

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	Valdeo		
FIRST NAME	Derlina	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Canayong		
3. DATE OF BIRTH (mm/dd/yyyy)	12/1/1971	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:
4. PLACE OF BIRTH	Tacloban City	If holder of dual citizenship, please indicate the details.	
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"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Room No. 3 House/Block/Lot No. Street Sitio Tinab-ok Caridad Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.62	ZIP CODE	6525
8. WEIGHT (kg)	60		
9. BLOOD TYPE	A	18. PERMANENT ADDRESS	1152 San Salvador House/Block/Lot No. Street San Miguel (Pob.) Subdivision/Village Barangay Palo Leyte City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6501
11. PAG-IBIG ID NO.	1090-0479-0747		
12. PHILHEALTH NO.	19-050499520-1		
13. SSS NO.	0006-1383013-3	19. TELEPHONE NO.	N/A
14. TIN NO.	158-631-112	20. MOBILE NO.	09458776511
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	iladyina@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Valdeo		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Kenneth	NAME EXTENSION (JR., SR)	Ma. Kate Deanielle C. Valdeo	4/12/2002
MIDDLE NAME	Castaños		Keith Derreck C. Valdeo	11/4/2003
OCCUPATION	Teacher		Paul Ronald C. Valdeo	10/29/2010
EMPLOYER/BUSINESS NAME	N/A		*** NOTHING	FOLLOWS ***
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	Canayong			
FIRST NAME	Dalmacio	NAME EXTENSION (JR., SR)	Sr	
MIDDLE NAME	Terrencio			
25. MOTHER'S MAIDEN NAME				
SURNAME	Saldaña			
FIRST NAME	Fortunata			
MIDDLE NAME	Corres		(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	San Fernando Central School	N/A	6/1/1977	3/19/1984	N/A	1984	N/A
SECONDARY	Leyte Institute of Technology (currently EVSU)	N/A	6/1/1984	3/1/1988	N/A	1988	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Divine Word University (currently Liceo del Verbo Divino)	Bachelor of Science in Commerce, Major in Accounting	6/1/1988	3/1/1992	N/A	1992	N/A
GRADUATE STUDIES	Divine Word University (currently Liceo del Verbo Divino) and Asian Development Foundation	Masters in Business Administration	6/1/1994	3/1/1998	N/A	1996	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 31, 2024
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IV. CIVIL SERVICE ELIGIBILITY

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
	N/A	N/A	N/A	N/A	N/A	N/A
	***	NOTHING	FOLLOWS	***		

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Junior Philippine Institute of Accountants	N/A	3/23/1992	N/A	Participant/Member
	Working Scholars Organization of Divine Word University	N/A	3/28/1992	N/A	Participant/Member
	***	NOTHING	FOLLOWS	***	

(Continue on separate sheet if necessary)

[illegible][illegible]

(Continue on separate sheet if necessary)

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	N/A		N/A		N/A
	***		NOTHING FOLLOWS		***

(Continue on separate sheet if necessary)

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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> <hr/> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: _____ <u>resignation</u></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>WILSON F. LOAYON</td> <td>Cabuyao, Laguna</td> <td>0998 980 1595</td> </tr> <tr> <td>NOEL M. VILLANUEVA</td> <td>Quezon City</td> <td>435 5293</td> </tr> <tr> <td>ARTURO DE SAN MIGUEL</td> <td>Cagayan de Oro City</td> <td>(088)8574029</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	WILSON F. LOAYON	Cabuyao, Laguna	0998 980 1595	NOEL M. VILLANUEVA	Quezon City	435 5293	ARTURO DE SAN MIGUEL	Cagayan de Oro City	(088)8574029		
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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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<div style="border: 1px solid black; width: 150px; height: 100px; margin: 0 auto;"></div> <p style="text-align: center;">Right Thumbmark</p>															
<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: 250px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>															