



Item No.: 03  
Date: 17 2025 JUL

Republic of the Philippines  
**PROVINCE OF LEYTE**  
Palo, Leyte

OFFICE OF THE PROVINCIAL GOVERNOR  
**CARLOS JERICHO L. PETILLA**

Sangguniang Panlalawigan  
Province of Leyte  
**RECEIVED**

Date: JUL 09 2025  
By: [Signature]

July 2, 2025

**HON. LEONARDO M. JAVIER, JR.**  
Vice-Governor and Presiding Officer and  
**The HON. BOARD MEMBERS**  
Sangguniang Panlalawigan  
Province of Leyte

**Ladies and Gentlemen:**

I am forwarding the appointment of **ATTY. JOSE RAYMUND A. ACOL** as my choice for the position of **Provincial Legal Officer, Provincial Government Department Head** in a **Co-Terminous** capacity, for concurrence.

The position of the Provincial Government Department Head (Provincial Legal Officer), SG 26 has the following qualifications as follows :

Education	:	Bachelor of Laws
Experience	:	5 years experience
Training	:	None required
Eligibility	:	RA 1080/Bar Exam as amended (Attorney)

Atty. Jose Raymud A. Acol completed his Juris Doctors' Degree from the Leyte Colleges of Tacloban.

He served as the Municipal Councilor of the Local Government Unit of Sulat, Eastern Samar for 6 years from July 1996 to September 2002. He held the position of the Provincial Government Assistant Department Head (Provincial Legal Officer) of the Province of Leyte from April 1, 2009 to February 10, 2013. Atty. Acol served positions as permanent alternate Vice Chairman of the National Power Corporation, National Transmission Corporation, Power Sector Asset Liabilities Management Corporation and as alternate Chairman of the National Electrification Administration from May 24, 2013 to June 30, 2016. He was the Assistant Secretary of the Department of Energy from February 11, 2013 to January 30, 2016. Atty. Acol was consequently appointed as the Provincial Government Department Head of the Provincial Legal Office from July 20, 2020 up to the present.

In view of my reelection as Governor of this Province, I am pleased to inform of the reappointment of Atty. Acol as the Provincial Government Department Head (Provincial Legal Officer) in my current term as Governor, subject to the concurrence of the Sangguniang Panlalawigan of Leyte.

For your consideration.

  
**CARLOS JERICHO L. PETILLA**  
Governor

# 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 (  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)

2. SURNAME	ACOL		
FIRST NAME	JOSE RAYMUND	NAME EXTENSION (JR., SR)	
MIDDLE NAME	AMIDAR		
3. DATE OF BIRTH (mm/dd/yyyy)	12/8/1975	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization
4. PLACE OF BIRTH	Sulat, Eastern Samar	If holder of dual citizenship, please indicate the details.	Pls. indicate country.
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
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:	17. RESIDENTIAL ADDRESS	Block 3, Lot 11 & 12 House/Block/Lot No. _____ Street _____ Beriso Heights II Subdivision    Campetic Subdivision/Village    Barangay Palo,    Leyte City/Municipality    Province
7. HEIGHT (m)	5.5'	ZIP CODE	6501
8. WEIGHT (kg)	72 kls.		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	Block 3, Lot 11 & 12 House/Block/Lot No. _____ Street _____ Beriso Heights II Subdivision    Campetic Subdivision/Village    Barangay Palo    Leyte City/Municipality    Province
10. GSIS ID NO.	BP No. 2003928901	ZIP CODE	6501
11. PAG-IBIG ID NO.	121049202557		
12. PHILHEALTH NO.	13-000014548-4		
13. SSS NO.	0627947931	19. TELEPHONE NO.	
14. TIN NO.	187-181-631	20. MOBILE NO.	+63 9399098272
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	raymund_acol@yahoo.com

22. SPOUSE'S SURNAME	ALMADEN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)			
	FIRST NAME	MARIE JO			NAME EXTENSION (JR., SR)	RAYMUND MARI A. ACOL	10/7/2009
	MIDDLE NAME	BACALTOS			RAE MARIELLE A. ACOL	1/13/2013	
OCCUPATION	Physician		RAYMUND MARIUS A. ACOL	9/7/2015			
EMPLOYER/BUSINESS NAME	Provincial Government of Leyte-Leyte Provincial Hospital						
BUSINESS ADDRESS	Palo, Leyte						
TELEPHONE NO.							
24. FATHER'S SURNAME	ACOL						
FIRST NAME	RODOLFO	SR.					
MIDDLE NAME	CASAWAY						
25. MOTHER'S MAIDEN NAME							
SURNAME	AMIDAR						
FIRST NAME	FIDELINA						
MIDDLE NAME	BASADA						

(Continue on separate sheet if necessary)

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	SULAT CENTRAL ELEMENTARY SCHOOL	Elementary	1982	1988		1988	Honorable Mention
SECONDARY	LOYOLA ACADEMY	High School	1988	1992		1992	Honorable Mention
VOCATIONAL / TRADE COURSE							
COLLEGE	PHILIPPINE SCHOOL OF BUSINESS ADMINISTRATION-MANILA	Bachelor of Accountancy	1993	1999		1999	
GRADUATE STUDIES	LEYTE COLLEGES - College of Law	LIB/Juris Doctor	2001	2005		2005	

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	08 JUL 2025





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?  YES  NO

b. within the fourth degree (for Local Government Unit - Career Employees)?  YES  NO

If YES, give details: \_\_\_\_\_

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35. a. Have you ever been found guilty of any administrative offense?  YES  NO

If YES, give details: Decided/mooted post end of term

b. Have you been criminally charged before any court?  YES  NO

If YES, give details: Date Filed: 2003  
Status of Case/s: Dismissed/Quashed

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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: \_\_\_\_\_

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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: End of Term

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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: \_\_\_\_\_

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39. Have you acquired the status of an immigrant or permanent resident of another country?  YES  NO

If YES, give details (country): \_\_\_\_\_

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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 \_\_\_\_\_

b. Are you a person with disability?  YES  NO \_\_\_\_\_

c. Are you a solo parent?  YES  NO \_\_\_\_\_

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

NAME	ADDRESS	TEL. NO.
Hon. JAPAR B. DIMAAMPAO	Manila	09271513433
Gov. CARLOS JERICHO L. PETILLA	Palo, Leyte	09053104938
Sec. AMENAH F. PANGANDAMAN	Manila	09178122577



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: **LTOPF**

ID/License/Passport No.: **2015I-JAA99847-0**

Date/Place of Issuance: **Quezon City**

Signature (Sign inside the box)

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 03/04/25 affiant exhibiting his/her validly issued government ID as indicated above.

**ATTY. OLIVER NICCO R. MANITO**  
Notary Public until December 31, 2026  
Notarial Commission No. 2025-03-168  
For Tacloban City and the Province of Leyte  
Bañezville Subdivision  
Faint text: Republic of the Philippines, Department of Justice, Office of the Notary Public, Notary Public, Commission No. 2025-03-168

Person Administering Oath

CSC Form No. 33-A  
Revised 2018



Republic of the Philippines  
OFFICE OF THE PROVINCIAL GOVERNOR

CIVIL SERVICE COMMISSION RO VIII  
LEYTE FIELD OFFICE II  
PALO, LEYTE

RECEIVED:

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

NAME & SIGNATURE: \_\_\_\_\_

POSITION: \_\_\_\_\_

Mr./Mrs./Ms.: JOSE RAYMUND A. ACOL

You are hereby appointed as PROVINCIAL GOVERNMENT DEPARTMENT HEAD  
(Provincial Legal Officer) (SG-26 Step 1)  
(Position Title)

under Co-Terminous status at the Provincial Legal Office  
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of ONE HUNDRED TWENTY ONE THOUSAND ONE HUNDRED FORTY (P121,146.00)  
SIX PESOS  
pesos per month.

The nature of this appointment is Reappointment vice \_\_\_\_\_  
(Original, Promotion, etc.)

\_\_\_\_\_, who \_\_\_\_\_ with Plantilla Item No. 1  
(Transferred, Retired, etc.)

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

Very truly yours,

  
**CARLOS JERICO L. PETILLA**  
Appointing Officer/Authority

JUL 0 1 2025

Date of Signing

CSC ACTION:

\_\_\_\_\_  
Authorized Official

Date \_\_\_\_\_

CIVIL SERVICE COMMISSION  
LEYTE FIELD OFFICE II  
PALO, LEYTE

RELEASED:

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

RELEASING OFFICER: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

