

# PROVINCIAL ASSESSOR'S OFFICE

June 6 - 10, 2022

PROPERTY VALUATION AND EXAMINATION DIVISION	QTY.	UNIT
Prepared Field Appraisal and Assessment Sheet (FAAS)	7	FAAS
Reviewed/Scrutinized FAAS and supporting documents	193	FAAS
Proofread FAAS	88	FAAS
Approved FAAS	82	FAAS
<b>TAXMAPPING DIVISION</b>		
Installed Property Index Number (PIN) to each Real Property Unit (RPU)	172	RPU's
Updated LRPUs in print copy of Property Index Map(PIMs)	176	LRPU's
Updated LRPUs in print copy of TMCRs	195	RPU's
Prepared GIS base map	399	LRPU's(parcel)
Layed out digital property index maps	0	sections
Layed out of digital TMCR	0	section
Printed of digital property index maps (pages/section)	0	pages
Printed TMCR	0	section
Attended request for verification land RPU's	16	cases
Performed other duties assigned by superior	17	cases
Validated Progressive Revision FAAS to each RPU	80	cases
Attended to other work assignments	25	cases
<b>RECORDS AND ADMINISTRATIVE DIVISION</b>		
Certifications issued (Landholding, Non-property and certified copies, etc)	141	certificates
FAAS encoded	78	FAAS
Notice of Assessment and Owner's copy numbered	9	NA & OC
FAAS and TD cancelled	224	FAAS/TD
Documents scanned	186	documents
Payrolls and vouchers prepared	0	payrolls / vouchers
Office documents prepared	3	documents
Communications received/released	7	documents
Documents photocopied	405	documents
TAXPAYERS/CLIENTS entertained (all divisions)	75	persons

## NEWLY DISCOVERED BUILDINGS AND MACHINERIES

	NO. OF RPUS	MARKET VALUE	ASSESSED VALUE
Taxable Buildings	10	6,976,860.00	1,650,500.00
Taxable Machineries	-	-	-
<b>Sub-Total</b>	<b>10</b>	<b>6,976,860</b>	<b>1,650,500</b>
Exempt Building	-	-	-
<b>TOTAL</b>	<b>10</b>	<b>6,976,860</b>	<b>1,650,500</b>

**ENGR. RODERICK R. MILANA, REA**  
Provincial Assessor