

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	OCIONES		
FIRST NAME	GEOFFREY		NAME EXTENSION (JR., SR)
MIDDLE NAME	TUYOR		
3. DATE OF BIRTH (mm/dd/yyyy)	09/09/2001	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	Garcia Memorial Provincial Hospital, Talibon, Bohol	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 _____ Purok 7 _____ Achila _____ Subdivision/Village _____ Barangay _____ Ubay _____ Bohol _____ City/Municipality _____ Province _____ ZIP CODE 6315
7. HEIGHT (m)	1.65	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ Purok 7 _____ Achila _____ Subdivision/Village _____ Barangay _____ Ubay _____ Bohol _____ City/Municipality _____ Province _____ ZIP CODE 6315
8. WEIGHT (kg)	95	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	Type O	20. MOBILE NO.	09489979295
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	ocionesgeoffrey@gmail.com
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A		
14. TIN NO.	N/A		
15. AGENCY EMPLOYEE NO.	N/A		

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	Oclones			
FIRST NAME	Rey	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Galan			
25. MOTHER'S MAIDEN NAME				
SURNAME	Tuyor			
FIRST NAME	Cynthia			
MIDDLE NAME	Mendez			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

25. 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	Achila Elementary School	Primary Education	06/01/2008	03/01/2014		2014	Valedictorian
SECONDARY	Camabugan National High School	Senior High School	06/01/2014	03/19/2020		2020	Salutatorian
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Biology major in Ecology	15/09/2020	07/07/2024		2024	Cum Laude
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JUNE 18, 2024
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[illegible]

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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[illegible]

SIGNATURE	 M.K.	DATE	JUNE 18, 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		
	OceanBio Laboratory, University of the Philippines Visayas, Miagao, Iloilo	07/07/2023	7/27/2023	150.0	Student Intern
	United Church of Christ in the Philippines - Camambungan Local Church	06/01/2022	05/01/2023	50.0	Financial Secretary
	Bohol Christian Youth Fellowship - Bethel Circuit	10/01/2022	07/01/2024	200.0	Auditor
	Bohol Christian Youth Fellowship - Bethel Circuit	10/01/2021	07/01/2022	100.0	Public Information Officer
	Kabatan-onan alang sa Kinaiyahan og Kaugmaran - Ubay, Bohol	04/01/2021	04/01/2022	50.0	External Affairs Officer
	Visayas State University Debate Society - Baybay City , Leyte (2022-2023)	08/01/2021	07/01/2022	200.0	Prime Minister
	Visayas State University Debate Society - Baybay City , Leyte(2021-2022)	08/01/2022	07/01/2023	200.0	Deputy Prime Minister
	Visayas State University Mahogany Men's Hall	09/01/2023	07/01/2024	200.0	Auditor
	Visayas State University - College of Arts and Sciences Electoral Board	08/01/2022	07/01/2023	200.0	General Secretary

(Continue on separate sheet if necessary)


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			
	Prevention of Wildlife Trafficking	10/08/2022	10/08/2022	3.0	Technical	FIATA: TRAFFIC International (Wildlife Trade Monitoring Network)
	Introduction to Philippine Herpetofauna	04/04/2022	4/4/2022	3.0	Technical	Philippine Center for Terrestrial and Aquatic Research
	Molecular Evolutionary Analysis of Indigenous Animals Genetic Resources contributing to Sustainable Agriculture in Southeast Asia and Its Utilization : Chicken, Pigs, and Wild Animals	04/09/2023	04/09/2023	2.0	Technical	Visayas State University - College of Agriculture and Food Science
	Visayas State University Leadership Summit 2022	09/09/2022	09/09/2022	5.0	Managerial	Visayas State University - Office of the Vice President for Student Affairs and Services
	Gender Sensitivity and Anti-Sexual Harassment Seminar for OJT Students	6/26/2023	6/26/2023	8.0	Managerial	Visayas State University - College of Arts and Sciences
	Student Leadership Training and Team Building Seminar	8/26/2023	8/26/2023	8.0	Managerial	Visayas State University - Office of the Vice President for Student Affairs and Services
	Academic Portfolio Workshop	11/14/2023	11/14/2023	4.0	Managerial	Visayas State University - Office of the Vice President for Student Affairs and Services
	Student Leaders Facilitation Workshop	8/14/2023	8/14/2023	8.0	Managerial	Visayas State University - Office of the Vice President for Student Affairs and Services
	Application of Digital Technologies in Philippine Agriculture : Extent, Prospects, and Inclusiveness	10/27/2024	10/27/2024	2.0	Technical	Visayas State University - College of Management and Economics






(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)
	Technical Writing		Bohol Division Population Debate Championship 2019 Finalist		Visayas State University Debate Society
	Debating		15th Eastern Visayas Debate Grand Champion 2024 (Novice Category)		Kabatan-onan alang sa Kinaiyahan og Kaugmaran
	Public Presentation		University Interdormitory Student Body Quiz Show 2024 - First Place		Bohol Christian Youth Fellowship
	Hosting		Organization of Biology Students Biolympics 2024 - Grand Champion		Visayas State University Organization of Biology Students
	Amateur Photography		Organization of Biology Students Quiz Show 2023 - Champion		Bohol Supreme Student Government Federated
	Field Assessments / Works		Visayas State University- Meteorological Society Klima Tagisan Quiz Show 2024 - Grand Champion		Visayas State University - College of Arts and Sciences Electoral Board
	Graphic Designing		Visayas State University Debate Society - Debate Exposition 2022 - 1st Placer		
			University Interdormitory Student Body Word Scrabble (Men) 2024 - 2nd Place		
			University Interdormitory Student Body Word Scrabble (Men) 2023 - Champion		
			Bohol Christian Youth Fellowship Koinonia Talent Show 2023 - 1st Place (Circuit Director)		
			Visayas State University - College of Forestry and Environmental Science EnvironmenTALINO 2.0 Quiz Show 2023 - 2nd Place		
			Visayas State University- Meteorological Society Klima Tagisan Quiz Show 2023 - 1st Placer		
			Visayas State University - College of Arts and Sciences Mobile Astrophotography 2021 - 2nd Placer		
			Visayas State University - College of Arts and Sciences Eye See It 2 Photo Contest 2021- 1st Placer		
			Visayas State University- AB English Language Studies Society Extemporaneous Speaking 2022 - 1st Placer		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JUNE 16, 2024
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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: 40%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 20%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Fretzeljane O. Pogado</td> <td>Baybay City, Leyte</td> <td>9465139500</td> </tr> <tr> <td>Belfun P. Enaya</td> <td>Baybay City, Leyte</td> <td>9231810905</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Fretzeljane O. Pogado	Baybay City, Leyte	9465139500	Belfun P. Enaya	Baybay City, Leyte	9231810905		
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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, GSIS, 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>2457-1608-9520-7532</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>N/A</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>March 12, 2022</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:	2457-1608-9520-7532	ID/License/Passport No.:	N/A	Date/Place of Issuance:	March 12, 2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) JUNE 19, 2024 Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box) JUNE 19, 2024 Date Accomplished
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<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <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; height: 40px; margin-top: 10px;"></div> <p style="text-align: center;">Person Administering Oath</p> </div> <div style="width: 35%; text-align: center;">   </div> </div>												