

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	Managbanag			
FIRST NAME	Norberto	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	Modina			
3. DATE OF BIRTH (mm/dd/yyyy)	09/21/1965	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	Pangasugan Baybay, Ieyte	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 checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS		
7. HEIGHT (m)	1.58	ZIP CODE	House/Block/Lot No. Street Pangasungan	
8. WEIGHT (kg)	67.00		Subdivision/Village Barangay BAYBAY LEYTE	
9. BLOOD TYPE	O		City/Municipality Province 6521	
10. GSIS ID NO.	N/A		18. PERMANENT ADDRESS	
11. PAG-IBIG ID NO.	170000307377		ZIP CODE	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
12. PHILHEALTH NO.	132005581633			
13. SSS NO.	N/A	19. TELEPHONE NO.		N/A
14. TIN NO.	928646154	20. MOBILE NO.	981-632-1756	
15. AGENCY EMPLOYEE NO.	V00630	21. E-MAIL ADDRESS (if any)	norberto.managbanag@vsu.edu.ph	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	IYANA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RONILDA	NAME EXTENSION (JR., SR)	Klint Ryan I. Managbanag (deceased)	11/24/1987
MIDDLE NAME	CANALIS		Lovely M. Ilustrisimo (married)	02/08/1989
OCCUPATION	OFW		Rhoda M. Carnites (married)	02/21/1991
EMPLOYER/BUSINESS NAME			Ryalida I. Managbanag	12/18/1999
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	MANAGBANAG			
FIRST NAME	BELTRAN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	PAMAN			
25. MOTHER'S MAIDEN NAME	SURALTA			
SURNAME	MANAGBANAG			
FIRST NAME	LUCENA			
MIDDLE NAME	MODINA		(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	Pangasugan Elementary School	Elementary	1972	1977		1977	N/A
SECONDARY	N/A						
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	N/A						
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/26/2024
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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						
03/01/2023		Administrative Aide I	Visayas State University	13,219.00	1-3	Permanent	Y
01/01/2023		Administrative Aide I	Visayas State University	13,109.00	1-2	Permanent	Y
01/01/2022		Administrative Aide I	Visayas State University	12,621.00	1-2	Permanent	Y
01/01/2021		Administrative Aide I	Visayas State University	12,134.00	1-2	Permanent	Y
03/01/2020		Administrative Aide I	Visayas State University	11,647.00	1-2	Permanent	Y
01/01/2020	02/29/2020	Administrative Aide I	Visayas State University	11,551.00	1-1	Permanent	Y
01/01/2019		Administrative Aide I	Visayas State University	11,068.00	1-1	Permanent	Y
01/01/2018	12/31/2018	Administrative Aide I	Visayas State University	10,510.00	1-1	Permanent	Y
03/01/2017	12/31/2017	Administrative Aide I	Visayas State University	9,981.00	1-1	Permanent	Y
01/01/2017	02/28/2017	Administrative Aide I	Visayas State University	453.68	-	Casual	Y
01/01/2016	12/31/2016	Administrative Aide I	Visayas State University	430.81	-	Casual	Y
01/01/2014	12/31/2015	Administrative Aide I	Visayas State University	409.09	-	Casual	Y
07/01/2013	12/31/2013	Administrative Aide I	Visayas State University	376.68	-	Casual	Y
01/01/2011	06/30/2013	Administrative Aide I	Visayas State University	344.32	-	Casual	Y
01/01/2010	12/31/2010	Administrative Aide I	Visayas State University	311.91	-	Casual	Y
07/01/2008	12/31/2009	Administrative Aide I	Visayas State University	279.50	-	Casual	Y
07/01/2007	06/30/2008	Administrative Aide I	Visayas State University	254.09	-	Casual	Y
03/08/2007	06/30/2007	Administrative Aide I	Leyte State University	231.00	-	Casual	Y
08/09/1993	12/31/1993	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
01/01/1992	03/31/1992	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
12/03/1991	12/31/1991	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
07/01/1989	12/31/1990	Laborer I	Visayas College of Agriculture	90.90	-	Casual	Y
12/14/1987	06/30/1989	Laborer	Visayas College of Agriculture	32.85	-	Casual	Y
03/01/1987	12/13/1987	Laborer	Visayas College of Agriculture	22.90	-	Casual	Y
07/01/1986	02/28/1987	Laborer	Visayas College of Agriculture	19.90	-	Casual	Y
01/01/1985	06/30/1986	Laborer	Visayas College of Agriculture	18.10	-	Casual	Y

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/26/2024
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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						
	05/01/1984	12/31/1984	Laborer	Visayas College of Agriculture	16.45	-	Casual	Y
	01/23/1984	04/30/1984	Laborer	Visayas College of Agriculture	14.95	-	Casual	Y
	10/03/1983	12/31/1983	Laborer	Visayas College of Agriculture	14.95	-	Casual	Y
	04/01/1983	08/31/1983	Laborer	Visayas College of Agriculture	15.95	-	Casual	Y
	01/01/1983	03/31/1983	Plummer Aide	Visayas College of Agriculture	14.95	-	Casual	Y
	04/01/1982	12/31/1982	Laborer	Visayas College of Agriculture	14.95	-	Casual	Y
	01/04/1982	03/31/1982	Laborer	Visayas College of Agriculture	13.00	-	Casual	Y
	12/01/1981	12/31/1981	Laborer	Visayas College of Agriculture	13.00	-	Casual	Y
(Continue on separate sheet if necessary)								
SIGNATURE					DATE	02/26/2024		

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	New Breed Guardians Brotherhood Incorporated
		VSU ADMINISTRATIVE PERSONNEL ASSOCIATION (VSU-ADPA)

(Continue on separate sheet if necessary)

SIGNATURE		DATE	02/26/2024
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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, 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><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>JANE M. ABAPO</td><td>BAYBAY CITY</td><td></td></tr><tr><td>ELIZABETH S. QUEVEDO</td><td>VSU</td><td></td></tr><tr><td>FELIX M. SALAS</td><td>VSU</td><td></td></tr></table>			NAME	ADDRESS	TEL. NO.	JANE M. ABAPO	BAYBAY CITY		ELIZABETH S. QUEVEDO	VSU		FELIX M. SALAS	VSU	
NAME	ADDRESS	TEL. NO.												
JANE M. ABAPO	BAYBAY CITY													
ELIZABETH S. QUEVEDO	VSU													
FELIX M. SALAS	VSU													
<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: 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>02/26/2024</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>														