

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	GELIG			
FIRST NAME	ROLEX	NAME EXTENSION (JR., SR) NONE		
MIDDLE NAME	PELAYO			
3. DATE OF BIRTH (mm/dd/yyyy)	03/30/1988	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	CALUMPANG, GENERAL SANTOS CITY, SOUTH COTABATO			
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:	17. RESIDENTIAL ADDRESS ZIP CODE	PHASE II	
7. HEIGHT (m)	5'4		House/Block/Lot No. Street	
8. WEIGHT (kg)	72Kg		MIRAMBEL SUBDIVISION CANDADAM	
9. BLOOD TYPE	O		Subdivision/Village Barangay	
10. GSIS ID NO.	2005 5947 02		BAYBAY CITY LEYTE	
11. PAG-IBIG ID NO.	1211 1861 0776	18. PERMANENT ADDRESS ZIP CODE	City/Municipality Province	
12. PHILHEALTH NO.	1320 1501 0871		6521	
13. SSS NO.	0635 3466 92		BALIKAT	
14. TIN NO.	317 701 903		House/Block/Lot No. Street	
15. AGENCY EMPLOYEE NO.			SABANG NORTH	
		19. TELEPHONE NO. NONE	Subdivision/Village Barangay	
			BORONGAN CITY EASTERN SAMAR	
			City/Municipality Province	
			6600	
		20. MOBILE NO.	+63 906 407 0446	
		21. E-MAIL ADDRESS (if any)	rolex.gelig@deped.gov.ph or geligrolex@gmail.com	

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	NONE	
MIDDLE NAME	N/A		NONE	
OCCUPATION	N/A		NONE	
EMPLOYER/BUSINESS NAME	N/A		NONE	
BUSINESS ADDRESS	N/A		NONE	
TELEPHONE NO.	N/A		NONE	
24. FATHER'S SURNAME	GELIG		NONE	
FIRST NAME	ALEXANDER	NAME EXTENSION (JR., SR)	NONE	
MIDDLE NAME	ORTEGA		NONE	
25. MOTHER'S MAIDEN NAME			NONE	
SURNAME	PELAYO		NONE	
FIRST NAME	ROSALINA		NONE	
MIDDLE NAME	MALOLOY-ON		(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	NANGAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	1995	2001	GRADUATED	2001	NONE
SECONDARY	NANGAN NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	2001	2006	GRADUATED	2006	EXTRA CURRICULAR AWARDS
VOCATIONAL / TRADE COURSE	PHILIPPINE CENTER FOR CREATIVE IMAGING (PCCI - MAKATI)	NC II IN PHOTOGRAPHY	2023	2023	GRADUATED	2023	NONE
COLLEGE	EASTERN SAMAR STATE UNIVERSITY	AB MASS COMMUNICATION	2010	2014	GRADUATED	2014	CHED Scholar, Outstanding in Internship and Research
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MS LANGUAGE TEACHING	2018	2024	GRADUATED	2024	NONE

(Continue on separate sheet if necessary)

SIGNATURE			FEBRUARY 12, 2025
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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			
	Eastern Visayas Mail	January 2014	To Date	N/A	Journalist/Contributor	
	Music for Environment and Nation Development	March 05, 2023	March 05, 2023	24 Hours	Official Documenter	
	Limasawa Quincentennial Celebration Countdown to 2021	March 01, 2019	March 31, 2019	120 Hours	Photographer and Video Production Manager	
	Visual Arts Association of Baybay City	2019	To Date	N/A	Lay-out and Graphic Designer	
	MANABIJUKU: A Language Tutorial	May 25, 2018	June 01, 2018	30 Hours	Tagline Designer	
	Photographers Enthusiast in Baybay	April 2023	To Date	40 Hours	Head	
	Baybay City School for the Arts	2022	2023	300 Hours	Facilitator	
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	IEC Materials Design and Production Workshop	11/21/2024	11/22/2024	16Hours	Technical -Resource Speaker	Visayas State University - Department of Development Communication
	BCSHS Indigay ni Sikalak ug Sikabay 2023	05/08/2023	05/31/2023	30 Hours	Managerial	Baybay City Senior High School
	City of Tacloban, Province of Leyte	05/08/2023	05/12/2023	14 Hours	Directorial	66th Annual National Council Meeting (ANCM) Leyte Academic Center, Palo, Leyte
	SDO Baybay City, Skill Enhancement Workshop for the Arts & Design and SPA School Heads and Teacher-Specialists cum Project ESEC Advocacy	02/08/2023	02/12/2023	40 Hours	Resource Speaker and Facilitator	School for the Arts, Binaybayon Complex, Baybay City, Leyte
	Practicing COVID-19 Preventive Measures in the Workplace	02/20/2023	02/23/2023	12 Hours	Participant	TESDA, National Institute for Technical Education and Skills Development, Taguig City
	Ganito Sila Noon, Paano Tayo Ngayon?: Ang Maging Probinsyanong Filmmaker at Guro sa Panahon na Lahat ay Bida-bidahan	07/31/2022	08/06/2022	40 Hours	Participant	Cultural Center of the Philippines – Arts Academy, Silliman University, Dumaguete City, Negros Oriental
	GIYA: Skill Enhancement Training-Workshop for Visual Arts Students	06/17/2022	06/17/2022	4 Hours	Resource Speaker and Facilitator	Baybay City Senior High School, Arts and Design Department
	SDO Baybay City – National Arts Month 2022	02/01/2022	02/27/2022	40 Hours	Over-all Director, Videographer, and Video Editor	Schools Division Office of Baybay City, Binaybayon Convention Center, Brgy. Hibunawan, Baybay City, Leyte
	SDO Baybay City – National Arts Month 2021	02/01/2021	01/28/2021	40 Hours	Over-all Director, Videographer, and Video Editor	Schools Division Office of Baybay City, Binaybayon Convention Center, Brgy. Hibunawan, Baybay City, Leyte
	Division Orientation-Workshop on Evaluating and Editing the Lay-out and Instructional Design of DepED Developed Learning Resources	03/12/2021	03/12/2021	8 Hours	Resource Speaker and Facilitator	Schools Division Office of Baybay City
	4th Commencement Exercises of Baybay City Senior High School, 30 de Diciembre St., City of Baybay, Leyte	07/05/2021	07/16/2021	60 Hours	Video Editor and Lay-out and Graphic Designer	SDO Baybay City – Baybay City Senior High School
	Orientation on Learning Resource Standards in the Development of Video Presentation for Television	03/25/2021	03/25/2021	8 Hours	Resource Speaker and Facilitator	SDO Baybay City – Baybay City Senior High School
	2021 DokyuBata Masterclass: An Online Lecture on Documentary Filmmaking	07/19/2021	07/23/2021	9 Hours	Participant	National Council for Children Television in Partnership with GMA Network Inc.
	Oath Taking Ceremony and Recognition of Retired Teachers	08/07/2021	08/12/2021	30 Hours	Managing Director	HR Office, Baybay City Division Educational Center, Baybay City
	Unplugged 2.0: Relax, De-stress, and Recharge Using Non-Digital Activities Webinar Series Session 2	02/24/2021	02/24/2021	4 Hours	Participant	UP Los Baños, Office of the Vice Chancellor for Academic Affairs
	Unplugged 2.0: Relax, De-stress, and Recharge Using Non-Digital Activities Webinar Series Session 1	02/22/2021	02/22/2021	4 Hours	Participant	UP Los Baños, Office of the Vice Chancellor for Academic Affairs
	IEC Materials of Baybay City Agriculture	08/11/2021	08/13/2021	24 Hours	Resource Speaker and Facilitator	City Agriculture, Diversion Road, Brgy. Gaas, Baybay City, Leyte
	BCSHS HANDURAW Scribo Lucem – National Arts Month 2020	01/25/2020	02/04/2020	40 Hours	Overall Director	Baybay City Division Educational Center, Baybay City
	Project ESEC – National Arts Month 2020	02/04/2020	02/04/2020	4 Hours	Chairman for Documentation	Baybay City Division Educational Center, Baybay City
	Development of Script and Video Presentation for Radio and Television	10/02/2020	10/02/2020	8 Hours	Resource Speaker and Facilitator	SDO Baybay City Learning Resource Standards
	Managing your Arts Event, CCP, Pasay City	04/29/2019	05/04/2019	40 Hours	Participant	Cultural Center of the Philippines Summer Arts Academy: A Sining Sa Eskwela Arts Education Program
(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)		
	Attention to Detail	I achieved the top honor in the 2023 SEAMEO QITEP Mathematics Photography Contest, hosted in Jakarta, Indonesia, with my captivating entry titled "Bangko: A Mathematical Harmony by the Sea.		PHILIPPINE CENTER FOR CREATIVE IMAGING (PCCI)		
	Technical Literacy	I achieved the impressive position of TOP 26 in the Professional Photo Community's 35 Awards. In particular, I received a Certificate of Recognition for my outstanding performance in the International Photo Contest focusing on Natural Disasters. The ceremony took place in Moscow, Russia, on September 11, 2022.		EASTERN VISAYAS MAIL		
	Communication	I achieved first place in the National Teachers Got Talent 2022 competition. As the overall director and video editor, I received a Certificate of Recognition at the national level. This was granted during the Teacher Month Celebration for SY 2021-2022, held at the DepED Central Office Compound on January 07, 2023.		VISUAL ARTS ASSOCIATION OF BAYBAY		
	Time Management and Can Multitask	I received a Certificate of Recognition for my exceptional work as a videographer and editor at the national-level Indakan at Yugugan Dance Contest. The recognition was bestowed upon me during the 124th DepED Founding Anniversary celebration, which took place on July 23, 2022, at the DepED Central Office Compound. It is an incredible honor to have secured second place in this prestigious competition.		EASTERN SAMAR REPORTER		
	Self-Discipline	I secured the coveted first place in the National IMEElarawan Photo Contest. As the Daily Grand Prize Winner, I was recognized for my exceptional entry in the IMEElarawan Mga Ekseknang Pandemya category. The award ceremony took place in Metro Manila, Manila on October 20, 2020.		Baybay City School for the Arts		
	Group Work	I achieved first place in the International Logo Design Contest titled "Limasawa: A Gift of 500 Years of Faith and Discipleship." As the Grand Prize Winner, I was awarded a prestigious Plaque of Recognition for my exceptional logo design. The contest took place at the Sunken Garden, Provincial Capitol Grounds, in Maasin City, Southern Leyte, on November 17, 2019.		National Commission for Culture and the Arts		
	Taking constructive criticism	I am delighted to announce that I secured a position in the prestigious TOP 20 of the Global Peace Foundation and Consuelo Zobel Alger Foundation's Logo Making Contest and Short Film Competition. This recognition was part of the 2020 International Safe Spaces Campaign Competition. The competition took place at the DepED Central Office Compound on January 07, 2020.		Cultural Center of the Philippines		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	FEBRUARY 12, 2025	

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)?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME		ADDRESS
DIRECTOR JUDE NONIE A. SALES, Ph.D.		VSU, VISCA, Baybay City, Leyte
DR. SHERLITA A. PALMA, CESO VI		Purok 2, Libertad, Ormoc City
CHIEF JO-ANN CERNA-RAPADA, Ph.D.		Sto. Nino Village, Zone 1, Baybay City, Leyte
TEL. NO.		
9173005081		
9158278310		
9958871657		
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.		
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: PRC IDENTIFICATION CARD</div> <div>ID/License/Passport No.: 1935581</div> <div>Date/Place of Issuance: ORMOC CITY</div>		<div></div> <div>Signature (Sign inside the box)</div> <div>FEBRUARY 12, 2025</div> <div>Date Accomplished</div>
		<div></div> <div>ROLEX P. GELIG</div> <div>PHOTO</div>
		<div></div> <div>Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div></div> <div>Person Administering Oath</div>		