

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	ESCALA		
FIRST NAME	LEOPOLDO	NAME EXTENSION (JR., SR) JR.	
MIDDLE NAME	SIMPRON		
3. DATE OF BIRTH (mm/dd/yyyy)	MARCH 28, 1982	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	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.68	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
8. WEIGHT (kg)	80	ZIP CODE	6521
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	2005311414	ZIP CODE	6521
11. PAG-IBIG ID NO.	121203239011		
12. PHILHEALTH NO.	130001049640		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	943-262-586	20. MOBILE NO.	09639629709
15. AGENCY EMPLOYEE NO.	V01054	21. E-MAIL ADDRESS (if any)	leopoldo.escala@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ESCALA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JESAMINE	NAME EXTENSION (JR., SR)	JASON PAUL M. ESCALA	07/04/2007
MIDDLE NAME	MORALES		PAUL STEPHEN M. ESCALA	09/20/2017
OCCUPATION	HOUSEWIFE		ALIYAH BLESS M. ESCALA	05/24/2021
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	9380064483			
24. FATHER'S SURNAME	ESCALA			
FIRST NAME	LEOPOLDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MARTUS			
25. MOTHER'S MAIDEN NAME	NATIVIDAD LATORRE SIMPRON			
SURNAME	ESCALA			
FIRST NAME	NATIVIDAD			
MIDDLE NAME	SIMPRON			

(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	JAENA ELEMENTARY SCHOOL	ELEMENTARY	1988	1994	N/A	1994	2ND HONOR
SECONDARY	BAYBAY NATIONAL HIGH SHOO	HIGH SCHOOL	1994	1998	N/A	1998	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS AGRICULTURE	1998	2003	170 units	N/A	N/A
SIGNATURE			DATE		October 12, 2023		

IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
CAREER SERVICE SUB-PROFESSIONAL	83.95	4/17/2016	Tacloban City	08-190710-911	5.27.2016

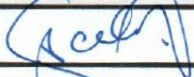
(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	To						
01/01/2023	PRESENT	ADMINISTRATIVE AIDE IV	PROCUREMENT OFFICE, VSU	15,586.00	STEP 1	REGULAR	YES
1/31/2022	12/31/2022	ADMINISTRATIVE AIDE IV	PROCUREMENT OFFICE, VSU	14,993.00	STEP 1	REGULAR	YES
5/16/2018	1/31/2022	ADMINISTRATIVE AIDE III	SPPMO, VSU	13,888.00	STEP 4	REGULAR	YES
10/02/2017	5.15.2018	ADMINISTRATIVE AIDE III	IGPO, VSU	517.59/day	N/A	CASUAL	YES
04/01/2014	9.30.2017	CLERK	CME, VSU	300/day	N/A	JO	NO
07/01/2011	3.31.2014	UTILITY/MESSENGER	DBM, VSU	260/day	N/A	JO	NO

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 12, 2023
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	LAKAS ANGKAN MINISTRY, INC. (LAMI)	11/13/1998	Present	16hrs/week	Baybay Ministry Area Primary Leader
	Joshua Center, Taft Avenue, Manila, Philippines				(For Spiritual, Moral Values Formation and Advocacy)

(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			
	Basic Course Training for the Republic Act No. 9184 and its 2016 revised Implementing Rules and Regulations	August 22, 2023	August 24, 2023	24	Technical	GPPB-TSO & VSU
	Personality Development and Developing Customer Satisfaction Training	June 13, 2023	June 16, 2023	32	Technical	POAP
	Hands-Only Cardiopulmonary Resuscitation	07/21/2022	07/21/2022	2	Technical	VSU & DOH
	PHILGEPS Online Training for Buyers	05/30/2022	05/31/2022	16	Technical	Philgeps/e-Blackboards Learning & Sol'n, Inc.
	Vital Training on RA 9184 and its Revised Implementing Rules and Regulations	5/3/2021	5/7/2021	20	Technical	GPPB-TSO & VSU
	Webinar on Government Procurement Under New Normal	7/24/2020	7/24/2020	4	Technical	GPPB-TSO
	Philgeps Training for Buyers	7/17/2019	7/18/2019	16	Technical	Philgeps/e-Blackboards Learning & Sol'n, Inc.
	Seminar on the Revised Implementing Rules and Regulations (IRR) of the RA 9184	3/20/2019	3/22/2019	24	Technical	GPPB-TSO/VSU
	Orientation on Basic Customer Services and Work Values	9/5/2017	9/5/2017	8	Technical	VSU
	Procurement Planning Orientation	9/9/2017	9/9/2017	8	Technical	VSU
	Workshop to Review and Improve Citizen's Charter	9/1/2017	9/1/2017	8	Technical	VSU
	Procurement Planning Workshop	9/15/2016	9/15/2016	8	Technical	VSU


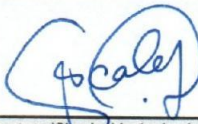

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

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

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	October 12, 2023

<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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <p>If YES, give details: _____</p> <hr/> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <p>If YES, give details: _____</p> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <p>If YES, give details: _____</p>													
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>	<div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <p>If YES, please specify: _____</p> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <p>If YES, please specify ID No: _____</p> <div style="display: flex; justify-content: space-between;"> <div><input type="checkbox"/> YES</div> <div><input checked="" type="checkbox"/> NO</div> </div> <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>Daniel Leslie S. Tan</td> <td>VSU</td> <td>9328685396</td> </tr> <tr> <td>Jessamine C. Ecleo</td> <td>VSU</td> <td>9985550106</td> </tr> <tr> <td>Alicia M. Flores</td> <td>VSU</td> <td>9176341430</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Daniel Leslie S. Tan	VSU	9328685396	Jessamine C. Ecleo	VSU	9985550106	Alicia M. Flores	VSU	9176341430	<div style="text-align: center;">  <p>PHOTO</p> </div>
NAME	ADDRESS	TEL. NO.												
Daniel Leslie S. Tan	VSU	9328685396												
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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>		<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <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: VSU ID</p> <p>ID/License/Passport No.: V1054</p> <p>Date/Place of Issuance: April 12, 2019/VSU</p> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <div style="border: 1px solid black; padding: 5px; text-align: center;">  <p>Signature (Sign inside the box)</p> <p>12/10/2023</p> <p>Date Accomplished</p> </div> </div> <div style="width: 45%; text-align: center;">  <p>Right Thumbmark</p> </div> </div>												

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