



Republic of the Philippines  
**PROVINCE OF ISABELA**  
Ilagan City, Isabela



## OFFICE OF THE PROVINCIAL ASSESSOR

August 2, 2024

**HON. RODOLFO T. ALBANO III**  
Governor  
Province of Isabela  
City of Ilagan, Isabela

Thru: **ATTY. NOEL MANUEL R. LOPEZ**  
Provincial Administrator

Dear Sir:

Greetings!

We are submitting herewith our **Monthly Accomplishment Report** for the month of July, 2024, for your information and ready reference.

Thank you and more power.

Very truly yours,

  
ZENAIDA A. GABRIEL  
OIC-Provincial Assessor

*9/2/24*





**PROVINCIAL ASSESSOR'S OFFICE**

**MONTHLY ACCOMPLISHMENT REPORT**

**JULY**

MONTH

**2024**

YEAR

**I. FOCUS AREA**

PROGRAM/PROJECT/ACTIVITY	PROGRAM/PROJECT DESCRIPTION	STATUS/REMARKS/ACCOMPLISHMENT
<p><b>1. REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM</b></p> <p>1.1. Approval of Assessment Transactions emanating from the thirty (34) Municipal Assessor's Office</p> <p>1.1.1 Real Property Units (RPUs) of newly discovered real properties</p>	<p>a. Declaration of newly discovered real properties such as land, buildings &amp; machineries for taxation purposes</p>	<p>Approved a total of <b>239 Real Property Units (RPUs)</b> of newly declared real properties for Land, Building and Machineries.</p> <p><b><u>Taxable Properties:</u></b></p> <p><b>Residential Lot</b>            Market Value - Php 1,320,900.00            Assessed Value 127,760.00</p> <p><b>Residential Buildings</b>            Market Value - Php 84,945,590.00            Assessed Value 19,061,410.00</p> <p><b>Agricultural Land</b>            Market Value - Php 5,825,590.00            Assessed Value 407,790.00</p> <p><b>Agricultural Building</b>            Market Value - Php 2,499,260.00            Assessed Value 429,590.00</p> <p><b>Commercial Lot</b>            Market Value - Php 321,280.00            Assessed Value 87,100.00</p> <p><b>Commercial Building</b>            Market Value - Php 25,756,980.00            Assessed Value 17,284,330.00</p> <p><b>Commercial Machinery</b>            Market Value - Php 13,482,130.00            Assessed Value 10,785,720.00</p> <p><b>Industrial Bldg.</b>            Market Value - Php 7,369,570.00            Assessed Value 4,612,070.00</p> <p><b><u>Exempt Properties:</u></b></p> <p><b>Machinery</b>            Market Value - Php 36,584,380.00            Assessed Value 7,983,210.00</p>

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1.1.2 RPU's of transferred Properties	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 or Donor's Tax with payment of Documentary Stamp Tax, whichever is applicable.	Approved a total of <b>438 RPU's</b> on transferred properties.
1.1.3 RPU's for subdivision, consolidation, revision or reassessment due to physical change	<ul style="list-style-type: none"> <li>a. Revisions as to area, boundaries, actual use, lot number, correct name of declared owners, etc. in the Tax Declarations;</li> <li>b. Subdivision, consolidation, resectioning and transfer of remaining portions to transferred properties;</li> <li>c. Reclassification with updated Real Property Tax payment and payment of required Fees from PTO.</li> </ul>	Approved a total of <b>1,051 RPU's</b> subdivided, consolidated, and revised assessment data of real properties.
1.2 Issuance of Certified True Copy of Tax Declaration (TD); various certifications; certified photocopy of TDs and other related assessment records	<p>Issuance of certifications, certified copy of Tax Declarations and photocopies for the following purposes:</p> <ul style="list-style-type: none"> <li>a. As basis in the computation and collection of Capital Gains Tax, Donor's Tax and Estate Tax (BIR);</li> <li>b. Issuance of title (DENR);</li> <li>c. Identification of property owners for their file copy and reference (DAR),</li> </ul> <p>upon payment of fees and charges to PTO based on approved Ordinance by the Provincial Government of Isabela (PGI).</p>	<p>The following were issued:</p> <ul style="list-style-type: none"> <li><b>276</b> Certified Copy of Tax Declarations</li> <li><b>312</b> Various Certifications</li> <li><b>141</b> Photocopies of Old TDs, documents, and other assessment records</li> </ul>
1.3 Annotation of encumbrance on the face of Tax Declarations	Annotation of encumbrances such as bail bonds, mortgages, and adverse claims.	<p>The following requests were annotated on the face of subject Tax Declarations:</p> <ul style="list-style-type: none"> <li><b>0 TDs</b> based on Mortgage Contract</li> <li><b>12 TD</b> on Adverse Claim</li> </ul>

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<p><b>2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE</b></p> <p>2.1 Field Appraisal and Assessment of Real Property</p> <p>2.2 LGU Visitation and rendering technical Assistance to Municipal Assessor's Office</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>Conduct of 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 member of the Committee, of the subject property, in order to determine the fair, just compensation of the subject properties for LGU development.</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 upon request of real property owners.</p>	<p>Attended public hearing on the proposed 2024 Schedule of Market Values conducted by Sangguniang Panlalawigan, presided by Hon. Edward Isidro, chairman, Committee on Appropriation, also attended by Sangguniang Panlalawigan &amp; Sangguniang Bayan members, Provincial, city &amp; Municipal Assessors, Treasurers and Planning and Development Officers of the Province of Isabela.</p> <p>The Provincial Appraisal Committee represented by Mr. Pepito V. Bautista &amp; Ms. Kristine Kate L. Ramos together with a representative from PTO, conducted ocular inspection and appraisal of lot owned by Mr. Ramon Tamayo located at San Antonio, Cabagan, Isabela on July 29, 2024 as per request by Mr. Alvin P. Baccay, Designated Municipal Assessor, for socialized housing of the LGU</p> <p>The Provincial Assessor's Technical Team, along with <b>Ms. Yulma Marie C. Balabbo</b>, Assistant Provincial Assessor for Field Operations, as Team Leader, conducted Assessment Evaluation, Examination, and Monitoring at the following Local Assessment Offices:</p> <table data-bbox="1003 1527 1437 1956"> <tr> <td>Dinapigue</td> <td>- July 18, 2024</td> </tr> <tr> <td>Sta. Maria</td> <td>- July 3, 2024</td> </tr> <tr> <td>Tumauini</td> <td>- July 4, 2024</td> </tr> <tr> <td>Cabagan</td> <td>- July 5, 2024</td> </tr> <tr> <td>Dinapigue</td> <td>- July 18, 2024</td> </tr> <tr> <td>Cabagan Breeding</td> <td>- July 5, 2024</td> </tr> <tr> <td>Cauayan City</td> <td>- July 16, 2024</td> </tr> <tr> <td>Tumauini</td> <td>- July 17, 2024</td> </tr> <tr> <td>San Pablo</td> <td>- July 18, 2024</td> </tr> <tr> <td>Cabagan</td> <td>- July 29, 2024</td> </tr> <tr> <td>Ramon</td> <td>- July 31, 2024</td> </tr> </table> <p>Findings and recommendations were prepared and discussed during exit conferences with the Local Chief Executive and staff of each respective municipality.</p>	Dinapigue	- July 18, 2024	Sta. Maria	- July 3, 2024	Tumauini	- July 4, 2024	Cabagan	- July 5, 2024	Dinapigue	- July 18, 2024	Cabagan Breeding	- July 5, 2024	Cauayan City	- July 16, 2024	Tumauini	- July 17, 2024	San Pablo	- July 18, 2024	Cabagan	- July 29, 2024	Ramon	- July 31, 2024
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<p>2.3 Review, verification and approval of Quarterly Report Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System</p> <p>2.4 Update and maintenance of assessment records</p>	<p>Approval of Quarterly Report on Real Property Assessment (QRRPA) thru LGU Integrated Financial Tool (LIFT) System by the Provincial Assessor.</p> <p>Updating and maintenance of Assessment Records on e-GAPS including technical and non-technical records such as:</p> <ul style="list-style-type: none"> <li>a. Real Property Field Appraisal Assessment Sheet (FAAS);</li> <li>b. Tax Declaration (TD);</li> <li>c. Section Map (SM);</li> <li>d. Tax Map Control Roll (TMCR); and</li> <li>e. Record of Assessment (ROA)</li> </ul>	<p>Continued the review of submitted QRRPA of Local Assessors thru LIFT System of previous quarters.</p> <p>Updated on a daily basis the assessment records in all the approved assessment transactions for this month with a total number of <b>1,728 RPUs</b>.</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>No invitation received.</p>
<p><b>4. INTERNAL ADMINISTRATION</b></p> <p>4.1 Request of Real Property Owners/clientele</p> <p>4.2. Conduct of Meetings</p>	<p>Action on requests of Real Property Owners, both in writing and party/ies waiting</p> <p>4.2.1 Conduct of PAO staff meeting</p> <p>4.2.2 Conduct of Monthly meeting of the Philippine Association of Municipal</p>	<p>Acted on a total of <b>two hundred twenty seven (227)</b> requests of Real Property Owners/clientele, and <b>eight (8)</b> written requests with efficiency and promptness.</p> <p>A monthly meeting of PAO staff, presided over by <b>Ms. Zenaida A. Gabriel</b>, OIC Provincial Assessor, was conducted on July 24, 2024 in the morning. During the meeting, issues and concerns regarding office operations were addressed, received memorandum circulars were properly disseminated and discussed, and other important matters were resolved.</p> <p>PAMAS meeting was conducted on July 2, 2024.</p>

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	<p>Assessors (PAMAS), Isabela chapter and other affiliated associations.</p> <p>4.2.3 Court Hearing</p>	<p>No court hearing for the month.</p>
<p><b>5. OTHER MATTERS</b></p>	<p>SGLG evaluation</p> <p>SMV Public Hearing</p> <p>PDC, PPOC meeting</p>	<p>Participated during the evaluation of DILG Regional Assessment Team on July 1, 2024.</p> <p>Attended public hearing regarding proposed 2024 SMV upon the invitation of Sangguniang Panlalawigan on July 2, 2024 held at the Amphitheater, Capitol building.</p> <p><b>Ms. Zenaída A. Gabriel</b>, OIC Provincial Assessor, together with <b>Ms. Yulma Marie C. Balabbo</b>, Assistant Provincial Assessor for Field Operations and <b>Atty. Jennyflor M. Cabaddu</b>, OIC Asst. Provincial Assessor of Administrative Division, attended the PDC, PPOC meeting on July 22, 2024 wherein <b>Ms. Yulma Marie C. Balabbo</b> presented the Schedule of Market Values.</p>

Prepared by:

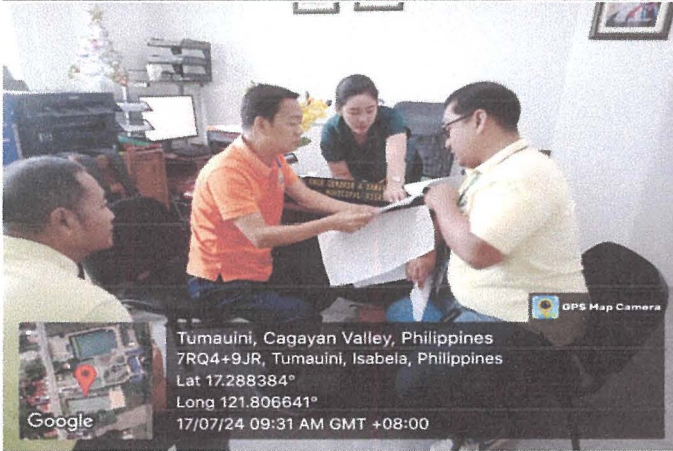
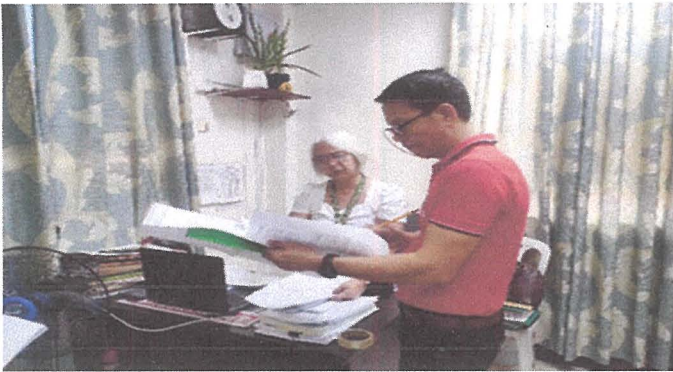
Submitted by:

  
**ROWENA SEGUI**  
 LAOO III

  
**ZENAÍDA A. GABRIEL**  
 OIC Provincial Assessor

Some pictures taken during the different activities.





Taken during the regular monthly meeting of PAO personnel

