CS Form No. 212

Revised 2017

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 NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME 3. DATE OF BIRTH 16 CITIZENSHIP ☐ Filipino ☐ Dual Citizenship (mm/dd/yyyy) ☐ by birth ☐ by naturalization 4. PLACE OF BIRTH Pls. indicate country: If holder of dual citizenship, please indicate the details. ☐ Male ☐ Female 5. SEX ☐ Single ☐ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. Street ☐ Widowed ☐ Separated ☐ Other/s: Subdivision/Village Barangay 7. HEIGHT (m) City/Municipality Province 8. WEIGHT (kg) ZIP CODE 18. PERMANENT ADDRESS 9. BLOOD TYPE House/Block/Lot No Street 10. GSIS ID NO Subdivision/Village Barangay 11. PAG-IBIG ID NO. City/Municipality Province 12. PHILHEALTH NO. ZIP CODE 13. SSS NO. 19. TELEPHONE NO. 14 TIN NO 20 MOBILE NO 15. AGENCY EMPLOYEE NO 21. E-MAIL ADDRESS (if any) II. FAMILY BACKGROUND 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME (Continue on separate sheet if necessary) **EDUCATIONAL BACKGROUND** SCHOLARSHIP HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC UNITS EARNED LEVEL GRADUATED HONORS (Write in full) (Write in full) (if not graduated) From То RECEIVED ELEMENTARY SECONDARY VOCATIONAL / TRADE COURSE COLLEGE **GRADUATE STUDIES SIGNATURE** DATE

IV. CIV	IL SERVICE ELI	GIBILITY							
27.	7. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE (If Applicable			DATE OF EXAMINATION /	TION / CONFER	RMENT	LICENSE (if a	Date of	
	BARANGAY ELIGIBI	LITY / DRIVER'S LICENSE		CONFERMENT					Validity
	RK EXPERIENCE			ntinue on separate sheet					
		ent. Start from your recen	t work) Description	n of duties should b	e indicated in the attache	d Work Exp	erience sheet. SALARY/JOB/PAY		
	INCLUSIVE DATES (mm/dd/yyyy)	POSITION TITLE DEPARTMENT / AGENCY / OFFICE / COMPA (Write in full/Do not abbreviate) (Write in full/Do not abbreviate)				MONTHLY SALARY	GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
Fron	1 То						INCOEMENT		, ,
			(Cor	ntinue on separate sheet	if necessary)				
s	IGNATURE				DATE				

VI. VOL	LUNTARY WORK OR INVOLVEMENT	IN CIVIC / NON-GOVERNMENT	/ PEOPLE / V	OLUNTARY C	RGANIZATIO	N/S		
29.	NAME & ADDRESS OF OI (Write in full			d/yyyy)	NUMBER OF HOURS		POSITION / NATURE OF WORK	
			From	То				
	EARNING AND DEVELOPMENT (L&D)	INTERVENTIONS/TRAINING PR		TENDED				
(Start froi	m the most recent L&D/training program and inclu	de only the relevant L&D/training taken for	the last five (5) year		nief/Executive/Mana			
30.	TITLE OF LEARNING AND DEVELOPMENT INTE		ATTEN	DANCE	NUMBER OF HOURS	Type of LD (Managerial/	CONDUCTED/ SPONSORED BY	
	(Write in full)	(mm/d	а/уууу)		Supervisory/ Technical/etc)	(Write in full)	
			Tion	10				
VIII. O	THER INFORMATION	(Con	tinue on separate s	sneet ii necessary	,			
31.	SPECIAL SKILLS and HOBBIES	32. NON-	NON-ACADEMIC DISTINCTIONS / RECOGNITION				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
		(Write in full)						
			tinuo an care d	phoet if a				
	SIGNATURE	(Con	tinue on separate s	meet II necessary	"	ATE		

34.	Are you related by consanguinity or affinity to the appoint chief of bureau or office or to the person who has immedi				
	Bureau or Department where you will be apppointed,				
	a. within the third degree?			YES NO	
	within the fourth degree (for Local Government Unit - Career Employees)?			YES	
	b. within the loanth degree (for Local Government office - C	oareer Employees):			
				If YES, give details:	
35.	a. Have you ever been found guilty of any administrative offense?			YES NO	
				If YES, give details:	
				YES NO	
	b. Have you been criminally charged before any court?			_	
				If YES, give details:	
				Status of Case/s:	
36.	Have you ever been convicted of any crime or violation of	lave you ever been convicted of any crime or violation of any law, decree, ordinance or regulation			
30.	by any court or tribunal?			If YES, give details:	
	•			ii 1 Lo, give details.	
				YES — NO	
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	I	If YES, give details:	
	out (abolition) in the public or private sector?			YESNO	
38.	a. Have you ever been a candidate in a national or local e	election held within the last year (except			
50.	Barangay election)?	, , ,	П	YESIfYES, give d□aiNso	
	b. Have you resigned from the government service during	•			
	election to promote/actively campaign for a national or loc	cal candidate?	Ш	YESIf YES, give d⊡a ilts O	
39.	Have you acquired the status of an immigrant or permane	ent resident of another country?			
				If YES, give details (country)):
				, , , , ,	
40	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) N	Magna Carta for Disabled Persons (RA			
70.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 897		Ш	YES NO	
а	Are you a member of any indigenous group?	7,1	П	YES NO	
_	The you a member of any margenous group.			If YES, please specify:	
b	Are you a person with disability?			YES NO	
				If YES, please specify ID No:	
C.	Are you a solo parent?			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
				If YES, please specify ID No:	
11	REFERENCES (Person not related by consanguinity or affinity to appli	cent (enneintee)			
41.	references (reison not related by consariguinity of animity to appli	Cant /appointee)			
	NAME	ADDRESS		TEL. NO.	ID picture taken within
					the last 6 months 4.5 cm. X 3.5 cm
		-		 	(passport size)
					Computer senseted
					Computer generated or photocopied picture
					is not acceptable
42.	I declare under oath that I have personally accomplish				
	complete statement pursuant to the provisions of per Philippines. I authorize the agency head/authorized re				
	I agree that any misrepresentation made in this d				РНОТО
	administrative/criminal case/s against me.	deather and its attachments shall	ouuc	oc the ming of	PHOTO
C	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)				
	LEASE INDICATE ID Number and Date of Issuance				
	overnment Issued ID:				
	overninent issued id.				
IE)/License/Passport No.:	Signature (Sign inside	the b	ox)	
D	ate/Place of Issuance:				
L		Date Accomplish		Right Thumbmark	
	SUBSCRIBED AND SWORN to before me this	ng his/her validly issued governmen	nt ID as indicated above		
		, amane ox			
	h	Person Administering Oath			
		. Grooti / tallillillotorillig			