

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 | CASTRO | | |
| FIRST NAME | MARIAN | NAME EXTENSION (JR., SR.) | |
| MIDDLE NAME | MERIDA | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 08/10/83 | 16. CITIZENSHIP | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship |
| 4. PLACE OF BIRTH | ABUYOG, LEYTE | If holder of dual citizenship, please indicate the details. | <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country |
| 5. SEX | <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female | | |
| 6. CIVIL STATUS | <input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s: | 17. RESIDENTIAL ADDRESS | M. MORAZA ST. House/Block/Lot No. Street POB. ZONE 13 Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province |
| 7. HEIGHT (m) | 1.47 | ZIP CODE | 6521 |
| 8. WEIGHT (kg) | 56 | | |
| 9. BLOOD TYPE | A+ | 18. PERMANENT ADDRESS | M. MORAZA ST. House/Block/Lot No. Street POB. ZONE 13 Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province |
| 10. GSIS ID NO. | 2005027829 | ZIP CODE | 6521 |
| 11. PAG-IBIG ID NO. | 912112050313 | | |
| 12. PHILHEALTH NO. | 13-050136071-7 | | |
| 13. SSS NO. | 06-2115383-1 | 19. TELEPHONE NO. | N/A |
| 14. TIN NO. | 432-685-190-000 | 20. MOBILE NO. | 09555470203 |
| 15. AGENCY EMPLOYEE NO. | 6291776 | 21. E-MAIL ADDRESS (if any) | marian.castro001@deped.gov.ph |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|--|---------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | CASTRO | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | GEEQUIE | NAME EXTENSION (JR., SR.) | XVER MARQIMETC M. CASTRO | 9/19/2009 |
| MIDDLE NAME | ALBARICO | | nothing follows | |
| OCCUPATION | ADMINISTRATIVE AIDE III | | | |
| EMPLOYER/BUSINESS NAME | DEPED BAYBAY NHS | | | |
| BUSINESS ADDRESS | 30 DE DICIEMBRE ST. BAYBAY CITY, LEYTE | | | |
| TELEPHONE NO. | N/A | | | |
| 24. FATHER'S SURNAME | MERIDA | | | |
| FIRST NAME | FEDERICO | NAME EXTENSION (JR., SR.) | | |
| MIDDLE NAME | VILLANOSA | | | |
| 25. MOTHER'S MAIDEN NAME | VIOLETA MAZO GODINES | | | |
| SURNAME | GODINES | | | |
| FIRST NAME | VIOLETA | | | |
| MIDDLE NAME | MAZO | | | |

(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 | BALOCAWEHAY ELEMENTARY SCHOOL BALOCAWEHAY ABUYOG, LEYTE | PRIMARY EDUCATION | 6/1/1990 | 3/31/1996 | GRADUATED | 1996 | Salutatorian |
| SECONDARY | NOTRE DAME OF ABUYOG, LEYTE | HIGH SCHOOL | 6/1/1996 | 3/31/2000 | GRADUATED | 2000 | N/A |
| VOCATIONAL / TRADE COURSE | N/A | | | | | | |
| COLLEGE | UNIVERSITY OF MAKATI CITY | BS IN ARTS & SCIENCES MAJOR IN POLITICAL SCIENCE | 6/1/2001 | 3/31/2002 | COMPLETED | N/A | N/A |
| COLLEGE | FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION | BS IN COMMERCE MAJOR IN MANAGEMENT | 6/1/2005 | 3/31/2008 | GRADUATED | 2008 | N/A |
| GRADUATE STUDIES | COLLEGE OF MAASIN | PUBLIC ADMINISTRATION | 2019 | 2021 | CAR | N/A | N/A |

(Continue on separate sheet if necessary)

SIGNATURE


DATE

2/2/2024

[illegible]

V. WORK EXPERIENCE

[illegible]

| | | | |
|-----------|---|------|----------|
| SIGNATURE |  | DATE | 2/2/2024 |
|-----------|---|------|----------|

2/2/2024

UNITARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

| NAME & ADDRESS OF ORGANIZATION (Write in full) | INCLUSIVE DATES (mm/dd/yyyy) | | NUMBER OF HOURS | POSITION / NATURE OF WORK |
|--|---------------------------------|-----------|-----------------|---------------------------|
| | From | To | | |
| BAYBAY I CENTRAL SCHOOL GEN. PARENT-TEACHERS ASSOCIATION | 8/1/2018 | 7/31/2020 | | GPTA TREASURER |
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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 | | | |
| RESPONSIBLE PUBLIC SECTOR UNIONISM | 8/24/2022 | 8/26/2022 | 24 | TECHNICAL | NATIONAL EMPLOYEES UNION |
| THE ROLE OF MANAGEMENT AND DEPED-NEU IN THE CONDUCT OF RESPONSIBLE PUBLIC SECTOR UNIONISM | 8/28/2019 | 8/30/2019 | 24 | TECHNICAL | NATIONAL EMPLOYEES UNION |
| CAPABILITY BUILDING ON THE CODE OF CONDUCT AND ETHICAL STANDARDS OF PUBLIC OFFICIALS AND EMPLOYEES TO NON-TEACHING PERSONNEL | 7/24/2018 | 7/26/2018 | 24 | TECHNICAL | DEPED BAYBAY CITY DIVISION |
| ORIENTATION WORKSHOP OF SCHOOL HEADS, DISBURSING OFFICERS AND PROPERTY CUSTODIAN ON FINANCIAL MANAGEMENT | 11/13/2017 | 11/15/2017 | 24 | TECHNICAL | DEPED BAYBAY CITY DIVISION |
| ORIENTATION ON THE UPDATES OF R.A. 9184 REFORMS | 11/17/2016 | 11/18/2016 | 16 | TECHNICAL | DEPED BAYBAY CITY DIVISION |
| IT TRAINING ON WINDOWS 8 AND MS OFFICE 2013: OVERVIEW and UPDATES | 5/11/2016 | 5/13/2016 | 24 | TECHNICAL | DEPARTMENT OF PUBLIC WORKS & HIGHWAYS (LEYTE 5TH DEO) |
| SEMINAR ON PUBLIC ACCOUNTABILITY and ANTI-GRAFT and CORRUPTION ACT | 5/6/2016 | 5/6/2016 | 8 | TECHNICAL | DEPARTMENT OF PUBLIC WORKS & HIGHWAYS (LEYTE 5TH DEO) |
| FINISHING COURSE FOR CALL CENTER AGENTS (NC-II) | 9/8/2008 | 10/15/2008 | 100 | TECHNICAL | TRADE UNION CONGRESS OF THE PHILIPPINES, KAUNLARAN NG MANGGAGAWANG PILIPINO & TECHNICAL EDUCATION & SKILLS DEVELOPMENT |
| LEADERSHIP SEMINAR | 9/19/2007 | 9/19/2007 | 4 | TECHNICAL | MANAGEMENT 9 CLASS SY:2006-2007 |
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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) |
|--------------------------------|--|--|
| SINGING | OUTSTANDING NON-TEACHING PERSONNEL CY 2023 (DISTRICT LEVEL) | FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION ALUMNI ASSOCIATION BAYBAY, LEYTE |
| READING | | GENERAL PARENT TEACHER ASSOCIATION (BOD) |
| COMPUTER SAVVY | | |
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(Continue on separate sheet if necessary)

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|-----------|---|------|----------|
| SIGNATURE |  | DATE | 2/2/2024 |
|-----------|---|------|----------|

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: **RESIGNATION AND END OF CONTRACT**

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. |
|------------------|-----------------------------|-------------|
| LESLIE M. ARBIOL | ZONE 4 BAYBAY CITY | 09173480498 |
| DORIS F. GLORIA | BRGY. BITANHUAN BAYBAY CITY | 09173060933 |
| MARILOU M. SORIA | BRGY. GABAS BAYBAY CITY | 09552501596 |



MARIAN M. CASTRO

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: **DRIVER'S LICENSE**

ID/License/Passport No.: **H12-21-20002**

Date/Place of Issuance: **8-10-2021 / BAYBAY CITY**

Signature (Sign inside the box)

2/2/2024

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