

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.

CS ID No. (Do not fill up. For CSC use only)

2 SURNAME	Managbanag		
FIRST NAME	Ginefer		NAME EXTENSION (JR, SR)
MIDDLE NAME	Belardo		
3 DATE OF BIRTH (mm/dd/yyyy)	09/18/1996	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	
7 HEIGHT (m)	1.58 m	ZIP CODE	House/Block/Lot No. Street
8 WEIGHT (kg)	51 kg		Subdivision/Village Barangay
9 BLOOD TYPE	type O		Baybay Leyte
10 GSIS ID NO.	n/a		City/Municipality Province
11 PAG-IBIG ID NO.	121199175001	6521	
12 PHILHEALTH NO.	130501932648	18 PERMANENT ADDRESS	
13 SSS NO.	0639458913	ZIP CODE	House/Block/Lot No. Street
14 TIN NO.	000337849137		Subdivision/Village Barangay
15 AGENCY EMPLOYEE NO.	n/a		Baybay Leyte
			City/Municipality Province
		6521	
		19 TELEPHONE NO.	n/a
		20 MOBILE NO.	+639500365241
		21 E-MAIL ADDRESS (if any)	gineferm.18@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	
MIDDLE NAME	n/a		n/a	
OCCUPATION	n/a		n/a	
EMPLOYER/BUSINESS NAME	n/a		n/a	
BUSINESS ADDRESS	n/a		n/a	
TELEPHONE NO.	n/a		n/a	
24 FATHER'S SURNAME	Managbanag			
FIRST NAME	Fermin	NAME EXTENSION (JR, SR)		
MIDDLE NAME	Fernandico			
25 MOTHER'S MAIDEN NAME				
SURNAME	Belardo			
FIRST NAME	Virginia			
MIDDLE NAME	Gutierrez			

(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	Buenavista Elementary School		6/1/2003	04/01/2009		2009	Valedictorian
SECONDARY	Sisters of Mary School- Girlstown Inc.		06/01/2009	04/01/2013		2013	
VOCATIONAL / TRADE COURSE	Sisters of Mary School- Girlstown Inc.	Computer Hardware Servicing NC II	06/01/2012	10/01/2012		2012	
COLLEGE	Franciscan College of the Immaculate Conception	Bachelor of Science in Business Administration major in Financial Management	06/01/2013	03/01/2017		2017	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 5, 2021
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[illegible][illegible]

SIGNATURE		DATE	April 5, 2021 
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[illegible][illegible]

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Sewing	Girlscout of the Year	Buenavista Youth Club President
Reading Ebooks		Modern Business Achiever Sec/Tres.
Watching movies		Modern Business Achiever Vice President
Math Skills		
(Continue on separate sheet if necessary)		
SIGNATURE		DATE
		April 5, 2021

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?

☐ YES ☒ NO
If YES, give details:

b. Have you been criminally charged before any court?

☐ 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)?

☐ YES ☒ NO
If YES, give details:

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:

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?

☐ YES ☒ NO
If YES, please specify:

b. Are you a person with disability?

☐ YES ☒ NO
If YES, please specify ID No:

c. Are you a solo parent?

☐ YES ☒ NO
If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)

NAME	ADDRESS	TEL. NO.
Scarla Rose Fernandez	Cebu City, Cebu	9190702907
Mary Grace Barlisan	Cebu City, Cebu	9350326118
Gerald Ugay	Makati City	9567597965

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.



Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Umid

ID/License/Passport No.:

Date/Place of Issuance:

Signature (Sign inside the box)
April 5, 2021
Date Accomplished

ATTY. EDEN B. CHAVEZ BUTAWAN

Right Thumbmark

SUBSCRIBED AND SWORN to before me this

APR 05 2021

Notary Public for Province of Leyte, City of Baybay
Notary exhibiting his/her validly issued government ID as indicated above.
Until December 31, 2020

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Book No. 4
Series of 2021

(Extended Until June 30, 2021) - B.M. 3795
R. Magsaysay Avenue, Baybay City, Leyte
PTR No. PL5648349- 12/07/20
IBP No. 134494- 12/11/20
TIN No. 207-628-029
Person Administering Oath
Roll No. 43201

MCLE Compliance No. VI-0011118