

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	LAO		
FIRST NAME	VINCE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	GONZALES		
3. DATE OF BIRTH (mm/dd/yyyy)	11/01/1998	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	CEBU CITY, CEBU		
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	221 RAMON MAGSAYSAY
			House/Block/Lot No. Street
			N/A ZONE 19
			Subdivision/Village Barangay
7. HEIGHT (m)	5'3		BAYBAY LEYTE
8. WEIGHT (kg)	59		City/Municipality Province
9. BLOOD TYPE	NA	18. PERMANENT ADDRESS	221 RAMON MAGSAYSAY
10. GSIS ID NO.	NA		House/Block/Lot No. Street
11. PAG-IBIG ID NO.	121228848178		N/A ZONE 19
12. PHILHEALTH NO.	13-025507643-5		Subdivision/Village Barangay
13. SSS NO.	NA	19. TELEPHONE NO.	BAYBAY LEYTE
14. TIN NO.	726 645 929		City/Municipality Province
15. AGENCY EMPLOYEE NO.	NA		6521
		20. MOBILE NO.	09561495083
		21. E-MAIL ADDRESS (if any)	vincelao42@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) N/A		
	MIDDLE NAME	N/A		
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	LAO			
	FIRST NAME	MARVIN NAME EXTENSION (JR., SR) N/A		
	MIDDLE NAME	MADRAZO		
25. MOTHER'S MAIDEN NAME	MAY GRACE DELA TORRE GONZALES			
	SURNAME	LAO		
	FIRST NAME	MAY GRACE		
	MIDDLE NAME	GONZALES	(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 CITY GRACE CHRISTIAN SCHOOL	BASIC EDUCATION	2004	2010		2010	WITH HONORS
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGHSCHOOL	SECONDARY EDUCATION	2010	2014		2014	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	2014	2018		2018	MAGNA CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	Master of Management major in Business Management	2019	Present	40	NA	NA

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 9, 2021	CS FORM 212 (Revised 2017), Page 1 of 4
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(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			
	SOCIETY OF AGRIBUSINESS STUDENTS (SABS)	2016	2017	NA	Treasurer	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	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/ SPONSORED BY (Write in full)
		From	To			
	Best Practices in Writing and Publishing Your Research Paper	4/16/2021	4/16/2021	2	Instruction	Elsevier
	ScienceDirect Articles and Journals: Choosing the Right One for Your Research	1/29/2021	1/29/2021	2	Instruction	Elsevier
	CME ViSERDAC Training Series: Developing Fundable Research Proposals	11/13/2020	11/13/2020	2	Instruction	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)
	Webinar on Introduction to Copyright and Fair Use for Educators	8/28/2020	8/28/2020	3	Instruction	Visayas State University
	Virtual Training on Google Classroom as a Learning Management System (LMS)	05/19/2020	05/21/2020	8	Instruction	VSU, UIIC Web Services
	Developing, Pre-testing, Revising and Monitoring of IEC Material Training-Workshop	1/14/2020	1/16/2020	24	Instruction	Department of Food Science and Technology
	OBE Syllabus and Table of Specifications (TOS) Preparation and Review	12/19/2019	12/19/2019	5	Instruction	Department of Business and Management
	Regional Forum on Economic and Financial Literacy	11/12/2019	11/12/2019	5	Technical	National Economic Development Authority RO8
	Stock 101: A Guide to First-Time Investors in the Philippine Stock Market	11/08/2019	11/08/2019	5	Technical	Department of Business and Management
	Short course Training and Workshop on Food Value Chain	10/7/2019	10/11/2019	40	Technical	ASEAN, MAFF, VSU, DFST
	Financial Management Seminar	09/17/2019	09/18/2019	16	Technical	VSU, ISRDS
	Training-Workshop on Parametric and Non-Parametric Analysis for Socio-Economic Research using SPSS	4/4/2019	4/5/2019	16	Technical	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)
	Training on How to Handle Sexual Harassment Cases in Campus	12/13/2018	12/14/2018	16	Technical	Visayas State University
	AAACU 22nd Biennial Conference and General Assembly	10/16/2018	10/18/2018	24	Research	AAACU, VSU
	Training-Workshop on Socio-Economic Research Methods using R Studio	09/07/2018	09/07/2018	8	Technical	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)
	Gender Sensitivity Training and Anti-Sexual Harassment Orientation	09/04/2018	09/04/2018	8	Technical	VSU, ISRDS
	Farm Enterprise Management, Economic and Marketing Support	04/04/2018	04/06/2018	24	Technical	VSU, DENR
(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)	
	NA	NA			NA	
	NA	NA			NA	
	NA	NA			NA	
(Continue on separate sheet if necessary)						
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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>												
	<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)													
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>NILDA T. AMESTOSO</td><td>VSU,VISCA,BAYBAY CITY,LEYTE</td><td>9558639019</td></tr><tr><td>MARLON M. TAMBIS</td><td>VSU,VISCA,BAYBAY CITY,LEYTE</td><td>9166836995</td></tr><tr><td>ANALITA A. SALABAO</td><td>VSU,VISCA,BAYBAY CITY,LEYTE</td><td>9235191103</td></tr></table>		NAME	ADDRESS	TEL. NO.	NILDA T. AMESTOSO	VSU,VISCA,BAYBAY CITY,LEYTE	9558639019	MARLON M. TAMBIS	VSU,VISCA,BAYBAY CITY,LEYTE	9166836995	ANALITA A. SALABAO	VSU,VISCA,BAYBAY CITY,LEYTE	9235191103
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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> <table><tr><td>Government Issued ID:</td><td>Driver's License</td></tr><tr><td>ID/License/Passport No.:</td><td>H1218001429</td></tr><tr><td>Date/Place of Issuance:</td><td>4/20/2018</td></tr></table>	Government Issued ID:	Driver's License	ID/License/Passport No.:	H1218001429	Date/Place of Issuance:	4/20/2018	<div><div></div><div>Signature (Sign inside the box) July 9, 2021 Date Accomplished</div></div> <div><div></div><div>Right Thumbmark</div></div>						
Government Issued ID:	Driver's License												
ID/License/Passport No.:	H1218001429												
Date/Place of Issuance:	4/20/2018												
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>													