

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	CODILLA		
FIRST NAME	ROLF NICO	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	NAVARRO		
3. DATE OF BIRTH (mm/dd/yyyy)	08/20/1993	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	BUTUAN CITY, AGUSAN DEL NORTE	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	<div>N/A GOMEZ</div> <div>House/Block/Lot No. Street</div> <div>PUROK 1 VALENCIA</div> <div>Subdivision/Village Barangay</div> <div>ORMOC LEYTE</div> <div>City/Municipality Province</div> <div>6541</div>
7. HEIGHT (m)	1.7 M	ZIP CODE	18. PERMANENT ADDRESS
8. WEIGHT (kg)	90 KG		<div>N/A GOMEZ</div> <div>House/Block/Lot No. Street</div> <div>PUROK 1 VALENCIA</div> <div>Subdivision/Village Barangay</div> <div>ORMOC LEYTE</div> <div>City/Municipality Province</div> <div>6541</div>
9. BLOOD TYPE	A+		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	1212-1155-0830		
12. PHILHEALTH NO.	12-051562823-7		
13. SSS NO.	06-4036645-0	19. TELEPHONE NO.	(53) 522-5651
14. TIN NO.	341-279-376	20. MOBILE NO.	0917-172-1146 / 0928-004-4687
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	rolfcodilla@gmail.com


II. FAMILY BACKGROUND





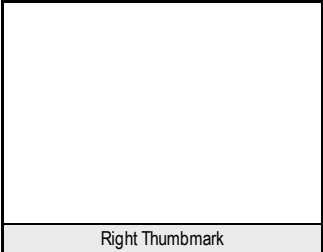

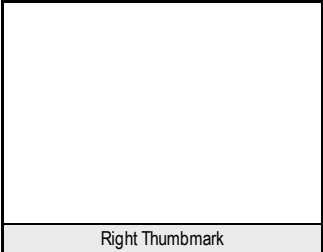

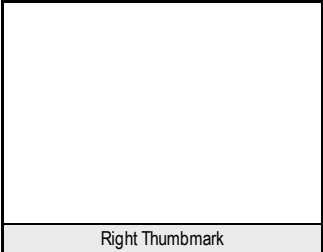



22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		*NOTHING FOLLOWS*	
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	CODILLA			
FIRST NAME	RONILO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	GARCES			
25. MOTHER'S MAIDEN NAME				
SURNAME	NAVARRO			
FIRST NAME	FELY			
MIDDLE NAME	ORTEZA		(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	VALENCIA CENTRAL SCHOOL	ELEMENTARY EDUCATION	2001	2007	N/A	2007	VALEDICTORIAN
SECONDARY	NEW ORMOC CITY NATIONAL HIGH SCHOOL	SECONDARY EDUCATION (DEPARTMENT OF SCIENCE AND TECHONOLGY - ENGINEERING AND SCIENCE EDUCATION PROGRAM CURRICULUM)	2007	2011	N/A	2011	HONORABLE MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF THE PHILIPPINES VISAYAS - TACLOBAN COLLEGE	BACHELOR OF SCIENCE IN ACCOUNTANCY	2011	2016	N/A	2016	N/A
GRADUATE STUDIES	ASIAN DEVELOPMENT FOUNDATION COLLEGE	MASTER IN MANAGEMENT	2022	PRESENT	24	N/A	N/A

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	NOVEMBER 29, 2023

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			
	N/A	N/A	N/A	N/A	N/A	
NOTHING FOLLOWS						
(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			
	HUMAN RESOURCE MANAGEMENT	06/04/2023	06/04/2023	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	ORGANIZATION DEVELOPMENT	05/21/23	05/21/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	ESTATE PLANNING	05/14/23	05/14/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	INVESTMENT AND PORTFOLIO MANAGEMENT	05/07/2023	05/07/2023	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	CORPORATE PLANNING MANAGEMENT	04/30/23	04/30/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	SYNERGY MANAGEMENT	04/23/23	04/23/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	REENGINEERING MANAGEMENT	04/16/23	04/16/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	TOTAL QUALITY MANAGEMENT	04/02/2023	04/02/2023	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	MANAGEMENT CONSULTANCY	03/26/23	03/26/23	8.0	MANAGERIAL	ASIAN DEVELOPMENT FOUNDATION COLLEGE
	THE 77TH ANNUAL NATIONAL CONVENTION (ANC): PLAY IT FORWARD, SECURING A SUSTAINABLE FUTURE	11/23/22	11/26/22	24.0	TECHNICAL COMPETENCE AND PROFESSIONAL SKILLS	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	9TH PICPA CEBU SUMMIT DAY 2	07/22/22	07/22/22	8.0	TECHNICAL COMPETENCE AND PROFESSIONAL SKILLS, VALUES, ETHICS AND ATTITUDES	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	9TH PICPA CEBU SUMMIT DAY 1	07/21/22	07/21/22	8.0	PROFESSIONAL SKILLS, VALUES, ETHICS AND ATTITUDES	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	HEIS THRIVING THROUGH THE PANDEMIC: A ROUNDTABLE DISCUSSION	03/28/22	03/28/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	RESEARCH PRESENTATION	03/26/22	03/26/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	REFLECTING ON THE VITAL ROLE OF THE RESEARCH ADVISER AND THE PANELIST	03/26/22	03/26/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	APPLICATION OF GOVERNANCE PRINCIPLES AND INTERVENTION IN THE ACADEME	03/25/22	03/25/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	ROUND TABLE DISCUSSION: FILIPINO CPAS THRIVING IN A GLOBAL WORKPLACE	03/25/22	03/25/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	THE LANDSCAPE OF ACCOUNTING EDUCATION IN DEVELOPED COUNTRIES: THE CASE OF AUSTRALIA	03/24/22	03/24/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	DA VINCI STOCKS AND DA VINCI FRAUDS: ADVANCED FUNDAMENTAL FORENSIC	03/24/22	03/24/22	2.0	PROFESSIONAL SKILLS	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	TRAIN LAW, NEW BIR ISSUANCES AND TAX UPDATES	05/16/18	05/16/18	8.0	TECHNICAL COMPETENCE	NATIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS IN EDUCATION
	PICPA EASTERN VISAYAS REGIONAL CONFERENCE (EVRC): SHINE EASTERN VISAYAS	03/02/2018	03/03/2018	11.5	TECHNICAL COMPETENCE AND PROFESSIONAL SKILLS	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	ADVANCE FINANCIAL STATEMENT ANALYSIS AND NEW TAX REFORM ACCELERATION & INCLUSION (TRAIN) PROGRAM	01/13/18	01/13/18	8.0	TECHNICAL COMPETENCE	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	WORKSHOP ON PREPARATION OF FINANCIAL STATEMENTS AND NOTES TO FS	01/12/2018	01/12/2018	8.0	TECHNICAL COMPETENCE	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
	YEAR-END TAX ADJUSTMENTS, TAX UPDATES AND TAX REFORM'S IMPLICATION TO BUSINESS INDIVIDUALS	12/08/2017	12/08/2017	8.0	TECHNICAL COMPETENCE	PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
NOTHING FOLLOWS						
(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)	
	FILM MAKING & WRITING	N/A			PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS	
	PHOTOSHOP	*NOTHING FOLLOWS*			*NOTHING FOLLOWS*	
	VIDEO EDITING					
	BADMINTON					
	VOLLEYBALL					
	NOTHING FOLLOWS					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	NOVEMBER 29, 2023	

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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: Resignation _____												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>NYL JOHN CAESAR A. GENOBIAGON</td><td>WESTERN LEYTE COLLEGE, BONIFACIO ST., ORMOC CITY</td><td>0963-376-4510</td></tr><tr><td>ERRON F. NICOL</td><td>JULIAN GANTUANCO NHS, MANLILINAO, ORMOC CITY</td><td>0977-105-6907</td></tr><tr><td>FIEL A. BUAL</td><td>OSPA-FMC, CAN-ADIENG, ORMOC CITY</td><td>0927-602-7185</td></tr></table>		NAME	ADDRESS	TEL. NO.	NYL JOHN CAESAR A. GENOBIAGON	WESTERN LEYTE COLLEGE, BONIFACIO ST., ORMOC CITY	0963-376-4510	ERRON F. NICOL	JULIAN GANTUANCO NHS, MANLILINAO, ORMOC CITY	0977-105-6907	FIEL A. BUAL	OSPA-FMC, CAN-ADIENG, ORMOC CITY	0927-602-7185
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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.													
<table><tr><td>Government issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)</td><td>PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID:</td><td>Professional Regulation Comission</td></tr><tr><td>ID/License/Passport No.:</td><td>0179584</td></tr><tr><td>Date/Place of Issuance:</td><td>Ormoc City, Leyte</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:	Professional Regulation Comission	ID/License/Passport No.:	0179584	Date/Place of Issuance:	Ormoc City, Leyte	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>NOVEMBER 29, 2023</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	NOVEMBER 29, 2023	Date Accomplished
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PHOTO													
													
Right Thumbmark													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td></td></tr><tr><td>Person Administering Oath</td></tr></table>			Person Administering Oath										
													
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