



OFFICE OF THE PROVINCIAL TREASURER

**ANNUAL REPORT OF ACCOMPLISHMENTS
CY 2015**

The Office of the Provincial Treasurer is concerned with the implementation of policies, rules and regulations in local government finance that would promote the financial stability and growth of the province and its municipalities and develop their potentials for accelerating national development. It exercises technical supervision and such other functions provided by law over all municipal treasury offices and hospital cashiers.

In line with the above mandate, we at the Provincial Treasurer's Office including the 34 Municipal Treasury Offices of Isabela have undertaken effective tax collection strategies to improve the financial status of the Province.

1. ON REVENUE GENERATION PROGRAM

1.1 Collections: (of the Provincial Government of Isabela including 34 municipalities)

January to December 31, 2015

	ANNUAL TARGET*	ACTUAL COLLECTIONS	COLLECTION EFFICIENCY
REAL PROPERTY TAX	P 330,630,693.00	P 200,507,536.00	60.64 %
Current	223,373,583.00	136,958,060.00	61.31 %
Delinquencies	107,257,110.00	63,549,476.00	59.24 %
BUSINESS TAXES	171,821,046.00	181,202,477.16	105.46 %
Province	24,215,519.00	25,052,847.71	103.45 %
Municipalities	147,605,527.00	156,149,629.45	105.78 %
FEES & CHARGES	254,917,820.00	242,990,208.66	95.32 %
Province	147,033,852.00	105,861,066.16	72.00 %
Municipalities	107,883,968.00	137,129,142.50	127.10 %
RECEIPTS FROM ECONOMIC ENTERPRISES	145,858,602.00	161,439,556.35	110.68 %
Province	-0-	-0-	-0-
Municipalities	<u>145,858,602.00</u>	<u>161,439,556.35</u>	<u>110.68 %</u>
GRAND TOTAL	P 903,228,161.00 =====	P 786,139,778.17 =====	87.03 % =====

*set by BLGF

1.2 We monitored and evaluated progress of collection on Provincial Tax Impositions as well as other locally and externally sourced revenues, to finance the operations as well as the various programs and projects of the provincial government, to wit:

		BUDGET ESTIMATES CY 2015	ACTUAL COLLECTIONS CY 2015
REAL PROPERTY TAX:			
Real Property Tax-Current Year	P	23,000,000.00	P 22,867,363.92
Real Property Tax-Prior Year		8,000,000.00	12,155,367.31
Real Property Tax-Penalties		4,000,000.00	4,162,051.62
SEF		25,000,000.00	49,485,730.07
BUSINESS TAX:			
Tax on Printing & Publication		5,000.00	2,100.00
Franchise Tax		10,000,000.00	1,566,661.94
Tax on Sand & Gravel & Quarry		25,000,000.00	10,121,224.50
Amusement Tax		1,000,000.00	117,150.00
Tax on Delivery Trucks & Vans		5,000,000.00	4,952,690.00
OTHER TAXES:			
Transfer Tax		8,000,000.00	6,223,241.09
Professional Tax		400,000.00	337,470.00
Fines & Penalties Local Taxes		<u>1,000,000.00</u>	<u>1,813,941.86</u>
TOTAL TAX REVENUE	P	<u>85,405,000.00</u>	P <u>113,804,992.31</u>
NON-TAX REVENUE:			
REGULATORY FEES:			
Governor's Permit Fees		2,000,000.00	619,770.31
ECC/CNC		10,000.00	
Other Regulatory Fees			359,537.00
SERVICE USER CHARGES:			
Certification Fees		2,000,000.00	1,010,045.00
Hospital Fees		300,000,000.00	99,145,003.33
Other Misc. Operating Service Income		15,000,000.00	8,487,035.01
OTHER RECEIPTS:			
Collection on Loan Assistance		20,000,000.00	25,133,665.53
Share from Lotto		5,800,000.00	0.00
Share from National Wealth		15,103,800.00	7,883,850.76
Interests on Deposits		<u>8,000,000.00</u>	<u>3,532,874.01</u>
TOTAL NON-TAX REVENUE	P	<u>387,913,800.00</u>	P <u>146,171,780.95</u>
TOTAL LOCAL SOURCES	P	<u>473,318,800.00</u>	P <u>259,976,773.26</u>
EXTERNAL SOURCES:			
INTERNAL REVENUE ALLOTMENT	P	2,016,870,771.00	P 2,016,870,768.00
IRA Differential		<u>9,336,126.00</u>	<u>9,336,126.00</u>
TOTAL EXTERNAL SOURCES	P	<u>2,026,206,897.00</u>	P <u>2,026,206,894.00</u>
TOBACCO EXCISE TAX			57,837,397.00
TOTAL -----	P	<u>2,499,525,697.00</u>	P <u>2,344,021,064.26</u>
		=====	=====
Add:			
RECEIPTS FROM BORROWINGS		<u>2,900,000,000.00</u>	<u>363,315,021.00*</u>
TOTAL -----	P	5,399,525,697.00	P 2,707,336,085.26

*continuous releases from DBP till CY 2016

The collection of Delivery Van Taxes under the Local Government and Provincial Revenue Codes is strictly enforced and for this, we have established checkpoints in Cordon, Roxas, San Pablo, and here in the City of Ilagan, in front of the Provincial Capitol, to ensure that all entry and exit points of the province are properly posted with collectors. We also mobilized our field collectors to go directly to our taxpayers in their business locations to collect the taxes and related fees due to the Provincial Government of Isabela.

We have done reassignment of collectors and cashiers to address various concerns as well as to avoid familiarity with taxpayers.

We harmonized our efforts with our co-Finance officers toward a more systematic and orderly performance of our duties as well as with other revenue-generating offices, to increase collections.

We maintained records on collections of premiums of the Isabela Provincial Healthcare including disbursements therefrom as per duly processed and approved claims.

We maintained records on releases of (BRO) Programs of the Provincial Government of Isabela to qualified beneficiaries. Collections on repayment of loan assistance are likewise monitored in coordination with the Provincial Cooperative and Development Office and the Municipal Treasury Offices.

2.0 SUPERVISION OVER LOCAL TREASURY OFFICES

We conducted supervisory visits; revenue performance evaluation; as well as transfers of office, cash and accounts of municipal treasury offices of the province. This is to see to it that they strictly comply with existing laws, rules and regulations pertaining to treasury operations.

For CY 2015, we conducted revenue performance evaluations in the municipalities of Alicia, Angadanan, Burgos, Cabatuan, Cordon, Dinapigue, Divilacan, Echague, Jones, Luna, Maconacon, Mallig, Naguilian, Quirino, Ramon, Roxas, San Agustin, San Isidro, San Guillermo and San Mateo. Some of these were conducted jointly with the Team from the Bureau of Local Government Finance and some during the scheduled *Bro Farmers' Congress cum Medical Mission*.

Included activities during field visits, among others, are: dialogue with the Local Chief Executives; technical assistance on the preparation, encoding and uploading of the electronic Statement of Receipts and Expenditures (eSRE); monitoring of collections and submission of prescribed reports; follow-up on the implementation of rules and regulations on treasury matters; and timely remittances of trust and statutory obligations. An important activity that is added is the dialogue with the Barangay Treasurers of each municipality to orient them on their duties, functions and responsibilities and to seek their assistance in the conduct of tax campaign in their respective barangays particularly on real property taxes.

Technical assistance provided during our visitation/inspection of local treasury offices include:

- 1) Preparation of Office Plans and Programs and Unit Performance Evaluation Sheet
- 2) Reporting requirements:
 - a) Electronic Statement of Receipts and Expenditures
 - b) Collection Reports :
 - i. Form 60
 - ii. Monthly, Quarterly and Annual Report of Collections on Real Property Tax by Property Classification (BLGF Form 2)
 - iii. Monthly, Quarterly and Annual Report of Collections on Business Tax, Fees and Charges and Receipts from Economic Enterprises (BLGF Form 4)
 - iv. Remittances of Provincial and Barangay Share on Real Property Tax
 - c) Monitoring Reports :
 - i. Monitoring Report on Remittances of Real Property Tax Barangay Share
 - ii. Monitoring Report of Remittances of Trust & Statutory Obligations
 - iii. Post Borrowing Report-Statement of Indebtedness, Payments & Balances

Findings and recommendations during the revenue evaluation were discussed in an exit conference with the concerned Treasurer together with their staff.

We assisted the Municipal Treasurers in the conduct of Tax Information and Education Campaign particularly on real property taxes, as follows:

- a) Conducted Information Drive on the schedule of payment of Real Property Tax, which is before March 31, to avail of the 10% discount.
- b) We sent Notice of Payment of the 1% Basic Real Property Tax & additional 1% SEF for CY 2015 and Notice of Delinquency in the Payment of Real Property Tax to all Municipal Treasurers of Isabela and all Provincial and City Treasurers nationwide; the Honorable Secretary of Finance, Manila; the Executive Director of BLGF Manila; the Regional Director of BLGF Tuguegarao City; the Hon. Provincial Governor and the Hon. Sangguniang Panlalawigan of Isabela.
- c) We tapped radio and print media outlets including cable networks within the province for the airing/publication of the announcement on the deadline for the payment of real property taxes.
- d) Tarpaulins and streamers were also posted in strategic places along the national highway and other conspicuous places up to the barangays in the whole province on the campaign for payment of tax.



**REMINDER
TO ALL PROPERTY TAXPAYERS**



**PLEASE PAY YOUR REAL PROPERTY TAXES FOR CALENDAR YEAR 2015
ON OR BEFORE MARCH 31, 2015 TO AVAIL OF THE TEN PERCENT (10%) DISCOUNT.**

PLEASE SEE YOUR MUNICIPAL TREASURER AT ONCE.

THANK YOU!

MARIA THERESA ARANETA-FLORES
Provincial Treasurer



MAHALAGANG PABATID



**SA LAHAT NG NAGMAMAY-ARI NG LUPA, BAHAY AT IBA PANG ARI-ARIANG DI NATITINAG,
MAGBAYAD NA PO KAYO NG INYONG AMILYAR (REAL PROPERTY TAXES) PARA SA TAONG 2015
SIMULA NGAYON HANGGANG IKA-31 NG MARSO 2015 UPANG MAGKAROON NG SAMPUNG
PORSIENTONG DISKUENTO (10%).**

**MAKIPAG-UGNAYAN LANG SA OPISINA NG TESORERO (MUNICIPAL TREASURER'S
OFFICE) NG INYONG BAYAN.**

MARAMING SALAMAT PO!

MARIA THERESA ARANETA-FLORES
Provincial Treasurer

- e) Pursuant to the provisions of Sec. 254 of R.A. 7160, Notice of Delinquencies (NODs) prepared and certified by the Municipal Treasurers were duly noted and signed by the Provincial Treasurer before they were sent out to real property owners to give more strength to said Notices.
- f) The Certified Lists of Delinquencies submitted by the Municipal Treasurers were posted in the Bulletin Board at the entrance of the Office.
- g) The certified list of delinquent taxpayers who failed to pay after the notices were served, were referred to the Provincial Legal Office for the issuance of final demand letters
- h) We assisted the Municipal Treasurers in the conduct of house- to- house tax collection campaigns.
- i) We also sought the assistance of Barangay Treasurers in the distribution of Tax Bills/Notices of Delinquencies in their respective Barangays

Likewise, regular monitoring and consultative meetings were conducted with our provincial and district Hospital Cashiers to ensure prompt remittance of collections.

As member of the Provincial Appraisal Committee, we conducted ocular inspections and assessment of Market Value of lands in the municipalities of Sta. Maria and Tumauni, jointly with the other members of the said Committee.

3. FINANCIAL ACCOUNTABILITY AND DISCIPLINE

1. In conformity with existing regulations, all accountable personnel of the Provincial Capitol, as well as those of the LGUs are duly bonded. We increased the Fidelity bonds of our accountable personnel in compliance with the bonding requirements prescribed by the Bureau of Treasury.
2. We provided accurate, efficient and effective cashiering and disbursement of funds to include up to date payment of salaries, wages and other obligations.
3. We monitored the actual and prompt remittance of trust and statutory obligations by the Province as well as the Municipal Treasurers.
4. All statutory obligations including loan repayments for GSIS, BIR, PHILHEALTH, and HDMF/ PAG-IBIG in the total amount of P 200,434,299.49 were all remitted within the prescribed period.
5. We monitored the utilization of SEF. With an annual appropriation of P50,000,000.00, the total obligated expenditures as of December, 2015, are as follows:

	ANNUAL APPROPRIATION	TOTAL EXPENDITURES	TOTAL BALANCE
a) Salaries & wages of PSB Teachers	P 7,000,000.00	P 6,944,000.00	P 56,000.00
b) Cash Gift of PSB Teachers	700,000.00	700,000.00	0.00
c) Sports Development:			
Public Institutions	11,000,000.00	10,525,748.00	474,252.00
Private Institutions	1,000,000.00	275,000.00	725,000.00
d) Conduct of Trainings	1,000,000.00	-0-	1,000,000.00
e) Production of Instructional Materials	1,000,000.00	-0-	1,000,000.00
f) Construction, Repair & Rehabilitation of School Buildings	28,000,000.00	27,588,321.09	411,678.91
g) Miscellaneous	<u>300,000.00</u>	<u>-0-</u>	<u>300,000.90</u>
TOTAL	P 50,000,000.00	P 46,033,069.00	P 3,966,930.91
	=====	=====	=====

6. We submitted regular monthly reports to the Provincial Accounting Office relative to collections, disbursements, checks issued and other financial data.
7. The following prescribed reports were also submitted within the specified period to the BLGF Regional and Central Offices:
 - a) Annual Report CY 2014
 - b) BLGF Form 1 - Web-based Quarterly Electronic Statement of Receipts and Expenditures eSRE
 - c) BLGF Form 2-b - Consolidated Monthly/Quarterly Report of Collections on Real Property Tax by Property Classification (RACIMS)
 - d) BLGF Form No. 4 - Consolidated Monthly/Quarterly Report of Collections on Business Tax, Fees and Charges and Receipts from Economic Enterprises
 - d) Plans and Programs for CY 2015
 - f) Joint Action Plan with the Provincial Assessor on Revenue Generation Program CY 2015
 - g) Office Performance Commitment Review (OPCR)
 - h) Monthly Monitoring Report on Remittances of Trust and Statutory Obligations
 - i) Report of LGU Fund Deposits for CY 2015
 - j) Statement of Indebtedness, Payments and Balance

4. CAPABILITY BUILDING

To further enhance the technical capability and expertise of our staff, we have participated and/or sent treasury personnel as per approved travel orders, to the following :

- 1) 82nd PHALTRA National Convention and Seminar Workshop, Philippine International Convention Center, Pasay City, February 2-6, 2015
- 2) Training on Social Impact Assessment for Cooperatives and Understanding Gender Analysis to LGUs & other Organizations supporting Cooperatives, Credit Union League of Thailand, Bangkok, Thailand, February 25 to March 3, 2015
- 3) Seminar-Workshop on "Shaping Revenue Policies: the Local Landscape" conducted by the Philippine Tax Academy Inc., Great Eastern Hotel, Quezon City, March 2-9, 2015
- 4) Training on eSRE Updates conducted by BLGF, JAPI Traveller's Hotel, Cauayan City, March 13, 2015
- 5) Seminar on Examination of Books of Accounts with OIC Quezon City Treasurer Edgar T. Villanueva, JAPI Traveller's Hotel, Cauayan City, April 23, 2015
- 6) Philippine Association of Records Officers and Archivists (PAROA) Seminar-Workshop on the Core Functions of Records Management; Standards and Best Practices, Hotel Supreme Convention Plaza, Baguio City, May 19-21, 2015
- 7) Seminar Workshop on the use of the Enhanced Manual on Examination of Treasury Operations, Tagaytay Palace Hotel, Tagaytay City, June 14-18, 2015
- 8) BLGF Mid-Year Evaluation and Regional Conference Seminar of Provincial, City and Municipal Treasurers and Assessors of Region 02, Crown Legacy Hotel, Baguio City, June 15-19, 2015
- 9) PHALTRA 4th Sharing of Best Practices on Treasury & Assessment Operations and Wellness Program, Koronadal City, July 20-24, 2015
- 10) PHEITI Forum on Natural Resource Governance: Making Transparency Matter, Crowne Plaza, Galleria Hotel, Ortigas, Pasig City, September 9, 2015
- 11) 3rd PACTAP National Convention, Grand Menseng, Davao City, September 9-11, 2015
- 12) Development Academy of the Philippines Government Excellence Class (GEC) Forum, Ortigas Center, Pasig City, September 18, 2015

- 13) Annual Operation Plan for Health Presentation, Makati Palace Hotel, Makati City, September 21-25, 2015
- 14) 3rd Quarter REGATA II Inc. Conference-Seminar, Splash Mountain Resort, Los Banos, Laguna, September 22-24, 2015
- 15) eSRE Refresher Course conducted by MUNTAP Isabela, JAPI Traveller's Hotel, Cauayan City October 8-9, 2015
- 16) MUNTAP National Convention & Seminar Workshop, Aberdeen Court, Quezon City, October 20-23, 2015
- 17) 2015 Most Business Friendly LGU Awards, Don Emilio Yap's Boardroom, PCCI McKinley Town Center, Taguig City, October 20-22, 2015
- 18) PCCI International Rubber Conference & Annual Meeting, Vietnam & Cambodia, October 30-November 9, 2015
- 19) 70th PICPA Annual National Convention, Puerto Prinsesa, Palawan, November 23-28, 2015
- 20) Training on Philippine Public Sector Accounting Standards (PPSAS), COA PSAO Training Hall, Alibagu, City of Ilagan, December 2-4, 2015
- 21) BLGF Regional Annual Evaluation and Planning Conference Seminar, Tuguegarao City, December 7 & 8, 2015

5. INTER-AGENCY COORDINATION

1. Dialogued/Coordinated with LCE, Legislative Body and other agencies on matters pertaining to public finance
2. Harmonized planning with related agencies in line with Joint Memorandum Circular No. 1
3. NLSPCI Joint Stockholders and Board Meetings
4. Participated in Women's Month Celebration
5. Attended BLGF Special Conferences
6. Attended REGATA II, and MUNTAP Isabela Board Meetings
7. Attended Meetings of Provincial School Board
8. Attended meetings of PDRPMC
9. Meetings with the Governor, Vice Governor, Provincial Administrator and Department Heads
10. Budget Deliberations with the Local Finance Committee, Department Heads, Hon. Governor and Sangguniang Panlalawigan Members headed by the Vice Governor.
11. Participated in various activities for Bambanti Festival 2015; attended meetings for Bambanti Festival 2016
12. Participated in various activities for Isabela Day 2015 Celebration
13. Participated in Brigada Eskwela 2015
14. Attended Conferences on State of Local Governance Report
15. Attended Consultation Workshop for the Provincial Road National Development Plan (PRNDP)
16. Attended Meetings with officers of various financial institutions like DBP, LBP and PNB
17. Attended Meetings with PHILHEALTH officers
18. Attended Meetings on PRDP
19. Attended ISO Briefings
20. Attended Committee on Development Administration & Communication (CODAC) Meeting
21. Attended the various summits initiated and organized by the Provincial Government of Isabela

6. INTERNAL ADMINISTRATION

1. Reviewed appointment papers and indorsed for approval to the Bureau of Local Government Finance the proposed appointments of concerned Municipal Treasurers and Assistant Municipal Treasurers.
2. Indorsed for designation/renewals of designation of OIC Municipal Treasurers of Angadanan, Delfin Albano, Dinapigue, Palanan, San Agustin and Sto. Tomas, pending approval of their appointments by the BLGF.
3. Maintained a sufficient stock level of Accountable Forms to be used by PTO, City and Municipal Treasury Offices, Isabela HealthCare, Hospital Cashiers and other government agencies.
4. Prepared Monthly Statement of Accountable Forms Issued and submitted to the COA within the prescribed period.
5. Evaluated Individual Performance Commitment Review (IPCR) of PTO personnel.
6. Reviewed and approved Plans and Programs of Municipal Treasurers including Joint Action Plans of Municipal Assessors & Treasurers
7. Validated FY 2014 administrative and financial reports and computed preliminary ratings for the Performance Standards of Municipal Treasurers and Assistant Municipal Treasurers.
8. Disseminated to Municipal Treasurers and others concerned all received Circulars and other Issuances relative to treasury operations.
9. Consultative meetings are regularly being done with our municipal treasurers, assessors and hospital cashiers, as well as with the PTO personnel

As we are entrusted the sensitive task of safeguarding and generating funds, we always strive to build a culture of competence and excellence and uphold professionalism in our work. This is in line with our desire to deliver effective, timely and quality services within the tenets of good governance, transparency and accountability to our taxpayers and our fellow Isabeleños.

Thank you very much!

SUBMITTED BY:

MARIA THERESA ARANETA-FLORES
Provincial Treasurer