

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	ROSANI		
FIRST NAME	MARYLOU	NAME EXTENSION (JR., SR)	
MIDDLE NAME	TANEO		
3. DATE OF BIRTH (mm/dd/yyyy)	2/11/1985	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	CORDOVA, CEBU	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)	1.524	17. RESIDENTIAL ADDRESS	POSO House/Block/Lot No. Street POBLACION Subdivision/Village Barangay CORDOVA CEBU City/Municipality Province
8. WEIGHT (kg)	42	ZIP CODE	6017
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	POSO House/Block/Lot No. Street POBLACION Subdivision/Village Barangay CORDOVA CEBU City/Municipality Province
10. GSIS ID NO.	NA	ZIP CODE	6017
11. PAG-IBIG ID NO.	1210-7430-8047	19. TELEPHONE NO.	N.A.
12. PHILHEALTH NO.	19-090048053-2	20. MOBILE NO.	09231596578 / 09053503962
13. SSS NO.	06-233-2419-2	21. E-MAIL ADDRESS (if any)	maryloutrosani@gmail.com
14. TIN NO.	253-107-689-000		
15. AGENCY EMPLOYEE NO.	33628		

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.			
OCCUPATION	N.A.			
EMPLOYER/BUSINESS NAME	N.A.			
BUSINESS ADDRESS	N.A.			
TELEPHONE NO.	N.A.			
24. FATHER'S SURNAME	ROSANI			
FIRST NAME	MIGUELITO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BAGUIO			
25. MOTHER'S MAIDEN NAME				
SURNAME	TANEO			
FIRST NAME	MARIA ELVIRA			
MIDDLE NAME	SUMAGANG			

(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	CORDOVA CENTRAL SCHOOL	ELEMENTARY	1992	1998	ELEMENTARY	1998	N.A.
SECONDARY	CORDOVA ACADEMY COOP SCHOOL	HIGH SCHOOL	1998	2002	HIGH SCHOOL	2002	N.A.
VOCATIONAL / TRADE COURSE	UNIVERSITY OF SAN JOSE-RECOLETOS	SMALL BUSINESS MANAGEMENT	2002	2003	GRADUATED	2003	N.A.
COLLEGE	UNIVERSITY OF SAN JOSE-RECOLETOS	BACHELOR IN LIBRARY AND INFORMATION SCIENCE	2009	2012	GRADUATED	2012	CUM LAUDE
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTER IN LIBRARY INFORMATION SCIENCE	2014		36 UNITS	N.A.	N.A.

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/20/23
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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]

SIGNATURE		DATE	01/20/2023
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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		
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			
	Libraries Effective Responses and Preparedness in This Time of Pandemic	2/19/2021	2/19/2021	3	Managerial	Asosasyon ng Aklatan at Sinupan ng Diliman, Inc.
	Attaining Wellness in the Midst of Pandemic	1/29/2021	1/29/2021	6.0	Foundation	National Library of the Philippines
	Library Personnel's Knowledge in the Face of Disaster: Base for Disaster Management Plan	12/1/2020	12/1/2020	3.0	Managerial	Negros Oriental Libraries Association
	Managing the Library in a Changing and Dynamic Knowledge Society	10/14/2020	10/16/2020	9.00	Managerial	LibTalk/Regalo
	Design Thinking for Librarians: Approaches to Problem Solving in Time of Pandemic and Beyond	9/28/2020	9/28/2020	3.0	Managerial	Association of Special Libraries of the Philippines, Inc.
	Librarians Take Off in the New Normal	7/30/2020	7/30/2020	3.0	Managerial	Philippine Librarians' Association, Inc. Cordillera Administrative Region Librarians Council
	Survive & Thrive: Reinventing Library Services During Pandemic	7/24/2020	7/24/2020	3.0	Managerial	Philippine Librarians' Association, Inc. Southern Tagalog Region Librarians Council
	Emerald Engage: How Libraries and Librarians Can Actively Contribute to UN SDG's Achievement	7/20/2020	7/20/2020	3.0	Foundation	Emerald Publishing
	Prepared Not Scared: Libraries Amidst COVID-19 Pandemic	7/20/2020	7/20/2020	3.0	Managerial	Bulacan Public Libraries Association, Inc.
	Copyright Fridays: Fair Use and Library Services in the New Normal	7/10/2020	7/10/2020	3.0	Technical	Intellectual Property Office of the Philippines, Bureau of Copyright & Related Rights
	Librarians on a Work-From-Home Set-Up: Dealing with the Demands of Time	6/30/2020	6/30/2020	3.0	Managerial	Quezon City Library Consortium, Inc.
	LIBLIFE: Transform & Thrive During Pandemic	6/29/2020	6/29/2020	3.0	Managerial	CE-Logic
	Connect Follet ILS Workshop: A Comprehensive & Advanced Training on Follet Destiny	9/8/2019	9/8/2019	20.0	Technical	Electronic Information Solutions, Inc.
	School Libraries Establishing Linkages Towards 21st Century Literacy and Development	4/24/2019	4/26/2019	20.0	Managerial	Philippine Association of School Libraries, Inc.
	Multicultural Librarianship and Diversity Library Services	4/4/2018	4/7/2018	30.0	Managerial	MUNPARLAS Library Association, Inc.
	Libraries Take Action: Providing Access and Opportunity for All	11/21/2017	11/24/2017	28.0	Managerial	Philippine Libraries Association, Inc.
	Exploring the Significance of Electronic Library Resources in Promoting Learning	9/7/2017	9/7/2017	8.0	Technical	CE-Logic Regional Seminar
	The Challenge of Change: Expanding the Role and Reach of Libraries	3/8/2017	3/10/2017	20.0	Managerial	Medical and Health Librarians Association of the Philippines (MAHLAP)
	Go Green: Sustainable Libraries & Learning Spaces in the 21st Century	5/11/2016	5/13/2016	20.0	Managerial	CE-Logic National Electronic Conference
	Preparing Libraries & Librarians for ASEAN Integration: Retooling Library Personnel To Take on the Future	3/9/2016	3/11/2016	20.0	Managerial	Medical and Health Librarians Association of the Philippines (MAHLAP)
	Destiny Library Manager Start-Up Training	2/1/2016	2/5/2016	40.0	Technical	Electronic Information Solutions, Inc.

(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)
	CATALOGING				PHILIPPINE LIBRARIANS ASSOCIATION, INC.
	INDEXING				CEBU LIBRARIANS ASSOCIATION, INC.
	REFERENCE/CITATIONS EDITING				
	PROFICIENT IN MS WORD/EXCEL/PPT				
	REFERENCE SERVICE				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01/20/2023
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<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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">RESIGNATION</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>MS. WHAGIE SARONILLO</td> <td>UNIVERSITY OF SAN JOSE-RECOLETOS</td> <td>253-7900</td> </tr> <tr> <td>MRS. EMELINE C. BACO</td> <td>CARCAR, CEBU</td> <td>9237188132</td> </tr> <tr> <td>MRS. CHRISTLER AARON MIRANDA</td> <td>SOUTHWESTERN UNIVERSITY (PHINMA)</td> <td>9065361825</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	MS. WHAGIE SARONILLO	UNIVERSITY OF SAN JOSE-RECOLETOS	253-7900	MRS. EMELINE C. BACO	CARCAR, CEBU	9237188132	MRS. CHRISTLER AARON MIRANDA	SOUTHWESTERN UNIVERSITY (PHINMA)	9065361825		
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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>PRC</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>0006693</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>11/19/2012</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:	PRC	ID/License/Passport No.:	0006693	Date/Place of Issuance:	11/19/2012	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 80px; text-align: center; vertical-align: middle;"> </td> </tr> <tr> <td style="text-align: center;">Signature (Sign inside the box)</td> </tr> <tr> <td style="text-align: center;">01/20/2023</td> </tr> <tr> <td style="text-align: center;">Date accomplished</td> </tr> </table>		Signature (Sign inside the box)	01/20/2023	Date accomplished
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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: 300px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>															

PHOTO

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