

## 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	PENING			
FIRST NAME	NENIA FE	NAME EXTENSION (JR, SR)		
MIDDLE NAME	PEDRA			
3 DATE OF BIRTH (mm/dd/yyyy)	FEBRUARY 13, 2000	16 CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship	
4 PLACE OF BIRTH	CABALIWAN, MERIDA, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization	
5 SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:	
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	PROPER Street	
7 HEIGHT (m)	1.48	ZIP CODE 6540	CANBANTUG Barangay	
8 WEIGHT (kg)	42		MERIDA Province	
9 BLOOD TYPE	N/A		18 PERMANENT ADDRESS	PROPER Street
10 GSIS ID NO.	N/A		ZIP CODE 6540	CANBANTUG Barangay
11 PAG-IBIG ID NO.	121305972698	MERIDA LEYTE		
12 PHILHEALTH NO.	13-250708640-7	City/Municipality Province		
13 SSS NO.	06-4459765-2	19 TELEPHONE NO.		N/A
14 TIN NO.	613-554-967	20 MOBILE NO.	09675579282	
15 AGENCY EMPLOYEE NO.	N/A	21 E-MAIL ADDRESS (if any)	peningneniafedra13@gmail.com	

## 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	PENING			
FIRST NAME	FELIX	NAME EXTENSION (JR, SR) N/A		
MIDDLE NAME	CUSTODIO			
25 MOTHER'S MAIDEN NAME				
SURNAME	PEDRA			
FIRST NAME	NILDA			
MIDDLE NAME	RIZALDE			

(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	CANBANTUG ELEMENTARY SCHOOL	PRIMARY EDUCATION	2006	2012		2012	FOURTH HONOR
SECONDARY	PUERTO BELLO NATIONAL HIGH SCHOOL	JUNIOR HIGH SCHOOL	2012	2016		2016	WITH HONOR
SENIOR HIGH SCHOOL	PUERTO BELLO NATIONAL HIGH SCHOOL	SENIOR HIGH SCHOOL	2016	2018		2018	WITH HONOR
COLLEGE	VISAYAS STATE UNIVERSITY - ISABEL	BACHELOR OF SCIENCE IN AGRIBUSINESS	2018	2022		2022	CUMLAUDE
GRADUATE STUDIES							


(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/05/2025
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[illegible]

## V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	02/05/2025
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## VI. VOLUNTARY WORK OR INVOLVEMENT IN CMC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

[illegible]

(Continue on separate sheet if necessary)

#### VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED


[illegible]

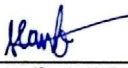
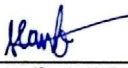
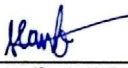



(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

31	SPECIAL SKILLS and HOBBIES	32	NON-ACADEMIC DISTINCTIONS/ RECOGNITION (Write in full)	33	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	BASIC ACCOUNTING		N/A		N/A
	BASIC COMPUTER LITERATE				
	ACCOUNTABILITY				
	INTEGRITY				
	FLEXIBILITY				
	COMMUNICATION SKILLS				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/05/2025
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<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>MENCHU SABANDO</td> <td>BAYBAY, CITY</td> <td>9066662488</td> </tr> <tr> <td>LECIL N. MANAGBANAG</td> <td>BAYBAY, CITY</td> <td>9639127502</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL NO	MENCHU SABANDO	BAYBAY, CITY	9066662488	LECIL N. MANAGBANAG	BAYBAY, CITY	9639127502			
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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>													
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<p>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: 300px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													