><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>CHELYN G. ESTILLORE</td><td>GABAS, BAYBAY CITY, LEYTE</td><td>09993752310</td></tr><tr><td>HANNAH MAE E. QUIMBO</td><td>KILIM, BAYBAY CITY, LEYTE</td><td>09155900211</td></tr><tr><td></td><td></td><td></td></tr></table>			NAME	ADDRESS	TEL. NO.	CHELYN G. ESTILLORE	GABAS, BAYBAY CITY, LEYTE	09993752310	HANNAH MAE E. QUIMBO	KILIM, BAYBAY CITY, LEYTE	09155900211			
NAME	ADDRESS	TEL. NO.												
CHELYN G. ESTILLORE	GABAS, BAYBAY CITY, LEYTE	09993752310												
HANNAH MAE E. QUIMBO	KILIM, BAYBAY CITY, LEYTE	09155900211												
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.		ID picture taken within the last 6 months 3.5 cm x 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture is not acceptable PHOTO Right Thumbmark												
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i> Government Issued ID: N/A ID/License/Passport No.: N/A Date/Place of Issuance: N/A	Signature (Sign inside the box) 03/31/2023 Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														