

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 | Fornis | | |
| FIRST NAME | Paul Vincent | NAME EXTENSION (JR., SR) N/A | |
| MIDDLE NAME | Lolor | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 05/30/1999 | 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: Philippines |
| 4. PLACE OF BIRTH | Hilongos, Leyte | If holder of dual citizenship, please indicate the details. | |
| 5. SEX | <input checked="" type="checkbox"/> Male <input 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 | House/Block/Lot No. Street Pangasungan Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521 |
| 7. HEIGHT (m) | 1.60 | | |
| 8. WEIGHT (kg) | 50.00 | ZIP CODE | 6521 |
| 9. BLOOD TYPE | N/A | 18. PERMANENT ADDRESS | House/Block/Lot No. Street Baas Subdivision/Village Barangay HILONGOS LEYTE City/Municipality Province 6524 |
| 10. GSIS ID NO. | N/A | ZIP CODE | 6524 |
| 11. PAG-IBIG ID NO. | 1212-7586-6479 | | |
| 12. PHILHEALTH NO. | 13-250512455-7 | | |
| 13. SSS NO. | N/A | 19. TELEPHONE NO. | N/A |
| 14. TIN NO. | 773-900-412 | 20. MOBILE NO. | 985-165-1779 |
| 15. AGENCY EMPLOYEE NO. | VJO01374 | 21. E-MAIL ADDRESS (if any) | paulvincent.fornis@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 | 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 | Fornis | | | |
| FIRST NAME | Dionesio | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | Aniscal | | | |
| 25. MOTHER'S MAIDEN NAME | Estelita Retulla Lolor | | | |
| SURNAME | Fornis | | | |
| FIRST NAME | Estelita | | | |
| MIDDLE NAME | Lolor | | (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 | N/A | | | | | | |
| SECONDARY | Hilongos National Vocational School | Senior High School | 2016 | 2018 | | 2018 | With honors |
| VOCATIONAL/ TRADE COURSE | N/A | | | | | | |
| COLLEGE | Visayas State University - Baybay City | Bachelor of Science in Secondary Education (Major in Social Studies) | 2018 | 2022 | | 2022 | Cum laude |
| GRADUATE STUDIES | N/A | | | | | | |

(Continue on separate sheet if necessary)


SIGNATURE

DATE

02/23/2024

| 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 |
| | Civil service Eligibility by virtue of PD 907,as amended | | N/A | N/A | N/A | N/A |
| | Licensed Professional Teacher | 86.20 | 06/19/2023 | Tacloban City | 2074700 | N/A |
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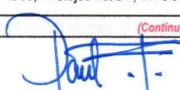
V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

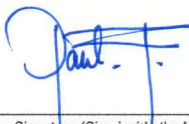
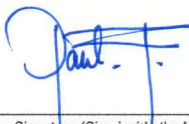
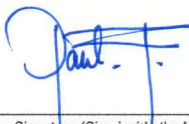


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|---|---|------|------------|
| (Continue on separate sheet if necessary) | | | |
| SIGNATURE |  | DATE | 02/23/2024 |

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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 | | | |
| | N/A | N/A | N/A | N/A | N/A | |
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| (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 | | | |
| | Workshop on Media Production and Managment for the Magmasid Team | 02/03/2024 | 02/03/2024 | 8HRS | Technical Skills | San Lorenzo Ruiz College of Omoc |
| | Designing a Newsletter Workshop for DevC 126 | 12/05/2023 | 12/06/2023 | 6HRS | Technical Skills | VSU Department of Development Communication |
| | Design Thinking Workshop | 12/13/2023 | 12/14/2023 | 16HRS | Leadership/ Managerial | VSU Quality Assurance Center |
| | 2-Day Seminar-Workshop on Research Poster Presentation | 10/12/2023 | 10/13/2023 | 16HRS | Technical | BiPSU Research and Development Office |
| | The Builders' Courier Campus Journalism Training | 04/06/2023 | 04/08/2023 | 16HRS | Technical | Hilongos National Vocational School, Hilongos, Leyte |
| | Basic Photoshop and Graphic Design Workshop | 03/23/2023 | 03/23/2023 | 2HRS | Technical | VSU Department of Development Communication |
| | Desktop Publishing Workshop | 01/20/2023 | 01/20/2023 | 4HRS | Technical | VSU Department of Development Communication |
| | VSU College of Education Journalism Workshop | 11/05/2022 | 07/05/2022 | 4HRS | Technical | VSU CoEd - League of Exemplary English Students |
| | Seminar Workshop on BiPSU's SDG Ambassadors | 07/30/2022 | 07/30/2022 | 8HRS | Technical | BiPSU OVP for Research, Innovation, and Extension Services |
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| (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) | |
| | Audio Visual Presentation | | Manalas, Best Short Film Poster, Climate Change Commission Klima Film Festival, November 2020 | | N/A | |
| | Content Creation | | Winner (Team), VSU DLABS Debate Expo, September 2019 | | | |
| | Data Visualization & Information Design | | Winner, VSU DLABS Extemporaneous Speaking Competition, September 2018 | | | |
| | Graphic Design | | Leadership Awardee, HNVS Commencement Exercises 2018, April 2018 | | | |
| | Photography | | First Place, Division Sch. Press Conference Extemporaneous Speaking Competition, September 2017 | | | |
| | News Writing | | First Place, Collaborative Desktop Publishing Competition, Area Sch. Press Conference, Aug. 2017 | | | |
| | Video Production & Editing | | Seventh Place, Photojournalism, Division Sch. Press Conference, October 2015 | | | |
| (Continue on separate sheet if necessary) | | | | | | |
| SIGNATURE | |  | | DATE | 02/23/2024 | |

| <p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> | | | | | | | | | | | | |
|--|---|-----------------------------------|------------------------------|------------------------------------|--|--|---------------------------------|---------------------|---------------------------|------------------|--|--|--|
| <p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <hr/> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p> | | | | | | | | | | | | |
| <p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> | | | | | | | | | | | | |
| <p>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?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> | | | | | | | | | | | | |
| <p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> | | | | | | | | | | | | |
| <p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p> | | | | | | | | | | | | |
| <p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p> | <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No _____</p> | | | | | | | | | | | | |
| <p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Jed Asaph D. Cortes</td> <td>Visca, Baybay City, Leyte</td> <td>+63 9778 512 000</td> </tr> <tr> <td>Ulderico B. Alviola</td> <td>Visca, Baybay City, Leyte</td> <td>+63 9178 363 626</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | | NAME | ADDRESS | TEL. NO. | Jed Asaph D. Cortes | Visca, Baybay City, Leyte | +63 9778 512 000 | Ulderico B. Alviola | Visca, Baybay City, Leyte | +63 9178 363 626 | | | |
| NAME | ADDRESS | TEL. NO. | | | | | | | | | | | |
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| Ulderico B. Alviola | Visca, Baybay City, Leyte | +63 9178 363 626 | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| <p>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.</p> | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <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: 773-900-412</td> </tr> <tr> <td>ID/License/Passport No.: N/A</td> </tr> <tr> <td>Date/Place of Issuance: 01-22-2021</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: 773-900-412 | ID/License/Passport No.: N/A | Date/Place of Issuance: 01-22-2021 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) </td> </tr> <tr> <td style="text-align: center;"> 02/23/2024 Date Accomplished </td> </tr> </table> |  Signature (Sign inside the box) | 02/23/2024 Date Accomplished | | | | | | |
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| Government Issued ID: 773-900-412 | | | | | | | | | | | | | |
| ID/License/Passport No.: N/A | | | | | | | | | | | | | |
| Date/Place of Issuance: 01-22-2021 | | | | | | | | | | | | | |
|  Signature (Sign inside the box) | | | | | | | | | | | | | |
| 02/23/2024 Date Accomplished | | | | | | | | | | | | | |
| <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="text-align: center;">SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; height: 60px; margin: 10px auto; width: 80%;"></div> <p style="text-align: center;">Person Administering Oath</p> </div> <div style="width: 35%; text-align: center;">  PHOTO  Right Thumbmark </div> </div> | | | | | | | | | | | | | |