

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	TANQUEZON		
FIRST NAME	MARIA LYN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LAMOSTE		
3. DATE OF BIRTH (mm/dd/yyyy)	06/08/1983	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	ANAHAWAN, SO. LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street PUROK SAMBAG MANTAHAN Subdivision/Village Barangay MAASIN SO. LEYTE City/Municipality Province 6600
7. HEIGHT (m)	1.55	ZIP CODE	House/Block/Lot No. Street PUROK SAMBAG MANTAHAN Subdivision/Village Barangay MAASIN SO. LEYTE City/Municipality Province 6600
8. WEIGHT (kg)	50		
9. BLOOD TYPE	A+		
10. GSIS ID NO.	02003971787		
11. PAG-IBIG ID NO.	064000809853	ZIP CODE	House/Block/Lot No. Street PUROK SAMBAG MANTAHAN Subdivision/Village Barangay MAASIN SO. LEYTE City/Municipality Province 6600
12. PHILHEALTH NO.	12050755		
13. SSS NO.	626566737	19. TELEPHONE NO.	N/A
14. TIN NO.	253313332	20. MOBILE NO.	09199893039 / 09167630347
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	ma.lyntanquezon@gmail.com

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	OFW			
EMPLOYER/BUSINESS NAME	MAGSAYSAY MARITIME CORP.			
BUSINESS ADDRESS	ERMITA, MANILA			
TELEPHONE NO.	NA			
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 GRADUATE D	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	MA.ASUNCION ELEM. SCHOOL	ELEMENTARY	1991	1996	GRAD.	1996	VALEDICTORIAN
SECONDARY	CRISTO REY REGIONAL HIGH SCHOOL	HIGH SCHOOL	1996	2000	GRAD.	2000	SALUTATORIAN
VOCATIONAL / TRADE COURSE	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
	COLLEGE OF MAASIN	MASTER IN PUBLIC ADMINISTRATION	2013	N/A	6 UNITS	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/07/2021
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IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
CSC-PROFESSIONAL	81.35	03/09/08	UNIVERSITY OF THE VISAYAS	120510	N/A

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	To						
09/16/2021	PRESENT	Administrative Aide IV	Southern Leyte State University- Hinunangan Campus	14,400.00	N/A	CASUAL	YES
01/01/2021	03/31/2021	Economist III/Acting Administrative Officer V	National Food Authority, Leyte Branch	40,637.00	18-1'	PERMANENT	YES
11/22/2018	12/31/2020	Economist III	National Food Authority, Southern Leyte	40,637.00	18-1'	PERMANENT	YES
09/06/2016	11/21/2018	Supply Officer II & Acting Economist III	National Food Authority, Southern Leyte	23,044.00	14-1'	PERMANENT	YES
12/08/2011	09/05/2016	Accounts Analyst/Acting Supply Officer II	National Food Authority, Southern Leyte	17,099.00	11-1'	PERMANENT	YES
02/23/2010	12/07/2011	Clerk III/Acting Cash Clerk III	National Food Authority, Southern Leyte	10,133.00	6-1'	PERMANENT	YES
03/16/2009	02/16/2010	Job Order/Market Monitoring	National Food Authority, Southern Leyte	4,760.00	6-1'	JOB ORDER	NO

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/07/2021
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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				

(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/etc)	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	05/10/2018	05/11/2018	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	11/08/2016	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	06/03/2016	32	Supervisory	Commision 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	05/03/2011	05/03/2011	8	Technical	National Food Authority, Regional
	BRIEFING ON GRAINS CLASSIFICATION QUALITY ASSURANCE PROCUREMENT POLICIES & PROCEDURES	03/08/2011	03/08/2011	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
	12/07/2021

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or chief of bureau or office or to the person who has immediate supervision over you in the Bureau or Department where you will be appointed,

a. within the third degree? ☐ YES ☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees)? ☐ YES ☒ NO

If YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense? ☐ YES ☒ NO

b. Have you been criminally charged before any court? ☐ 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: _____
NFA RESTRUCTURING

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? ☐ YES ☒ NO

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: _____

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

a. Are you a member of any indigenous group? ☐ YES ☒ NO

b. Are you a person with disability? ☐ YES ☒ NO

c. Are you a solo parent? ☐ YES ☒ NO

If YES, please specify: _____
If YES, please specify ID No: _____
If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
LORNA S. ORDIZ	MAASIN CITY, SO. LEYTE	09175727674
FLORABELLE S. LAURE	MAASIN CITY, SO. LEYTE	09175700095
ASUNCION S. GAVIOLA	MAASIN CITY, SO. LEYTE	09364365430

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: **DRIVER'S LICENSE**

ID/License/Passport No.: **H05-11-000129**

Date/Place of Issuance: **6/8/19/MAASIN CITY**

Signature (Sign inside the box)

[Signature]

12/07/2021

Date Accomplished



SUBSCRIBED AND SWORN to before me this **DEC 09 2021**, affiant exhibiting his/her validly issued government ID as indicated above.

DOC. NO: 12993
PAGE NO: 75
BOOK NO: XXIII
SERIES OF 2021

ESTERLITA D. CUPAT-DEMIAO
Notary Public
My commission expires on Dec. 31, 2022
Place of Commission: Southern Leyte
Poblacion, Hinunangan, Southern Leyte
ATTY'S ROLL NO. 51175, 5/5/2005
IBP OR NO: 134775, 12/14/19MD2021