

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	NAVELINO		
FIRST NAME	RALPH	NAME EXTENSION (JR., SR)	
MIDDLE NAME	COLAR		
3. DATE OF BIRTH (mm/dd/yyyy)	5/5/1986	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	Naga City	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:		
7. HEIGHT (m)	1.68 m	17. RESIDENTIAL ADDRESS	BLOCK 17 HORNET ST. House/Block/Lot No. Street MODERN VILLE. SAN JOSE Subdivision/Village Barangay PILI CAMARINES SUR City/Municipality Province
8. WEIGHT (kg)	75 kg.	ZIP CODE	4418
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	BLOCK 17 HORNET ST. House/Block/Lot No. Street MODERN VILLE. SAN JOSE Subdivision/Village Barangay PILI CAMARINES SUR City/Municipality Province
10. GSIS ID NO.	02004354569	ZIP CODE	4418
11. PAG-IBIG ID NO.	050238411308	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	10-050119287-7	20. MOBILE NO.	09104159431
13. SSS NO.	N/A	21. E-MAIL ADDRESS (if any)	ralph.navelino@gmail.com
14. TIN NO.	278-288-110-000		
15. AGENCY EMPLOYEE NO.	4637966		

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	NAVELINO			
FIRST NAME	WILFREDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ADRESOLA			
25. MOTHER'S MAIDEN NAME	COLAR			
SURNAME	NAVELINO			
FIRST NAME	LEONORA			
MIDDLE NAME	ELVIRA			


(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	EVANGELICAL CHRISTIAN SCHOOL	PRIMARY EDUCATION	6/15/1993	3/30/1999	GRADUATED	1999	N/A
SECONDARY	ATENEDE DE NAGA UNIVERSITY	HIGH SCHOOL	6/5/1999	3/30/2003	GRADUATED	2003	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	ATENEDE DE NAGA UNIVERSITY	BACHELOR OF SCIENCE IN SECONDARY EDUCATION-SOCIAL STUDIES	6/5/2003	10/28/2008	GRADUATED	2008	N/A
GRADUATE STUDIES	PARTIDO STATE UNIVERSITY	MASTER IN EDUCATION MAJOR IN INSTRUCTIONAL MANAGEMENT	11/10/2013	3/30/2016	GRADUATED	2016	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 14, 2021
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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			
	AMATEUR COMMUNICATORS AND EMERGENCY SERVICES, INC	N/A	N/A	N/A	CIVIC OPERATION	
(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			
	SEMINAR ON GENDER AND DEVELOPMENT AND SCHOOL DISASTER MANAGEMENT	12/21/2016	12/22/2016	16.0	MANAGERIAL	PILI DISTRICTS SECONDARY SCHOOLS
	IMPROVING STUDENT'S ACHIEVEMENT THROUGH CREATIVE TEACHING STRATEGIES AND MATERIALS	10/29/2016	10/30/2016	16.0	MANAGERIAL	SCHOOLS ADMIN OF PILI
	CONDUCT OF THE REGIONAL SHS MASS TRAINING OF GRADE 11 TEACHERS ON COMMON TOPICS (SOCIAL SCIENCE)	6/8/2016	6/11/2016	88.0	SUPERVISORY	DEPED REGION V
	CONDUCT OF THE REGIONAL SHS MASS TRAINING OF GRADE 11 TEACHERS ON ACADEMIC TRACK (HUMSS - Social Science)	6/27/2016	7/30/2016	144.0	SUPERVISORY	DEPED REGION V
	DIVISION SPORTS CLINIC DECENTRALIZED TRAINING FOR COACHES AND OFFICIALS	8/25/2017	8/27/2017	24.0	TECHNICAL	DEPED CAM SUR
	DIVISION SPORTS CLINIC DECENTRALIZED TRAINING FOR COACHES AND OFFICIALS	8/17/2018	8/19/2017	24.0	TECHNICAL	DEPED CAM SUR
(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)		
	COMPUTER LITERATE	N/A		BOYSCOUT OF THE PHILIPPINES		
				LIGA NG MGA GURO SA ARALING PANLIPUNAN		
				ATHLETIC ASSOCIATION OF CAMARINES SUR		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	July 14, 2021	

<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>DR. GENARO N. DEMESA, JR.</td> <td>BINANUAANAN PILI CAMARINES SUR</td> <td>9126177483</td> </tr> <tr> <td>ANDREA M. DEUDA</td> <td>SAN VICENTE PILI CAMARINES SUR</td> <td>9187382577</td> </tr> <tr> <td>JHAY-EM RODRIGUEZ</td> <td>GOA, CAMARINES SUR</td> <td>9127293200</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	DR. GENARO N. DEMESA, JR.	BINANUAANAN PILI CAMARINES SUR	9126177483	ANDREA M. DEUDA	SAN VICENTE PILI CAMARINES SUR	9187382577	JHAY-EM RODRIGUEZ	GOA, CAMARINES SUR	9127293200		
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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: 250px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>															