

## 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 if accomplished through own handwriting. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

### I. PERSONAL INFORMATION

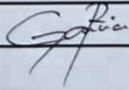
1. SURNAME	GARCIA		
2. FIRST NAME	RHEA TESS		NAME EXTENSION (JR., SR.)
MIDDLE NAME	BALILI		
3. DATE OF BIRTH (ddmm/yyyy)	22/04/1996	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	HILONGOS, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX AT BIRTH	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	SITIO TORIL House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ HILONGOS LEYTE City/Municipality _____ Province _____
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated	18. PERMANENT ADDRESS	SITIO TORIL House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ HILONGOS LEYTE City/Municipality _____ Province _____
7. HEIGHT (m)	1.52	19. TELEPHONE NO.	N/A
8. WEIGHT (kg)	70	20. MOBILE NO.	09771103558
9. BLOOD TYPE	AB+	21. E-MAIL ADDRESS (if any)	reasset13@gmail.com
10. UMID ID NO.	6-3922292-9		
11. PAG-IBIG ID NO.	1211-9112-3271		
12. PHILHEALTH NO.	13-025455188-1		
13. PhilSys Number (PSN)	3046-2916-9435-0780		
14. TIN NO.	335-049292		
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 (ddmm/yyyy)
FIRST NAME		NAME EXTENSION (JR., SR.)		
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	GARCIA			
FIRST NAME	EDUARDO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	GUPITA			
25. MOTHER'S MAIDEN NAME				
SURNAME	BALILI			
FIRST NAME	MARILYN			
MIDDLE NAME	SILLADES			

### 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	HILONGOS SOUTH CENTRAL SCHOOL	PRIMARY	2002	2008	N/A	2008	N/A
SECONDARY	HILONGOS NATIONAL VOCATIONAL SCHOOL	SECONDARY	2008	2012	N/A	2012	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRICULTURE	2012	2016	N/A	2016	CAFAP
GRADUATE STUDIES	AGROSTUDIES	HORTICULTURE	2024	2025	N/A	2025	N/A

SIGNATURE		DATE	
		24-11-2025	

[illegible]

## V. WORK EXPERIENCE

[illegible]

SIGNATURE	G. Garcia	DATE	24-11-2025
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[illegible]

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Facilitator(s)	
7. Topics Covered	
8. Key Takeaways	
9. Application to Current Role	
10. Feedback Received	
11. Additional Comments	

(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)
	FARMING		N/A		N/A
	SPORTS				
	COOKING				

SIGNATURE	<i>G. Pina</i>	DATE	24-11-2025
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24-11-2025



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?

b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES ☒ NO

☐ 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:

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, as amended); and (c) Expanded Solo Parents Welfare Act (RA 11861), 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	OFFICE / RESIDENTIAL ADDRESS	CONTACT NO. AND/OR EMAIL
DR. ROSARIO A. SALAS	VISCA, BAYBAY CITY, LEYTE	09088732033



PHOTO

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: PRC LICENSE

ID/License/Passport No.: 0040240

Date/Place of Issuance: 3/16/2023 PRC TACLOBAN CITY

*Gafira*

Signature (Sign inside the box)

NOVEMBER 24, 2025

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 24 NOV 2025, affiant exhibiting his/her validly issued government ID as indicated above.

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Series of 2025

Atty. Ma. Lourdes Madula-Vilbar  
Notary Public  
A.P. Rubio St.  
Barangay Central Poblacion Hilongos Leyte  
City of Hilongos, December 11, 2024

Person Administering Oath: December 4, 2024; Hilongos, Leyte

IBF no. 12801117372024

Notary Commission No. 278-2024-03

Roll No. 31832

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