



PROVINCIAL ASSESSOR'S OFFICE



ACCOMPLISHMENT REPORT

1st sem CY 2023



Table of Contents

THE OFFICE	1
MANDATE & SERVICES	2
KEY RESULT AREAS	3
PPAs	4-5
APRAISE ACTIVITIES	6-7
OTHER PPAs	8
GENERAL REVISION	9-10
RPTA SYSTEM	11
CAPACITY BUILDING	12-17
SUMMARY	18
ORGANIZATIONAL CHART	19

The Office

Under the Republic Act 7160, dubbed as Local Government Code of 1991, the Provincial Assessor's Office is mandated to take charge of the discovery, classification, appraisal, assessment, and valuation of real properties with the Province of Ilocos Sur, for basis of taxation.



Vision

A Quality Real Property Tax Assessment Service towards becoming a highly competent and competitive Provincial Assessor's Office of Ilocos Sur.



Mission

To generate sustainable revenues by implementing systems, policies and procedures provided by law with due care and convenience to taxpayers and clientele.

Goal

A competent, ethical, ready, and committed Provincial Assessor's Office

Core Values

Integrity. Acting with strong ethics and professionalism

Accountability. Accepting responsibility for one's actions/inactions to build trust internally and externally.

Excellence. Striving to do more and be great for customer satisfaction.

Learning. A culture of humility and continuous learning

Teamwork. People working together to create something greater than themselves as individuals.



Mandate

- Ensure that all laws and policies governing the appraisal and assessment of real properties for taxation purposes are properly executed;
- Initiate, review, and recommend changes in policies and objectives, plans and programs, techniques, procedures and practices in the valuation and assessment of real properties for taxation purposes.
- Establish a systematic method of real property assessment.
- Install and maintain a real property identification and accounting system.
- Prepare, install and maintain a system of tax mapping, showing graphically all property subject to assessment and gather all data concerning the same.
- Conduct frequent physical surveys to verify and determine whether all real property within the province are properly listed in the assessment rolls;
- Exercise the functions of appraisal and assessment primarily for taxation purposes of all real properties in the local government unit concerned.
- Prepare a schedule of the fair market value for the different classes of real properties, in accordance with Title Two under Book II of this Code.
- Issue, upon request of any interested party, certified copies of assessment records of real property and all other records relative to its assessment, upon payment of a service charge or fee to the treasurer.
- Submit every semester a report of all assessments, as well as cancellations and modifications of assessments to the local chief executive and the sanggunian.
- Exercise technical supervision and visitorial functions over all component city and municipal assessor, coordinate with component city or municipal assessors in the conduct of tax mapping operations and all other assessment activities, and provide all forms of assistance therefor:

Services



Key Result Area



10 point Agenda of PGIS



F | O | C | U | S



JUST ECONOMY

- a. Capacitate Local Government Units to venture in Local Economic Enterprise
- b. Catalyze economic transformation through market support
- c. Create a panoramic and business-like system



SMART GENERATION

- a. Establish a Community-Based Monitoring System (CBMS)
- b. Partner with ISP for community connectivity
- c. Capitalize digital revolution



COMMUNAL INCLUSIVITY

- a. Uphold Education for All and Bridging Program
- b. Capacitate human resources
- c. Youth and sports development

PPAs

For the first semester of CY 2023, the office Provincial Assessor continued to exert efforts in improving the delivery of quality service to its clientele, taking into consideration the set targets of the Office for the year. the following are notable accomplishments brought about by the streamlined new processes, to wit:

A. Annual Investment Program (AIP) 2022

Programs, Projects, Activities (PPAs)	Target/s	Actual Accomplishment	(%)
Annotations of adverse claims, liens, and other encumbrances	360 or 60 per month	380	105.6%
Process assessments transactions	2,520 or 420 per month	6,911	274.3%
Render technical assistance to LGUs	100 or 15 per month	155	155%
Appraisals	2,520 or 420 per month	6,923	274.7%
Issue certifications and other documents	750 or 120 per month	812	112.8%
System of tax mapping	1,750 or 290 per month	3,318	189.6%
Ensure Reports	1 statutory report per quarter	1	50%

Based on the above figures, the Assessor's Office, save in the submission of statutory reports, exceeded its set targets at an average rate of 80.3%, which signifies increased performance in delivering quality service to its clientele.

The submission of statutory reports falls short of its target due to the upgrading of the BLGF system, which factor is beyond the control of the Office. Reports, however were timely prepared and ready for submission in the system of BLGF.

This is a manifestation that the streamlined processes of the Office have made the transactions more efficient, necessarily reducing repetitive steps and set requirements, thereby making the delivery of service more effective.

Anent to the Office's efforts in discovering real properties for taxation purposes, 376 new properties were discovered and declared. These newly discovered properties have been assessed and duly documented, ready to collect real property tax effective 2024. The Office is exerting its efforts to increase these figures until December 2023.

Type of Property	Number of Property
New Land	264
New Building	105
New Machinery	7
Total	376

Translating the efficiency of performance viz-a-vis collection of both revenue and non-revenue taxes/fees on real properties, the Office was able to accomplish the following:

Type of Tax	1st Sem Collection 2022	1st Sem Collection 2023	Achievement Rate (%)
Real property Tax	12,632,380.72	18,801,300.59	148.83%
Transfer Tax	2,817,838.56	2,702,617.20	95.91%
Non Tax Revenue	648,150.00	733,650.00	113.20%

Based on the table, there is an increase of 31.01% in the collection of both revenue and non-revenue taxes/fees on real properties. The increase in the collection is brought by the efficiency of performance as shown by the remarkable percentage accomplishment of the office's targets. This is also due to the real property tax campaigns the Assessors are implementing for the purposes of improving and raising revenues on real properties.

This increase in collection means additional revenue for the LGU to fund its programs and projects.

APRAISE ACTIVITIES



APRAISE ACTIVITIES



Part of the technical assistance provided by the Provincial Assessor's Office is the conduct of ocular inspection for appraising properties either for taxation purposes or for purchasing real properties situated in the Ilocos Sur by LGUs and other government agencies.

B. Other PPAs Implemented (from other sources of fund)

Programs/ Projects	Specific Activities	Source of Fund	Actual Accomp. (%)
General Revision of Real Properties	• Submission of Proposed Schedule of Fair Market Value to Sangguniang Panlalawigan.	SPA	100%
	• Obtained approval the Proposed Schedule of Fair Market Value from BLGF.		100%
	• Participated in public hearings re: proposed SMV resulting to the adoption the same by almost all the LGUs.		100%
	• Purchased of supplies and IT equipment required for the general revision.		100%
Digital Real Property Tax Administration System Project	• Purchase RPTA System	SPA	100%
	• Installation of RPTA System in the Office		100%
	• Building of data base/Data Gathering		60%
	• Capacity building /Training of employees		70%
	• Dry Run of the system		80%
	• Installation of RPTA System to the municipalities		10%

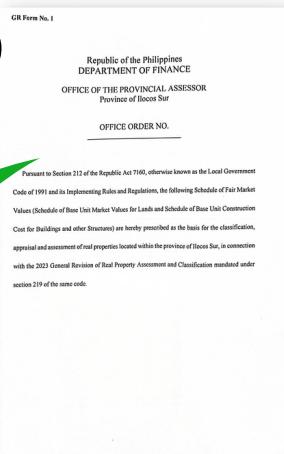
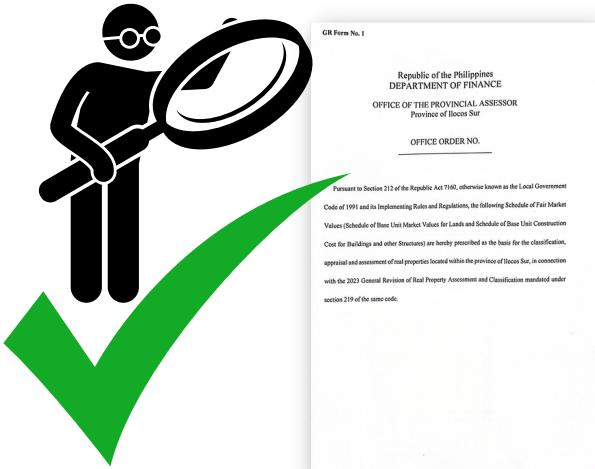
For the calendar year 2023, the Office targeted the General Revision of Real Properties and the Digitalized Real Property Tax Administration System Project.

For this reporting period, the Assessor's Office completed and submitted the Proposed Schedule of Fair Market Value to Sangguniang Panlalawigan for their approval as the basis for the forthcoming General Revision. It also participated in various public hearings assisting Municipal Assessors in explaining the proposal, which resulted in the adoption of the same by most of the LGUs in the Province.

To ensure the timely completion of the General Revision, the Assessor's Office has already purchased supplies and IT equipment needed for the General Revision. of real properties as the Office targeted the completion of all the activities in December 2023 in time for the implementation of the same January 2024.

Activities for the General Revisions of SMVs

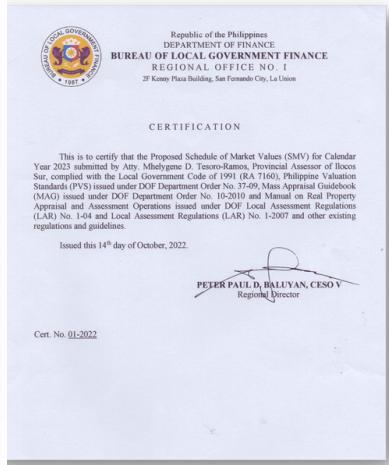
Proposed SMV Approved by BLGF



Continuation of GR Form No. I

SCHEDULE OF BASE UNIT MARKET VALUES FOR RESIDENTIAL-COMMERCIAL AND INDUSTRIAL LANDS (Sample Guide, Tugue, Ilocos Sur)

Location, Avenue, Street	Existing Market Value per sq. meter	Proposed Market Value per sq. meter	Sub-classification
Along National Road and Major Streets	400	680	R-1
Barangay Jordon	370	630	R-2
All Rural Barrios	350	595	R-3
Along National Road	780	1330	C-1
Barangay La-ud	700	1190	C-2
All Rural Barrios	590	1005	C-3



Public Consultations

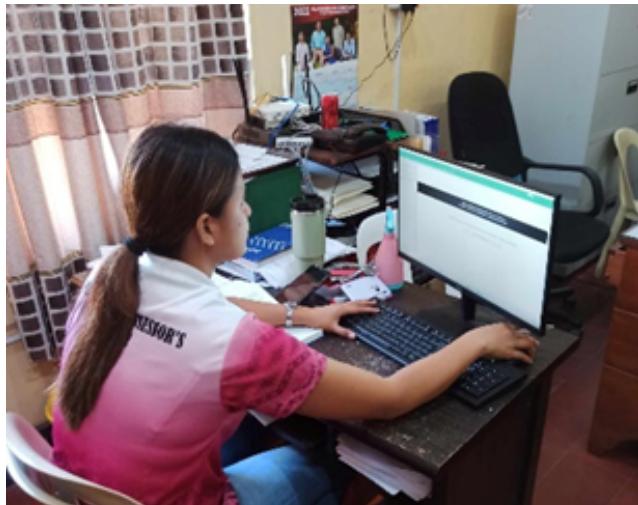
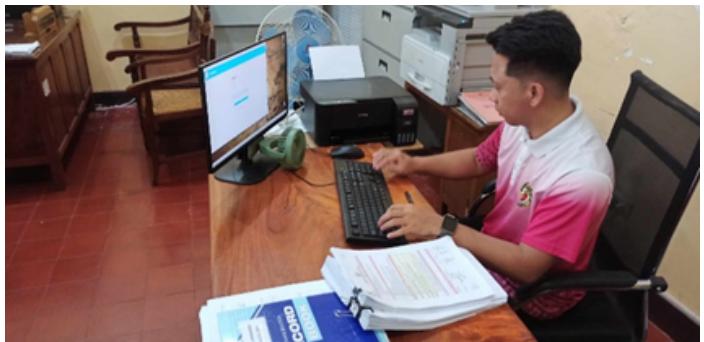
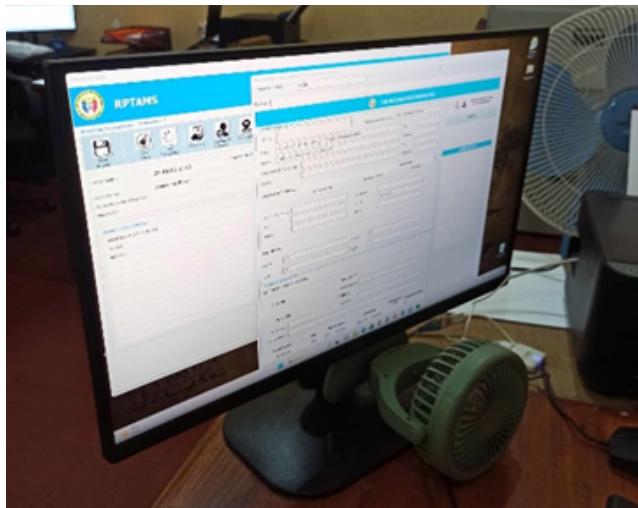


Activities for the General Revisions of SMVs

Purchased Supplies and IT Equipment



Activities towards Digitalization



D. Others

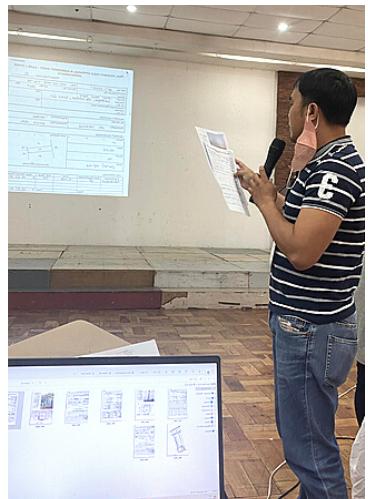
Capacity Building Activities

1. Building Capacity on Real Property Tax Administration for the Assessor's Offices of Ilocos Sur which resulted in the following output:

- a. Built skills and knowledge of the Real Property Tax Administration for more efficient and effective collection of real property tax for the LGUs.
- b. Skills and knowledge enhancement on tax mapping operations, adjustment of property values to current levels and general revision of properties to respond to the needs of local government units (LGUs) in the conduct of RPTA projects.



Capacity Building Activities



2. 1st nd and 2nd th Regional Conference and Seminar of Provincial, City, and Municipal Treasurers and Assessors, that resulted in the following output:
- a. Acquisition of knowledge on new rules, policies, and laws in the assessment of real properties.
 - b. Strategies for efficient tax collection
 - c. Establish linkages to other Government agencies



3. 87th PHALTRA National Convention and Seminar-Workshop, that resulted in the following output:
- Acquisition of knowledge on new rules, policies, and laws in the assessment of real properties.
 - Strategies for efficient tax collection
 - Establish linkages to other Government agencies



4. Exposure workshop on the Manual on Real Property Appraisal and Assessment Operations that resulted in the following output:
- Proposed strategies on how to appraise properties to improve tax collection
 - Gain additional knowledge on real property appraisals and assessment operations.



5. Roll-Out Training on the Enhanced LGU Integrated Financial Tools (LIFT) System that resulted in the acquisition of knowledge of the new updated version of eLIFT

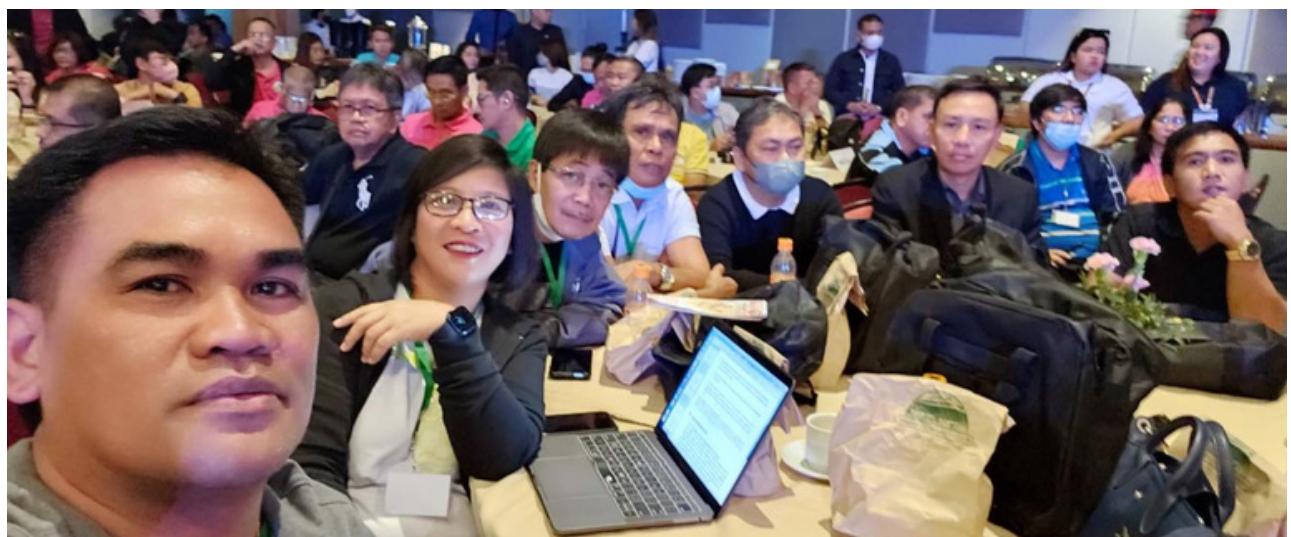


6..Exposure workshop on the Manual on Real Property Appraisal and Assessment Operations that resulted in the following output:

- a. Proposed strategies on how to appraise properties to improve tax collection
- b. Gain additional knowledge on real property appraisals and assessment operations



7. PAMAS National Conference-Seminar that resulted in the acquisition of knowledge of the new real property tax administration system.



Summary

For the 1st semester of CY 2023, the Provincial Assessor's Office, through its continuously improving its performance and efficiency of services, was able to achieve the following:

1

Improved assessment transaction services

- Streamlined processes that led to faster transactions
- Capacitated employees, which resulted in improved performance.

2

Efficient assessment of real properties

- Strict compliance with laws, rules, and regulations led to an *increase of 31.01%* in the collection of both revenue and non-revenue taxes/fees on real properties.

3

Completion of proposed SMV for General Revision

- Submission of the proposed the SMV
- Acquisition of approval from BLGF
- Purchased supplies and IT equipment
- General Revision Ready Assessor's Office.

4

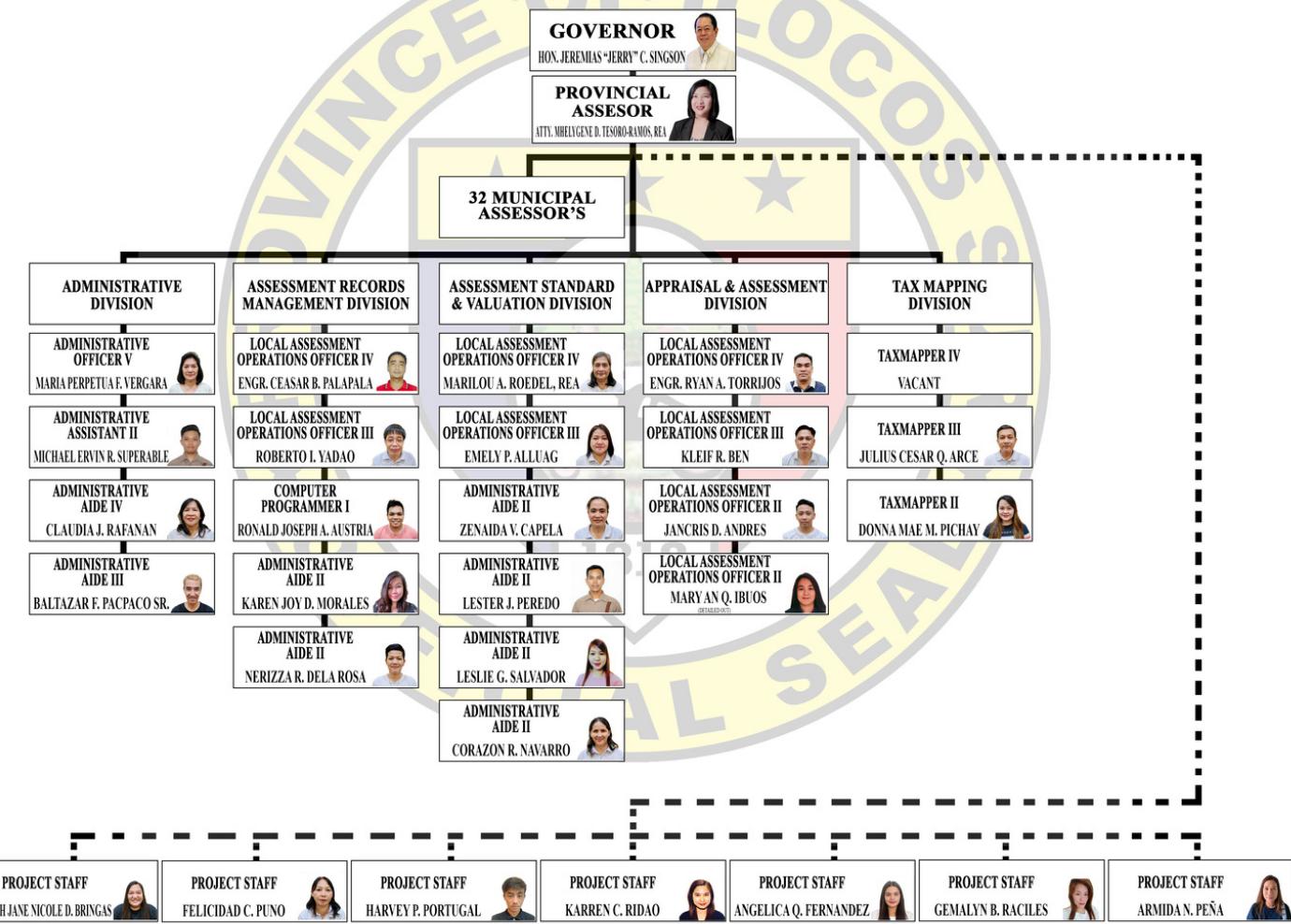
RPT Administration System

- Procurement and installation of the RPT Admin System in the Office.
- Ongoing process of digitalization of records.
- Capacity development of employees for more efficient transaction processing.

The Provincial Assessor's Office is committed to delivering quality real property tax assessment services. It is continually working to become a highly competent and competitive office in order to generate sustainable revenues for the Provincial Government of Ilocos Sur. These, the office is trying to achieve towards the end of CY 2023.

ORGANIZATIONAL CHART PROVINCIAL ASSESSOR'S OFFICE

Updated as of September 1, 2022



Prepared by:

ATTY. MHELYGENE D. TESORO-RAMOS, REA
Provincial Assessor