

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	FERNANDEZ		
FIRST NAME	RUPHA GIN	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	TUBATO		
3. DATE OF BIRTH (mm/dd/yyyy)	10/30/1990	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	Davao City		Philippines
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS Purok 1 House/Block/Lot No. Street Bagasa Bago Gallera Subdivision/Village Barangay DAVAO CITY DAVAO DEL SUR City/Municipality Province ZIP CODE 8000	
7. HEIGHT (m)	1.60		
8. WEIGHT (kg)	60.00		
9. BLOOD TYPE	O+		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A		
14. TIN NO.	N/A	18. PERMANENT ADDRESS Purok 1 House/Block/Lot No. Street Bago Gallera Subdivision/Village Barangay DAVAO CITY DAVAO DEL SUR City/Municipality Province ZIP CODE 8000	
15. AGENCY EMPLOYEE NO.	V02113	19. TELEPHONE NO.	N/A
		20. MOBILE NO.	926-028-7640
		21. E-MAIL ADDRESS (if any)	rupha.fernandez@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	FERNANDEZ			
FIRST NAME	ROGELIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	N/A			
25. MOTHER'S MAIDEN NAME	PACITA BREVA TUBATO			
SURNAME	TUBATO			
FIRST NAME	PACITA			
MIDDLE NAME	BREVA		(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	Talomo Central Elementary School	Elementary	1996	2002		2002	N/A
SECONDARY	Talomo National High School	High School	2002	2007		2007	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	N/A						
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/06/2025
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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		
	Civic Welfare Training Program (CWTS)- National Service Training Program (NSTP) VSU, BAYBAY LEYTE	01/08/2024	07/31/2024	124	Coordinator

(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			
	CosCho Ched Reorientation Seminar	07/15/2024	07/16/2024	16	Instruction	CHED
	Workshop on Updating and Revising the VSU Student Handbook	07/04/2024	07/06/2024	24	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	"Gender Sensivity Orientation for VSU Faculty and Staff"	04/12/2024	04/12/2024	4	Instruction	Gender and Development, Visayas State University
	22nd IPCAP Annual National Convention Workshop with the theme Understanding the Impact We Make in Advancing Professional Counseling Practice in a Changed World	02/22/2024	02/23/2024	16	Instruction	IPCAP+
	webinar for A well-being webinar in Suicide Prevention among Higher Education Institutions	12/07/2023	12/07/2023	3	Supervisory	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	Unlocking Excellence: The 5S Revolution for Clerks and Heads at Visayas State University	11/29/2023	11/29/2023	3	Technical	Human Resource Management Office, Visayas State College of Agriculture
	DYDC radyo seminar	09/13/2023	09/13/2023	2	Technical	Visayas State University Radio DYDC-FM
	PRINCIPLES OF GRAPHIC DESIGN	03/01/2023	03/31/2023	30	Supervisory	University of the Philippines- Open University Distance E learning
	GENDER SENSITIVITY TRAINING	02/13/2023	03/10/2023	30	Technical	University of the Philippines- Open University Distance E learning
	RACE AGAINST SUICIDE	02/08/2023	02/10/2023	21	Technical	Davao Association of Guidance and Counselor
	POSITIVE PSYCHOLOGY IN ACTION: WORKSHOPS ON THE APPLICATION OF POSITIVE PSYCHOLOGY	12/26/2022	12/26/2022	3	Supervisory	Psychology Association of the Philippines
	PARENTING GIFTED ADOLESCENTS AMIDST THE PANDEMIC	08/28/2020	08/28/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	COUNSELING INTERVENTIONS IN MANAGMENT OF MENTAL HEALTH ISSUES	08/18/2020	08/18/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	POSITIVE PSYCHOLOGY AS A TOOL FOR ADDRESSING COVID-19 RELATED MENTAL HAZARDS	08/14/2020	08/14/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	UTILIZING TECHNOLOGY IN THE DELIVERY OF VIRTUAL GUIDANCE AND COUNSELING SERVICES	08/12/2020	08/12/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	MAINTANING POSITIVITY AMIDST COVID-19	06/15/2020	06/15/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC
	DEALING WITH GAMING AND SOCIAL MEDIA	06/12/2020	06/12/2020	2	Technical	PHILIPPINE GUIDANCE AND COUNSELING ASSOCIATION INC

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)
	Cooking		Certificate of Recognition for serving as Coordinator of the Civic Welfare Training Service (CWTS) under the National Service Training Program.		DAVAO GUIDANCE AND COUNSELING ORGANIZATION (DAGCO)
	Counseling and Group Facilitating		Recognition as Resource Speaker for VSUIHS entitled "A time to See Yourself and Others: Empowering a Mindset of Growth Amongst Negativity"		PHILIPPINE GUIDANCE COUNSELORS ASSOCIATION
	Client Relationship Building				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/06/2025
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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? YES NO

b. within the fourth degree (for Local Government Unit - Career Employees)? 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.

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

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.

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

Government Issued ID: **PRC**

ID/License/Passport No.: **0004154**

Date/Place of Issuance: **10/13/2022 / Davao City**

Signature (Sign inside the box)

03/06/2025

Date Accomplished

Right Thumbmark

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

Person Administering Oath