



*Republic of the Philippines*

## OATH OF OFFICE

I, LEMUEL VILLANUEVA DE OCAMPO, of Mataasnakahoy, Batangas, having been elected as MUNICIPAL COUNCILOR of Mataasnakahoy, Batangas, hereby solemnly swear that I will well and faithfully discharge to the best of my ability the duties of my present position and of all others I may hereafter hold under the Republic of the Philippines; that I will support and defend the Constitution of the Philippines; that I will bear the true faith and allegiance to the same; and that I will obey the laws, legal orders, and decrees promulgated by the duly constituted authorities of the Republic of the Philippines; and that I impose this obligation upon myself voluntarily, without mental reservation or purpose of evasion.

*So help me God.*

*Lemuel de Ocampo*  
HON. LEMUEL VILLANUEVA DE OCAMPO  
Municipal Councilor

*Subscribed and sworn to before me this 27<sup>th</sup> of June 2022 at Mataasnakahoy, Batangas*

*R. Theresa V. Collantes*  
HON. MA. THERESA VALENCIA COLLANTES  
Congresswoman  
3<sup>rd</sup> District of Batangas



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
Region IV-A (CALABARZON)  
Province of Batangas  
Municipality of MATAASNAKAHOY  
**OFFICE OF THE MUNICIPAL LOCAL GOVERNMENT OPERATIONS OFFICER**  
Email Address: jaocampo\_mj@yahoo.com.ph

## CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to Certify that based on records available in this Office, Hon. **LEMUEL VILLANUEVA DE OCAMPO**, resident of Brgy Bayorbor, Mataasnakahoy, Batangas was duly elected Sangguniang Bayan Member, this municipality during the National and Local elections held on May 09, 2022.

He was performing the duties, functions and responsibilities in his office from noon of June 30, 2022 up to present.

Issued this 1<sup>st</sup> day of July 2022 at Mataasnakahoy, Batangas.

  
**GUILLERMO A. OCAMPO JR.**  
MLGOO





Republic of the Philippines  
COMMISSION ON ELECTIONS

f2

CEF No. 25

MAY 9, 2022 NATIONAL AND LOCAL ELECTIONS

**CERTIFICATE OF CANVASS OF VOTES AND PROCLAMATION  
OF WINNING CANDIDATES FOR MEMBER, SANGGUNIANG BAYAN**

WE, THE UNDERSIGNED MEMBERS of the MUNICIPAL BOARD OF CANVASSERS do hereby certify under oath that we have duly canvassed the votes cast in 34 precincts for the Candidates therein for MEMBER, SANGGUNIANG BAYAN in the elections held on May 9, 2022. Attached hereto and forming part hereof is a Statement of Votes by Precinct (CEF No. 20-A) garnered by each candidate:

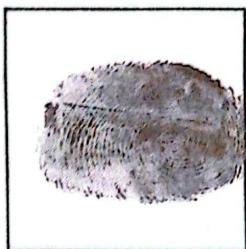
NAME OF WINNING CANDIDATES	NUMBER OF VOTES OBTAINED
DIMAANO, PUTO (AKSYON) ( AKSYON DEMOKRATIKO)	8477
LAQUI, KAREN (AKSYON) ( AKSYON DEMOKRATIKO)	8025
MALABAG, ATTY. ROWELL (IND) ( INDEPENDENT)	7973
DEL MUNDO, WAWENG (NPC) ( NATIONALIST PEOPLE'S COALITION)	6696
DE OCAMPO, LEMUEL (NPC) ( NATIONALIST PEOPLE'S COALITION)	6657
VERGARA, AGA (NPC) ( NATIONALIST PEOPLE'S COALITION)	6631
CALINISAN, LOURDES (NPC) ( NATIONALIST PEOPLE'S COALITION)	6631
CARAAN-LAQUI, MERLYN (NPC) ( NATIONALIST PEOPLE'S COALITION)	6406

ON THE BASIS OF THE FOREGOING, we hereby proclaim the above-named winning candidates as the duly elected members of MEMBER, SANGGUNIANG BAYAN BATANGAS - MATAAS NA KAHOY - LONE DIST for BATANGAS - MATAAS NA KAHOY - LONE DIST / BATANGAS - MATAAS NA KAHOY in the Province of MBOC: BATANGAS - MATAAS NA KAHOY.

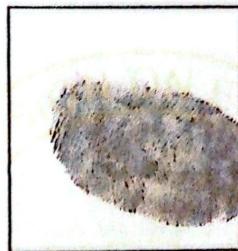
IN WITNESS WHEREOF, we have affix our signatures and imprint our thumbmarks in the municipality of BATANGAS - MATAAS NA KAHOY, Province of MBOC: BATANGAS - MATAAS NA KAHOY, this May 10, 2022 5:08:35 AM.



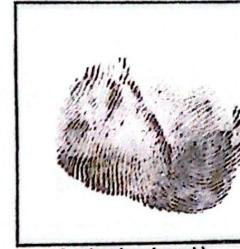
MUNICIPAL BOARD OF CANVASSERS



(Right Thumbmark)



(Right Thumbmark)



(Right Thumbmark)

ALVAREZ SUSANA  
CHAIRPERSON

(Signature above printed full name)  
Digitally signed, Signature fingerprint:  
B39F218BBB25101C44D2C2343FAE07CD0E7CC  
8AA

  
GONZALES FELICIANA

VICE- CHAIRPERSON

(Signature above printed full name)

Digitally signed, Signature fingerprint:  
0B379F31E68FE56AD723E87B06DF787F27F9  
C197

  
LANDICHO LEOPOLDO

MEMBER-SECRETARY

(Signature above printed full name)

Digitally signed, Signature fingerprint:  
6D90516AAD3978C7E0A993C913CA88D7A5B15  
762



DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
CITIZEN'S CHARTER SERVICE REQUEST FORM

Document Code		
FM-SP-DILG-07-01		
Rev. No.	Eff. Date	Page
00	06.15.21	1 of 2

SERVICE TITLE: ISSUANCE OF CERTIFICATE FOR FOREIGN TRAVEL AUTHORITY OF LOCAL GOVERNMENT OFFICIALS AND EMPLOYEES

REFERENCE NO.

DATE OF REQUEST

MARCH 29, 2023

Name of Applicant:

LEONEL V. DE OCAMPO

CONTACT DETAILS:

Documentary Requirements

1. Letter request indicating the country of destination, duration of the travel and purpose (For Governor, and Mayor applicant shall indicate the name of the Vice Governor and Vice Mayor, respectively and the Sanggunian Highest Ranking Member)

✓

0905-241-7240

1. Endorsement from the:

- a. Local Chief Executive (If applicant is a Component and Municipal Mayor, Vice Governor, Vice Mayor, Punong Barangay and LG employees)  
Signed by the LCE or authorized or competent official

✓

OTHER NEEDED INFORMATION, if any:

SB MEMBER

Position:

N-A CALABORZON

Region:

- b. Vice Governor/Vice Mayor (if applicant is a Sangguniang Panlalawigan Member, Sangguniang Panlungsod and Sangguniang Bayan, and Sanggunian employees)  
Signed by the Presiding Officer or authorized or competent official

- c. Punong Barangay (Sangguniang Barangay Member and Barangay employees including Sangguniang Kabataan)  
Signed by the Punong Barangay

2. A duly notarized affidavit attesting that no administrative charge or criminal case has been filed or pending against the applicant or Oath of Undertaking, when the applicant has a pending case. Affidavit must be new for every travel being requested

✓

Duration requested:

Nature of travel:

Entitlement(s):

3. Clearance from Money and Property Accountabilities duly signed by all Department Heads, checking indicating if cleared or not cleared and duly signed by the LCE

✓

SIGNATURE:

Leonel de Ocampo

Additional Requirements For Study Trip

1. Invitation Letter from the host country or sponsoring agency stating the duration of the activity and cost sharing, if available and/or applicable

2. Acceptance letter from CHED, TESDA, LGA, organizer or donor, as applicable

Additional Requirements For Non-Study Trip

- a) Attendance to a Training, Seminar and Workshop: Invitation Letter from the host country or sponsoring agency with duration of the activity specified and the cost sharing, if any

- b) Attendance to an event that promotes Local Government Technical Exchange and Cooperation:

- Invitation Letter from the host country or sponsoring agency with duration of the activity specified and the cost sharing, if any; and

- Copy of the Memorandum of Agreement, or Memorandum of Understanding

✓

RECEIVED BY:

GUILLERMO A. OCAMPO JR  
Receiving Officer

DATE AND TIME RECEIVED

MARCH 29, 2023  
1:30 PM

ENDORSED TO RESPONSIBLE OFFICER:

DATE AND TIME ENDORSED

Additional Requirements For Personal/Private Trip

1. Governors, Mayors of Highly Urbanized Cities and Independent Component Cities: Duly Accomplished Application Form for Leave of Absence

2. Other Elected Officials (travel that exceeds to more than 3months or during a period of emergency or crisis): Duly Approved Leave of Absence

3. Medical Certificate (for medical reasons)

REMARKS:

Name/Unit and Designation

ACKNOWLEDGEMENT RECEIPT

This is to acknowledge the service/s you have requested:

SERVICE TITLE:	Date Received	Date of Release in case of extension	REFERENCE NO.
			Republic of the Philippines
			DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
			OFFICE ADDRESS:



Republic of the Philippines  
Province of Batangas  
Municipality of Mataasnakahoy

**OFFICE OF THE VICE MAYOR**

27 March 2023

**ARIEL O. IGLESIAS, CESO III**  
Regional Director  
Department of the Interior and Local Government  
Region IV-A CALABARZON

Dear **Regional Director IGLESIAS**;

We write with reference to our trip to Incheon, South Korea for official travel from April 11-14, 2023.

With regards to the aforementioned trip, may we please request the Honorable Regional Director that the undersigned be issued a “Certificate for Foreign Travel Authority”.

Hoping for Regional Director favorable reply on this request.

Thank you and best regards.

Very truly yours,

*Lemuel de Ocampo*  
**LEMUEL V. DE OCAMPO**  
Sangguniang Bayan Member

*Joining hands for Mataasnakahoy's Interest*



Republic of the Philippines  
Province of Batangas  
Municipality of Mataasnakahoy

**OFFICE OF THE MUNICIPAL VICE MAYOR**

**ENDORSEMENT**

27 March 2023

**ARIEL O. IGLESIAS, CESO III**  
Regional Director IV-A CALABARZON  
Department of the Interior and Local Government

Dear Sir,

Greetings!

Endorsing herewith the request for travel authority of Hon. **LEMUEL V. DE OCAMPO** a member of the Sangguniang Bayan of the municipality of Mataasnakahoy, Batangas. He will be joining the “Philippine Councilors League Batangas Chapter Congress and Benchmarking in South Korea cum Best Practices in Legislative and Leadership Management and Infrastructure Development” on April 11-14, 2023 at Incheon, South Korea. Registration fee and travel expenses will be chargeable against local funds subject to usual accounting and auditing requirements.

Hoping for your approval for the issuance of travel authority. Thank you and more power.

Very truly yours,

  
**JAY MANALO ILAGAN, MPA, PhD, MPSA**  
Municipal Vice Mayor



Republic of the Philippines  
Province of Batangas  
Municipality of Mataasnakahoy

## OFFICE OF THE MUNICIPAL VICE MAYOR

27 March 2023

**ARIEL O. IGLESLIA, CESO III**  
Regional Director IV-A CALABARZON  
Department of the Interior and Local Government

Dear Sir,

Greetings!

The PCL Batangas Chapter will be having a benchmarking in South Korea to learn and know the best practices in legislative and leadership management and infrastructure development. As a PCL member, Hon. LEMUEL V. DE OCAMPO will be joining the said benchmarking on April 11-14, 2023 at Incheon, South Korea. South Korea's progress in terms of leadership and infrastructure will help the participants to be motivated and educated and that will help our municipality into a progressive community.

Hon. LEMUEL V. DE OCAMPO is a (*third term Sangguniang Bayan member, and a Chairman of the Committee on Finance*) of this municipality. He is willing to know more about the best practices in Korea in terms of legislation that can be adopted in our municipality. Exposure through benchmarking in Incheon, South Korea will help Hon. LEMUEL V. DE OCAMPO bring new ideas in our locality that can bring progress and innovation particularly in the municipality.

Should you have concerns, you may contact the office of the Sangguniang Bayan at Mataasnakahoy, Batangas.

Very truly yours,

  
**JAY MANALO ILAGAN, MPA, PhD, MPSA**  
Municipal Vice Mayor

REPUBLIC OF THE PHILIPPINES )  
MUNICIPALITY OF MATAASNAKAHOY, BATANGAS )

**AFFIDAVIT OF NO PENDING  
CIVIL OR CRIMINAL CASE**

I, LEMUEL V. DE OCAMPO, of legal age, single, Filipino, and a resident of Barangay Bayorbor, Mataasnakahoy, Batangas, after having been sworn to an oath in accordance with law, hereby depose and state;

That I am currently employed at the Local Government Unit of Mataasnakahoy, Batangas as Sangguniang Bayan Member.

That, I will be on my official travel to Incheon, South Korea on April 11-14, 2023.

That I am neither an advocate nor a mentor of any unlawful or subversive organization that advocated the overthrow of the government agency in the government.

That I was never accused of any offence or crime involving moral turpitude, neither one of the same nature or a pending case of anti-graft law (RA 3019) against my person is pending before any persecution office and judicial authorities elsewhere in the Philippines.

That I am executing this affidavit to attest to the truth of all the foregoing declaration and for whatever legal purposes it may serve.

**IN WITNESS WHEREOF**, I hereunto set my hand this 29<sup>th</sup> day of MARCH, 2023 at Municipality of Mataasnakahoy, Batangas.

  
LEMUEL V. DE OCAMPO  
Affiant

**SUBSCRIBED AND SWORN** to before me this 29<sup>th</sup> day of MARCH, 2023 at Mataasnakahoy, affiant exhibited to me his/her \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_

Doc No. 100  
Page No. 21  
Book No. II  
Series No. 2023

  
ATTY. TEODORO M. HERNANDEZ  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2023

PTR NO. 303B6154/1-05-2023/MATAASNAKAHOW  
IBP NO. 180635/11-29-2022/PASIG CITY  
MCLE COM PLIANCE NO. VII-005753/ 12-22-22  
Roll of ATTORNEY'S No. 2755

MUNICIPALITY OF MATAASNAKAHOY  
CLEARANCE FORM

(Instructions at the back)

I PURPOSE : Conduct of PCL Batangas Chapter Congress and Benchmarking																																																																										
MARCH 23, 2023 Date of Filing																																																																										
TO: <u>LOCAL GOVERNMENT UNIT, MATAASNAKAHOY</u> I hereby request clearance from money, property and work-related accountabilities for: Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: <input type="checkbox"/> Retirement <input type="checkbox"/> Leave      Please specify: _____ Date of Effectivity: April 11-14, 2023 (INCHEON, SOUTH KOREA)																																																																										
Office of Assignment: <u>Office of the Sangguniang Bayan</u> Position/SG/Step: <u>SB Member SG-24 Step 3</u>		 Hon. LEMUEL V. DE OCAMPO Name and Signature of Employee																																																																								
<b>II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES</b> We hereby certify that this employee is cleared <input type="checkbox"/> / not cleared <input type="checkbox"/> of work-related accountabilities from this Unit/Office/Dept. <u>Hon. JANET MAGPANTAY ILAGAN</u> <u>Hon. JAY MANALO ILAGAN</u> <u>VICE MAYOR</u> Mayor Immediate Supervisor Head of Office																																																																										
<b>III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Name of Unit/Office/Department</th> <th>Cleared</th> <th>Not Cleared</th> <th>Name of Clearing Officer/Official</th> <th>Signature</th> </tr> </thead> <tbody> <tr> <td colspan="5"><b>1. Administrative Services</b></td> </tr> <tr> <td>a. Supply and Property Procurement and Management Services</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td></td> <td>EMILIA R. MALALUAN</td> <td></td> </tr> <tr> <td>b. Human Resource Welfare &amp; Assistance</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td></td> <td>GALLY D. TIPAN</td> <td></td> </tr> <tr> <td>c. Agency-accredited Union/Cooperative</td> <td></td> <td></td> <td>N/A</td> <td></td> </tr> <tr> <td colspan="5"><b>2. Library</b></td> </tr> <tr> <td>a. Legal Office Library</td> <td></td> <td></td> <td>N/A</td> <td></td> </tr> <tr> <td>b. Library Services</td> <td></td> <td></td> <td>N/A</td> <td></td> </tr> <tr> <td colspan="5"><b>3. Finance and Assets Management</b></td> </tr> <tr> <td>a. Financial Services</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td></td> <td>LADY IVY T. HIDALGO</td> <td></td> </tr> <tr> <td>b. Transaction, Processing &amp; Billing Services</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td></td> <td>LENILYN C. CARAAN</td> <td></td> </tr> <tr> <td>c. Payroll &amp; Remittance Services</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td></td> <td>LENILYN C. CARAAN</td> <td></td> </tr> <tr> <td colspan="5"><b>4. Professional and Institutional Development</b></td> </tr> <tr> <td>a. Scholarship Services</td> <td></td> <td></td> <td>N/A</td> <td></td> </tr> </tbody> </table>					Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature	<b>1. Administrative Services</b>					a. Supply and Property Procurement and Management Services	<input checked="" type="checkbox"/>		EMILIA R. MALALUAN		b. Human Resource Welfare & Assistance	<input checked="" type="checkbox"/>		GALLY D. TIPAN		c. Agency-accredited Union/Cooperative			N/A		<b>2. Library</b>					a. Legal Office Library			N/A		b. Library Services			N/A		<b>3. Finance and Assets Management</b>					a. Financial Services	<input checked="" type="checkbox"/>		LADY IVY T. HIDALGO		b. Transaction, Processing & Billing Services	<input checked="" type="checkbox"/>		LENILYN C. CARAAN		c. Payroll & Remittance Services	<input checked="" type="checkbox"/>		LENILYN C. CARAAN		<b>4. Professional and Institutional Development</b>					a. Scholarship Services			N/A	
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<b>V CERTIFICATION</b> <p>I hereby certify that this employee is cleared of work-related, money and property accountabilities from this agency. This certification includes no pending administrative case from this agency.</p> <p><u>Hon. JANET MAGPANTAY ILAGAN</u>          Signature over Printed Name of Agency Head</p>																																																																										



# 인천관광공사

스마트한 인천 여행의 시작  
인천의지  
Incheon's Will

수신자 PCL-Batangas

(경유)

제목 Invitation Letter

Dear Mr. Hon. Melvin Vidal:

It is my great pleasure to send you warm greetings from Incheon.

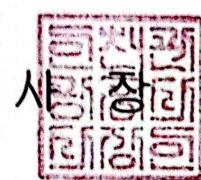
The global city of Incheon is a powerhouse in the fields of logistics, economy, and education. It is playing as the gateway from Korea to the world with Incheon International Airport and Incheon Harbor. Designated as the first Free Economic Zone in 2003, the economic capital city of Korea has attracted huge domestic and foreign investment.

In this regard, I would like to invite 300-400 representatives from the Philippine Councilors League (PCL) Batangas Chapter, to come and visit us here in Incheon, South Korea this coming April 11-15, 2023.

The objective of this invitation is to give them the opportunity to visit some advanced Smart City sites in Incheon. So that they can learn ideas and increase awareness that could help in the development of their hometowns in Batangas.

I sincerely look forward to meeting you in Incheon.

인 천 관 광 공 사



팀원

송재연

해외마케팅팀장

작성 02/15  
代 채 자 희

협조자

시행 해외마케팅팀-262 ( 2023. 2. 15. ) 접수

우 21999 인천광역시 연수구 갯벌로 12 (송도동) 미추홀타워 16층 / <https://www.ito.or.kr>  
전화 032-899-7468 / 전송 032-899-7409 / song7079@ito.or.kr / 비공개(6,7)

# 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)

## II. PERSONAL INFORMATION

2. SURNAME	DE OCAMPO		
FIRST NAME	LEMUEL		
MIDDLE NAME	VILLANUEVA		
3. DATE OF BIRTH (mm/dd/yyyy)	05/19/1985	16. CITIZENSHIP  If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> Filipino <input checked="" type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization  Pls. indicate country: ▼
4. PLACE OF BIRTH	MATAASNAKAHOY, BATANGAS		
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated  <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS  ZIP CODE	N/A      N/A House/Block/Lot No.      Street N/A      BAYORBOR Subdivision/Village      Barangay MATAASNAKAHOY      BATANGAS City/Municipality      Province
7. HEIGHT (m)	1.68		
8. WEIGHT (kg)	60	4223	
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS  ZIP CODE	N/A      N/A House/Block/Lot No.      Street N/A      BAYORBOR Subdivision/Village      Barangay MATAASNAKAHOY      BATANGAS City/Municipality      Province
10. GSIS ID NO.	2004990343		
11. PAG-IBIG ID NO.	1211-76340895	4223	
12. PHILHEALTH NO.		19. TELEPHONE NO.	
13. SSS NO.	0414528864	N/A	
14. TN NO.	934-021-866	20. MOBILE NO.	
15. AGENCY EMPLOYEE NO.	SBO009	0905-241-7240	
		21. E-MAIL ADDRESS (if any)	
		konlem1985@gmail.com	

## III. 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	
	MIDDLE NAME	N/A				N/A	
OCCUPATION	N/A						
EMPLOYER/BUSINESS NAME	N/A						
BUSINESS ADDRESS	N/A						
TELEPHONE NO.	N/A						
24. FATHER'S SURNAME	DE OCAMPO (DECEASED)						
	FIRST NAME	ERNESTO	NAME EXTENSION (JR., SR) N/A				
	MIDDLE NAME	BENEDICTO					
25. MOTHER'S MAIDEN NAME							
	SURNAME	VILLANUEVA					
	FIRST NAME	SALVACION					
	MIDDLE NAME	REMEGIO					

(Continue on separate sheet if necessary)

## IV. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE E (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/Academic Honors Received
			From	To			
ELEMENTARY	BAYORBOR ELEMENTARY SCHOOL	PRIMARY EDUCATION	1992	1998	Graduate	1998	N/A
SECONDARY	BAYORBOR NATIONAL HIGH SCHOOL	HIGH SCHOOL	1998	2002	Graduate	2002	ACHIEVER
VOCATIONAL / TRADE COURSE	FIRST ASIA INSTITUTE OF THE PHILIPPINES	BARTENDING	2010	2010	Graduate	2010	N/A
COLLEGE	LIPA CITY COLLEGES	BACHELOR OF SECONDARY EDUCATION	2002	2010	3RD YEAR	N/A	DEAN'S LISTER
GRADUATE STUDIES	PHILIPPINE CHRISTIAN UNIVERSITY	BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION	2017	2018	Graduate	2019	N/A
	NORTHERN WEST SAMAR STATE UNIVERSITY	MASTER IN PUBLIC MANAGEMENT	2018	2022	GRADUATE	2022	N/A

(Continue on separate sheet if necessary)

## IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	BARANGAY	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	N/A

(Continue on separate sheet if necessary)

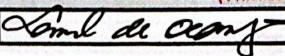
## V. WORK EXPERIENCE

(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 (Formal "00-0" INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
	From	To						
January 1,2023	PRESENT	MUNICIPAL COUNCILOR	LOCAL GOVERNMENT UNIT MATAASNAKAHOY	P 69,782.00	24-3	ELECTIVE	YES	
July 1, 2022	DEC 2022	MUNICIPAL COUNCILOR	LOCAL GOVERNMENT UNIT MATAASNAKAHOY	P 68,490.00	24-3	ELECTIVE	YES	
January 1,2022	June 30, 2022	MUNICIPAL COUNCILOR	LOCAL GOVERNMENT UNIT MATAASNAKAHOY	P 65,057.00	24-2	ELECTIVE	YES	
01/01/2019	PRESENT	MUNICIPAL COUNCILOR	LOCAL GOVERNMENT UNIT MATAASNAKAHOY	P 64,847.00	24-2	ELECTIVE	YES	
06/30/2016	12/31/2018	MUNICIPAL COUNCILOR	LOCAL GOVERNMENT UNIT MATAASNAKAHOY	P 48,312.00	24-1	ELECTIVE	YES	
07/30/2013	10/30/2015	YOUTH FOCAL PERSON	MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE	P 6,000.00	N/A	JOB ORDER	YES	
10/30/2010	01/228/2013	CHIEF OF STAFF	JMI-TEAM	P 14,000.00	N/A	REGULAR	NO	
11/11/2010	02/30/2011	ENUMERATOR NATIONAL POVERTY REDUCTION	DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT	P 27,000.00	N/A	SEASONAL	YES	
11/03/2009	12/01/2010	AREA SUPERVISOR	DEPARTMENT OF SOCIAL	P 33,000.00	N/A	SEASONAL	YES	
06/06/2007	07/08/2008	TEAM LEADER	DO PLAZA REAL ESTATE	P 20,000.00	N/A	REGULAR	NO	
11/01/2003	04/30/2004	SMART DINNING	JOLLIBEE FIESTA WORLD MALL	P 9,000.00	N/A	CONTRACTUAL	NO	

NOTHING FOLLOWS

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 20, 2023	CS FORM 212 (Revised 2017), Page 2 of 4
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CIVIC 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		
	ALAY-LAKAD FOUNDATION, INCORPORATED MATAASNAKAHOY CHAPTER	03/19/2007	06/20/2016	N/A	COMMITTEE MEMBER
	PAG-ASA YOUTH ASSOCIATION MATAASNAKAHOY CHAPTER	03/20/2007	PRESENT	N/A	PRESIDENT
	LOCAL POVERTY REDUCTION ACTION TEAM	03/20/2010	2016	N/A	MEMBER
	VIOLENCE AGAINST WOMEN AND THEIR CHILDREN	03/22/2010	2016	N/A	YOUTH FOCAL PERSON
	NATIONAL MOVEMENT FOR YOUNG LEGISLATOR	2016	PRESENT	N/A	MEMBER
	PHILIPPINE COUNCILORS LEAGUE	2016	PRESENT	N/A	MEMBER
	PEOPLES LAW ENFORCEMENT BOARD	2019	PRESENT	N/A	MEMBER
	BATANGAS VARSITARIAN	2013	PRESENT	N/A	ADVISER

*(Continue on separate sheet if necessary)*

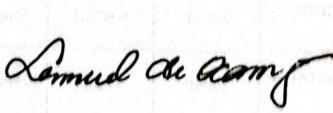
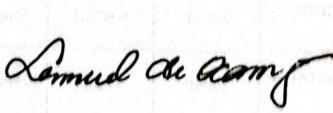
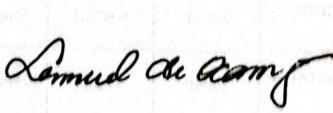
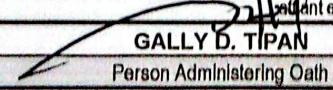
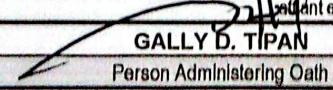
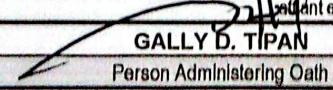
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	
		From	To			
	PCL PROVINCIAL YEAR END ASSEMBLY 2022	11/23/2022	11/25/2022	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	CONDUCT OF NEWLY ELECTED OFFICER PROGRAM FOR RE-ELECTED AND COMEBACKING OFFICIALS	09/22/2022	09/23/2022	16 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	NMYL PROVINCIAL & REGIONAL ASSEMBLY & RE ORGANIZATION OF OFFICERS FOR CALABARZON	09/20/2022	09/21/2022	16HOURS	SUPERVISORY	NATIONAL MOVEMENT OF YOUNG LEGISLATORS
	EXECUTIVE-LEGISLATIVE AGENDA OF THE LOCAL GOVERNMENT UNIT OF MATAASNAKAHOY	08/16/2022	08/18/2022	24 HOURS	SUPERVISORY	LOCAL GOVERNMENT UNIT OF MATAASNAKAHOY
	PHILIPPINE COUNCILORS LEAGUE PROVINCIAL END TERM GENERAL ASEEMBL 2022	06/21/22	06/23/22	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	2022 PCL END TERM AD AWARDING OF NMYL HONOREES	06/16/22	06/18/22	24 HOURS	SUPERVISORY	NATIONAL MOVEMENT OF YOUNG LEGISLATORS
	PHILIPPINE COUNCILORS LEAGUE 2022 END TERM GENERAL ASEEMBL AND CAPACITY DEVELOPMENT	02/28/22	03/01/22	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	SEMINAR AND TRAINING ON THE CAPACITY DEVELOPMENT ON THE QUASI-JUDICIAL OF LOCAL SANGGUNIAN MEMBERS AND DLIG FIELD PERSONNEL	12/03/21	12/03/21	8 HOURS	SUPERVISORY	DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGION IV-A (CALABARZON)
	11th PCL NATIONAL CONGRESS WITH THE THEME: "MOVING TOWARDS A STRENGTHENED COMMITMENT TO PUBLIC SERVICE ABOVE SELF"	02/26/2020	02/28/2020	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	PROVINCIAL 2019 W/ THE THEME: BATANGAS LEGISLATORS: UNDERSTANDING THE ADMINISTRATIVE INVESTIGATION PROCEDURES & LATEST POLICIES OF THE NATIONAL GOVERNMENT PERTAINING TO THE LOCAL GOVERNMENT UNIT"	11/12/2019	11/14/2019	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION
	CONDUCT OF NEO PROGRAM FOR RE-ELECTED & COMEBACKING OFFICIALS	09/18/2019	09/20/2019	24 HOURS	SUPERVISORY	NATIONAL MOVEMENT OF YOUNG LEGISLATORS
	NMYL PROVINCIAL & REGIONAL ASSEMBLY & RE ORGANIZATION OF OFFICERS FOR CALABARZON	08/22/2019	08/24/2019	24 HOURS	SUPERVISORY	NATIONAL MOVEMENT OF YOUNG LEGISLATORS
	Enhancement training seminar on barangay registration including taxation & supreme court rulings on legislative matters & value formation with the theme: Building a dynamic & responsive barangay legislature	07/16/2019	07/19/2019	32 hours	SUPERVISORY	Philippine Councilors League
	2019 END-TERM GENERAL ASSEMBLY W/ THE THEME: " COMMUNITY ENGAGEMENT EFFECTIVE GOVERNANCE & LEGISLATIVE EXCELLENCE FOR 2019 & BEYOND"	06/18/2019	06/20/2019	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION
	4TH QUARTERLY NATIONAL EXECUTIVE OFFICERS-NATIONAL BOARD MEETING AND 7TH SERIES OF THE CONTINUING LOCAL LEGISLATIVE EDUCATION PROGRAM WITH THE THEME: "ACHIEVING GOOD GOVERNANCE THROUGH INNOVATION AND MODERN TECHNOLOGY".	12/5/2018	12/7/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE
	FINAL VALIDATION ON THE "LADDERIZED GOVERNANCE TRAINING PROGRAM AND CONFERNERMENT CEREMONY"	11/9/2018	11/11/2018	24 HOURS	SUPERVISORY	PCL LEGISLATIVE ACADEMY
	VML-BATANGAS CHAPTER SEMINAR WITH THE THEME: "CHANGE IS COMING VALIANT MAGNIFICENT LEADERS OF BATANGAS ARE READY".	9/18/2018	9/20/2018	24 HOURS	SUPERVISORY	VICE MAYOR'S LEAGUE-BATANGAS CHAPTER
	1ST SERIES OF SEMINAR TRAINING WORKSHOP WITH THE THEME: "BATANGAS LEGISLATORS TOWARDS CONTINUING CAPACITY DEVELOPMENT PROGRAM"	9/5/2018	9/7/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION
	NATIONAL MOVEMENT OF YOUNG LEGISLATORS-CALABARZON CHAPTER REGIONAL CONGRESS	8/21/2018	8/23/2018	24 HOURS	SUPERVISORY	NATIONAL MOVEMENT OF YOUNG LEGISLATORS
	1ST SERIES OF SEMINAR TRAINING WORKSHOP WITH THE THEME: "BATANGAS LEGISLATORS TOWARDS CONTINUING CAPACITY DEVELOPMENT PROGRAM"	8/15/2018	8/17/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION

*(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
	SINGING		LOYALTY AWARD		ALAY-LAKAD FOUNDATION
	DANCING		ORATOR OF THE YEAR		LOCAL POVERTY REDUCTION TEAM
	HOSTING		LEADERSHIP AWARD		BOARD CERTIFIED PROFESSIONAL COUNSELOR
	NOTHING FOLLOWS		NOTHING FOLLOWS		VIOLENCE AGAINST WOMEN AND THEIR CHILDREN

*(Continue on separate sheet if necessary)*

SIGNATURE	<i>[Signature]</i>	DATE	January 20, 2023	CS FORM 212 (Revised 2017), Page 3 of 4
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<p>34. Are you related by consanguinity or affinity to the appointing chief of bureau or office or to a person who has immediate Bureau or Department where you will be appointed,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit -</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>															
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p> <p>Date Filed: _____ Status of Case/s: _____</p>															
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p>															
<p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p>															
<p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details: _____</p>															
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, give details (country): _____</p>															
<p>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 questions:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____</p>															
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)</p>	<table border="1"> <thead> <tr> <th>NAME</th> <th>ADDRESS</th> <th>TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>VICE MAYOR JAY M. ILAGAN</td> <td>SANTOL, MATAASNAKAHOY</td> <td>0917-517-7337</td> </tr> <tr> <td>LADY IVY HIDALGO</td> <td>CALINGATAN, MATAASNAKAHOY</td> <td>0915-727-2188</td> </tr> <tr> <td>LILIAN CARINGAL</td> <td>BARANGAY III, MATAASNAKAHOY</td> <td>0906-250-6503</td> </tr> </tbody> </table>	NAME	ADDRESS	TEL. NO.	VICE MAYOR JAY M. ILAGAN	SANTOL, MATAASNAKAHOY	0917-517-7337	LADY IVY HIDALGO	CALINGATAN, MATAASNAKAHOY	0915-727-2188	LILIAN CARINGAL	BARANGAY III, MATAASNAKAHOY	0906-250-6503			
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LADY IVY HIDALGO	CALINGATAN, MATAASNAKAHOY	0915-727-2188														
LILIAN CARINGAL	BARANGAY III, MATAASNAKAHOY	0906-250-6503														
<p>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 a case against me.</p>																
<table border="1"> <tr> <td>Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's Licence, etc.)</td> <td>PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td colspan="2">_____ _____ _____</td> </tr> <tr> <td>Government Issued ID:</td> <td>TIN</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>934-021-866-000</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>August 15, 2016</td> </tr> </table>	Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's Licence, etc.)	PLEASE INDICATE ID Number and Date of Issuance	_____ _____ _____		Government Issued ID:	TIN	ID/License/Passport No.:	934-021-866-000	Date/Place of Issuance:	August 15, 2016	<table border="1"> <tr> <td></td> </tr> <tr> <td>Signature (Sign inside the box)</td> </tr> <tr> <td>January 20, 2023</td> </tr> <tr> <td>Date Accomplished</td> </tr> <tr> <td>Right Thumbmark</td> </tr> </table>		Signature (Sign inside the box)	January 20, 2023	Date Accomplished	Right Thumbmark
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January 20, 2023																
Date Accomplished																
Right Thumbmark																
<p>SUBSCRIBED AND SWORN to before me this _____ day of January, 2023, in the City of _____, _____, Philippines, exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center; padding: 5px;">   <b>GALLY D. TIPAN</b>            Person Administering Oath         </td> </tr> </table>		 <b>GALLY D. TIPAN</b> Person Administering Oath														
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1ST SERIES OF SEMINAR TRAINING WORKSHOP WITH THE THEME: "BATANGAS LEGISLATORS TOWARDS CONTINUING CAPACITY DEVELOPMENT PROGRAM"	7/18/2018	7/20/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION
SEMINAR-WORKSHOP ON STRATEGIC PLANNING AND MANAGEMENT	7/13/2018	7/15/2018	24 HOURS	SUPERVISORY	PCL LEGISLATIVE ACADEMY
1ST MODULE OF THE SEMINAR TRAINIG WORKSHOP OF THE PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION WITH THE THEME: "EVIDENCE-BASED PROGRAM AND PROJECT DEVELOPMENT".	7/4/2018	7/6/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION
SEMINAR-WORKSHOP ON "PUBLIC FISCAL ADMINISTRATION"	6/22/2018	6/24/2018	24 HOURS	SUPERVISORY	PCL LEGISLATIVE ACADEMY
2018 NATIONAL GOVERNANCE AND RESEARCH CONFERENCE FOR GOVERNMENT OFFICIALS AND EMPLOYEES	5/24/2018	5/26/2018	24 HOURS	SUPERVISORY	PCL LEGISLATIVE ACADEMY
THE NATIONAL MOVEMENT OF YOUNG LEGISLATORS (NMYL) BATANGAS CHAPTER WILL CONDUCT ITS 2ND PROVINCIAL CONGRESS	5/16/2018	5/18/2018	24 HOURS	SUPERVISORY	NMYL-BATANGAS CHAPTER
PROVINCIAL CONGRESS 2018 WITH THE THEME: "BATANGAS LEGISLATORS: UNDERSTANDING FEDERALISM IN THE PHILIPPINE SETTING AND STRENGTHENING THE FOUNDATION IN LOCAL LEGISLATION	4/25/2018	4/27/2018	24 HOURS	SUPERVISORY	PHILIPPINE COUNCILORS LEAGUE-BATANGAS FEDERATION



Republic of the Philippines  
Province of Batangas  
**MUNICIPALITY OF MATAASNAKAHOY**

**OFFICE OF THE MUNICIPAL VICE MAYOR**

**TRAVEL AUTHORITY**

This is to authorize Hon. LEMUEL V. DE OCAMPO, Sangguniang Bayan Member, this municipality to travel abroad (Singapore) as per approved Application for Leave for the period of November 19, 20, 21 and 22, 2022 on personal account. No government fund will be utilized for the aforementioned travel abroad.

Issued this 27<sup>th</sup> day of October, 2022 at Mataasnakahoy, Batangas.

  
**Dr. JAY MANALO ILAGAN**  
Municipal Vice Mayor

Cc:

Office of the Sangguniang Bayan  
HRMO  
DILG

---

*Joining hands for Mataasnakahoy Interest*



Republic of the Philippines  
Province of Batangas  
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HRMO  
DILG

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*Joining hands for Mataasnakahoy Interest*

Republic of the Philippines  
Province of Batangas  
MUNICIPALITY OF MATAASNAKAHOY

## CLEARANCE FORM

I	PURPOSE			
11-3-2022 Date of Application				
TO: LOCAL GOVERNMENT UNIT, MATAASNAKAHOY				
I hereby apply for clearance from money, property and work-related accountabilities for:				
Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: <input type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify:				
Effectivity/ Inclusive Period:				
Office Assignment: Office of the Sangguniang Bayan Position/SG/Step: SB Member SG-24 Step 3				
Hon. LEMUEL V. DE OCAMPO Name and Signature of Official				
II	CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES			
I hereby certify that this applicant is cleared of work-related accountabilities from the office of the Sangguniang Bayan  Hon. JAY MANALO ILAGAN Municipal Vice Mayor				
III	CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES			
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
a. Office of the Mayor- GSO Section	/		EMILIA R. MALAWAN	
b. Office of the Municipal Treasury	/		LADY IVY T. HIWALEN	
* As to money Accountability				
c. Office of the Municipal Accountant			LENILYN C. CMARAAN	
* As to cash advance	/			
d. Office of the Mun. Human Res. Mgt.	/		GALLY D. TIPAN	
IV	CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:			
a. Office of the Municipal Mayor				
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)				
V	CERTIFICATION			
THIS IS TO CERTIFY that Hon. LEMUEL V. DE OCAMPO has no account/ liabilities with the above named offices, and therefore he is cleared of any accountabilities.				
JANET MAGPANTAY ILAGAN Municipal Mayor				