

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	LOR		
FIRST NAME	LETTY JEAN	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	CAYANONG		
3. DATE OF BIRTH (mm/dd/yyyy)	9/20/1992	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input checked="" type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	BRGY. PANGASUGAN, BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
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 _____ Subdivision/Village _____ Barangay _____ BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.51	ZIP CODE	
8. WEIGHT (kg)	63		
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6521
11. PAG-IBIG ID NO.	1212-0352-8560	19. TELEPHONE NO.	None
12. PHILHEALTH NO.	13-025156496-6	20. MOBILE NO.	09173056757
13. SSS NO.	06-3705265-4	21. E-MAIL ADDRESS (if any)	lettyjean.lor@vsu.edu.ph; lettyjean.lor@gmail.com; leteciamie@yahoo.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	LOR		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MICHAEL	NAME EXTENSION (JR., SR) N/A	MIKHAEL ROVSTIN NIKLAUZ C. LOR	8/22/2013
MIDDLE NAME	OMILLON		MICHAEL NIKULAZ C. LOR	1/26/2015
OCCUPATION	Account Executive/Collector			
EMPLOYER/BUSINESS NAME	Transcycle Mart			
BUSINESS ADDRESS	Baybay City, Leyte			
TELEPHONE NO.	None			
24. FATHER'S SURNAME	CAYANONG			
FIRST NAME	JAIME	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	BATION			
25. MOTHER'S MAIDEN NAME				
SURNAME	ARGALLON			
FIRST NAME	ANGELITA			
MIDDLE NAME	BOREGON			

(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	ALBUERA SOUTH CENTRAL SCHOOL	PRIMARY EDUCATION	6/1/1998	3/31/2005	Graduated	2005	VALEDICTORIAN
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL	HIGH SCHOOL	6/1/2005	4/15/2009	Graduated	2009	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS in Environmental Management	6/1/2009	4/15/2013	Graduated	2013	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MS in Development Sociology	6/1/2014	present	30 units		

(Continue on separate sheet if necessary)

SIGNATURE

DATE

1/20/2023

[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	
[Signature]		1/20/2023	

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		
Guadalupe Consumers Cooperative	3/14/2017	3/15/2017	6.0	Assisted the GCC members to undergo Gender Sensitivity Training
Baybay Dairy Cooperative	3/22/2018	3/23/2018	6.0	Assisted for the BDC members to undergo Gender Sensitivity Training

(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			
Leveling Session on Basic GAD Concepts, GA, and GA Tools, and GAD Planning and Budgeting	8/28/2019	8/30/2019	24	Technical	Philippine Commission on Women
Seminar on the Proper Handling of Sexual Harassment in Campus	12/13/2018	10/14/2018	16	Technical	VSU
Asian Association of Agricultural Colleges and Universities (AACU) Biennial Conference	10/16/2018	10/18/2019	16	Technical	AACU
Seminar on Gender Issues in Campus	10/8/2018	10/8/2018	8	Technical	CHED 8
10th National Conference of Women and Gender Studies Association of the Philippines	8/22/2018	8/23/2018	16	Technical	Women and Gender Studies Association of the Philippines
Gender Sensitivity Trainers Training for the Academe	7/9/18	7/10/2018	16	Technical	Visayas State University
Workshop in Integrating Gender in Research and Extension Programs	3/14/2018	3/14/2019	6	Technical	Visayas State University
National Conference on GAD- "GAD in the Workplace: Promoting Gender, Equality, Working for Women's Empowerment"	3/8/2018	3/9/2018	16	Technical	University of Eastern Philippines; CHED; Quest Training Center
Gender Mainstreaming and Monitoring System Orientation	2/27/2018	2/27/2019	6	Technical	Visayas State University; EVAGAD
Gender Sensitivity Training ++ for the VSU GFPS-TWG Members at Montebello Villa Hotel, Cebu City, Philippines	11/13/2017	11/15/2017	24.0	Technical	Visayas State University
Project Operational Planning Workshop for the Formulation of the Tender Documents for the Leyte Ecological Industrial Zone Master Plan at ISRDS, VSU	10/24/2017	10/25/2017	16.0	Technical	LEIZ Project
Gender Sensitivity Training and Anti-Sexual Harassment Orientation	9/15/2017	9/15/2017	8.0	Technical	Visayas State University - Tolosa Campus
Inclusive Local Development: What Role for Sustainable Energy and Industrial Policy Conference at ISRDS Training Room, VSU	8/10/2017	8/10/2017	4.0	Technical	FES
Conference on Strengthening LGU-Academe-Industry Partnerships	8/9/2017	8/9/2017	8.0	Technical	Visayas State University
Radio Program "Campus Talk" - Gender and Development Issues in VSU	3/7/2017	3/7/2017	3.0	Technical	Visayas State University
Orientation on How to Attribute for GAD Budget using the HGDG	12/13/2016	12/13/2016	3.0	Technical	Local Government Unit - Ormoc City
VSUCC Basic Cooperative Course Seminar	11/19/2016	11/19/2017	8.0	Foundation	VSUCC
HIV and Anti-Sexual Harassment Awareness Forum	11/5/2016	11/5/2016	4.0	Technical	VSU
Procurement Planning Workshop	9/13/2016	9/13/2016	8.0	Technical	VSU
RTD on Achieving Food and Nutrition Security (FNS) for the Philippines in the Context of the ASEAN Integration and the 2030 Sustainable Development Agenda	8/10/2016	8/10/2016	4.0	Technical	VSU
Forum on Mainstreaming Gender in HEIs in Region VIII: Opportunities and Challenges by Atty. Carmelita Yadao-Sison of CHED Central Office	6/14/2016	6/15/2016	16.0	Technical	VSU; CHED
Dynamic Classrooms for Sociology Teachers by Dr. Ricardo G. Abad of Ateneo de Manila University	4/26/2016	4/30/2016	40.0	Technical	Ateneo de Manila; CHED
DRR-CCA Training: Conversations and Reflections with Yolanda Partners by Christian Aid at Dohera Hotel, Cebu City	2/10/2015	2/13/2015	24.0	Technical	Christian Aid
(1) AISSR Research Agenda and Program (Trans) National Land Investments in Indonesia and the Philippines: Contested Control of Farmland and Cash Crops by Dr. Rossane Rutten	5/14/2014	5/14/2014	4.0	Technical	VSU
(2) Roundtable Discussion on Who Controls the Land after CARP? Trends in the Sugar Industry in Negros Occidental by Dr. Rossane Rutten	5/14/2014	5/14/2014	4.0	Technical	VSU
Gender Responsive Development Planning and Decision Making	5/6/2014	5/6/2014	24.0	Technical	ATI-RTC 8
"Building Green and Sustainable Barangays: Focus on the Water and Sanitation Sectors" Inter-Barangay Forum	4/24/2014	4/24/2014	4.0	Technical	VSU
Training Workshop on "Scientific Writing for Peer-Reviewed Publications" at PhilRootcrops Hall, VSU	12/11/2013	12/13/2013	24.0	Technical	PHERNET
National Conference on Development Initiatives on Philippine Marginal Uplands by Philippine Higher Education Research Network	10/21/2013	10/24/2013	24.0	Technical	PHERNET
International Association for the Exchange of Students for Participant Technical Experience IASTE Philippines - (POEC)	8/9/2010	8/10/2010	16.0	Technical	IASTE; VSU







(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)
Computer skills (Microsoft Office Word, Excel, Publisher, Powerpoint)	University Supreme Student Council - Visayas State University (Auditor of S.Y. 2010-2011)	Eastern Visayas Association of GAD Focal Persons (EVAGAD) - member/recording secretary of VSU GAD
Graphic Layouting	College of Forestry and Natural Resources Supreme Student Council - Visayas State University (President of S.Y. 2010-2011)	VSU GAD Focal Point System Technical Working Group - Recording
Event Organizing		VSU Anti-Sexual Harassment Committee - Recording Secretary
Qualitative Research		Gamma Sigma Confraternity (Magenta/VSU Chapter)
Basic use of SPSS		Women and Gender Studies Association of the Philippines
Online Selling (Fashion Items)		VSU Administrative Personnel Association
Travelling		

(Continue on separate sheet if necessary)

SIGNATURE	DATE
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<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: 40%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 20%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>MARIA AURORA TERESITA W. TABADA</td> <td>Apt. 5, VSU, Visca, Baybay City, Leyte</td> <td>9177174514</td> </tr> <tr> <td>LILIAN B. NUNEZ</td> <td>Brgy. Gabas, Baybay City, Leyte</td> <td>9751285910</td> </tr> <tr> <td>LOUELLA C. AMPAC</td> <td>Baybay City, Leyte</td> <td>563-7273</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	MARIA AURORA TERESITA W. TABADA	Apt. 5, VSU, Visca, Baybay City, Leyte	9177174514	LILIAN B. NUNEZ	Brgy. Gabas, Baybay City, Leyte	9751285910	LOUELLA C. AMPAC	Baybay City, Leyte	563-7273
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LILIAN B. NUNEZ	Brgy. Gabas, Baybay City, Leyte	9751285910											
LOUELLA C. AMPAC	Baybay City, Leyte	563-7273											
<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>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: Unified Multi-Purpose ID</p> <p>ID/License/Passport No.: 0111-5040827-b</p> <p>Date/Place of Issuance: N/A</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 80px; text-align: center; vertical-align: middle;">  Signature (Sign inside the box) 01/20/2023 Date Accomplished </td> <td style="width: 150px; height: 100px; text-align: center; vertical-align: middle;">  Right Thumbmark </td> </tr> </table>	 Signature (Sign inside the box) 01/20/2023 Date Accomplished	 Right Thumbmark										
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<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: 250px; height: 40px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													