



**REGIONAL MEMORANDUM CIRCULAR NO. 006-2024**

February 28, 2024

**TO : All Provincial/ City/ Municipal Assessors**  
This Region

**SUBJECT : LGRP Component 4 Survey Questionnaire – Profiling and Proficiency Assessment of Assessors**

Under Component 4 of the Local Governance Reform Project (LGRP), this Bureau will be promoting capability building of assessors through the development of a competency-based Ladderized Training Program for assessors. In this regard and in compliance with the directive of the Executive Director of this Bureau in a Memorandum dated February 20, 2024, herein attached, Component 4 Team will be conducting an online profile survey and competency assessment of all assessors using the following tools:

1. **Updated Profile Survey** - covers position, gender, age, tenure in government, eligibility, experience in valuation, among others.
2. **Competency Assessment (using the Proficiency Assessment Tool)** - refers to getting the baseline proficiency level of each respondent-assessor along the three competency types for assessors: core, leadership, and functional (technical and managerial).

In this connection, **all provincial, city, and municipal assessors are hereby enjoined to accomplish the Profiling Survey for Assessors and Competency Assessment: Proficiency Assessment Tool** not later than **March 14, 2024 (Thursday)**. Likewise, all Provincial Assessors are hereby instructed to disseminate this memorandum to all Municipal Assessors within their jurisdiction.

The assessors may access the survey through the following links or QR codes.

**Profiling Survey for Assessors**  
<https://forms.gle/H47fwf5MN6muGeDm6>



**Competency Assessment: Proficiency Assessment Tool**

<https://forms.gle/swJG14Sqo7t8qr6x6>



The information gathered shall serve as **guide/criteria in the selection of the participant/learners** to the ladderized training courses. Data on the profile of local assessors and assistant assessors is respectfully requested to justify and design effective support mechanisms attuned to the needs of local assessors.

Proof of accomplishment of the two (2) surveys is requested by the BLGF MIMAROPA Regional Office for monitoring purposes. Please advise this Office of your compliance thru electronic mail *via* **r4b@blgf.gov.ph**. For further inquiries and clarifications, please contact Ms. Haidee I. Pendel, Local Assessment Operations Officer I of BLGF MIMAROPA, *via* **hi.pendel@blgf.gov.ph**.

For strict compliance.

  
**ATTY. WILBERT P. TAÑECA**  
Acting Regional Director