

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	Moreno				
FIRST NAME	Luz			NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Ordiz				
3. DATE OF BIRTH (mm/dd/yyyy)	01/10/1961	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:		
4. PLACE OF BIRTH	Bontoc Southern 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			
7. HEIGHT (m)	1.00	ZIP CODE	House/Block/Lot No. Street		
8. WEIGHT (kg)	1.00		Subdivision/Village Barangay		
9. BLOOD TYPE	A-		City/Municipality Province		
10. GSIS ID NO.	N/A				
11. PAG-IBIG ID NO.	N/A				
12. PHILHEALTH NO.	N/A	18. PERMANENT ADDRESS			
13. SSS NO.	N/A	ZIP CODE	House/Block/Lot No. Street		
14. TIN NO.	N/A		Subdivision/Village Barangay		
15. AGENCY EMPLOYEE NO.	V00355		City/Municipality Province		
19. TELEPHONE NO.		1			
20. MOBILE NO.		1			
21. E-MAIL ADDRESS (if any)	lomoreno@vsu.edu.ph				

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	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
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	Divisoria Central School	Elementary	1967	1973		1973	N/A
SECONDARY	St. Thomas Aquinas College	High School	1973	1977		1977	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Agriculture	1977	1982		1982	N/A
GRADUATE STUDIES	Visayas State University	Master of Science in Agronomy	0	1998		1998	N/A
PLEASE SEE ATTACHMENT A							
(Continue on separate sheet if necessary)							
SIGNATURE			DATE		03/03/2023		

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 Horticulture	2008	2012		2012	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		03/03/2023		

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						
01/01/2022		Professor III	Visayas State University	113,891.00	26-1	Permanent	Y
01/01/2021		Professor III	Visayas State University	111,742.00	26-1	Permanent	Y
01/01/2021		Professor III	Visayas State University	111,742.00	26-1	Permanent	Y
01/01/2021		Professor III	Visayas State University	111,742.00	26-1	Permanent	Y
01/01/2020		Professor III	Visayas State University	109,593.00	26-1	Permanent	Y
07/01/2019		Professor III	Visayas State University	107,444.00	26-1	Permanent	Y
01/01/2019		Professor II	Visayas State University	95,083.00	25-1	Permanent	Y
01/01/2018	12/31/2018	Professor II	Visayas State University	82,439.00	25-1	Permanent	Y
08/01/2017	12/31/2017	Professor II	Visayas State University	71,476.00	25-1	Permanent	Y
03/01/2017	07/31/2017	Associate Professor V	Visayas State University	58,310.00	23-1	Permanent	Y
01/01/2017	02/28/2017	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 II	Visayas State University	36,970.00	-	Permanent	Y
06/01/2012	10/27/2014	Associate Professor II	Visayas State University	36,567.00	-	Permanent	Y
10/28/2011	05/31/2012	Associate Professor II	Visayas State University	32,810.00	-	Permanent	Y
06/01/2011	10/27/2011	Associate Professor I	Visayas State University	30,880.00	-	Permanent	Y
06/24/2010	05/31/2011	Associate Professor I	Visayas State University	27,528.00	-	Permanent	Y
07/01/2009	06/23/2009	Associate Professor I	Visayas State University	24,177.00	-	Permanent	Y
02/01/2009	06/30/2009	Associate Professor I	Visayas State University	20,318.00	-	Permanent	Y
07/01/2008	01/31/2009	Associate Professor I	Visayas State University	20,318.00	-	Temporary	Y
07/01/2007	06/30/2008	Associate Professor I	Visayas State University	18,471.00	-	Temporary	Y
12/01/2005	06/30/2007	Associate Professor I	Leyte State University	16,792.00	-	Temporary	Y
12/01/2001	11/30/2005	Assistant Professor IV	Leyte State University	15,841.00	-	Temporary	Y
07/01/2001	11/30/2001	Instructor II	Visayas College of Agriculture	11,837.00	-	Temporary	Y
01/01/2000	06/30/2001	Instructor II	Visayas College of Agriculture	11,273.00	-	Temporary	Y

PLEASE SEE ATTACHMENT B

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/03/2023
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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	Instructor II	Visayas College of Agriculture	10,248.00	-	Temporary	Y
	11/01/1997	11/30/1997	Instructor I	Visayas College of Agriculture	9,910.00	-	Temporary	Y
	01/01/1997	10/31/1997	Instructor I	Visayas College of Agriculture	8,257.00	-	Temporary	Y
	01/01/1996	12/31/1996	Instructor I	Visayas College of Agriculture	6,568.00	-	Temporary	Y
	01/01/1995	12/31/1995	Instructor I	Visayas College of Agriculture	5,240.00	-	Temporary	Y
	01/01/1994	12/31/1994	Instructor I	Visayas College of Agriculture	4,240.00	-	Temporary	Y
	07/01/1989	12/31/1993	Instructor I	Visayas College of Agriculture	3,540.00	-	Temporary	Y
	07/01/1989	06/30/1990	Science Research Specialist	Visayas College of Agriculture	1,965.00	-	Temporary	Y
	07/01/1989		Instructor I	Visayas College of Agriculture	3,540.00	-	Temporary	Y
	07/01/1988	06/30/1989	Research Assistant	Visayas College of Agriculture	1,965.00	-	Temporary	Y
	01/01/1988	06/30/1988	Research Assistant VI	Visayas College of Agriculture	157.08	-	Contractual	Y
	09/01/1987	12/31/1987	Research Assistant VI	Visayas College of Agriculture	142.86	-	Contractual	Y
	05/01/1984	12/31/1984	Research Assistant	Visayas College of Agriculture	82.68	-	Contractual	Y
	01/01/1984	04/30/1984	Research Assistant	Visayas College of Agriculture	75.17	-	Contractual	Y
	05/03/1982	12/31/1983	Research Assistant	Visayas College of Agriculture	71.08	-	Contractual	Y
(Continue on separate sheet if necessary)								
SIGNATURE			DATE		03/03/2023			

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)

[illegible]

(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	03/03/2023
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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><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.												
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												
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) 03/03/2023 Date Accomplished	Right Thumbmark												
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														