

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	DACLAG		
FIRST NAME	JOCELYN		NAME EXTENSION (JR., SR)
MIDDLE NAME	GUNDAYA		
3. DATE OF BIRTH (mm/dd/yyyy)	07/29/1979	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	ALICIA, BOHOL	If holder of dual citizenship, please indicate the details.	
5. SEX	<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	235 R. MAGSAYSAY AVE. House/Block/Lot No. Street Subdivision/Village ZONE 19 (BRGY. LACERNA) Barangay BAYBAY CITY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.51	18. PERMANENT ADDRESS	235 R. MAGSAYSAY AVE. House/Block/Lot No. Street Subdivision/Village ZONE 19 (BRGY. LACERNA) Barangay BAYBAY CITY LEYTE City/Municipality Province 6521
8. WEIGHT (kg)	54	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	B+	20. MOBILE NO.	0923-466-8939 or 0995-524-0360
10. GSIS ID NO.	02003450466	21. E-MAIL ADDRESS (if any)	jocelyn.daclag@vsu.edu.ph or jgundaya.daclag@gmail.com
11. PAG-IBIG ID NO.	170000315137		
12. PHILHEALTH NO.	190893601981		
13. SSS NO.	N/A		
14. TIN NO.	912-773-526		
15. AGENCY EMPLOYEE NO.	V00804		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DACLAG		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ALBERT FILEMON	NAME EXTENSION (JR., SR)	MON JOSHUA G. DACLAG	05/10/2008
MIDDLE NAME	BOISER		ZAREN JOSEPH G. DACLAG	01/09/2010
OCCUPATION	ELEMENTARY TEACHER		NICO JOHANN G. DACLAG	06/08/2019
EMPLOYER/BUSINESS NAME	DEPARTMENT OF EDUCATION (KANSUNGKA ELEMENTARY SCHOOL)			
BUSINESS ADDRESS	BRGY. KANSUNGKA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GUNDAYA			
FIRST NAME	CATALINO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	PLATINO			
25. MOTHER'S MAIDEN NAME				
SURNAME	AYUBAN			
FIRST NAME	MONICA			
MIDDLE NAME	MENDEZ			

(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	ALICIA CENTRAL ELEMENTARY SCHOOL	PRIMARY EDUCATION	1986	1992		1992	Valedictorian
SECONDARY	EXPERIMENTAL RURAL HIGH SCHOOL (now VSU IHS)	HIGH SCHOOL	1992	1996		1996	With Honors
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BS in FOOD TECHNOLOGY	1996	2000		2000	
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MS in FOOD SCIENCE & TECHNOLOGY	2003	2007		2007	
	UNIVERSITY OF THE PHILIPPINES	PhD in FOOD SCIENCE	2015	2018		2018	DOST

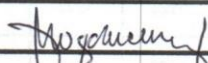
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SIGNATURE		DATE	JULY 19, 2019
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IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
N/A					
(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	GOVT SERVICE (Y/ N)
From	To						
01/01/2018	PRESENT	ASSISTANT PROFESSOR 1	VISAYAS STATE UNIVERSITY	30,531.00	15-1	PERMANENT	YES
01/01/2017	12/31/2018	ASSISTANT PROFESSOR 1	VISAYAS STATE UNIVERSITY	27,565.00	15-1	PERMANENT	YES
01/01/2017		INSTRUCTOR III	VISAYAS STATE UNIVERSITY	25,290.00	14-1	PERMANENT	YES
08/01/2016	12/31/2016	INSTRUCTOR III	VISAYAS STATE UNIVERSITY	24,141.00	14-1	PERMANENT	YES
01/01/2016	07/31/2016	INSTRUCTOR III	VISAYAS STATE UNIVERSITY	24,141.00	14-1	TEMPORARY	YES
11/01/2015	12/31/2015	INSTRUCTOR III	VISAYAS STATE UNIVERSITY	23,044.00	14-1	TEMPORARY	YES
03/16/2015	10/31/2015	INSTRUCTOR III	VISAYAS STATE UNIVERSITY	23,044.00	14-1	TEMPORARY	YES
06/17/2013	03/15/2015	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	21,436.00	13-1	TEMPORARY	YES
06/01/2012	06/16/2013	INSTRUCTOR II	SOUTHERN LEYTE STATE UNIVERSITY	21,436.00	13-1	PERMANENT	YES
09/16/2011	05/31/2012	INSTRUCTOR II	SOUTHERN LEYTE STATE UNIVERSITY	19,658.00	13-1	PERMANENT	YES
06/01/2011	09/15/2011	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	18,568.00	12-2	PERMANENT	YES
11/13/2010	05/31/2011	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	16,995.00	12-2	PERMANENT	YES
06/24/2010	11/12/2010	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	16,726.00	12-1	PERMANENT	YES
07/01/2009	06/23/2010	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	15,119.00	12-1	PERMANENT	YES
07/01/2008	06/30/2009	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	13,512.00	12-1	PERMANENT	YES
11/13/2007	06/30/2008	INSTRUCTOR I	SOUTHERN LEYTE STATE UNIVERSITY	12,284.00	12-1	PERMANENT	YES
06/15/2007	10/31/2007	PART-TIME INSTRUCTOR	SOUTHERN LEYTE STATE UNIVERSITY	110/hr		CONTRACTUAL	YES
06/15/2003	05/31/2006	GRADUATE TEACHING ASSISTANT	VISAYAS STATE UNIVERSITY	4,000.00		CONTRACTUAL	YES
05/02/2000	05/31/2003	RESEARCH & DEVELOPMENT OFFICER	UNLAD-KABAYAN MIGRANT SERVICES FOUNDATION, INCORPORATED	9,500.00		PERMANENT	NO
(Continue on separate sheet if necessary)							
SIGNATURE				DATE		JULY 19, 2019	



# VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / LOCAL GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
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)

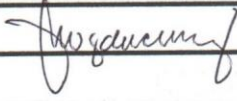
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	SUC-ACAP, Inc. Annual Convention	05/22/2019	05/24/2019		Technical	SUC-ACAP, Inc; VSU
	2nd Regional Symposium of the Philippine society of Biochemistry - Visayas Chapter	02/21/2019	02/22/2019	16	Technical	PSBMB - Visayas Chapter
	VSU Extension Planning Workshop	01/24/2019	01/25/2019	16	Technical	Visayas State University
	Training Workshop on Data Analysis for Health Related Researches	10/29/2018	10/31/2018	24	Technical	EVHRDC
	AAACU 22nd Biennial Conference	10/16/2018	10/18/2018	16	Technical	AAACU, VSU
	Food Value Chain Seminar	09/11/2018	09/14/2018	40	Technical	ASEAN, MAFF, DA-ATI, VSU
	Training Course on Research and Development (R&D) Project Implementation Management	09/04/2018	09/07/2018	32	Technical	Visayas State University
	2nd International STEAM (Science, Technology, Engineering, Agri-Fisheries, Mathematics) Research Congress 2018	08/28/2018	08/30/2018	24	Technical	EVSU, PHILAAST, EVCIEERD, PASUC, DOST-8
	4th International Conference on Food Safety and Food Security (AFSA 2018)	08/10/2018	08/12/2018	24	Technical	Royal University of Agriculture, Mekong Institute, Asian Food Safety & Security Assoc.
	Training on Extension Proposal Writing	07/18/2018	07/20/2018	24	Technical	Visayas State University
	Seminar-Workshop in Instructional Materials Preparation	04/21/2017	04/21/2017	7	Technical	VSU Open University
	53rd PAFT Annual Convention	07/09/2014	07/11/2014	24	Technical	Philippine Association of Food Technologists, Inc
	Workshop on Instructional Materials Development for the Visayas State University	01/28/2014	01/29/2014	16	Technical	VSU Online Programs Office

(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)
	Computer Literate/MS Office Operations		None		Kapisanan ng mga Kemika ng Pilipinas -
	Event Organizing/Facilitating				Philippine Association of Food Technologists, Inc
	Hosting				Visayas State University Faculty Association
	Cooking/Baking				Visca Polyphonics Choir
	Dancing				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JULY 19, 2019
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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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: <u>Resignation from work (NGO) to pursue MS</u>
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: _____

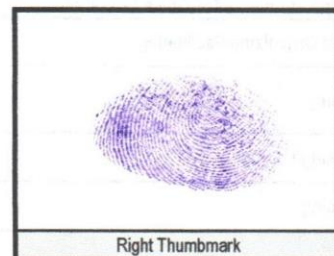
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Dr. ROBERTA D. LAUZON	Department of Food Science and Technology, Visayas State University	09172751950
Dr. IVY C. EMNACE	Department of Food Science and Technology, Visayas State University	09069267236
Dr. LORINA A. GALVEZ	Department of Food Science and Technology, Visayas State University	09751489080
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.		



PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: PASSPORT
ID/License/Passport No.: EC1755999
Date/Place of Issuance: 7/30/2014 / DFA CEBU

Signature (Sign inside the box)
JULY 19, 2019
Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 29 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSOLEGAL OFFICER
Person Administering Oath