

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	Bengalan		
FIRST NAME	Marlon	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Diaz		
3. DATE OF BIRTH (mm/dd/yyyy)	04/16/1968	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Cebu City	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	☒ Male ☐ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Patag Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.60	ZIP CODE	6521
8. WEIGHT (kg)	90.00		
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A	19. TELEPHONE NO.	(1
14. TIN NO.	N/A	20. MOBILE NO.	1
15. AGENCY EMPLOYEE NO.	V00100	21. E-MAIL ADDRESS (if any)	marlon.bengalan@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Bengalan		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Emmylou	NAME EXTENSION (JR., SR)	Niño Marlou L. Bengalan	01/10/1996
MIDDLE NAME	Labenia		Jomel L. Bengalan	07/06/1999
OCCUPATION	Government Employee		Christian Mar. L. Bengalan	03/02/2001
EMPLOYER/BUSINESS NAME	LGU, Baybay			
BUSINESS ADDRESS	Baybay City, Leyte			
TELEPHONE NO.	none			
24. FATHER'S SURNAME	Bengalan			
FIRST NAME	Damaso	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Israel			
25. MOTHER'S MAIDEN NAME	Eugenia Maglasang Diaz			
SURNAME	Bengalan			
FIRST NAME	Eugenia			
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	Gabas Elementary School	Elementary	1975	1981		1981	
SECONDARY	Baybay National High School	High School	1981	1983		1983	
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	N/A						
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/09/2022
-----------	--	------	------------

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
	N/A	N/A	N/A	N/A	N/A	N/A

(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						
12/31/2021		Administrative Aide I	Visayas State University	13,268.00	1-8	Permanent	Y
01/16/2021		Administrative Aide I	Visayas State University	12,756.00	1-8	Permanent	Y
01/01/2021		Administrative Aide I	Visayas State University	12,651.00	1-7	Permanent	Y
01/01/2020		Administrative Aide I	Visayas State University	12,143.00	1-7	Permanent	Y
01/01/2019		Administrative Aide I	Visayas State University	11,635.00	1-7	Permanent	Y
01/16/2018	12/31/2018	Administrative Aide I	Visayas State University	11,076.00	1-7	Permanent	Y
01/01/2018	01/15/2018	Administrative Aide I	Visayas State University	10,982.00	1-6	Permanent	Y
01/01/2017	12/31/2017	Administrative Aide I	Visayas State University	10,453.00	1-6	Permanent	Y
01/01/2016	12/31/2016	Administrative Aide I	Visayas State University	9,949.00	1-6	Permanent	Y
01/16/2015	12/31/2015	Administrative Aide I	Visayas State University	9,459.00	-	Permanent	Y
06/01/2012	01/15/2015	Administrative Aide I	Visayas State University	9,365.00	-	Permanent	Y
01/16/2012	05/31/2012	Administrative Aide I	Visayas State University	8,721.00	-	Permanent	Y
06/01/2011	01/15/2012	Administrative Aide I	Visayas State University	8,610.00	-	Permanent	Y
06/24/2010	05/31/2011	Administrative Aide I	Visayas State University	7,947.00	-	Permanent	Y
07/01/2009	06/23/2010	Administrative Aide I	Visayas State University	7,285.00	-	Permanent	Y
01/16/2009	06/30/2009	Administrative Aide I	Visayas State University	6,622.00	-	Permanent	Y
07/01/2008	01/15/2009	Administrative Aide I	Visayas State University	6,460.00	-	Permanent	Y
07/01/2007	06/30/2008	Administrative Aide I	Visayas State University	5,873.00	-	Permanent	Y
07/01/2006	06/30/2007	Administrative Aide I	Leyte State University	5,339.00	-	Permanent	Y
12/01/2004	06/30/2006	Administrative Aide I	Leyte State University	5,209.00	-	Permanent	Y
12/17/2002	11/30/2004	Utility Worker I	Leyte State University	5,209.00	-	Permanent	Y
07/01/2001	12/16/2002	Utility Worker I	Visayas College of Agriculture	5,082.00	-	Permanent	Y
01/01/2000	06/30/2001	Utility Worker I	Visayas College of Agriculture	4,840.00	-	Permanent	Y
12/17/1999	12/31/1999	Utility Worker I	Visayas College of Agriculture	4,400.00	-	Permanent	Y
01/01/1996	12/31/1996	Laborer I	Visayas College of Agriculture	200.00	-	Casual	Y
01/01/1995	12/31/1995	Laborer I	Visayas College of Agriculture	172.73	-	Casual	Y

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/09/2022
-----------	--	------	------------

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						
	01/01/1994	12/31/1994	Laborer I	Visayas College of Agriculture	127.26	-	Casual	Y
	02/16/1993	12/31/1993	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
	09/16/1992	12/31/1992	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
	12/01/1987	12/31/1987	Laborer	Visayas College of Agriculture	32.85	-	Casual	Y
	10/16/1985	12/31/1985	Laborer	Visayas College of Agriculture	18.10	-	Casual	Y
	02/04/1985	03/31/1985	Laborer	Visayas College of Agriculture	18.10	-	Casual	Y
	11/12/1984	12/31/1984	Laborer	Visayas College of Agriculture	16.40	-	Casual	Y
(Continue on separate sheet if necessary)								
SIGNATURE					DATE	03/09/2022		

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		
	N/A	N/A	N/A	N/A	N/A

(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			
	Techno-Skills Training on Abaca Products and By-Products Utilization	10/11/1999	10/15/1999	40	Technical	DAR
	Fiber Craft Making	04/19/1999	04/23/1999	40	Technical	FIDA
	Short Re-Training Course on Utilization of Umbak Into Different Handicraft Products	07/02/1992	07/04/1992	24	Technical	FIDA, NARC, DAEAB

(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)
	N/A		N/A		N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/09/2022
-----------	--	------	------------

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><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>Romel B. Armecin</td><td>VSU, Baybay City, Leyte</td><td>09212618886</td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						NAME	ADDRESS	TEL. NO.	Romel B. Armecin	VSU, Baybay City, Leyte	09212618886						
NAME	ADDRESS	TEL. NO.															
Romel B. Armecin	VSU, Baybay City, Leyte	09212618886															
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 Right Thumbmark														
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: N/A ID/License/Passport No.: N/A Date/Place of Issuance: N/A		Signature (Sign inside the box) 03/09/2022 Date Accomplished															
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath																	