

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	CASANGCAPAN		
FIRST NAME	ATHENA VALERIE	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	CORBITA		
3. DATE OF BIRTH (mm/dd/yyyy)	11/06/2000	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	BAYBAY 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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Powerhouse 1 House/Block/Lot No. Street Visayas State University Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.45 m	ZIP CODE	6521
8. WEIGHT (kg)	65 kg		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	Powerhouse 1 House/Block/Lot No. Street Visayas State University Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6521
11. PAG-IBIG ID NO.	121313279913		
12. PHILHEALTH NO.	13-250378759-1	19. TELEPHONE NO.	(053) 563-7018
13. SSS NO.	N/A	20. MOBILE NO.	0928 714 0110
14. TIN NO.	619-915-865-00000	21. E-MAIL ADDRESS (if any)	avccasangcapan@gmail.com
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	N/A
MIDDLE NAME			
OCCUPATION			
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	CASANGCAPAN		
FIRST NAME	MANUEL	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	EMBODO		
25. MOTHER'S MAIDEN NAME			
SURNAME	CORBITA		
FIRST NAME	CORA		
MIDDLE NAME	MANDAGUAY		

(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	VisCA Foundation Elementary School	Primary and Intermediate Education	2006	2012		2012	9th Honor
SECONDARY	Visayas State University Integrated High School	Junior - Senior High School	2012	2018		2018	With Honors
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	University of San Carlos	Bachelor of Science in Applied Physics	2018	2022		2022	POST Scholar
GRADUATE STUDIES	N/A	N/A	N/A	N/A		N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 6, 2023
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[illegible]

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

[illegible]

SIGNATURE	<i>ANCE</i>	DATE	August 8, 2023
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[illegible]

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Arts and Crafts	Finalist - BPI-DOST Innovation Awards 2022	Carolinian Physics Society
Cooking and Baking		University of San Carlos Astronomy Society
Film Photography		
Gaming Technology		

SIGNATURE		DATE	August 8, 2023
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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,
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?
b. Have you been criminally charged before any court?

☐ YES ☒ NO
If YES, give details: _____
☐ 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)?
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: _____
☐ 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); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:
a. Are you a member of any indigenous group?
b. Are you a person with disability?
c. Are you a solo parent?

☐ YES ☒ NO
If YES, please specify: _____
☐ YES ☒ NO
If YES, please specify ID No: _____
☐ YES ☒ NO
If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)

NAME	ADDRESS	TEL. NO.
Dr. Renante R. Violanda	University of San Carlos	230-0100 local 145
Dr. Rommel G. Bacabac	University of San Carlos	230-0100 local 145

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.



ATHENA VALERIE C. CASANAP

Government issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance
Government issued ID: TIN
ID/License/Passport No.: 619-915-865-50000
Date/Place of Issuance: Jan. 2023 - Ormoc City

Signature (Sign inside the box)
August 8, 2023
Date Accomplished



SUBSCRIBED AND SWORN to before me this

AUG 09 2023

affiant exhibiting his/her validly issued government ID as indicated above.

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Series of 2023

Notary Public for the Province of Leyte, City of Baybay
Notarial Commission No. B-22-06-06
Until December 31, 2023
PTR No. BC0113706 issued on Jan. 3, 2023
IBP No. 2023-0000000000 issued on Jan. 2, 2023
MCLE COMPLIANCE NO. VII-0000593- Valid until April 1, 2023
Person Administering Oath

Attorney's Roll No. 42391

TIN No. 207-628-029

P. Maesaysay Avenue, Baybay City, Leyte