

	PROVINCIAL ASSESSOR'S OFFICE	JANUARY
		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) newly discovered real properties	a. Declaration of newly discovered real properties such as land, buildings & machineries for taxation purposes	Approved a total of 251 Real Property Units (RPUs) of newly declared real properties for Land, Building and Machineries. <u>Taxable properties:</u> Agricultural Land: Market Value Php - 5,445,950.00 Assessed Value 387,140.00 Residential Buildings: Market Value Php- 78,396,100.00 Assessed Value 15,004,890.00 Agricultural Building: Market Value Php- 288,000.00 Assessed Value 72,000.00 Commercial Buildings: Market Value Php- 48,381,800.00 Assessed Value 45,574,550.00 Industrial Buildings: Market Value Php- 2,060,000.00 Assessed Value- 1,328,000.00 Commercial Machinery: Market Value Php- 4,746,800.00 Assessed Value 2,637,370.00 <u>Exempt properties:</u> Government Building: Market Value Php- 13,074,280.00 Assessed Value 5,915,390.00
1.1.2 RPUs 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 332 RPU's on transferred properties.

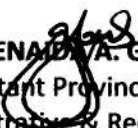
PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
1.1.3 RPUs for subdivision, consolidation, revision or physical change	c. Real Properties that are subdivided (remaining portions), consolidated with updated RPT and upon payment of Fees to PTO, re-sectioned and revised as to classification, actual use, area, boundaries, lot number, correct name of owner, etc.	Approved a total of 459 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: 440 Certified Copy of Tax Declarations 207 Various Certifications 96 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: 5 for Adverse Claim 14 for Mortgage Contract 1 cancellation
2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE		
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.	Mr. Guillermo Maria B. Dy, LAOO III and Mr. Pepito V. Bautisa, Tax Mapper I, together with the representatives of the members of the Provincial Appraisal Committee have conducted ocular inspection on the Lot of Mr. Guilbert S. Bueno, Jr. identified as Lot Nos. 1058-D and 20824-A, situated at District I, Benito Soliven, Isabela, traversed by Provincial Road, on January 10, 2023. As per request of Hon. Robert T. Lungan , Municipal Mayor of Benito Soliven, Isabela. Resolution No. 2023-01 was resolved by the Provincial Appraisal Committee of the province of Isabela- issued the Hon. Mayor, to be use as basis for the just compensation of the area traversed by the provincial road, to the real property owner.

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
2.2 LGU Visitation and rendering technical Assistance to Municipal Assessor's Office's	2.2.1 Conduct of Assessment Evaluation, Examination and Monitoring (AEEM) to Local Assessment Offices of the province. 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	Provincial Assessors' Office Technical Team with Ms. Yulma Marrie C. Balabbo APA for Field Operation as Team Leader, have conducted Assessment Evaluation, Examination and Monitoring to the following Local Assessment Offices: Cabagan - January 12, 2023 Tumanui - January 13, 2023 Santa Maria - January 17, 2023 Santo Tomas - January 19, 2023 San Pablo - January 24, 2023 Delfin Albano - January 25, 2023 Quezon - January 26, 2023 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 dates. Engr. Felipe O. Guray, Jr. Tax Mapper IV, coordinated with the three municipalities undergoing the conduct of Tax Mapping Operation, hereunder is the status of the project of each municipality: San Guillermo - Records Conversion Management is about to be completed for submission to this office. San Pablo - there are still 4 barangays to be tax mapped and to start on February, 2023 due to lack on manpower. Santa Maria - still on-going because of the limitation of manpower.
2.3 Digitization of Maps	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
2.4 Preparation and Submission of Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System	Monitor the submission for review by the reviewer of the Provincial Assessor's Office of the QRRPA of the 34 local assessment offices before uploading thru LIFT System	Monitored Local Assessors in the submission and uploading through LIFT System of QRRPA for 4th quarter of CY 2022 summarized as follows: Total Land Area: Taxable- 8,015,737,975.22 sq.m. Exempt- 5,137,341,269.77 sq.m. Total - 13,153,079,244.99 sq.m. Real Property Units (RPU's) Taxable Properties Residential - 291,499 RPU's Agricultural - 235,334 RPU's Commercial - 14,798 RPU's

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
		Industrial - 2,786 RPU's Mineral - 1 RPU Timberland - 0 Special - 217 RPU's Total 544,723 RPU's Exempt - 38,651 RPU's Total RPUs 583,374 RPU's Market Value: Taxable - Php. 218,940,694,538.00 Exempt - 129,951,200,963.00 TOTAL - Php. 348,891,895,501.00 Assessed Value (Net of Restriction): Taxable Php 28,036,039,260.00 Exempt- 9,405,015,920.00 TOTAL Php 37,411,055,180.00
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; TMCRs and ROA	Updated assessment records in all the 1,043 Real Property Units of approved assessment transactions for the month. Continuing process everyday.
3. LGU CAPABILITY BUILDING		
3.1 Trainings, Workshops, Seminars, Orientation and Convention	Training, Workshops, Seminars, Orientations and Conventions conducted by different department, agencies and offices.	The Provincial Assessor have attended Planning Conference at BLGF, DOF, Regional Office No. 02 as per invitation of Atty. Julaida T. Caddawan-Pancho Acting Regional Director of BLGF Region 02, on January 24, 2023. Plan of Activities for CY- 2023 of the Regional Office had been presented to participants of the different provinces of the region, wherein there will be evaluation to be conducted by the Regional Assessment Team on March 16-17, 2023 in this office.
4. INTERNAL ADMINISTRATION		
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 on 1,346 request of Real Property Owners, and twenty-three request in writing with accuracy, efficiency and prompt manner.
4.2. Conducted/ Attended Meetings	4.2.1Conduct of staff monthly meeting	Conducted 1 st monthly meeting for CY-2023, of Provincial Assessors' Office Staff on January 3, 2023 presided by the Provincial Assessor. Office Plans and Programs for CY-2023 to be implemented were discussed as well as other activities that needs to be implemented.
	4.2.2 Conduct of Monthly meeting of the Philippine Association of Municipal Assessors (PAMAS), Isabela	Conducted the 1 st monthly meeting of PAMAS, Inc. Isabela Chapter on January 18, 2021, held at Luna, Isabela, presided by Eng. Danilo Q. Maniego PAMAS

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
4.3 Preparation and submission of reports	chapter, 4.3.1 Prepare and submit assessment and agency reports	President and the Provincial Assessor, they were informed that Monitoring of Local Assessment offices, will be conducted on the 1 st quarter of the year and all the year round, new sets of officers were elected. Prepared and submitted Assessment reports: - QRRPA for 4 th quarter ending Dec. 31, 2023 thru LIFT system, copy furnished the Office of the Provincial Treasurer and the Office of the Sangguniang Panlalawigan on January 23, 2023 Agency Reports as follows: - Plans and Programs for CY-2023 - UPE for 2 nd Sem. of CY- 2022 - OPCR of the office - IPCR of PAO personnel - Monthly Accomplishment Report for December, 2022
5. OTHER MATTERS: Celebration of BAMBANTI FESTIVAL of the Province of Isabela	Participation in the different activities of the BAMBANTI Festival	Actively Participated in the different activities of the BAMBANTI Festival, started with a thanksgiving Mass held at St. Michael Cathedral, with 100% of PAO staff followed by the opening of the BAMBANTI Village Agri-Ecotourism Exhibit and Sale and the 3-Km Color Fun Run and Bubble Party at Queen Isabela Park and other activities in the whole duration of the Festival.

Prepared by:


ZENAIDA A. GABRIEL
Assistant Provincial Assessor
Administrative & Records Operation

Submitted By:


GUILLERMO B. BARRETTO
Provincial Assessor