



Republic of the Philippines  
**OFFICE OF THE CITY ASSESSOR**  
City of Davao



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**ACCOMPLISHMENT REPORT**

For the period of October to December 2019

In the continuous effort of this Office to increase revenue generation through increase in assessed values, it can be inferred from the data below the proof for the same.

Indicated herein are the highlights of accomplishment of this office for the period October to December 2019.

- **ADF (Non-Infra)**

- I. Real Property Tax Administration Support Services Program

The Real Property Tax Administration Support Program aims to ensure that real properties in Davao City are properly listed in the assessment roll, to assist in the maintenance of assessment records and other administrative functions, to assist in the proper assessment, appraisal, evaluation and examination of real properties, to evolve a comprehensive system of real property assessment, to ensure a uniform and realistic property valuation, and to promote tax collection efficiency.

To note, this Office has updated 1,234 data inventory and data conversion and conducted 39 joint Tax Information and Education Drives.

Some ongoing activities under this project are the updating of all real property valuation, filing of sworn statements, and conduct of field inspection of real properties.

Printing and delivery of Notices of Assessments and Tax Declarations were also conducted to inform real property owners on the revised property assessments, in compliance to City Ordinance No. 0257-17 Series of 2017.

- **General Fund Proper**

- I. General Administration (1101)

This covers both Tax Records Management and Administrative Operations.



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Within the period mentioned, this office has established and maintained 466,654 permanent records and files, and verified and issued 28,325 real property records.

Further, this Office has also supervised records keeping and maintained 32,224 incoming and outgoing communication, supervised 465 property and supply maintenance and reports relative to the procurement of office supplies and equipment. A total of 816 payrolls and vouchers for all the personnel of this office was prepared.

II. Real Property Tax Administration (1102)

Consequently, a total of 33,672 assessment and appraisal services, including conduct of ocular inspections and release of copies both for Declaration of Real Property Values and Notices of Assessment were rendered.

For the Assessment Standard and Examination Services, 11,231 Field Appraisal and Assessment Sheets (FAAS) were evaluated and 7 statistical reports were prepared.

Under the Assessment Operation Evaluation Services, 652 transactions for re-assessment, re-classification, and correction of actual locations were completed.

III. Tax Mapping Services Support Program (1102-1)

Still an ongoing project of this Office, the Tax Mapping Operations Division has exerted double efforts to fast track daily transactions while concurrently implementing the Tax Mapping Computerization Project.

The said project intends to complement real property tax administration system (RPTAS) through computerization of the tax mapping procedures which enable this office to set a permanent link between the digitized maps, the Property Index Number (PIN), Tax Mapping Control Roll and Assessment Rolls.

Under this program, 8,210 property index numbers (PINs) were inscribed, 3,713 PINs were verified, 128 Re-PINs were validated, and 1,227 certified copy of tax maps were issued.



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For October to December 2019, a total of 7,693 tax maps were digitized and 1,130 digitized maps were produced.

Further, this project enhances the Geographic Information System (GIS) initiated by the Office of the City Planning and Development Coordinator (CPDO).

Submitted by:

**ENGR. JAIME G. ADALIN**  
City Assessor