

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	Antonio	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Poliquit		
3. DATE OF BIRTH (mm/dd/yyyy)	08/24/1968	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	Baybay, Leyte	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Patag Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.72	ZIP CODE	6521
8. WEIGHT (kg)	93.00		
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.	170000318391		
12. PHILHEALTH NO.	130000878260		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	943241630	20. MOBILE NO.	951-851-7452
15. AGENCY EMPLOYEE NO.	V00574	21. E-MAIL ADDRESS (if any)	antonio.bengalan@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	MELVIN E. BENGALAN	05/05/1993
MIDDLE NAME	N/A		MONNA E. BENGALAN	08/29/1994
OCCUPATION	N/A		MARLO E. BENGALAN	01/01/1997
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BENGALAN			
FIRST NAME	LAZARO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ALMONITE			
25. MOTHER'S MAIDEN NAME	DAPEDRAN			
SURNAME	BENGALAN			
FIRST NAME	ANITA			
MIDDLE NAME	POLIQUIT		(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	N/A
SECONDARY	Baybay National High School	High School	1981	1986		1986	N/A
VOCATIONAL/ TRADE COURSE	Eulogio "Amang" Rodriguez Institute of Science and Tech.	Secretarial	1986	1990		1990	N/A
COLLEGE	N/A						
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/25/2023
-----------	--	------	------------

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
	Building Wiring Electrician		N/A	N/A	133585	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	PRESENT	Security Guard II	Visayas State University	16,543.00	5-1	Permanent	Y
09/01/2022		Security Guard II	Visayas State University	15,909.00	5-1	Permanent	Y
01/01/2022		Security Guard I	Visayas State University	14,125.00	3-1	Permanent	Y
01/01/2022		Security Guard I	Visayas State University	14,125.00	3-1	Permanent	Y
01/01/2021		Security Guard I	Visayas State University	13,572.00	3-1	Permanent	Y
01/01/2020		Security Guard I	Visayas State University	13,019.00	3-1	Permanent	Y
01/16/2019	12/31/2019	Security Guard I	Visayas State University	12,466.00	3-1	Permanent	Y
01/16/2019		Security Guard I	Visayas State University	12,466.00	3-1	Permanent	Y
01/01/2019	01/15/2019	Security Guard I	Visayas State University	541.54	-	Casual	Y
07/01/2018	12/31/2018	Security Guard I	Visayas State University	541.54	-	Casual	Y
01/01/2018	06/30/2018	Security Guard I	Visayas State University	541.54	-	Casual	Y
07/01/2017	12/31/2017	Security Guard I	Visayas State University	517.59	-	Casual	Y
01/01/2017	06/30/2017	Security Guard I	Visayas State University	517.59	-	Casual	Y
01/01/2016	12/31/2016	Security Guard I		494.68	-	Casual	Y
01/01/2014	12/31/2015	Security Guard I		472.77	-	Casual	Y
07/01/2013	12/31/2013	Security Guard I		437.64	-	Casual	Y
01/01/2011	06/30/2013	Security Guard I		402.45	-	Casual	Y
01/01/2010	12/31/2010	Security Guard I		367.27	-	Casual	Y
07/01/2008	12/31/2009	Security Guard I		332.14	-	Casual	Y
02/03/2008	06/30/2008	Security Guard I		301.95	-	Casual	Y

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/25/2023
-----------	--	------	------------

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			
	Fire Prevention Seminar and Training on Mass Casualty Incident Responce	03/27/2015	03/27/2015	8	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	RE-ORIENTATION SEMINAR FOR SECURITY GUARDS	09/04/2014	09/04/2014	8	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	In-Service Enhancement Training Course and Re-Training Course	07/16/2012	07/28/2012	64	Technical	PADPAO R7 PRIVATE SECURITY ACADEMY INC
	BASIC LIFE SUPPORT FIRE FIGHTING AND RESCUE TRAINING	03/14/2012	03/16/2012	24	Technical	DOH-Department Of Health/VSU
	RE-TRAINING COURSE	02/12/2007	02/17/2007	48	Technical	KENJI SECURITY ACADEMY INC.
	SEMINAR WORKSHOP AND SPORTS FOR BASEBALL REFERES AND TABLE OFFICIALS	11/19/1999	11/21/1999	24	Technical	BASKETBALL ASSOCIATION OF THE PHILIPPINES
	FIFTH REGIONAL SYMPOSIUM ON R & D HIGH LIGHTS	07/13/1995	07/14/1995	14	Technical	VISAYAS COORDINATION AGRICULTURAL RESEARCH PROGRAM
	RAINFORESTATION FARMING	02/02/1995	02/03/1995	16	Technical	TROPICAL ECOLOGY PROGRAM VISCA
	CAPABILITY BUILDING TRAINING WORKSHOP	10/16/1992	10/16/1992	8	Technical	"Visayas State University (VSU), Visca, Baybay City, Leyte "

(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)
	ELECTRICAL INSTALLATION		N/A		LEYECO IV ACCREDITED ELECTRICIAN INC.

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/25/2023
-----------	--	------	------------

<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, a. within the third degree? 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>If YES, give details: _____</div></div>												
<div>35. a. Have you ever been found guilty of any administrative offense?  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><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details: Date Filed: _____ Status of Case/s: _____</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>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>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>		<div><div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details: _____</div></div><div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, give details: _____</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>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>		<div><div><div><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, please specify: _____</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><input type="checkbox"/>YES<input checked="" type="checkbox"/>NO</div><div>If YES, please specify ID No _____</div></div></div>												
<div>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</div> <table><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>ALFREDO FLORENDO</td><td>BRGY. GUADALUPE</td><td>09650830402</td></tr><tr><td>ALLAN P. GUMBA</td><td>BRGY. PATAG BAYBAY CITY, LEYTE</td><td>09677704775</td></tr><tr><td>HELEN B. YBANEZ</td><td>LEYECO IV HILONGOS LEYTE</td><td>563-9348</td></tr></table>			NAME	ADDRESS	TEL. NO.	ALFREDO FLORENDO	BRGY. GUADALUPE	09650830402	ALLAN P. GUMBA	BRGY. PATAG BAYBAY CITY, LEYTE	09677704775	HELEN B. YBANEZ	LEYECO IV HILONGOS LEYTE	563-9348
NAME	ADDRESS	TEL. NO.												
ALFREDO FLORENDO	BRGY. GUADALUPE	09650830402												
ALLAN P. GUMBA	BRGY. PATAG BAYBAY CITY, LEYTE	09677704775												
HELEN B. YBANEZ	LEYECO IV HILONGOS LEYTE	563-9348												
<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)  With full and handwritten name tag and signature over printed name  Computer generated or photocopied picture is not acceptable</div><div>PHOTO</div></div><div><div></div><div>Right Thumbmark</div></div></div>												
<div><div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i></div><div>Government Issued ID: <b>DL</b></div><div>ID/License/Passport No.: <b>H1218003030</b></div><div>Date/Place of Issuance: <b>08/24/2018 / Baybay LTO</b></div></div>	<div><div></div><div>Signature (Sign inside the box)</div><div>03/25/2023</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><div>Person Administering Oath</div></div>														