

CS Form No. 33-A  
Revised 2018



Republic of the Philippines  
Province of Batangas  
MUNICIPALITY OF MATAASNAKAHOY

Mr. KRISNO D. ILAGAN



DELMA H. ABADAY  
HR Specialist II

You are hereby appointed as Administrative Aide I (Utility Worker I) SG-1 under  
(Position Title)

**Permanent status at the** Office of the Municipal Social Welfare and Development  
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of Nine Thousand Three Hundred Eighty Eight Pesos (P 9,388.00)  
per month.

The nature of this appointment is Original vice Newly Created  
(Original, Promotion, etc.)

who was Vacant with Plantilla Item No. 97 Page 7.  
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing authority.

Very truly yours,

JANET MAGPANTAY ILAGAN  
Municipal Mayor

February 21, 2022  
Date of Signing

CSC ACTION: APPROVED

LILY BETH L. MAJOMOT

Director II

Authorized Official

MAR 16 2022

Date

APR 05 2022  
(Stamp of Date Release)

<p><b>KRISNO D. MAGAN</b></p> <p><b>Appointee</b></p> <p><b>Acknowledgment</b></p>	<p><b>Received original photocopy of appointment on February 21, 2022</b></p>	<p><b>Original Copy - for the Appointee</b></p> <p><b>Original Copy - for the Civil Service Commission</b></p>
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ANY ERASURE OR ALTERATION ON THE CSC ACTION SHALL NULLIFY OR INVALIDATE  
THIS APPOINTMENT EXCEPT IF THE ALTERATION WAS AUTHORIZED BY THE COMMISSION.

REASERCHED AND APPROVED

#### CSC Notation

**JANE MAGNATY MAGAN**

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB/Placement Committee during the deliberation held on February 16, 2022.

#### Certification

**GALLY D. TIPAN**

OIC-Mun. Human Resource Management Officer

The position was published at CSC Job Portal from January 27, 2022 to February 11, 2022 and posted in CSC-FD Batangas, Public Market, Office Lobby from January 27, 2022 to February 11, 2022 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on February 14, 2022.

2017, as amended, have been compiled with, reviewed and found to be in order.

This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, s.

#### Certification

**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	ILAGAN		
FIRST NAME	KRISNO		
MIDDLE NAME	DE CASTRO		
3. DATE OF BIRTH (mm/dd/yyyy)	03/31/1990	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Batangas City, Batangas	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	126 Rizal St. House/Block/Lot No Street n/a Brgy 3 Subdivision/Village Barangay Mataasnakahoy Batangas City/Municipality Province
7. HEIGHT (m)	1.58	ZIP CODE	4223
8. WEIGHT (kg)	62	18. PERMANENT ADDRESS	126 Rizal St. House/Block/Lot No Street n/a Brgy 3 Subdivision/Village Barangay Mataasnakahoy Batangas City/Municipality Province
9. BLOOD TYPE	B+	ZIP CODE	4223
10. GSIS ID NO.	n/a	19. TELEPHONE NO.	n/a
11. PAG-IBIG ID NO.	1212-3967-6351	20. MOBILE NO.	0938-673-1594
12. PHILHEALTH NO.	09201133559-6	21. E-MAIL ADDRESS (if any)	ilagankris31@gmail.com
13. SSS NO.	04-1849647-1		
14. TIN NO.	251-767-137		
15. AGENCY EMPLOYEE NO.	SWD006		

**II. FAMILY BACKGROUND**

22. SPOUSE'S SURNAME	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			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ILAGAN			
FIRST NAME	CRISTITO REY	NAME EXTENSION (JR., SR)	N/A	
MIDDLE NAME	INCIONG			
25. MOTHER'S MAIDEN NAME				
SURNAME	DE CASTRO			
FIRST NAME	MYRNA			
MIDDLE NAME	KALALO			(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	Paaralang Sentral ng Mataasnakahoy	Elementary Graduate	1996	2002	Graduated	2002	N/A
SECONDARY	Bayorbor National High School	High School Graduate	2002	2006	Graduated	2006	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Batangas State University	B.S. in Business Management major in Human Resource Management	2006	2010	Graduated	2010	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	February 2, 2022
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#### **IV. CIVIL SERVICE ELIGIBILITY**

**(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.

(Continue on separate sheet if necessary)

**SIGNATURE**

DATE

February 2, 2022

NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
	From	To		
Mataasnakahoy Parish Sacred Music	12/01/2019	Present		Co-Coordinator
Singers of Cathedral Ambassadors	01/14/2018	Present		Secretary
Yellow Warriors Society of the Philippines	10/28/2017	Present		Acting Batangas Chapter
Immaculate Voices of Mataasnakahoy	02/10/2011	Present		Acting Treasurer
nothing follows-	-	-	-	-

(Continue on separate sheet if necessary)

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

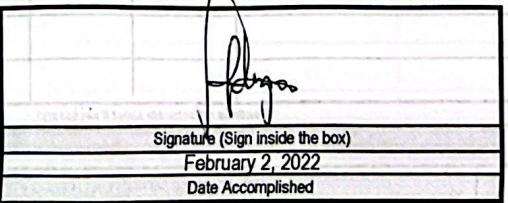
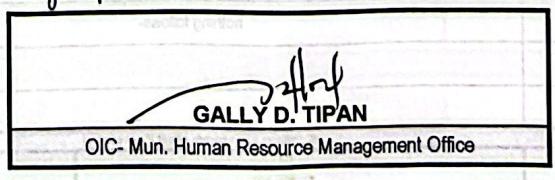
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

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			
ROLLOUT TRAINING ON KILOS-UNLAD E-LEARNING COURSE FOR FIELD IMPLEMENTORS BATCH 2	05/12/2021	08/12/2021	64	TECHNICAL	DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT FIELD OFFICE IV-A
PROGRAM ORIENTATION FOR LGU LINKS	9/17/2013	9/20/2013	32	TECHNICAL	DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT FIELD OFFICE IV-A
ROLLOUT TRAINING ON THE USE OF ENHANCED FAMILY DEVELOPMENT SESSION MANUAL	5/27/2013	06/01/2013	48	TECHNICAL	DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT FIELD OFFICE IV-A
ON-THE-JOB TRAINING ( HUMAN RESOURCE DEPARTMENT)	11/18/2009	03/03/2010	600	TECHNICAL	MARY MEDIATRIX MEDICAL CENTER
nothing follows-					

(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)
PLAYING GUITAR	4TH RUNNER UP IN SEARCH FOR MS. LAKANBINI 2021	Yellow Warriors Society of the Philippines
SINGING	nothing follows-	Immaculate Voices of Mataasnakahoy
ONLINE GAMES		Singers of Cathedral Ambassadors
nothing follows-		nothing follows-
SIGNATURE		DATE February 2, 2022

<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  <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:  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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO  If YES, give details:  resignation, because of having a new job</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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: ATIMBRO MARCHER</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 items:</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>Jerome B. Llanto, RN</td> <td>Tanauan City, Batangas</td> <td>09190945340</td> </tr> <tr> <td>Jo Ana Marie t. Villanueva</td> <td>Mataasnakahoy, Batangas</td> <td>09994602217</td> </tr> <tr> <td>Charlie C. Gamboa</td> <td>San Jose, Batangas</td> <td>09086755867</td> </tr> </tbody> </table>	NAME	ADDRESS	TEL. NO.	Jerome B. Llanto, RN	Tanauan City, Batangas	09190945340	Jo Ana Marie t. Villanueva	Mataasnakahoy, Batangas	09994602217	Charlie C. Gamboa	San Jose, Batangas	09086755867	 Krisno de Castro Ilagan PHOTO
NAME	ADDRESS	TEL. NO.											
Jerome B. Llanto, RN	Tanauan City, Batangas	09190945340											
Jo Ana Marie t. Villanueva	Mataasnakahoy, Batangas	09994602217											
Charlie C. Gamboa	San Jose, Batangas	09086755867											
<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 administrative/criminal case/s against me.</p>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)  <b>PLEASE INDICATE ID Number and Date of Issuance</b></p> <p>Government Issued ID: Unified Multi-Purpose ID</p> <p>ID/License/Passport No.: 0111-1147971-0</p> <p>Date/Place of Issuance: N/A</p>	 Signature (Sign inside the box) February 2, 2022 Date Accomplished	 Right Thumbmark											
<p>SUBSCRIBED AND SWORN to before me this <u>2nd day of Feb. 2022</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <p>  <b>GALLY D. TIPAN</b>  OIC- Mun. Human Resource Management Office</p>													

**Place of Assignment :** Office of the Municipal Social Welfare and Development  
**Position Title :** Administrative Aide I (Utility Worker I)  
**Plantilla Item No. :** 97  
**Salary/Job/Pay Grade :** 1  
**Monthly Salary :** Php 9,388.00  
**Eligibility :** None required (MC 11,s. 96 Cat III)  
**Education :** Must be able to read and write  
**Training :** None required  
**Work Experience :** None required  
**Competency :** None yet

**Instructions/Remarks :**

Interested and qualified applicants should signify their interest in writing. The LGU-Mataasnakahoy highly encourages all interested and qualified applications including persons with special needs (PWD), members of indigenous communities and those with diverse sexual orientation gender identity and expression (SOGIE) to apply. Attach the following documents to the application letter and send to the address below not later than February 11, 2022.

**Documents:**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**GALLY D. TIPAN**

**OIC- Municipal Human Resource Mgt. Officer**  
LGU- Mataasnakahoy, Batangas  
[hrmo\\_lgumataasnakahoy@yahoo.com.ph](mailto:hrmo_lgumataasnakahoy@yahoo.com.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

**Posting Date :** January 27, 2022

**Closing Date :** February 11, 2022



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

Mr. KRISNO D. ILAGAN

You are hereby appointed as Administrative Aide I (Utility Worker I) SG-1 under  
(Position Title)

**Permanent status at the** Office of the Municipal Social Welfare and Development  
(Permanent, Temporary, etc.)

with a compensation rate of Nine Thousand Three Hundred Eighty Eight Pesos (P 9,388.00)  
per month.

The nature of this appointment is Original vice Newly Created  
(Original, Promotion, etc.)

who was vacant with Plantilla Item No. 97 Page 7.  
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing authority.

Very truly yours,

"Pursuant to Rule V of the 2017 ORA-OHRA, Revised 2018, the appointee shall be under probation for a period of six (6) months reckoned from the date of assumption to duty"

A handwritten signature in black ink, enclosed in a large oval. The name "JANET MAGPANTAY ILAGAN" is written below the signature, with "Municipal Mayor" underneath it.

February 21, 2022  
Date of Signing

CSC ACTION:

DRY SEAL

Authorized Official

Date

(Stamp of Date Release)

## Certification

CS Form No. 33-A  
Rev. Ed. 01/02  
Date Issued: 01/02/2022

This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, s. 2017, as amended, have been complied with, reviewed and found to be in order.

The position was published at CSC Job Portal from January 27, 2022 to February 11, 2022 and posted in CSC-FO Batangas, Public Market, Office Lobby from January 27, 2022 to February 11, 2022 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on February 14, 2022.

  
**GALLY D. TIPAN**

OIC- Mun. Human Resource Management Officer

## Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB/Placement Committee during the deliberation held on February 16, 2022.

  
**JANET MAGPANTAY ILAGAN**  
Municipal Mayor

## CSC Notation

ANY ERASURE OR ALTERATION ON THE CSC ACTION SHALL NULLIFY OR INVALIDATE THIS APPOINTMENT EXCEPT IF THE ALTERATION WAS AUTHORIZED BY THE COMMISSION.

Original Copy - for the Appointee  
Original Copy - for the Civil Service Commission  
Original Copy - for the Agency

### Acknowledgement

Received original/photocopy of appointment on February 21, 2022

  
**KRISNO D. ILAGAN**  
Appointee

# 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	ILAGAN		
FIRST NAME	KRISNO		
MIDDLE NAME	DE CASTRO		
3. DATE OF BIRTH (mm/dd/yyyy)	03/31/1990	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Batangas City, Batangas		
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.58	17. RESIDENTIAL ADDRESS	126 Rizal St. House/Block/Lot No. Street n/a Brgy.3 Subdivision/Village Barangay Mataasnakahoy Batangas City/Municipality Province
8. WEIGHT (kg)	62	ZIP CODE	4223
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	126 Rizal St. House/Block/Lot No. Street n/a Brgy.3 Subdivision/Village Barangay Mataasnakahoy Batangas City/Municipality Province
10. GSIS ID NO.	n/a	ZIP CODE	4223
11. PAG-IBIG ID NO.	1212-3967-6351	19. TELEPHONE NO.	n/a
12. PHILHEALTH NO.	09201133559-6	20. MOBILE NO.	0938-673-1594
13. SSS NO.	04-1849647-1	21. E-MAIL ADDRESS (if any)	ilagankris31@gmail.com
14. TIN NO.	251-767-137		
15. AGENCY EMPLOYEE NO.	SWD006		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	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			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ILAGAN			
FIRST NAME	CRISTITO REY	NAME EXTENSION (JR., SR)	N/A	
MIDDLE NAME	INCIONG			
25. MOTHER'S MAIDEN NAME				
SURNAME	DE CASTRO			
FIRST NAME	MYRNA			
MIDDLE NAME	KALALO			
(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	Paaralang Sentral ng Mataasnakahoy	Elementary Graduate	1996	2002	Graduated	2002	N/A
SECONDARY	Bayorbor National High School	High School Graduate	2002	2006	Graduated	2006	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Batangas State University	B.S. in Business Management major in Human Resource Management	2006	2010	Graduated	2010	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A
(Continue on separate sheet if necessary)							

SIGNATURE

DATE

February 2, 2022

**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 / CONFERNMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (If applicable)	
	N/A	N/A		N/A	NUMBER

(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 "00-00") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
10/01/2012	Present	LGU Link- Job Order	Mataasnakahoy Local Government Unit	₱6,200.00	n/a	Job Order	Yes
12/10/2011	9/28/2012	Team Leader	Max 1 Advertising Agency	₱9,600.00	n/a	Contractual	No
-	-	-nothing follows	-	-	-	-	-
<i>(Continue on separate sheet if necessary)</i>							

**SIGNATURE**
**DATE**

February 2, 2022

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

(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)*

**(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)
PLAYING GUITAR	4TH RUNNER UP IN SEARCH FOR MS. LAKANBINI 2021	Yellow Warriors Society of the Philippines
SINGING	nothing follows-	Immaculate Voices of Mataasnakahoy
ONLINE GAMES		Singers of Cathedral Ambassadors
nothing follows-		nothing follows-
(Continue on separate sheet if necessary)		
SIGNATURE		DATE
		February 2, 2022

*(Continued on separate sheet if necessary)*

**SIGNATURE**

DATE \_\_\_\_\_

February 2, 2022

34. Are you related by consanguinity or affinity to the a. Rating 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)?

YES  NO  
 YES  NO

If YES, give details:

35. a. Have you ever been found guilty of any administrative offense?

YES  NO

If YES, give details:

b. Have you been criminally charged before any court?

YES  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?

YES  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?

YES  NO

If YES, give details: resignation, because of having a new job

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

YES  NO

If YES, give details:

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?

YES  NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

YES  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?

YES  NO

If YES, please specify:

YES  NO

If YES, please specify ID No:

YES  NO

If YES, please specify ID No:

YES  NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME

ADDRESS

TEL. NO.

Jerome B. Llanto, RN

Tanauan City, Batangas

09190945340

Jo Ana Marie t. Villanueva

Mataasnakahoy, Batangas

09994602217

Charlie C. Gamboa

San Jose, Batangas

09086755867

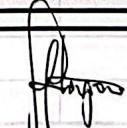
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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.

Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc)  
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Unified Multi-Purpose ID

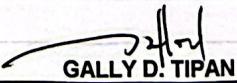
ID/License/Passport No.: 0111-1147971-0

Date/Place of Issuance: N/A

  
Signature (Sign inside the box)  
February 2, 2022  
Date Accomplished



SUBSCRIBED AND SWORN to before me this 2nd day of Feb . 2022, affiant exhibiting his/her validly issued government ID as indicated above.

  
GALLY D. TIPAN

OIC- Mun. Human Resource Management Office



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

**CERTIFICATION**

TO WHOM IT MAY CONCERN:

This is to certify that in connection with the appointment of Mr. KRISNO D. ILAGAN as Administrative Aide I ( Utility Worker I) in the Office of the Municipal Social Welfare and Development of this municipality, all pertinent requirements contained in RA 7160 in Section 325 on limitation of personal services in the total annual/supplemental appropriation, salary rate, etc., have been complied with.

JANET MAGPANTAY ILAGAN  
Municipal Mayor



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

**OFFICE OF THE MUNICIPAL ACCOUNTANT**

**CERTIFICATION**

Local Government Unit of Mataasnakahoy

Office of the Municipal Social Welfare and Development

**THIS IS TO CERTIFY** that funds are available for the position of Administrative Aide I (Utility Worker I) in the Office of the Municipal Social Welfare and Development of this municipality, with Salary Grade 1 amounting to ONE HUNDRED TWELVE THOUSAND SIX HUNDRED FIFTY SIX PESOS (P 112,656.00) per annum as per Annual Budget CY-2022 of this municipality.

Issued this 21st day of February , 2022 at Mataasnakahoy, Batangas.

A handwritten signature in black ink, appearing to read "LENILYN C. CARAAN".

**LENILYN C. CARAAN**  
Municipal Accountant

**Republic of the Philippines**  
**POSITION DESCRIPTION FORM**  
**DBM-CSC Form No. 1**  
(Revised Version No. 1, s. 2018)

**1. POSITION TITLE (as approved by authorized agency) with parenthetical title**

**Administrative Aide I  
( Utility Worker I )**

**2. ITEM NUMBER**

**3. SALARY GRADE**

97

1

**4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS**

Province  
 City  
 Municipality

1st Class  
 2nd Class  
 3rd Class  
 4th Class

5th Class  
 6th Class  
 Special

**5. DEPARTMENT, CORPORATION OR AGENCY/  
LOCAL GOVERNMENT**

**6. BUREAU OR OFFICE**

Local Government Unit of Mataasnakahoy,  
Batangas

Office of the Municipal Social Welfare and Development

**7. DEPARTMENT / BRANCH / DIVISION**

**8. WORKSTATION / PLACE OF WORK**

Office of the Municipal Social Welfare and  
Development

Office of the Municipal Social Welfare and Development

**9. PRESENT APPROP  
ACT**

**10. PREVIOUS APPROP ACT**

**11. SALARY AUTHORIZED**

**12. OTHER COMPENSATION**

SB Res. Blg. 236-S-  
2021/ Budget  
Ordinance Blg. 26-S-  
2021

SB Resolution No. 170-S-  
2020, Ordinance of Budget  
No. 47-S-2020

P 9,388.00

PERA	P 2,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Year End Bonus	9,388.00
Mid-year Bonus	9,388.00
PEI	5,000.00

**13. POSITION TITLE OF IMMEDIATE SUPERVISOR**

**14. POSITION TITLE OF NEXT HIGHER SUPERVISOR**

Municipal Social Welfare and Development Officer

N/A

**15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED**

*(if more than seven (7) list only by their item numbers and titles)*

POSITION TITLE  
KRAEGEN D. ILIA  
MSWDO, Dept. of Social Affairs

ITEM NUMBER

**16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK**

Broom, Dustpan, Telephone, Computer, Printer, Calculator, Ballpen, Logbook,

**17. CONTACTS / CLIENTS / STAKEHOLDERS**

17a. Internal	Occasional	Frequent	17b. External	Occasional	Frequent
Executive / Managerial	<input type="checkbox"/>	<input type="checkbox"/>	General	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supervisors	<input type="checkbox"/>	<input type="checkbox"/>	Public	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Non-Supervisors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other Agencies	<input type="checkbox"/>	<input type="checkbox"/>
Staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Others (Please Specify):	<hr/>	

**18. WORKING CONDITION**

Office Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other/s (Please Specify)
Field Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION**

Fronliner in the delivery of service which has to do with immediate relief during and assistance in the aftermath of manmade and natural disaster and natural calamities.

**20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)**

Maintenance of cleanliness, orderliness of the office and does other related work. May assist the MSWDO for the program and activities of the office.

21. QUALIFICATION STANDARDS			
21a. Education	21b. Experience	21c. Training	21d. Eligibility
Must be able to read and write	None required	None required	None Required ( MC 11, s.96- Cat III)
<b>21e. Core Competencies</b>		<b>Competency Level</b>	
None Yet		None Yet	
<b>21f. Leadership Competencies</b>		<b>Competency Level</b>	
None Yet		None Yet	
22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)			
<b>Percentage of Working Time</b>  5% 5% 5% 5% 5% 5% 10% 15% 15% 20% 10%	(State the duties and responsibilities here:)		<b>Competency Level</b>  None Yet
	Maintenance of the cleanliness and orderliness of the office;		
	Assist walk-in clients		
	Keeps record of incoming and outgoing communication		
	Answering telephone calls.		
	Assist in encoding and filing of documents		
	Maintain logbook for visitors		
	Check and responds to email		
	Assist in processing of documents including Purchase Request, Purchase Order, Canvass, Obligation Request, Requisition and Issuance Slip, Inspection and Acceptance Report and Voucher		
	Assist in encoding and monitoring of Sustainable Livelihood Program (SLP) beneficiaries.		
Assist in the operation, programs, and activities of Pantawid Pamilya Pilipino Program (4Ps)			
Perform other duties and responsibilities that may be assigned by immediate supervisor from time to time,			

**23. ACKNOWLEDGMENT AND ACCEPTANCE:**

I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply with the performance and behavior/conduct expectations contained herein.

**KRISNO D. ILAGAN 02/21/22**  
Employee's Name, Date and Signature

**KAREN U. KASILAG 02/21/22**  
MSWDO, Date and Signature



Republic of the Philippines  
Province of Batangas  
**Municipality of Mataasnakahoy**

**OATH OF OFFICE**

I, KRISNO D. ILAGAN of Brgy. III, Mataasnakahoy, Batangas having been appointed to the position of Administrative Aide I (Utility Worker I), hereby solemnly swear, that I will faithfully discharge to the best of my ability, the duties of my present position and of all others that I may hereafter hold under the Republic of the Philippines; that I will bear true faith and allegiance to the same; 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.

A handwritten signature in black ink, appearing to read "Krisno D. Ilagan".

KRISNO D. ILAGAN  
(Signature over Printed Name of the Appointee)

Government ID: UMID ID  
ID Number : 0111-1147971-0  
Date Issued : N/A

Subscribed and sworn to before me this 21<sup>st</sup> day of February, 2022 in Mataasnakahoy Batangas, Philippines.

JANET MAGPANTAY ILAGAN  
Municipal Mayor



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

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Mr. KRISNO D. ILAGAN has assumed the duties and responsibilities as Administrative Aide I (Utility Worker I) in the Office of the Municipal Social Welfare and Development effective February 21, 2022.

This certification is issued in connection with the issuance of the appointment of Mr. Ilagan as Administrative Aide I (Utility Worker I).

Done this 21st day of February , 2022 in Mataasnakahoy, Batangas.

JANET MAGPANTAY ILAGAN  
Municipal Mayor

Date: February 21, 2022

Attested by:

GALLY D. TIPAN

OIC- Mun. Human Res. Mgt. Officer

201 file  
Admin  
COA  
CSC



Republic of the Philippines  
Province of Batangas  
MUNICIPALITY OF MATAASNAKAHOY

**PERFORMANCE CONTRACT**

February 21, 2022 to May 21, 2022  
May 22, 2022 to August 21, 2021

NAME OF EMPLOYEE : KRISNO D. ILAGAN  
POSITION : Administrative Aide I ( Utility Worker I)

---

1. Maintain the cleanliness and orderliness of the office;
2. Assist walk-in clients;
3. Keeps record of incoming and outgoing communication;
4. Answering telephone calls;
5. Assist in encoding and filing of documents;
6. Maintain logbook for visitors;
7. Check and responds to email;
8. Assist in processing of documents including Purchase Request, Purchase Order, Canvass, Obligation Request, Requisition and Issuance Slip, Inspection and Acceptance Report and Voucher;
9. Assist in encoding and monitoring of Sustainable Livelihood Program (SLP) beneficiaries;
10. Assist in the operation, programs, and activities of Pantawid Pamilya Pilipino Program (4P's)
11. Perform other duties and responsibilities that may be assigned by immediate supervisor from time to time.

Prepared by:

A handwritten signature in black ink, appearing to read "Krisno D. Ilagan".

**KRISNO D. ILAGAN**

Administrative Aide I ( Utility Worker I)

Conforme:

A handwritten signature in black ink, appearing to read "Gally D. Tipan".

**GALLY D. TIPAN**

OIC- Mun. Human Res. Mgt. Officer

A handwritten signature in black ink, appearing to read "Janet Magpantay Ilagan".

**JANET MAGPANTAY ILAGAN**

Municipal Mayor

## SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH

As of FEBRUARY 21, 2022

(Required by R.A. 6713)

Note: Husband and wife who are both public officials and employees may file the required statements jointly or separately.

Joint Filing     Separate Filing     Not Applicable

DECLARANT: ILAGAN KRISNO  
(Family Name) (First Name) (M.I.)

ADDRESS: Brgy.3 Longos, Mataasnakahoy, Batangas

POSITION: Admin Aide I (Utility Worker I)  
AGENCY/OFFICE: MSWD, Mataasnakahoy LGU  
OFFICE ADDRESS: Brgy. IV, Mataasnakahoy  
Batangas

SPOUSE: N/A  
(Family Name) (First Name) (M.I.)

POSITION: N/A  
AGENCY/OFFICE: None  
OFFICE ADDRESS: N/A

### UNMARRIED CHILDREN BELOW EIGHTEEN (18) YEARS OF AGE LIVING IN DECLARANT'S HOUSEHOLD

NAME	DATE OF BIRTH	AGE
<u>N/A</u>		

### ASSETS, LIABILITIES AND NETWORTH

(Including those of the spouse and unmarried children below eighteen (18) years of age living in declarant's household)

#### 1. ASSETS

##### a. Real Properties\*

DESCRIPTION (e.g. lot, house and lot, condominium and improvements)	KIND (e.g. residential, commercial, industrial, agricultural and mixed use)	EXACT LOCATION	ASSESSED VALUE (As found in the Tax Declaration of Real Property)	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
					YEAR	MODE	
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Subtotal: \_\_\_\_\_

##### b. Personal Properties\*

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/AMOUNT
Oppo A83	2018	9,998.00
Romai Mini Cruz E-bike	2016	35,999.00

Subtotal: 45,997.00

TOTAL ASSETS (a+b): 45,997.00

\* Additional sheet/s may be used, if necessary.

## 2. LIABILITIES

NATURE	NAME OF CREDITORS	OUTSTANDING BALANCE
N/A	N/A	N/A
Additional sheet/s may be used, if necessary.		

**TOTAL LIABILITIES:****NET WORTH : Total Assets less Total Liabilities = 45,997.00**

\* Additional sheet/s may be used, if necessary.

**BUSINESS INTERESTS AND FINANCIAL CONNECTIONS**

(of Declarant / Declarant's spouse/ Unmarried Children Below Eighteen (18) years of Age Living in Declarant's Household)

 I/ We do not have any business interest or financial connection.

NAME OF ENTITY/BUSINESS ENTERPRISE	BUSINESS ADDRESS	NATURE OF BUSINESS INTEREST &/OR FINANCIAL CONNECTION	DATE OF ACQUISITION OF INTEREST OR CONNECTION
N/A	N/A	N/A	N/A

**RELATIVES IN THE GOVERNMENT SERVICE**

(Within the Fourth Degree of Consanguinity or Affinity. Include also Bilas, Balae and Inso)

 I/ We do not know of any relative/s in the government service)

NAME OF RELATIVE	RELATIONSHIP	POSITION	NAME OF AGENCY/OFFICE AND ADDRESS
N/A	N/A	N/A	N/A

I hereby certify that these are true and correct statements of my assets, liabilities, net worth, business interests and financial connections, including those of my spouse and unmarried children below eighteen (18) years of age living in my household, and that to the best of my knowledge, the above-enumerated are names of my relatives in the government within the fourth civil degree of consanguinity or affinity.

I hereby authorize the Ombudsman or his/her duly authorized representative to obtain and secure from all appropriate government agencies, including the Bureau of Internal Revenue such documents that may show my assets, liabilities, net worth, business interests and financial connections, to include those of my spouse and unmarried children below 18 years of age living with me in my household covering previous years to include the year I first assumed office in government.

Date: February 21, 2022

(Signature of Declarant)

Government Issued ID: Unified Multi-Purpose ID  
ID No.: 0111-1147971-0  
Date Issued: N/A

(Signature of Co-Declarant/Spouse)

Government Issued ID:  
ID No.:  
Date Issued:

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, affiant exhibiting to me the above-stated government issued identification card.

ATTY. TEODORO M. HERNANDEZ

(Person in Responsible Charge)

UNTIL DECEMBER 31, 2022

PTR NO. 8853981/1-06-2022/MAKATI  
IRP NO. 174851/1-05-2022/PASIG CITY  
MCLE COMPLIANCE NO. BD25900/4-20-15  
ROLL OF ATTORNEY'S NO. 6153

## MEDICAL CERTIFICATE

(For Employment)

### INSTRUCTIONS

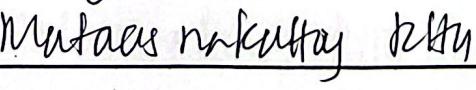
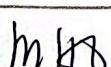
- a. This medical certificate should be accomplished by a licensed government physician.
- b. Attach this certificate to original appointment, transfer and reemployment.
- c. The results of the following pre-employment medical/physical/**psychological** must be attached to this form:

- Blood Test
- Urinalysis
- Chest X-Ray
- Drug Test
- Psychological Test
- Neuro-Psychiatric Examination (if applicable)

### FOR THE PROPOSED APPOINTEE

NAME (Last Name, First Name, Name Extension (if any) and Middle Name)		AGENCY / ADDRESS	
ILAGAN, KRISMO DE CASTRO		MBTAPSNAKADAY LCH	
ADDRESS			
Brgy. 3, MATAASNAKADAY, BATANGAS			
AGE	SEX	CIVIL STATUS	PROPOSED POSITION
31	MALE	SINGLE	ADMINISTRATIVE AIDE I UTILITY WORKER I

### FOR THE LICENSED GOVERNMENT PHYSICIAN

<i>I hereby certify that I have reviewed and evaluated the attached examination results, personally examined the above named individual and found him/her to be physically and medically <input checked="" type="checkbox"/> FIT / <input type="checkbox"/> UNFIT for employment.</i>		
SIGNATURE over PRINTED NAME OF LICENSED GOVERNMENT PH		<b>OTHER INFORMATION ABOUT THE PROPOSED APPOINTEE</b>  
 <b>KARLA M. CARAAN MD</b>		
AGENCY/Affiliation of Licensed Government Physician:		
 <b>Mataas na Kultay LLC</b>		
LICENSE NO.		<b>HEI</b> <input type="checkbox"/> Bare Foot <input type="checkbox"/> Slipped <input type="checkbox"/> DD <input type="checkbox"/> TYPE
OFFICIAL DESIGNATION		<b>DATE EXAMINED</b>  <b>2/18/22</b>

## MEDICAL CERTIFICATE

(For Employment)

## INSTRUCTIONS

- a. This medical certificate should be accomplished by a licensed government physician.  
 b. Attach this certificate to original appointment, transfer and reemployment.  
 c. The results of the following pre-employment medical/physical/psychological must be attached to this form:

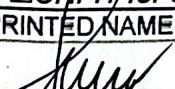
- Blood Test  
 Urinalysis  
 Chest X-Ray  
 Drug Test  
 Psychological Test  
 Neuro-Psychiatric Examination (if applicable)

## FOR THE PROPOSED APPOINTEE

NAME (Last Name, First Name, Name Extension (if any) and Middle Name)		AGENCY / ADDRESS	
ILIGAN, KRISNO DE CASTRO		MATAASNAKAHAY, LGH	
ADDRESS			
BRGY. 3, MATAASNAKAHAY, BATANGAS			
AGE	SEX	CIVIL STATUS	PROPOSED POSITION
31	MALE	SINGLE	ADMINISTRATIVE AIDE I UTILITI WORKER I

## FOR THE LICENSED GOVERNMENT PHYSICIAN

I hereby certify that I have reviewed and evaluated the attached examination results, personally examined the above named individual and found him/her to be physically and medically  FIT /  UNFIT for employment.

SIGNATURE over PRINTED NAME OF LICENSED GOVERNMENT PH		OTHER INFORMATION ABOUT THE PROPOSED APPOINTEE		
 KARLA M. CARAAN MD				
AGENCY/Affiliation of Licensed Government Physician:				
Mataasnakahay RHT				
LICENSE NO.		HEIGHT (M) Bare Foot	WEIGHT (KG) Stripped	BLOOD TYPE
113447				
OFFICIAL DESIGNATION	DATE EXAMINED			
MHO	2/8/22			



**St. Joseph HealthCare, Inc.**

2<sup>ND</sup> Floor LIPA CITY COMMERCIAL CENTER, A. MABINI St. Cor. P. Torres St. Lipa City, Batangas  
Tel No. : (043) 757-4675

Name : ILAGAN, KRISNO

Patient Pin: SJHI 83714

Age: 31 Sex: MALE

Company:

Sample Date: February 12, 2022

## LABORATORY REPORT

### HEMATOLOGY

DESCRIPTION	RESULT	REFERENCE VALUES
RBC	5.62	FEMALE : $4.0-5.4 \times 10^{12}/L$ MALE : $4.6-6.0 \times 10^{12}/L$
Hemoglobin	173	FEMALE : 120-160g/L MALE : 140-180g/L
Hematocrit	0.48	FEMALE : 0.37-0.47 MALE: 0.40-0.54
MCV	84.9	76-100 fL
MCH	30.8	27-32 pg
MCHC	36.3	32-36%
White blood cells	5.3	$5.0-10.0 \times 10^9/L$
Segmenters	0.63	0.55-0.68
Lymphocytes	0.28	0.25-0.39
Monocytes	0.06	0.02-0.08
Eosinophils	0.03	0 -0.05
Platelet count	244	$150-450 \times 10^9/L$

ROBERTO ESTOLANO, RMT  
MEDICAL TECHNOLOGIST LIC#26082

SPENCER S. WATANABE, MD, DPSP,MHA  
PATHOLOGIST LIC#0112723



# St. Joseph HealthCare, Inc.

2<sup>ND</sup> Floor LIPA CITY COMMERCIAL CENTER, A. MABINI St. Cor. P. Torres St. Lipa City, Batangas  
Tel No. : (043) 757-4675

Name : ILAGAN, KRISNO

Patient Pin: SJHI 83714

Age: 31 Sex: MALE

Company:

Sample Date: February 12, 2022

### LABORATORY REPORT

#### CLINICAL MICROSCOPY

#### URINALYSIS

DESCRIPTION	RESULT	NORMAL VALUE
COLOR	LIGHT YELLOW	
TRANSPARENCY	SLIGHTLY TURBID	
PH	7.5	5.0-8.0
SPECIFIC GRAVITY	1.015	1.005-1.030
SUGAR	NEGATIVE	NEGATIVE
PROTEIN	NEGATIVE	NEGATIVE
WBC	0-2 /HPF	
RBC	0-2 /HPF	
A.URATES/PHOSPHATES	FEW	
EPITHELIAL CELLS	FEW	
BACTERIA	RARE	
MUCUS THREADS		
PREGNANCY TEST		

ROBERTO ESTOLANO, RMT  
MEDICAL TECHNOLOGIST LIC#26082

SPENCER S. WATANABE, MD, DPSP,MHA  
PATHOLOGIST LIC#0112723



St. Joseph HealthCare, Inc.

2F Lipa Commercial Center, Along A. Mabini St., Corner P. Torres St., Lipa City

## Department of Radiology

### Medical Imaging Report

PIN: **SJHI-22-0760**

Patient: **ILAGAN, KRISNO**

Referring Physician:

Clinical HX/DX:

Examination: **CHEST PA**

Procedure: **RADIOGRAPHY**

Date: **2/12/2022**

Age: **31** Sex: **MALE**

Company: **WALK-IN**

The lungs are clear

Heart is not enlarged

Intact bony thorax

**IMPRESSION: NORMAL CHEST X-RAY**

**RINA S. DE TORRES, RXT**

Lic. No. 5285  
Radiologic Technologist

**JERIC P. MEDINA, MD. FPCR**

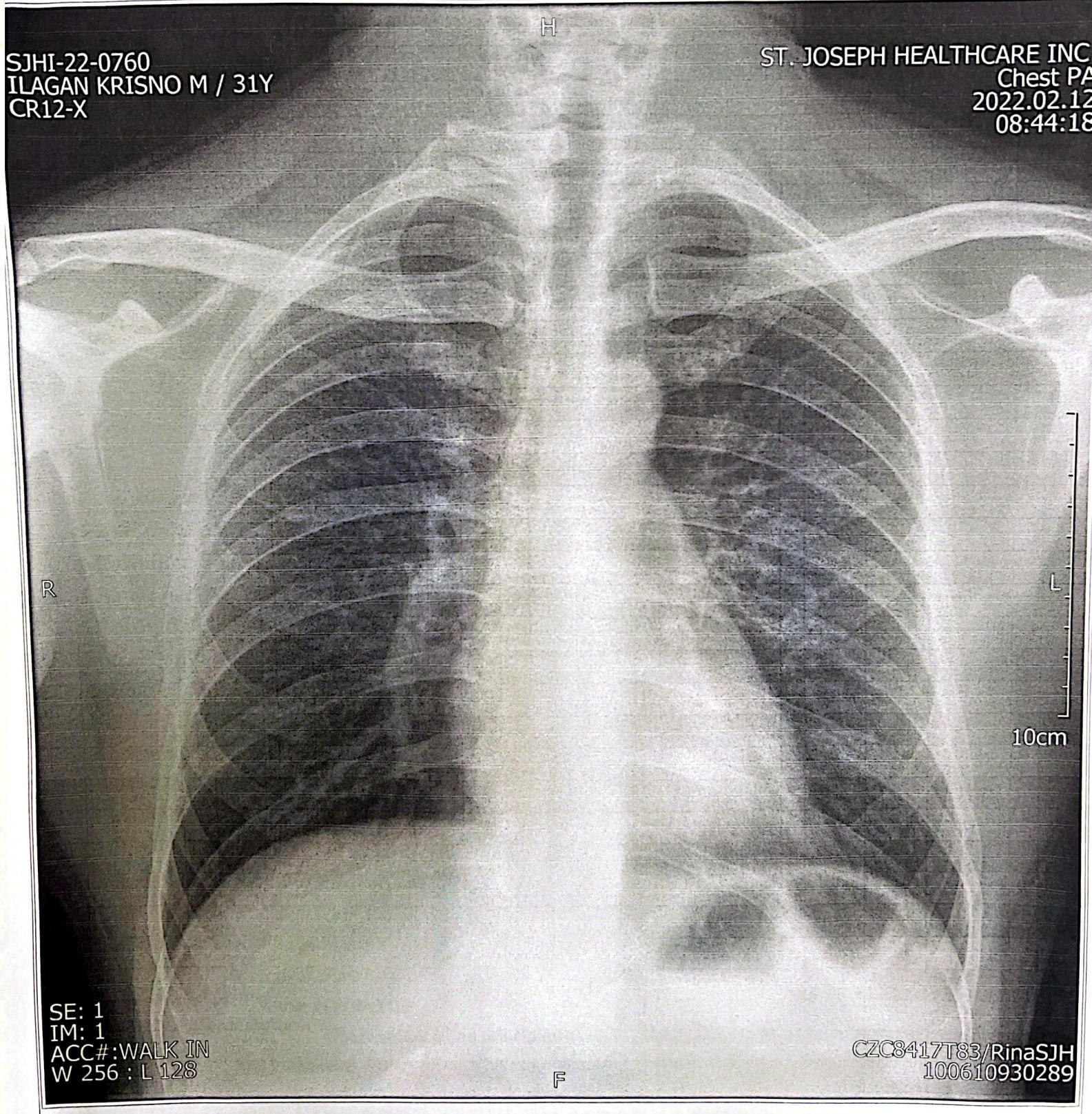
Lic. No. 91903  
Radiologist



St. Joseph HealthCare, Inc.

2F Lipa Commercial Center, Along A. Mabini St., Corner P. Torres St., Lipa City

Patient ID	SJHI-22-0760	ILAGAN KRISNO M/31 (1990/03/31)	
Exam Date	2022/02/12	Exam Desc	Chest





# MLT Psychological Evaluation Center

PNP Accreditation No. – 2000 – 0014  
 Main Office: 316 Quezon Avenue, Quezon City  
 Telephone No. 929-7261 / 410-6639

Purpose: Employment  
Requesting Person: LCU

**TO:**

**SUBJECT: PSYCHOLOGICAL EXAMINATION**

**NAME:** KRISNO D. ILAGAN

**DATE OF EXAM:** 12 Feb. 2022

**AGE:** 31

**CIVIL STATUS:** Single

**HOME ADDRESS:** Brgy. 3, Mataas na kahoy, Batangas

## EVALUATION REPORT

FACTORS	FINDINGS
Intelligence (Ability to learn & solve problems)	ABOVE AVERAGE
Educational Attainment	BS BUSINESS MANAGEMENT
Experience (relevance to position)	9 Yrs. JOB ORDER
Motivation: Financial Security	AVERAGE
Change in Assignment	2 Yrs. REACHER
Honesty/Integrity	AVERAGE
Social Adjustment	AVERAGE
Loyalty (Identifying with superiors)	AVERAGE
Hostility & Violent Tendencies	No trace of violence
Acceptance of Responsibility	AVERAGE
Energy and Initiative	AVERAGE
Independence (self-reliance)	AVERAGE
Self-Discipline	AVERAGE
Steadiness and Endurance Under Pressure	HIGH

## SUMMARY

Intelligence Quotient: **103**

Classification: **ABOVE AVERAGE**

Percentage Score: **37th PERCENTILE**

Personality Evaluation: Good-natured and principled as well, subject finds fulfillment in servicing people and loved ones. Punctual with his commitments, subject avoids irresponsible acts and maintains order in work as well. He gives utmost priority to family obligations, acquiring a sense of self-fulfillment. Apparent responsibility in carrying out his obligations has always been present. Musically inclined.

**REMARKS:**

Recommended

**MA. CORAZON C. PAMINTUAN**  
 Psychologist  
 (Accreditation No. 130)

**Valid for (6) months from date of issue.**



RI923190  
55

DEPARTMENT OF HEALTH  
ST. JOSEPH HEALTHCARE, INC.

2F LIPA COM'L CTR., MABINI ST. COR P.TORRES ST., LIPA CITY, BATANGAS

Phone Number (043) 757 4675

### DRUG TEST REPORT

CCF No: 202202120005  
Name: ILAGAN, KRISNO DE CASTRO  
Birthdate: 03/31/1990 Age: 31

Gender: M

Transaction Date Time: 2/12/2022 9:31:00AM  
Report Date Time: 2/12/2022 10:23:44AM

Test Method TEST KIT

Purpose  
Government Employment

Requesting Parties

LGU

**Result**

Drug/Metabolite	Result	Remarks
METHAMPHETAMINE	NEGATIVE	PASSED
TETRAHYDROCANNABINOL	NEGATIVE	PASSED

Test Conducted By

96 MR. ROBERTO MACUHA ESTOLANO  
Analyst

Approved By  
DR. SPENCER SITJAR WATANABE 69  
Head of Laboratory

Valid Within 12 Month/s from Transaction Date

This is a DOH-DDB IDTOMIS generated report

<u>First Semester 2006-2007</u>				
HUM	101	Introduction to Humanities: Art Appreciation	2.75	3
MATH	100	Mathematical Skills Development	2.75	3
NATSCI	101	Foundations of Natural Science I (Earth and Environmental Sciences)	2.50	3
PE	101	Physical Fitness, Gymnastics and Aerobics	2.25	2
SS	101	General Psychology	2.50	3
<u>Second Semester 2006-2007</u>				
ACCTG	2	Partnership and Corporation Accounting	3.00	3
ENG	101B	Study and Thinking Skills in English	2.75	3
FIL	102	Pagbasa at Pagsulat sa Iba't Ibang Disiplina	2.50	3
MATH	102	College Algebra	4.00	3.00
MGT	1	Introduction to Management and Business Organization	4.00	3.00
MKT	1	Introduction to Marketing Management	4.00	3.00
NATSCI	102	Foundations of Natural Science II (Biological Science)	4.00	3.00
PE	102	Rhythmic Activities	2.00	2
SS	102	Philippine History	3.00	3
<u>First Semester 2007-2008</u>				
ENG	103	Writing in the Discipline	2.50	3
FIL	103	Retorika sa Kolehiyo	2.50	3
FIN	101	Principles of Money, Banking and Credit	3.00	3
MATH	109	Mathematics of Investment	4.00	3.00
MGT	102	Human Behavior in Organization	4.00	3.00

\*\*\*\*\*Continuation on Sheet 2\*\*\*\*\*

GRADING SYSTEM					
1.00	Excellent	2.00	Meritorious	4.00	Conditional Failure
1.25	Superior	2.25	Very Satisfactory	5.00	Failure
1.50	Very Good	2.50	Satisfactory	Inc.	Incomplete
1.75	Good	2.75	Fairly Satisfactory	Dra.	Dropped
		3.00	Passing		

\*\*\*\*Original University Seal and  
original signature of the University Registrar

Date : January 17, 2011

Prepared by:

Verified by:

Certified Correct:

ARNOLD D. CAPISTRANO  
Administrative Aide III

BENILDAA DEL ROSARIO  
Registrar I

GLORIA G. MENDOZA, Ph.D.  
University Registrar

**BATANGAS STATE UNIVERSITY**

(formerly PABLO BORBON MEMORIAL INSTITUTE OF TECHNOLOGY)

Batangas City

RHEA M. DURAN, MPA

Head, Registration

2-22-2022

**OFFICE OF THE UNIVERSITY REGISTRAR  
OFFICIAL TRANSCRIPT OF RECORDS**

BATANGAS STATE UNIVERSITY

Lipa City, Batangas

Name : ILAGAN, KRISNO DE CASTRO

Course Code	Descriptive Title of Subject		Hrs per Week	Grades	Credit
				Final	Re-exam
<b>First Semester 2007- 2008</b>					
NSTP 1	National Service Training Program I		2.25		3
PE 103	Individual and Dual Sports		2.25		2
SS 105	Introduction to Economics with Taxation and Land Reform		3.00		3
STAT 102	Business Statistics		4.00	3.00	3
<b>Second Semester 2007- 2008</b>					
ACCTG 3	Financial Accounting		2.75		3
COMP 101	Introduction to Computer		4.00	3.00	3
HUM 102	Introduction to Philosophy		2.25		3
NSTP 2	National Service Training Program II		2.50		3
PE 104	Team Sports		1.25		2
<b>QUATECH</b>					
SS 106	Quantitative Techniques in Business		4.00	3.00	3
MGT 3	Politics and Governance with Philippine Constitution		2.25		3
LAW 1	Personnel Management		2.25		3
	Laws on Obligations and Contracts		4.00	3.00	3
<b>Summer 2008</b>					
COMP 102	Introduction to Programming		2.50		3
ENG 104	Oral Communication		3.00		3
SS 103	Introduction to Sociology		1.75		3
SS 104	Life and Works of Rizal		4.00	3.00	3
<b>First Semester 2008- 2009</b>					
HR COMP.	Compensation Management		2.75		3
HR INDIBE	Individual Behavior		2.75		3
HR NEEDS	Human Resource and Needs Management		3.00		3
LIT 101	The Literature of the Philippines		2.50		3
LAW 2	Partnership and Corporation Law		3.00		3
MGT 4	Supply Chain Management		4.00	3.00	3
MGT 5	Production and Operation Management		4.00	3.00	3
MKT 5	Salesmanship		3.00		3
<b>Second Semester 2008- 2009</b>					
HR DEV	Human Resource Development		2.75		3
HR ITEST	Industrial Testing and Behavior		3.00		3
HR PLAN	Planning and Development in Organization		4.00	3.00	3
LAW 3	Laws on Negotiable Instruments		2.75		3
LIT 102	The Literature of the World		4.00	3.00	3
MGT 6	Production Management		4.00	3.00	3
RESMETH 1	Research Methodology		2.25		3
TAX 1	Income Taxation		3.00		3
<b>Summer 2009</b>					
ENG 105	Business Communications		2.25		3
COMP 103	Management Information Systems		2.75		3
PD 101	Personality Development		2.00		3
<b>First Semester 2009- 2010</b>					
HR SEM	Human Resource Seminar		2.00		3
HR LEAD	Leadership and Team Building		2.00		3
OJT 101	On-the-Job Training Orientation		1.75		1

Notarized without university dry seal and  
original signature of the University Registrar

Date: January 17, 2011

Prepared by:

Hildegard D. CAPISTRANO  
Administrative Aide III

Verified by:

BENILDA A. DEL ROSARIO  
Registrar I

Certified Correct:

Gloria G. Mendoza, Ph.D.  
University Registrar

**BATANGAS STATE UNIVERSITY**(formerly PABLO BORBON MEMORIAL INSTITUTE OF TECHNOLOGY) RHEA M. DURÁN, MPA  
Batangas City

Head, Registration

202-2022

**OFFICE OF THE UNIVERSITY REGISTRAR**  
**OFFICIAL TRANSCRIPT OF RECORDS**BATANGAS STATE UNIVERSITY  
Lipa City, Batangas

Name : ILAGAN, KRISNO DE CASTRO

Course Code	Descriptive Title of Subject	Hrs per Week	Grades		Credit
			Final	Re-exam	
<b>First Semester 2009-2010</b>					
MGT 10	Business Policy	3.00			3
MGT 11	Business Ethics	3.00			3
MGT 12	Management Integration	2.75			3
RESMETH 2	Research Methods II	DRP.			-
TAX 2	Business and Transfer Tax	4.00	3.00		3
<b>Second Semester 2009-2010</b>					
OJT	On-the-Job Training	2.00			10
<b>Summer 2010</b>					
RESMETH 2	Research Methods II Comprehensive Examination	2.25			3
Passed					

**GRADUATED WITH THE DEGREE OF BACHELOR OF SCIENCE IN BUSINESS MANAGEMENT  
AS PER REFERENDUM DATED JUNE 23, 2010.****TRANSCRIPT CLOSED****CERTIFICATION**

This certifies that under Republic Act No. 9045, BATANGAS STATE UNIVERSITY  
is exempted from issuing Special Order by the Commission on Higher Education.



Not valid without university dry seal and  
original signature of the University Registrar  
OK No. 1264351 dated 22-June-2010

Date : January 17, 2011

Prepared by:

  
**HEDID D. CAPISTRANO**  
 Administrative Aide III

Verified by:

  
**BENILDA A. DEL ROSARIO**  
 Registrar I

Certified Correct:

  
**GLORIA G. MENDOZA, Ph.D.**  
 University Registrar

49278

Republika ng Pilipinas  
Republic of the Philippines

# Batangas State University

(formerly PABLO BORBON MEMORIAL INSTITUTE OF TECHNOLOGY)  
**PAMBANSANG PAMANTASAN NG BATANGAS**

Batangas City

**Sa Lahat ng Makahatunghay sa Kasulatang Ito,**  
To All Whom This Presents May Come,

**Mapitagang Bati:**

Greetings:

*Ipinababatid na ang Lupon ng mga Katiwala, sa paggamit ng kapangyarihang*

*Be it known that the Board of Regents, by virtue of the authority*

*kalob dito ng Republika ng Pilipinas at sa tagubilin ng Sangguniang Pang Akademika ng Pamantasan*  
vested in it by the Republic of the Philippines and upon recommendation of the University Academic Council  
*ay naggawad kay*  
has conferred upon

## Krisno D. Ilagan

*na nakatupad sa lahat ng pangangailangan kaugnay dito, ng titulang*  
who has completed all the requirements pertaining thereto the degree of

### Batsilver ng Agham sa Pamamahala ng Negosyo

(Bachelor of Science in Business Management)

*halakip ang lahat ng mga karapatan, karangalan at privilehiyo gayon din ang mga tungkulin at paranggulang*  
with all the rights, honors and privileges as well as the obligations and responsibilities  
*doo'y nauukol. Bilang kalunayan ay taglay nito ang lahat ng Pamantasan*  
appertaining thereto. In witness thereof, the seal of the University

*at ang mga layda ng Tagatala at Pangulo ng Pamantasan.*

and the signatures of the University Registrar and University President are hereunto affixed.

*Nilagdaan sa Lungsod ng Batangas, Pilipinas ngayong ika - 25 ng Hunyo, 2010.*

Signed at Batangas City, Philippines, this 25<sup>th</sup> day of June, 2010.

*MATILDA H. DIMAANO, Ph.D.*  
TAGATALA  
Registrar

Verified from the original:

*RMD*  
RHEA M. DURAN, MPA

Head, Registration  
2-02-2022

BATANGAS STATE UNIVERSITY

Lipa City, Batangas

*Nora L. Magnaye, Ph.D.*  
PANGULO  
President

REPUBLIC OF THE PHILIPPINES  
CIVIL REGISTRY AND BIRTHSBatangas  
Batangas City

CITY

1. NAME  
KRISTO

2. SEX

3. MARITAL STATUS

4. PLACE OF BIRTH

5. TYPE

(Father's Mother)

Batangas Regional Hospital

6. MARRIED NAME

MYRNA

KALAO

DE CASTRO

7. NAME

CRISTITO RAY INCIONG

ILAGAN

8. D.O.B.

June 29, 1977

9. PARENT

MELCHORITA CALAMOG, M.D.  
Resident Physician

10. MOTHER

CRISTITO RAY ILAGAN  
Father

11. SIBLING

MELCHORITA CALAMOG, M.D.  
Resident Physician  
March 31, 1990

12. SIBLING

13. PARENT

Batangas  
Batangas City

2720 gms.

Housekeeper

Leborer

1. 31/03/90 1. E.C. 65

KK1510

D. ILAGAN

08054-17-105SOP-00123-BI001

BEST POSSIBLE IMAGE



HP200172628 00012301192022001

BReN  
01005-A90EX08-9Documentary  
Stamp Tax Paid

90-2408

1. Marital Status  
DE CASTRO

ILAGAN

31 March 1990

Batangas City

Batangas

B. NATURAL BIRTH CERTIFICATE

1. First

2. Second

3. Third, etc.

NATIONALITY

4. RELIGION

FILIPINO

NATIONALITY

ROMAN CATHOLIC

RELIGION

FILIPINO

NATIONALITY

ROMAN CATHOLIC

RELIGION

Metacsa na Lahoy, Batangas

3042 Block 1000 Lot 1000

Batangas Regional Hospital

Batangas City

March 31, 1990

Metacsa na Lahoy, Batangas

March 31, 1990

TOMAS T. DEL MUNDO

SUPER. CIVIL REGISTRY OFFICER II

APR 24 1990

CERTIFICATION OF CLARIFICATION WAS SUBMITTED

4310

TOMAS T. DEL MUNDO

SUPER. CIVIL REGISTRY OFFICER II

APR 24 1990

CERTIFICATION OF CLARIFICATION WAS SUBMITTED

TOMAS T. DEL MUNDO

SUPER. CIVIL REGISTRY OFFICER II

APR 24 1990

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SUPER. CIVIL REGISTRY OFFICER II

APR 24 1990

CERTIFICATION OF CLARIFICATION WAS SUBMITTED

CDsm

CLARE DENNIS S. MAPA, Ph. D.  
National Statistician and Civil Registrar General  
Philippine Statistics Authority

NATIONAL BUREAU OF INVESTIGATION NATIONAL BUREAU OF INVEST



Republic of the Philippines  
Department of Justice  
National Bureau of Investigation



20638915

This is to certify that the person whose name, picture, signature and thumbprint appearing below applied for NBI Clearance and the results is as follows:

NBI ID NO.  
1425CK5009-RA647332

FAMILY NAME  
ILAGAN

MIDDLE NAME  
DE CASTRO

ADDRESS  
126 RIZAL ST. BRGY 3 MATAASNAKAHOY BATANGAS

DATE OF BIRTH  
March 31, 1990

CITIZENSHIP  
FILIPINO

PURPOSE

**MULTI-PURPOSE CLEARANCE**

REMARKS  
NO DEROGATORY RECORD

VALID UNTIL  
January 28, 2023

FIRST NAME  
KRISNO

HUSBAND'S SURNAME

PLACE OF BIRTH  
BATANGAS CITY

CIVIL STATUS  
SINGLE

GENDER  
MALE

SIGNATURE



1425CK5009-RA647332

*[Signature]*  
ERIC B. DISTOR  
Officer-in-Charge

Date Printed: Friday, February 4, 2022 10:32 AM

Agency	RA	DATID	gonzagatv
CASID	gonzagatv	BIOID	gonzagatv
O.R. No.	MP380QFGYD	RECID	lucerosa
O.R. Date	01/28/2022 12:38:43 PM	INTID	
DST PAID		PRTID	gonzagatv