

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	Daclizon			
FIRST NAME	Rosalie	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	Espares			
3. DATE OF BIRTH (mm/dd/yyyy)	05/26/1986	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	Parañaque, Metro Manila	If holder of dual citizenship, please indicate the details.	Philippines	
5. SEX AT BIRTH	<input type="checkbox"/> Male <input checked="" 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)	1.25	ZIP CODE	House/Block/Lot No. Street Pawa Subdivision/Village Barangay LA PAZ LEYTE City/Municipality Province NULL	
8. WEIGHT (kg)	60.00			
9. BLOOD TYPE	N/A		18. PERMANENT ADDRESS	
10. UMID ID NO.			ZIP CODE	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
11. PAG-IBIG ID NO.	N/A			
12. PHILHEALTH NO.	070506724072			
13. PhilSys NO. (PSN)	5348294591035246	19. TELEPHONE NO.	N/A	
14. TIN NO.	N/A	20. MOBILE NO.	915-195-1862	
15. AGENCY EMPLOYEE NO.	VJO02319	21. E-MAIL ADDRESS (if any)	rosalie.espares@vsu.edu.ph	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Daclizon		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Karlone	NAME EXTENSION (JR., SR)	Karl Alexander Miguel E. Daclizon	07/25/2013
MIDDLE NAME	Moreno		Mary Elen Rochelle E. Daclizon	08/02/2020
OCCUPATION	Municipal Treasurer			
EMPLOYER/BUSINESS NAME	Local Government Unit La Paz, Leyte			
BUSINESS ADDRESS	La Paz, Leyte			
TELEPHONE NO.	09154915363			
24. FATHER'S SURNAME	Espares			
FIRST NAME	Pedro	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Cabada			
25. MOTHER'S MAIDEN NAME	Adelina Sargado Dedal			
SURNAME	Espares			
FIRST NAME	Adelina			
MIDDLE NAME	Dedal		(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	Babatngon Central School	Primary	1993	1999		1999	N/A
SECONDARY	Babatngon National High School	High School	1999	2003		2003	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Asian Development College Foundation	Bachelor of Science in Computer Science	2003	2007		2007	N/A
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	10/22/2025
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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)

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			
	Workshop on Preparing Project Proposals for Capital Outlay and Maintenance & Other Operating Expenses (MOOE) for 2027	06/30/2025	07/01/2025	16	Technical	Viasayas State University Tolosa
	Training on Communicating Research	10/02/2024	10/03/2024	16	Research	Visayas State University Tolosa
	Training on Data Collection, Processing, Analysis and Interpretation (Orange Data Mining and Macro App)	08/28/2024	08/30/2024	24	Research	Visayas State University Tolosa
	Training on Data Colection, Processing, Analysis and Interpretation (Part I: SPSS and JAMOVl)	08/21/2024	08/22/2024	16	Research	Visayas State University Tolosa
	Shaping Culture: Embracing Values to productive Workplace Performance	05/15/2024	05/15/2024	8	Technical	Visayas State University
	Republic Act No.9184 and its Revised Implementing Rules and Regulations	05/02/2024	05/03/2024	16	Technical	Visayas State University Tolosa
	Seminar on creation of OPCR/IPCR	04/04/2023	04/04/2023	8	Instruction	Visayas State University Tolosa
	Orientation-Workshop among Job Order Employees	01/29/2019	01/29/2019	8	Technical	Visayas State University Tolosa
	Gender Sensitivity Training and Anti-Sexual Harassment Seminar	12/10/2018	12/10/2018	8	Instruction	Visayas State University Tolosa
	Human Resource Development	03/17/2007	03/17/2007	8	Instruction	Civil Service Commission Regional Office VIII
	MACROMEDIA (Dream Waver)	02/01/2006	02/01/2006	8	Instruction	Macromedia Tacloban City

(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	10/22/2025
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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)?		<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>
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No _____</div>
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME		OFFICE / RESIDENTIAL ADDRESS
CONTACT NO. AND/OR EMAIL		
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>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>Signature (Sign inside the box)</div> <div>10/22/2025</div> <div>Date Accomplished</div>
		<div>Passport-sized unfiltered digital picture taken within the last 6 months 4.5 cm. X 3.5 cm</div> <div>PHOTO</div> <div></div> <div>Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div></div> <div>Person Administering Oath</div>		