



Republic of the Philippines
PROVINCE OF ISABELA
Ilagan City, Isabela

OFFICE OF THE PROVINCIAL ASSESSOR

May 5, 2025

HON. RODOLFO T. ALBANO, III
Governor
Province of Isabela

Dear Sir:

Greetings!

We are submitting herewith our **Monthly Accomplishment Report** for the month of April, 2025, for your information and ready reference.

Thank you and more power.

Very Truly yours,


ZENAÍDA A. GABRIEL
Provincia Assessor

	PROVINCIAL ASSESSOR'S OFFICE	
		APRIL
	MONTHLY ACCOMPLISHMENT REPORT	2025
		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-four (34) Municipal Assessor's Offices 1.1.1 Real Property Units (RPUs) of newly discovered real properties	Declaration of newly discovered real properties such as land, buildings and machineries for taxation purposes	<p>Approved a total of 327 Real Property Units (RPUs) of newly declared real properties for Lands, Buildings and Machineries.</p> <p><u>Taxable Properties:</u></p> <p>Residential Lands: Market Value Php 116,740.00 Assessed Value 7,000.00</p> <p>Residential Buildings: Market Value Php 81,793,535.00 Assessed Value 12,431,720.00</p> <p>Agricultural Lands: Market Value Php 10,877,190.00 Assessed Value 761,405.00</p> <p>Agricultural Buildings: Market Value Php 4,346,190.00 Assessed Value 1,540,660.00</p> <p>Commercial Buildings: Market Value Php 28,276,780.00 Assessed Value 21,747,270.00</p> <p>Commercial Machineries: Market Value Php 2,890,611.75 Assessed Value 2,312,490.00</p> <p><u>Exempt properties:</u></p> <p>Government Buildings: Market Value Php 17,383,890.00 Assessed Value 5,515,340.00</p>

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1.1.2 RPU's for transferred Properties	Transfer of Ownership with updated Real Property Tax (RPT) and Transfer Tax payment 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 309 RPU's for transferred properties.
1.1.3 RPU's for subdivision, consolidation, revision or physical change	Subdivision and consolidation of real properties with updated RPT payment and upon payment of fees to Provincial Treasurer's Office (PTO), re-sectioning, and revision as to classification, actual use, area, boundaries, lot number, correct name of owner, etc.	Approved a total of 192 RPU's subdivided, consolidated and revised assessments and other data of existing real properties
1.2 Issuance of Certified Copy of Tax Declarations (TDs), various certifications, certified photocopy of TDs and other assessment records	Issuance of certifications, certified copies of TD and photocopies of TD and other assessment records as basis of the BIR in the computation and collection of Capital Gains Tax, Donor's Tax and Estate Tax; DENR in the issuance of title; 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).	Issued the following: 72 Certified Copies of Tax Declarations 507 Various Certifications 52 Certified Photocopies of old TDs and other assessment records
1.3 Annotation of encumbrance on the face of TDs	Annotation of encumbrance on TDs covering real properties for bail bonds, mortgages, levy, adverse claims and such other encumbrances and liens	We have annotated on the face of Tax Declarations the following: 11 TDs - Mortgage 7 TDs - Lease of contract
2. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE 2.1 Field Appraisal and Assessment of Real Property		
2.2 LGU Visitation and Rendering of Technical Assistance to Municipal Assessor's Offices	2.2.1 Provision of assistance to Bureau of Local Government Finance (BLGF) Regional Evaluation Team in the conduct of Assessment Evaluation, Examination and Monitoring	

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	<p>(AEEM) to Local Assessment Offices of the province</p> <p>2.2.2 Visitation, monitoring, rendering of technical assistance to local assessment offices and upon request of real property owners.</p>	<p>Ms. Yulma Marie C. Balabbo, Asst. Provincial Assessor for Operations; Atty. Jeny Flor M. Cabaddu, Asst. Provincial Assessor for Administration; Engr. Felipe O. Guray, Jr., TM IV; and Mr. Joey M. Masiddo, conducted orientation regarding the conduct of 2024 General Revision via GMeet to the costal towns of Maconacon, Divilacan, and Dinapigue on April 3, 2025.</p> <p>Engr. Ferdinand P. Ramos, LAOO III, together with Mr. Kurt Daniel B. Tomas & Mr. Prince Aljon P. Domingo, both Tax Mapping Aide, conducted a land survey at Cansan, Cabagan, Isabela on April 7-8, 2025, 7 april 22-23, 2025, as per letter request of Ms. Olive P. Guinucud, Chairman, SPIDC, Ballacayu, San Pablo Isabela.</p> <p>Engr. Ferdinand P. Ramos, LAOO III, together with Mr. Kurt Daniel B. Tomas & Mr. Prince Aljon P. Domingo, both Tax Mapping Aide, conducted a land survey in Palanan on April 28 to May 1, 2025, for the purpose of land titling of Palanan Station Hospital, as per letter request of Dr. Nelson O. Paguirigan, PHO II.</p>
2.3 Verification and Approval of Quarterly Report on Real Property Assessment (QRRPA) thru LIFT System	<p>Approval of Quarterly Report on Real property Assessment (QRRPA) thru LIFT System by the Provincial Assessor.</p> <p>Monitoring of submission of QRRPA for 1st quarter CY 2025, and reviewing the same before uploading, thru LIFT System</p>	<p>Continued the review of submitted QRRPA of Local Assessors thru LIFT System for 1st quarter of CY 2025 and previous quarters that have some corrections.</p> <p>Monitored Local Assessors in the submission of QRRPA reports for 1st quarter of 2025, have verified and checked those that were submitted before uploading to the LIFT System.</p>
2.4 Updating and Maintenance of Assessment Records	<p>Updating and maintenance of Assessment Records on e-GAPS including technical and non-technical records such as FAAS, TDs, SMs, TMCRs and ROA</p>	<p>Updated on a continuing daily process assessment records in all the 1,053 Real Property Units of approved assessment transactions for the month.</p>
3. LGU CAPABILITY BUILDING		
3.1 Trainings, Workshops, Seminars, Orientation and Convention	<p>Attendance and Participation in Trainings, Workshops, Seminars, Orientations and Conventions conducted by different department, agencies and offices.</p>	<p>Ms. Zenaida A. Gabriel, Provincial Assessor, together with Mr. Guillermo Maria B. Dy, Jr., LAOO IV, attended the Training Workshop on the Updating of Market Values on March 31, 2025 to April 3, 2025, in Metro Manila.</p>

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		<p>Ms. Yulma Marie C. Balabbo, Asst. Provincial Assessor for Operations; Mr. Guillermo Maria Dy, LAOO IV; and Mr. Joey Masiddo, conducted orientation in the conduct of 2024 General Revision to PAO staff on April 10, 2025.</p> <p>Ms. Yulma Marie C. Balabbo, Asst. Provincial Assessor for Operation, and Ms. Ma. Gracia Preciosa L. Quitaig, TM I, attended the 18th National Convention and Annual Seminar on Real Property Appraisal and Assessment held in Cagayan De Oro city, Misamis Oriental, on April 21-24, 2025.</p>
4. INTERNAL ADMINISTRATION		
4.1.Request of Real Property Owners/clientele	4.1.1 Actions on requests of Real Property Owners, both in writing and party waiting	Acted on a total of 631 requests of Real Property Owners, and 17 requests in writing with accuracy and efficiency in a prompt manner.
	4.1.2 Conduct of staff monthly meeting	Conducted monthly regular meeting on April 10, 2025 with discussion/resolution of issues and concerns in the operation of the office.
4.2.Conduct of and/or Attendance in Meetings	4.2.1 Monthly meeting with the Philippine Association of Municipal Assessors (PAMAS) - Isabela Chapter	Attended monthly meeting of PAMAS, Inc. - Isabela Chapter scheduled and conducted by the association on April 7, 2025 wherein Mr. Raymond Rosete, LAOO IV of BLGF Region II was invited as Resource Speaker
5. OTHER MATTERS		<p>The following employees participated in the Clean-up drive Activity at the Isabela Provincial Eco-Park (IPEP) on April 22, 2025 , to wit:</p> <p>Melvin D. Simon John Paul S. Genove Mark Gen S. Siquian Kris Raimar L. Orosco Eugene Francis D. Cabalonga Melrouie Daquioag Aaron Joshua Duran</p> <p>Mr. Lorenzo Charles A. Jucar, LAOO IV, assisted the PGSO staff in the Inventory of all equipment and all properties accounted for in this Office, on April 11, 2025.</p> <p>This office received a Plaque of Appreciation from the School of Arts and</p>

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		Trades (ISAT) Secondary School Principal IV, Ms. Mary Ann Catindig, for accommodation of their students for immersion.

Prepared by:

Submitted by:


ROWENA T. SEGUI
LAOO III


ZENaida A. GABRIEL
Provincia Assessor

SOME PICTURES TAKEN DURING THE DIFFERENT ACTIVITIES



Training Workshop on the Updating of SMV

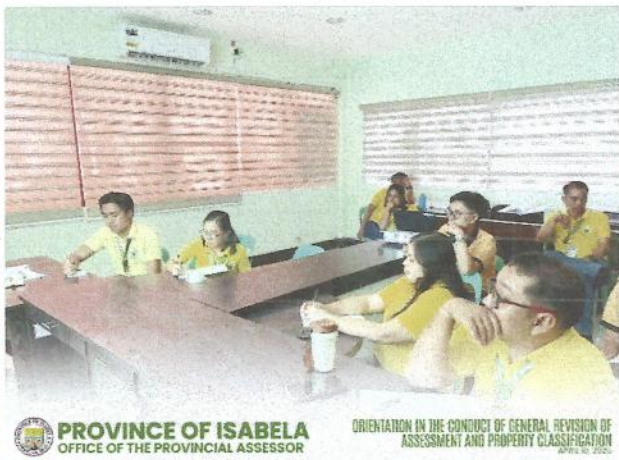
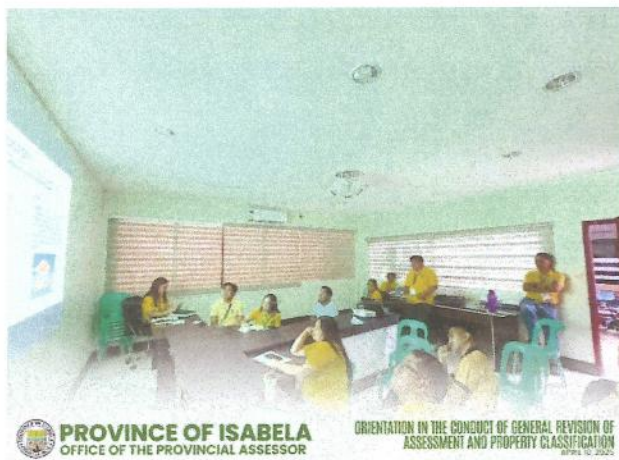
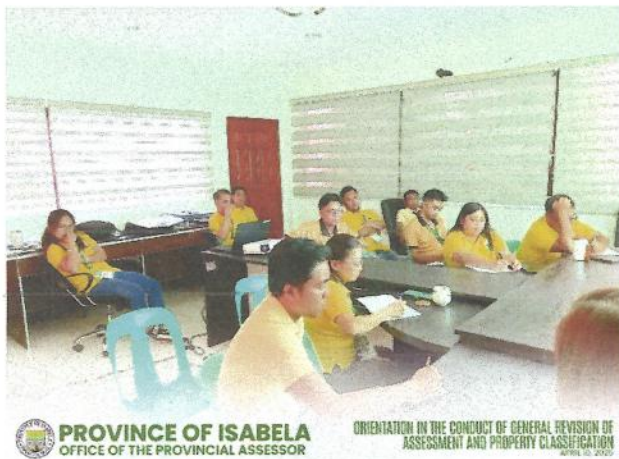




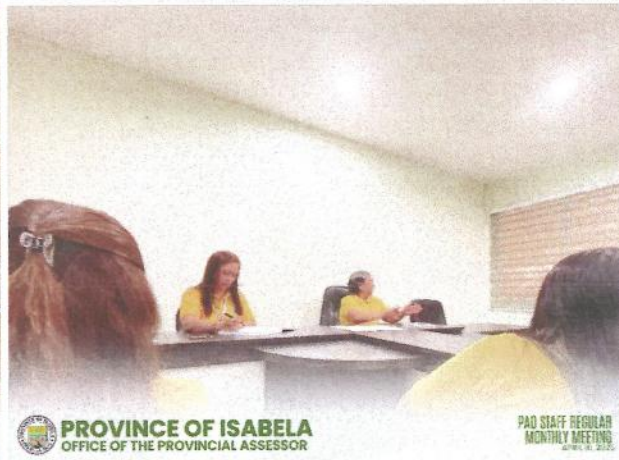
18th National Convention and Annual Seminar on Real Property Appraisal and Assessment



Orientation in the Conduct of 2024 General Revision of Assessment and Property Classification to coastal LGUs of Maconacon, Divilacan, Palanan, and Dinapigue via GMeet



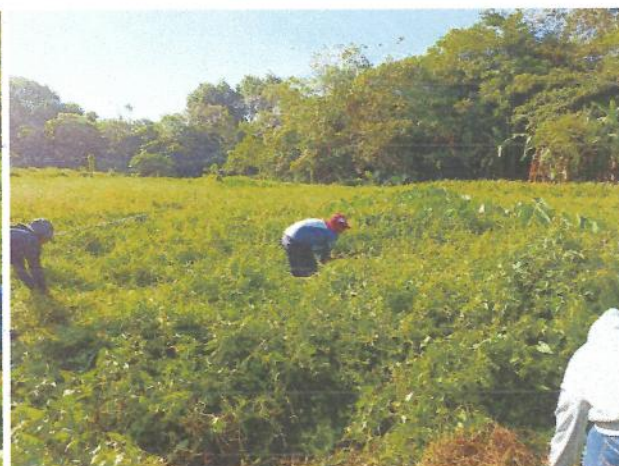
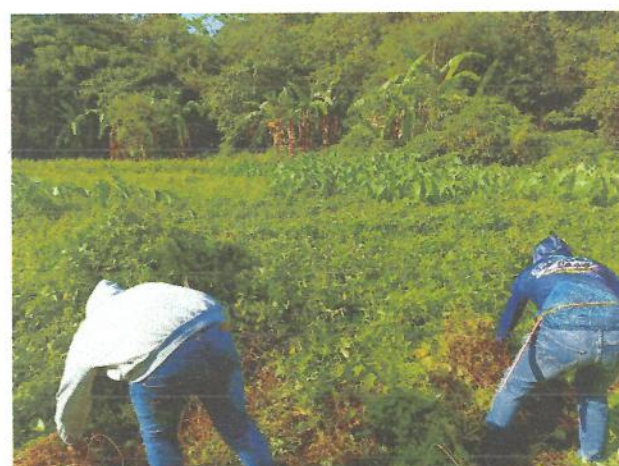
Orientation in the Conduct of 2024 General Revision of Assessment and Property Classification to PAO Staff



PAO Staff Monthly Meeting



PAMAS Isabela Chapter – 22nd Regular Monthly Meeting with Guest Lecturer from BLGF – Region II



Clean-Up Drive Activity at Isabela Eco Park



Inventory of all Equipment and all properties accounted for in the Office of the Provincial Assessor



Receiving of Plaque of Appreciation from Isabela School of Arts and Trade (ISAT)