



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

OFFICE OF THE PROVINCIAL ASSESSOR

MONTHLY ACCOMPLISHMENT REPORT

For the month December 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), Department of Education, 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.) 145 certifications relative to real property assessments
 - b) 282 certified copy of Tax Declarations (TDs)
 - c) 92 certified photocopy of TD, and such other related documents on assessment records
- a. Received eight (8) requests for annotation of encumbrance and have annotated on the face of eight (8) TDs on mortgage, submitted by property owners.
- b. Approved total assessment transactions of ONE THOUSAND ONE HUNDRED NINETY THREE (1,193) Real Property Units (RPUs) 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) 238 RPUs for newly discovered real properties
 - b) 584 RPU's for subdivision/consolidation/revision or with physical changes/re-sections of properties
 - c) 371 RPU's for transfer of ownership

II. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE

1. Updated and maintained all technical and non-technical assessment records in all approved assessment transactions for the month of December 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 were directed and have conducted ocular inspection of the prooerties to be affected by the Network Development Project for the Construction of Roxas By-Pass Road (Phase II) at Roxas, Isabela, on December 10, 2019.
 3. Engr. Ferdinand P. Ramos, Tax Mapper I- was authorized to secure documents for the titling of lots of the Provincial Government of Isabela from DENR, Regional Office, Tuguegarao, on December 12-13, 2019.

III. CAPABILTIY BUILDING

1. Mr. Guillermo B. Barretto-Provincial Assessor, Ms. Yulma Marie C. Balabbo-LAOO III and Mr. Angelito P. Garcia attended the Workshop on the Updating of Provincial Revenue Code on December 10-14, 2019 held at Country Inn Hotel and Resort, Sta. Ana, Cagayan.
2. Mr. Sourab Achilles S. Abutazil-Draftsman I attended the refresher training of Safety Officers on First Aide, Basic Life Support (BLS), Cardio Pulmonary Resuscitation (CPR), held on December 13, 2019 at the Balai, Capitol Compound, City of Ilagan, Isabela.

IV. INTERNAL ADMINISTRATION

1. Conducted monthly meeting of Provincial Assessor's Office' personnel on December 3, 2019. The meeting was presided by Provincial Assessor. He discussed and explained to us the importance of R.A. 11032 otherwise known as the Ease of Doing Business and Efficient Government Service Act of 2018. He also reminded us once again of our commitment to our duties and responsibilities this coming year 2020. We were also reminded to always participate on activities of the Provincial Government of Isabela especially on the Tree Planting Activity scheduled on December 6, 2019.
2. Ms. Zenaida A. Gabriel-Assistant Provincial Assessor and Mr. Noel B. Babas- LAOO IV attended the Annual Seminar-Workshop of Municipal Assessors & Staff with simultaneous Christmas Party with awarding of Certificate of Recognition to deserving Municipal Assessors and Staff on December 5, 2019, as representatives of the Provincial Assessor, held at the City Hotel, Alibagu, City of Ilagan, Isabela.

3. Acted on the following matters:
 - a) 20 incoming and 5 outgoing communications
 - b) Prepared 16 Application for Leave of Absence;
14 Locator Slips
 - c) 5 payrolls for regular employees and 5 payrolls for
contractual employees
 - d) 17 Prepared vouchers
4. Mr. Guillermo B. Barretto-Provincial Assessor attended the meeting with regards to R.A. 11032 otherwise known as Ease of Doing Business and Efficient Government Service Delivery Act of 2018, held on December 2, 2019 at the Blueroom, Capitol Building, City of Ilagan, Isabela.
5. Ms. Zenaida A. Gabriel-Assistant Provincial Assessor attended the Orientation for Government Executives on the Communist Terrorist Group (CTG) Problem conducted by National Intelligence Coordinating Agency (NICA), held on December 10, 2019 at Balai, Capitol compound, Alibagu City of Ilagan, Isabela.
6. Mr. Guillermo B. Barretto-Provincial Assessor attended the 2020 Budget Deliberation on December 19, 2019 at Green Room, Capitol Building, Alibagu, City of Ilagan, Isabela.

V. OTHER MATTERS:

1. As per Executive Order No.15-2019 and love for nature , the office' personnel participated during the Tree Planting Activity of the Provincial Government of Isabela dubbed as "Reforestation Target Action: One Million Trees in One Day" project held at Sitio Lagis, Barangay Sindon Bayabo, City of Ilagan, Isabela on December 20, 2019. The activity shows the unity of all Isabeleños being considered as the "Volunteer Capital of the Philippines".

Prepared by:


YULMA MARIE C. BALABBO
LAOO - III

Conformed by:


GUILLERMO B. BARRETTO
Provincial Assessor

PICTURES TAKEN IN SUPPORT TO OUR DECEMBER 2019
ACCOMPLISHMENT REPORT

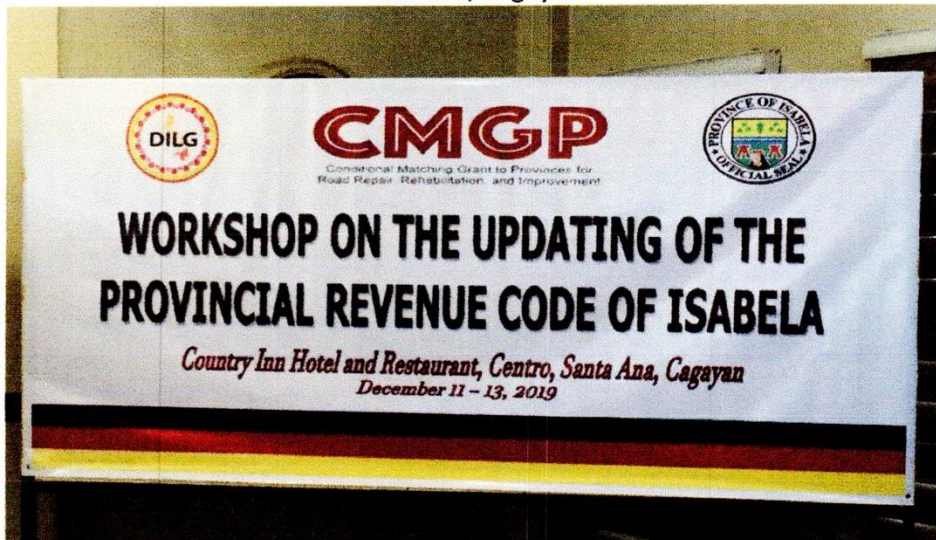


Staff meeting of Provincial Assessor's Office presided by the Provincial Assessor
on December 3, 2019



Taken during the Seminar-workshop with simultaneous Christmas Party of all Municipal
Assessors and Staff together with Ms. Zenaida A. Gabriel- Asst. Prov'l. Assessor and
Mr. Noel B. Babas-LAOO IV during the awarding of 2019 Top Performers in the
Assessment Service

Pictures taken during the Workshop on the Updating of the Provincial Revenue Code of Isabela on December 11-13, 2019 at Country Inn Hotel and Restaurant, Sta. Ana, Cagayan



In the middle is former Regional Director of BLGF Region IX Mr. Tomas R. Carillo (Resource Speaker), in his left is Atty. Noel Manuel R. Lopez, Provincial Administrator and on his right is Board Member Alfredo Alili together with all the participants



Mr. Tomas Carillo (Resource Speaker) with Mr. Guillermo B. Barretto-Provincial Assessor

Provincial Assessor's Office Four-in-One Activity on December 20, 2019
One- Tree Planting



Before going to Sitio Laguis, Barangay Sindon Bayabo, City of Ilagan, Isabela for the Tree Planting Activity "One Million Trees in One Day" project



The Provincial Assessor in action during the Tree Planting



The Provincial Assessor's Office personnel headed by Mr. Guillermo B. Barretto-Provincial Assessor after the Tree Planting

Two- Outreach Program at Santa Maria, Isabela.



Turning-Over to Hon. Hilario G. Pagautan-Municipal Mayor of Santa Maria, Isabela the relief goods imparted by the Provincial Assessor's Office for the victims of flash floods on December 5 & 6

Three- Retirement Program & Four-Christmas Party



Provincial Assessor's Office personnel during the Christmas Party



The retirees Mr. Edgardo S. Rico and Ms. Florecita G. Sibayan together with the Provincial Assessor Mr. Guillermo B. Barretto and Assistant Provincial Assessor Ms. Zenaida A. Gabriel

Technical Team from the Provincial Government of Isabela conducted ocular inspection on December 10, 2019 on the properties that will be traversed/affected by the Construction of Roxas By-Pass Road, Roxas, Isabela.

