

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	SEMILLA		
FIRST NAME	MARY GRACE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	NUÑEZ		
3. DATE OF BIRTH (mm/dd/yyyy)	01/11/1988	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	BAYBAY, 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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	TAU COTTAGES House/Block/Lot No. Street PUROK 7 STA MARIA Subdivision/Village Barangay CAMILING TARLAC City/Municipality Province
7. HEIGHT (m)	148	ZIP CODE	2306
8. WEIGHT (kg)	52		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	326 STO NINO VILLAGE House/Block/Lot No. Street POBLACION ZONE 1 Subdivision/Village Barangay CITY OF BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	210250397369	ZIP CODE	6521-A
11. PAG-IBIG ID NO.			
12. PHILHEALTH NO.	2005-272-804	19. TELEPHONE NO.	NONE
13. SSS NO.		20. MOBILE NO.	09171902344
14. TIN NO.	281-822-788	21. E-MAIL ADDRESS (if any)	mgensemilla@gmail.com
15. AGENCY EMPLOYEE NO.	TAU - 749		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA		NA	NA
OCCUPATION	NA		NA	NA
EMPLOYER/BUSINESS NAME	NA		NA	NA
BUSINESS ADDRESS	NA		NA	NA
TELEPHONE NO.	NA		NA	NA
24. FATHER'S SURNAME	SEMILLA			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	VILLARIN			
25. MOTHER'S MAIDEN NAME				
SURNAME	NUÑEZ			
FIRST NAME	BRIGIDA			
MIDDLE NAME	GOFREDO		(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	BAYBAY NORTH CENTRAL SCHOOL	ELEMENTARY	1994	2000	NA	2000	WITH HONORS
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	SECONDARY	2000	2004	NA	2004	SALUTATORIAN
VOCATIONAL / TRADE COURSE	NONE	NA	NA	NA	NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRICULTURAL ENGINEERING	2004	2009	NA	2009	DOST/ CUM LAUDE
GRADUATE STUDIES	CENTRAL LUZON STATE UNIVERSITY	MASTER OF SCIENCE IN AGRICULTURAL ENGINEERING MAJOR IN SOIL AND WATER MANAGEMENT	2014	2018	NA	2018	DOST-ERDT

(Continue on separate sheet if necessary)

SIGNATURE		DATE	MARCH 15, 2023
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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
	CIVIL SERVICE ELIGIBILITY (HONORIFIC)	NA	-	PALO, LEYTE	-	2009
	PROFESSIONAL AGRICULTURAL AND BIOSYSTEMS ENGINEER	-	August 24-25, 2009	MANILA	6641	2009

(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.

[illegible]

(Continue on separate sheet if necessary)

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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			
	SINGLES FOR CHRIST	10/01/2021	PRESENT	NA	MISSION VOLUNTEER/EVENTS MANAGEMENT	
(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			
	Pressurized Irrigation Systems	08/22/2022	08/26/2022		Technical	Bureau of Agricultural and Fisheries Engineering & Tarlac Agricultural University
	Rice Tariffication Law: Two Years After	06/22/2021	06/22/2021		Technical	Dept. Of Economics, College of Economics and Management, University of Philippines-LB
	Training on Green Energy Driven Water Systems (Biogas Technology and Ram Pump System Operation and Utilization for Agricultural production)	10/15/2019	10/16/2019		Technical	Commission on Higher Education, & Central Luzon State University, & Tarlac Agricultural University
	Training on Rice Machinery Operation cum NC II Assessment	06/03/2019	06/07/2019		Technical	Agricultural Training Institute Regional Training Center III, & Tarlac Agricultural University
	Training on Precision Irrigation Technology for Crop Production	10/09/2018	10/12/2018		Technical	Commission on Higher Education & Central Luzon State University
	Refresher Course on Meteorological Observations, Practices and Procedures for NCR-PRSD Personnel	05/29/2018	06/01/2018		Technical	Philippine Atmospheric Geophysical and Astronomical Services Administration
	Application of crop models using agrometeorological information toward improved management of cropping systems and resource-efficient agricultural production	05/30/2016	05/30/2016		Technical	LWRMC Conference Hall, Central Luzon State University, Nueva Ecija
	DevCom Short Course: Layout of Posters	07/30/2014	07/31/2014		Technical	Philippine Rice Research Institute, Nueva Ecija
	System and Information Delivery Enhancement for Improved PhilRice Agrometeorological Network Seminar and Planning Workshop	01/27/2014	01/29/2014		Technical/ Supervisory	Philippine Rice Research Institute, Nueva Ecija
	Equipping PhilRice Staff to be Smart IT Users	11/20/2014	11/20/2014		Technical	Philippine Rice Research Institute, Nueva Ecija
	Harnessing the Potentials of IT in Agriculture	11/21/2014	11/21/2014		Technical	Philippine Rice Research Institute, Nueva Ecija
	Training of trainers on small-scale irrigation system and dry season crop production	09/20/2010	10/01/2010		Technical/ Supervisory	Philippine Rice Research Institute, Nueva Ecija
	Workshop on Research Methodologies	04/05/2010	04/08/2010		Technical	Philippine Rice Research Institute, Nueva Ecija
	Rice Specialist Training Course on PlayCheck and Palyamanan Systems DS 2010	12/01/2009	04/29/2010		Technical	Philippine Rice Research Institute, Nueva Ecija
	Yound Minds Academy Summer Edition Region 8	04/30/2009	05/18/2009		Technical	Aboitiz Building, Cebu City and SHIFT Foundation, Northern Samar
(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 (Write in full)	
	SINGING	BEST IN PAPER (DEVELOPMENT CATEGORY) - TAU IN-HOUSE REVIEW			PHILIPPINE SOCIETY OF AGRICULTURAL AND BIOSYSTEMS ENGINEERS, INC.	
	DANCING	KATANGI-TANGING GURO SA LARANGAN NG EKSTENSYON (NOMINEE)			CFC-SINGLES FOR CHRIST	
	PLAYING GUITAR	BRONZE MEDALIST (TENNIS WOMEN SINGLES) - CLSU INTRAMS 2017				
	PROGRAM/EVENT MANAGEMENT					
(Continue on separate sheet if necessary)						
SIGNATURE					DATE	MARCH 15, 2023

<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 style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: center;">RESIGNATION FROM PREVIOUS WORK</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: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>MANOLO B. LORETO</td> <td>VISCA, BAYBAY CITY, LEYTE</td> <td></td> </tr> <tr> <td>EULITO U. BAUTISTA</td> <td>STO. DOMIGO, NUEVA ECIIA</td> <td></td> </tr> <tr> <td>IRENEO C. AGULTO</td> <td>SCIENCE CITY OF MUNOZ, NUEVA ECIIA</td> <td></td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	MANOLO B. LORETO	VISCA, BAYBAY CITY, LEYTE		EULITO U. BAUTISTA	STO. DOMIGO, NUEVA ECIIA		IRENEO C. AGULTO	SCIENCE CITY OF MUNOZ, NUEVA ECIIA			
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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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<div style="border: 1px solid black; width: 150px; height: 100px; margin: 0 auto;"></div> <p style="text-align: center;">Right Thumbmark</p>															
<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 200px; height: 50px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>															