

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. CSC ID No.

(Do not fill up. For CSC use only)

PERSONAL INFORMATION

2. SURNAME	BONCALES		
FIRST NAME	ROXANNE	N/A	
MIDDLE NAME	LAMPAUG		
3. DATE OF BIRTH (mm/dd/yyyy)	04/04/2001	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	SAN MIGUEL, BOHOL	If holder of dual citizenship, please indicate the details.	Philippines ▼
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	N/A House/Block/Lot No. _____ Street _____ N/A Subdivision/Village _____ Barangay _____ SAN MIGUEL BOHOL City/Municipality _____ Province _____ ZIP CODE 6323
7. HEIGHT (m)	1.60	18. PERMANENT ADDRESS	N/A House/Block/Lot No. _____ Street _____ N/A Subdivision/Village _____ Barangay _____ SAN MIGUEL BOHOL City/Municipality _____ Province _____ ZIP CODE 6323
8. WEIGHT (kg)	54		
9. BLOOD TYPE	N/A		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	122534861980		
13. SSS NO.	06-4958788-7	19. TELEPHONE NO.	N/A
14. TIN NO.	N/A	20. MOBILE NO.	0948 052 1241
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	roxanneboncales@gmail.com

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	N/A	N/A
MIDDLE NAME	N/A	N/A	N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	BONCALES		N/A	N/A
FIRST NAME	RUEL	N/A	N/A	N/A
MIDDLE NAME	NUERA	N/A	N/A	N/A
25. MOTHER'S MAIDEN NAME	N/A		N/A	N/A
SURNAME	LAMPAUG	N/A	N/A	N/A
FIRST NAME	ANECITA	N/A	N/A	N/A
MIDDLE NAME	NUEZ	(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	CAMBANGAY NORTE ELEMENTARY SCHOOL	ELEMENTARY	06/10/2008	03/31/2014	N/A	2014	THIRD HONOR
SECONDARY	SAN MIGUEL TECHNICAL VOCATIONAL SCHOOL	GENERAL ACADEMIC STRAND	06/02/2014	04/03/2020	N/A	2020	WITH HONOR
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY - MAIN	BS AGRICULTURE	10/05/2020	08/06/2024	N/A	2024	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 6, 2025
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[illegible]

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

[illegible]

SIGNATURE		DATE	JANUARY 4, 2025
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41 VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

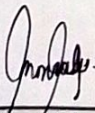
[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JANUARY 4, 2025
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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.	☐ 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.	
JERRY B. SANGUILLOSA	BAYBAY CITY, LEYTE	0918 625 5576	
JULIEN R. DEROY	BAYBAY CITY, LEYTE	0923 242 2247	
JUNE REIGN G. REYES	SAN MIGUEL, BOHOL	0917 670 0478	
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: NATIONAL ID ID/License/Passport No.: 3528-0413-2675-0397 Date/Place of Issuance: SEPTEMBER 12, 2021/ SAN MIGUEL, BOHOL	 Signature (Sign inside the box) JANUARY 12, 2025 Date Accomplished	 Right Thumbmark
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.	
Person Administering Oath	