

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	VIÑAS			
FIRST NAME	EDSIL			
MIDDLE NAME	ANDALIZA			
3. DATE OF BIRTH (mm/dd/yyyy)	12/3/1993	16. CITIZENSHIP	FILIPINO	
4. PLACE OF BIRTH	BORONGAN CITY, EASTERN SAMAR	If holder of dual citizenship, please indicate the details.	PHILIPPINES	
5. SEX	MALE			
6 CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	267 DAHLIA ST. House/Block/Lot No. Street TABOC Subdivision/Village Barangay BORONGAN EASTERN SAMAR City/Municipality Province	
7. HEIGHT (m)	1.72			
8. WEIGHT (kg)	81		ZIP CODE	6800
9. BLOOD TYPE	O+		18. PERMANENT ADDRESS	267 DAHLIA ST. House/Block/Lot No. Street TABOC Subdivision/Village Barangay BORONGAN EASTERN SAMAR City/Municipality Province
10. GSIS ID NO.				
11. PAG-IBIG ID NO.				
12. PHILHEALTH NO.	13-025232808-5	ZIP CODE		6800
13. SSS NO.		19. TELEPHONE NO.		
14. TIN NO.	416-730-365-000	20. MOBILE NO.	09159617830 / 09295555802	
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if	edsilvinas@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	VIÑAS			
	FIRST NAME	SILVANO JR.		
	MIDDLE NAME	RAVELAS		
25. MOTHER'S MAIDEN NAME	CASILDA G. ANDALIZA			
	SURNAME	VIÑAS		
	FIRST NAME	CASILDA		
	MIDDLE NAME	ANDALIZA	(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	EUGENIO S. DAZA PILOT ELEMENTARY SCHOOL	ELEMENTARY	2001	2006		2006	
SECONDARY	EASTERN SAMAR NATIONAL COMPREHENSIVE HIGH SCHOOL	HIGH SCHOOL	2006	2010		2010	
VOCATIONAL / TRADE COURSE							
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR ON SECONDARY EDUCATION - SOCIAL STUDIES	2016	2020		2020	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 28, 2020
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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		
	CCF YOLANDA RELIEF OPERATIONS	12/3/2013	12/28/2013	120.0	DISTRIBUTION COORDINATOR

(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			
	8th PHILIPPINES I TRANSFORM! YOUNG LEADERS CONVENTION	9/19/2019	9/23/2019	32.0	SUPERVISORY	YOUTHLEAD PHILIPPINES
	STRATEGIC PLANNING & EVENTS PROPOSAL WORKSHOP	6/19/2019	6/22/2019	40.0	SUPERVISORY	LEYTE NORMAL UNIVERSITY
	OSSEI NATIONAL TRAINING WORKSHOP ON CAMPUS JOURNALISM	09/17/2015	09/19/2015	20.0	TECHNICAL	ORGANIZATION OF STUDENT SERVICES EDUCATORS INC
	VISAYAS MID-YEAR REGIONAL CONFERENCE FOR CAMPUS ADVISERS & STUDENT LEADERS	8/8/2013	8/10/2013	20.0	SUPERVISORY	PHILIPPINES ASSOCIATION OF CAMPUS STUDENT ADVISERS

(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)
	TECHNICAL WRITING		SERVICE & LEADERSHIP AWARD		
	READING		SUPREME STUDENT COUNCIL EXECUTIVE LEADER AWARD		
			GOOD SAMARITAN AWARD		
			COMPETENCY IN PRACTICUM AWARD		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 28, 2020
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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)?			If YES, give details: NO		
35. a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?			If YES, give details: NO		
			If YES, give details: Date Filed: _____ Status of Case/s: _____		
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?			If YES, give details: NO		
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?			If YES, give details: YES, FINISHED CONTRACT		
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?			If YES, give details: _____		
			If YES, give details: _____		
39. Have you acquired the status of an immigrant or permanent resident of another country?			If YES, give details (country): NO		
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?			If YES, please specify: NO		
			If YES, please specify ID No: NO		
			If YES, please specify ID No: NO		
			If YES, please specify ID No: _____		
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)					
NAME		ADDRESS		TEL. NO.	
ORLANDO P. VINCULADO JR., M.E		TAFT, EASTERN SAMAR		9171036113	
RAMONA O. AGNER		TACLOBAN CITY		9366143806	
IBARRA MAXIMINO V. VILLARINO, D.M		SAN ISIDRO, LEYTE		9399163246	
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 Government Issued ID: DRIVER'S LICENSE ID/License/Passport No. HO4-14-000218 Date/Place of Issuance: BORONGAN CITY</div>		<div><div></div><div>Signature (Sign inside the box) December 28, 2020 Date Accomplished</div></div>		<div><div>ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size)  With full and handwritten name tag and signature over printed name  Computer generated or photocopied picture is not acceptable</div><div>PHOTO</div><div><div></div><div>Right Thumbmark</div></div></div>	
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.					
<div><div></div><div>Person Administering Oath</div></div>					