

PERSONAL DATA REPORT



**RHEA APPLE MAE E.
SIAREZ**

SIAREZ

Position: Instructor – I
Status of Employment: Full-Time (Non-Permanent)
Other Assignment: AB-Comm Program Coordinator

EDUCATIONAL ATTAINMENT

- Bachelor: Bachelor of Arts in Communication

ELIGIBILITY

PROFESSIONAL EXPERIENCE

- Call Center Agent in SPI Global, Makati (Customer Service Representative 2016-2017)
- Gov. Alfonso D. Tan College (Instructor, 2017-Present)

SUBJECT TAUGHT

- Com 111- Intro to Communication Theory
- Com 112-Communication Values and Ethics
- Com 113 -Interpersonal Communication
- Com 114-Media Principles and Practices
- Com 115-News Writing and Editing Layout
- Com 116-Advertising
- Com 117-Developmental Communication
- GE ArtApp-Art Appreciation
- Engl 119-Intro to Mass Communication w/ Campus Journalism

RELATED TRAININGS AND SEMINARS

| DATE | TITLE OF SEMINARS/TRAININGS ATTENDED |
|------------------------|---|
| 01-07-2018 | Seminar on Gender Sensitivity and Magna Carta of Women |
| 08-11-2018 | In-Service Training "Giving Winning Presentation" |
| 08-11-2018 | Midyear Planning Conference "Looking Backward, Moving Forward" |
| 08-30-2018 | Seminar-Workshop on Strategic Planning |
| 07-25,26,27-2018 | 3 rd Regional Dance Workshop for Teachers and 10 th Echo Seminar-Workshop on Philippine Folk Dances |
| 04-16,17,18,19,20-2018 | Faculty Training for Teacher the New General Education Courses in Art Appreciation |

CS Form No. 212
Revised 2017
PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal cases 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.**

I. PERSONAL INFORMATION

| | | | |
|----------------------------------|---|--|---|
| 2. SURNAME | SIAREZ | 16. CITIZENSHIP | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual citizenship |
| FIRST NAME | RHEA APPLE MAE | If holder of dual citizenship, Please indicate the details. | <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: |
| MIDDLE NAME | ESTROSAS | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 04/10/1995 | 17. RESIDENTIAL ADDRESS | |
| 4. PLACE OF BIRTH | BARANGAY 6, TANGUB CITY | House/Block/Lot No. | Street |
| 5. SEX | <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female | Subdivision/Village | PUROK 1 |
| 6. CIVIL STATUS | <input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s: | City/Municipality | BARANGAY 6 |
| 7. HEIGHT (m) | 5'3 | TANGUB CITY | Province |
| 8. WEIGHT (kg) | 62 | | |
| 9. BLOOD TYPE | | 18. PERMANENT ADDRESS | |
| 10. GSS ID NO. | | House/Block/Lot No. | Street |
| 11. PAG-IBIG ID NO. | | Subdivision/Village | PUROK 1 |
| 12. PHIL. HEALTH NO. | 142016912637 | TAMBULIG | BARANGAY 6 |
| 13. SSS NO. | 10-1068640-4 | City/Municipality | Province |
| 14. TIN NO. | 473-958-918 | ZIP CODE | 7214 |
| | | 19. TELEPHONE NO. | |
| | | 20. MOBILE NO. | 09300280038 |
| | | 21. E-MAIL ADDRESS (if any) | applestarez309@gmail.com |

II. FAMILY BACKGROUND

| | | | |
|--------------------------|---|---|----------------------------|
| 22. SPOUSES SURNAME | SIAREZ | 23. NAME OF CHILDREN (Write full name and last a) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | JERPIE | | |
| MIDDLE NAME | BATTON | NAME EXTENSION (JR., SR) NONE | |
| OCCUPATION | SEAFARER | | |
| EMPLOYER/BUSINESS NAME | EASTERN MEDITERRANEAN MANNING CORPORATION | | |
| BUSINESS ADDRESS | MANILA | | |
| TELEPHONE NO. | | | |
| 24. FATHER'S SURNAME | ESTROSAS | | |
| FIRST NAME | ANASTACIO | | |
| MIDDLE NAME | ITAC | | |
| 25. MOTHER'S MAIDEN NAME | TORRES | | |
| SURNAME | TORRES | | |
| FIRST NAME | MARLENE | | |
| MIDDLE NAME | OMANDAM | | |


III. EDUCATIONAL BACKGROUND

| | | | | | | |
|------------------------------|-----------------------------------|--|---------------------------------|--|-------------------|--|
| 26. LEVEL | NAME OF SCHOOL (Write in full) | BASIC EDUCATION/DEGREE/COURSE (Write in full) | PERIOD OF ATTENDANCE From To | HIGHEST LEVEL/ UNITS EARNED (if not graduated) | YEAR GRADUATED | SCHOLARSHIP/ ACADEMIC HONORS RECEIVED |
| ELEMENTARY | POLAO ELEMENTARY SCHOOL | | | | 2009 | |
| SECONDARY | TANGUB CITY NATIONAL HIGH SCHOOL | | | | 2012 | |
| VOCATIONAL / TRADE COURSE | GOV. ALFONSO D TAN COLLEGE | DIPLOMA IN PROFESSIONAL EDUCATION | | | 2017 | |
| COLLEGE | GOVERNOR ALFONSO D. TAN COLLEGE | BACHELOR OF RTS IN COMMUNICATION | | | 2016 | |
| GRADUATE STUDIES | | | | | | |

SIGNATURE

DATE

June 8, 2018

| 34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed. a. within the third degree? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO b. within the fourth degree (for Local Government Unit - Career Employees)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ | | | | | | | | | | |
|--|----------------------|----------|---------|----------|----------------------|----------------------|--|-----------------|----------------------|--|
| 35. a. Have you ever been found guilty of any administrative offense? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ b. Have you been criminally charged before any court? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ Date Filed: _____ Status of Cases: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | | | | | |
| 36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ | | | | | | | | | | |
| 37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ | | | | | | | | | | |
| 38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ | | | | | | | | | | |
| 39. Have you acquired the status of an immigrant or permanent resident of another country? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details (country): _____ | | | | | | | | | | |
| 40. Pursuant to: (a) Indigenous People's Act (RA 8371), (b) Magna Carta for Disabled Persons (RA 7277), and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: a. Are you a member of any indigenous group? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ b. Are you a person with disability? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ c. Are you a solo parent? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ If YES, please specify ID No: _____ | | | | | | | | | | |
| 41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>ENGR. LEAH SATURINAS</td> <td>BRNGY 6, TANGUB CITY</td> <td></td> </tr> <tr> <td>IVY D. MANGUBAT</td> <td>BRNGY 6, TANGUB CITY</td> <td></td> </tr> </tbody> </table> | | NAME | ADDRESS | TEL. NO. | ENGR. LEAH SATURINAS | BRNGY 6, TANGUB CITY | | IVY D. MANGUBAT | BRNGY 6, TANGUB CITY | |
| NAME | ADDRESS | TEL. NO. | | | | | | | | |
| ENGR. LEAH SATURINAS | BRNGY 6, TANGUB CITY | | | | | | | | | |
| IVY D. MANGUBAT | BRNGY 6, TANGUB CITY | | | | | | | | | |
| 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 cases against me. | | | | | | | | | | |
| <div style="display: flex; justify-content: space-between;"> <div> <p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: SSS</p> <p>ID/License/Passport No.: CRN-0111-7657802-4</p> <p>Date/Place of Issuance: OZAMIS CITY</p> </div> <div style="border: 1px solid black; padding: 5px; width: 40%;"> <p>Signature (Sign inside the box)</p> <p style="text-align: center;">06/8/2018</p> <p>Date Accomplished</p> </div> <div style="width: 30%; text-align: center;">  <p>Right Thumbmark</p> </div> </div> | | | | | | | | | | |
| <p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 100%; height: 40px; margin-top: 10px;"></div> <p style="text-align: center;">Person Administering Oath</p> | | | | | | | | | | |



GOV. ALFONSO D. TAN COLLEGE

Tangub City, Philippines

GREETINGS

Be it known that



RHEA APPLE MAE E. SIAREZ

has satisfactorily complied with all the requirements leading to

Diploma in Professional Education

*and upon the recommendation of the Faculty and with the approval of the Board of Trustees
is hereby awarded this*

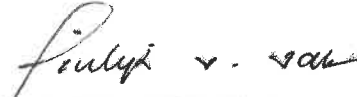
CERTIFICATE

with all the rights, privileges, and immunities thereunto appertaining.

*In witness whereof, this Certificate is signed by the President of the Board of Trustees and the
College Registrar of the Gov. Alfonso D. Tan College with our seal hereto affixed
in Tangub City this 15th day of November 2017 with Board Resolution #2017-11-109.*




NIEL C. ENERIO, LL.B., MPA
College Registrar


ATTY. PHILIP T. TAN, CPA
College President





Sheet 1 of 2
Date: June 24, 2016

Address: Polao, Tangub City, Mis. Occidental

Place of Birth: Polao, Tanguib City, Mis. Occidental

Place of Birth: Polao, Tanguib City, Mis. Occidental

Year

2008
2009

2072

[illegible]

Records checked by _____

MASTITES J. ALOTA

I hereby certify that the foregoing records of
Estrosas, Rhine Apple Mite Torres
have been verified by me, and that the true copies of the official records

have been verified by me, and that the true copies of the official records



Official Transcript of Records

Name:

Estrosas, Rhea Apple Mae Torres

Address:

Polao, Tangub City, Mis. Occidental

Intermediate Completed at:

Please refer page one

for more information

Year

High School Completed at:

School

Place

| TERM | COURSE NO. | DESCRIPTIVE TITLE | RATING | RE-Ex | UNIT |
|---------------------------------|---------------|---|--------|-------|------|
| 2nd Sem. 2014-2015 | Com 116 | Advertising | 2.50 | | 3 |
| | Com 117 | Development Communication | 2.75 | | 3 |
| | Lit 100 | Literature of the Philippines | 3.00 | | 3 |
| | Filipino 102 | Masining na Pagpapahayag/ Retorika | 2.50 | | 3 |
| | Comp 106Lec | Technical Writing w/ Presentation Skills in IT | 2.60 | | 2 |
| | Comp 106Lab | Technical Writing w/ Presentation Skills in IT | 2.60 | | 2 |
| | Math 104 | Statistics/Elementary Statistics | 2.60 | | 1 |
| | Com 18 | Writing for Radio and Television | INC | 3.00 | 3 |
| | Com 19 | Introduction to Communication Technology | 2.80 | | 3 |
| | Com 20 | Media Management and Entrepreneurship | 2.50 | | 3 |
| 1st Sem. 2015-2016 | Com 21 | Introduction to Communication Research | 3.00 | | 3 |
| | Com 22 | Photojournalism | 2.50 | | 3 |
| | Com 23 | Introduction to Theater Arts | 2.90 | | 3 |
| | Com 29 | Thesis for Projects in Mass Communication | 1.30 | | 3 |
| | Com 28 | Writing for Development | 1.30 | | 3 |
| | Educ 130 | Principles of Teaching 1 | 2.00 | | 3 |
| | Com 24 | Organizational Communication | INC | 2.25 | 3 |
| | Com 25 | Radio and Television Production | 1.30 | | 3 |
| | Com 26 | Desktop Publishing and Lay Outing | 2.20 | | 3 |
| | Com 27 | Introduction to Film | 1.90 | | 3 |
| 2nd Sem. 2015-2016 | English 104 | Effective Writing | 1.20 | | 3 |
| | Com 10 | Interpersonal Communication | 1.90 | | 3 |
| | Human 100 | Arts, Man and Society | 1.80 | | 3 |
| | NatSci 101Lec | Gen. College Biology with Laboratory | 2.30 | | 3 |
| | NatSci 101Lab | Gen. College Biology with Laboratory | 2.00 | | 3 |
| | PolSci 100 | Fundamentals of Political Science | 2.30 | | 2 |
| | Comp 100Lec | Fundamentals of Computer Software & Application | 2.30 | | 3 |
| | Comp 100Lab | Fundamentals of Computer Software & Application | 2.30 | | 2 |
| | English 4A | The Teaching of Speaking | 2.30 | | 1 |
| | Ed 35 | Practicum/Internship | 1.20 | | 3 |
| >>>> TRANSCRIPT CLOSED <<<<<<<< | | | | | |

Graduated from: The Four-Year Curriculum leading to the Degree in BACHELOR OF ARTS IN COMMUNICATION (AB-COMM) last March 29, 2016 with Board Resolution # 2016 - 03 - 52.

Note: Gov. Alfonso D. Tan College is a government school, hence, Special Order is not required.

REMARKS: For Employment purposes only...

| GRADING SYSTEM: | 1.0 - 99-100 | 1.75 - 90-92 | 2.50 - 81-83 | INC - Incomplete |
|------------------------|--------------|--------------|--------------|------------------|
| | 1.25 - 96-98 | 2.00 - 87-89 | 2.75 - 78-80 | WD - Withdrawn |
| | 1.50 - 93-95 | 2.25 - 84-86 | 3.00 - 75-77 | DR - Dropped |
| New Grading System | 1.0 - 95-100 | 1.3 - 92 | 1.6 - 89 | 1.9 - 86 |
| Effective 2nd Semester | 1.1 - 94 | 1.4 - 91 | 1.7 - 88 | 2.0 - 85 |
| A.Y. 2014-2015 | 1.2 - 93 | 1.5 - 90 | 1.8 - 87 | 2.1 - 84 |
| | | | 2.2 - 83 | 2.5 - 80 |
| | | | 2.3 - 82 | 2.6 - 79 |
| | | | 2.4 - 81 | 2.7 - 78 |
| | | | | 2.8 - 77 |
| | | | | 2.9 - 76 |
| | | | | 3.0 - 75 |

Records prepared by:

Records checked by:

JULIO B. ATAY
JULIO B. ATAY

CERTIFICATION

MARITES J. ALOTA
MARITES J. ALOTA

I hereby certify that the foregoing records of
substantiating the same are kept in the files of the college. I also certify that this student has enrolled in this college.

Estrosas, Rhea Apple Mae Torres

have been verified by me, and that the true copies of the official records

Not valid

BELLAFLOR E. FERNANDEZ

DISH AGENT

CERTIFICATE OF RECOGNITION

GRADUATION

Rhea Apple Mae Estrada



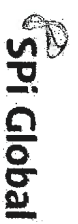
CONGRATULATIONS ON YOUR SUCCESS!

PRIDE - Defining who you are by what you do
ADVENTURE - Embarking on new career paths
WINNING - Shooting for world class

DATE

TRAINER

dish



Private and Confidential

EMPLOYEE DISCUSSION LOG

Date : August 23, 2016
Employee's Name : MREA APPEL WARE ESTHONKS
Employee Number :
Position : Customer Service Associate (CSR)

Instructions: This form is to be used to record all work-related discussions and informal counseling sessions that Supervisors and Managers have with their employees. More than one line may be used for each entry. The Employee must place his/her initials after each entry.

Original Copy will be kept in the Employee's 201 File.

| Date | Description | Employee's Initials |
|------|--|---------------------|
| | <ul style="list-style-type: none">You did not submit your pre-employment requirement/s: <u>SS, PA, ME-1616</u>You are required to submit these requirements on <u>8/23/2016</u>. Failure to submit these documents will result in corrective action for violation of the Code of Discipline, specifically: C.1.5 Failure to comply with statutory and company requirements as needed during the course of employment such as SSS, BIR 2316, etc. | <u>ESK</u> |

J: M
Irish Banaag
Assistant Manager, Talent Acquisition

8/23/2016
Date

Noted by:

RHEA APPEL WARE T. ESTHONKS
Signature over Printed Name
Customer Service Representative

8/23/2016
Date

CONFIDENTIAL

EMPLOYMENT AGREEMENT

Dear Ms Rhea Apple Mae Estrosas,

We are pleased to advise you that you have been accepted as a **Customer Service Representative of SPI CRM, Inc.** on probationary employment effective, **August 22, 2016** and for a probationary period not to exceed six (6) months. During the probationary employment period, you will be paid a Monthly Salary of **Php18,000.00** in two installments payable every 15th and end of the month. Deductions for income taxes, social security and other deductions mandated by law shall be for your account.

In order for you to be able perform your duties and responsibilities as a **Customer Service Representative**, it is necessary that you enhance and develop the skills required for such position and function. Thus, you agree to undergo Training for the Program. The cost of your training is **Php12,000.00** excluding incidental training expenses such as transportation, accommodation and other pertinent expenses.

However, if you fail to complete your probationary employment due to voluntary resignation, abandonment of work, separation for cause, disqualification for regularization, or for any other cause, you agree to forfeit in favor of the Company all costs for such training already deducted from your salary and these will be applied to the expenses incurred by the Company for your training. If any amount still remains due to the Company after the deductions, you agree to have such amount deducted from any monies as may be due to you from the Company. For any amount still outstanding, you agree to reimburse the Company.

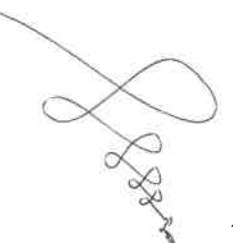
Your performance during the Probationary Period will be assessed based on performance standards particular to the job in other areas of, but not limited to, attendance, work attitude, employee relationship, office decorum and attire, work performance, psychological and physiological state, mental alertness, integrity, prospects for advancement, adherence to Company policies, rules and regulations. You may likewise be required to perform other duties and responsibilities by your superiors which you undertake to strictly comply and follow.

During your probationary employment and not later than one month prior to the end thereof, an evaluation shall be made by your superiors. To become a regular employee of the Company, you must secure favorable assessment results in the above-mentioned areas. Accordingly, your failure to satisfy any or all of the required Company standards and expectations would result in your disqualification for regular employment and consequently, your services shall be automatically terminated at the end of the Probationary Period or the completion of the performance evaluation, whichever comes earlier.

Likewise, to be considered for regular employment with the Company, you shall be required to undergo and pass a comprehensive medical examination to determine physical fitness for the job.

In addition to the foregoing, your probationary status and where applicable, your regular status shall be subject to the following terms and conditions:

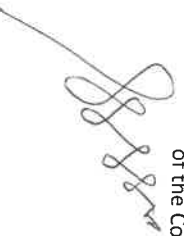
1. Your regular working time shall be for forty (40) hours each week, on shifting schedules (daytime or nighttime work, the number of days subject to business needs) to be determined by the Company, subject to Company rules and regulations and the applicable provisions of the Labor Code;
2. Whenever necessary, you may be required to work beyond the regular working time subject to the payment of additional compensation, in accordance with pertinent laws and/or Company policies;
3. All required documents enumerated by the Company, in support of your application for employment, shall be submitted on the due dates specified in the Pre-employment Requirements Submission Conforme Form. You fully understand that failure on your part to adhere shall result to your salary being withheld; all compensation due you shall be released at the next available payroll cutoff upon your compliance.



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4. You warrant the truthfulness, veracity and correctness of all data and information stated in your employment application papers and supporting documents, including, but not limited to, your name, age, general circumstances and qualifications. Any fraud or misrepresentation with respect thereto shall entitle the Company to immediately terminate your employment in addition to any other remedies the Company may have against you. The warranty made by you in this provision survives your probationary employment with the Company;
5. You hereby consent to the conduct by the Company of a background check on you and you shall abide by whatever decision the Company may take as a result of the said background investigation. The results of such background investigation check may or may not be disclosed by the Company;
6. The Company shall subject you to annual physical examinations and you must meet the medical fitness standards of the Company. As such, you agree to take any Company required tests (e.g. HIV, drug, urine tests, etc.) or such other tests as may be deemed necessary by the Company;
7. You may be assigned to any position, place of work, shift, project, or to perform tasks for any related company, including but not limited to the affiliates or subsidiaries, as the Company may deem fit during the period of your employment without diminution of salaries, benefits and rank;
8. As an employee of the Company and as a condition for your continued employment, you may be required to participate in one or several training course(s) and be required to sign a Training Contract for the reimbursement of costs, expenses and fees the Company may incur or will incur for your training. You may also be obliged to conduct similar training programs for your co-employees if so required by the Company;
9. All records, designs, works made, or any other intellectual property made directly or indirectly by virtue of this Agreement are and shall be the property of the Company. You shall cooperate to ensure that said intellectual properties are duly registered / filed with the proper authority/ies;
10. You must strictly comply with the Company's Code of Conduct, Safety Code, rules and regulations, and existing policies, copies of which will be made available to you by the Company;
11. You also agree to do undertake the following obligations during the term of your employment and thereafter:
 - a. You agree to abide by all Company rules and regulations. You agree to devote all working hours to the Company and to refrain, during your employment with the Company, from working for another employer or engaging in other business, whether within or outside of your working hours, without the prior written consent of the Company.
 - b. Unless duly authorized by the Company, you are prohibited from disclosing any information about the Company or its clients, including, but not limited to, its operations, trainings, products, services, customers and lists of customers that may come to your knowledge by reason of or in connection with your employment with the Company, whether as a probationary or a regular employee. Unless duly authorized by the Company to do so, you are likewise prohibited from bringing out of the Company's premises or your assigned workstation any document, data or information related to or arising from the performance of your work, duties and responsibilities with the Company. In this regard, you agree that the Company may take any measure, including random checks, to ensure that the aforesaid are strictly enforced. Any breach of these undertakings shall be a ground for your immediate termination in addition to any other remedies the Company may have against you. This undertaking to keep the aforesaid information confidential shall survive your separation from the Company
 - c. All systems, computer programs, disks or other storage media, operating instructions and all other documentation whether in electronic form or otherwise developed, relating to the business of the Company are strictly Company property and may not be removed from Company premises, reproduced or otherwise copied without prior authority from the Company.
 - d. You shall not, at any time during the period hereof, and for one(1) year from the date of your termination or separation from the Company, directly or indirectly, engage in, or become employed or otherwise, be involved either as a principal, agent, employee, consultant, contractor or in any other capacity in any competitive or similar business of the Company



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- e. You shall likewise not canvass or solicit business from any person who was a client of the Company, unless that person is already an existing client of your new employer prior to your assumption of employment.
- f. You shall likewise be prohibited to employ or attempt to employ or engage in any discussion or negotiation or assist in the employment of any person who was employed by the Company at the date of the cessation of your employment or who was so employed at any time during the one (1) year preceding your employment with a competitor company in order to engage in any business that directly or indirectly competes with the Company's business.
- g. Your violation of any of the foregoing covenants, direct or indirect, shall constitute sufficient grounds for termination for cause.

In addition, any breach of the above covenants will hold you liable for liquidated damages in the amount equivalent to 1 year worth of your basic pay, for any and all such breach of the confidentiality and competition clauses of this agreement without prejudice to other reliefs, penal or otherwise, available in accordance with law.

In addition to items d and g, your employment may be terminated by the Company for just and authorized cause(s) in accordance with applicable laws;

If you are amenable to the foregoing terms and conditions of employment, please signify your acceptance and full understanding of the contents hereof by returning this letter to us with your signature on the space provided herein below.

Very truly yours,

SPI CRM, Inc.

For the Company:

HAZEL JOYCE B. CAMACHO
Head of Talent Acquisition

Conforme: **Ms Rhea Apple Mae Estrosas**



Xavier University

Ateneo de Zamboanga University and
Ateneo de Zamboanga University

College of Arts and Sciences
Office of the Dean

April 20, 2018

CERTIFICATION

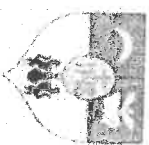
This is to certify that the following faculty of Gov Alfonso D Tan College (GADTC) have attended the Faculty training for the Teaching of the New General Education courses in Xavier University on April 16-20, 2018:

1. Jaymar Requina for The Contemporary World
2. Rhea Apple Mae Siarez for Arts Appreciation
3. Stephanie Joyce Guba for Purposive Communication
4. Glydel Octaviano for Purposive Communication
5. Michelle Alabastro Villejo for The Life and Works of Rizal
6. Chona Bebina Petalio for Science, Technology and Society
7. Reyschielle Casuyon for Science, Technology and Society
8. Reynwill Casuyon for Ethics
9. Janie Pearl Alas for Understanding the Self
10. Charelen Sumbillo for Math in the Modern World

This is to further certify that they paid a total amount of PHP 93,750 to Xavier University as payment for registration fee.

This is issued in whatever purpose it may best serve them.

JULIET Q DALAGAN, PHD
DEAN, COLLEGE OF ARTS AND SCIENCES
PROGRAM COORDINATOR



Xavier University

Commission on Higher Education
in partnership with
Xavier University-Aleneo de Cagayan

present this

Certificate of Completion

to

RHEA APPLE MAE SIAREZ

for having successfully completed and compiled the Faculty Training
for Teaching the New General Education Courses in

Art Appreciation

held at Xavier University on April 16 to 20, 2018

Given this 20th day of April, 2018 at Xavier University,
Cagayan de Oro City, Philippines

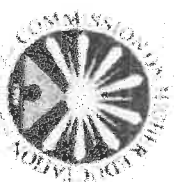
Co-Chair
MS. CATHELYN C. ADAJAR
Trainer

Chair
MR. HOBART P. SAVIOR
Trainer

J. Dalagan
Juliet Q Dalagan, PhD
Dean, College of Arts and Sciences

Fr. Rene C Tacastacas
Fr Rene C Tacastacas, SJ
Academic Vice-President

Fr. Roberto C Yap
Fr Roberto C Yap, SJ
University President



EXCELLENCE



TRAVEL REPORT

I was informed by the Dean of the Arts and Sciences that I am one of the chosen faculty to attend the faculty training on the Teaching of the NEW DENGRAL EDUCATION COURSES to be held at Xavier University, Cagayan de Oro City, Philippines. Without any hesitation, I grabbed the opportunity given to attend the said seminar.

I departed from GADTC to Tangub Terminal last April 15, 2018 at around 3:00 AM in the afternoon via motorcycle and rode Rural Transit going Ozamiz City Terminal and from then I rode a habal-habal going to Ozamiz City Port. From Ozamiz Airport I rode a barge going to Mukas and arrived at around 4:00 PM. From Mukas I rode a bus going Iligan City. From that terminal I rode a bus going to Cagayan de Oro City and arrived around 9:00 PM in the evening. From Cagayan I rode a taxi going to our hotel the Rich Manor of which I stayed for the whole 5 days and arrived at 09:20 in the evening of the same date.

On the following day, April 16, 2018, the registration of the said seminar-workshop started around 08:00 in the morning and then I registered around 09:00AM. After the registration, I waited for 1 hour. And at exactly 10:00 in the morning of the same day, the training started by the First Lecturer Miss Cathelyn Cairna Adajar. The First Session with her was indeed a full of learnings and mind blowing activities. Around 12:00PM, we had our lunch break. Right after the lunch break, the training continues. The Day 1 ended around 05:00PM, I rode a tricycle going to the Rich Manor near the venue of where I stayed for 5 days as my accommodation.

April 17, 2018: Day 2 training:

Around 07:00AM, I rode a taxi going to the said venue and arrived at 07:15AM. At exactly 08:00AM, the Second Session/Lecture started. We had our break for 15-minutes and then followed by the Third Session/Lecture on **Reading the Image**. Day 2 ended around 05:20PM, around 05:45PM, I rode a Jeep going to the Rich Manor near the venue of where I stayed for 5 days as my accommodation.

April 18, 2018: Day 3 training:

Around 07:20AM, I rode a Jeep going to the said venue and arrived at 07:41AM. At exactly 08:30AM, the Fourth Session/Lecture on **Basic Elements and Terms in Art** started. The last session and training was

indeed very challenging in a sense that we need to write our thoughts about the painting of different painters in local, national and international. The 3rd day training ended at around 5:30PM and rode a tricycle going to Rich Manor.

April 19, 2018: Day 4 training

The day 4 of the said training started as I rode a jeep going to Xavier University and the session was started at exactly 8:00 AM. Our training was really a one of a kind experience since we made a report and had reported at the same day with different topic and my topic that day was the **Expressionism: The Painting Analysis Starry Night, The Shout and the Angry Face** as these are my task to report on that same day. The session was ended at 6:00 PM and rode a jeep going to our hotel the Rich Manor.

April 20, 2018: Day 5 training

I rode a tricycle again going to Xavier University as our session started at 8:00 AM as we discussed **The Film**. The last day ended around 7:00 PM with a Closing Remarks and Giving of Certificates. Furthermore, it was really filled with so much fun and learnings. We also had the chance to have our socialization and communication to other delegates. We learned different cultures and experiences from different people and from different organizations in which it will help us more in Appreciating the Art.

I left Cagayan on the next day at around 04:50AM via taxi and arrived at Pasay Terminal around 12:00 MN. I rode a taxi from Rich Manor going to Bulua Terminal. After arriving from that terminal I Rode a Super Five Bus going to Iligan and arrived Iligan City at around 8:30 AM and rode a bus again from Iligan going to Mukas Port. I left and Rode the Barge from Mukas Port to Ozamis Port at around 11:20 AM and arrived at Ozamiz City Port around 12:00PM. I left the said port around 12:10PM via motorcycle with sidecar going Ozamiz Terminal and rode Bus going Tangub City.

Prepared:


RHEA APPLE MAE E. SIAREZ
Instructor



Gov. Alfonso D. Tan College
Misora, Tanguib City



awards this

Certificate of Participation

to

Rhea Apple Mae E. Barney

for his/her participation in the Seminar on Gender Sensitivity and
Magna Carta of Women held on February 7, 2018 at GADTC AVR,
Tanguib City

Given this 7th day of February Two Thousand and Eighteen at GADTC
AVR, Tanguib City, Philippines.


BELLARION E. FERNANDEZ, CGM
VP for Administration and Finance


LOVE H. FALDOGAN, MSCRM
VP for Academics



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

Certificate of Participation

to

Rhea Apple Mae E. Sarez

for his/her participation in the Midyear Planning
Conference with the theme: "Looking Backward, Moving
Forward" held on August 11, 2017 at GAOTC AVR, Maloro,
Tanguib City.

Given this 11th day of August, Two Thousand and
Seventeen at GAOTC AVR, Maloro, Tanguib City, Philippines.

DR. RAYMUNDO P. ARCEGA, CESE
(Signature)
Resource Speaker



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

Certificate of Participation

to

Rhea Apple Mae E. Sarez

for his/her participation in the In-Service Training with
the theme: "Giving Winning Presentations" held on August 11,
2017 at GAOTC AVR, Maloro, Tanguib City.

Given this 11th day of August, Two Thousand and
Seventeen at GAOTC AVR, Maloro, Tanguib City, Philippines.

DR. RAHMUNDO P. ARCEGA, CESE
Resource Speaker



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

Certificate of Participation

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*for his/her participation in the In-Service Training with
the theme: "Giving Winning Presentations" held on August 11,
2017 at GADTC AVR, Maloro, Tanguib City.*

*Given this 11th day of August, Two Thousand and
Seventeen at GADTC AVR, Maloro, Tanguib City, Philippines.*

DR. RAMMUNDO P. ARCEGA, CESE
Resource Speaker



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

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Conference with the theme: "Looking Backward, Moving
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*Given this 11th day of August, Two Thousand and
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DR. RAYMUNDO P. ARCEGA, CESE

Resource Speaker



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

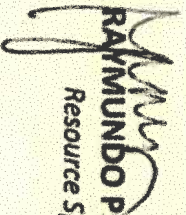
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*Given this 11th day of August, Two Thousand and
Seventeen at GAOTC AVR, Maloro, Tanguib City, Philippines.*

DR.  RAYMUNDO P. ARCEGA, CESE
Resource Speaker



GOV. ALFONSO D. TAN COLLEGE
Maloro, Tanguib City

awards this

Certificate of Participation
to

Rhea Apple Mae E. Siarez

*for her participation in the Seminar-Workshop on
Strategic Planning held on August 30, 2017 at Function Hall
II, Maloro, Tanguib City.*

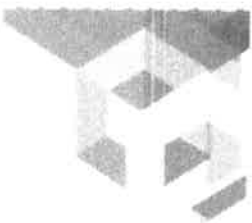
*Given this 30th day of August, Two Thousand and
Seventeen at Function Hall II, Maloro, Tanguib City,
Philippines.*

Grichen

GRICHEN T. BATION
CAES Officer

Maricelle
MARICELLE M. NUEDA, DM
VP for Planning, Research and Extension

Love H. Faloran
LOVE H. FALORAN, MS-Crim
VP for Academic Affairs



Bob. Alfonso D. Tan College
Graduating Class Batch 2016
Maloro, Tanguib City

honors awards this

Certificate of Merit

to

Rhea Apple Mae T. Estrosas

for being recognized as

MOST TALENTED

*Awarded this 22nd day of March, Two Thousand and
Sixteen at Functional Hall 1, Tanguib City*

EDRIL D. EMONG

President, Graduating Class Batch 2016

LORED P. CABANG, MBA

Director of Student Affairs /
Adviser, Graduating Class Batch 2016



Don Alfonso D. Tan College
Graduating Class Batch 2016
Majuro, Tangub City

honourably awards this

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MOST TALENTED

*Awarded this 22nd day of March, Two Thousand and
Sixteen at Junctional Hall 1, Tangub City*

EDRIL D. EMONG

President, Graduating Class Batch 2016

LOREDY P. CABANG, MBA

Director of Student Affairs /
Adviser, Graduating Class Batch 2016

Gov. ALFONSO D. TAN COLLEGE

Office of Student Affairs
Maloro, Tangub City

awards this

Certificate of Appreciation

to

Shen Shyub Mae J. Estrovas

for actively participating in the "Digital Photography Workshop" held at GADTC
Research Office on August 12, 2015.
Given this 12th day of August, year of our Lord two thousand and fifteen at GADTC
Campus, Maloro, Tangub City, Philippines.

EDNA E. DELA SIERRA, MT
Director of Student Affairs, designate

LOVE H. FALLORAN, MS-CRIM
TCM for Academics

JURIS RITA P. MANALOTO
Communication Society (C.S.) Adviser



Northern Mindanao Physical Education and School Sports Association

Department of Education Region X

In Cooperation with

CITY GOVERNMENT OF TANGUB

and

Philippine Folk Dance Society

Tangub City Chapter

Award this

Certificate of Participation

to

Rhea Apple Mae E. Sarmay

for having attended the

3rd Regional Dance Workshop for Teachers

and

10th Echo Seminar-Workshop on Philippine Folk Dances

held at the Sinanduloy Cultural Center, Tangub City

July 25 - 27, 2014.

Given this 27th day of July, 2014
Tangub City, Philippines.

ATTY. SHIRLEY O. CHATTO

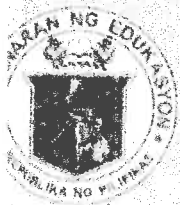
Chief, Administrative Officer

OIC, Office of the Regional Director

PHILIP T. TAN

City Mayor





Northern Mindanao Physical Education and School Sports Association

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ATTY. SHIRLEY O. CHATTO
Chief Administrative Officer
OIC, Office of the Regional Director

PHILIP T. TAN
City Mayor

