

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	Loreto		
FIRST NAME	Ma. Theresa	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Posas		
3. DATE OF BIRTH (mm/dd/yyyy)	07/31/1960	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.	Philippines
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	Apartment 35 Kilbourne Drive House/Block/Lot No. Street Subdivision/Village Pangasungan BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.50	ZIP CODE	6521
8. WEIGHT (kg)	56.00		
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.	909-419-1915
15. AGENCY EMPLOYEE NO.	V00302	21. E-MAIL ADDRESS (if any)	mtploreto@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Loreto		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Alan	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	Bacusmo			
OCCUPATION	Professor II			
EMPLOYER/BUSINESS NAME	VSU			
BUSINESS ADDRESS	Visayas State University			
TELEPHONE NO.	+639490446945			
24. FATHER'S SURNAME	N/A			
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	N/A			
25. MOTHER'S MAIDEN NAME	N/A			
SURNAME	N/A			
FIRST NAME	N/A			
MIDDLE NAME	N/A		(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	Franciscan College of Immaculate Conception	Elementary	1967	1973		1973	N/A
SECONDARY	Franciscan College of Immaculate Conception	High School	1973	1977		1977	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Agriculture	1977	1981		1981	N/A
GRADUATE STUDIES	University of the Philippines at Los Baños	Master of Science in Agricultural Chemistry	1986	1990		1990	N/A
PLEASE SEE ATTACHMENT A							
(Continue on separate sheet if necessary)							
SIGNATURE			DATE		06/02/2023		

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 the Philippines at Los Baños	Doctor of Philosophy in Bio Chemistry	1999	2006		2006	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		06/02/2023		

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
	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						
01/01/2023		Associate Professor V	Visayas State University	80,003.00	23-1	Permanent	Y
09/15/2022		Associate Professor V	Visayas State University	78,455.00	23-1	Permanent	Y
01/01/2022		Associate Professor IV	Visayas State University	74,333.00	22-5	Permanent	Y
01/01/2022		Associate Professor IV	Visayas State University	74,333.00	22-5	Permanent	Y
01/01/2021		Associate Professor IV	Visayas State University	72,785.00	22-5	Permanent	Y
01/01/2021		Associate Professor IV	Visayas State University	71,666.00	22-4	Permanent	Y
01/01/2020		Associate Professor IV	Visayas State University	70,118.00	22-4	Permanent	Y
01/01/2019	12/31/2019	Associate Professor IV	Visayas State University	68,570.00	22-4	Permanent	Y
01/01/2018	12/31/2018	Associate Professor IV	Visayas State University	61,397.00	22-4	Permanent	Y
01/01/2018		Associate Professor IV	Visayas State University	60,491.00	22-3	Permanent	Y
01/01/2017	12/31/2017	Associate Professor IV	Visayas State University	52,783.00	22-1	Permanent	Y
01/01/2017	12/31/2017	Associate Professor IV	Visayas State University	52,783.00	22-1	Permanent	Y
01/01/2016	12/31/2016	Associate Professor IV	Visayas State University	47,448.00	22-1	Permanent	Y
01/01/2015	12/31/2015	Associate Professor IV	Visayas State University	42,652.00	-	Permanent	Y
10/28/2014	12/31/2014	Associate Professor III	Visayas State University	39,927.00	-	Permanent	Y
06/01/2012	10/27/2014	Associate Professor III	Visayas State University	39,493.00	-	Permanent	Y
10/28/2011	05/31/2012	Associate Professor III	Visayas State University	35,219.00	-	Permanent	Y
06/01/2011	10/27/2011	Assistant Professor IV	Visayas State University	28,684.00	-	Permanent	Y
06/24/2010	05/31/2011	Assistant Professor IV	Visayas State University	25,671.00	-	Permanent	Y
07/01/2009	06/23/2010	Assistant Professor IV	Visayas State University	22,659.00	-	Permanent	Y
02/01/2009	06/30/2009	Assistant Professor IV	Visayas State University	19,168.00	-	Permanent	Y
07/01/2008	01/31/2009	Assistant Professor IV	Visayas State University	19,168.00	-	Temporary	Y
07/01/2007	06/30/2008	Assistant Professor IV	Visayas State University	17,425.00	-	Temporary	Y
12/01/2005	06/30/2007	Assistant Professor IV	Leyte State University	15,841.00	-	Temporary	Y
07/01/2001	11/30/2005	Assistant Professor II	Visayas College of Agriculture	14,098.00	-	Temporary	Y
01/01/2000	06/30/2001	Assistant Professor II	Visayas College of Agriculture	13,427.00	-	Temporary	Y

PLEASE SEE ATTACHMENT B

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/02/2023
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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						
	12/01/1997	12/31/1999	Assistant Professor II	Visayas College of Agriculture	12,206.00	-	Temporary	Y
	11/01/1997	11/30/1997	Instructor III	Visayas College of Agriculture	10,863.00	-	Temporary	Y
	01/01/1997	10/31/1997	Instructor III	Visayas College of Agriculture	9,088.00	-	Temporary	Y
	01/01/1996	12/31/1996	Instructor III	Visayas College of Agriculture	7,313.00	-	Temporary	Y
	01/01/1995	12/31/1995	Instructor III	Visayas College of Agriculture	5,791.00	-	Temporary	Y
	08/19/1994	12/31/1994	Instructor III	Visayas College of Agriculture	4,791.00	-	Temporary	Y
	01/01/1994	08/18/1994	Instructor II	Visayas College of Agriculture	4,500.00	-	Temporary	Y
	01/01/1994		Instructor II	Visayas College of Agriculture	3,800.00	-	Temporary	Y
	02/11/1990	12/31/1993	Instructor II	Visayas College of Agriculture	3,800.00	-	Temporary	Y
	01/01/1985	06/30/1986	Research Assistant	Visayas College of Agriculture	96.10	-	Contractual	Y
	05/01/1984	12/31/1984	Research Assistant	Visayas College of Agriculture	87.36	-	Contractual	Y
	01/01/1984	04/30/1984	Research Assistant	Visayas College of Agriculture	79.42	-	Contractual	Y
	04/01/1983	12/31/1983	Research Assistant	Visayas College of Agriculture	75.17	-	Contractual	Y
	03/01/1982	02/28/1983	Research Assistant	Visayas College of Agriculture	75.17	-	Contractual	Y
	05/01/1981	02/28/1982	Research Assistant	Visayas College of Agriculture	65.33	-	Contractual	Y
(Continue on separate sheet if necessary)								
SIGNATURE				DATE	06/02/2023			

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			
	Training Course on PPSQ-31/33B (Protein Sequencer)	03/12/2018	03/16/2018	40	Research	Shimadzu Corporation
	Preparing your Institutional Chemical Safety Manual	02/11/2013	02/12/2013	16	Instruction	Integrated Chemists of the Philippines
	Trainers' Training Program "Strengthening the Capacity of Science and Mathematics Teachers on disaster Risk Reduction and Management"	04/25/2011	04/30/2011	24	Instruction	SEI-DOST and VSU
	Agricultural Biotechnology Training Workshop	08/31/2009	09/11/2009	80	Research	Center for Biotechnology-National Taiwan University
	Training Workshop on Risk Assessment and Social Marketing of Public Sector Biotechnology Products in Eastern Visayas	05/13/2009	05/14/2009	16	Research	ISO-9001:2000, ISAAA, SEARCA Biotechnology Information Center, SEAsia, 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)	
	N/A		N/A		Brotherhood of Christian Business and Professionals	
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	06/02/2023	

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>Beatriz S. Belonias</td><td>Visayas State University</td><td></td></tr><tr><td>Maria Juliet C. Ceniza</td><td>Visayas State University</td><td></td></tr><tr><td>Edgardo E. Tulin</td><td>Visayas State University</td><td></td></tr></table>					NAME	ADDRESS	TEL. NO.	Beatriz S. Belonias	Visayas State University		Maria Juliet C. Ceniza	Visayas State University		Edgardo E. Tulin	Visayas State University	
NAME	ADDRESS	TEL. NO.														
Beatriz S. Belonias	Visayas State University															
Maria Juliet C. Ceniza	Visayas State University															
Edgardo E. Tulin	Visayas State University															
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.) <i>PLEASE INDICATE ID Number and Date of Issuance</i> Government Issued ID: N/A ID/License/Passport No.: N/A Date/Place of Issuance: N/A		Signature (Sign inside the box) 06/02/2023 Date Accomplished														
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath																