

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.

CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	MARSADO		
FIRST NAME	MILESA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CASAS		
3. DATE OF BIRTH (mm/dd/yyyy)	06/21/1993	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	ASTURIAS, CEBU	If holder of dual citizenship, please indicate the details.	
5. SEX	FEMALE		
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	PUROK 3
7. HEIGHT (m)	152 cm	House/Block/Lot No.	Street
8. WEIGHT (kg)	52 kg	Subdivision/Village	GABAS
9. BLOOD TYPE	O	BAYBAY CITY	Barangay
10. GSIS ID NO.	N/A	City/Municipality	LEYTE
11. PAG-IBIG ID NO.	1-211-777-870-79	ZIP CODE	6521
12. PHILHEALTH NO.	12-202310483-9	18. PERMANENT ADDRESS	PUROK 3
13. SSS NO.	06-386-769-61	House/Block/Lot No.	Street
14. TIN NO.	324-565-302	Subdivision/Village	GABAS
15. AGENCY EMPLOYEE NO.	N/A	BAYBAY CITY	Barangay
		City/Municipality	LEYTE
		ZIP CODE	6521
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09631871516
		21. E-MAIL ADDRESS (if any)	milesa.marsado@vsu.edu.ph

II. FAMILY BACKGROUND

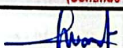
22. SPOUSE'S SURNAME	N/A	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	MYLES ANDREA M. OQUIAS
MIDDLE NAME	N/A		10/09/2018
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	MARSADO		
FIRST NAME	TEOFILO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PITOGO		
25. MOTHER'S MAIDEN NAME			
SURNAME	CASAS		
FIRST NAME	NENITA		
MIDDLE NAME	ESPAÑOLA		

(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	STA. RITA ELEMENTARY SCHOOL	ELEMENTARY LEVEL	06/01/2001	03/31/2006		2006	WITH HONORS
SECONDARY	STA. LUCIA NATIONAL HIGH SCHOOL, STA. RITA EXTENSION	SECONDARY LEVEL	01/01/2007	03/31/2011		2011	WITH HONORS
VOCATIONAL / TRADE COURSE	VISAYAS STATE UNIVERSITY	CERTIFICATE OF AGRICULTURAL SCIENCE	01/04/2012	04/30/2012		2012	
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRICULTURE	06/01/2012	03/31/2015		2015	
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	Master of Science in Agronomy	01/06/2023	Present	22 units		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 16, 2025
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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.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE

DATE _____

September 16, 2025

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Facilitator	
7. Topics Covered	
8. Key Takeaways	
9. Application to Current Role	
10. Additional Comments	

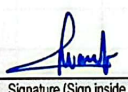

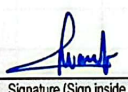

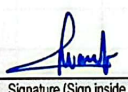

[illegible]

(Continue on separate sheet if necessary)

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	READING		N/A		N/A
	WRITING		N/A		N/A
	ENCODING		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)

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	September 16, 2025

<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>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>If YES, give details: _____</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>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>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>If YES, give details: _____</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>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>If YES, please specify: _____</p> <p>If YES, please specify ID 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>ULYSSES A. CAGASAN</td> <td>VSU VISCA, BAYBAY CITY LEYTE</td> <td>053-563-1362</td> </tr> <tr> <td>BERTA C RATILLA</td> <td>VSU VISCA, BAYBAY CITY LEYTE</td> <td>053-563-7123</td> </tr> <tr> <td>LUZ G. ASIO</td> <td>BRGY. GABAS, BAYBAY CITY LEYTE</td> <td>9257593181</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	ULYSSES A. CAGASAN	VSU VISCA, BAYBAY CITY LEYTE	053-563-1362	BERTA C RATILLA	VSU VISCA, BAYBAY CITY LEYTE	053-563-7123	LUZ G. ASIO	BRGY. GABAS, BAYBAY CITY LEYTE	9257593181
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<p>42. _____</p>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: _____</p> <p>ID/License/Passport No.: _____</p> <p>Date/Place of Issuance: _____</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 10px;">  Signature (Sign inside the box) 9/16/21 Date Accomplished </td> <td style="text-align: center; padding: 10px;">  Right Thumbmark </td> </tr> </table>	 Signature (Sign inside the box) 9/16/21 Date Accomplished	 Right Thumbmark										
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<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: 40px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													

