

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	Batula		
FIRST NAME	Azineth Mae		NAME EXTENSION (JR., SR)
MIDDLE NAME	Tablason		
3. DATE OF BIRTH (mm/dd/yyyy)	03/01/2000	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	Palo, Leyte		
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 ZIP CODE	zone 2 Tahimik House/Block/Lot No. Street Campetic Subdivision/Village Barangay Palo Leyte City/Municipality Province 6500
7. HEIGHT (m)	5'5		
8. WEIGHT (kg)	49		
9. BLOOD TYPE	O		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	N/A	18. PERMANENT ADDRESS ZIP CODE	zone 2 Tahimik House/Block/Lot No. Street Campetic Subdivision/Village Barangay Palo Leyte City/Municipality Province 6501
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A		
14. TIN NO.	646-809-958	19. TELEPHONE NO.	n/a
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	09950329848
		21. E-MAIL ADDRESS (if any)	maeazineth@gmail.com

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	N/A			NAME EXTENSION (JR., SR)
	MIDDLE NAME	N/A			
OCCUPATION	N/A				
EMPLOYER/BUSINESS NAME	N/A				
BUSINESS ADDRESS	N/A				
TELEPHONE NO.	N/A				
24. FATHER'S SURNAME	Batula				
	FIRST NAME	Gilliam			NAME EXTENSION (JR., SR)
	MIDDLE NAME	Fabella			
25. MOTHER'S MAIDEN NAME	Cornista				
	SURNAME	Batula			
	FIRST NAME	Andrea			
	MIDDLE NAME	Tablason	(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	Campetic Elementary School	Elementary Graduate	06/01/2006	04/01/2012	Graduated	2012	Salutatorian
SECONDARY	St. Mary's Academy of Palo	High School Graduate	06/01/2012	03/23/2018	Graduated	2018	with Honor
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Saint Paul School of Professional Studies	Bachelor of Science in Accountancy	06/01/2018	05/26/2022	Graduated	2022	With Distinction
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	AUGUST 5, 2025	CS FORM 212 (Revised 2017), Page 1 of 4
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

(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)

[illegible]


(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)
Proficient in Microsoft Office applications (Word, Excel, PowerPoint)	N/A	National Federation of Junior Philippine Institute of Accountants - Member
Strong problem-solving and analytical skills		Junior Philippine Institute of Accountants SPSPS Chapter - Member
Knowledge in bookkeeping and accounting		Phillipine Institute of Certified Public Accountants - Member
Audit Knowledgeable		
Solid understanding of financial record-keeping and business compliance requirements.		
Experienced in managing business operations		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	AUGUST 5, 2025	CS FORM 212 (Revised 2017), Page 3 of 4
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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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? 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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>
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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME		ADDRESS
TEL. NO.		
Marilou Malquisto		Tacloban City
9192863292		
Rose Ann Burro		Lanauan Pastrana, Leyte
9361230448		
Clarisa De Leon Maderazo		Tacloban City
9151806028		
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.		
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: Philippine Identification Card</div> <div>ID/License/Passport No.: 4986-1064-0192-8357</div> <div>Date/Place of Issuance: June 5, 2021</div>		<div><div></div><div>Signature (Sign inside the box)</div><div>AUGUST 5, 2025</div><div>Date Accomplished</div></div>
		<div><div><div>AZINETH MAE T. BATULA</div>PHOTO</div><div></div><div>Right Thumbmark</div></div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div></div> <div>Person Administering Oath</div>		