	PROVINCIAL ASSESSOR'S OFFICE	MARCH
		MONTH
	MONTHLY ACCOMPLISHMENT REPORT	2023
		YEAR

#### I. FOCUS AREA

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
<b>1. REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM</b>  1.1. Approval of Assessment Transactions emanating from the thirty (34) Municipal Assessor's Office's  1.1.1 Real Property Units (RPUs) OF newly discovered real properties	a. Declaration of newly discovered real properties such as land, buildings & machineries for taxation purposes	<p>Approved a total of 418 Real Property Units (RPUs) of newly declared real properties for Land, Building and Machineries.</p> <p><b><u>Taxable Properties:</u></b></p> <p><b>Agricultural Land:</b>  Market Value Php – 6,124,110.00  Assessed Value 895,062.00</p> <p><b>Agricultural Buildings:</b>  Market Value Php- 1,357,090.00  Assessed Value 249,230.00</p> <p><b>Residential Lot:</b>  Market Value Php- 1,109,360.00  Assessed Value 178,630.00</p> <p><b>Residential Buildings:</b>  Market Value Php-102,198,730.00  Assessed Value 249,230.00</p> <p><b>Commercial Buildings:</b>  Market Value Php- 81,832,340.00  Assessed Value 39,305,320.00</p> <p><b>Industrial Buildings:</b>  Market Value Php- 1,156,640.00  Assessed Value- 532,440.00</p> <p><b>Commercial Machinery:</b>  Market Value Php- 6,954,100.00  Assessed Value 5,559,880.00</p> <p><b>Industrial Machinery:</b>  Market Value Php- 700,000.00  Assessed Value 560,000.00</p> <p><b><u>Exempt properties:</u></b></p> <p><b>Government Building:</b>  Market Value Php- 2,772,500.00  Assessed Value 785,950.00</p> <p><b>Religious Building:</b>  Market Value Php – 18,318,080.00  Assessed Value 9.234,210.00</p>



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1.1.2 RPU's for transferred Properties	b. Transfer of Ownership with updated Real Property Tax and Transfer Tax payment with Certificate Authorizing Registration for the payment of either Capital Gains Tax, Estate Tax and or Donor's Tax with payment of Documentary Stamp Tax, whichever is applicable	Approved a total of <b>522</b> RPU's on transferred properties.
1.1.3 RPU's for subdivision, consolidation, revision or physical change	c. Real Properties that are subdivided (remaining portions), consolidated with updated RPT and upon payment of Fees to PTO, re-sectioned and revised as to classification, actual use, area, boundaries, lot number, correct name of owner, etc.	Approved a total of <b>784</b> RPU's subdivided, consolidated and revised assessment and data of real properties
1.2 Issuance of Certified Copy of Tax Declaration (TD), various certifications, certified photocopy of TDS and such other assessment record	Issue certifications, certified copy of Tax Declaration and photocopy to BIR as basis in the computation and collection of Capital Gains Tax, Donor's Tax and Estate Tax; for DENR in the issuance of title; for DAR in identifying property owners for their file copy and reference, upon payment of Fees and Charges to PTO based on approved Ordinance by the Provincial Government of Isabela (PGI).	We have issued the following:  459 Certified Copy of Tax Declarations 455 Various Certifications 174 Photocopies of Old TDs, documents and other assessment record
1.3 Annotation of encumbrance on the face of Tax Declarations	Annotation and encumbrance used as bail bond ordered by the court, mortgage contract issued by bank and Adverse Claim furnished by property owners	We have annotated on the face of Tax Declarations the following requests: <b>17</b> on Mortgage Contract <b>1</b> on Notice of Levy <b>6</b> on Adverse Claim <b>1</b> on Bail bond
<b>2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE</b>		
2.1 Field Appraisal and Assessment of Real Property	Conduct ocular inspection by Provincial Assessor or duly authorized representatives, being the Chairman of the Provincial Appraisal Committee, together with representative of the Provincial Engineer and Provincial Treasurer being both members of the Committee, of the subject property, in order to determine the fair, just compensation of the subject properties for LGU development.	<b>Engr. Felipe O. Guray, Jr</b> Tax Mapper IV, and <b>Mr. Pepito V. Bautisa</b> , Tax Mapper I, together with the representatives of the members of the Provincial Appraisal Committee have conducted ocular inspection on the Lot of <b>Mr. Restituto P. Respicio</b> , situated at Nappacu, Reina Mercedes, Isabela, on March 8, 2023, as per request of Mr. Respicio.  <b>Resolution No. 2023-3</b> was resolved by the Provincial Appraisal Committee of the province of Isabela.



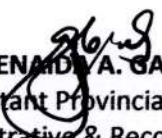
PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
		Engr. Ferdinand P. Ramos and his team have conducted comprehensive land survey of parcels of land situated at Cabagan and San Pablo, Isabela on March 6,7; 14,15,16,; 21,22,23,24; 27,28,29, 2023, as requested by Mr. Oliver B. Pira Jr. Chairman Board of director of San Pablo Isabela Farmers Dairy Cooperative (SPIFDC)
2.2 LGU Visitation and rendering technical Assistance to Municipal Assessor's Office's	<p>2.2.1 Conduct of Assessment Evaluation, Examination and Monitoring (AEEM) to Local Assessment Offices of the province.</p> <p>2.2.2 Visitation, monitoring, rendering technical assistance in the Tax Mapping Operation (TMO) project in the municipalities of San Guillermo, San Pablo and Santa Maria, Isabela</p>	<p>Provincial Assessors' Office Technical Team with <b>Ms. Yulma Marrie C. Balabbo</b> APA for Field Operation as Team Leader, have conducted Assessment Evaluation, Examination and Monitoring to the following Local Assessment Offices:</p> <p><b>Aurora</b> - March 8, 2023  <b>Cauayan City</b> - March 9, 2023  <b>Luna</b> - March 9, 2023  <b>Gamu</b> - March 10, 2023  <b>Benito Soliven</b> - March 22, 2023  <b>San Mateo</b> - March 23, 2023  <b>Quirino</b> - March 29, 2023  <b>City of Ilagan</b> - March 30, 2023</p> <p>Post Activity Reports on their findings and recommendations in every municipality, were prepared and submitted to the Human Resource Management Office, every after their scheduled evaluation dates.</p> <p>Assisted BLGF Regional Evaluation Team, in the conduct of assessment evaluation in the Municipal Assessor's Office of Cordon, Isabela on March 7, 2023, together with the Atty. Julaida T Gaddawan- Pancho, Regional Director of BLGF, Regional Office No. 02, Turnover of responsibilities was also conducted to the Municipal Treasurer's Office, due to the compulsory retirement of the Municipal Treasurer.</p> <p>Engr. Felipe O. Guray, Jr. Tax Mapper IV, coordinated thru virtual, with the three municipalities undergoing the conduct of Tax Mapping Operation, hereunder is the status of the project of each municipality:</p> <p><b>San Guillermo</b> - Records Conversion Management is about to be completed for submission to this office.  <b>San Pablo</b> - submitted results were returned due to some data in the records that were not indicated, there are still 3 barangays to be tax mapped.  <b>Santa Maria</b> - still on-going because of</p>




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2.3 Digitization of Maps	A continuing project of the province to digitized the maps of all the municipalities	limited manpower. Continued in the digitization of maps for the municipalities of Aurora, Cordon, Gamu, Roxas, San Guillermo, San Mariano, Santa Maria and San Pablo
2.4 Verification and Approval of Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System	Review by the Provincial Assessor's Office on the QRRPA of the 34 local assessment offices for approval thru LIFT System  Monitor submission of QRRPA for 1 <sup>st</sup> quarter of CY- 2023	Continued in the review of submitted QRRPA of Local Assessors thru LIFT System of QRRPA for 4th quarter of CY 2022 and previous quarters that have some corrections.  Monitored in the submission of QRRPA, report and have verified and checked those that were submitted before uploading to the LIFT System
2.5 Update and maintain assessment records	Updating and maintenance of Assessment Records on e-GAPS including technical and no-technical records such as FAAS;TD's; SM's; TMCs and ROA	Updated assessment records in all the 1,753 Real Property Units of approved assessment transactions for the month. It is a continuing process, daily.
<b>3. LGU CAPABILITY BUILDING</b>		
3.1 Trainings, Workshops, Seminars, Orientation and Convention	Training, Workshops, Seminars, Orientations and Conventions conducted by different department, agencies and offices.	Mr. Stevenson Ross J. Cureg, Tax Mapper I and Mr. Mark Gen S. Siquian Assessment Clerk II, have attended the live-in training, on Values Orientation Workshop (VOW), held at Tuguegarao City, Cagayan, on March 8-11, 2023.
<b>4. INTERNAL ADMINISTRATION</b>		
4.1 Request of Real Property Owners/clientele	4.1.1 Act on request of Real Property Owners, both in writing and party waiting	Acted a total of 1,053 request of Real Property Owners, and twenty nine (29) request in writing with accuracy, efficiency and prompt manner.
4.2. Conduct/ Attend Meetings	4.2.1Conduct of staff monthly meeting  4.2.2 Conduct of Monthly meeting of the Philippine Association of Municipal Assessors (PAMAS), Isabela chapter,	Conducted monthly meeting of Provincial Assessors' Office Staff on March 20, 2023. Issues and concerns were discussed and resolved as well as other planned activities that needs to be implemented.  Conducted monthly meeting of PMAS, Inc. Isabela Chapter on March 16 2023, held at 3 <sup>rd</sup> Floor, function Hall, municipality of Burgos, Isabela, presided by Engr. Renee V. Abucay, Municipal Assessor of Burgos and PAMAS President and the Provincial Assessor, Mr. Guillermo B.. Barretto, who informed them that monitoring of Local Assessment offices, will continue for the month of March, 2023, to the municipalities that were not yet evaluated and reminded on the

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		submission of the proposed 2023 Schedule of Market Values. Issues and concerns regarding assessment service were discussed and resolved.

Prepared by:

  
**ZENaida A. GABRIEL**  
 Assistant Provincial Assessor  
 Administrative & Records Operation

Submitted by:

  
**GUILLERMO B. BARRETTO**  
 Provincial Assessor



Some pictures taken during the different activities



March 6, 2023

Pictures taken during the conduct of appraisal work to determine the Current Market Value of Land situated at Barangay Nappaccu Pequeño, Reina Mercedes, Isabela



March 6 & 7, 2023

Pictures taken during the conduct of actual field survey of the subject properties at Cabagan, Isabela



March 7, 2023 Joint Assessment Audit with the BLGF Region 2 at Municipal Assessor's Office of Cordon



March 8, 2023 at Municipal Assessor's Office of Aurora



March 9, 2023 at City Assessor's Office of Cauayan



March 9 and 10, 2023 at Municipal Assessor's Office of Luna





March 10, 2023 at  
Municipal Assessor's Office of Gamu



March 16, 2023 at  
Municipal Assessor's Office of Burgos



March 14 to 16, 2023

Pictures taken during the conduct of actual field survey of the subject properties at Barangay Balasig and Magassi of Cabagan, Isabela



March 21 to 24, 2023

Pictures taken during the conduct of actual field survey of the subject properties at Barangay Balasig and Magassi of Cabagan, Isabela





March 22, 2023 at Municipal Assessor's Office of Benito Soliven



March 23, 2023 at  
Municipal Assessor's Office of San Mateo



March 29, 2023 at  
Municipal Assessor's Office of Quirino



March 30, 2023 at City Assessor's Office of Ilagan