



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

OFFICE OF THE PROVINCIAL ASSESSOR

MONTHLY ACCOMPLISHMENT REPORT

For the month November 2018

I. REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM:

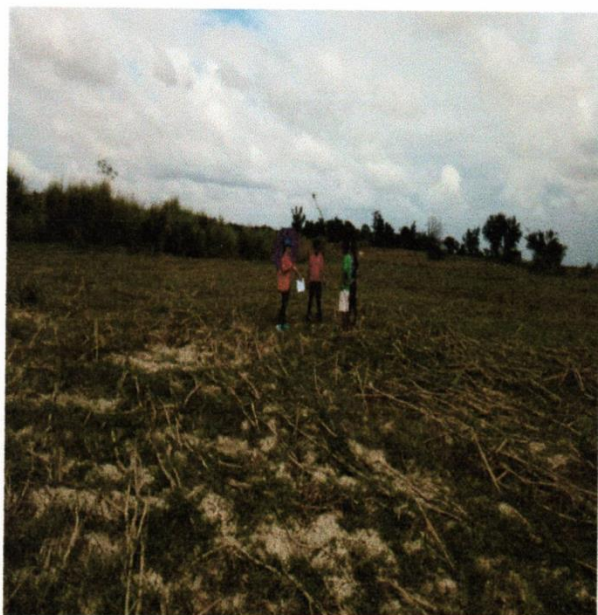
1. Issued the following as required by the Bureau of Internal Revenue (BIR), Department of Agrarian Reform (DAR), other lending institutions and other interested parties upon verification from our existing records and payment of fees and charges to the Provincial Treasurer's Office, as provided thru the Provincial Tax Ordinance:
 - a) 148 certifications relative to real property assessments
 - b) 650 certified copy of Tax Declarations (TD)
 - c) 84 certified photocopy of TD, and such other related assessment records
2. Approved assessment transactions submitted/recommended for approval by the Municipal Assessors of the thirty four (34) Local Assessment Offices of this province upon proper review and verification of personnel concerned, whether assessment procedures and techniques were being followed, to wit:
 - a) 150 Real Property Units (RPU's) for newly discovered real properties (DC)
 - b) 374 RPU's for subdivision/consolidation/revision or with physical changes (PC)
 - c) 380 RPU's for transfer of ownership
3. In the conduct of 2018 General Revision of Real Property assessment and Classification, there were partial submission of copies of Field Appraisal and Assessment Sheet (FAAS) twelve (12) out of thirty four (34) municipalities, for approval by the Provincial Assessor.

II. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE:

1. Updated and maintained all technical and non-technical assessment records (hard copy) of all approved assessment transactions for the month of November 2018, as follows;
 - a) Section Maps
 - b) Tax Mapping Control Roll's
 - c) Field Appraisal and Assessment Sheet's
 - d) Tax Declaration (hard copy and e-gaps)
 - e) Records of Assessment

III. CAPABILITY BUILDING

1. Mr. Noel B. Babas, LAOO IV and Ms. Yulma Marie C. Balabbo of the Provincial Assessor's Office (PAO) conducted ocular inspection to determine the metes and bounds of real property under Civil Case n0. 168 at Tallag, Cabagan , Isabela on November 20, 2018.



Ocular inspection at Tallag, Cabagan, Isabela



Mr. Noel B. Babas, LAOO IV (PAO personnel), Mr. Alexis Apostol and Mr. Rosmito Guingab (representatives of real property owners), Ms. Yulma Marie C. Balabbo, LAOO III (PAO personnel) and Barangay Captain Joylin G. Guiyab at Paculagu Creek (boundary of Cabagan and Santa Maria both of Isabela)

2. Mr. Noel B. Babas, LAOO IV and Mr. Edgardo S. Rico, Tax Mapper IV conducted visitation, monitoring, supervision and rendered technical assistance to the municipality of Qurino, Isabela on November 28, 2018.



Mr. Noel B. Babas-LAOO IV, Mr. Edgardo S. Rico-Tax Mapper IV of the Provincial Assessor's Office, Ms. Meldaliza Ginez-Municipal Assessor and Mr. Derek Nagum-Draftsman of Municipal Assessor's Office, Qurino, Isabela during their visitation, monitoring and supervision

3. Mr. Noel B. Babas, LAOO IV and Mr. Edgardo S. Rico, Tax Mapper IV conducted appraisal and assessment of the properties affected/traversed by the construction of re-routed By-Pass and Diversion Road at Guibang, Gamu, Isabela on November 29, 2018.



Mr. Noel B. Babas technical Team from the Province of Isabela together with Barangay Captain Mario Vidaña and his two Kagawad Donn Agunias and Danilo Busto, staff from Municipal Assessor's office of Gamu, Isabela.



Old Road at Guibang, Gamu, Isabela



On-going concreting of By-Pass and Diversion Road at Guibang, Gamu, Isabela

4. Ms. Yulma Marie C. Balabbo, LAOO III and Ms. Irene D. Jao, Admin. Aide, attended the Basic Journalism Writeshop of Isabela Corps of News Correspondents (ICONEC) held on November 7 & 15, 2018 at Balay, Capitol Compound, City of Ilagan, Isabela.
5. Mr. Guillermo B. Barretto, Provincial Assessor, together with Mr. Edgardo S. Rico, Tax Mapper IV and Engr. Ferdinand P. Ramos, Tax Mapper I, attended the Pre-Finalization Workshop for the Provincial Governance Reform Roadmap (PGRR) on November 20-23, 2018 at Vista Marina Hotel and Resort, Subic Bay Freeport Zone, Clark, Pampanga.

IV. INTERNAL ADMINISTRATION:

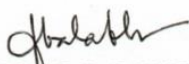
1. Conducted the usual regular monthly meeting of PAO personnel, on November 5, 2018, it was presided by the Provincial Assessor. He informed the group that the 2018 General Revision is about to finish and the submission of their Technical Real Property Assessment Record particularly the Field Appraisal and Assessment Sheet (FAAS) and Tax Declaration (TD) will be submitted on or before December 30, 2018 for his signature/approval.
2. Conducted monthly meeting of PAMAS, Inc. Isabela Chapter, on November 7, 2018, it was presided by the Provincial Assessor on issues, concerns and status of in the implementation of the 2018 General Revision of Real Property Assessment and Classification which is about to be finished, forthcoming Regional Planning Conference on December 11-13, 2018 at Tuguegarao City and other related matters.



Provincial Assessor Mr. Guillermo B. Barretto presiding the Philippine Association of Municipal Assessors (PAMAS), Inc. (Isabela Chapter) during their regular monthly meeting

3. Ms. Zenaida A. Gabriel, LAOO IV, appeared to court as per order received by the office, under Civil Case no. BR-40-3659 for presentation of documents held at RTC, 2nd Judicial Region, Branch 40, Cauayan City on November 29, 2018.
4. Acted on the following matters:
 - a) 27 incoming & 5 outgoing communications
 - b) Prepared 9 Application for Leave of Absence; 22 Locator Slips
 - c) 4 payrolls & 19 vouchers

Prepared by:


YULMA MARIE C. BALABBO
LAOO - III

Conformed by:


GUILLERMO B. BARRETTO
Provincial Assessor