

# 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	MACUTO		
FIRST NAME	VIJIA FRANCESCA		NAME EXTENSION (JR., SR)
MIDDLE NAME	COBACHA		
3. DATE OF BIRTH (mm/dd/yyyy)	19/09/1992	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	CEBU, 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	N/A House/Block/Lot No. _____ N/A Subdivision/Village _____ HILONGOS City/Municipality _____ 6524
7. HEIGHT (m)	1.65	18. PERMANENT ADDRESS	N/A House/Block/Lot No. _____ N/A Subdivision/Village _____ HILONGOS City/Municipality _____ 6524
8. WEIGHT (kg)	75		N/A House/Block/Lot No. _____ N/A Subdivision/Village _____ HILONGOS City/Municipality _____ 6524
9. BLOOD TYPE	"O"		N/A House/Block/Lot No. _____ N/A Subdivision/Village _____ HILONGOS City/Municipality _____ 6524
10. GSIS ID NO.	N/A		N/A House/Block/Lot No. _____ N/A Subdivision/Village _____ HILONGOS City/Municipality _____ 6524
11. PAG-IBIG ID NO.	121312661970	19. TELEPHONE NO.	
12. PHILHEALTH NO.	12-253018256-2	20. MOBILE NO.	
13. SSS NO.	34-9831569-2	21. E-MAIL ADDRESS (if any)	
14. TIN NO.	381-912-414-00000		
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	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	MACUTO			
FIRST NAME	EDENEO	NAME EXTENSION (JR., SR)		21/08/1958
MIDDLE NAME	NERI			
25. MOTHER'S MAIDEN NAME	COBACHA			10/03/1957
SURNAME	MACUTO			
FIRST NAME	ALFONSA ALEXANDRA			
MIDDLE NAME	COBACHA		(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	GRELINA OSMENA CHRISTIAN COLLEGE	ELEMENTARY	12/06/1999	28/03/2005	N/A	2005	N/A
SECONDARY	GRELINA OSMENA CHRISTIAN COLLEGE	HIGHSCHOOL	15/06/2005	10/04/2009	N/A	2009	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ANIMAL SCIENCE	08/08/2016	15/07/2022	165	N/A	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	7/13/23
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(Continue on separate sheet if necessary)

## 30

(Continue on separate sheet if necessary)

## 31

(Continue on separate sheet if necessary)

DATE \_\_\_\_\_

2/18/23

<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>CATHERINE A. FABULAR</td> <td>BATO, LEYTE</td> <td>9260716761</td> </tr> <tr> <td>JANE FRANCIS V. LOBEDICA</td> <td>HILONGOS, LEYTE</td> <td>908892343</td> </tr> <tr> <td>ATTY. LEMUEL JAN M. NERVES</td> <td>HILONGOS, LEYTE</td> <td>9173237994</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	CATHERINE A. FABULAR	BATO, LEYTE	9260716761	JANE FRANCIS V. LOBEDICA	HILONGOS, LEYTE	908892343	ATTY. LEMUEL JAN M. NERVES	HILONGOS, LEYTE	9173237994
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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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Date accomplished: <u>Feb 09, 2023</u>													
<p>SUBSCRIBED AND SWORN to before me this <u>February 09, 2023</u> at _____, Affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center; border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>ATTY. ROMMEL P. PUSA</b>          PUBLIC ATTORNEY II          PURSUANT TO RA NO. 9406          Person Administering Oath</p> </div>													

