



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

## **OFFICE OF THE PROVINCIAL ASSESSOR**

### **MONTHLY ACCOMPLISHMENT REPORT**

For the month of May, 2018

#### **I. REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM:**

1. Issued the following as required by the Bureau of Internal Revenue (BIR), Department of Agrarian Reform (DAR), other lending institutions and other interested parties upon verification from our existing records and payment of fees and charges to the Provincial Treasurer's Office, as provided thru Provincial Tax Ordinance;
  - a) 244 certifications relative to real property assessments
  - b) 381 certified copy of Tax Declarations (TD)
  - c) 64 certified photocopy of TD, and such other related assessment records
2. Approved assessment transactions submitted/recommended for approval by the Municipal Assessors' of the thirty four (34) Local Assessment Offices of this province, upon proper review and verification of personnel concerned, whether assessment procedures and techniques were being followed, to wit:
  - a) 318 Real Property Units (RPU's) on newly discovered real properties (DC)
  - b) 553 RPU's on subdivision/consolidation/revision or with physical changes (PC)
  - c) 489 RPU's on transfer of ownership
3. Returned a total of twenty eight (28) RPU's of deficient assessment transactions to Municipal Assessors' concerned, informing them the deficiency of the transaction, that needs to be complied with, to facilitate its approval.

#### **II. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE:**

1. Updated and maintained all technical and non-technical assessment records in all approved assessment transactions for the month of May, 2018, as follows,
  - a) Section Maps
  - b) Tax Mapping Control Roll's
  - c) Field Appraisal and Assessment Sheet's
  - d) Tax Declaration
  - e) Records of Assessment
2. Mr. Noel B. Babas, LAOO IV, Mrs. Florecita G. Sibayan, LAOO -III and Mr. Guillermo Maria B. Dy, Jr., Tax Mapper I, have continued conducting visitation/monitoring and rendering technical assistance, in the conduct of General Revision of Real Property Assessment by Classification in the Municipal

Assessor's Offices (MAO) of San Pablo, Cabagan, San Isidro, Echague, Alicia, San Mateo, Delfin Albano, Santo Tomas, Tumauni, Burgos, Gamu, Luna, Cabatuan, Reina Mercedes, Quirino and the City of Ilagan.



MAO - Echague, Isabela



MAO – Cabagan, Isabela



MAO- Sta. Maria, Isabela



MAO- Luna, Isabela



MAO –Delfin Albano, Isabela



MAO-San Isidro, Isabela

*Some pictures captured during the conduct of monitoring/rendering technical assistance in the conduct of General revision to various local assessment office of the province .*





*Conducted ocular inspection on the properties of Golden Plastic Weaving and Printing Corp. and appraisal and assessment was made declaring the property together with Engr. Nelson Antonio, Acting Municipal Assesso of Luna*

3. Mr. Edgardo S. Rico, Tax Mapper - IV and Mr. Noel B. Babas, LAOO – IV, both of This office, together with the representatives of the members of Provincial Appraisal Committee, have conducted ocular inspection and evaluation of the properties to be affected/traversed by the on-going Network Development Program-Construction of Missing links/new road- Roxas-Paracelis Road, including RROW at barangay Nueva, Roxas, Isabela on May 18, 2018, in coordination with the Municipal Assessor of Roxas, Isabela.



*Provincial Technical Staff/Representatives of the Provincial Appraisal Committee conducting ocular inspection of the land situated at Nueva, Isabela together with the Municipal Assessor & Technical staff of Roxas, Isabela*





*Subject properties that inspected by Technical Team for network Development Program of the DPWH - Roxas-Paracelis Road*

### **III. ON INTERNAL ADMINISTRATION:**

1. Conducted regular monthly meeting of PAO personnel on May 3, 2018, presided by the Provincial Assessor, Issues and concerns with regards to office operations were raised up and resolved. Likewise, the monitoring and the rendering of technical assistance to various local assessment offices in the conduct of 2018 General Revision of Real Property Assessment and Classification of the 34 municipalities and 2 component cities of the province.



*Sir Guillermo B. Barretto with his staff during the meeting*

2. Conducted also the regular monthly meeting of the Philippine Association of Municipal Assessors' (PAMAS) Inc., Isabela Chapter on May 9, 2018, held at Conference Room of the Provincial Assessor's Office, Engr. Danilo Q. Maniego, Vice President of PAMAS, Inc., Isabela Chapter, presided the meeting with regards to league matters, and the Provincial Assessor regarding the assessment transactions and status of the conduct of 2018 General revision of Real Property Assessment and Classification.



*Sir Guillermo B. Barretto- Provincial Assessor presiding the meeting of PAMAS, INC. Isabela Chapter*

3. Acted on the following matters:
- a) 26/ 10 incoming/outgoing communications
  - b) 13 Application for Leave of Absence; 12 Locator Slips
  - c) 6 payrolls and 17 vouchers
  - d) 88 queries of real property owners and interested parties.
4. Mr. Noel B. Babas LAOO – IV; Ms. Yulma Marrie C. Balabbo, LAOO III, and Mr. Lorenzo Charles A. Jucar, Tax Mapper I, all of this office have attended the 13<sup>th</sup> National Convention and Annual Seminar on Real Property Appraisal and Assessment of the Philippine Association of Assessing Officers (PAAO), Inc., on May 29 to June 1, 2018 at the Cordillera Convention Hall, Baguio Country Club, Camp John Hay, Baguio City. Benguet, Philippines.
5. Ms. Tessie S. Mangacat, Acting Regional Director of the Bureau of Local Government Finance, and her Technical Staff have conducted Local Treasury and Assessment Operations Evaluation of the province on May 24 & 25, 2018.



*BLGF Staff conducting evaluation*



*Viewing the program of the system provider*





*Ms. Tessie S. Mangacat, Acting Regional Director of BLGF, DOF, Region II in white blouse at the middle, together with her staff and PASSR key personnel after the evaluation on May 25, 2018 .*

Prepared by:

**ZENaida A. GABRIEL**  
LAOO - IV

Conformed by:

**GUILLERMO B. BARRETTO**  
Provincial Assessor

June 6, 2018

**Hon. Faustino G. Dy III**  
Governor  
Province of Isabela

Thru: **Atty. Noel Manuel R. Lopez**  
Provincial Administrator  
Alibagu, City of Ilagan, Isabela

Sir:

We are submitting our Monthly Accomplishment Report for the month of May, 2018, for your information and ready reference.

Very truly yours,

**GUILLERMO B. BARRETTO**  
Provincial Assessor