CS Form No. 212 Revised 2017	·	PERSO	NAL DAT	A SH	IEE'	T			
WARNING: Any misrepresenta	tion made in the Perso	nal Data Sheet and th	e Work Experience Sheet st	nall cause the	filing of ad	ministrative	/criminal case/s	against the p	erson
READ THE ATTACHED GUIDE Print legibly. Tick appropriate boxes					HE PDS FOR	1. CS ID No.		(Do not fill up.	For CSC use only
I. PERSONAL INFORMATIO	THE RESERVE OF THE PARTY OF THE				THE RESERVE OF THE PERSON NAMED IN				
2. SURNAME				· · · · · · · · · · · · · · · · · · ·					
FIRST NAME		in the second					NAME EXTENSION (J	R., SR)	
MIDDLE NAME		No. of the Control of	and the second of the second o						
 DATE OF BIRTH (mm/dd/yyyy) 			16. CITIZENSHIP		☐ Filip	ino 🗆	Dual Citizenship	0	
4. PLACE OF BIRTH			If holder of dual citize				☐ by birth Pls. indicate	☐ by naturalicountry:	ization
5. SEX	☐ Male	☐ Female	please indicate the d	etails.					-
6 CIVIL STATUS	☐ Single ☐ Widowed ☐ Other/s:	☐ Married ☐ Separated	17. RESIDENTIAL ADDRESS		use/Block/Lot I			Street Barangay	
7. HEIGHT (m)									
8. WEIGHT (kg)			ZIP CODE		City/Municipality			Province	
9. BLOOD TYPE		2	18. PERMANENT ADDRESS						
10. GSIS ID NO.			1		use/Block/Lot N			Street	
11. PAG-IBIG ID NO.			1		ibdivision/Villag			Barangay	
12. PHILHEALTH NO.			ZIP CODE		City/Municipality	(Province	
13. SSS NO.		MANAGER STATE OF THE PARTY OF T	19. TELEPHONE NO.						^
14. TIN NO.		×	20. MOBILE NO.						
15. AGENCY EMPLOYEE NO.			21. E-MAIL ADDRESS (if any)			-			
II. FAMILY BACKGROUND									
22. SPOUSE'S SURNAME				23. NAME of Ch	HILDREN (Writ	te full name an	d list all)	DATE OF BIR	TH (mm/dd/yyyy)
FIRST NAME	-		NAME EXTENSION (JR., SR)						
MIDDLE NAME	-								
OCCUPATION									
EMPLOYER/BUSINESS NAME						-			
BUSINESS ADDRESS									
TELEPHONE NO.							***************************************		
24. FATHER'S SURNAME		1							
FIRST NAME			NAME EXTENSION (JR., SR)						
MIDDLE NAME	479								
5. MOTHER'S MAIDEN NAME			Name of the second seco						
SURNAME			2						
FIRST NAME		2 2			r				
MIDDLE NAME					(C	ontinue on se	parate sheet if neces	ssary)	
II. EDUCATIONAL BACKGR	ROUND								Laguer anguna
e6. LEVEL	NAME OF (Write		BASIC EDUCATION/DEGRE (Write in full)	E/COURSE	PERIOD OF	ATTENDANCE To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY			Les						
SECONDARY		4							
VOCATIONAL / TRADE COURSE									
COLLEGE									
GRADUATE STUDIES									
SIGNATURE		(Co	ontinue on separate sheet if neces	ssary)	DA				

	SERVICE EL			DATE OF					
1			RATING (If Applicable)	DATE OF EXAMINATION / PLACE OF EXAMINATION / CONFERMENT CONFERMENT			ERMENT	LICENSE (if	applicable) Date of Validity
		2		4 4 4 4	Japano :	7 237	11		validity
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1/ 1//25/			(Con	ntinue on separate sheet	f necessary)				
V. WORK (Include pr	EXPERIENC ivate employm	E nent. Start from your recen				ad Work Evn	ariance shoot		
28. INC	LUSIVE DATES (mm/dd/yyyy)	POSITION TI			NCY / OFFICE / COMPANY		SALARY/ JOB/ PAY GRADE (if		GOVT
From	То	(Write in full/Do not	abbreviate)	(Write in full/	Do not abbreviate)	MONTHLY SALARY	applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	SERVICE (Y/N)
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SIGNA	TURE		(Continu	ue on separate sheet if n	DATE				

W VOLUM TO WOOD WOOD WOOD WITH THE	(A)					
VI. VOLUNTARY WORK OR INVOLVEMENT 29. NAME & ADDRESS OF C	IN CIVIC / NON-GOVERNMEN	IT / PEOPLE /	VOLUNTARY	ORGANIZATI	ON/S	
29. NAME & ADDRESS OF C	I)		VE DATES	NUMBER OF HOURS		POSITION / NATURE OF WORK
		From	To	THOMBER OF HOURS		POSITION / NATURE OF WORK
	1					
				`		
VII. LEARNING AND DEVEL OPMENT (1 &D)	INTERVENTIONS/TRAINING	ntinue on separate s	meedinecessary			
VII. LEARNING AND DEVELOPMENT (L&D) (Start from the most recent L&D/training program and include	de only the relevant L&D/training taken for	or the last five (5) ve	I I ENDED ars for Division C	hief/Executive/Man	agerial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INTE		INCLUSIVE	DATES OF		Type of LD (Managerial/	
(Write in full)		ATTEN (mm/d	DANCE	NUMBER OF HOURS	(Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)
		From	To		Technical/etc)	(VVIII III IQII)
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E	(Cor	ntinue on separate s	heet if necessary)		
VIII. OTHER INFORMATION				¥		
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 SPECIAL SKILLS and HOBBIES 	32. NON	I-ACADEMIC DISTIN		INITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION
		(AAIKE	in full)			(Write in full)
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	(Con	tinue on separate s	heet if necessary			
SIGNATURE				The second second second second	TE	
Control of the Contro					C Ame	

				NAME AND ADDRESS OF THE OWNER, WHEN PERSON O	
34.	Are you related by consanguinity or affinity to the appoint chief of bureau or office or to the person who has immed Bureau or Department where you will be apppointed,	iting or recommending authority, or to the diate supervision over you in the Office,			
	a. within the third degree?		☐ YES ☐ NO	×	
	b. within the fourth degree (for Local Government Unit -	☐ YES ☐ NO			
			If YES, give details:		
35	a. Have you ever been found guilty of any administrative	offense?	☐ YES ☐ NO		
UU.			If YES, give details:		
	b. Have you been criminally charged before any court?		☐ YES ☐ NO		
	b. Have you been criminally charged before any courts		If YES, give details:		
		Date Filed:			
		Status of Case/s:			
36.	Have you ever been convicted of any crime or violation of	☐ YES ☐ NO			
	by any court or tribunal?	If YES, give details:			
	*				
37.	Have you ever been separated from the service in any o		☐ YES ☐ NO		
	retirement, dropped from the rolls, dismissal, termination	n, end of term, finished contract or phased	If YES, give details:		
	out (abolition) in the public or private sector?				
38.	a. Have you ever been a candidate in a national or local	l election held within the last year (except	☐ YES ☐ NO		
	Barangay election)?		If YES, give details:		
	b. Have you resigned from the government service during				
	election to promote/actively campaign for a national or le	If YES, give details:			
39.	Have you acquired the status of an immigrant or perman	nent resident of another country?	☐ YES ☐ NO		
			If YES, give details (country):	1	
			·		
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b)				
	7277); and (c) Solo Parents Welfare Act of 2000 (RA 89	872), please answer the following items:			
a.	Are you a member of any indigenous group?		☐ YES ☐ NO If YES, please specify:		
b.	Are you a person with disability?		YES NO		
٠.	The you a person with disability!	If YES, please specify ID No:			
C.	Are you a solo parent?	☐ YES ☐ NO			
			If YES, please specify ID No:		
41.	REFERENCES (Person not related by consanguinity or affinity to app	licant /appointee)			
A	NAME	ADDRESS	TEL. NO.	ID picture taken within	
				the last 6 months 3.5 cm, X 4.5 cm	
				(passport size)	
			n	With full and handwritten ame tag and signature over	
				printed name	
42	I declare under oath that I have personally accomplis	shed this Personal Data Sheet which is a	true, correct and	Computer generated or photocopied picture	
74.	complete statement pursuant to the provisions of pe	ertinent laws, rules and regulations of the	Republic of the	is not acceptable	
	Philippines. I authorize the agency head/authorized	representative to verify/validate the conter	nts stated herein.	PHOTO	
	I agree that any misrepresentation made in this	document and its attachments shall car	use the filling of	FNOTO	
	administrative/criminal case/s against me.	9			
G	iovernment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)				
	LEASE INDICATE ID Number and Date of Issuance				
G	overnment Issued ID:				
10	D/License/Passport No.:	Signature (Sign inside the	(hox)		
-	ate/Place of Issuance:	Date Accomplished	a sory	2	
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	CLIDCCDIDED AND CWORN to before the	_101 - L1	iting his/hor validly issued severe-	t ID as indicated above	
	SUBSCRIBED AND SWORN to before me this	, amant exhib	iting his/her validly issued governmen	t ib as indicated above.	
		Person Administering O	ath		
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