

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	BELLEZAS		
FIRST NAME	MARIA HAZEL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	INOCENTE		
3. DATE OF BIRTH (mm/dd/yyyy)	02/24/1962	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Inopacan, Leyte	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	87 Kilbourne Drive
7. HEIGHT (m)	1.61	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	58.8		Visca
9. BLOOD TYPE	B		Subdivision/Village Barangay
10. GSIS ID NO.	CM 880067		Baybay City Leyte
11. PAG-IBIG ID NO.	1700-0024-2802		City/Municipality Province
12. PHILHEALTH NO.	1900-0759-8452	6521	
13. SSS NO.	None	18. PERMANENT ADDRESS	363 San Antonio Street
14. TIN NO.	106-037-132	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	V00096		Poblacion
			Subdivision/Village Barangay
			Inopacan Leyte
			City/Municipality Province
		6522	
		19. TELEPHONE NO.	None
		20. MOBILE NO.	0933-539-0460
		21. E-MAIL ADDRESS (if any)	hazel.bellezas@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	None	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	N/A	N/A
MIDDLE NAME			
OCCUPATION			
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	BELLEZAS	N/A	
FIRST NAME	ANATOLIO		
MIDDLE NAME	SUMABONG		
25. MOTHER'S MAIDEN NAME		N/A	
SURNAME	INOCENTE		
FIRST NAME	EUFEMIA		
MIDDLE NAME	COSTAMERO		

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	Inopacan Central Elementary School	Primary Education	1968	1974		1974	First Honors
SECONDARY	Tinago Barangay High School	High School	1974	1978		1978	Valedictorian
COLLEGE	Visayas State College of Agriculture	BS in Agribusiness	1978	1982		1982	COCOFED Scholar
GRADUATE STUDIES	Xavier University	MS in Agricultural Economics	1987	1991		1991	Graduate Assistantship
	University of the Philippines at Los Banos	PhD in Agricultural Economics	2012		45 units		VSU Fellow-ship Grant

SIGNATURE		DATE	April 26, 2017
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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
Civil Service Sub-Professional	75.42	December 7, 1980	Tacloban City	N/A	
Civil Service Professional	76.9	August 3, 1986	Cebu City	N/A	
License Agriculturist - without examination	N/A	N/A	N/A	0007509	2/24/2020

(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 '00-07') INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
1/1/2017	Present	Assistant Professor III	Visayas State University	32,747.00		Permanent	Yes
1/1/2015	12/31/2016	Assistant Professor II	Visayas State University	30,044.00		Permanent	Yes
12/1/2011	12/31/2014	Assistant Professor I	Visayas State University	25,161.00		Permanent	Yes
10/1/2009	11/30/2011	Assistant Professor I	Visayas State University	22,688.00		Temporary	Yes
4/1/2009	09/30/2009	Instructor I	Visayas State University	15,119.00		Temporary	Yes
11/16/2005	03/31/2009	Instructor I	Visayas State University	13,512.00		Contractual	Yes
8/9/1993	11/15/2005	Science Research Assistant	Visayas State University	9,318.00		Contractual	Yes
3/1/1993	8/8/1993	Science Research Assistant	Visayas State University (NCRC-V)			Contractual	Yes
6/1/1991	1/31/1993	Aspirant/Postulant	Canossian Sisters (FdCC)			N/A	No
2/1/1990	7/31/1991	Agrarian Reform Officer II	Department of Agrarian Reform - Bukidnon Province			Permanent	Yes
6/16/1987	3/31/1989	Graduate Research Assistant	Xavier University			N/A	No
2/1/1984	6/15/1987	Research Assistant	Department of Agricultural Economics and Agribusiness - VISCA			Contractual	Yes

(Continue on separate sheet if necessary)

SIGNATURE	<i>Lu T. Jr</i>	DATE	April 26, 2017
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# **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			
	.....Continuation					
	Orientation Seminar of Part-Timers, GTAs and New Instructors of Leyte State University	08/18/2006	08/18/2006	8.0	Information	Curriculum & Instruction Office, Leyte State University
	Training-Workshop on Counseling	04/20/2006	04/21/2006	16.0	Technical	Visayas State University - Reproductive Health Youth-Based Center
	Training-Workshop on Project Feasibility Study Preparation	4/5/2006	4/7/2006	16.0	Technical	Leyte State University
	Seminar-Workshop on Campus Advising and Student Leadership	02/17/2006	02/17/2006	8.0	Technical	Univeristy Student Services Office-Leyte State University
	17th Regional Research and Development Symposium and Stakeholders Forum	08/24/2005	08/26/2005	16.0	Technical	Visayas Consortium for Agriculture Resources Program /Regional RDE Network for Agriculture
	Orientation and Briefing on Faculty Workload Computation and Teacher's Evaluation	06/20/2005	06/20/2005	8.0	Technical	Leyte State University
	Data Management, Statistical Analysis and Interpretation for Social Science Research	6/6/2005	6/8/2005	24.0	Technical	Commission on Higher Education-Zonal Research Center/Leyte State University
	Hands-On Training on Human Resources Information System	12/15/2004	12/15/2004	8.0	Technical	The Philippine Council for Agriculture, Forestry and Natural Resources Research and Development, Department of Science and Technology/Visayas Consortium for Agriculture Resources Program
	16th Regional Symposium on R and D Highlights	08/30/2004	08/31/2004	16.0	Technical	Visayas Consortium for Agriculture Resources Program /Regional RDE Network for Agriculture
	Digital Content System Course	06/14/2004	06/18/2004	40.0		Commission on Higher Education-Zonal Research Center
	Determining Application Requirements Database	05/26/2004	05/28/2004	24.0	Technical	Commission on Higher Education-Zonal Research Center 8/Visayas Consortium
	Design and Structured Query Language (SQL) Evaluation of .NET for Projects	4/5/2004	4/6/2004	16.0		Bureau of Agricultural Research-Agricultural Training Institute, Philippine Association of Campus Student Advisers /Commission on Higher Education
	National Convention and Seminar Workshop for Campus Advisers	11/16/2003	11/19/2003	32.0	Technical	Visayas Consortium for Agriculture Resources Program /Regional RDE Network for Agriculture
	15th Regional Symposium in R & D Highlights	08/19/2003	08/19/2003	8.0	Technical	Land Administration and Management Project/Commission on Higher Education 8
	Seminar-Workshop on the Development of Monitoring and Evaluation Instruments	12/18/2002	12/19/2002	16.0	Technical	Commission on Higher Education-Zonal Research Center 8/Visayas Consortium for Agriculture Resources Program/Leyte State University
	Research Management	10/22/2001	10/26/2001	40.0	Technical	DOST Tech. Application and Promotion Application (Leyte-Samar Heritage
	GIS Orientation Seminar	06/27/2001	06/27/2001	8.0	Technical	The Philippine Council for Agriculture, Forestry and Natural Resources Research and Development, Department of Science and Technology/Visayas Consortium for Agriculture Resources Program
	ARMIS/FITS Training	05/22/2001	05/24/2001	32.0	Technical	Commission on Higher Education-Zonal Research Center 8/Visayas Consortium for Agriculture Resources Program /Visayas State College of Agriculture
	How to Present Research Results	03/14/2001	03/16/2001	24.0	Technical	Office of Student Affairs -Visayas State College of Agriculture
	Echo Seminar on Campus Advising and Student Leadership	01/27/2001	01/27/2001	8.0	Information	The Philippine Council for Agriculture, Forestry and Natural Resources Research and Development, Department of Science and Technology-Visayas Consortium for Agriculture Resources Program - Leyte State University
	1st Regional Gender and Development (GAD) Planning Workshop	11/16/2000	11/17/2000	16.0	Technical	Visayas Consortium for Agriculture Resources Program /Samar State Polytechnic College
	12th Regional Symposium on R&D Highlights	9/12/2000	09/14/2000	24.0	Technical	Baybayano's Primary Multi-Purpose Cooperative Incorporated
	Seminar Workshop on Simple Bookkeeping and Accounting System for Cooperatives	11/27/1999	11/28/1999	16.0	Technical	Visayas State College of Agriculture
	Microsoft Excel '97	6/10/1999	6/12/1999	24.0	Technical	Visayas Consortium for Agriculture Resources Program /Visayas State College of Agriculture
	10th Regional Symposium on R&D Highlights	08/26/1998	08/28/1998	24.0	Technical	

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# **VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS**

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Holy Spirit Parish, Visca, Baybay City	7/15/1995	Present	4 hrs/mo	Parish catechist, lector and commentator
	Holy Spirit Parish, Visca, Baybay City	1/1/2000	12/31/2012	8 hrs/mo	Parish catechists coordinator
	Vicariate of the Immaculate Conception, Baybay City	3/1/2003	12/31/2009	5 hrs/mo	Secretary, Vicarial Pastoral Team
	Holy Spirit Parish, Visca, Baybay City	1/1/2000	12/31/2012	2 hrs/mo	Member, Parish Pastoral Team
	Diocese of Maasin	08/14/2008	08/16/2008	20 hrs	Participant, First Diocesan Synod

(Continue on separate sheet if necessary)

## **VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED**

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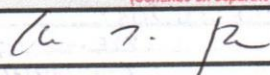
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Strategic Planning Workshop	02/27/2017	02/28/2017	20 hrs	Technical	Dept. of Economics-Visayas State University
	Workshop on Economic Research Methods	1/9/2017	01/13/2017	40 hrs	Technical	College of Management & Economics-Visayas State University
	HIV in the Workplace Seminar	9/12/2017	9/12/2017	4 hrs	Information	Visayas State University Hospital
	Gender Sensitivity Training and Anti-Sexual Harassment Orientation	04/27/2016	04/27/2016	4 hrs	Information	Visayas State University
	Methods and Approaches in Food Value Chain Analysis at the Firm-Farm Level	8/3/2015	8/7/2015	40 hrs	Technical	Southeast Asian Ministers of Education Organization - Southeast Asian Regional Center for Graduate Study and Research in Agriculture
	Environmental Leadership Development Course	2013 Autumn Semester		1.5 hrs/week	Technical/Managerial	Yokohama National University-Sustainable Living with Environmental Risk
	Summer Program in Economics	4/10/2012	6/1/2012	8 hrs/day	Technical	College of Economics & Management - Univeristy of the Philippines, Los Banos
	Entrepreneurship Forum	9/3/2012	9/3/2012	4 hrs	Information	College of Management & Economics-Visayas State University
	Consultative Meeting-Workshop for Projects in Region 8	2/7/2012	2/7/2012	8 hrs	Technical	Commission on Higher Education -ZRC/Visayas State University/Leyte Normal University
	Echo Seminar on Responsiveness to Cyber Generated Concerns with Focus on Cyber-bullying	01/19/2012	01/19/2012	4 hrs	Information	University Student Services Office -Visayas State University
	Multi- Stakeholders Forum on Land Grabbing and Agro-Investments	02/22/2011	02/22/2011	4 hrs	Information	Institute of Social Research and Development Studies-Visayas State University
	Workshop on Developing Proposals for Social Science and Teacher Education	07/15/2010	07/18/2010	24 hrs	Technical	Commission on Higher Education Zonal Research Center/Leyte Normal University
	Seminar-Workshop on the Filipino Educator: Building Minds and Touching Hearts	06/17/2010	06/18/2010	16 hrs	Technical	Visayas State University
	Teachers Training Seminar	10/2/2009	10/3/2009	16 hrs	Technical	Visayas State University
	Philippine Global Trade eLearning ProgramNegotiations Workshop	08/27/08	08/28/08	16 hrs	Technical	United States Agency for International Development/ Department of Trade and Industry
	Workshops on RTAs, Trade in Agriculture and National Legislation on Trade Remedies and Measures	7/2/2008	7/3/2008	16 hrs	Technical	Philippine Global Trade eLearning Program/ United States Agency for International Development/ Department of Trade and Industry
	1 <sup>st</sup> National Training Course for Environmental Economics Teachers	05/19/2008	6/6/2008	8 hrs/day	Technical	Economy and Environment Program for Southeast Asia/Southeast Asian Regional Center for Graduate /Study and Research in Agriculture/ University of the Philippines at Los Banos
	Trade Policy and the Philippines Workshop	04/17/2008	04/18/2008	16 hrs	Technical	Philippine Global Trade eLearning Program/ United States Agency for International Development/ Department of Trade and Industry
	Consultation and Information Dissemination on Regional Trade Agreements and Free Trade Agreements	04/16/2008	04/16/2008	8 hrs	Information	Philippine Chamber of Commerce and Industry/Philippine Export
	Mental Health Education Program June 23-24, 2007	06/23/2007	06/24/2007	16 hrs	Information	Family Link Philippines

(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)
	Can play the guitar		LOYALTY AWARD for 15 years of Continuous and Dedicated Service to the Visayas State University (2013)		Philippine Network of Educators on Environment (PNEE)
	Computer literate		LOYALTY AWARD for 20 years of Continuous and Dedicated Service to the Visayas State University (2008)		Philippine Association of Campus Student Advisers (PACSA)
	Reading spiritual books		Length of Service Award as VSU Dormitory Adviser (2008)		VSU Alumni Association
			CCE of the Year Award (2001) - Holy Spirit Parish		VSU-Faculty Association
			SFC of the Year Award (1998) - Baybay Chapter		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 26, 2017
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
DR. NERELITO P. PASCUAL	VSUCDC, VSU	563-7191
DR. LOTIS M. BALALA	CVM-VSU	563-7148
PROF. ROSA OPHELIA D. VELARDE	ODREX-VSU	563-7064
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.		



MARIA HAZEL I. BELLEZAS

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID:	UMID
ID/License/Passport No.:	CRN - 006-0017-6383-9
Date/Place of Issuance:	N/A

Signature (Sign inside the box) 	
April 26, 2017	
Date Accomplished	



SUBSCRIBED AND SWORN to before me this MAY 02 2017, affiant exhibiting his/her validly issued government ID as indicated above.

 ATTY. RYSAN C. GUINOCOR NOTARY PUBLIC UNTIL DECEMBER 31, 2017 (Person Administering Oath)	
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PTR 019-839-BE, DIVISION - 4/12/17  
IBP 1030824- TACLOBAN CITY - 12/19/16  
MCLE COMPL. NO. V-11 17/20/15  
ROLL OF ATTORNEYS NO. 57467