

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

I. FOCUS AREA

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
1. REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM 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	Approved a total of 383 Real Property Units (RPUs) of newly declared real properties for Land, Building and Machineries. <u>Taxable Properties:</u> Residential Lot Market Value - Php 999,700.00 Assessed Value 59,980.00 Residential Buildings Market Value Php 107,618,588.00 Assessed Value 25,589,300.00 Agricultural Land Market Value Php 2,645,280.00 Assessed Value 183,160.00 Agricultural Building Market Value Php- 5,445,100.00 Assessed Value 457,040.00 Commercial Land Market value Php- 363,000.00 Assessed Value 21,780.00 Commercial Building Market Value -Php 32,280,900.00 Assessed Value 15,918,770.00 Industrial Building Market Value Php 1,687,500.00 Assessed Value 759,380.00 Commercial Machinery Market Value Php 6,298,160.00 Assessed Value 4,748,130.00 Industrial Machinery Market Value Php 1,325,159,500.00 Assessed Value 1,060,127,600.00

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
<p>1.1.2 RPU's of transferred Properties</p> <p>1.1.3 RPU's for subdivision, consolidation, revision or with physical change</p> <p>1.2 Issuance of Certified Copy of Tax Declaration (TD); various certifications; certified photocopy of TD's and such other related assessment records</p> <p>1.3 Annotation of</p>	<p>a. Transfer of Ownership with updated Real Property Tax, and payment of Transfer Tax, 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.</p> <p>a. Real Properties with revisions to area, boundaries, actual use, lot nos., correct name of declared owners, etc;</p> <p>b. Subdivided/consolidated, re-sectioned and remaining portions to transferred properties;</p> <p>c. re-classification, with updated RPT and upon payment of required Fees to PTO.</p> <p>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).</p>	<p>Exempt properties:</p> <p>Educational Lot Market Value Php 2,150,000.00 Assessed Value 129,000.00</p> <p>Educational Building Market Value Php 34,093,200.00 Assessed Value 14,205,870.00</p> <p>Government Lot Market Value Php 936,000.00 Assessed Value 65,520.00</p> <p>Commercial Machinery (Globe) Market Value Php-982,290.00 Assessed Value 785,820.00</p> <p>Approved a total of 380 RPU's on transferred properties.</p> <p>Approved a total of 763 RPU's subdivided, consolidated and revised assessment and data of real properties</p> <p>We have issued the following:</p> <p>384 Certified Copy of Tax Declarations 340 Various Certifications 149 Photocopies of Old TDs, documents and other assessment record</p>

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
encumbrance on the face of Tax Declarations	Annotation of encumbrance, used as bail bond with court order submitted, mortgage contract issued by bank, and Adverse Claim requested/submitted by property owners and or interested parties.	<p>We have annotated on the face of Tax Declarations of the following requests:</p> <p>16 TD's on Mortgage Contract 1 TD used as Bailbond 6 TD's annotated of Adverse Claim</p>
<p>2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE</p> <p>2.1 Field Appraisal and Assessment of Real Property</p>	<p>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.</p> <p>Preparation of the proposed 2024 Schedule of Market values for Generation Revision of Real Property Assessment by Classification under the provisions of Section 212 of R. A. 7160.</p>	<p>Mr. Pepito V. Bautista, Tax Mapper I, together with the representatives of the members of the Provincial Appraisal Committee and in coordination with Mr. Mr. Kevin Richard A. Agtarap- OIC-City Assessor, City of Ilagan Isabela, have conducted ocular inspection of property situated at Marana 1st, City of Ilagan, Isabela as per letter request of Hon. Josemarie L. Diaz, City Mayor of the city of Ilagan, which is sought to be purchased by the LGU to provide the necessary amenities for the citizenry in view of the on-going urban development and population growth by establishing comprehensive market site at barangay Marana 1st, on August 4, 2023.</p> <p>Resolution No. 2023-09, was resolved and issued by the Provincial Appraisal Committee on August 7, 2023.</p> <p>Mr. Guillermo Maria B. Dy Jr., LAOO III and Mr. Pepito V. Bautista, Tax Mapper I, together with the representatives of the Provincial appraisal committee and in coordination with Mr. Marlon S. Danao, Municipal assessor of Luna Isabela, have conducted ocular inspection of a certain property situated at barangays of Macugay and San Isidro of Luna Isabela, as per letter request of Hon. Adrian Leandro P. Tio, Municipal Mayor of Luna Isabela on August 10, 2023.</p> <p>The Technical Working Group chaired by Ms. Yulma Marrie C. Balabbo with co-chair and 5 members, have convened and have collated the proposed SMV submitted by the Municipal Assessors and come up with the draft proposed 2024 SMV for deliberation with the Municipal Assessor for submission to the Bureau of Local Government Finance (BLGF) Regional Office No. 2 for the issuance of a Certification as to the completeness, before submission to the</p>

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
		<p>Sangguniang Panlalawigan on October 31, 2023 for their appropriate action.</p> <p>In relation to the preparation of SMV, Engr. Felipe O. Guray, Jr. Tax mapper IV and Mr. Lorezon Charles A. Jucar, have coordinated with the Provincial Assessor's Offices of Nueva Vizcaya and Cagayan, respectively on August 31, 2023 to seek technical assistance in the preparation of SMV for Mineral Lands.</p>
<p>2.2 LGU Visitation and rendering technical Assistance to Municipal Assessor's Office's</p> <p>2.3 Digitization of Maps</p> <p>2.4 Review, verification and approval of Quarterly Report Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System</p> <p>2.5 Update and maintain assessment records</p>	<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 to local assessment offices and in the Tax Mapping Operation (TMO) project in the municipalities of San Guillermo, San Pablo and Santa Maria, Isabela</p> <p>Digitization of Maps - a continuing project of the province to digitized the maps of all the municipalities.</p> <p>Approval of Quarterly Report on Real property Assessment (QRRPA) thru LIFT System by the Provincial Assessor.</p> <p>Updating and maintenance of Assessment Records on e-GAPS including technical and no-technical records such as FAAS;TD's; SM's; TMCRs and ROA</p>	<p>No Monitoring and evaluation conducted for the month of August, 2023</p> <p>Engr. Ferdinand P. Ramos, Tax Mapper II and Mr. Kristian A. Balmaceda have rendered technical assistance in the conduct of ocular inspection of Lot Nos. 10878=-A;10878-C and 10878-D, situated at Capirpiriwan, Cordon, Isabela on August 16, 2023, as per request of Mr. Roberto E. Ganio, Municipal Assessor of cordon, Isabela.</p> <p>Continued in the encoding of approved subdivision maps in relation to the Digitization of Maps in the Tax Mapping Division of the municipalities to be completed</p> <p>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.</p> <p>Updated assessment records in all the 1,570 RPU's of approved assessment transactions, for the month of August, 2023, both technical and non- technical records, likewise in e-gaps, this is a continuing daily activity.</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>San Guillermo - Records Conversion Management still on-going, results was partially submitted to this office for approval by the Provincial Assessor.</p> <p>San Pablo – Field Operation to the three (3) barangays are still on-going due to</p>

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
		<p>lack of man power, with partial submission of results.</p> <p>Santa Maria – still on-going due to limited manpower.</p>
<p>3. LGU CAPABILITY BUILDING</p> <p>3.1 Trainings, Workshops, Seminars, Orientation and Convention</p>	<p>Training, Workshops, Seminars, Orientations and Conventions conducted by different department, agencies and offices.</p>	<p>Ms. Yulma Marie C. Balabbo, APA for Field Operation, and Atty. Jenny Flor M. Cabaddu, detailed in this office, have attended the Program Course Design-Basic Concepts and Principles of Program/Course Designing in the Context of Key Learning and Development (L & D) models and frameworks, held on August 3 and 8, 2023, conducted by the CSC-CSI via zoom.</p>
<p>4.INTERNAL ADMINISTRATION</p> <p>4.1 Request of Real Property Owners/clientele</p> <p>4.2. Conduct/ Attend Meetings</p> <p>4.3 Inter - Agency Coordination (National)</p>	<p>Act on request of Real Property Owners, both in writing and party waiting</p> <p>4.2.1 Conduct of PAO staff monthly meeting</p> <p>4.2.2 Conduct of Monthly meeting of the Philippine Association of Municipal Assessors (PAMAS), Isabela chapter</p> <p>To appear and testify in court as to the records existing in the office, as per Subpoena, issued by courts in the province, received by the office.</p>	<p>Acted a total of 901 request of Real Property Owners, and eighty (80) request in writing with efficiency in a prompt manner.</p> <p>Conducted information dissemination of Memorandum Circulars received in the office by the two Assistant Provincial Assessors, on August 9, 2023 and monthly meeting of PAO staff was conducted on August 14, 2023, presided by the Provincial Assessor. Important matters and issues and concerns have been discussed and resolved.</p> <p>No meeting of PAMAS, Isabela chapters have been conducted due to the recently concluded Regional Conference of BLGF Region 02, held at Crown Legacy, Baguio City.</p> <p>Mr. Lorenzo Charles A. Jucar, LAOO III of the Records and Administrative Division have appeared and testified before the Regional Trial Court Second Judicial Region, Branch 22, on August 16, 2023 under Civil Case No. 22-1409.</p>

Prepared by:

Submitted by:

ZENaida A. GABRIEL
 APA- Administrative and Records Operation

GUILLERMO B. BARRETTO
 Provincial Assessor

Some pictures taken during the different activities



During the Information Dissemination of Memorandum Circulars on August 9, 2023 and monthly meeting on August 14, 2023.



Field inspection/investigation at barangay Capirpiriwan of Cordon, Isabela, conducted by Engr. Ferdinand P. Ramos and company, together with Mr. Roberto F. Ganio, Municipal Assessor of Cordon.



Technical Team of the Provincial Appraisal Committee together with Mr. Marlon T. Danao, Municipal Assessor of Luna Isabela conducted ocular inspection at barangay Macucay of Luna, Isabela.



Technical Team of the Provincial Appraisal Committee together with Mr. Marlon T. Danao, Municipal Assessor of Luna Isabela conducted ocular inspection at San Isidro Luna, Isabela



Mr. Lorenzo Charles A. Jucar at the Regional Trial Court Second Judicial Region, Branch 22, Cabagan, Isabela, on August 16, 2023