

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	BALAIS		
FIRST NAME	KRISTOFER	NAME EXTENSION (JR., SR)	
MIDDLE NAME	EGNAL		
3. DATE OF BIRTH (mm/dd/yyyy)	12/27/2001	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	PASIG CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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)	1.72	17. RESIDENTIAL ADDRESS	BALAIS' RESIDENCE KALAH! ROAD House/Block/Lot No. Street N/A BARANGAY 3 Subdivision/Village Barangay BALANGIGA EASTERN SAMAR City/Municipality Province
8. WEIGHT (kg)	112.32	ZIP CODE	6812
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	BALAIS' RESIDENCE KALAH! ROAD House/Block/Lot No. Street N/A BARANGAY 3 Subdivision/Village Barangay BALANGIGA EASTERN SAMAR City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6812
11. PAG-IBIG ID NO.	121349335583	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	13-250008763-7	20. MOBILE NO.	+(63) 906 474 3182
13. SSS NO.	N/A	21. E-MAIL ADDRESS (if any)	kristoferbalais27@gmail.com
14. TIN NO.	660173889		
15. AGENCY EMPLOYEE NO.	N/A		

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	
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BALAIS			
FIRST NAME	VIRGINIO	JR.		
MIDDLE NAME	DELANTAR			
25. MOTHER'S MAIDEN NAME				
SURNAME	EGNAL			
FIRST NAME	BE!Y LEA			
MIDDLE NAME	DIAZ		(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	BALANGIGA CENTRAL ELEMENTARY SCHOOL	BASIC EDUCATION	06/04/2007	04/13/2014		2014	
SECONDARY	LEYTE NATIONAL HIGH SCHOOL	SENIOR HIGH SCHOOL	06/04/2018	04/03/2020		2020	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN BIOLOGY, MAJOR IN ZOOLOGY	09/05/2020	08/07/2024		2024	CUM LAUDE
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE	DATE
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

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)

<i>SIGNATURE</i>		<i>DATE</i>	
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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		
	Diocese of Borongan, Commission on Youth	01/2024	Present	N/A	Diocesan Youth Leader
	Central and Eastern Visayas Regional Youth Coordinating Council	02/2024	Present	N/A	Diocesan Representative
	Boy Scouts of Philippines, Leyte Islands Chapter	03/2019	Present	N/A	Rover Scout
	Knights of Columbus Council 4574 – Balangiga	2021	Present	N/A	3rd Degree Knight
	College of Arts and Sciences – Supreme Student Council, Visayas State University	08/2023	08/2024	N/A	President
	University Supreme Student Council Federation, Visayas State University	08/2023	08/2024	N/A	Councilor
	St. Lawrence the Martyr Parish Youth Ministry, Balangiga, Eastern Samar	2017	01/2024	N/A	Parish Youth Coordinator

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[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)
Proficient in Technical Writing (English)		
Skilled in Microsoft Applications		
Experienced in Graphic Design		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____											
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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="text-align: center;">NAME</th> <th style="text-align: center;">CONTACT INFO</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Ris Menoel R. Modina</td> <td style="text-align: center;">Thesis Adviser rismenoel.modina@vsu.edu.ph</td> </tr> <tr> <td style="text-align: center;">Manuel D. Lunario</td> <td style="text-align: center;">Parish Priest (63) 967 432 7620</td> </tr> <tr> <td style="height: 30px;"></td> <td></td> </tr> </tbody> </table>	NAME	CONTACT INFO	Ris Menoel R. Modina	Thesis Adviser rismenoel.modina@vsu.edu.ph	Manuel D. Lunario	Parish Priest (63) 967 432 7620			<div style="text-align: center;">  <p>PHOTO</p> </div> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div> <div style="text-align: center; margin-top: 5px;">Right Thumbmark</div>			
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Manuel D. Lunario	Parish Priest (63) 967 432 7620											
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.												
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath