

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	ORAPA			
FIRST NAME	MARIA BELLA	NAME EXTENSION (JR., SR)		
MIDDLE NAME	FRONTERAS			
3. DATE OF BIRTH (mm/dd/yyyy)	10/9/1960	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:	
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.		
5. SEX	☐ Male ☒ Female			
6 CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	500-A 30 DE DICIEMBRE <i>House/Block/Lot No.</i> <i>Street</i> POBLACION ZONE 18 <i>Subdivision/Village</i> <i>Barangay</i> BAYBAY CITY LEYTE <i>City/Municipality</i> <i>Province</i>	
7. HEIGHT (m)	1.524	ZIP CODE		
8. WEIGHT (kg)	55			
9. BLOOD TYPE	A+			
10. GSIS ID NO.				
11. PAG-IBIG ID NO.		18. PERMANENT ADDRESS	BLOCK 219 LOT 3 PHASE 2 <i>House/Block/Lot No.</i> <i>Street</i> MABUHAY CITY PALIPARAN III <i>Subdivision/Village</i> <i>Barangay</i> DASMARINAS CITY CAVITE <i>City/Municipality</i> <i>Province</i>	
12. PHILHEALTH NO.	19-025958001-7		ZIP CODE	
13. SSS NO.	03-807			
14. TIN NO.		19. TELEPHONE NO.		
15. AGENCY EMPLOYEE NO.		20. MOBILE NO.	+63-9167766814	
		21. E-MAIL ADDRESS (if any)	mariabellaorapa1009@gmail.com	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ORAPA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RANULFO	NAME EXTENSION (JR., SR)	JAN RALPH F. ORAPA	1/2/1986
MIDDLE NAME	LIBRES		ROBEL JUNE F. ORAPA	6/9/1990
OCCUPATION	OFW CAREGIVER		JUDY REA F. ORAPA	6/15/1997
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	FRONTERAS			
FIRST NAME	QUIRICO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ACOMPANADO			
25. MOTHER'S MAIDEN NAME				
SURNAME	CAEL			
FIRST NAME	JESUSA			
MIDDLE NAME	LIBRES		(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	BAYBAY SOUTH CENTRAL SCHOOL		6/15/1967	3/30/1973			

SECONDARY	BAYBAY NATIONAL HIGH SCHOOL		6/17/1973	4/18/1977			
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	CEBU DOCTORS COLLEGE	BS IN NURSING	6/21/1977	3/20/1981		1981	
GRADUATE STUDIES	N/A						
(Continue on separate sheet if necessary)							
SIGNATURE			DATE		February 17, 2022		

IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

<i>(Continue on separate sheet if necessary)</i>							
SIGNATURE				DATE			

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

[illegible][illegible]

(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)

<i>(Continue on separate sheet if necessary)</i>			
SIGNATURE		DATE	

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)?	☐ YES ☐ NO ☐ YES ☐ NO If YES, give details: _____
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	☐ YES ☐ NO If YES, give details: _____ ☐ YES ☐ 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?	☐ YES ☐ NO If YES, give details: _____
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?	☐ YES ☐ NO If YES, give details: _____
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?	☐ YES ☐ NO If YES, give details: _____ ☐ YES ☐ NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	☐ YES ☐ NO If YES, give details (country): _____
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?	☐ YES ☐ NO If YES, please specify: _____ ☐ YES ☐ NO If YES, please specify ID No: _____ ☐ YES ☐ NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)												
<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> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NAME	ADDRESS	TEL. NO.									
NAME	ADDRESS	TEL. NO.										
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.												

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

PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID:
ID/License/Passport No.:
Date/Place of Issuance:

Signature (Sign inside the box)

Date/Place of issuance:

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath