

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	DUPAL		NAME EXTENSION (JR., SR)												
FIRST NAME	DARLYN														
MIDDLE NAME	AYON														
3. DATE OF BIRTH (mm/dd/yyyy)	NOVEMBER 20, 1998	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship												
4. PLACE OF BIRTH	ZONE 22 BAYBAY CITY 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	<table border="1"> <tr><td>N/A</td><td>WALING-WALING</td></tr> <tr><td>House/Block/Lot No.</td><td>Street</td></tr> <tr><td>N/A</td><td>MARCOS</td></tr> <tr><td>Subdivision/Village</td><td>Barangay</td></tr> <tr><td>BAYBAY</td><td>LEYTE</td></tr> <tr><td>City/Municipality</td><td>Province</td></tr> </table>	N/A	WALING-WALING	House/Block/Lot No.	Street	N/A	MARCOS	Subdivision/Village	Barangay	BAYBAY	LEYTE	City/Municipality	Province
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7. HEIGHT (m)	157	ZIP CODE	<table border="1"> <tr><td>N/A</td><td>WALING-WALING</td></tr> <tr><td>House/Block/Lot No.</td><td>Street</td></tr> <tr><td>N/A</td><td>MARCOS</td></tr> <tr><td>Subdivision/Village</td><td>Barangay</td></tr> <tr><td>BAYBAY</td><td>LEYTE</td></tr> <tr><td>City/Municipality</td><td>Province</td></tr> </table>	N/A	WALING-WALING	House/Block/Lot No.	Street	N/A	MARCOS	Subdivision/Village	Barangay	BAYBAY	LEYTE	City/Municipality	Province
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8. WEIGHT (kg)	60	18. PERMANENT ADDRESS	<table border="1"> <tr><td>N/A</td><td>WALING-WALING</td></tr> <tr><td>House/Block/Lot No.</td><td>Street</td></tr> <tr><td>N/A</td><td>MARCOS</td></tr> <tr><td>Subdivision/Village</td><td>Barangay</td></tr> <tr><td>BAYBAY</td><td>LEYTE</td></tr> <tr><td>City/Municipality</td><td>Province</td></tr> </table>	N/A	WALING-WALING	House/Block/Lot No.	Street	N/A	MARCOS	Subdivision/Village	Barangay	BAYBAY	LEYTE	City/Municipality	Province
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9. BLOOD TYPE	AB+	ZIP CODE	6521												
10. GSIS ID NO.	NONE														
11. PAG-IBIG ID NO.	919276035951	19. TELEPHONE NO.	NONE												
12. PHILHEALTH NO.	132503579417	20. MOBILE NO.	09630231811												
13. SSS NO.	NONE	21. E-MAIL ADDRESS (if any)	darlyn.dupal20@gmail.com												
14. TIN NO.	600-427-007														
15. AGENCY EMPLOYEE NO.															

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		NONE	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	DUPAL			
FIRST NAME	NORBERTO		NAME EXTENSION (JR., SR)	
MIDDLE NAME	MONDAL			
25. MOTHER'S MAIDEN NAME				
SURNAME	AYON			
FIRST NAME	MERLITA			
MIDDLE NAME	MOLLIDA			

(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	MARCOS ELEMENTARY SCHOOL		June 15, 2005	March 30, 2011		2011	None
SECONDARY	BUNGA NATIONAL HIGH SCHOOL		June 15, 2011	March 30, 2015		2015	None
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE UNIVERSITY	ENVIRONMENTAL MANAGEMENT	June 15, 2015	June 14, 2019		2019	None
GRADUATE STUDIES	SUPPLEMENTARY EDUCATION (18 UNITS)	EDUCATION	September 24, 2021	Present		On-going	None

(Continue on separate sheet if necessary)

SIGNATURE	DATE	01-17-2023
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IV. CIVIL SERVICE ELIGIBILITY				LICENSE (if applicable)		
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	NUMBER	Date of Validity
	NONE					

(Continue on separate sheet if necessary)


V. WORK EXPERIENCE Start on attached Work Experience sheet






V. WORK EXPERIENCE				SALARY JOB/PAY STATE/DEPT	STATUS OF	GOVT
(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)			
SIGNATURE	8.	DATE	01-17-2023

CS FORM 212 (Revised 2017), P.

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			
NONE						
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	Student Leadership Congress	July 20, 2017	July 24, 2017	96.0		VISAYAS STATE UNIVERSITY
	Document Tracking System	November 13, 2021	November 13, 2021	3.0	Clerical	VSU HRIS
	ISO 9001: 2015 Awareness and Reawareness Webinar	November 27, 2021	November 27, 2021	3.0	Clerical	VISAYAS STATE UNIVERSITY
	Introduction to Front Office Services	December 2, 2020	December 2, 2020	8.0	Clerical	TESDA
	Orienting Oneself to Environmentally Sustainable Work Standards	January 12, 2021	January 12, 2021	8.0		TESDA
	Control Your Records Before They Control You: The Basics of Records Management and Records Control	January 27, 2021	January 27, 2021	4.0	Clerical	DOST
(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	NONE		NONE		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	01-17-2023	

<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>ROMMEL M. GARRIDO Jr.</td> <td>Visayas State University</td> <td>rommel.garridojr@vsu.edu.ph</td> </tr> <tr> <td>JIMMY O. POGOSA</td> <td>Visayas State University</td> <td>jimmy.pogosa@vsu.edu.ph</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	ROMMEL M. GARRIDO Jr.	Visayas State University	rommel.garridojr@vsu.edu.ph	JIMMY O. POGOSA	Visayas State University	jimmy.pogosa@vsu.edu.ph			
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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="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <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: 50px; margin-top: 10px;"></div> <p style="text-align: center;">Person Administering Oath</p> </div> <div style="width: 45%; text-align: center;">  DARLYN A. DUPAL PHOTO  Right Thumbmark </div> </div>													