

	PROVINCIAL ASSESSOR'S OFFICE	JUNE
		MONTH
	MONTHLY ACCOMPLISHMENT REPORT	2024
		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 1.1.1 Real Property Units (RPU) of newly discovered real properties	a. Declaration of newly discovered real properties such as land, buildings & machineries for taxation purposes	Approved a total of 129 Real Property Units (RPU) of newly declared real properties for Land, Building and Machineries. <u>Taxable Properties:</u> Residential Lot Market Value - Php 2,240,980.00 Assessed Value 134,460.00 Residential Buildings Market Value - Php 33,473,876.40 Assessed Value 11,066,860.00 Agricultural Land Market Value - Php 10,800,990.00 Assessed Value 855,850.00 Agricultural Building Market Value - Php 173,000.00 Assessed Value 43,250.00 Commercial Building Market Value - Php 38,339,690.00 Assessed Value 25,953,820.00 Commercial Machinery Market Value - Php 3,909,750.00 Assessed Value 2,736,820.00 Industrial Machinery Market Value - Php 3,909,750.00 Assessed Value 2,736,820.00 <u>Exempt Properties:</u> Government Lot Market Value - Php 50,930.00 Assessed Value 3,570.00 Machiney Market Value - Php 1,255,000.00 Assessed Value 1,004,400.00

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<p>1.1.2 RPUs of transferred Properties</p> <p>1.1.3 RPUs for subdivision, consolidation, revision or reassessment due to physical change</p>	<p>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.</p> <p>a. Revisions as to area, boundaries, actual use, lot number, correct name of declared owners, etc. in the Tax Declarations;</p> <p>b. Subdivision, consolidation, resectioning and transfer of remaining portions to transferred properties;</p> <p>c. Reclassification with updated Real Property Tax payment and payment of required Fees from PTO.</p>	<p>Res. Bldg. Market Value – Php 17,067,120.00 Assessed Value 5,822,470.00</p> <p>Approved a total of 324 RPUs on transferred properties.</p> <p>Approved a total of 559 RPUs subdivided, consolidated, and revised assessment data of real properties.</p>
<p>1.2 Issuance of Certified True Copy of Tax Declaration (TD); various certifications; certified photocopy of TDs and other related assessment records</p>	<p>Issuance of certifications, certified copy of Tax Declarations and photocopies for the following purposes:</p> <p>a. As basis in the computation and collection of Capital Gains Tax, Donor's Tax and Estate Tax (BIR);</p> <p>b. Issuance of title (DENR);</p> <p>c. Identification of property owners for their file copy and reference (DAR),</p> <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> <p>338 Certified Copy of Tax Declarations</p> <p>310 Various Certifications</p> <p>93 Photocopies of Old TDs, documents, and other assessment records</p>
<p>1.3 Annotation of encumbrance on the face of Tax Declarations</p>	<p>Annotation of encumbrances such as bail bonds, mortgages, and adverse claims.</p>	<p>The following requests were annotated on the face of subject Tax Declarations:</p> <p>10 TDs based on Mortgage Contract</p> <p>0 TD on Adverse Claim</p>

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<p>2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE</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>The Committee Of The Whole headed by Hon. Edward S. Isidro, Chairperson, Committee on Finance and Appropriation, has set the public hearing on the proposed SFMV for the 2024 General Revision of Real Property Assessment and Classification on June 18, 2024, but was moved to July 2, 2024 due to conflict of schedule of Municipal Assessors.</p> <p>No request received</p> <p>The Provincial Assessor's Technical Team, along with Ms. Yulma Marie C. Balabbo, Assistant Provincial Assessor for Field Operations, as Team Leader, conducted Assessment Evaluation, Examination, and Monitoring at the following Local Assessment Offices:</p> <ul style="list-style-type: none"> R. Mercedes - June 4, 2024 Luna - June 5, 2024 Cauayan - June 6, 2024 Cabatuan - June 18, 2024 B. Soliven - June 18, 2024 San Mariano - June 18, 2024 Cauayan - June 19, 2024 Echague - June 19, 2024 Ilagan - June 19, 2024 Cabagan - June 19, 2024 San Mateo - June 26, 2024 Mallig - June 27, 2024 <p>Findings and recommendations were prepared and discussed during exit conferences with the Local Chief Executive and staff of each respective municipality.</p>

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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"> a. Real Property Field Appraisal Assessment Sheet (FAAS); b. Tax Declaration (TD); c. Section Map (SM); d. Tax Map Control Roll (TMCR); and e. Record of Assessment (ROA) 	<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 1,012 RPUs.</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, Asst. Provincial Assessor for Field Operations and Atty. Jenny Flor M. Cabaddu, OIC-Asst. Provincial Assessor for Administrative and Records Operations have attended training on Levelling Up Skills in Schedule of Market Value Preparation on June 10-14, 2024 in Metro Manila as per Regional Memorandum Circular No. 2024-005-018 dated May 28, 2024.</p>
<p>4. INTERNAL ADMINISTRATION</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 Assessors (PAMAS), Isabela chapter and other affiliated associations.</p>	<p>Acted on a total of four hundred four (404) requests of Real Property Owners/clientele, and twenty five (25) written requests with efficiency and promptness.</p> <p>A monthly meeting of PAO staff, presided over by Ms. Zenaida A. Gabriel, OIC Provincial Assessor, was conducted on June 5, 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>No PAMAS meeting was conducted during the month.</p>

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	4.2.3 Court Hearing	Ms. Zenaida A. Gariel , OIC Provincial Assessor has attended Court Hearing at the Municipal Trial Court of Cities, Cauayan City regarding Civil Case No. 40-3659 Declaration of Nullity of Deed of Sale, on July 4, 2024.
5. OTHER MATTERS	<p>ELFC & meeting with NGCP</p> <p>PBBM visit at the Provincial Capitol</p> <p>Pre RAT evaluation</p>	<p>Ms. Zenaida A. Gabriel, OIC Provincial Assessor, and Atty. Jenny Flor M. Cabaddu, OIC-Asst. Provincial Assessor for Administrative and Records Operations have attended the meeting with NGCP on July 3, 2024. Re Taxability of NGCP properties in Cabagan, Isabela.</p> <p>On July 10, 2024 all employees of this office led by Mrs. Zenaida A. Gabriel, OIC Provincial Assessor, joined the PGI family in welcoming the beloved President of the Republic of the Philippines, His Excellency, President FERDINAND R. MARCOS, JR.</p> <p>Ms. Zenaida A. Gabriel, OIC Provincial Assessor, Ms. Yulma Marie C. Balabbo, Asst. Provincial Assessor for Field Operations and Atty. Jenny Flor M. Cabaddu, OIC-Asst. Provincial Assessor for Administrative and Records Operations, attended the Pre RAT evaluation with DILG Provincial Director Eng. Corazon D. Toribio and her staff.</p>

Prepared by:

Submitted by:

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OIC - Provincial Assessor

Some pictures taken during the different activities.



The Provincial Assessor's Technical Team headed by Ms. Yulma Marie C. Balabbo, Assistant Provincial Assessor for Field Operations, conducted Assessment Examination, Evaluation and Monitoring and rendered technical assistance to the different municipalities for the month of June, 2024.

All employees of PAO at the Capitol lobby.

