

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. T. CS ID No. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	MORILLA		
FIRST NAME	ARIEL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CAPUYAN		
3. DATE OF BIRTH (mm/dd/yyyy)	08/20/1995	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization P/s. indicate country.
4. PLACE OF BIRTH	TABANGO, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	PURUK LEMONITO Street SAN VICENTE Barangay ORMOC CITY LEYTE Province City/Municipality
7. HEIGHT (m)	1.61m	ZIP CODE	6541
8. WEIGHT (kg)	55kg	18. PERMANENT ADDRESS	PURUK LEMONITO Street SAN VICENTE Barangay ORMOC CITY LEYTE Province City/Municipality
9. BLOOD TYPE	AB+	ZIP CODE	6541
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	N/A	20. MOBILE NO.	09187377075
12. PHILHEALTH NO.	13-025545407-3	21. E-MAIL ADDRESS (if any)	aerielmorilla1@gmail.com
13. SSS NO.	N/A		
14. TIN NO.	755-268-194		
15. AGENCY EMPLOYEE NO.	M042823AC		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		NA	N/A
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	MORILLA			
FIRST NAME	ANTONIO			
MIDDLE NAME	DALUT			
25. MOTHER'S MAIDEN NAME				
SURNAME	CAPUYAN			
FIRST NAME	ANITA			
MIDDLE NAME	ETANG			

(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	MANLAWAAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	2002	2008	GRADUATE	2008	SALUTATORIAN
SECONDARY	IPIL NATIONAL HIGH SCHOOL	HIGH SCHOOL	2008	2014	GRADUATE	2014	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY	BACHELOR OF SECONDARY EDUCATION- MATHEMATICS	2014	2018	GRADUATE	2018	
GRADUATE STUDIES	EASTERN VISAYAS STATE UNIVERSITY	MASTER IN PUBLIC RESOURCE MANAGEMENT	2023	PRESENT		ONGOING	


(Continue on separate sheet if necessary)

SIGNATURE	DATE	08/16/2024
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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	85.2	06/19/2022	ORMOC CITY TESTINGCENTER	RO8-20230314-010	NONE
	LISURE EXAMINATION FOR PROFESSIONAL TEACHER	80.6	09/23/2023	TACLOBAN CITY TESTING CENTER	2144866	08/20/2027

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	08/16/2024
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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			
	NA					
(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 BY SPONSORED BY (Write in full)
		From	To			
	TRAINING ON THE REPUBLIC ACT (R.A) 9184 AND ITS IRR	07/02/2024	07/04/2024	24 HOURS	TECHNICAL	DEPARTMENT OF BUDGET & MANAGEMENT
	THE EVOLVING ROLE OF HR LEADERS: A BOARD'S PERSPECTIVE	05/22/2024	05/22/2024	1 HOUR	LEADERSHIP	DARWINBOX
	ADVOCACY SEMINAR ON THE EMPLOYEES' COMPENSATION PROGRAM	02/20/2024	02/20/2024	8 HOURS	TECHNICAL	DEPARTMENT OF LABOR & EMPLOYMENT
	GAD SEMINAR ON CREATING THE RIGHT SAFE SPACE IN THE ACADEME: GENDER FAIR AND INCLUSIVE LANGUAGE (GFIL) AND SEXUAL ORIENTATION GENDER IDENTITY EXPRESSION (SOGIE)	05/24/2023	05/25/2023	16 HOURS	TECHNICAL	EASTERN VISAYAS STATE UNIVERSITY- ORMOCC CAMPUS
	DIGITAL LITERACY (DL) AND INTERNET MEDIA AND INFORMATION LITERACY (IMIL) TRAINING	05/10/2023	05/12/2023	24 HOURS	TECHNICAL	DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (DICT)
	UTILIZING THE SUSTAINABLE DEVELOPMENT GOALS (SDGs) AS COMPASS FOR POST PANDEMIC RECOVERY	10/24/2022	10/26/2022	24 HOURS	SUPERVISORY	WOMEN INVOLVED IN NATION-BUILDING
	PUBLIC SERVICE VALUES ORIENTATION	05/27/2022	05/27/2022	3 HOURS	FOUNDATION	CIVIL SERVICE COMMISSION
	SEMINAR ON THE 2017 RULES ON ADMINISTRATIVE CASES IN THE CIVIL SERVICE (2017 RACCS)	12/11/2020	12/15/2020	12 HOURS	TECHNICAL	CIVIL SERVICE COMMISSION
	SEMINAR ON THE 2017 RULES ON ADMINISTRATIVE CASES IN THE CIVIL SERVICE (2017 RACCS)	12/11/2020	12/15/2020	12 HOURS	TECHNICAL	CIVIL SERVICE COMMISSION
	REGIONAL CONGRESS OF HRMPs					CIVIL SERVICE COMMISSION
	MODULE 1: PUTTING EMPHASIS ON INCLUSIVE LEADERSHIP			2 HOURS		CIVIL SERVICE COMMISSION
	MODULE 2: HOLISTIC HUMAN RESOURCE			2 HOURS		CIVIL SERVICE COMMISSION
	MODULE 3: REVOLUTIONIZING PERFORMANCE MANAGEMENT IN ORGANIZATIONS			2 HOURS		CIVIL SERVICE COMMISSION
	MODULE 4: MANAGING A DIVERSE WORKFORCE			2 HOURS		CIVIL SERVICE COMMISSION
	MODULE 5: UPSKILLING WORKFORCE FOR THE EMERGING TRENDS IN HRM	02/26/2020	02/27/2020	1 HOUR	MANAGERIAL	CIVIL SERVICE COMMISSION
	MODULE 6: BREAKTHROUGHS IN EMPLOYEE WELFARE, RETIREMENT BENEFITS AND INSURANCE SYSTEM			2 HOURS		CIVIL SERVICE COMMISSION
	MODULE 7: THE FUTURE WORKPLACE AND TECHNOLOGY AS ENABLER			1 HOUR		CIVIL SERVICE COMMISSION
	MODULE 8: HUMAN RESOURCE MANAGEMENT AND DISASTER RISK REDUCTION MANAGEMENT IN ORGANIZATIONS			1 HOUR		CIVIL SERVICE COMMISSION
	MODULE 9: CSC UPDATES, CSC POLICIES, RULES AND REGULATIONS			3 HOURS		CIVIL SERVICE COMMISSION
(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)	
	READING		NA		PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS	
	WRITING					
	WATCHING DOCUMENTARIES					
	PROBLEM SOLVING					
	CUSTOMER SERVICE SKILLS					
	COMMUNITY SERVICE					
	INTERPERSONAL COMMUNICATION					
(Continue on separate sheet if necessary)						
SIGNATURE			DATE			
			08/16/2024			

<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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>DR. JEFFRY V. OCAY</td> <td>ORMOC CITY</td> <td>9662536583</td> </tr> <tr> <td>MA. FLOR M. PASTOR</td> <td>TABANGO LEYTE</td> <td>9077669289</td> </tr> <tr> <td>DR. GUIRALDO FERNANDEZ, JR.</td> <td>BAYBAY CITY</td> <td>9224009161</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	DR. JEFFRY V. OCAY	ORMOC CITY	9662536583	MA. FLOR M. PASTOR	TABANGO LEYTE	9077669289	DR. GUIRALDO FERNANDEZ, JR.	BAYBAY CITY	9224009161
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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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<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: 300px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													