

PROVINCIAL ASSESSOR'S OFFICE

May 23 - 27, 2022

PROPERTY VALUATION AND EXAMINATION DIVISION	QTY.	UNIT
Prepared Field Appraisal and Assessment Sheet (FAAS)	3	FAAS
Reviewed/Scrutinized FAAS and supporting documents	30	FAAS
Proofread FAAS	179	FAAS
Approved FAAS	167	FAAS
TAXMAPPING DIVISION		
Installed Property Index Number (PIN) to each Real Property Unit (RPU)	131	RPUs
Updated LRPUs in print copy of Property Index Map(PIMs)	148	LRPUs
Updated LRPUs in print copy of TMCRs	166	RPUs
Prepared GIS base map	181	LRPUs(parcel)
Layed out digital property index maps	-	sections
Layed out of digital TMCR	-	section
Printed of digital property index maps (pages/section)	-	pages
Printed TMCR	-	section
Attended request for verification land RPUs	27	cases
Performed other duties assigned by superior	13	cases
Validated Progressive Revision FAAS to each RPU	66	cases
Attended to other work assignments	18	cases
RECORDS AND ADMINISTRATIVE DIVISION		
Certifications issued (Landholding, Non-property and certified copies, etc)	241	certificates
FAAS encoded	78	FAAS
Notice of Assessment and Owner's copy numbered	1	NA & OC
FAAS and TD cancelled	585	FAAS/TD
Documents scanned	315	documents
Payrolls and vouchers prepared	3	payrolls / vouchers
Office documents prepared	2	documents
Communications received/released	6	documents
Documents photocopied	179	documents
TAXPAYERS/CLIENTS entertained (all divisions)	90	persons

NEWLY DISCOVERED BUILDINGS AND MACHINERIES

	NO. OF RPUS	MARKET VALUE	ASSESSED VALUE
Taxable Buildings	38	8,156,580.00	3,696,140.00
Taxable Machineries	-	-	-
Sub-Total	38	8,156,580	3,696,140
Exempt Building	-	-	-
TOTAL	38	8,156,580	3,696,140

ENGR. RODERICK R. MILANA, REA

Provincial Assessor