



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

OFFICE OF THE PROVINCIAL ASSESSOR

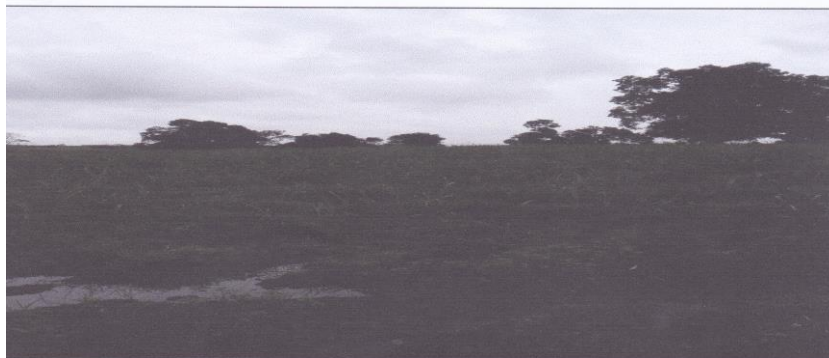
**ANNUAL ACCOMPLISHMENT REPORT
FOR CY- 2018**

The Provincial Assessor's Office is mandated under the provisions of Title II, Book II of the Local Government Code of 1991 (Republic Act No. 7160), to ensure that all laws rules and policies governing the appraisal and assessment of real properties for taxation purposes within the province are properly executed. It caters to thirty four (34) local assessment offices of this province, and provides all forms of technical assistance to the two component cities (Cauayan and Ilagan), also of this province. The following activities were accomplished based from the office Plans and Programs, for CY- 2018.

I. ON LOCAL REVENUE GENERATION AND RESOURCE MOBILIZATION PROGRAM:

1. Conducted Ocular Inspection of Real properties:

- 1.1 **February 12, 2018** – Appraisal of Fair Market Value of the real property situated at barangay Minanga and barangay Ueg both of San Mariano, Isabela, respectively, for Expansion of LGU Slaughter upon ocular inspection conducted by the members of the Provincial Appraisal Committee, as requested by Hon. Edgar Talosig Go of San Mariano, Isabela.



MINANGA, SAN MARIANO, ISA. (Feb. 12, 2018)



UEG, SAN MARIANO, ISA, (Feb. 12, 2018)

1.2 **February 12, 2018** – Appraisal of Fair Market Value of the real properties that will be affected/traversed by the construction of San Mateo-Alfonso Lista By-Pass and Diversion Road with Road Right of Way acquisition, upon ocular inspection conducted by the members of the Provincial Appraisal Committee, as requested by Engr. Melanio C. Briosos, CESO III, Regional Director of Department of Public Works and Highways (DPWH), Regional Office, Tuguegarao City.



Road Right of Way at Daramuangan Norte, San Mateo, Isabela

1.3 **March 2, 2018**- Properties to be affected/traversed by the on-going Construction of By-Pass and diversion road, Gamu By-Pass Roads, including Road Right of Way, located at Guibang, Gamu, Isabela.



1.4 **March 5, 2018**- Appraisal/assessment the Suncellular and Smart Towers in the municipality of San Pablo, Isabela, for taxation purposes.



- 1.5 **March 20, 2018 & March 27, 2018-** Appraisal/Assessment for the newly constructed/installed buildings others structures/machineries and or equipment of Maris Main Canal 1 Hydroelectric Power Plant of SN Aboitiz Power Magat, Inc., barangay Aguinaldo, Ramon, Isabela.



- 1.6 **April 30, 2018-** Road lots affected/traversed by the on-going Network Development Program-Road Widening-Tertiary Roads-Ilagan-Delfin Albano-Mallig Road and roads affected/traversed by the Construction of Diversion Road with Road Right of Way of Barangays Ngarag, Anao and Ugad, Cabagan, Isabela.
- 1.7 **May 18, 2018-** Road lots affected/traversed by the on-going Network Development Program Construction of Missing Links/New Road-Roxas, Isabela-Parcelis, Mountain Province Road including Road Right of Way.



1.8 June 8, 2018- Appraisal/Assessment of the land to be procured by Local Government of Quirino, Isabela as site for Tobacco Farmers Association building.

1.9 July 3, 2018- Appraisal/Assessment of Real Property to be acquired by Local Government Unit of San Mariano, Isabela where the Old Municipal Hall was erected.



1.10 July 25, 2018- Assessment of Real Properties of Hon. Antonio T. Albano located at barangay Ballacayu, San Pablo, Isabela for taxation purposes.



1.11 August 6-10, 2018- Actual inspection of Palanan District Hospital lots owned and operated by the Provincial Government of Isabela



1.12 **August 28, 2018** – Inspection on the Network Development Program Road Widening at barangay Ipil Echague, Isabela.



1.13 **August 29, 2018**- Inspection on the properties which will be affected/traversed by the on-going Network Development Program Road Widening of Cabagan-Santa Maria, Isabela Road.



1.14 **November 20, 2018**- Inspection to determine the metes and bounds of two adjoining lots under Civil Case No. 168 located at Tallag, Cabagan, Isabela.



1.15 November 29, 2018- Appraisal/Assessment of the properties affected/traversed by the construction of re-routed By Pass and Diversion Road at Guibang, Gamu, Isabela.



1.16 December 6, 2018- Appraisal/Assessment of Current Market Value of the land, crops & trees and replacement cost of structures and improvements of the lots affected/traversed by the construction of Alicia By-Pass Road at barangays San Fernando and Sta. Cruz both of Alicia, Isabela.



1.17 December 7, 2019- Appraisal/assessment on the machineries newly installed at Magat Hydroelectric Power Plant at General Aguinaldo, Ramon, Isabela.



2. Assist in the conduct of Tax Information Campaign

We have assisted the Office of the Provincial Treasurer in the conduct of Tax Information Campaign in the thirty four (34) municipalities by way of streamers, cable , radio retune, social media and during Flag Raising Ceremonies.

3. Approval of Assessment Transaction

We have properly verified/ reviewed all assessment transactions whether assessment rules and regulations were being adhered to, submitted by the Municipal Assessor's Offices of the 34 municipalities of this province, and we have approved the following, including those transactions prepared in the office;

- a. **5,711** Real Property Unit's (RPU's) on New Discovery
- b. **7,275** RPU's on re- assessment or with physical changes –subdivisions & consolidations (PC)
- c. **5,321** RPU's on Transfer of Ownership (TR)

4. Issued the following upon payment of corresponding fees and charges to Provincial Treasurer's Office, provided thru Provincial Tax Ordinance

- a. **2,274** certified true copy of Tax Declarations (TD's)
- b. **3,597** certified photo copy TD's and other related assessment documents.
- c. **1,484** certifications relative to real property holdings and no real property holdings, and such other related certifications

5. Annotated encumbrance on the face of Tax Declarations

We received a total of one (1) requests for annotation and have annotated on the face of one (1) TD based on mortgage contract and seventeen (17) FAAS/TD's based on court order used as bail-bond and upon payment of required fees / charges to PTO, provided thru an ordinance.

6. Posted Notices of Extra Judicial Sale

We Received a total of fourteen (14) Notices of Extra Judicial Sale, under Act 3135, as amended by Act 4118, furnished by the Provincial Sheriff RTC, Second Judicial Region, Branch 18, City of Ilagan, Isabela.

7. Coordinated and Participated with Local and National Offices in support to the implementation of its programs/activities:

- 1. January 3, 2018 – attended 1st meeting called by Hon. Faustino G. Dy III for CY- 2018 and staff meeting of this office after.
- 2. January 4, 2018 – attended Execom Meeting : 2018 Bambanti Festival Preparation, called by SP Rolando L. Tugade-Director General of Bambanti Festival.

3. February 6, 2018- Joint Meeting of PDC, PPOC and LMP at LGU-Cabatuan, Isabela.
4. February 27, 2018 to March 1, 2018- Training/Workshop for the Roll-Out of LGU Integrated Financial Tools (LIFT) at Hotel Carmelita, Tuguegarao City, Cagayan conducted by BLGF-Regional Office No. II.
5. March 6-9, 2018 – 85th PHALTRA National Convention and Seminar Workshop held at PICC, Pasay City.
6. April 4, 2018 - Review and Assessment of Delfin Albano Comprehensive Land Used Plan (CLUP) held at Conference Hall, Capitol, City of Ilagan.
7. April 6 & 20, 2018- Seminar on Basic Office Procedures, Etiquette & Netiquette held at Balai, Capitol, City of Ilagan.
8. April 17, 2018- Meeting in preparation of Isabela Day Celebration 2018.
9. April 24-25, 2018-Awareness Training on ISO 9001:2015 held at Balai, Capitol, City of Ilagan.
10. April 25, 2018- Joint Meeting of Municipal Treasurers and Assessors with Hon. Faustino G. Dy II held at GFNDy Hall, Capitol, City of Ilagan.
11. May 22-23, 2018- Internal Quality Audit conducted to ensure PGI's Quality Management System (QMS) is in conformance to the requirements of ISO 9001: 2008.
12. May 25, 2018- Gender and Development Seminar held at Balai, Alibagu, City of Ilagan, Isabela.
13. July 9-13, 2018- Workshop on Road Asset Management and Promoting Transparency and Integrity held at Baguio City.
14. July 18, 2018- Internal Quality Audit Training for ISO:9001:2015 held at Balai, Capitol, City of Ilagan.
15. September 4, 2018- Joint Meeting of Peace and Order Council (PPOC) held at GFNDy Hall, Capitol, City of Ilagan.
16. September 19-21, 2018- 2019 Annual Budget deliberation held at Manila.
17. September 26, 2018- Values Orientation Workshop (VOW) Seminar at Balai, Capitol, City of Ilagan.
18. October 16-18, 2018- Training Workshop on the preparation of the Provincial Government Reform Roadmap (PGRR) held at Clark, Pampanga.
19. November 7, 2018- Basic Journalism Writeshop held at Balai, Capitol, City of Ilagan.
20. November 20-23, 2018- Pre-Finalization Workshop on Provincial Government Reform Roadmap (PGRR) for 2019-2022.

- 21. November 15, 2018- Meeting of Isabela Corps of News Correspondents (ICONEC) held at Balai, Capitol, City of Ilagan.
- 22. December 11, 2018- Finalization Workshop of Provincial Governance Reform Roadmap (PGRR) held at Balai, Capitol, City of Ilagan.



Joint meeting of Municipal Treasurers and Assessors with Hon. Faustino G. Dy III- Provincial Governor of Isabela regarding revenue generation, held on April 25, 2018 at GFNDy Hall, Capitol Building, City of Isabela

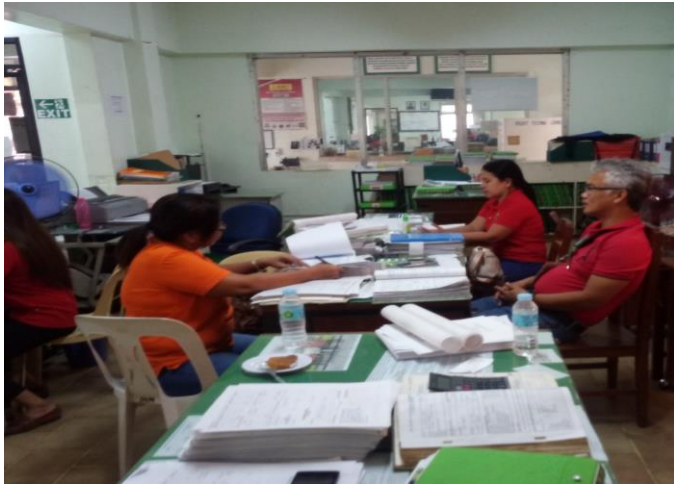
II. ASSESSMENT ACCOUNTABILITY AND DISCIPLINE:

1. Conducted Visitation/Inspection to Local Assessment Offices

We have conducted visitation/inspection to the thirty (32) local assessment offices to the different municipalities including the coastal towns of Palanan & Dinapigue, of this province, in accordance with the provisions of Title Two, Book II of R. A.7160, and have extended technical assistance, supervision, validation and monitoring in the conduct of 2018 General Revision. Hereunder are some captured pictures, during the conduct of visitation.



LGU- Palanan, Isabela



LGU-San Mateo, Isabela



LGU-San Manuel



LGU- Cordon, Isabela



LGU- Jones, Isabela



LGU-San Agustin, Isabela



LGU- Roxas, Isabela



LGU- Dinapigue, Isabela



LGU-San Isidro, Isabela



LGU-Alicia, Isabela



LGU San Guillermo, Isabela



LGU-Cabagan, Isabela



LGU-San Pablo, Isabela



LGU-Santa Maria, Isabela



LGU-Burgos, Isabela



LGU-Cabatuan, Isabela



LGU-Quezon, Isabela



LGU-Echague, Isabela



Cauayan City



LGU-Naguilian, Isabela



LGU-Reina Mercedes, Isabela



LGU-Aurora, Isabela



LGU-Luna, Isabela



LGU-Ramon, Isabela



LGU-Delfin Albano, Isabela



LGU-Quirino, Isabela

2. Assisted the Regional Evaluating Team in the conduct of Revenue and Assessment Evaluation to different municipalities.



Assessment and Treasury Team, Regional Evaluating Team together with Local Chief Executives of Benito Soliven, Isabela, Hon. Roberto T. Lungan and Palanan, Isabela, Hon. Elizabeth B. Ochoa.

Monitored the submission assessment and Agency Report by the 34 municipalities:

- a) BLGF-RPTA Form No. 88-1 Quarterly Report on Real Property Assessment (QRRPA) of the 34 municipalities
- b) RPTA Comparative Data of 28 tax mapped municipalities
- c) Plans and Programs for CY-2018
- e) Joint Action Plan of Municipal Treasurers and Assessors on Revenue Generations Program for CY-2018
- f) UPE for 2nd Semester of CY-2017 and 1st Semester of CY-2018

3. Maintenance /Updating assessment records (Records Systems Maintenance)

We have maintained the records system in the office by updating all assessment records both technical and non technical of approved assessment transactions for the current year, Likewise thru the Real Property Assessment System (RPAS), of the e-GAPS, to wit:

1. Field Appraisal and Assessment Sheet (FAAS)
2. Tax Declaration (TD)
3. Section Maps (SM)
4. Tax Map control Roll (TMCR)
5. Record of Assessment (ROA)

4. Appeared to several Court hearings as per Subpoena received by the office.

III. LGU CAPABILITY BUILDING

Attended/sent personnel to several conferences/seminars and relevant trainings to wit:

- a) February 27-March 1, 2018- Attended Training/Workshop for the Roll-Out of LGU Financial Tools (LIFT) System (eSRE version 3) conducted by BLGF Regional Office No. 02, Tuguegarao City.
- b) March 6-9, 2018 - 85th PHALTRA National Convention and Seminar Workshop of all Provincial/City/Municipal Treasurers and Assessor's of the Philippines, with the Theme: "PHALTRA on Reform Setting the Direction held at PICC, Roxas, Boulevard Pasay City.
- c) April 10-12, 2018- PACTAP Convention and Seminar-Workshop at Bacolod City.
- d) May 29- June1, 2018- 13th National Convention and Annual Seminar on Real Property Appraisal and Assessment of the Philippine Association of Assessing Officers (PAAO) held at Baguio City.
- e) July 9-13, 2018- Workshop on Road Asset Management and Promoting Transparency and Integrity held at Baguio City.
- f) October 9-11, 2018 -Regional Conference/seminar-workshop for Provincial/City/Municipal Treasurers and Assessors of Region 02, held at Valley Hotel, Alimannao Hills, Peñablanca, Cagayan.
- g) October 16-18, 2018 - Training workshop on the Preparation of the Provincial Governance Reform Roadmap (PGRR) held at Clark, Pampanga.
- h) December 11-13, 2018- Regional Annual evaluation and Conference Seminar for Provincial, City and Municipal Treasurers and Assessors of Region II, held at Hotel Ivory, Tuguegarao City.



*Annual Convention of Philippine Association of Assessing Officers
At Baguio City*



Workshop on Raod Asset Management and Promoting Transparency and Integrity held at Baguio City



Conference/Seminar-Workshop of Provincial, City and Municipal Treasurers and Assessors of Region II



Workshop on the Formulation of the Provincial Governance Reform Roadmap At Clark, Pampanga



Regional Annual Evaluation and Conference/Serminar of Provincial, City and Municipal Treasurers and Assessors of Region II

IV. SPECIAL PROJECTS:

1. Conduct of 2018 General Revision of Real Property Assessments

As mandated under the provision of Section 219 of Republic Act 7160 otherwise known as the Local Government Code of 1991, the Provincial, City or Municipal Assessor shall undertake general revision of real property assessments once every three (3) years, which shall commence upon enactment of the Schedule of Fair Market Values into an Ordinance by the sanggunian concerned. Ordinance No. 15, series of 2017 was approved and enacted on November 28, 2017 that paved the way to conduct this 2018. With the full support of Honorable Faustino G. Dy III and officialdom of Provincial Government of Isabela, the General Revision was done in accordance with the timetable set by our office that would result to increase of collection in the Real Property Tax.

2. Digitization of Maps

The office continuously gather maps to complete the digitization of all maps of the entire province. Encoding of its technical descriptions and plotting it in Autocad application is on- going.

V. INTERNAL ADMINISTRATION:

- 1. Acted a total of six hundred eighty one (681) queries of Real Property Owner’s (RPO’s) and other interested parties, regarding appraisal and assessment of real properties and such other related matters.
- 2. Conducted eleven (11) monthly meetings and two (2) special meetings of Philippine Association of Municipal Assessors (PAMAS) Inc. Isabela-Chapter. Likewise to PAO personnel meetings, twelve (12) regular and five (5) special meetings.



Some pictures taken during PAMAS meeting presided by the Provincial Assessor



Staff meetings conducted presided by the Provincial Assessor

3. Conducted Training-Workshop/Refresher course to Municipal Assessors and Focal persons on the preparation/submission and encoding of Quarterly Report of Real Property Assessment, in coordination with Ms. Tessie s. Mangacat, OIC Regional Director of BLGF, DOF, Regional Office No. 02 on October 3, 2017, held at Piazza Zicarelli Hotel and Restaurant, Upi, Gamu, Isabela.



Taken during the Refresher courseon LGU Integrated Financial Tools (LIFT) System conducted by BLGF-Region II held at PiazzaZicarelli, Gamu, Isabela

4. We have prepared and submitted agency reports for approval, to the BLGF, DOF, Region II, to wit:
 - a) Office Plans and Programs for CY- 2018
 - b) Joint Action Plan of Provincial Treasurers and Assessors in Revenue Generation Program for CY-2018
 - c) Unit Performance Evaluation Sheet for 2nd semester of CY-2017 and 1st Semester of CY-2018
 - d) Copy of Annual Accomplishment Report for CY-2017

5. We have prepared, submitted and uploaded (LIFT System) to the BLGF, DOF, both Central and regional offices our Quarterly Reports on Real Property Assessment(QRRPA)-BLGF Form No. 88-1, for 4th quarter, Ending December 31, 2018, with a Taxable Market Value (TMV) of Php- 179,840,206,197.00 and Taxable Assessed Value (TAV) of Php – 19,285,406,075.00.

VI. OTHER MATTERS:

We actively participated and supported programs/activities of the Provincial Local Government, to wit:

1. 2018 Bambanti Festival of the Province of Isabela with the theme “ISABELA KONG MAHAL”, on January 22 to 26, 2018 started by attending Thanksgiving Mass on January 21, 2018 and all other activities of the festival of which it was successfully celebrated.
2. Conduct of Farmers Congress to the different municipalities of this province, as scheduled.



Some pictures taken during the Farmers Congress to different municipalities of the Province of Isabela

3. DRRM Day on July 20, 2018, assigned at Barangay Marana 1st to upper Manaring, City of Ilagan, Isabela.



Pictures taken during the DRRM day at barangays Marana 1st to Manaring, City of Ilagan, Isabela

4. 2018 PGI Sportsfest as Green Archers Team held on August 3 & 4, 2018 at Isabela Sports Complex, City of Ilagan.
5. The Provincial Government of LaUnion visited the province to benchmark with the Executive and Finance Offices and learn how the Provincial Government of Isabela gathered multiple awards in the Regional and National competition on public service.



Taken during the benchmarking of the guest representatives of the Provincial Government of La Union in the Province of Isabela with Atty. Noel Manuel R. Lopez, Provincial Administrator, Mr. Guillermo B. Barretto-Provincial Assessor and representatives of Provincial Treasury and Provincial Accountant's Office

6. The Provincial Assessor’s Office had its Team building (after 7 years) at Baguio City and San Juan, La Union on August 25-27, 2018.



Taken during the Team Building of Provincial Assessor’s Office at San Juan, La Union.

7. Participated during the Christmas Party of Provincial Government of Isabela on December 21, 2018 held at GFNDy Hall, Capitol, City of Ilagan.

This office accomplishment report for 2018 shows that we adhered to our duties and functions, the mission and vision of the Provincial Government of Isabela, our submitted Plans and Programs, as partner of the Provincial Treasury Office, the National Agencies and that of required to us by our clientele. We extend our full assistance and support to every endeavor of this province, for the betterment of all Isabeleños.

Prepared by:

YULMA MARIE C. BALABBO
LAOO III

Conformed by:

GUILLERMO B. BARRETTO
Provincial Assessor



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

OFFICE OF THE PROVINCIAL ASSESSOR

January 24, 2019

ATTY. EDUARDO R. CABANTAC
Provincial Planning and Development Officer
Provincial Government of Isabela
Capitol, Alibagu, City of Ilagan, Isabela

Dear Sir:

Greetings in Peace this 2019!

We submit herewith our Accomplishment Report for Calendar Year 2018 in hard and soft copy, for your reference.

Please acknowledge receipt hereof. Thank you.

Very truly yours,

GUILLERMO B. BARRETTO
Provincial Assessor

