

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 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	DAG-UMAN												
FIRST NAME	MICHAEL	NAME EXTENSION (JR., SR)	NA										
MIDDLE NAME	DUMAPE												
3. DATE OF BIRTH (mm/dd/yyyy)	5/20/1989	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship										
4. PLACE OF BIRTH	BAYBAY CITY	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization										
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Please indicate country: ▼											
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	<table border="1"> <tr> <td>House/Block/Lot No.</td> <td>Street</td> </tr> <tr> <td>TAB-ANG</td> <td>KILIM</td> </tr> <tr> <td>Subdivision/Village</td> <td>Barangay</td> </tr> <tr> <td>BAYBAY CITY</td> <td>LEYTE</td> </tr> <tr> <td>City/Municipality</td> <td>Province</td> </tr> </table>	House/Block/Lot No.	Street	TAB-ANG	KILIM	Subdivision/Village	Barangay	BAYBAY CITY	LEYTE	City/Municipality	Province
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TAB-ANG	KILIM												
Subdivision/Village	Barangay												
BAYBAY CITY	LEYTE												
City/Municipality	Province												
7. HEIGHT (m)	1.58m	ZIP CODE	6521										
8. WEIGHT (kg)	58kg	18. PERMANENT ADDRESS	<table border="1"> <tr> <td>House/Block/Lot No.</td> <td>Street</td> </tr> <tr> <td>TAB-ANG</td> <td>KILIM</td> </tr> <tr> <td>Subdivision/Village</td> <td>Barangay</td> </tr> <tr> <td>BAYBAY CITY</td> <td>LEYTE</td> </tr> <tr> <td>City/Municipality</td> <td>Province</td> </tr> </table>	House/Block/Lot No.	Street	TAB-ANG	KILIM	Subdivision/Village	Barangay	BAYBAY CITY	LEYTE	City/Municipality	Province
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Subdivision/Village	Barangay												
BAYBAY CITY	LEYTE												
City/Municipality	Province												
9. BLOOD TYPE	B+	ZIP CODE	6521										
10. GSIS ID NO.	021-1405-5022-8	19. TELEPHONE NO.	NA										
11. PAG-IBIG ID NO.	1211 0314 5995	20. MOBILE NO.	09351584123										
12. PHILHEALTH NO.	13-000112564-9	21. E-MAIL ADDRESS (if any)	michaeldaguman@gmail.com										
13. SSS NO.	NA												
14. TIN NO.	45-803-411												
15. AGENCY EMPLOYEE NO.	v00656												


II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	MORQUIANOS		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	AIREEN	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	TANAID		NA	NA
OCCUPATION	CLERK		NA	NA
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY		NA	NA
BUSINESS ADDRESS	Visca, Baybay City, Leyte		NA	NA
TELEPHONE NO.	NA		NA	NA
24. FATHER'S SURNAME	DAG-UMAN		NA	NA
FIRST NAME	HERACLITUS	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	AUSTERO		NA	NA
25. MOTHER'S MAIDEN NAME	DUMAPE		NA	NA
SURNAME	DAG-UMAN		NA	NA
FIRST NAME	LEONILA		NA	NA
MIDDLE NAME	ORUA		(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	KILIM ELEMENTARY SCHOOL	GRADUATE	5/21/1995	3/30/2001	NA	2001	NA
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	GRADUATE	5/2/2001	3/30/2006	NA	2006	NA
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	GRADUATE	5/2/2006	4/15/2013	NA	2013	NA
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	February 17, 2021
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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			
	Congressional Scholar Society	7/1/2012	4/30/2013	1 SEMESTER	ADVISER	
	KABALIKAT VSU	10/1/2020	recent		MEMBER	
(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			
	Reserve Officer Training Corps (ROTC)	1/7/2006	7/3/2009	3 Years		COL SAMUEL F. FELIPE
	Assembly Test (804CDC, 8RCDG, ARESCOM)	2/12/2009	12/4/2009	3 Days		COL MARLON S. SABUG
	ROTC SUMMER CAMP TRAINING	6/19/2007	6/5/2007	20 Days		COL MARLON S. SABUG
	(TESDA) Ladderized Education Program	Jul-06	Jul-06	480hrs		SEC. AUGUSTO BOBOY SYJUCO
	Fire and Earthquake Drill "First Team Responders"	March 21, 2016	March 25, 2016	5 days		Fire Officers in Baybay City
	Exploring the Significance of Electronic Library Resource in Promoting Learning	Oct. 27, 2016	Oct. 27, 2017	1 day		Myla Stephanie B. Villarosa
	Destiny Library Manager (DLM) Training	Jan. 11, 2016	Jan. 15, 2017	5 days		Edward P. Arcilla
	Standard First Aide Training	October 23, 2017	October 26, 2017	4 days		Roberto N. Flores Jr.
	Radio Frequency Identification System (RFID) Start-up Training	May 3, 2018	May 3, 2018	1 day		Genesis Espiritu
	2018 STARBOOKS NATIONAL CONVENTION VISAYAS CLUSTER	August 1, 2018	August 3, 2018	3 Days		Richard P Burgos
	VSUCC BASIC COOPERATIVE COURSE SEMINAR	June 12, 2018	June 12, 2018	1 Day		Othello B. Capuno
	Orientation on Basic Customer Service and Work Values	Sept. 6, 2018	Sept. 6, 2018	1 Day		Egardo E. Tulin
	Orientation / Workshop and Turn-over Ceremony	Dec. 7, 2018	Dec. 7, 2018	1 Day		John Glenn G. Ocaña
	Firefighting and Rescue Training	Nov. 5, 2018	Nov. 9, 2018	5 days		Edgardo E. Tulin
	Cyber Security Awareness Privacy Webinar	Feb. 5, 2021	Feb. 5, 2021	2 hrs		DICT CHERYL C. ORTEGA
	Originality Check Using Plagiarism Tools Webinar	Feb. 4, 2021	Feb. 4, 2021	3 hrs		DICT CHERYL C. ORTEGA
	Advance MS Excel Function and Tricks Webinar	Feb. 3, 2021	Feb. 5, 2021	12 hrs		DICT CHERYL C. ORTEGA
	Classroom Management in the Online World	Feb. 4, 2021	Feb. 4, 2021	2 hrs		DICT CHERYL C. ORTEGA
	Creating Survey and Assessment Tool Using Google Forms and Other Online Resources Webinar	Feb. 3, 2021	Feb. 3, 2021	3hrs		DICT CHERYL C. ORTEGA
	The Basic of Records Management and Records Control	Jan. 27, 2021	Jan. 27, 2021	4 hrs		DOST RICHARD P. BURGOS
	Sexual Orientation and Gender Identity	Feb. 17, 2021	Feb. 17, 2021	3hrs		DOST RICHARD P. BURGOS
(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)	
	Computer Programmer				Ready Reserve Battalion, (Phil. Army)	
	PC Operation NC II				VSU ADPA	
	Computer Technician				VSU First Responder Team	
	Database Maintenance				KABALIKAT	
	Web Programming					
	CCTV Operator					
	RFID Operator					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	February 17, 2021	

<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> <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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>CHONA S. BRIT</td> <td>Visayas State University</td> <td></td> </tr> <tr> <td>MERIAM DELA TORRE</td> <td>Visayas State University</td> <td></td> </tr> <tr> <td>MANOLO B. LORETO</td> <td>Visayas State University</td> <td></td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	CHONA S. BRIT	Visayas State University		MERIAM DELA TORRE	Visayas State University		MANOLO B. LORETO	Visayas State University			
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<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 colspan="2">Government Issued ID (i.e. Passport, GIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>Visayas State University</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>V00856</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>2014 Visca, Baybay City, Leyte</td> </tr> </table>	Government Issued ID (i.e. Passport, GIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	Visayas State University	ID/License/Passport No.:	V00856	Date/Place of Issuance:	2014 Visca, Baybay City, Leyte	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 50px;">  </td> </tr> <tr> <td style="text-align: center;">Signature (Sign inside the box)</td> </tr> <tr> <td style="text-align: center;">Feb. 17 2021</td> </tr> <tr> <td style="text-align: center;">Date Accomplished</td> </tr> </table>		Signature (Sign inside the box)	Feb. 17 2021	Date Accomplished
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Signature (Sign inside the box)															
Feb. 17 2021															
Date Accomplished															
<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; width: 200px; height: 40px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>															

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