

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	Ampac		
FIRST NAME	Louella	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Chan		
3. DATE OF BIRTH (mm/dd/yyyy)	04/04/1974	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH		If holder of dual citizenship, please indicate the details.	
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
7. HEIGHT (m)	1.00	ZIP CODE	
8. WEIGHT (kg)	1.00		
9. BLOOD TYPE	A-	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.	1
15. AGENCY EMPLOYEE NO.	V00745	21. E-MAIL ADDRESS (if any)	louella.ampac@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	Franciscan College of Immaculate Conception	Elementary	1981	1987		1987	
SECONDARY	Franciscan College of Immaculate Conception	High School	1987	1991		1991	
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	University of San Carlos	Bachelor of Science in Accountancy	1991	1995		1995	
GRADUATE STUDIES	Visayas State University	Master of Science in Business Administration	2012				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/24/2022
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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						
12/31/2021		Chief Administrative Officer	Visayas State University	105,804.00	25-4	Permanent	Y
10/05/2021		Chief Administrative Officer	Visayas State University	91,059.00	24-4	Permanent	Y
01/01/2021		Chief Administrative Officer	Visayas State University	89,597.00	24-3	Permanent	Y
01/01/2020		Chief Administrative Officer	Visayas State University	85,074.00	24-1	Permanent	Y
01/01/2019		Chief Administrative Officer	Visayas State University	83,406.00	24-1	Permanent	Y
10/05/2018	12/31/2018	Chief Administrative Officer	Visayas State University	73,299.00	24-1	Permanent	Y
03/01/2018	04/10/2018	Internal Auditor IV	Visayas State University	64,200.00	22-7	Permanent	Y
03/01/2018	04/10/2018	Internal Auditor IV	Visayas State University	64,200.00	22-7	Permanent	Y
01/01/2018	02/28/2018	Internal Auditor IV	Visayas State University	61,397.00	22-4	Permanent	Y
01/01/2018		Internal Auditor IV	Visayas State University	63,252.00	22-6	Permanent	Y
01/01/2017	12/31/2017	Internal Auditor IV	Visayas State University	54,975.00	22-4	Permanent	Y
01/01/2016	12/31/2016	Internal Auditor IV	Visayas State University	49,224.00	22-4	Permanent	Y
01/01/2016		Internal Auditor IV	Visayas State University	50,445.00	22-6	Permanent	Y
03/01/2015	12/31/2015	Internal Auditor IV	Visayas State University	43,121.00	-	Permanent	Y
06/01/2012	02/28/2015	Internal Auditor IV	Visayas State University	42,652.00	-	Permanent	Y
03/01/2012	05/31/2012	Internal Auditor IV	Visayas State University	37,812.00	-	Permanent	Y
06/01/2011	02/29/2012	State Auditor II	COA-Reg. 8	31,292.00	-	Permanent	Y
11/26/2010	05/31/2011	State Auditor II	COA-Reg. 8	27,977.00	-	Permanent	Y
06/24/2010	11/25/2010	State Auditor II	COA-Reg. 8	27,528.00	-	Permanent	Y
07/01/2009	06/23/2010	State Auditor II	COA-Reg. 8	24,177.00	-	Permanent	Y
07/01/2008	06/30/2009	State Auditor II	COA-Reg. 8	20,825.00	-	Permanent	Y
11/26/2007	06/30/2008	State Auditor II	COA-Reg. 8	18,932.00	-	Permanent	Y
07/01/2007	11/25/2007	State Auditor II	COA-Reg. 8	18,471.00	-	Permanent	Y
11/26/2004	06/30/2007	State Auditor II	COA-Reg. 8	16,792.00	-	Permanent	Y
11/15/2003	11/25/2004	State Auditor I	COA-Reg. 8	14,450.00	-	Permanent	Y
07/01/2001	11/14/2003	State Auditor I	COA-Reg. 8	14,098.00	-	Permanent	Y

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/24/2022
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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

(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

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/24/2022
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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 Right Thumbmark												
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) 03/24/2022 Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														