

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal cases against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Fill legibly. Tick appropriate boxes (☐) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

CS Form No.

(Do not fill up. For CSO use only)

I. PERSONAL INFORMATION

2. SURNAME	TANQUEZON		
FIRST NAME	MARIA LYN	NAME EXTENSION (JR., SR.) N/A	
MIDDLE NAME	LAMOSTE		
3. DATE OF BIRTH (mm/dd/yyyy)	06/08/1983	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization (If holder of dual citizenship, please indicate the details)
4. PLACE OF BIRTH	ANAHAWAN, SOUTHERN LEYTE	17. RESIDENTIAL ADDRESS	N/A P. RODRIGUEZ Street PUROK SAMBAG Subdivision/Village MANTAHAN Barangay MAASIN City/Municipality SOUTHERN LEYTE Province 6616 ZIP CODE
5. SEX	☐ Male ☒ Female	18. PERMANENT ADDRESS	N/A P. RODRIGUEZ Street PUROK SAMBAG Subdivision/Village MANTAHAN Barangay MAASIN City/Municipality SOUTHERN LEYTE Province 6600 ZIP CODE
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	19. TELEPHONE NO.	N/A
7. HEIGHT (m)	1.55	20. MOBILE NO.	09199893039 / 09167630347
8. WEIGHT (kg)	52	21. E-MAIL ADDRESS (if any)	ma.lyntanquezon@gmail.com
9. BLOOD TYPE	A+		
10. GSIS ID NO.	02003971787		
11. PAG-IBIG ID NO.	064000809853		
12. PHILHEALTH NO.	12050755		
13. SSS NO.	626566737		
14. TIN NO.	253-313-332		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

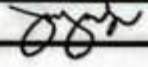
22. SPOUSE'S SURNAME	TANQUEZON		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RIO VIRMEL	NAME EXTENSION (JR., SR.) N/A	KARYLLE L. TANQUEZON	02/08/2006
MIDDLE NAME	BORON		RHIO MAIRYLLE L. TANQUEZON	09/23/2012
OCCUPATION	OVERSEAS FILIPINO WORKER			
EMPLOYER/BUSINESS NAME	MAGSAYSAY MARITIME CORPORATION			
BUSINESS ADDRESS	ERMITA, MANILA			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	LAMOSTE			
FIRST NAME	AVELINO	NAME EXTENSION (JR., SR.) SR		
MIDDLE NAME	SALAR			
25. MOTHER'S MAIDEN NAME				
SURNAME	KUIZON			
FIRST NAME	LEONORA			
MIDDLE NAME	ACUÑA			

(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	MAASUNCION ELEMENTARY SCHOOL	ELEMENTARY	1991	1996	GRAD.	1996	VALEDICTORIAN
SECONDARY	CRISTO REY REGIONAL HIGH SCHOOL	HIGH SCHOOL	1996	2000	GRAD.	2000	SALUTAT ORIAN
VOCATIONAL /TRADE COURSE	NONE	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF CEBU	BACHELOR OF SCIENCE IN ACCOUNTANCY	2000	2004	GRAD.	2004	WORKING SCHOLAR
GRADUATE STUDIES	MANDAUE CITY COLLEGE	MASTER IN BUSINESS MANAGEMENT	2012	2013	GRAD.	2013	N/A
	IQRA Development Academy	SECONDARY EDUCATION	2023	2024	36UNITS	2024	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	9/11/2025
-----------	---	------	-----------

27	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFIRMENT	PLACE OF EXAMINATION / CONFIRMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	CSC-PROFESSIONAL	81.35	03/09/2008	CEBU CITY	120510	N/A
	PROFESSIONAL TEACHER	83.20	03/2025	TACLOBAN CITY	876717	N/A

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	9/11/2025
-----------	---	------	-----------

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES OF ATTENDANCE (month/year)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Girl Scout of the Philippines - Southern Leyte	02/01/2023	Present		Division Coordinator
	Philippine Red Cross - Southern Leyte	02/18/2022	Present		Division Coordinator
	Local School Board	02/18/2022	Present		Division Coordinator

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive Manager/Supervisor)

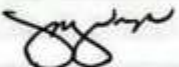
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (month/year)		NUMBER OF HOURS	Type of LD (Managerial/Supervisory/Technical)	CONDUCTED/SPONSORED BY (Write in full)
		From	To			
	R.A. 122009 Procurement Essentials: Legal Framework, Processes, and Compliance	09/01/2025	09/01/2025	8	Administrative	PrimaExcellence Training Center
	Mind Matter: Empowering Youth Formators, Guidance Counselors & Partnership Focal Persons	01/28/2025	01/31/2025	32	Administrative	DepEd Region 8
	Empowering Through Capacity Building and Upskilling	12/02/2024	12/06/2024	32	Administrative	DepEd Region 8
	Empowering Youth Formation Coordinators: Leadership and Program Implementation Training	11/18/2024	11/21/2024	32	Administrative	DepEd Region 8
	Capacity-Building on Program Management and Implementation, Program Coordinators, Partnership	11/06/2024	11/08/2024	24	Administrative	DepEd Region 8
	Understanding Disbursement in the Philippines	09/01/2024	09/01/2024	8	Administrative	PrimaExcellence Training Center
	Advanced Bookkeeping and Financial Management for Professionals	09/01/2024	09/01/2024	8	Administrative	PrimaExcellence Training Center
	Regional Post National Students' Day cum Orientation on the Role of Students Leaders in the Seminar Workshop/Training in Project SHIELD	02/07/2024	02/08/2024	16	Technical	DepEd Region 8
	Workshop on the Crafting of the 2023 Gender and Development Accomplishment Report	01/24/2024	01/26/2024	24	Technical	SLSU-MAASIN Campus
	Enhancement of the Functionality of the Child Protection Committees	12/11/2023	12/12/2023	16	Administrative	DepEd Region 8
	Maximizing the Utilization of ICT in the Delivery of DepEd Services	11/06/2023	11/10/2023	40	Administrative	DepEd Region 8
	Seminar on the Utilization of Harmonized Gender and Development Guidelines and Gender Mainstreaming Evaluation Framework Toolkit	10/18/2023	10/21/2023	32	Technical	DepEd Region 8
		10/13/2023	10/13/2023	8	Technical	DepEd Maasin City

(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
HOSTING & READING	Certificate of Appreciation as Speaker	N/A
	Certificate of Recognition as Economist III	
	Certificate of Commendation as Supply Officer II	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	2/11/2025
-----------	---	------	-----------

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

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)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Seminar-Workshop for Non-Teaching Personnel on Utilizing New and Emerging Technologies in New Normal Setting	08/12/2022	09/30/2022	24	Technical	DepEd Maasin City
	Orientation on the Establishment of Information and Service Delivery Network (ISDN) and Teen Center for	09/18/2023	09/19/2023	16	Technical	Commission on Population Region 8
	Learner's Convergence PH 2023	07/29/2023	08/03/2023	48	Supervisory	DepEd Central Office
	DepEd Formators Convergence 2023	05/22/2023	05/25/2023	32	Supervisory	DepEd Central Office
	Infection Prevention and Control in Schools	04/03/2023	04/03/2023	6	Technical	DepEd Central Office
	Lesson Learned Workshop for Bantay Bata 163 Projects	12/14/2022	12/14/2022	8	Technical	UNICEF & ABS-CBN Foundation
	Regional Orientation on the Roll-Out of Basic Education Monitoring and Evaluation Framework	11/23/2022	11/25/2022	24	Administrative	DepEd Region 8
	Workshop on the Crafting of the 2022 Gender and Development Accomplishment Report	11/16/2022	11/17/2022	16	Administrative	DepEd Region 8
	Philippine Youth Convergence 2022	06/15/2022	06/17/2022	24	Technical	Empath and ABS-CBN Foundation
	Training on Examination Administration	06/12/2022	06/12/2022	3	Administrative	Civil Service Commission
	Psychosocial Support Training	06/01/2022	06/03/2022	24	Administrative	DepEd Region 8
	Division Education Development & Target Setting	04/05/2022	04/07/2022	24	Administrative	DepEd Maasin City
	SEMINAR ON REVISED IMPLEMENTATING RULES & REGULATIONS OF GOVT. PROCUREMENT REFORM ACT (RA9184)	01/22/2020	01/23/2020	16	Technical	National Food Authority, Regional

(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
HOSTING & READING	Certificate of Appreciation as Speaker	N/A
	Certificate of Recognition as Economist III	
	Certificate of Commendation as Supply Officer II	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	9/11/2025
-----------	---	------	-----------

29. COMMUNITY 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		
	Girl Scout of the Philippines - Southern Leyte	02/01/2023	Present		Division Coordinator
	Philippine Red Cross - Southern Leyte	02/18/2022	Present		Division Coordinator
	Local School Board	02/18/2022	Present		Division Coordinator

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positionals)

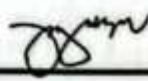
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
SEMINAR ON REVISED IMPLEMENTATING RULES & REGULATIONS OF GOVT. PROCUREMENT REFORM ACT (RA9184)	01/22/2020	01/23/2020	16	Technical	National Food Authority, Regional
BRIEFING-WORKSHOP ON COMMERCIAL STOCK SURVEY	08/18/2019	08/20/2019	24	Supervisory	National Food Authority, Inter-Region
ORIENTATION/RE-ORIENTATION SEMINAR-WORKSHOP OF NFA ORGANIZATION, PERSONNEL BENEFITS AND CORPORATE POLICIES	07/31/2018	07/31/2018	8	Administrative	National Food Authority, Provincial
INTEGRITY, TRANSPARENCY AND ACCOUNTABILITY IN PUBLIC SERVICE (ITAPS)	06/05/2018	06/05/2018	8	Administrative	Office of the Ombudsman-Regional
BRIEFING AND HANDS ON TRAINING ON LICENSING REGISTRATION SYSTEM	10/05/2018	11/05/2018	16	Supervisory	National Food Authority, Central Office
SEMINAR-WORKSHOP ON PHILGEPS AND NFA WEBSITE POSTING	05/29/2017	05/29/2017	8	Technical	National Food Authority, Regional
CLASSIFIERS POOL TRAINING	08/11/2016	11/10/2016	24	Technical	National Food Authority, Regional
2016 ISD/SSID JOINT AREA CONFERENCE	06/14/2016	06/16/2016	24	Administrative	National Food Authority, Inter-Region
PROPERTY AND SUPPLY MANAGEMENT SYSTEM	05/31/2016	03/06/2016	32	Supervisory	Commission on Audit, Regional
1ST NFAEA JOINT REGIONAL BOARD CONFERENCE REG 7 & 8 FOR 2012	01/12/2012	01/13/2012	16	Administrative	National Food Authority, Inter-Region
RE-ECHO ON GOVT. PROCUREMENT REFORM ACT (RA 9184) & ITS IMPLEMENTING RULES & REGULATIONS	03/05/2011	03/05/2011	8	Technical	National Food Authority, Regional
BRIEFING ON GRAINS CLASSIFICATION QUALITY ASSURANCE PROCUREMENT POLICIES & PROCEDURES	08/03/2011	08/03/2011	8	Technical	National Food Authority, Regional
BRIEFING & ORIENTATION COURSE ON PUBLIC SECTOR UNIONISM	09/28/2010	09/28/2010	8	Administrative	National Food Authority, Regional

(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
HOSTING & READING	Certificate of Appreciation as Speaker	N/A
	Certificate of Recognition as Economist III	
	Certificate of Commendation as Supply Officer II	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	9/11/2025
-----------	---	------	-----------

