



Republic of the Philippines  
PROVINCE OF ISABELA  
City of Ilagan

## **OFFICE OF THE PROVINCIAL ASSESSOR**

### **MONTHLY ACCOMPLISHMENT REPORT**

For the month January, 2019

#### **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) 193 certifications relative to real property assessments
  - b) 727 certified copy of Tax Declarations (TD)
  - c) 38 certified photocopy of TD, and such other related documents on assessment records
2. Received three (3) request for annotation of encumbrance, and have annotated on the face of three (3) Tax Declarations (TD's), as bail –bond issued by courts and mortgage agreement issued by banks.
3. Approved assessment transactions submitted/recommended for approval by the Municipal Assessors of the thirty four (34) Local Assessment Offices of this province Province upon proper review and verification of personnel concerned, whether assessment procedures and techniques were being followed, to wit:
  - a) 100 Real Property Units (RPU's) for newly discovered real properties
  - b) 461 RPU's for subdivision/consolidation/revision or with physical changes
  - c) 318 RPU's for transfer of ownership

#### **II. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE:**

1. Updated and maintained all technical and non-technical assessment records (hard copy) in all approved assessment transactions for the month of January, 2019, 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



2. Mr. Noel B. Babas- LAOO IV and Mr. Edgardo S. Rico- Tax Mapper IV, conducted appraisal and assessment of lands, crops and trees affected/traversed by the Construction of By-Pass Diversion Roads of Alicia-Angadanan-San Guillermo-Cauayan City and Cabatuan Diversion Road, in coordination with Municipal Assessor's of affected municipalities from January 14-18, 2019.



Technical working Group at Barangay Nueva Era, Cabatuan, Isabela



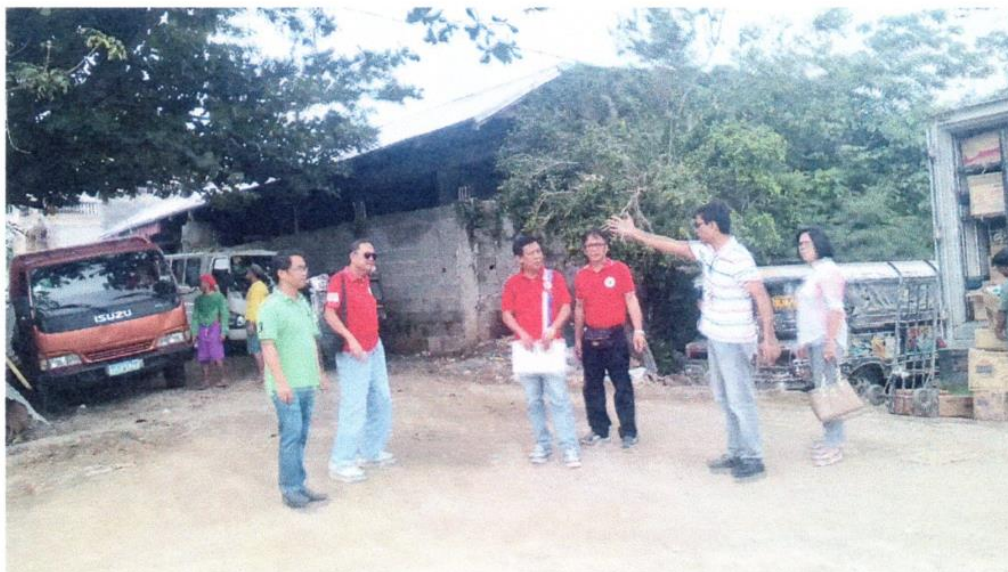
Technical working group at Barangays Lomboy & Minanga , Angadanan, Isabela



Barangays Magsaysay & Sta. Cruz, Alicia, Isabela



3. Mr. Noel B. Babas- LAOO IV and Mr. Edgardo s. Rico- Tax Mapper IV, conducted appraisal and assessment of land located at Ugad, Cabagan, Isabela to be acquired by the Local Government Unit for Public Market. It was assisted by the Municipal Assessor's personnel, on January 22, 2019.



*During the ocular inspection of Technical Working group of Appraisal Committee of the Province of Isabela together with personnel from Municipal Assessor's Office and Mr. Reynold Gumiran, MPDC, both of LGU-Cabagan, Isabela*

4. Engr. Ferdinand P. Ramos, Tax Mapper - I and Mr. Kurt Daniel B. Tomas, Administrative Aide, conducted visitation and rendered technical assistance in the re-sectioning of maps in the Municipal Assessor's Office of Echague, Isabela on January 23-24, 2019.
5. Mr. Edgardo S. Rico- Tax Mapper IV and Engr. Ferdinand P. Ramos- Tax Mapper I, conducted appraisal and assessment of real Properties to be affected by the construction of Gamu By-Pass Road including Road Right of Way and Cauayan By-Pass Road and Road Right of way.



*Provincial Technical Working Group of the Province of Isabela together with Mr. Erickson Pinto-Municipal Assessor and staff at Guibang, Gamu, Isabela*



### III. LGU CAPABILITY BUILDING

1. Ms. Zenaida A. Gabriel, LAOO- IV and Ms. Yulma Marie C. Balabbo, LAOO - III, attended the 14th PAAO National Convention with theme " PAAO, Inc. Imparting a Legacy of Professionalism in the Real Estate Service". Accredited for twenty three (23) Continuing Professional Development (CPD) units, held on January 29, 2019 to February 1, 2019 at SMX Convention Center, Lanang, Davao City.



*Delegates from the 'Assessment Office' of the Province of Isabela, Municipal Assessors and staff.  
Taken during the 14<sup>th</sup> PAAO National Convention at SMX Convention Center,  
Lanang, Davao City from January 29 to February 1, 2019.*

### IV. INTERNAL ADMINISTRATION:

1. Conducted regular monthly meeting of PAO personnel, on January 7, 2019, it was presided by the Provincial Assessor, important matters have been discussed, issues and concerns were raised and resolved regarding assessment transactions, the supervision and monitoring and validation of 2018 General Revision to all municipalities of the province. The Provincial Assessor requested the usual support and cooperation of his personnel in the discharge of duties and functions and strict implementation of R.A. 11032 otherwise known as Ease of Doing Business and Efficient Government Service Delivery Act of 2018.





*First staff meeting of the year by the Provincial Assessor held on January 7, 2019  
at Conference Room, Provincial Assessor's Office*

2. Conducted first regular monthly meeting of Philippine Association of Municipal Assessors (PAMAS), Inc. Isabela Chapter, on January 9, 2018 at Conference Hall, Provincial Assessor's Office, it was presided by the Provincial Assessor.



*First regular meeting of PAMAS Inc., Isabela Chapter with the Provincial Assessor held at  
Conference Room, Provincial Assessor's Office*

3. Acted on the following matters:
  - a) 14 incoming and 14 outgoing communications
  - b) Prepared 9 application for Leave of Absence; 12 Locator Slips
  - c) 2 payrolls, 14 vouchers
  - d) 78 queries of real property owners and other interested parties.
4. Prepared and submitted assessment and agency reports to concerned offices:
  - 1) Quarterly Report on Real Property Assessment for 4<sup>th</sup> Quarter, ending December 31, 2018.
  - 2) Office Plans and Programs for CY- 2019
  - 3) Unit Performance Evaluation (UPE) for 2<sup>nd</sup> Semester CY- 2018
  - 4) Annual Accomplishment Report for CY- 2018

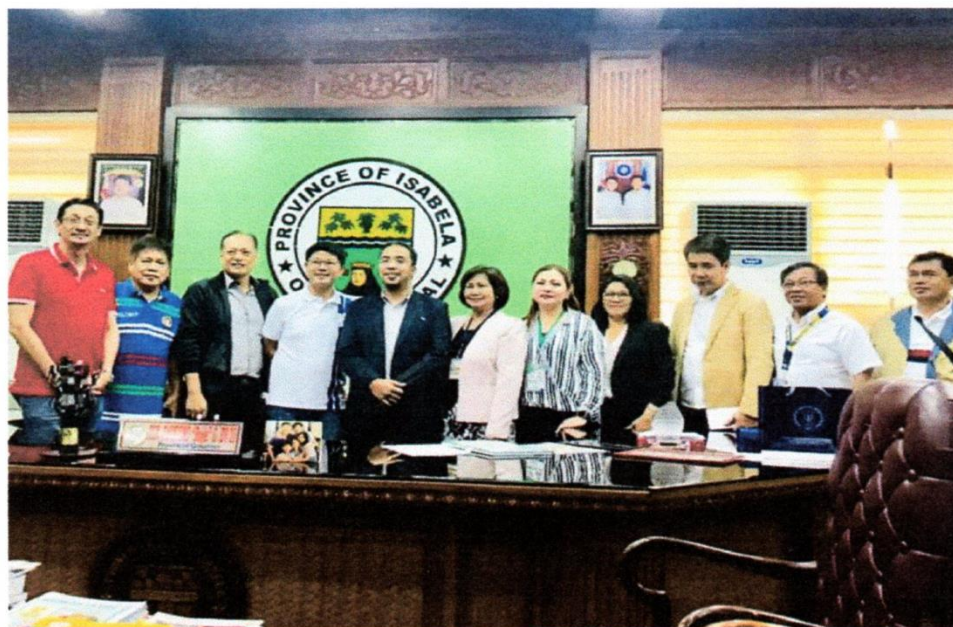


OTHER MATTERS:

1. The office participated during the 2019 Bambanti Festival with a theme “Tagumpay ng Pusong Isabela” from January 21-26, 2019 with a Thanksgiving Mass held at St. Michael Archange, Gamu, Isabelal on the Opening Day on January 21, 2019.
2. Mr. Niño Raymond B. Alvina-Executive Director of Bureau of Local Government Finance (BLGF), Central Office, visited the Treasury and Assessor’s Offices of the province during the Bambanti Festival.

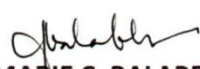


*(From the left) Mr. Alexander Miguel, Special Investigator III of BLGF, Region II, City Treasurer of Ilagan, Ms. Delia Pararuan, Mr. Jose Arne Tan form BLGF Central Office Manila, Mr. Guillermo B. Barretto-Provincial Assessor, Acting Regional Director-Ms. Tessie S. Mangacat of BLGF Region II, Mr. Niño Raymond B. Alvina-Executive Director of BLGF, Central Office, Manila and Ms. Maria Theresa A. Flores-Provincial Treasurer*



*(From Left) Vice Governor Antonio T. Albano, Mr. Guillermo B.Barretto, Mr. Jose Arne Tan, Governor Faustino G. Dy III, Exec. Dir. Mr. Niño Raymond Alvina, Acting Regional Director Ms. Tessie S. Mangacat, Ms. Maria Theresa A. Flores, Ms. Delia Pararuan, Mr. Alexander Miguel, Mr. Frederick Sonny Cadatal, City Assessor of City of Ilagan and Mr. Noel Agapito of BLGF Regional Office No. 2.*

Prepared by:

  
**YULMA MARIE C. BALABBO**  
LAOO - III

Conformed by:

  
**GUILLERMO B. BARRETTO**  
Provincial Assessor