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. PERSONAL INFORMATION **GALERA** 2. SURNAME NAME EXTENSION (JR., SR) MAY FIRST NAME **DUCALANG** MIDDLE NAME 3. DATE OF BIRTH 5/12/2000 16. CITIZENSHIP ✓ Filipino ☐ Dual Citizenship (mm/dd/vvvv) ☐ by birth ☐ by naturaliz 4. PLACE OF BIRTH ORMOC CITY, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details. 5. SEX ☐ Male ☑ Female 17. RESIDENTIAL ADDRESS ☐ Married ✓ Single 6 CIVIL STATUS House/Block/Lot No. Street □ Widowed ☐ Separated SABANG BAO ☐ Other/s: Subdivision/Village Barangay **ORMOC LEYTE** 7. HEIGHT (cm) 147 City/Municipality Province 8. WEIGHT (kg) 50 ZIP CODE 18. PERMANENT ADDRESS 0 9. BLOOD TYPE House/Block/Lot No. Street SABANG BAO 10 GSIS ID NO Subdivision/Village Barangay ORMOC **LEYTE** 11 PAG-IBIG ID NO 121327652376 City/Municipality Province 12. PHILHEALTH NO. 13-252511493-0 **7IP CODE** 6541 06-4331155-4 19. TELEPHONE NO. 13. SSS NO. None I4 TIN NO 724-773-539-000 09706640166 20. MOBILE NO. 15. AGENCY EMPLOYEE NO. 21. E-MAIL ADDRESS (if any) maygalera78@gmail.com **FAMILY BACKGROUND** 23. NAME of CHILDREN (Write full name and list all) 22. SPOUSE'S SURNAME (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME **BUSINESS ADDRESS** TELEPHONE NO. 24. FATHER'S SURNAME **GALERA** NAME EXTENSION (JR., SR) **ROBERTO** FIRST NAME **PALACIO** MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME **DUCALANG LUCILA** FIRST NAME **NOVELA** (Continue on separate sheet if necessary) MIDDLE NAME **EDUCATIONAL BACKGROUND** LEVEL/ PERIOD OF ATTENDANCE 26 NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR LEVEL **UNITS** (Write in full) (Write in full) GRADUATED EARNED From То **ELEMENTARY** DR. H. SERAFICA ELEM.SCHOOL 2013 VISAYAS STATE UNIVERSITY SECONDARY Science Technology Engineering and Mathematics 2019 LABORATORY HIGHSCHOOL VOCATIONAL / TRADE COURSE COLLEGE **VISAYAS STATE UNIVERSITY Bachelor of Science in Agriculture** 2023 GRADUATE STUDIES **SIGNATURE** MUNA DATE

August 18, 2023

07 60 77 6									
	SERVICE ELI								
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 EXAMINATI	PLACE OF EXAMINATION / CONFERMENT			pplicable) Date of Validity
N/A									,
			(Contin	ue on separate sheet if n	ecessary)				
	EXPERIENC	E nent. Start from your rec	ent work) Descrint	ion of duties should	l he indicated in the atta	ached Wo	ork Experien	ce 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")/	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	То	A-112-11-11		OFFICE OF THE MUNICIPAL			INCREMENT		(' '
3/13/2023	4/28/2023	STUDENT IN			JRE HILONGOS OF AGRICULTURAL				
9/6/2023	12/20/2023	PART-TIME INS		EDUCATION	AND EXTENSION				
9/30/2023	9/30/2023	MASTER REVIEW			JNIVERSITY-VILLABA				
11/10/2023	12/20/2023	DEPARTMENT S	ECRETARY	VISAYAS STA	ATE UNIVERSITY				
			(Contin	ue on separate sheet if n					
SIGNATURE		Sulm	Λ		DATE	<u> </u>	August 18, 202	23 ORM 212 (Revised 20	017), Page 2 of 4

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK	
	(Write iii luii)					TOOTHOW/ NATIONAL OF WORK
N/A						
				heet if necessary)		
	ARNING AND DEVELOPMENT (L&D) I					
	m the most recent L&D/training program and include TITLE OF LEARNING AND DEVELOPMENT	INCLUSIVE	DATES OF	n for the last five (5)	Type of LD	
30.	INTERVENTIONS/TRAINING PROGRAMS	ATTENDANCE (mm/dd/vvvv)		NUMBER OF HOURS	(Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)
	(Write in full)	From	То		Technical/etc)	,
N/A						
		(Conti	nue on separate s	heet if necessary)		
VIII. O	THER INFORMATION					
31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) N/A				MEMBERSHIP IN 33. ASSOCIATION/ORGANIZATION (Write in full)
	N/A					N/A
		(Contii	nue on separate s	heet if necessary)		
	SIGNATURE	DATE			August 18, 2023	

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be appointed,						
	a. within the third degree?		☐ YES	☑ NO			
	b. within the fourth degree (for Local Government Unit - Care	eer Employees)?	☐ YES	☑ NO			
		If YES, give deta	ils:				
35.	a. Have you ever been found guilty of any administrative offer	ense?	☐ YES	☑ NO			
			If YES, give details:				
	b. Have you been criminally charged before any court?		☐ YES	☑ NO			
	D. Have you been chillinally charged before any court:		If YES, give deta				
			Date Filed:				
			Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of ar	ny law, decree, ordinance or	☐ YES	☑ NO			
	regulation by any court or tribunal?		If YES, give details:				
37.	Have you ever been separated from the service in any of the		☐ YES	☑ NO			
	retirement, dropped from the rolls, dismissal, termination, en	nd of term, finished contract or	If YES, give deta	ils:			
20	phased out (abolition) in the public or private sector? a. Have you ever been a candidate in a national or local elec-	otion hold within the last year					
38.	a. Have you ever been a candidate in a national or local election (except Barangay election)?	Stion neid within the last year	☐ YES If YES, give deta	☑ NO			
		(1 (2)thind hefere					
	b. Have you resigned from the government service during the last election to promote/actively campaign for a national		☐ YES If YES, give deta	☑ NO ails:			
30	Have you acquired the status of an immigrant or permanent						
39.	nave you acquired the status of an intringrant of permanent	resident of another country:	☐ YES ☑ NO If YES, give details (country):				
			IT YES, YIVE UELA	IIS (Country):			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	ana Carta for Disabled Persons					
	(RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 89						
a.	Are you a member of any indigenous group?		☐ YES	☑ NO			
I,			If YES, please spec				
b.	Are you a person with disability?		☐ YES ☑ NO If YES, please specify ID No:				
C.	Are you a solo parent?		☐ YES ☑ NO				
			If YES, please spec	ify ID No:			
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /a	1	-51, 110				
	NAME	ADDRESS	TEL. NO.				
	ANNA MARTHA C. MONSANTO	VISAYAS STATE UNIVERSITY	9070800332				
	HERMENEGILDO RATCLIFF SERAFICA	ORMOC CITY	9173060421				
	THOMAS SERAFICA	ORMOC CITY	919077143				
42.	I declare under oath that I have personally accomplished t			6			
	and complete statement pursuant to the provisions of pertin the Philippines. I authorize the agency head/authorized rep		•				
	herein. I agree that any misrepresentation made in the	•		РНОТО			
	filing of administrative/criminal case/s against me.			l			
	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)			Mi deservin			
	OVERNMENT ISSUED ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance						
G	overnment Issued ID: N/A						
)/License/Passport No.: N/A	L\					
l H	ate/Place of Issuance: N/A	Signature (Sign inside the					
L	NOT TACE OF ISSUANCE. NAME	Date Accomplishe	ed	Right Thumbmark			
SUBSCRIBED AND SWORN to before me this, affiant exhibiting his/her validly issued government ID as indicated above.							
	_	Oath					
		Oatii					