



COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION

COMMITTEE REPORT
CEAGR-PCR-610-2024

Office of the Sangguniang Panlungsod
Received by: Janet P. King
Date: 7/24/24
Time: 1:24 pm

Subject: *REQUEST FROM THE HUMAN RESOURCES DEVELOPMENT AND MANAGEMENT DEPARTMENT: A resolution concurring in the appointment of Ms. Kathrina Javier Sanchez as the City Government Department Head 1 under the Local Economic and Investment Promotion Office.*

The above-mentioned proposed resolution underwent its first reading on July 01, 2024 during the 97th Regular Session of the Sangguniang Panlungsod. The said proposed resolution was referred by the Presiding Officer, City Vice Mayor Hon. Rowena Bautista Mendiola to the Committee on Ethics, Appointments, and Government Reorganization.

FINDINGS:

In compliance with the documentary requirements of the Civil Service Commission, the Human Resources Department requested a resolution from the Sangguniang Panlungsod concurring in the appointment of Ms. Kathrina Javier Sanchez as the City Government Department Head 1 under the Local Economic and Investment Promotion Office effective June 24, 2024.

RECOMMENDATION:

By the motion of Hon. Alejandro Gutierrez duly seconded by all the members of the Sangguniang Panlungsod, the above subject matter was **APPROVED** during its 98th Regular Session.





WE HEREBY CERTIFY that the contents of the foregoing report are true and correct.

Signed this 8th day of July 2024 at the City of Bacoor, Cavite.

Committee on Ethics, Appointments and Government Re-Organization



COUN. REYNALDO C. PALABRICA
Chairman



COUN. ALEJANDRO GUTIERREZ
Vice Chairman



COUN. MICHAEL SOLIS
Member



COUN. ALDE PAGULAYAN
Member



SCAN ME



ISO 9001:2015



0273



COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION

**EXCERPT FROM THE MINUTES OF REGULAR SESSION
CEAGR-PCR-610-2024**

Office of the Sangguniang Panlungsod
Received by: Jency Prince
Date: 7 AUG 2024
Time: 1:14 pm

Subject: **REQUEST FROM THE HUMAN RESOURCES DEVELOPMENT AND MANAGEMENT DEPARTMENT: A resolution concurring in the appointment of Ms. Kathrina Javier Sanchez as the City Government Department Head 1 under the Local Economic and Investment Promotion Office.**

The 98th Regular Session was held last June 10, 2024 at the Session Hall of the Sangguniang Panglungsod. City Councilor and President Pro-Tempore Hon. Reynaldo C. Palabrica presided the Regular Session and was called to order at exactly 10:00 a.m.

Atty. Khalid Atega, Jr., Secretary of the Sangguniang Panlungsod proceeded with the roll call, the approval of the Journal and minutes of the 97th Regular Session, and the reading of the referrals to committees of proposed Ordinances, Resolutions, Messages, Communications, Petitions and Memorials.

City Councilor Honorable Catherine Sarino Evaristo moved for the suspension of the internal rules duly seconded by the members of the Sangguniang Panlungsod, the internal rules were suspended.

Upon reading and referral of agenda item No. F.2. PCR-610-2024-: **REQUEST FROM THE HUMAN RESOURCES DEVELOPMENT AND MANAGEMENT DEPARTMENT: A resolution concurring in the appointment of Ms. Kathrina Javier Sanchez as the City Government Department Head 1 under the Local Economic and Investment Promotion Office.**, City Councilor Hon. Alejandro Gutierrez moved for the approval of the above-mentioned subject matter.

By the motion of Hon. Alejandro Gutierrez duly seconded by all the members of the Sangguniang Panlungsod, the above subject matter was **APPROVED** during its 98th Regular Session.





City Councilor Hon. Alejandro Gutierrez moved for the adjournment of the 94th Regular Session duly seconded by the majority of the members of the 5th Sangguniang Panlungsod. The regular session was adjourned at exactly 11:30 a.m.

Prepared by:


RONALDO M. VERONA
Staff

Attested by:


COUNCILOR REYNALDO C. PALABRICA
Chairman
Committee on Ethics, Appointments and Government Re-Organization





Republic of the Philippines
Province of Cavite
CITY OF BACOOR
OFFICE OF THE SANGGUNIANG PANLUNGSOD



CCBCR-SPBac-F01.01
05/30/2024



PCR 610-2024 - REQUEST FROM THE HUMAN RESOURCES DEVELOPMENT AND MANAGEMENT DEPARTMENT: A RESOLUTION CONCURRING IN THE APPOINTMENT OF MS. KATHRINA JAVIER SANCHEZ AS THE CITY GOVERNMENT DEPARTMENT HEAD I UNDER THE LOCAL ECONOMIC AND INVESTMENT PROMOTION OFFICE EFFECTIVE JUNE 24, 2024.



Republic of the Philippines
Province of Cavite
CITY OF BACOOR



HUMAN RESOURCES DEVELOPMENT and MANAGEMENT DEPARTMENT

2nd Floor Bacoor City Hall Building, Bataan Government Center, Bacoor Boulevard, Brgy. Baysan, Bacoor City 4102
Tel. No. (046) 411-1123 (522) 431-4100 Local 207

HON. ROWENA BAUTISTA - MENDIOLA
City Vice Mayor
City of Bacoor




Dear Madam,

Greetings!

In compliance with the documentary requirements of the Civil Service Commission, may we request from your good office to include in the minutes of your regular session the concurrence of **KATHRINA J. SANCHEZ** as the **City Government Department Head I** under the Local Economic Development and Investment Promotion Office effective JUN 24 2024.

Thank you

Kindest regards,


NATIVIDAD LUDWIG I. OPLE
City Government Department Head I

Noted by:


STRIKE B. REVILLA
City Mayor



Address: Bacoor Government Center, Bacoor Blvd.,
Brgy. Baysan, City of Bacoor, Cavite
Trunkline: 434-2111
Website: www.bacoor.gov.ph



Cert. no. 24/181805

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Address: Bacoor Legislative and Disaster Resilience Bldg.,
Bacoor Blvd., Brgy. Baysan, City of Bacoor, Cavite
Trunkline: (046) 417-0727
Website: www.bacoorcity.gov.ph



Cert. no. 24/181805



Republic of the Philippines
Province of Cavite
CITY OF BACOOR
OFFICE OF THE SANGGUNIANG PANLUNGSOD



Seal of Good Local Governance
2023 Awardee
AGRICULTURE

CGBCR-SPBac-F01.01
05/30/2024

CS Form No. 222
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.

| | | | |
|-------------------------------|-----------------|---|--|
| 2. SURNAME | Sanchez | | |
| FIRST NAME | Kathina | www.kathinasanchez.com | |
| MIDDLE NAME | Javier | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 02/03/1979 | 16. CITIZENSHIP | Filipino |
| 4. PLACE OF BIRTH | Marikina | If holder of dual citizenship, please indicate the details. | |
| 5. SEX | Female | P/s. Indicate country. | |
| 6. CIVIL STATUS | Single | 17. RESIDENTIAL ADDRESS | Z/R House/Block of No. G. Village Street |
| 7. HEIGHT (m) | 1.62 | 4102 | Subdivision/Village Gregorio Araneta |
| 8. WEIGHT (kg) | 64 | ZIP CODE | 4102 |
| 9. BLOOD TYPE | O+ | 18. PERMANENT ADDRESS | Z/R House/Block of No. G. Village Street |
| 10. CURS ID NO. | 006-0078-5229-7 | 4102 | Subdivision/Village Gregorio Araneta |
| 11. PHOENIX ID NO. | | 4102 | Bacoor Cavite Province |
| 12. PH/HEALTH NO. | | ZIP CODE | 4102 |
| 13. SSN NO. | 326034509 | 19. TELEPHONE NO. | |
| 14. TIN NO. | 204-251-709 | 20. MOBILE NO. | 096837801 |
| 15. AGENCY EMPLOYEE NO. | P-2034 | 21. EMAIL ADDRESS (if any) | khsanchez1900@gmail.com |

| | | | |
|--------------------------|---------|---|----------------------------|
| 22. SPOUSE'S SURNAME | N/A | 23. NAME of CHILDREN (in full name and full date) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | N/A | Mrs. Rayn S. Magdaleno | 12/19/2002 |
| MIDDLE NAME | N/A | Conor Liam S. Mado | 2/14/2015 |
| DOB/PATCH | N/A | | |
| EMPLOYER/BUSINESS NAME | N/A | | |
| BUSINESS ADDRESS | N/A | | |
| TELEPHONE NO. | N/A | | |
| 24. FATHER'S SURNAME | Sanchez | | |
| FIRST NAME | Leone | NAME EXTENSION (if any) | |
| MIDDLE NAME | Javier | | |
| 25. MOTHER'S MIDDLE NAME | Javier | | |
| SURNAME | Candida | | |
| FIRST NAME | Dea | | |
| MIDDLE NAME | | | |

| 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 | SCHOOL/EMPLOYER/ACADEMIC RECORD RECEIVED |
|--------------------------|---|---|----------------------|------|--|----------------|--|
| | | | From | To | | | |
| ELEMENTARY | Bacoor Parish School | Primary | 1986 | 1991 | Graduated | 1991 | Valid School |
| SECONDARY | Bacoor Parish School | Secondary | 1991 | 1995 | Graduated | 1995 | Valid School |
| VOCATIONAL/ TRADE COURSE | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| COLLEGE | University of the Philippines, Diliman, Quezon City | Schooler of Arts in Journalism | 1995 | 1999 | Graduated | 1999 | College Scholar |
| GRADUATE STUDIES | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

| | | | |
|-----------|--|------|------------|
| SIGNATURE | | DATE | 06/14/2024 |
|-----------|--|------|------------|

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Republic of the Philippines
Province of Cavite
CITY OF BACOOR
OFFICE OF THE SANGGUNIANG PANLUNGSOD



| SECTION 1: LEADERSHIP WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE'S / PARENTS' ORGANIZATIONS | | | | | | |
|---|--|--|------------|---|--|--|
| 29 | NAME & ADDRESS OF ORGANIZATION (Write in LE) | INCLUDE DATES (month/year) | | NUMBER OF HOURS | POSITION / NATURE OF WORK | |
| | | From | To | | | |
| | University of the Philippines College of Communication Student Council | 1998 | 1998 | | Chairperson | |
| | University of the Philippines College of Communication Student Council | 1997 | 1998 | | Vice Chairperson | |
| | UP Samahang ng Mag-aaral Sa Komunikasyon (SAMASKOM) | 1997 | 1998 | | Member | |
| | UP Journalism Club (UPJC) | 1997 | 1998 | | Member | |
| | UP Association of Youth Laboring for the Upliftment of Man | 1997 | 1998 | | Member | |
| <i>(Continue on separate sheet if necessary)</i> | | | | | | |
| SECTION 2: LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS | | | | | | |
| 30 | TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in LE) | INCLUDE DATES OF ATTENDANCE (month/year) | | NUMBER OF HOURS | TYPE OF LEARNING (General, Supervisory, Technical) | CONDUCTED / SPONSORED BY (Write in LE) |
| | | From | To | | | |
| | Training Workshop on Performance Management Aligned with SPMS | 04/24/2024 | 04/25/2024 | 18.0 | Managerial | City Government of Bacoor |
| | Quality Management System Awareness Seminar (ISO 9001:2015) | 04/15/2024 | 04/16/2024 | 8.0 | Technical | City Government of Bacoor |
| | Building Business-Friendly and Competitive Local Government Units: Rehabilitating Consumer and Business Confidence in the New Normal | 07/05/2023 | 08/18/2023 | 24.0 | Managerial | Department of the Interior and Local Government/Local Government Academy |
| | Enhanced Institutional Development Workshop | 04/25/2024 | 04/26/2024 | 18.0 | Technical | Department of Information and Communications Technology |
| | Social Administrative Financial environmental (S.A.F.E) | 09/14/2015 | 09/16/2015 | 48.0 | Supervisory | City Government of Bacoor |
| | Sustainable Tourism and Culture and Arts Learning Workshop | 05/06/2016 | 05/19/2016 | 48.0 | Technical | City Tourism and Development Office |
| | Solid Waste Management Planning Seminar/Workshop and Lekbay Area | 04/19/2015 | 04/22/2015 | 72.0 | Technical | City Environment and Natural Resources |
| | Communicator's Network for Nutrition in Region IV-A (CNN-4A) | 01/20/2015 | 01/21/2015 | | Technical | National Nutrition Center |
| | Employers Forum | 04/04/2014 | 04/04/2014 | | Behavioral | Philhealth and Pag-ibig |
| | Workshop on Formulation of Inter-Government Social administrative, Financial, Environmental (SAFE Plan) | 03/17/2014 | 03/20/2014 | 72.0 | Supervisory | DILG-Bacoor |
| <i>(Continue on separate sheet if necessary)</i> | | | | | | |
| SECTION 3: SPECIAL SKILLS AND HOBBIES | | | | | | |
| 31 | SPECIAL SKILLS AND HOBBIES | 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in LE) | | 33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in LE) | | |
| | Cooking, Baking | N/A | | N/A | | |
| | Reading Books | | | | | |
| | Dancing and Singing | | | | | |
| | Watching Movies | | | | | |
| <i>(Continue on separate sheet if necessary)</i> | | | | | | |
| SIGNATURE | | | | DATE | 05/16/2024 | |

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Republic of the Philippines
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12. 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 at the Office, Bureau or Department where you will be appointed,
a. within the third degree? NO
b. within the fourth degree (for Local Government Unit - Career Employees)? NO
If YES, give details: _____

13. a. Have you ever been found guilty of any administrative offense? NO
b. Have you been criminally charged before any court? NO
If YES, give details:
Date Filed: _____
Status of Case/s: _____

14. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal? NO
If YES, give details: _____

15. Have you ever been separated from the service in any of the following modes: assignment, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector? NO
If YES, give details: _____

16. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? NO
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? NO
If YES, give details: _____

17. Have you acquired the status of an immigrant or permanent resident of another country? NO
If YES, give details (country): _____

18. 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 8032), please answer the following items:
a. Are you a member of any indigenous group? NO
If YES, please specify: _____
b. Are you a person with disability? YES
If YES, please specify ID No. 04-2103-000-0000315
c. Are you a solo parent? NO
If YES, please specify ID No. _____

| NAME | ADDRESS | TIN NO. |
|---------------------------|--|------------|
| Mayor Redel John Dionisio | Municipality of Amadeo, Province of Cavite | 9054531802 |
| Ms. Belinda Valenzuela | 21 Valerica St. Isangay 31 Cavite City | 9171685408 |
| Mr. John Ray Arrabe | GMA News and Public Affairs | 9189194911 |



Kathrina J. Sanchez
KATHRINA J. SANCHEZ

19. 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/update 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.

Government Issued ID (e.g. Passport, Valid, etc.) (Please Indicate ID Number and Date of Expiry)

Government Issued ID: PWD

Government Issued ID No.: 04-2103-000-0000315

Date of Expiry: Bacoor Cavite

Kathrina J. Sanchez
(Sign and Date with the ID)

Date Accomplished: _____



DISCLOSED AND SWORN to before me this MAY 20 2024 at _____ after exhibiting _____ ID as indicated above.

428
86
29
14

Person Administering Oath: _____

ATTEST:

Secretary

OFFICE OF THE SANGGUNIANG PANLUNGSOD
CITY OF BACOOR, CAVITE

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