



Republic of the Philippines
PROVINCE OF ISABELA
Ilagan, Isabela

OFFICE OF THE PROVINCIAL ASSESSOR

MONTHLY ACCOMPLISHMENT REPORT For the month of December, 2017

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 the Provincial Tax Ordinance:
 - a) 183 certifications relative to real property assessments
 - b) 179 certified copy of Tax Declarations (TD)
 - c) 63 certified photocopy of TD, and such other related assessment records
2. Received six (6) request for annotation of encumbrance, and have annotated on the face of six (6) Tax Declarations (TD's), base on Court Orders, used as bail -bond, and issued corresponding certifications and copy of annotated TD's, confirming the annotations made.
3. Approved assessment transactions submitted/recommended for approval by the Municipal Assessors of the thirty four (34) Local Assessment Offices of this province Province upon proper review and verification of personnel concerned, whether assessment procedures and techniques were being followed, to wit:
 - a) 69 Real Property Units (RPU's) for newly discovered real properties (DC)
 - b) 629 RPU's for subdivision/consolidation/revision or with physical changes (PC)
 - c) 263 RPU's for transfer of ownership
4. Returned a total of twelve(12) 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 December 2017, 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, Mr. Edgardo S. Rico, Tax Mapper IV, and Ms. Yulma Marie C. Balabbo, LAO III, are directed to coordinate with the OIC - Municipal Assessor of Cabagan, Isabela, to conduct ocular inspection of the real property situated at San Juan, Cabagan, Isabela, to be acquired by the LGFU of Cabagan, Isabela purposely for the construction of Evaluation Center and Drug Rehabilitation Center, on December 8, 2017.



The subject property declared in the name of Sps. Fernando Garcia and Luzviminda Garcia, situated at San Juan, Cabagan, Isabela.



Technical staff who represents the Chairman (Provincial Assessor) and members of the Provincial Appraisal Committee (Provincial Treasurer and Provincial Engineer), together with the occupant of the residential building erected on the subject property during the conduct of ocular inspection

3. Mrs. Yulma Marie C. Balabbo, LAOO III, is directed to render technical assistance, regarding the discrepancies of assessment transactions submitted for approval, in the Municipal Assessor's Office of Tumauni, Isabela, likewise to supervise the computerization system of that office, in preparation of the conduct of General Revision of Real Property on December 28-29, 2017.

III. ON INTERNAL ADMINISTRATION:

1. Conducted the regular monthly meeting of PAO personnel, on December 4, 2017, it was presided by the Provincial Assessor. Issues and concerns were raise, discuss and resolve, and he appealed to every one for their usual support and cooperation in the discharge of assessment service to Real Property Owner's /cliente in an efficient/effective and prompt manner.
2. We have Conducted Seminar workshop/Refresher Course, in the conduct of General Revision of Real Property Assessment and Classification and Policy Updates, to the members of the Philippine Association of Municipal Assessors' (PAMAS) Inc., Isabela Chapter, with their staff, in coordination with the Regional Office No. 02, of the Bureau of Local Government Finance (BLGF), Department of Finance on December 12-13, 2017, held at Piazza Zicarelli, Hotel and Restaurant, Upi, Gamu, Isabela.



The Provincial Assessor during the opening formalities and giving an introduction/guidelines in the conduct of General Revision together with the Ms. Tessie S. Mangacat, OIC Regional Director of the BLGF, DOF, Region No. 02



Ms. Tessie S. Mangacat, OIC Regional Director of Region 02, delivering her Message during the opening formalities of the Seminar Workshop, held at Piazza Zicarelli Hotel and Restaurant



Participants from assessment offices of the 34 municipalities and the 2 component cities of the province of Isabela, during the Seminar Workshop.



Mr. Alexander L. Miguel (left) and Mrs. Amalia G. Cadatal (right) Resource Speakers from the BLGF, DOF, Regional Office No. 02.



The Provincial Assessor awarded a certificate of appreciation to OIC Regional Director Ms. Tessie s. Mangacat as Key Note speaker in the concluded Seminar workshop.



Ms. Tessie S. Mangacat, OIC Regional Director, BLGF, RO- 02 and staff together with the Provincial Assessor and Staff with Mr. Florencio M. Baquiran, Municipal Assessor of Delfin Albano, PAMAS, Inc. Isabela Chapter, President



Captured after the seminar workshop, with Ma'am Tess Mangacat and staff, sir Gil Barretto and Staff, together with the Municipal Assessor of Benito Soliven and San Mariano.

3. Acted on the following matters:
 - a) 18/75 incoming/outgoing communications
 - b) 11 Application for Leave of Absence; 8 Locator Slips
 - c) 18 payrolls and 4 vouchers
 - d) 58 queries of real property owners and interested parties.
4. Recommended 4 Travel Orders and issued 2 Office Memo.
5. The Provincial Assessor and some of his key personnel have attended the Regional annual Planning Conference-Seminar for Provincial, city and Municipal Treasurers and Assessors' of Region 02, with the theme Enhanced Local Treasurers' and Assessors' Capabilities: Geared Towards Improved LGUs' Performances.



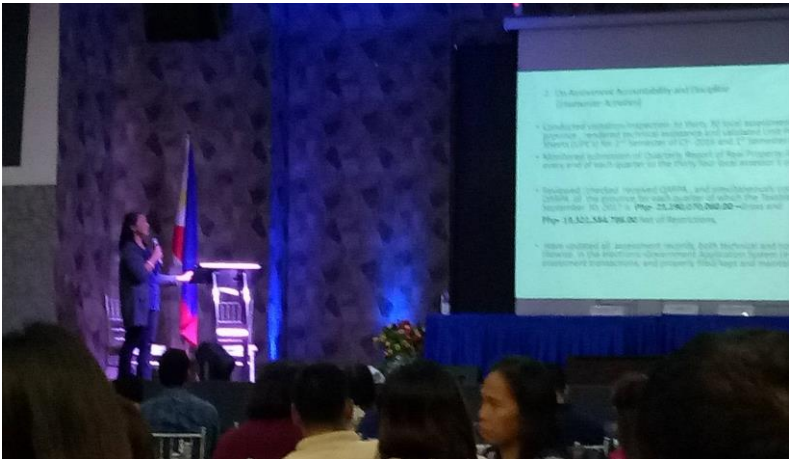
Ms. **Tessie S. Mangacat**, OIC- Regional Director giving her message and conference overview during the opening formalities, of the Regional Planning Conference-Seminar held at Zen Hotel, Santiago City, Isabela, on the presidential table is Hon. **Joseph S. Tan**, City Mayor of Santiago City with **Mr. Guillermo B. Barretto**, Provincial Assessor.



Capture during the Annual conference- Sir Gil Barretto, Ma’am Tess Mangacat, Hon. Joseph S. Tan and Ma’am Tess Flores (from left to right)



Some Municipal Assessor’s of Isabela, together with OIC Regional director, Ma’am Tess Mangacat



Ms. Zenaida A.Gabriel presenting the Accomplishment Report of the Provincial Assessors Office of Isabela, as of September 30, 2017, in behalf of the Provincial Assessor.

Prepared by:

Conformed by:

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Provincial Assessor