

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	Brit				
FIRST NAME	Chona	NAME EXTENSION (JR., SR) N/A			
MIDDLE NAME	Ampo				
3. DATE OF BIRTH (mm/dd/yyyy)	04/03/1975	16. CITIZENSHIP	<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	Tunga, Leyte	If holder of dual citizenship, please indicate the details.	Philippines		
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female				
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	APT. 15 KILBOURNE House/Block/Lot No. Street VISCA Subdivision/Village Barangay City/Municipality Province		
7. HEIGHT (m)	2.50	18. PERMANENT ADDRESS	323 Gomez St. House/Block/Lot No. Street San Antonio (Pob.) Subdivision/Village Barangay TUNGA LEYTE City/Municipality Province		
8. WEIGHT (kg)	60.00		ZIP CODE	NULL	
9. BLOOD TYPE	A-		19. TELEPHONE NO.	(1	
10. GSIS ID NO.	N/A			20. MOBILE NO.	921
11. PAG-IBIG ID NO.	N/A				21. E-MAIL ADDRESS (if any)
12. PHILHEALTH NO.	N/A			ZIP CODE	
13. SSS NO.	N/A				
14. TIN NO.	N/A				
15. AGENCY EMPLOYEE NO.	V00117				

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Brit		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Allan	NAME EXTENSION (JR., SR)	Paul Andre A. Brit	10/29/2003
MIDDLE NAME	Masuela		Candace Pauline A. Brit	04/25/2011
OCCUPATION	Government Employee			
EMPLOYER/BUSINESS NAME	Dept. of Agriculture			
BUSINESS ADDRESS	Palo,Leyte			
TELEPHONE NO.				
24. FATHER'S SURNAME	Ampo			
FIRST NAME	Lucrecio, Jr.	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Eco			
25. MOTHER'S MAIDEN NAME	Lina Malubay Uribe			
SURNAME	Ampo			
FIRST NAME	Lina			
MIDDLE NAME	Uribe		(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	Jaro SPED Center	Elementary	1984	1986		1986	N/A
SECONDARY	Leyte National High School	High School	1986	1990		1990	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	University of San Jose Recoletos	Bachelor of Arts in Psychology	1992	1996		1996	N/A
GRADUATE STUDIES	University of San Jose Recoletos	Master of Arts in Psychology	1999		9		N/A

PLEASE SEE ATTACHMENT A  
(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/27/2023
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Attachment A

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			
	GRADUATE STUDIES	University of San Carlos	Master of Education in Guidance and Counseling	2005	2014	15	2014	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		09/27/2023		

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 PROFESSIONAL EXAMINATION		N/A	Cebu City	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						
01/01/2023		Guidance Coordinator III	Visayas State University	39,672.00	16-1	Permanent	Y
01/01/2023		Guidance Coordinator III	Visayas State University	39,672.00	16-1	Permanent	Y
01/03/2022		Guidance Coordinator III	Visayas State University	39,672.00	16-1	Permanent	Y
01/03/2022		Guidance Coordinator III	Visayas State University	36,628.00	16-1	Permanent	Y
01/01/2022		Guidance Counselor III	Visayas State University	30,747.00	13-4	Permanent	Y
01/01/2021		Guidance Counselor III	Visayas State University	29,225.00	13-4	Permanent	Y
05/16/2020		Guidance Counselor III	Visayas State University	27,067.00	13-2	Permanent	Y
01/01/2020	05/15/2020	Guidance Counselor III	Visayas State University	26,754.00	13-1	Permanent	Y
01/01/2019	12/31/2019	Guidance Counselor III	Visayas State University	25,232.00	13-1	Permanent	Y
01/01/2018	12/31/2018	Guidance Counselor III	Visayas State University	24,224.00	13-1	Permanent	Y
05/16/2017	12/31/2017	Guidance Counselor III	Visayas State University	23,257.00	13-1	Permanent	Y
01/01/2017	05/15/2017	Guidance Counselor II	Visayas State University	22,113.00	12-4	Permanent	Y
01/01/2017		Guidance Counselor II	Visayas State University	21,626.00	12-2	Permanent	Y
01/01/2016	12/31/2016	Guidance Counselor II	Visayas State University	20,870.00	12-2	Permanent	Y
07/01/2014	12/31/2015	Guidance Counselor II	Visayas State University	20,140.00	-	Permanent	Y
06/01/2012	06/30/2014	Guidance Counselor II	Visayas State University	19,940.00	-	Permanent	Y
07/01/2011	05/31/2012	Guidance Counselor II	Visayas State University	18,333.00	-	Permanent	Y
06/01/2011	06/30/2011	Guidance Counselor I	Visayas State University	17,994.00	-	Permanent	Y
06/24/2010	05/31/2011	Guidance Counselor I		16,687.00	-	Permanent	Y
12/01/2009	06/23/2010	Guidance Counselor I		15,379.00	-	Permanent	Y
07/01/2009	11/30/2009	Guidance Counselor I		15,072.00	-	Permanent	Y
07/01/2008	06/30/2009	Guidance Counselor I		12,951.00	-	Permanent	Y
07/01/2007	06/30/2008	Guidance Counselor I		11,774.00	-	Permanent	Y
12/01/2006	06/30/2007	Guidance Counselor I		10,704.00	-	Permanent	Y
12/01/2003	11/30/2006	Guidance Counselor I		10,442.00	-	Permanent	Y
07/01/2001	11/30/2003	Guidance Counselor I		10,188.00	-	Permanent	Y

PLEASE SEE ATTACHMENT B

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/27/2023
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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		
	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

[illegible]

**(Continue on separate sheet if necessary)**

## VIII. OTHER INFORMATION

[illegible]

**(Continue on separate sheet if necessary)**

<b>SIGNATURE</b>		<b>DATE</b>	09/27/2023
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<div>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,</div> <div>a. within the third degree?</div> <div>b. within the fourth degree (for Local Government Unit - Career Employees)?</div>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div></div> <div>If YES, give details:</div> <div></div>												
<div>35. a. Have you ever been found guilty of any administrative offense?</div> <div></div> <div>b. Have you been criminally charged before any court?</div>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div></div></div> <div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div>Date Filed: <div></div></div><div>Status of Case/s: <div></div></div></div>												
<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>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div></div></div>												
<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>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div></div></div>												
<div>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</div> <div>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>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div></div></div> <div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details:</div><div></div></div>												
<div>39. Have you acquired the status of an immigrant or permanent resident of another country?</div>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details (country):</div><div></div></div>												
<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:</div> <div>a. Are you a member of any indigenous group?</div> <div>b. Are you a person with disability?</div> <div>c. Are you a solo parent?</div>		<div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, please specify:</div><div></div></div> <div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, please specify ID No</div><div></div></div> <div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, please specify ID No</div><div></div></div>												
<div>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</div> <table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.									
NAME	ADDRESS	TEL. NO.												
<div>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>		<div><div><div>ID picture taken within the last 6 months 3.5 cm x 4.5 cm (passport size)</div><div>With full and handwritten name tag and signature over printed name</div><div>Computer generated or photocopied picture is not acceptable</div></div><div>PHOTO</div><div></div><div>Right Thumbmark</div></div>												
<div><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: N/A</div><div>ID/License/Passport No.: N/A</div><div>Date/Place of Issuance: N/A</div></div>	<div><div></div><div>Signature (Sign inside the box)</div><div>09/27/2023</div><div>Date Accomplished</div></div>													
<div>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</div> <div></div> <div>Person Administering Oath</div>														