

	<b>PROVINCIAL ASSESSOR'S OFFICE</b>	<b>May</b>
		MONTH
	<b>MONTHLY ACCOMPLISHMENT REPORT</b>	<b>2023</b>
		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	Approved a total of <b>329 Real Property Units (RPUs)</b> of newly declared real properties for Land, Building and Machineries.  <u><b>Taxable Properties:</b></u>  <b>Residential Lot:</b> Market Value - Php 6,434,374.00 Assessed Value 2,088,450.00 <b>Residential Buildings:</b> Market Value -Php 109,983,895.00 Assessed Value 27,595,050.00  <b>Agricultural Land:</b> Market Value - Php 8,431,560.00 Assessed Value 778,100.00 <b>Agricultural Building:</b> Market Value - Php 836,000.00 Assessed Value 209,050.00  <b>Commercial Building:</b> Market Value -Php 21,071,400.00 Assessed Value 10,887,355.00 <b>Commercial Machinery:</b> Market Value Php 1,152,120.00 Assessed Value 880,630.00  <b>Industrial Building:</b> Market Value Php 420,000.00 Assessed Value 147,000.00  <b>Industrial Machinery:</b> Market Value Php 1,672,000.00 Assessed Value 1,337,600.00  <u><b>Exempt properties:</b></u>  <b>Government Lot :</b> Market Value Php. 131,380.00 Assessed Value 9,080.00

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
<p>1.1.2 RPU's for transferred Properties</p> <p>1.1.3 RPU's for subdivision, consolidation, revision or physical change</p> <p>1.2 Issuance of Certified Copy of Tax Declaration (TD), various certifications, certified photocopy of TDS and such other assessment record</p> <p>1.3 Annotation of encumbrance on the face of Tax Declarations</p>	<p>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</p> <p>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.</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>Annotation and encumbrance used as bail bond ordered by the court, mortgage contract issued by bank and Adverse Claim furnished by property owners</p>	<p><b>Government Building:</b> Market Value - Php- 1,351,970.00 Assessed Value 301,130.00</p> <p><b>Religious Building:</b> Market Value - Php 1,668,050.00 Assessed Value 583,020.00</p> <p><b>Educational Building:</b> Market Value Php 33,516,160.00 Assessed Value 26,104,000.00</p> <p>Approved a total of <b>303 RPU's</b> on transferred properties.</p> <p>Approved a total of <b>1,109 RPU's</b> subdivided, consolidated and revised assessment and data of real properties</p> <p>We have issued the following:</p> <p><b>612</b> Certified Copy of Tax Declarations <b>514</b> Various Certifications <b>72</b> Photocopies of Old TDs, documents and other assessment record</p> <p>We have annotated on the face of Tax Declarations the following requests:</p> <p><b>42</b> TD's on Mortgage Contract <b>9</b> TD's on Notice of Levy <b>1</b> TD on Bail Bond <b>22</b> TD's on Adverse Claim</p>
<p><b>2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE</b></p>		

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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.	<p><b>Mr. Pepito V. Bautisa</b>, Tax Mapper I, together with the representatives of the members of the Provincial Appraisal Committee have in coordination with the City Assessor's Office of the city of Ilagan, have conducted ocular inspection of the property registered in the name of <b>Margaret Uy Tabora</b>, situated at Naguilian sur, City of Ilagan Isabela, on May 26, as per letter request of <b>Hon. Josemarie L. Diaz</b>, City Mayor of the city of Ilagan, dated May 25, 2023, for the expansion of the construction of the City of Ilagan College. <b>Resolution No. 2023-6</b> have been passed and resolved by the Provincial Appraisal Committee of the province of Isabela, issued to the Local Government Unit of the city of Ilagan.</p> <p><b>Engr. Ferdinand P. Ramos</b> and his team, have conducted comprehensive land survey of parcels of land situated in the municipality of Cabagan, Isabela on May 16-19, 2023 at barangay Cansan; May 24-25, 2023, at barangay Masipi West; and May 26, 2023, barangay Pilig Abajo, as per letter request of <b>Mr. Oliver B. Pira Jr.</b> Chairman Board of director of San Pablo Isabela Farmers Dairy Cooperative (SPIFDC).</p>
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>Engr. Ferdinand P. Ramos, and Mr. Allan Harris G. de Joya have assisted Regional Evaluation Team from BLGF Region II, in the conduct of Assessment Evaluation in the municipality of San Mariano on May 2-3, 2023.</p> <p><b>Engr. Felipe O. Guray, Jr.</b> 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 still on-going, results was partially submitted to this office for approval by the Provincial Assessor.</p> <p><b>San Pablo</b> – Field Operation to thwe three (3) barangays are still on-going due to lack of man power, submitted results were returned due to incomplete data in the FAAS.</p> <p><b>Santa Maria</b> – still on-going due to limited manpower.</p>
2.3 Digitization of Maps	<b>Digitization of Maps</b> - a continuing project of the province to digitized the maps of all the municipalities.	Continued in the digitization of maps for the municipalities of Aurora, Cordon, Gamu, Roxas, San Guillermo, San Mariano, Santa Maria and San Pablo.

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<p>2.4 Verification and Approval of Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System</p> <p>2.5 Update and maintain assessment records</p>	<p>2.4.1 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>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 1,880 approved assessment transactions, for the month of May, 2023, both technical and non- technical, likewise in e-gaps, this is a continuing daily activity.</p>
<p><b>3. LGU CAPABILITY BUILDING</b></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>Engr. <b>Felipe O. Guray, Jr.</b> Tax Mapper IV; <b>Mr. Pepito V. Bautista</b> and <b>Ms. Ma. Gracia Preciosa L. Quitilig</b>, both Tax Mapper I; <b>Ms. Rowena T. Segui</b>, together with Mr. <b>Guillermo B. Barretto</b>, Provincial Assessor have attended the 14<sup>th</sup> PAMAS, Inc. National Conference held at Baguio City on May 2-5, 2023.</p> <p><b>Ms. Yulma Marrie C. Balabbo</b>, APA- for Operation; <b>Mr. Allan Harris G. De Joya</b> and <b>Ms. Rowena T. Segui</b>, both LAOO - I, have attended the Training for the Roll Out of Lift System held at Taj Hotel, Tuguegarao City, Cagayan on May 15-17, 2023.</p>
<p><b>4. INTERNAL ADMINISTRATION</b></p> <p>4.1 Request of Real Property Owners/clientele</p> <p>4.2. Conduct/ Attend Meetings</p>	<p>4.1.1 Act on request of Real Property Owners, both in writing and party waiting</p> <p>4.2.1 Conduct of staff monthly meeting</p> <p>4.2.2 Conduct of Monthly meeting of the Philippine Association of Municipal Assessors (PAMAS), Isabela chapter</p>	<p>Acted a total of 1,272 request of Real Property Owners, and fifty nine (31) request in writing with accuracy, efficiency in a prompt manner.</p> <p>Conducted monthly meeting of Provincial Assessors' Office Staff on May 8 2023. Issues and concerns were discussed and resolved in the operations of the office, as well as the hosting of Monday Convocation – Flag Raising Ceremony, on May 15, 2023.</p> <p>There was no regular monthly meeting of PAMAS, Inc. Isabela Chapter conducted due to the conduct of PAMAS, Inc. National Conference Seminar, wherein mostly of Municipal assessors have attended. Issues and concerns of Municipal Assessors' were being addressed by key personnel of the Provincial Assessor's Office every time it is needed thru the created group-chat in the messenger.</p>

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5. OTHER MATTERS:	Celebration of Day Isabela	Participated in the con-celebrated Thanksgiving Mass, held at Saint Ferdinand Cathedral on May 10, 2023.

Prepared by:

Submitted by:

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 APA- Administrative and Records Operation

**(SGD.) GUILLERMO B. BARRETTO**  
 Provincial Assessor

Some pictures taken during the different activities



May 2 & 3, 2023

Conducted Assessment Audit to the Municipality of San Mariano, Isabela.



May 10, 2023

Isabela Day Thanksgiving Mass held at Saint Michael Cathedral



May 15, 2023

Provincial Assessor's Office hosted the Flag Raising Ceremony





May 15-17, 2023  
Attended the Training for the Roll-Out of LIFT System



May 16-19, 2023  
Conducted comprehensive land survey of parcels of land, located in the municipalities of Echague and Cabagan, Isabela.



May 26-26, 2023  
Conducted comprehensive land survey of parcels of land, located in the municipality of Cabagan, Isabela.