

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	CABIA		
FIRST NAME	CARMELI ADELE	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	VITERBO		
3. DATE OF BIRTH (mm/dd/yyyy)	07/09/2000	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, LEYTE	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	BLOCK 2 SAN ANTONIO ST. House/Block/Lot No Street Subdivision/Village POBLACION INOPACAN LEYTE City/Municipality Province
7. HEIGHT (m)	1.62	ZIP CODE	6522
8. WEIGHT (kg)	52		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	BLOCK 2 SAN ANTONIO ST. House/Block/Lot No Street Subdivision/Village POBLACION INOPACAN LEYTE City/Municipality Province
10. GSIS ID NO	N/A	ZIP CODE	6522
11. PAG-IBIG ID NO	N/A		
12. PHILHEALTH NO.	13-25315338-3		
13. SSS NO	35-0475233-0	19. TELEPHONE NO.	0538391978
14. TIN NO	668-230-368-00000	20. MOBILE NO.	09983467887
15. AGENCY EMPLOYEE NO	N/A	21. E-MAIL ADDRESS (if any)	carmelicabia@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			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO	N/A			
24. FATHER'S SURNAME	CABIA			
FIRST NAME	COLITO	JR.		
MIDDLE NAME	BISNAR			
25. MOTHER'S MAIDEN NAME				
SURNAME	VITERBO			
FIRST NAME	MARIA CARMEN			
MIDDLE NAME	YU		(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	INOPACAN PARISH ACADEMY	PRIMARY EDUCATION	2007	2013	GRADUATED	2013	WITH HONORS
SECONDARY	GRELINA OSMEÑA CHRISTIAN COLLEGE	SECONDARY EDUCATION	2013	2019	GRADUATED	2019	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY-BAYBAY	BACHELOR OF SCIENCE IN AGRICULTURAL AND BIOSYSTEMS ENGINEERING	2019	2024	GRADUATED	2024	COLLEGE SCHOLARSHIP
GRADUATE STUDIES	N/A						
(Continue on separate sheet if necessary)							
SIGNATURE			DATE		FEBRUARY 19, 2025		

[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE

DATE _____

FEBRUARY 19, 2025

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		
	VISAYAS STATE UNIVERSITY (BAYBAY)- STUDENT ELECTORAL BOARD COLLEGE OF ENGINEERING AND TECHNOLOGY	08/07/2022	06/29/2023	150	CHAIRMAN
	PHILIPPINE SOCIETY OF AGRICULTURAL AND BIOSYSTEMS ENGINEERS- VISAYAS STATE UNIVERSITY STUDENT CHAPTER	06/17/2022	09/04/2023	300	SECRETARY
	TERRESTRIAL AND AQUATIC RESTORATIONS BY STUDENTS IMMERSSED IN ENVIRONMENTAL REFORMS	07/02/2021	06/21/2023	175	SECRETARY-GENERAL
	GRELINA OSMEÑA CHRISTIAN COLLEGE STUDENT COUNCIL A.Y. 2018-2019	07/10/2018	03/29/2019	200	RECORDING SECRETARY
	GRELINA OSMEÑA CHRISTIAN COLLEGE STUDENT COUNCIL A.Y. 2017-2018	07/23/2017	08/27/2018	150	CORRESPONDING SECRETARY
	INOPACAN PARISH ACADEMY SUPREME PUPIL GOVERNMENT	06/30/2012	03/27/2013	75	VICE- PRESIDENT

(Continue on separate sheet if necessary)

VI. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the program	
2. Description of the program	
3. Date of attendance	
4. Duration of the program	
5. Location of the program	
6. Name of the trainer	
7. Name of the organization	
8. Name of the sponsor	
9. Name of the participant	
10. Name of the supervisor	
11. Name of the manager	
12. Name of the director	
13. Name of the president	
14. Name of the CEO	
15. Name of the CFO	
16. Name of the COO	
17. Name of the CTO	
18. Name of the CMO	
19. Name of the CDO	
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100. Name of the CIO	

(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)

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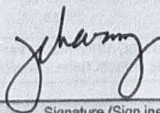

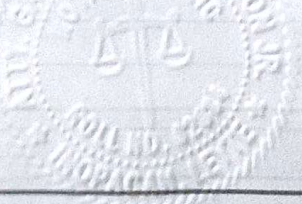
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	ADEPT IN QGIS (QUANTUM GEOGRAPHIC INFORMATION SYSTEM) AND AUTOCAD PROFICIENT IN MICROSOFT WORD AND EXCEL		3RD PLACER FOR MACHINE PARTS IDENTIFICATION AT PAESTIGAN: THE STATE COLLEGES AND UNIVERSITIES NATIONAL PHILIPPINE AGRICULTURAL ENGINEERING STANDARDS QUIZ CONTEST 2024		PHILIPPINE SOCIETY OF AGRICULTURAL AND BIOSYSTEMS ENGINEERS VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION INCORPORATED
	KNOWLEDGEABLE IN AUTOMATION SYSTEMS				
	GOOD LITERACY SKILLS				
	GOOD ORGANIZATIONAL SKILLS				
	TEAMWORK COORDINATION SKILLS				
	CROCHETING				

(Continue on separate sheet if necessary)

SIGNATURE	<i>plamy</i>	DATE	FEBRUARY 14, 2025
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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> <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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>ENGR. CHRISTIAN A. BAGOL</td> <td>TACLOBAN CITY, LEYTE</td> <td>09155041798</td> </tr> <tr> <td>ENGR. MA. GRACE C. SUMARIA</td> <td>BAYBAY CITY, LEYTE</td> <td>09093905057</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	ENGR. CHRISTIAN A. BAGOL	TACLOBAN CITY, LEYTE	09155041798	ENGR. MA. GRACE C. SUMARIA	BAYBAY CITY, LEYTE	09093905057			
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ENGR. MA. GRACE C. SUMARIA	BAYBAY CITY, LEYTE	09093905057											
<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>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p>PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: PROFESSIONAL IDENTIFICATION CARD</p> <p>ID/License/Passport No.: 00132233</p> <p>Date/Place of Issuance: 02/03/2025</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">  Signature (Sign inside the box) <u>02/10/2025</u> Date Accomplished </div>												
<div style="border: 1px solid black; padding: 5px; text-align: center;">  Right Thumbmark </div>													
<p>SUBSCRIBED AND SWORN to before me this <u>20 FEB 2025</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center;">  <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>GAUDENCIO P. ABAYHON JR NOTARY PUBLIC UNTIL DEC. 31, 2025 PTR NO. 227566 ISSUED ON 11/25/24 EXPIRES ON 11/25/28 ROLL NO. 42874</p> </div> </div>													

