

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	MARTINEZ		
FIRST NAME	MA.CINDY		N/A
MIDDLE NAME	SABIJON		
3. DATE OF BIRTH (mm/dd/yyyy)	07/05/1998	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	BAYBAY CITY	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:		
7. HEIGHT (m)	1.59	17. RESIDENTIAL ADDRESS	ZONE 2 House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
8. WEIGHT (kg)	54	ZIP CODE	
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	ZONE 2 House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.		ZIP CODE	6521
11. PAG-IBIG ID NO.	1212-3275-4203	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	13-025512302-6	20. MOBILE NO.	09311524228
13. SSS NO.	06-4146222-7	21. E-MAIL ADDRESS (if any)	macindymartinez@gmail.com
14. TIN NO.	349-442-498		
15. AGENCY EMPLOYEE NO.			

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)	N/A	
MIDDLE NAME		N/A		
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	MARTINEZ			
FIRST NAME	CESAR	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CORNELIO			
25. MOTHER'S MAIDEN NAME				
SURNAME	SABIJON			
FIRST NAME	AMALIA			
MIDDLE NAME	CAÑETE		(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	VISCA FOUNDATION ELEMENTARY SCHOOL		2004	2010	GRADUATE	2010	
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL		2010	2014	GRADUATE	2014	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN FOOD TECHNOLOGY	2014	2018	GRADUATE	2018	
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 30, 2023
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IV. CIVIL SERVICE ELIGIBILITY

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
	DRIVER'S LICENSE	N/A	17/02/2023	0802- BAYBAY DISTRICT OFFICE	H12-23-000617	17/02/2023

NOTHING FOLLOWS

(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.


28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
	From	To						
	12/08/2018	05/10/2023	QUALITY CONTROL OFFICER	DBSN FARMS AGRIVENTURES CORPORATION	11000.00	N/A	PERMANENT	N




NOTHING FOLLOWS

[illegible]

(Continue on separate sheet if necessary)

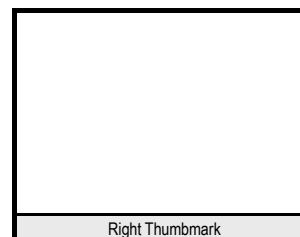
SIGNATURE		DATE	October 30, 2023
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	Cadet Officer Candidate Course	July 2012	November 2012	1000 hrs	2nd Alpha Platoon Leader	
	Citizen's Army Training 1- Course	SY 2013	SY 2014	3000 hrs	CAT Officer- 2nd Alpha Best Platoon Leader	
NOTHING FOLLOWS						
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	Warehousing and Cold Chain Management Training	01/07/2023	01/07/2023	3 hrs	Technical	San Miguel Foods Incorporated
	Chemical Control	24/06/2023	24/06/2023	3 hrs	Technical	San Miguel Foods Incorporated
	HACCP Plans of DBSN Farms Agriventures Corp. and Workshops on Hazard Analysis and Critical Control Point (HACCP)	20/02/2023	20/02/2023	8 hrs	Technical	DBSN Farms Agriventures Corporation
	In-house HACCP Trainings and Workshops	20/02/2023	20/02/2023	8 hrs	Technical	DBSN Farms Agriventures Corporation
	Food Allergen Control	11/02/2023	11/02/2023	3 hrs	Technical	San Miguel Foods Incorporated
	Basic Microbiology, Environmental Monitoring Policy, and Aseptic Technique	10/02/2023	10/02/2023	3 hrs	Technical	San Miguel Foods Incorporated
	Seminar on Loose Item Control	29/09/2022	29/09/2022	2 hrs	Technical	DBSN Farms Agriventures Corporation
	Orientation on Documentation and Record Keeping Based on ISO 9001:2015 Quality Management System	21/09/2022	21/09/2022	3 hrs	Technical	DBSN Farms Agriventures Corporation
	Introduction of General Principles of Food Hygiene CXC 1/1969 (Rev 2020)	02/08/2022	02/08/2022	3 hrs	Technical	DBSN Farms Agriventures Corporation
	Pest Awareness Training	28/06/2022	28/06/2022	2 hrs	Technical	ENTECH Philippines
	ISO 22000:2018 & ISO/TS 22002-1:2009 AWARENESS	01/02/2022	01/02/2022	3 hrs	Technical	DBSN Farms Agriventures Corporation
	FSSC 22000 Version 5.1	26/01/2022	26/01/2022	3 hrs	Technical	DBSN Farms Agriventures Corporation
	AWARENESS of ISO 9001:2015	14/10/2021	14/10/2021	3 hrs	Technical	DBSN Farms Agriventures Corporation
	19011:2018 - Guidelines for Auditing Management Systems	05/10/2021	05/10/2021	4 hrs	Technical	DBSN Farms Agriventures Corporation
	Food Safety and FSMS Awareness Seminar	08/02/2021	08/02/2021	4 hrs	Technical	DBSN Farms Agriventures Corporation
	Utilization of Adlay in the Production of Yogurt	04/05/2018	04/05/2018	4 hrs	Technical	National Coconut Research Center- Visayas State University
	On-the-Job- Training at Philippine Carabao Center at Ubay Stock Farm	22/06/2017	31/07/2017	367 hrs	Technical	Philippine Carabao Center at Ubay Stock Farm
	Application of RSM in Food Science Research	01/12/2017	01/12/2017	3 hrs	Technical	Department of Food Science and Technology- Visayas State University
	Risk Assessment of Microbiological Contamination in Selected Food Products in the Philippines	13/02/2017	13/02/2017	4 hrs	Technical	Department of Food Science and Technology- Visayas State University
	Bio conversion and Functional Foods	11/10/2016	11/10/2016	3 hrs	Technical	PhilRootcrops- Visayas State University
NOTHING FOLLOWS						
(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 MS Office	N/A		N/A		
	NOTHING FOLLOWS					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	October 30, 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> <hr/> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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>FRANCIS DANIEL MANINGO</td> <td>Tinag-an, Albuera, Leyte</td> <td>09778205426</td> </tr> <tr> <td>ELMA ABAY-ABAY</td> <td>Lomangog, Ubay, Bohol</td> <td>09462785683</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	FRANCIS DANIEL MANINGO	Tinag-an, Albuera, Leyte	09778205426	ELMA ABAY-ABAY	Lomangog, Ubay, Bohol	09462785683					
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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>DRIVER'S LICENSE</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>H12-23-000617</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>0802- BAYBAY DISTRICT OFFICE</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:	DRIVER'S LICENSE	ID/License/Passport No.:	H12-23-000617	Date/Place of Issuance:	0802- BAYBAY DISTRICT OFFICE	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 100px;">  </td> </tr> <tr> <td style="text-align: center;">Signature (Sign inside the box)</td> </tr> <tr> <td style="text-align: center;">October 30, 2023</td> </tr> <tr> <td style="text-align: center;">Date Accomplished</td> </tr> </table>		Signature (Sign inside the box)	October 30, 2023	Date Accomplished
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Signature (Sign inside the box)															
October 30, 2023															
Date Accomplished															
<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: 200px; height: 50px; margin: 10px auto;"></div> <div style="border: 1px solid black; width: 200px; height: 50px; margin: 10px auto; text-align: center;"> Person Administering Oath </div>															



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