

# 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	CAGANDE		
FIRST NAME	LORELLE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	SILMARO		
3. DATE OF BIRTH (mm/dd/yyyy)	7/1/1996	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	SAN ANTONIO, DUERO, BOHOL	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	N/A N/A House/Block/Lot No. Street N/A GABAS Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.57	ZIP CODE	6521
8. WEIGHT (kg)	70		
9. BLOOD TYPE	AB		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121315167322	18. PERMANENT ADDRESS	N/A PUROK 2 House/Block/Lot No. Street N/A SAN ANTONIO Subdivision/Village Barangay DUERO BOHOL City/Municipality Province
12. PHILHEALTH NO.	122501830168	ZIP CODE	6309
13. SSS NO.	06-4393283-6	19. TELEPHONE NO.	(038) 530 2287
14. TIN NO.	389-691-821-00000	20. MOBILE NO.	09096387036
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	loree.cagande@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	N/A
MIDDLE NAME	N/A		N/A	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	CAGANDE		N/A	N/A
FIRST NAME	MURILLO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	SARAGENA		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	SILMARO		N/A	N/A
FIRST NAME	LORITA		N/A	N/A
MIDDLE NAME	LLOREN		(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	DUERO CENTRAL ELEMENTARY SCHOOL	PRIMARY EDUCATION	2003	2009	GRADUATED	2009	WITH HONORS
SECONDARY	IMMACULATE ACADEMY	HIGH SCHOOL	2009	2013	GRADUATED	2013	3RD HONORABLE MENTION
VOCATIONAL / TRADE COURSE	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY	BASIC ENGLISH LANGUAGE	2017	2018	GRADUATED	2018	N/A
COLLEGE	VISAYAS STATE UNIVERSITY-MAIN CAMPUS	BACHELOR IN ELEMENTARY EDUCATION	2013	2017	GRADUATED	2017	N/A
GRADUATE STUDIES	BOHOL ISLAND STATE UNIVERSITY-CANDIJAY CAMPUS	MASTER OF ARTS IN EDUCATION MAJOR IN EDUCATIONAL MANAGEMENT	2018	2021	GRADUATED	2021	N/A


(Continue on separate sheet if necessary)





SIGNATURE		DATE	July 28, 2023
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[illegible]

**V. WORK EXPERIENCE**  
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

(Continue on separate sheet if necessary)				
SIGNATURE		DATE	July 28, 2023	

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			
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	N/A	
(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			
	DEVELOPING READING SKILLS TEACHER SPOTLIGHT: BEST PRACTICES IN KA-COLLAB CLASSROOMS	04/15/2023	04/15/2023	1	TECHNICAL	GOKONGWEI BROTHERS FOUNDATION STEM COLLAB
	DEVELOPING READING SKILLS: QUESTIONING TECHNIQUES IN RELATION TO READING	03/25/2023	03/25/2023	1	TECHNICAL	GOKONGWEI BROTHERS FOUNDATION STEM COLLAB
	PREPARING CAKES	02/01/2023	02/04/2023	72	TECHNICAL	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY ONLINE PROGRAM
	120-HOUR TESOL/TEFL CERTIFICATE	06/20/2022	06/28/2022	120	MANAGERIAL	WORLD TESOL ACADEMY
	2022 BLENDED (MODULAR/F2F) MID-YEAR IN SERVICE TRAINING (INSET) FOR TEACHERS & IPCR REVIEW (CLUSTER BASED)	2/2/2022	8/2/2022	24	TECHNICAL	DEPARTMENT OF EDUCATION-DUERO DISTRICT
	TIPS FOR STUDENTS WITH POOR STUDY HABITS	4/9/2020	4/9/2020	8	TECHNICAL	VIBAL GROUP
	STRATEGIES AND INSTRUCTIONS FOR STUDENTS WITH NUMERACY DIFFICULTIES	2/9/2020	2/9/2020	8	TECHNICAL	VIBAL GROUP
	PRACTICAL WAYS TO PROMOTE AND ENHANCE LEARNING AT HOME: FROM LIMITED TO PROLIFIC TECHNOLOGY USE AT HOME	7/8/2020	7/8/2020	8	TECHNICAL	VIBAL GROUP
	EXTENDING CLASSROOM MANAGEMENT ONLINE	5/8/2020	5/8/2020	8	MANAGERIAL	VIBAL GROUP
	CREATING ENGAGING LESSONS THROUGH THE USE OF SUPPLEMENTAL RESOURCE MATERIALS	06/30/2020	06/30/2020	8	TECHNICAL	VIBAL GROUP
	QUALITY LEARNING IS CONTINGENT UPON QUALITY TEACHING: INNOVATION STARTS WITHIN	02/22/2019	02/24/2019	24	TECHNICAL	HUMANITY AS NURTURER OF LEADERS TRAINING CENTER
	TEACHERS AND SCHOOL ADMINISTRATORS AS THE PRIME MOVERS OF THE LEARNERS TOTAL DEVELOPMENT OF ALPHA GENERATIONS	12/21/2018	12/23/2018	24	MANAGERIAL	HUMANITY AS NURTURER OF LEADERS TRAINING CENTER
	BASIC COURSE OF THE GIRL SCOUTS OF THE PHILIPPINES BOHOL GIRL SCOUT	10/8/2018	12/8/2018	24	TECHNICAL	BOHOL GIRL SCOUT COUNCIL
	MILLENNIALS, GEN Z AND 21ST CENTURY SKILLS	3/3/2018	3/3/2018	8	TECHNICAL	DON BOSCO PRESS
	BASIC ENGLISH LANGUAGE	4/11/2017	11/25/2017	100	TECHNICAL	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
	JOB ORIENTATION/SEEKING SEMINAR	05/15/2017	05/15/2017	8	TECHNICAL	VISAYAS STATE UNIVERSITY - COLLEGE OF EDUCATION
	MAKING THE TEACHERS PROFESSION A FIRST CHOICE	02/18/2017	02/18/2017	8	TECHNICAL	PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) REGION VIII CHAPTER
(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)		
	DECLAMATION	DECLAMER OF THE YEAR		IMMACULATE ACADEMY		
	HOSTING					
	COOKING					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	July 28, 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>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: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>EDUARDO WAPANIO</td> <td>IMMACULATE ACADEMY- SAN PEDRO, DUERO, BOHOL</td> <td>9275613433</td> </tr> <tr> <td>CONCEPCION B. AMPO</td> <td>DANAO ELEMENTARY SCHOOL-DANAO, DUERO, BOHOL</td> <td>9666625746</td> </tr> <tr> <td>SR. MA. ISABEL N. LUMACTOD, HHT</td> <td>ANCILLAE TRINITATIS LEARNING CENTER, SAN PEDRO, DUERO, BOHOL</td> <td>9494063176</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	EDUARDO WAPANIO	IMMACULATE ACADEMY- SAN PEDRO, DUERO, BOHOL	9275613433	CONCEPCION B. AMPO	DANAO ELEMENTARY SCHOOL-DANAO, DUERO, BOHOL	9666625746	SR. MA. ISABEL N. LUMACTOD, HHT	ANCILLAE TRINITATIS LEARNING CENTER, SAN PEDRO, DUERO, BOHOL	9494063176
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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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>PROFESSIONAL REGULATION COMMISSION</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>1563654</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>12/07/2017-CEBU CITY</td> </tr> </table>	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	PROFESSIONAL REGULATION COMMISSION	ID/License/Passport No.:	1563654	Date/Place of Issuance:	12/07/2017-CEBU CITY	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">             Signature (Sign inside the box)            07/28/2023            Date Accomplished         </td> </tr> </table>	 Signature (Sign inside the box) 07/28/2023 Date Accomplished	
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<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <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; height: 60px; margin-top: 10px;"></div> <p style="text-align: center; margin-top: 5px;">Person Administering Oath</p> </div> <div style="width: 35%; text-align: center;">             LORELLE S. CAGANDE            PHOTO         </div> </div> <div style="border: 1px solid black; height: 100px; margin-top: 10px; width: 100%;"></div>													