

BATAC WATER DISTRICT

Province of Ilocos Norte

City of Batac

2015 ANNUAL REPORT

FOREWORD

From a struggling water district in 1983, Batac Water District has grown of what it is today. The past and present Board of Directors, Management and Staff were able to expand and upgrade the District's facilities and widen the customers outreach including their share towards community development. They have walked many miles together but many miles remain ahead of them to continue the never-ending adventure of success.

What is truly remarkable about Batac Water District is the boldness by which the Board and the Management undertake projects in anticipation of Batac's future growth. They have brought potable water in the rural areas where water is the number one predicament of these barangay folks. It is the fervent hope of the Board and the Management Staff that the Batac Water District will rise equal to the challenges ahead and will continue to be true to its basic goal of serving the concessionaires which are increasing daily.

Vision

The BATAC WATER DISTRICT envisions itself to be a world-class provider of safe, potable and affordable water to every home in the City of Batac.

Mission

It is the mission of the men and women of Batac Water District to deliver 24 hours a day safe, potable and affordable water at the most convenient way to the people of Batac.

It is also the mission of the Batac Water District to help protect, preserve and maintain the Mother Earth the very source of its existence.

Core Values

We abide by these core values in order for us to move forward:

Customer Focus - We are committed to listen, deliver quality service and take ownership of our concessionaire's problem until it is solved.

Team work - We work together and support each other to achieve the goals of the District.

Integrity - We abide by the highest work ethical standards, acting with honesty and honor without sacrificing the truth.

Accountability - We are responsible for our success and failures.

Commitment - We are committed to provide safe, potable and affordable water to every home in the City of Batac and committed to demonstrate corporate social responsibility to the community.

Safety - We ensure the health and safety of our concessionaires and employees as well.

1. GENERAL

A. Administrative

The water system of Batac City, Ilocos Norte was constructed in 1969 by the defunct National Water and Sewerage Authority (NAWASA). Due to mismanagement, NAWASA declared bankruptcy and its management and operation was turned-over to the Municipality of Batac using flat rate in billing concessionaire's water consumption. In the early 80's condition of service continued to worsen because the needs of the concessionaires were not met, water quality was unsatisfactory, water pressure was inadequate and reliability of service was poor.

And cognizant of the need to have sufficient, safe and potable water to the people of Batac, the Sangguniang Bayan Members of Batac in its special session last November 15, 1982 passed and approved Resolution No. 127 creating Batac Water District by virtue of Presidential Decree (PD) 198 otherwise known as the Provincial Utilities Act of 1973. The main objective was to upgrade the quality of service and to develop the adequacy of water supply.

Local Water Utilities Administration (LWUA) awarded Batac Water District its Conditional Certificate of Conformance (CCC) No. 250 on September 26, 1983 after the requirements for the certification program were completed. The CCC entitles the Batac Water District to all the rights and privileges under PD 198.

And as such, the Batac Water District has eleven (11) plantilla positions of which there were 7 positions filled as of December 31, 2015. The General Manager is Maria Dohna D. Sagun and the Management Staff are the following: Senior Accounting Processor A, Ms. Imelda G. Tutaan, Accounting Processor B, Ms. Maizel Maia V. Castro, Water Resources Facilities Operator B, Mr. Edilberto M. Camangeg, Jr., Utilities Customer Service Assistant D, Mr. Joel A. Castro, Water Resources Facilities Operator C, Mr. Dino S. Sagun and Utility Worker B, Mr. Otis Visan P. Corpuz. All the above-mentioned employees are with permanent status excluding the General Manager who is serving in a coterminous status. The permanent employees passed the qualification standards set by the Civil Service Commission for their respective positions. The General Manager despite having a coterminous status passed the qualification standards set by the Civil Service Commission for a General Manager in a water district with small/D Category. The District has also one (1) casual in the person of Mr. Von Patrick S. Gabriel and four (4) Job Order workers detailed at the Technical (3) and Administrative (1) Sections. As of December 31, 2015 the District has 1,488 active service connections hence employee ratio is 1: 186 (one employee per 186 connections/concessionaires). The BWD is strictly adhering in the hiring and promotion policies pursuant to office mechanisms set the District and duly approved by the Civil Service Commission. The Batac Water District has already implemented its duly approved by the Civil Service Commission Strategic Performance Management System (SPMS) since the 2nd Semester of 2014 Rating Period.

The Board of Directors is the policy-making body of the District. It is composed of representative from each of the community sectors as mandated

by PD 198. It is chaired by Mrs. Aurora V. Lumang who represents the Women Sector. Other members as of December 31, 2015 are:

- 1) Mr. Warlito A. Rigonan, Vice-Chairman, represents the Education Sector;
- 2) Mr. Nestor C. Casela, Board Secretary, represents the Civic-Oriented Sector;
- 3) Mr. Jesus Ariel R. Garcia, Board Treasurer, represents the Business Sector; and
- 4) Dr. Mary Lu B. Magno, Board Member, represents the Professional Sector

The Board of Directors for the year 2015 passed and approved 30 resolutions with Resolution No. 26 (creating Top Performer Award and other awards and providing monetary rewards thereof) as new policy governing the District's operation.

The Management of the Batac Water District updated its Citizen's Charter due to the transition of the Batac Water District from Small to Category D with some employees promoted who are responsible for the frontline services offered by the District. The bulletin type of the Citizen's Charter of the District is posted at the façade of the BWD office included also are the vision and mission statements, service pledge and feedback and redress mechanisms. Forms on complaints, maintenance and service requests, commendations etc. are also available at the Public Assistance Desk. The Civil Service Commission Ilocos Norte Field Office validated the updated Citizen's Charter of the District last December 14, 2015. The office also maintains records on customer complaints, billing and collection, delinquencies in payment of water bills, meter histories, service connections, equipment histories, equipment downtime, bacteriological tests, chlorine residual test, physical and chemical tests, system pressure, leak reports, unaccounted water, water production, valve and pipeline location general accounting, stock inventory, employees' record and minutes of the Board meetings. The District received and acted 1,051 complaints from concessionaires through phone or walk-in for the year 2015.

The Commission on Audit conducted audit of the 2014 business transactions and issued Notice of Finality of Decision last October 16, 2015 to refund some of the benefits received by the employees without appeal i.e. the financial assistance granted to regular employees in the amount of P 9,000.00 each employee/recipient for the period January 1 to June 30, 2014. The employees concerned started paying said amount through salary deduction starting November 15, 2015.

The Management in a monthly basis submits to the Civil Service Commission reports on accession and separation, Project DIBAR and Agency Capability Evaluation Card. The Management also submitted the appointments of the promoted employees and one casual appointment to the Civil Service Commission and these were approved.

The Management in a monthly basis prepares reports on Income Statement, Balance Sheet, Statement of Cash flow, Monthly Data Sheet and Summary Report on Bacteriological Test pursuant to National Government Accounting System (NGAS) and LWUA policies respectively. These financial

reports were religiously submitted to the Commission on Audit and to the Local Water Utilities Administration.

For the professional growth of the Board and the Management Staff, they were sent to seminars, trainings, conventions and other enhancement programs. The Management was able to implement four Gender and Development activities duly programmed and budgeted.

To continue the never-ending adventure of service, the District requested the City Mayor of Batac, Hon. Jeffrey Jubal C. Nalupta to request for funding the long-delayed project of the District which is the Source Development and Expansion Project from the Department of Public Works and Highways under its Tourism Project last November 2014. And on April 2015, Secretary Rogelio Singson of the DPWH requested LWUA to validate the Program of Work prepared by the District in relation with the request of the Hon. City Mayor, Jeffrey Jubal C. Nalupta. LWUA immediately replied to the request of Sec. Singson. On August 2015, Secretary Singson directed the DPWH 2nd District to implement the Source Development and Expansion Project amounting to P 19.7 Million. Couple of weeks after, DPWH 2nd District and Batac Water District officers and staff conducted ocular inspection in the proposed project sites. Procurement process for the project was implemented by the DPWH and on January 13, 2016 groundbreaking ceremony was held. The P 19.7 Million project consists of 1 unit 50m deepwell, 1 unit infiltration gallery, 1 unit 150cum ground reservoir, 4km transmission lines, 2.3km distribution lines, 1unit 22KVA generator set and 2 units pumping equipment is on-going wherein DPWH is the implementing agency and Verzontal Builders Inc./DJCM Const. Corp. Joint Venture is the contractor and Batac Water District as the end user. The Batac Water District is hopeful that this project will surely make a positive difference in the business life of the District as well as will benefit the community as a whole. This project represents the committed values of the men and women of the Batac Water District.

The Batac Water District is particular in protecting its water sources that sustain the concessionaires and the communities. The District started its “adopt a site” and tree planting activities 16 years ago and this is one way of celebrating its founding anniversary. For 2015, the Board and the Management Staff planted 300 mahogany seedlings along infiltration gallery 1, 2 and 3 and implemented clean up drive along Quiaoit River. Though the concern of the men and women of the District is water sustainability they also believe that they should work hand in hand with the community to better manage water resources.

B. Financial/Commercial

Recent years have been characterized as strong performance and positive difference in the business life of Batac Water District. Unfortunately, for 2015 it is a struggling year due to the El Niño phenomenon which started as early as January 2015. The low rainfall in 2014 has exacerbated the water supply for the following year and has affected the financial situation of the District.

Due to the warnings coming from the government agencies of the forthcoming El Niño the District as early as January 2015 Batac Water District started drilling deepwell No. 6 located at Brgy. Parangopong Batac City. The said 32m

deepwell with a cost of P 860,000.00 including its electro-mechanical equipment completed last week of February 2015 and operational first week of March 2015. Only One Hundred Twenty Nine Thousand Pesos (P 129,000.00) came from the general fund of the District and the Seven Hundred Thirty One Thousand Pesos (P 731,000.00) still from the proceeds of the Five Million Pesos loan from LWUA.

Despite of the newly drilled deepwell the water shortage has severely affected the concessionaires coming from the higher areas. From 1,639 concessionaires in January 2015 it boiled down to 1,295 concessionaires in July 2015 or 345 concessionaires (29%) opted for voluntary disconnection from February 2015 to July 2015 due to low pressure or even no water at some areas. This has affected the metered sales severely from P 964,707.40 in January 2015 to P 482,213.80 in July almost 50% decreased in metered sales and the lowest metered sales since my assumption as the head of the agency in 2011. It's a real-life lesson for the Batac Water District and the concessionaires as well to value every drop of water.

This major problem did not stop the Board and the Management to find ways to mitigate the problems brought by the El Niño. We constructed several temporary shallow wells to augment water supply and bought one unit 1,000 liters movable tank. The continuous decreased in metered sales has caused the Board of Directors to pass and approve Resolution No. 08 series of 2015, a resolution earnestly requesting the Local Water Utilities Administration for a temporary suspension of the District's monthly loan amortization starting May 2015. LWUA granted said request starting May 2015 to July 2015. Unfortunately, Batac Water District has still no water in the month of July 2015. Metered sales started to increase only in August 2015 but still the District is not yet capable to pay its statutory obligation to LWUA. After three months the District was ready to update its loan accounts with LWUA; hence, the Board passed and approved Resolution No. 25 series of 2015, a resolution earnestly requesting the Local Water Utilities Administration to allow the Batac Water District to withdraw and utilize 60% of the Joint Savings Account of BWD and LWUA for debt servicing and capital reserve. The District was able to update its loan amortization to LWUA last November 2015.

For the same year period, the District's gross revenue was broken down as follows:

a) Collection from water sales	P 8,595,453.52
b) Other water revenues	323,382.56
c) Other non-operating income	1,267.34
d) Other Revenues	223,408.97

For the same year period, the District's expenditures were broken down as follows:

a) O & M expenses including depreciation	P 9,324,546.73
b) Capital Outlay	1,356,508.04

c) Annual Debt Servicing

1,268,88.32

At the end of the year, the District posted a big variance in the projected metered sales versus the actual metered sales merely because of the El Niño phenomenon.

Because of the 29% of the total number of concessionaires who opted for voluntary disconnection and the tremendous decrease in metered sales, the Board of Directors passed and approved Resolution No. 26, a resolution creating the Top Performer Award and other awards and providing monetary rewards thereof. This is to motivate employees to market the disconnected concessionaires to have their connections with the District once again. It was a successful marketing scheme of the District wherein at the end of the year, the Management Staff was able to market 193 concessionaires; hence posting active connections of 1,488 at the end of the year as compared to 1,295 since the onset of El Niño. The employees were able to market at least 48% of those concessionaires who opted for voluntary disconnection.

The Batac Water District has seven (7) permanent employees and one (1) casual with total salaries and emoluments of P 1,609,102.42 and four (4) Job Order workers with a total wages of P 334,818.75 for the 2015 period.

All the pumping equipment of the Batac Water District is powered by electricity and generator set is used when there is power interruption. The total expenses for power/fuel for pumping equipment for the year 2015 is P 1,315,785.52.

The total billing for 2015 current and old accounts is P 8,963,139.81. And the total amount collected from water sales only for 2015 is P 7,326,271.30 for the current billings and P 1,598,712.62 from arrears. The total amount uncollected at year's end excluding bad debts is P 1,023,375.91. The total reserves at the end of the year is P 175,626.23.

The Management has received 1,051 complaints through walk-in and phone and all these were processed and settled within the Management level.

The existing water rates of the Batac Water District were approved by LWUA last June 23, 2005 and were presented in a public hearing last November 10, 2005. The water rates were implemented last May 2006 billing until at present.

C. Technical

Due to the warnings coming from the government agencies of the forthcoming El Niño the District as early as January 2015 Batac Water District started drilling deepwell No. 6 located at Brgy. Parangopong Batac City. The said 32m deepwell with a cost of P 860,000.00 including its electro-mechanical equipment completed last week of February 2015 and operational first week of March 2015.

Only One Hundred Twenty Nine Thousand Pesos (P 129,000.00) came from the general fund of the District and the Seven Hundred Thirty One Thousand Pesos (P 731,000.00) still from the proceeds of the Five Million Pesos loan from LWUA.

The District continues to strive for full compliance on the national standard for drinking water by improving the quality of water it provides to the community by treating the water religiously through chlorination and by way of the physical and chemical tests (annually), bacteriological test (monthly) and chlorine residual test (daily). Results of these tests conformed to the standards set by the Philippines Standard for Drinking Water. Copies of these results were given to LWUA and the City Health Office.

As of December 31, 2015 water sources facilities of the Batac Water District are three (3) infiltration galleries and seven (7) drilled wells. These are located at Brgys. Payao, Colo, Parangopong, Baay and Quiling Norte. All pumping equipment of the ten water sources undertaken pump efficiency test regularly.

D. Operational

The water sources facilities of the District produced 273,364 cum for the year 2015 and out of the said produced water only 221,14 cum were billed and the rest were considered as non-revenue water attributed to leaks and BJMP withdrawal of water from the hydrants due to conflagration. The average per capita consumption in liters per day is 775,452. Water supply is 24/7 or 24 hours a day excluding Quiling Norte which is 12 hours/day only.

To continue the never-ending adventure of service, after the successful expansion project in Brgy. Baay, the BOD, Management and Staff continued to expand to other rural barangays. At the end of 2015, the District has 2,678 connections in which 1,488 are active connections. The Management was able to provide flow meters to every water source hence the water production is measured accurately with an average of non-revenue water for 2015 of 19%. Water service of Batac Water District is 24 hours a day excluding Adigi Homes located at Brgy. Quiling Norte, Batac City.

As of 2010 NSO census, Batac City has 53,542 total population and only 7,440 has access to potable water or water coming from Batac Water District.

The Batac Water District has the following equipment:

- 1) Land Transportation Equipment:
 - a) Two (2) units Suzuki Carry
 - b) One (1) unit Honda TMX
 - c) One (1) unit Hyundai Starex Van
 - d) One (1) unit Supremo Motor
- 2) Other Machineries and Equipment
 - a) Ten (10) sets pumping equipment (Submersible pump and motor)
 - b) Two (2) generator sets located at Brgys. Baay and Payao
 - c) One (1) unit Hilti TE-1500 Breaker
 - d) Two (2) units water pump
 - e) One (1) unit booster pump

- f) Five (5) units chlorinator machines

3) Office Equipment

- a) One (1) unit computer desktop (Pentium 3)
- b) One (1) unit computer desktop (Pentium 4)
- c) One (1) unit Olympia Typewriter
- d) One (1) unit Floor-mounted Aircon
- e) One (1) unit money detector
- f) One (1) unit Fujitsu laptop
- g) One (1) unit Epson 3-in-1 printer
- h) One (1) unit Gigabyte laptop

The Management of the Batac Water District attends to maintenance and service requests such as repair of leakages, dirty water, low pressure, and high consumption immediately upon receipt of the complaint whether walk-in or through phone. Maintenance and service requests are free of charge. Voluntary disconnection of water service has without fee however the concessionaire must pay the unpaid charges before the request shall be granted. Reconnection and transfer of meter requests will not be made until it is approved by the General Manager and charges are paid.

There were 1,051 maintenance and service requests received by the office through walk-in and phone in the year 2015 and were all attended by the Management. Complainants are given feedback form to know if they satisfied or not with the services rendered by the District.

II. PROFILE

1. THE WATER DISTRICT AND ITS PHYSICAL SYSTEM'S FACILITIES

A. Organization

The then Sangguniang Bayan Members of Batac in its special session last November 15, 1982 passed and approved Resolution NO. 127 creating Batac Water District by virtue of Presidential Decree (PD) 198 otherwise known as the Provincial Utilities Act of 1973.

Local Water Utilities Administration (LWUA) awarded Batac Water District its Conditional Certificate of Conformance (CCC) No. 250 on September 26, 1983 after the requirements for the certification program were completed. The CCC entitles the Batac Water District to all the rights and privileges under PD 198. The District as of 2015 is 387 months old.

The Batac Water District is manned by seven (7) plantilla positions, one (1) casual and four (4) Job Order workers headed by General Manager, Maria Dohna D. Sagun. Other Management Staff are Senior Accounting Processor A, Ms. Imelda G. Tutaan; Accounting Processor B, Ms. Maizel Maia V. Castro; Water Resources Facilities Operator C, Edilberto M. Camangeg, Jr.; Customer Service Assistant E, Mr. Joel A. Castro; Water Resources Facilities Operator C, Mr. Dino S. Sagun; Utility Worker B, Mr. Otis Visan P. Corpuz and five Job Order workers – Mr. Von Patrick Gabriel, Mr. Filam Robert Manglalan, Mr. Emmanuel Flojo, Mr. Ruben T. Cid and Mr. Clarenece Basallote.

B. Existing System's Facilities

1. Service

The present service area of Batac Water District covers fourteen (14) urban barangays namely, Valdez, Ricarte, Ablan, Cagrunaan, Nalupta, Cal-laguip, San Julian, Caunayan, Acosta, Aglipay, Barani, Lacub, Ben-agan, Palpalicong and ten (10) adjacent rural barangays namely, Baay, Parangopong, Colo, Tabug, Quiling Sur, Quiling Norte, Bil-loca, Baligat, Bungon, and Payao. There are also five (5) concessionaires from Brgy. San Pablo, San Nicolas. The total population of the City of Batac based from 2010 NSO census is 53,542. And only 1,488 household have water service connections with the Batac Water District or only 7,440 out of the above-mentioned total population of Batac have access to potable water coming from the Batac Water District. Water service is 24 hours a day and 12 hours a day in Adigi Homes unless there is power interruption or repairs to be undertaken.

2. Structure and Equipment

The office building of the Batac Water District has an area of 96.052sq.m. It is owned by Mr. Bernardo K. Marders. The District is renting said office building in the amount of P 13,212.02/month. The District has one unit computer desktop (Pentium 3), one unit computer desktop (Pentium4), one unit Olympia typewriter, one unit floor-mounted aircon, one unit money detector, one unit Fujitsu laptop, one unit Epson 3 in 1 printer, one unit Gigabyte laptop, one unit telephone and one unit fax machine.

At present, water sources facilities of the Batac Water District are seven (7) drilled wells located at Brgys. Colo, Parangopong, Quiling Norte and Baay and three (3) infiltration galleries located at Brgy. Payao and Parangopong. The rated capacity of the aforementioned water sources facilities is 988cum/day. The average monthly production of the nine water sources facilities of the District is 30,044cum, 78.51% of it is the production efficiency and 21.49% of it is the non-revenue water. The BWD has three concrete reservoir tanks to wit: one (1) unit concrete ground reservoir tank with 267 cum capacity located at Brgy. Barani Batac City, one (1) unit concrete elevated reservoir tank with 75cum capacity located at Brgy. Aglipay, Batac City and one (1) unit concrete ground reservoir tank with 75cum capacity located at Brgy. Baay, Batac City.

At the end of 2014 the Batac Water District has 1,488 active connections broken down as: 1,480 residential type, 123 commercial type and 21 government type.

2. CURRENT OPEARTIONAL/FINANCIAL HIGHLIGHTS

A. Existing Water Rates

The existing water rates of the Batac Water District was approved by LWUA in June 23, 2005 presented in a public hearing in November 10, 2005 and was implemented last May 2006 billing. The water rates of the District are as follows:

Residential/Government			
Minimum 1/2"			P 300.00
Commodity Charge	11-20 cum		31.30
	21-30 cum		32.70
	31-40 cum		34.25
	Over 40cum		36.30
Direct Commercial			
Minimum 1/2"			P 600.00
Minimum Charge 3/4"			960.00
Commodity Charge	11-20cum		62.60
	21-30cum		65.40
	31-40cum		68.50
	Over 40cum		72.60
Semi-Commercial A			
Minimum 1/2"			P 525.00
Commodity Charge	11-20cum		54.75
	21-30cum		57.20
	31-40cum		59.90
	Over 40cum		63.50
Semi-Commercial B			
Minimum 1/2"			P 450.00
Commodity Charge	11-20cum		46.95
	21-30cum		49.05
	31-40cum		51.35
	Over 40cum		54.45
Minimum 1/2"			P 375.00
Commodity Charge	11-20cum		39.10
	21-30cum		40.85
	31-40cum		42.80

B. Operating Income/Expenses

The Batac Water District has an average monthly water sales of P 746,928.32 and average monthly operation and maintenance expenses of P 777,118.79. The average monthly collection is P 743,748.66.

C. Financial Highlights

For the year end, the current ratio of current assets over current liabilities is 3.45:1. And for the long term debt/equity ratio is 1.53:1. The monthly average billing is P 746,982.32 with a collection efficiency rate of 97% on year to date on time payment.

3. COMMUNITY ECONOMIC PROFILE

As per 2010 NSO census Batac City has a total population of 53,542 and only 8,120 have access to potable water or water being supplied by the Batac Water District. The average monthly income is P 9,664.00 per household for an average family size of 5 members. Farming is the primary means of livelihood of the City with rice, corn, tobacco, garlic, pepper and vegetables as the major crops. The City Planning Office of Batac has no available data on the average monthly expenditures. The City Government of Batac has a revenue of P 345,525,425.04 for the year 2014.

The City Government of Batac posted a zero percent (0%) average rate of mortality per 100,000 population due to waterborne diseases. However, in the rate of sickness or average rate of morbidity per 100,000 population due to waterborne diseases particularly gastro enteritis the City has 120 cases or 22.22%.

Although farming is the primary means of livelihood in the City of Batac, commercial activities are also concentrated in the Minor Central Business of the City with the market as its feature complemented by ten (10) banks and the cash unit of the Bangko Sentral ng Pilipinas, pawnshops, groceries, lumbers and hard wares, play stations, billiards, restaurants, snack bars, beauty parlors, drug stores, farm supplies, bakeries and retail stores.

4. OTHER INFORMATION

The Batac Water District is regularly monitoring the chlorine residual in various strategic points of its water system. Physical and chemical tests of water samples from water sources are also done on a yearly basis and microbiological tests are done on a monthly basis and the Districts sees to it that results conform to the standards set by the Philippine National Standard for Drinking Water.

The District also maintains its established safety programs and standard operating procedure. The District also offers 1.5% early payment discount and 5% discount for water bill of senior citizens. For the year 2015, the District implemented four programmed and budgeted GAD activities in compliance with RA 9710.

The Civil Service Commission has approved the Strategic Performance Management System (SPMS) of the Batac Water District and has been implemented since 2nd Semester 2014 Rating Period.

The Batac Water District is updated in paying its statutory obligations to LWUA, employees, other government agencies and financial institution.

III. ANNEXES

BOARD OF DIRECTORS

General
Manager D (SG 24)

- * To direct the basic effort of all organic personnel towards achieving utility goals and objectives within established policies.
- * To prepare office policies, rules and regulations and budget for Board's action.
- * To carry out Board policies, supervise and control the operation and maintenance of the District's facilities.
- * To prepare agenda for meetings of the Board of Directors and to keep the Board informed as to utility status.
- * To appoint all personnel of the Batac Water District.

**FINANCE & ADMINISTRATIVE
SECTION**

Cashier B
(SG 14)

- *To receive payment relating to customers' applications fees, miscellaneous fees & collection remittance from the Cust. Serv. Ass. D & to issue OR .
- *To make deposit/withdrawal from the bank & to prepare back reconciliation statements.
- *To prepare daily cash position report, & to maintain cashier's collection report/summary, checks issued report & cash receipts & deposit record.
- *To keep in-charge of the petty cash operation, & process & prepares checks for payments.
- *To do other task that the GM may assign from time to time.

Clerk
Processor D (SG 3)

- *To do administrative services such as accurate filing of documents & to maintain files incoming & outgoing communications.
- *To type correspondence/communication & to maintain control of records such as leave credits, personnel files & simple control of material.
- *To assist in the accounting & clerical works of the Cashier B & Sr. Accounting Proc. A .
- *To assist in the inventory of properties, supplies & materials of the District.
- *To do other task that the GM may assign from time to time.

Utility
 ker B (SG 1)

- *To act as the official driver of the technical section & to help maintain service vehicles.
- *To assist the plumber in attending maintenance orders, service request, new connection & reconnection services & other customers' complaints.
- *To assist in janitorial works every morning before office hours.
- *To read water meters & to serve the accomplished water bill receipts to concessionaires.
- *To do other task the the GM may assign from time to time

Sr. Accounting
Processor A (SG 12)

- *To prepare & maintain the books of account, general & subsidiary ledgers.
- *To prepare monthly financial reports i.e. income statement, balance sheet, cash flow & financial highlights.
- *To prepare payrolls, vouchers, journal vouchers & other financial reports.
- *To prepare notes to financial statements. evaluates & interprets financial results & variances.
- *To do other task that the GM may assign from time to time.

Accounting
Processor B (SG 6)

- *To post billings, penalty charges & payments to the general ledger card.
- *To prepare budget utilization slips, purchase request & other attachment of the Disbursement Voucher.
- *To maintain the Disbursement Voucher Register & Check Register.
- *To maintain files on accounts receivable.
- *To prepare daily collector's report.
- *To do other task that the Gm may assign from time to time.

COMMERCIAL SECTION

Customer Service
Assistant D (SG 6)

- *To accept office/field payments of water bills, materials & other miscellaneous fees & remit the same to the Cashier B.
- *To do pre-addressing, posting of consumption & billing amounts as well as arrearages to the water bill receipts.
- *To encode & maintain daily & monthly billing summaries.
- *To maintain files of paid/unpaid water bills & materials & to prepare disconnection notices to delinquent concessionaires.
- *To entertain registration of new connections, re-connections, service request & complaints from concessionaires.
- *To maintain records of office supplies & materials for service connections,
- *To do other task that the GM may assign from time to time.

Customer Service
Assistant E (SG 4)

- *To read water meters & to serve the accomplished water bill receipts to concessionaires.
- *To compute penalties & to post water bills & payment to customers' ledger cards.
- *To maintain files of paid/unpaid water bills materials & to prepare disconnection notices to delinquent concessionaires.
- *To follow-up payments from delinquent concessionaires.
- *To entertain registration of new connections, re-connections, service request & complaints from concessionaires.
- *To do other task that the Gm may assign from time to time.

Customer Service
Assistant E (SG 4)

(see Customer Service Assistant E)

TECHNICAL SECTION

Water Res. Fac.
Operator C (SG 4)

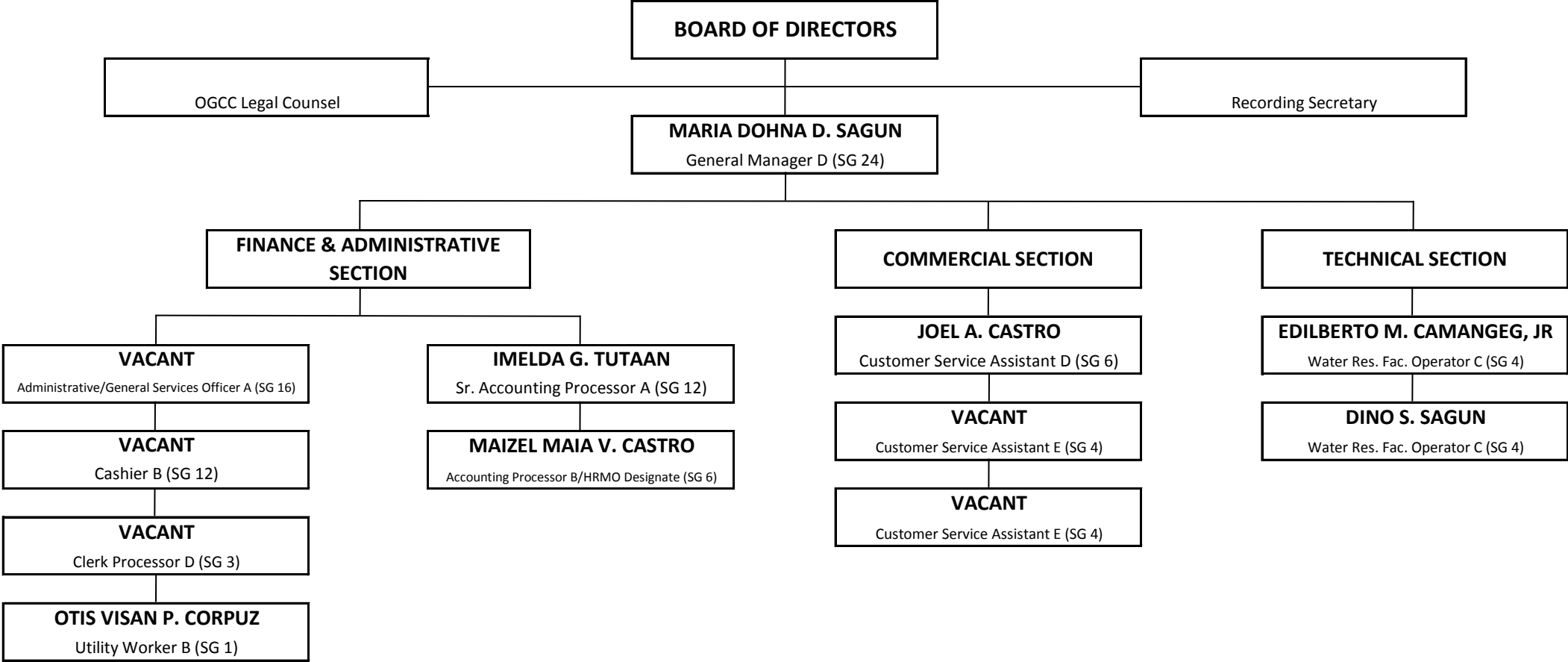
- *To do installation & plumbing works for new connections & re-connections.
- *To attend to maintenance orders, service requests & other customers complaints.
- *To implement disconnection orders to delinquent concessionaires.
- *To do flushing of hydrants & valves quarterly or as need arises & to maintain logbook of hydrants & valves.
- *To do other task that the GM may assign from time to time.

Water Res. Fac.
Operator C (SG 4)

- *To operate pumping equipment facilities & to maintain pump station logbook & equipment logbook.
- *To maintain operation & maintenance of reservoirs & valves.
- * To maintain operation & maintenance of chlorinator facilities & maintain chlorine federate/residual acceptable to PNSA & LWUA standards.
- *To conduct monthly fecal & coliform tests & annual physical & chemical tests.
- *To do other task that the GM may assign from time to time.

Republic of the Philippines
BATAK WATER DISTRICT
BATAK CITY, ILOCOS NORTE
EXISTING ORGANIZATIONAL STRUCTURE

Annex B



Republic of the Philippines
BATAC WATER DISTRICT
Plantilla of Personnel

Annex C

For the Calendar Year 2015

Agency: BATAC WATER DISTRICT

Item No. (1)	Position Title (2)	S G (3)	Step (4)	MONTHLY SALARY		Name of Incumbent (7)	Date of Birth (8)	Tax Identification Number (9)	Date of Original Appointment (10)	Date of Last Promotion (11)	Status of Appointment (12)
				AUTHORIZED (5)	ACTUAL (6)						
001	GENERAL MANAGER D	24	1	49,750.00	49,750.00	MARIA DOHNA D. SAGUN	5/18/1972	919-387-320-000	10/01/1999	3/16/2015	Coterminus
002	ADMINISTRATIVE/GENERAL SERVICES OFFICER A	16	1	26,878.00		--	-	-	-	-	-
003	CASHIER B	14	1	23,044.00							
004	SR. ACCOUNTING PROCESSOR A	12	5	20,750.00	20,750.00	IMELDA G. TUTAAN	07/07/1964	164-824-696-000	06/04/1994	10/01/2011	Permanent
005	ACCOUNTING PROCESSOR B	6	5	13,445.00	13,445.00	MAIZEL MAIA V. CASTRO	02/15/1979	921-422-593-000	01/16/2001	01/16/2013	Permanent
006	WATER RESOURCES FACILITIES OPERATOR B	6	1	12,921.00	12,921.00	EDILBERTO M. CAMANGEG, JR.	10/11/1965	134-207-295-000	7/1/1988	3/16/2015	Permanent
007	UTILITIES CUSTOMER SERVICE ASSISTANT D	6	1	12,921.00	12,921.00	JOEL A. CASTRO	11/07/1979	923-939-806-000	09/01/2001	5/4/2015	Permanent
008	WATER RESOURCES FACILITIES OPERATOR C	4	3	11,405.00	11,405.00	DINO S. SAGUN	09/06/1965	195-992-693-000	01/01/2008	01/01/2014	Permanent
009	UTILITIES CUSTOMER SERVICE ASSISTANT E	4	1	11,181.00		--	-	-	-	-	-
010	UTILITIES CUSTOMER SERVICE ASSISTANT E	4	1	11,181.00		--	-	-	-	-	-
011	CLERK PROCESSOR D	3	1	10,401.00		--	-	-	-	-	-
012	UTILITY WORKER B	1	2	9,090.00	9,090.00	OTIS VISAN P. CORPUZ	03/12/1966	920-374-726-000	1/2/2012	1/2/2015	Permanent
013	ADMINISTRATIVE AIDE III	1	1	9,000.00	9,000.00	VON PATRICK S. GABRIEL	10/2/1990	944-255-033-000	5/4/2015	5/4/2015	Casual

BATAC WATER DISTRICT
Batac City, Ilocos Norte

SUMMARY OF POLICY - SETTING RESOLUTIONS FOR 2015

- RESOLUTION # 26, series of 2015, dated November 5, 2015

A resolution creating Batac Water District's Top Performer in Marketing Award and other awards and providing Monetary Rewards thereof.

BATAC WATER DISTRICT
Batac City, Ilocos Norte

LIST OF REPORTS PREPARED REGULARLY (as required in the CPS)

- Income Statement
- Balance Sheet
- Statement of Cash Flow
- Monthly Data Sheet
- Summary Report on Bacteriological Test

BATAC WATER DISTRICT
Balance Sheet
December 31, 2015

ASSETS AND OTHER DEBITS

PROPERTY, PLANT & EQUIPMENT

Plant (UPIS)	22,177,380.15	
Less: Accumulated Depreciation - Plant	<u>(8,473,696.78)</u>	13,703,683.37
Buildings & Other Structures	398,539.55	
Less: Accumulated Depreciation - BOS	<u>(311,238.51)</u>	87,301.04
Office Equipment	344,049.90	
Less: Accumulated Depreciation - OE	<u>(283,029.37)</u>	61,020.53
Land Transportation Equipment	972,982.29	
Less: Accumulated Depreciation - LTE	<u>(439,945.01)</u>	533,037.28
Other Machinery & Equipment	7,573,405.91	
Less: Accumulated Depreciation - OME	<u>(6,303,832.05)</u>	1,269,573.86
Furniture & Fixtures	139,740.50	
Less: Accumulated Depreciation - F & F	<u>(83,745.06)</u>	55,995.44
Construction Work in Progress - Plant (Payao)		-
Total Property, Plant & Equipment		<u>15,710,611.52</u>

CURRENT ASSETS AND OTHER DEBITS

Cash on Hand - Collecting Officer		142,057.11
Cash In Bank - LBP Current Account		409,596.64
Special Deposit - CD w/ Interest		176,027.00
Joint Savings Account - LWUA/BWD		175,626.23
Working Fund		5,000.00
Accounts Receivable - Customers	1,023,375.91	
Less: Allowance for Doubtful Accounts	<u>(390,109.45)</u>	633,266.46
Accounts Receivable - Franchise Tax		10,758.51
Advances to Officers & Employees		8,325.00
Accounts Receivable - Others		50,191.40
Materials & Supplies Inventory		1,221,254.77
Other Deferred Charges		<u>527,884.05</u>
Total Current Assets & Other Debits		<u>3,359,987.17</u>
TOTAL ASSETS AND OTHER DEBITS		<u><u>19,070,598.69</u></u>

LIABILITIES AND OTHER CREDITS

CAPITAL

Donated Capital (from PGIN)		1,000,000.00
Capital Contribution - Government		1,401,246.00
Other Paid-in-Capital		2,232,431.88
Retained Earnings (Deficit)	3,108,683.94	
Add: Net Income(Loss)	<u>(585,444.02)</u>	
Prior Years Adjustment to Retained Earnings	9,859.40	
		<u>2,533,099.32</u>
		<u>7,166,777.20</u>

LONG TERM DEBT

Loans Payable		10,929,695.05
---------------	--	---------------

CURRENT LIABILITIES AND OTHER CREDITS

Accounts Payable		173,424.00
Due to GSIS		29,249.22
ECC Payable		780.90
Due to NGA-BIR		24,343.69
Due to Officers and Employees		460,387.83
Customer's Deposit		238,770.06
Interest Payable		-
Current Portion on Long Term Debt		-
Deferred Tax Liability - Franchise Tax		12,024.74
Other Payables		5,587.21
Other Deferred Credits		<u>29,558.79</u>
Total Current Liabilities and Other Credits		<u>974,126.44</u>
TOTAL LIABILITIES AND OTHER CREDITS		<u><u>19,070,598.69</u></u>

BATAC WATER DISTRICT
Income Statement
For the month ending December 31, 2015

	CURRENT MONTH	YEAR TO DATE
OPERATING REVENUE:		
Generation, Transmission & Distribution Income	836,822.90	8,639,757.25
Discount - Early Payment	(2,326.71)	(24,598.94)
Other Discount - Senior Citizen	(932.01)	(8,904.79)
Rebate	(900.00)	(10,800.00)
Other Business & Service Income	9,149.71	223,408.97
Interest Income	209.11	1,267.34
Fines & Penalties - Overdue Water Bills	29,322.88	323,382.56
TOTAL OPERATING REVENUE	871,345.88	9,143,512.39
LESS : OPERATING EXPENSES		
MAINTENANCE EXPENSES		
Repairs & Maintenance - UPIS	12,112.37	155,298.19
Repairs & Maintenance - BOS	-	1,890.00
Repairs & Maintenance - Land Transportation Eqpt.	8,641.00	66,066.28
Repairs & Maintenance - Office Equipment	-	3,400.00
Repairs & Maintenance - Other Machineries & Eqpt.	650.00	65,262.00
TOTAL MAINTENANCE EXPENSE	21,403.37	291,916.47
OPERATION EXPENSES		
Salaries & Wages - Regular	130,282.00	1,537,511.51
Salaries & Wages - Casual	9,000.00	71,590.91
Salaries & Wages - Emergency Laborers	22,200.00	334,818.75
Personnnel Emergency Relief Allowance (PERA)	16,000.00	184,000.00
Representation Allowance	5,000.00	60,000.00
Transportation Allowance	5,000.00	60,000.00
Clothing Allowance	-	35,000.00
Honoraria (Director's Fees & Remunerations)	7,956.00	151,828.00
Year-End Bonus	-	139,282.00
Cash Gift	-	40,000.00
Other Bonuses & Allowances	465,500.00	725,282.00
Life & Retirement Insurance Contributions	16,713.84	193,092.29
Pag-IBIG Fund Contributions	800.00	9,200.00
Philhealth Contributions	1,512.50	17,625.00
ECC Contributions	780.90	9,010.80
Vacation & Sick Leave Benefits	41,348.79	162,435.56
Other Personnel Benefits (Overtime/Holiday pay)	9,192.82	118,928.73
Office Supplies	5,925.30	158,167.45
Fuel, Oil & Lubricants	16,266.00	200,412.23
Travel Expenses	16,881.04	114,910.33
Training Expense	11,770.00	95,370.00
Utility Expense - Water	406.00	6,920.80
Utility Expense - Electricity	3,622.85	51,676.97
Postage & Deliveries	105.00	4,405.00
Telephone Expense - Landline	1,716.30	21,167.61
Telephone Expense - Mobile	2,900.00	34,800.00
Internet Expense	878.72	9,818.42
Advertising, Promotional & Marketing Exp.	2,000.00	5,000.00
Representation Expense	4,185.50	45,129.05
Awards and Rewards	30,000.00	30,000.00
Vehicle Insurance & Registration Expense	-	15,501.44
Rent Expense	15,212.02	182,544.24
Survey Expense	-	8,340.00
Insurance Expense - Baay Water System	-	46,261.38
Power or Fuel Purchased for Pumping	110,820.48	1,315,785.52
Chemicals & Filtering Materials	16,080.00	193,388.57
Water Treatment Operation Expense	1,300.00	36,997.00
Donations	2,500.00	4,500.00
Membership Dues & Contributions	-	5,307.00
Taxes, Duties & Licenses	500.00	39,465.49
Legal Services	12,000.00	13,304.00
Auditing Services	-	48,160.80
Computer Data Processing Services	30,000.00	41,312.00
Other Maintenance & Operation Expense (inc. GAD)	146,806.65	188,236.61
Bonds Premium	-	6,753.75
Other Professional Services	510.00	21,240.00
Extraordinary & Miscellaneous Expense (OME)	800.00	800.00
TOTAL OPERATION EXPENSE	1,164,472.71	6,795,281.21
Depreciation -Plant	133,297.64	1,595,423.31
Depreciation -Bldg. & Other Structures	1,298.77	15,341.64
Depreciation -Office Equipment	760.82	9,883.47
Depreciation -Land Transportation Equipment	5,811.15	69,128.20
Depreciation -Other Machinery & Eqpt.	48,177.06	541,870.35
Depreciation -Furniture & Fixtures	548.40	6,580.80
TOTAL OPERATING EXPENSE	1,375,769.92	9,325,425.45
NET OPERATING INCOME(LOSS) BEFORE INTEREST	(504,424.04)	(181,913.06)
LESS: INCOME DEDUCTIONS		
Loan Penalty Expense	-	11,225.94
Interest Expense - LWUA	51,195.00	473,455.16
Interest Expense - LBP	26,483.95	344,456.80
Interest Expenses - LWUA (New Loan)	3,341.03	38,629.54
NET INCOME (LOSS)	(585,444.02)	(1,049,680.50)

BATAAC WATER DISTRICT
Composition of Cash and Cash in Bank
For the period ended December 31, 2015

Cash On Hand - Collecting Officer	142,057.11
Cash in Bank - Current Account	409,596.64
Special Deposit - CD	176,027.00
Joint Savings Account - LWUA & BWD	175,626.23
Working Fund	5,000.00
 TOTAL CASH AND CASH IN BANK	 <u>908,306.98</u>

BATAC WATER DISTRICT
Statement of Changes in Equity
For the Year Ended December 31, 2015

ANNEX F-4

	<u>2015</u>
Government Equity	
Balance at the beginning of the period	2,552,050.09
Additions (Deductions)	
Prior period adjustments	1,030,729.73
Net income for the period	<u>(1,049,680.50)</u>
Balance at end of the period	<u>2,533,099.32</u>
Donated Capital	
Balance at the beginning of the period	1,000,000.00
Additions (Deductions)	<u>-</u>
Balance at end of the period	<u>1,000,000.00</u>
Capital Contribution - Government	
Balance at the beginning of the period	1,401,246.00
Additions (Deductions)	<u>-</u>
Balance at end of the period	<u>1,401,246.00</u>
Other Paid-in-Capital	
Balance at the beginning of the period	1,980,431.88
Additions (Deductions)	<u>252,000.00</u>
Balance at end of the period	<u>2,232,431.88</u>
TOTAL EQUITY	<u><u>7,166,777.20</u></u>

BATAC WATER DISTRICT
Cash Flow Statement
For the period ended December 31, 2015

	CURRENT MONTH	YEAR-TO- DATE
RECEIPTS :		
Collection of Water Bills	838,927.17	8,927,003.54
Collection of Other Receivables	41,524.00	455,342.61
Collection of Other Revenues	5,300.00	181,360.00
Refund of Advances	7,108.21	67,982.20
Collection for Payment of Employees' Loans	23,448.73	288,363.38
Collection of Advance Billings (Offset)	(1,360.64)	(7,349.64)
Collection of Franchise Tax	15,833.54	169,669.82
NSF Check of Magdalena Quezada	0.00	(700.00)
Interest Income on Savings Deposit	209.11	1,267.34
Discount on Metered Sales (Early payment)	(2,326.71)	(24,645.94)
Discount on Metered Sales (Senior Citizen)	(932.01)	(8,857.79)
Rebate	(900.00)	(10,800.00)
TOTAL RECEIPT	<u>926,831.40</u>	<u>10,038,635.52</u>
DISBURSEMENTS:		
Payment of Salaries	161,482.00	1,943,921.17
Payment of Power Purchased for Pumping	110,820.48	1,295,131.98
Payment Of Loan Amortization	327,863.23	2,145,792.65
Payment of Employees Benefits	106,848.85	1,298,856.38
Payment of UPIS	181.00	883,091.37
Payment of Materials	5,212.77	422,535.07
Other Disbursements	<u>364,757.38</u>	<u>2,899,231.86</u>
TOTAL DISBURSEMENT	<u>1,077,165.71</u>	<u>10,888,560.48</u>
NET RECEIPTS	<u>(150,334.31)</u>	<u>(849,924.96)</u>
Add : Beginning Balance		
Cash In Bank & Cash On Hand	<u>1,058,641.29</u>	<u>1,758,231.94</u>
TOTAL CASH BALANCE, END	<u><u>908,306.98</u></u>	<u><u>908,306.98</u></u>

ACCOUNTED AS FOLLOWS :

Cash On Hand - Collecting Officer	142,057.11
Cash in Bank - Current Account	409,596.64
Special Deposit - CD	176,027.00
Joint Savings Account - LWUA & BWD	175,626.23
Working Fund	<u>5,000.00</u>
TOTAL CASH BALANCE, END	<u><u>908,306.98</u></u>

PREPARED BY :

NOTED BY :

IMELDA G. TUTAAN
Sr. Accounting Processor A

MARIA DOHNA D. SAGUN
General Manager

BATAC WATER DISTRICT
Trial Balance
December 31, 2015

Annex F-6

	<u>DEBIT</u>	<u>CREDIT</u>
Plant (UPIS)	22,177,380.15	
Accumulated Depreciation - Plant		8,473,696.78
Buildings & Other Structures	398,539.55	
Accumulated Depreciation - BOS		311,238.51
Office Equipment	344,049.90	
Less: Accumulated Depreciation - OE		283,029.37
Land Transportation Equipment	972,982.29	
Less: Accumulated Depreciation - LTE		439,945.01
Other Machinery & Equipment	7,573,405.91	
Less: Accumulated Depreciation - OME		6,303,832.05
Furniture & Fixtures	139,740.50	
Less: Accumulated Depreciation - F & F		83,745.06
Cash on Hand - Collecting Officer	142,057.11	
Cash In Bank - LBP Current Account	409,596.64	
Special Deposit - CD w/ Interest	176,027.00	
Joint Savings Account - LWUA/BWD	175,626.23	
Working Fund	5,000.00	
Accounts Receivable - Customers	1,023,375.91	
Less: Allowance for Doubtful Accounts		390,109.45
Other Deferred Charges	527,884.05	
Advances to Officers & Employees	8,325.00	
Accounts Receivable - Franchise Tax	10,758.51	
Accounts Receivable - Others	50,191.40	
Materials & Supplies Inventory	1,221,254.77	
Donated Capital (from PGIN)		1,000,000.00
Capital Contribution - Government		1,401,246.00
Other Paid-in-Capital		2,232,431.88
Retained Earnings (Deficit)		3,118,543.34
Loans Payable		10,929,695.05
Accounts Payable		173,424.00
Due to GSIS		29,249.22
ECC Payable		780.90
Due to NGA-BIR		24,343.69
Due to Officers & Employees		460,387.83
Customer's Deposit		238,770.06
Deferred Tax Liability - Franchise Tax		12,024.74
Other Payables		5,587.21
Other Deferred Credits		29,558.79
Generation, Transmission & Distribution Income		836,822.90
Discount	2,326.71	
Discount - Senior Citizen	932.01	
Rebate	900.00	
Other Business & Service Income		9,149.71
Interest Income		209.11
Fines & Penalties		29,322.88
Repairs & Maintenance - UPIS	12,112.37	
Repairs & Maintenance - LTE	8,641.00	
Repairs & Maintenance - Other Machineries & Eqpt.	650.00	
Salaries & Wages - Regular	130,282.00	
Salaries & Wages - Casual	9,000.00	
Salaries & Wages - Job Order Workers	22,200.00	
Personnel Economic Relief Allowance	16,000.00	
SUB TOTAL	<u>35,559,239.01</u>	<u>36,817,143.54</u>

SUB TOTAL FORWARDED	35,559,239.01	36,817,143.54
Representation Allowance	5,000.00	
Transportation Allowance	5,000.00	
Honoraria (Directors Fee & Remuneration)	7,956.00	
Bonus	-	
Cash Gift	-	
Other Bonuses & Allowances	465,500.00	
Life & Retirement Insurance Contributions	16,713.84	
Pag-IBIG Fund Contributions	800.00	
Philhealth Contributions	1,512.50	
ECC Contributions	780.90	
Vacation and Sick Leave Benefits	41,348.79	
Other Personnel Benefits (Overtime/Holiday Pay)	9,192.82	
Office Supplies	5,925.30	
Fuel, Oil & Lubricants	16,266.00	
Travel Expense	16,881.04	
Training Expense	11,770.00	
Utility Expense - Water	406.00	
Utility Expense - Electricity	3,622.85	
Postage & Deliveries	105.00	
Telephone Expense - Landline	1,716.30	
Telephone Expense - Mobile	2,900.00	
Internet Expense	878.72	
Advertising, Promotional & Marketing Expense	2,000.00	
Representation Expense	4,185.50	
Awards & Rewards	30,000.00	
Rent Expense	15,212.02	
Power or Fuel Purchased for Pumping	110,820.48	
Chemicals & Filtering Materials	16,080.00	
Water Treatment Operation Expense	1,300.00	
Donations	2,500.00	
Taxes & Licenses	500.00	
Legal Services	12,000.00	
Computer Data Processing Services	30,000.00	
Other Professional Services	510.00	
Other Maintenance & Operation Expense (including GAD)	146,806.65	
Extra Ordinary & Miscellaneous Expense (EME)	800.00	
Depreciation - Plant	133,297.64	
Depreciation - Building & Other Structures	1,298.77	
Depreciation - Office Equipment	760.82	
Depreciation - Land Transportation Equipment	5,811.15	
Depreciation - Other Machinery & Equipment	48,177.06	
Depreciation - Furniture & Equipment	548.40	
Interest Expenses - LWUA (new loan)	3,341.03	
Interest Expense - LWUA	51,195.00	
Interest Expense - LBP	26,483.95	
TOTAL	36,817,143.54	36,817,143.54

CERTIFIED CORRECT :

IMELDA G. TUTAAN
Sr. Accounting Processor A

BATAK WATER DISTRICT
DETAILED BALANCE SHEET
As of December 31, 2015
(With Comparative Figures for CY 2014)

ASSETS		2015	2014
<u>ASSETS AND OTHER DEBITS</u>			
Current Assets			
Cash on Hand			
Cash, Collecting Officer	142,057.11	73,605.52	
Petty Cash Fund	5,000.00	5,000.00	
Payroll Fund	-	-	
Total Cash on Hand	147,057.11	78,605.52	
Cash in Bank - Local Currency			
Cash in Bank - Local Currency, Current Account	409,596.64	1,125,222.11	
Cash in Bank - Local Currency, Savings Account	351,653.23	554,404.31	
Total Cash in Bank - Local Currency	761,249.87	1,679,626.42	
Total Cash	908,306.98	1,758,231.94	
Receivables			
Accounts Receivables	1,023,375.91	995,164.35	
Allowance for doubtful Accounts	(390,109.45)	(390,109.45)	
Other Receivables	69,274.91	82,493.39	
Total Receivables	702,541.37	687,548.29	
Other Deferred Charges	527,884.05	566,513.59	
Materials & Supplies Inventory	1,221,254.77	670,380.90	
Total Current Assets	3,359,987.17	3,682,674.72	
Property, Plant & Equipment			
Utility Plant in Service (UPIS)	22,177,380.15	21,107,967.76	
Accum Depr'n - UPIS	(8,473,696.78)	(6,878,273.47)	
Buildings & Other Structures	398,539.55	395,291.55	
Accum Depr'n - Bldgs & Other Struct	(311,238.51)	(295,896.87)	
Office Equipment	344,049.90	341,496.70	
Accum Depr'n - Office Equipment	(283,029.37)	(273,145.90)	
Land Transportation Equipment	972,982.29	965,074.84	
Accum Depr'n - Land Transportation Eqpt.	(439,945.01)	(370,816.81)	
Other Machinery & Equipment	7,573,405.91	7,300,018.91	
Accum Depr'n - Other Machinery & Eqpt.	(6,303,832.05)	(5,761,961.70)	
Furniture & Fixtures	139,740.50	139,740.50	
Accum Depr'n - Furniture & Fixtures	(83,745.06)	(77,164.26)	
Construction in Progress	-	231,094.73	
Total Property, Plant & Equipment	15,710,611.52	16,823,425.98	
Total Assets	19,070,598.69	20,506,100.70	
LIABILITIES AND EQUITY			
LIABILITIES			
Current Liabilites			
Accounts Payable	173,424.00	238,988.18	
Due to GSIS	29,249.22	26,023.98	
Due to BIR	24,343.69	27,537.87	
Due to Pag-IBIG	-	-	
Customer's Deposit	238,770.06	238,870.06	
Due to Officers & Employees	460,387.83	-	
Other Payables	47,951.64	13,604.40	
Total Current Liabilities	974,126.44	545,024.49	
Long Term Liabilities			
Loans Payable	10,929,695.05	12,993,010.90	
Total Liabilities	11,903,821.49	13,538,035.39	
Deferred Credits		34,337.34	
EQUITY			
Donated Capital	1,000,000.00	1,000,000.00	
Capital Contribution - Government	1,401,246.00	1,401,246.00	
Other Paid-in-Capital	2,232,431.88	1,980,431.88	
Retained Earnings	2,533,099.32	2,552,050.09	
Total Equity	7,166,777.20	6,933,727.97	
Total Liabilities & Equity	19,070,598.69	20,506,100.70	

BATAK WATER DISTRICT		
DETAILED STATEMENT OF INCOME AND EXPENSES		
For the Year Ended December 31, 2015		
(With Comparative Figures for CY 2014)		
	2015	2014
INCOME		
Generation, Trans. & Distribution Income	8,595,453.52	10,115,579.53
Other Business & Service Income	223,408.97	178,960.45
Fines & Penalties	323,382.56	372,106.98
TOTAL GROSS INCOME	9,142,245.05	10,666,646.96
LESS : EXPENSES		
Personal Services		
Salaries & Wages - Regular & Casual	1,609,102.42	1,332,590.81
Salaries & Wages - Emergency Laborers	334,818.75	323,131.25
Personnel Economic Relief Allowance	184,000.00	170,000.00
Representation Allowance	60,000.00	60,000.00
Transportation Allowance	60,000.00	60,000.00
Clothing & Uniform Allowance	35,000.00	35,000.00
Other Bonuses & Allowances	725,282.00	472,638.00
Honoraria (Director's Fees & Remunerations)	151,828.00	120,216.00
Overtime & Night Pay	118,928.73	130,971.34
Cash Gift	40,000.00	35,000.00
Year-End Bonus	139,282.00	109,970.24
Life & Retirement Insurance Contributions	193,092.29	166,273.11
Pag-IBIG Contributions	9,200.00	8,500.00
Philhealth Contributions	17,625.00	15,612.50
ECC Contributions	9,010.80	8,380.00
Vacation & Sick Leave Benefits	162,435.56	189,262.15
Total Personal Services	3,849,605.55	3,237,545.40
Maintenance & Other Operating Expenses		
Travelling Expenses - Local	114,910.33	182,093.76
Training Expense	95,370.00	69,429.03
Office Supplies Expense	158,167.45	171,660.67
Gasoline, Oil, Lubricants & Other Fuel Expenses	200,412.23	217,617.82
Water Expense	6,920.80	6,802.32
Electricity Expense	51,676.97	75,347.62
Postage & Deliveries	4,405.00	3,760.00
Telephone Expense - Landline	21,167.61	26,463.75
Telephone Expense - Mobile	34,800.00	35,090.00
Internet Expense	9,818.42	9,304.48
Membership Dues & Cotributions to Organizations	5,307.00	6,278.00
Advertising Expense	5,000.00	600.00
Representation Expense	45,129.05	78,099.70
Awards and Rewards	30,000.00	-
Rent Expense	182,544.24	175,694.24
Power or Fuel Purchased for Pumping	1,315,785.52	1,598,715.65
Chemicals & Filtering Materials	193,388.57	151,989.28
Water Treatment Operation Expense	36,997.00	29,357.00
Bonds Premium	6,753.75	6,442.50
Extraordinary & Miscellaneous Expense	800.00	-
Taxes, Duties & Licenses	39,465.49	500.00
Insurance Expense - Vehicle	15,501.44	9,128.67
Insurance Premium - UPIS (Baay)	46,261.38	66,697.36
Survey Expenses	8,340.00	-
Auditing Services	48,160.80	2,400.00
Computer Data Processing Services	41,312.00	-
Legal Services	13,304.00	19,259.68
Other Professional Services	21,240.00	12,240.00
Donations	4,500.00	20,281.30
Commitment Fees		-
Repairs & Maintenance - UPIS	155,298.19	99,838.26
Repairs & Maintenance - Office Equipment	3,400.00	3,450.00
Repairs & Maintenance - Land Transportation Eqpt.	66,066.28	82,945.08
Repairs & Maintenance - Bldgs. & Other Structures	1,890.00	-
Repairs & Maintenance - Other Machineries & Eqpt.	65,262.00	52,513.50
Repairs & Maintenance - Furniture & Fixtures	-	1,063.00
Doubtful Account Expense		342,797.80
Depreciation - UPIS	1,595,423.31	1,192,561.87
Depreciation - Bldg. & Other Structure	15,341.64	9,830.00
Depreciation - Office Equipment	9,883.47	(9,707.62)
Depreciation - Land Transportation Eqpt.	69,128.20	68,512.08
Depreciation - Other Machinery & Eqpt.	541,870.35	366,611.55
Depreciation - Furniture & Fixtures	6,580.80	5,895.00
Other Maintenance & Operating Expense	188,236.61	236,129.00
Total Maintenance & Other Operating Expense	5,475,819.90	5,427,692.35
Financial Charges		
Bank Charges		200.00
Interest Expense	856,541.50	1,164,944.02
Loan Penalty Expense	11,225.94	
Total Financial Charges	867,767.44	1,165,144.02
Total Expenses	10,193,192.89	9,830,381.77
Income From Operations	(1,050,947.84)	836,265.19
Add (Deduct) Other Income & Expenses		
Interest Income	1267.34	871.15
NET INCOME	(1,049,680.50)	837,136.34

BATAC WATER DISTRICT
Statement of Cash Flows
For the Year Ended December 31, 2015
(With Comparative Figures for CY 2014)

	2015	2014
Cash Flows from Operating Activities		
Cash Inflows:		
Collection of Water Bills	8,882,699.81	10,404,772.27
Collection of Accounts Receivable - Others	455,342.61	959,317.31
Collection of Other Revenues	181,360.00	59,440.00
Collection of Other Income (Illegal con)		3,000.00
Collection of Contractor's Security Deposit		0.00
Proceeds from Sale of Bid Documents		4,500.00
Refund of Cash Advances	67,982.20	66,029.24
Collection for payment of Employees' Loan	288,363.38	0.00
Proceeds from Donation of PGIN		0.00
Collection of Advance Billings (Offset)	(7,349.64)	3,612.65
Refund of COA's Communication Expense		600.00
Refund of Staled Checks issued to PIWADA		1,086.00
Refund of Penalties paid to INEC		4,724.81
Collection of Franchise Tax	169,669.82	278,715.11
NSF check of Magdalena Quezada	(700.00)	
Interest on Savings Deposit	1,267.34	871.15
Total Cash Inflows	10,038,635.52	11,786,668.54
Cash Outflows:		
Payments to:		
Suppliers/Creditors	1,717,667.05	2,186,486.11
Employees	3,242,777.55	3,165,329.30
Other Disbursements	2,899,231.86	2,871,345.88
Total Cash Outflows	7,859,676.46	8,223,161.29
Cash Provided/(Used In) from Operating Activities	2,178,959.06	3,563,507.25
Cash Flows from Investing Activities		
Cash Outflows:		
Payment of UPIS	883,091.37	4,289,837.89
Cash (Used In) From Investing Activities	883,091.37	4,289,837.89
Cash Flows from Financing Activities		
Cash Inflows:		
Proceeds from LBP loan	-	-
Proceeds from LWUA loan	-	2,628,177.00
Total Cash Inflows	0.00	2,628,177.00
Cash Outflows:		
Payment of Loan Amortization	2,145,792.65	2,470,111.59
Total Cash Provided by Financing Activities	(2,145,792.65)	158,065.41
Net Cash from Operating, Investing and Financing Activities	(849,924.96)	(568,265.23)
Add Cash & Cash Equivalents, Beginning	1,758,231.94	2,326,497.17
Cash & Cash Equivalents, Ending	908,306.98	1,758,231.94

BATAC WATER DISTRICT
Statement of Changes in Equity
For the Year Ended December 31, 2015

	<u>2015</u>	<u>2014</u>
Government Equity		
Balance at the beginning of the period	2,552,050.09	1,723,827.75
Additions (Deductions)		
Prior period adjustments	1,030,729.73	(8,914.00)
Net income for the period	(1,049,680.50)	837,136.34
Balance at end of the period	<u>2,533,099.32</u>	<u>2,552,050.09</u>
Donated Capital		
Balance at the beginning of the period	1,000,000.00	1,000,000.00
Additions (Deductions)	-	-
Balance at end of the period	<u>1,000,000.00</u>	<u>1,000,000.00</u>
Capital Contribution - Government		
Balance at the beginning of the period	1,401,246.00	1,401,246.00
Additions (Deductions)	-	-
Balance at end of the period	<u>1,401,246.00</u>	<u>1,401,246.00</u>
Other Paid-in-Capital		
Balance at the beginning of the period	1,980,431.88	1,655,931.88
Additions (Deductions)	252,000.00	324,500.00
Balance at end of the period	<u>2,232,431.88</u>	<u>1,980,431.88</u>
TOTAL EQUITY	<u><u>7,166,777.20</u></u>	<u><u>6,933,727.97</u></u>

BATAC WATER DISTRICT

Batac, Ilocos Norte

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

1. Agency Background

The water system of Batac, Ilocos Norte was constructed in 1969 by the defunct National Water and Sewerage Authority (NAWASA). Due to mismanagement, NAWASA declared bankruptcy and its management and operation was turned over to the Municipality of Batac using flat rate in billing customer's water consumption. In the early 80's, condition of service continued to worsen because the needs of the concessionaires were not met, water quality was unsatisfactory, pressure was inadequate and reliability of service was poor.

And cognizant of the need to have sufficient, safe and potable water to the people of Batac, the Sangguniang Bayan Members of Batac in its special session last November 15, 1982 passed and approved Resolution No. 127 creating Batac Water District by virtue of Presidential Decree (PD) 198 otherwise known as the Provincial Utilities Act of 1973. The main objective was to upgrade the quality of service and to develop the adequacy of water supply.

Local Water Utilities Administration (LWUA) awarded Batac Water District its Conditional Certificate of Conformance (CCC) No. 250 on September 26, 1983 after the requirements for the certification program were completed. The CCC entitles the Batac Water District to all the rights and privileges under PD 198. And in the following year, LWUA started doing feasibility study for the Batac Water District's water supply system improvement, plan and program. While waiting for the completion of the feasibility study, LWUA granted the Batac Water District a mini loan in the amount of P500,000.00 to rehabilitate the existing water system which NAWASA turned-over to the Batac Water District. The rehabilitation work was completed in 1987 and immediately Batac Water District resumed its operation with thirty-seven (37) metered connections. The Phase I Interim Improvement Program (IIP) was also approved by LWUA during this period and was implemented in June 1989. The LWUA Well No. 91 in Barangay 12 Palpalicong, Batac City was the only deep well source of water for the system and by 1990 there were already 394 active service connections. Such being the case, the well was over pumped and therefore it collapsed. To address the problem of water scarcity during that time, LWUA Well No. 92, about one-half kilometer north of Well No. 1, was activated but unfortunately it was damaged by the July 1990 earthquake. The operation was again suspended as there was no more source of water.

Batac Water District constructed series of shallow wells which were funded from the Earthquake Calamity Fund in the amount of P 1,495,000.00, hence operation resumed on July 6, 1992 with 193 active concessionaires out of 394 in 1990.

At present, water sources facilities of the Batac Water District are seven (7) drilled wells at Barangay Colo, two at Brgy. Parangopong, two at Brgy. Baay and two at Brgy. Quiling Norte.

In addition to the above-mentioned water sources facilities, the District rehabilitated the infiltration gallery located at Brgy. Payao, Batac, Ilocos Norte and built

underground water and impounding and filtering system in Brgy. Parangopong, Batac, Ilocos Norte. In 2011, after the construction of another infiltration gallery located at Brgy. Payao, Batac, Ilocos Norte, concessionaires did not experience water shortage for the last three years.

Physical and chemical tests of water samples from wells are done on a yearly basis; Fecal Coliform Test (FCT) and Total Coliform Test (TCT) of water directly from faucets are done on a monthly basis and chlorine residual test is conducted daily. Results of these tests should conform to the standards set by the Philippine National Standard for Drinking Water.

The present service area of Batac Water District covers fourteen (14) urban barangays namely: Valdez, Ricarte, Ablan, Cangrunaan, Nalupta, Cal-laguip, San Julian, Caunayan, Acosta, Aglipay, Barani, Lacub, Ben-agan, and Palpalicong; ten (10) adjacent barangays namely: Parangopong, Colo, Payao, Tabug, Quiling Norte, Quiling Sur, Baay, Bungon, and the District's recent expansion covering barangays Billoca and Baligat.

As of December 31, 2015, the total number of service connections of the Batac Water District is 2,678 and out of which, 1488 are active connections, while the remaining 1,190 are in-active. The District is manned by seven (7) plantilla positions headed by General Manager Ms. Maria Dohna D. Sagun.

The Board of Directors is the policy-making body of the District. It is composed of representative from each of the community sectors as mandated by PD 198. It is chaired by Mrs. Aurora V. Lumang who represents the Women Sector. Other Members are:

Mr. Warlito A. Rigonan, Vice Chairman, represents the Educational Institutions;

Mr. Nestor C. Casela, Secretary, represents the Civic-Oriented Service Clubs;

Mr. Ariel R. Garcia, Treasurer, represents the Business, commercial or Financial Organizations; and

Dr. Mary Lu Magno, Member, represents the Professional Associations.

Batac Water District is a Government Owned and Controlled Corporation (GOCC) by virtue of Supreme Court ruling in 1991 (The Supreme Court, in an en banc decision dated September 13, 1991 in the case of Davao City Water District et. al. vs. CSC et.al. G.R. No. 95237-38). It is a self-reliant, self-liquidating agency, which operation depends solely on its income revenue. It does not receive any subsidy from the national government.

Vision

The Batac Water District envisions itself to be a world-class provider of safe, potable and affordable water to every home in the City of Batac.

Mission

It is the mission of the men and women of Batac Water District to deliver 24 hours a day safe, potable and affordable water at the most convenient way to the people of Batac. It is also the mission of the Batac Water District to help protect, preserve and maintain the Mother Earth, the very source of its existence.

2. Summary of Significant Accounting Policies

- 2.1 The Batac Water District adopts the National Government Accounting System prescribed by the Commission on Audit. Accounts were thus reclassified to conform with the CPS/NGAS Modified Chart of Accounts for Water Districts.
- 2.2 Accrual basis is used in recording revenues and expenses.
- 2.3 Depreciation is computed on a straight-line method of accounting based on the estimated useful life of the asset.
- 2.4 First in – First out (FIFO) method is used in the issuance of materials and supplies.

3. Other Significant Event

3.1 **Tax liability of the BWD** – Presidential Decree (PD) No. 198 is the charter that authorized the creation of Water Districts in the country particularly Title I of said PD known as the Local Water District Law. It is the source of powers, rights and privileges of a Water District like the SNWD, one of which is its exemption from taxes (Sec. 46, Chapter XI Title I of PD 198) and was amended by the passage of Republic Act (RA) 7109 on August 14, 1991, an act granting tax exemption privileges to Local Water Districts but such shall be enjoyed only for a period of five (5) years from the effectivity of said RA. Based on RA 7109, tax exemption privilege of water districts expired last August 15, 1996. With the term of tax exemption fixed by RA 7109, water districts all over the country under a united umbrella, the Philippine Association of Water Districts (PAWD), did not stop lobbying and searching ways and solutions to have the tax exemption privilege of water districts restored as what was granted by PD 198. Then finally Republic Act No. 10026 came into law on March 11, 2010 – an Act Granting Income Tax Exemption to Local Water Districts by amending Sec. 27 of the Internal Revenue Code (NIRC) of 1997 and Sec. 289-A of the same Code that Water Districts are exempted from income tax but required to pay franchise tax equal to 2% of the gross receipt. However, prior to the enactment of RA 10026, the BIR had conducted tax assessments and had summoned Water Districts to pay their taxes. The District received a letter from the Bureau of Internal Revenue on August 21, 2008 and was assessed with its 2 % franchise tax with surcharges, interests and compromise penalties for years 2000 to 2002 as follows:

<u>Kind of Tax</u>	<u>Amount</u>
Income Tax	93,363.22
Franchise Tax	817,583.47
Expanded Witholding Tax	181,130.33
Fines & Penalties	6,000.00
TOTAL	<u>1,098,077.02</u>

The foregoing assessed tax liability of the District remained unrecorded as of balance sheet date because the District is not yet certain whether the proper authority will grant their request for condonation.

4. Corrections of Fundamental Errors

Fundamental errors of prior years are corrected by using the Prior Years Adjustments (PYA) account then closed to Retained Earnings account. Errors

affecting current year’s operation are charged or corrected to affected current year’s accounts.

5. Cash and Cash Equivalents

This is composed of the following:

<u>Account Title</u>	<u>2015</u>	<u>2014</u>
Cash on Hand – Collecting Officer	₱ 142,057.11	₱ 73,605.52
Cash on Hand – Disbursing Officer	--	--
Cash in Bank – Current Account	409,596.64	579,905.93
Special Deposit–Fund Reserve (Dev’t. Fund)	0.00	10,843.72
Special Deposit – Customers Deposit	176,027.00	155,606.09
Joint Savings Account – LWUA/BWD	175,626.23	374,423.23
Joint Current Account – LWUA/BWD	0.00	545,316.18
Joint Savings Account – Fringe Benefits	0.00	13,531.27
Petty Cash/Working Fund	5,000.00	5,000.00
Total Cash and Cash Equivalents	₱ 908,306.98	1,758,231.94

The balance under Cash on Hand – Collecting Officer amounting to ₱ 142,057.11 is collections of the Cashier C days before the last working day of the year and was deposited on January 2016.

The Cash In Bank – Current Account pertains to the General Fund of the District, which is available for the general expenditures incurred during operation.

The Special Deposit – Customer’s Deposit account represents the guarantee deposits from customers.

The Joint Savings Account – LWUA/BWD represents 3% of total water sales.

6. Receivables (Net)

This account consists of:

<u>Account Title</u>	<u>2015</u>	<u>2014</u>
Accounts Receivables – Customers	₱ 1,021,700.99	₱ 984,520.02
Accounts Receivables – Franchise Tax	10,737.62	10,644.33
Advances to Officers and Employees	8,325.00	--
Accounts Receivables – Others	50,191.40	84,493.39
Total	₱ 1,090,955.01	₱ 1,079,657.74
Allowance for Bad Debts	(420,874.80)	(390,109.45)
Net Receivables	₱ 670,080.21	₱ 689,548.29

The Accounts Receivable – Customers account represents receivables due from concessionaires, whether active or inactive, arising from water sales.

The Accounts Receivable – Franchise Tax account represents franchise tax receivables from concessionaires.

The Advances to Officers and Employees represents cash advance of the Disbursing Officer for the gasoline allowance of meter readers, bill collectors and pump operator for the month of January 2016.

The Accounts Receivable – Others account represents unpaid cost of materials issued to concessionaires during the connection or rehabilitation of water service lines. It also includes unpaid telephone bills of some officers & staff of the district.

	<u>2015</u>	<u>2014</u>
7. Materials & Supplies Inventory	₱ 1,221,254.77	₱ 670,380.90

This account represents unissued materials and supplies kept in stock for future use by the district in its operation.

	<u>2015</u>	<u>2014</u>
8. Other Deferred Charges	₱ 527,884.05	₱ 566,513.59

This account represents the supervision and design cost of the water source at Brgy. Quiling, Batac City funded from the proceeds of LWUA loan re: cost was amortized for a period of 120 months.

9. Property, Plant and Equipment

This account is composed of assets acquired or constructed which are permanent in nature, and use in the normal operations of the District with estimated useful lives of more than one year, as follows:

<u>Account Title</u>	<u>December 2014</u>	<u>Addition/ (Reduction)</u>	<u>December 2015</u>
	<u>Balance</u>		<u>Balance</u>
Plant (UPIS)	21,107,967.76	(403,250.61)	20,704,717.15
Buildings & Other Structures	395,291.55	1,444,498.00	1,839,789.55
Office Equipment	341,496.70	43,090.02	384,586.72
Motor Vehicle	965,074.84	7,907.45	972,982.29
Other Machinery & Equipment	7,300,018.91	304,800.00	7,604,818.91
Furniture & Fixtures	139,740.50	0.00	139,740.50
Construction in Progress	<u>231,094.73</u>	<u>-231,094.73</u>	<u>0.00</u>
Total	₱ 30,480,684.99	₱ 1,165,950.13	₱ 31,646,635.12
Less: Accumulated Depreciation	<u>(13,657,259.01)</u>	<u>(2,238,227.77)</u>	<u>(15,895,486.78)</u>
Utility Plant in Service (Net)	<u>₱ 16,823,425.98</u>	<u>₱ (1,072,277.64)</u>	<u>₱ 15,751,148.34</u>

10. Payables

Breakdown of this account includes :

<u>Account Title</u>	<u>2015</u>	<u>2014</u>
Accounts Payable	₱ 173,424.00	₱ 238,988.18
Due to GSIS	29,249.22	25,333.98
Due to BIR	24,343.69	27,537.87
ECC Payable	780.90	690.00
Due to Officers & Employees	340,387.83	--
Customer's Deposit	238,770.06	238,870.06

Other Payables		<u>5,587.21</u>		<u>5,587.21</u>
Total Payables	₱	<u>812,542.91</u>	₱	<u>537,007.30</u>

The Accounts Payable represents unpaid obligations as of December 31, 2015 broken down as follows:

1. Commission on Audit	₱	170,828.98
2. Philippine Long Distance Telephone		1,776.30
3. Smart Communications, Inc.		<u>818.72</u>
TOTAL	₱	<u>173,424.00</u>

Payables to BIR and GSIS are remitted on or before the 10th day of the ensuing month.

Due to Officers & Employees represents unpaid reimbursement of expenses, over refunded advances to officers & employees and Performance Base Bonus of the BOD, GM & staff for the year 2015

11. Deferred Credits

This account pertains to the following:

<u>Account Title</u>		<u>2015</u>		<u>2014</u>
Deferred Tax Liability - Franchise Tax	₱	12,007.03	₱	13,604.40
Other Deferred Credits		<u>30,250.64</u>		<u>28,750.13</u>
Total Deferred Credits	₱	<u>42,257.67</u>	₱	<u>42,354.53</u>

12. Loans Payable

This account represents outstanding loan balances of the district with LWUA and City Government of Batac as follows:

<u>Loan Acct.</u>	<u>Amortization</u>	<u>Total Loans</u>		<u>Outstanding</u>
<u>No.</u>	<u>Period</u>	<u>Availed</u>	<u>Repayment</u>	<u>Balance</u>
LWUA 4 – 2405	120 months	2,548,940.02	1,486,835.00	1,062,105.02
LWUA 3 – 239S	240 months	2,921,402.17	1,931,613.96	989,788.21
LWUA 3 – 239R	312 months	4,090,000.00	2,833,644.34	1,256,355.66
LBP	120 months	4,833,320.00	1,297,835.84	3,535,484.16
LWUA	120 months	<u>4,303,797.00</u>	<u>217,835.00</u>	<u>4,085,962.00</u>
Total		<u>18,697,459.19</u>	<u>7,767,764.14</u>	<u>10,929,695.05</u>

13. Equity

This account consists of the following:

<u>Particulars</u>		<u>2015</u>		<u>2014</u>
Capital Contribution – Government	₱	1,401,246.00	₱	1,401,246.00
Donated Capital from PGIN		1,000,000.00		1,000,000.00
Other Paid-in-Capital		2,232,431.88		1,980,341.88

Retained Earnings (Deficit), Beg.	2,552,050.09	1,723,827.75
Net Income (Loss)	(962,815.80)	837,136.34
Prior year adjustment	1,071,266.55	8,914.00
Retained Earnings (Deficit), Ending	<u>2,660,500.84</u>	<u>2,552,050.09</u>
TOTAL EQUITY	<u>₱ 7,294,178.72</u>	<u>₱ 6,933,727.97</u>

14. Income

This represents Operating Revenue, which consists of the following:

<u>Particulars</u>	<u>2015</u>	<u>2014</u>
Generation, Transmission and Distribution Income	<u>₱ 8,638,872.85</u>	<u>₱ 10,161,570.60</u>
Discounts & Rebates	-44,238.26	-45,991.07
Interest Income	1,267.34	871.15
Other Business & Service Income	223,408.97	178,960.45
Penalty Charges – Illegal Con	0.00	3,000.00
Fines & Penalties - Service Income	<u>321,831.54</u>	<u>369,106.98</u>
TOTAL INCOME	<u>₱ 9,141,142.44</u>	<u>₱ 10,667,518.11</u>

15. Expenses

This account is composed of the following:

<u>Account</u>	<u>2015</u>	<u>2014</u>
Personal Services	3,729,605.55	3,249,785.40
Maintenance and Other Operating Expenses	3,237,592.13	3,438,951.67
Depreciation Expenses	<u>2,268,993.12</u>	<u>1,976,500.68</u>
Total Operating Expenses	9,236,190.80	8,665,237.75
Financing Charges	<u>867,767.44</u>	<u>1,165,144.02</u>
TOTAL EXPENSES	<u>10,103,958.24</u>	<u>9,830,381.77</u>

16. COMPLIANCE WITH TAX LAWS

The District is withholding and remitting to the Bureau of Internal Revenue (BIR) applicable taxes withheld imposed under the National Internal Revenue Code and its implementing rules and regulations. Also, the District files an Annual Information Return in lieu of filing income tax return in compliance with BIR Ruling DA-005-2006 dated January 11, 2006.

In compliance with the requirements set forth by RR 15-2010, hereunder is the information on taxes paid/remitted during the taxable year.

Tax on compensation and benefits (withholding tax)	162,338.00
Creditable withholding taxes – CIT	59,285.74
VAT	104,792.02
Franchise Tax	<u>169,826.39</u>
TOTAL	<u>496,242.15</u>

BATAC WATER DISTRICT
Batac City, Ilocos Norte

SUMMARY OF LOAN PAYMENTS TO LWUA

	Interest Expense	Principal Repayment	Total
JANUARY	72,690.45	91,476.55	164,167.00
FEBRUARY	60,300.00	96,835.00	157,135.00
MARCH	59,638.00	97,497.00	157,135.00
APRIL	48,566.55	101,536.45	150,103.00
MAY	LOAN MORATORIUM		
JUNE			
JULY			
AUGUST	125,545.32	365,891.00	491,436.32
SEPTEMBER			
OCTOBER			
NOVEMBER	51,195.00	97,687.00	148,882.00
DECEMBER			
TOTAL	417,935.32	850,923.00	1,268,858.32

BATAC WATER DISTRICT
Batac City, Ilocos Norte

APPROVED WATER RATES FOR THE YEAR 2015:

Classification	Water rates
Residential/Gov't:	
Minimum Charge 1/2"	300.00
3/4"	480.00
1"	960.00
Commodity Charge	
11-20 cu. m.	31.30
21-30 cu. m.	32.70
31-40 cu. m.	34.25
over 40 cu. m.	36.30
Commercial/Industrial :	
Minimum Charge 1/2"	600.00
3/4"	960.00
1"	1,920.00
Commodity Charge	
11-20 cu. m.	62.60
21-30 cu. m.	65.40
31-40 cu. m.	68.50
over 40 cu. m.	72.60
Semi-Comm'l A 1/2"	525.00
Semi-Comm'l B 1/2"	450.00
Semi-Comm'l C 1/2"	375.00
Commodity Charge	
Semi-Commercial A	
11-20 cu. m.	54.75
21-30 cu. m.	57.20
31-40 cu. m.	59.90
over 40 cu. m.	63.50
Semi-Commercial B	
11-20 cu. m.	46.95
21-30 cu. m.	49.05
31-40 cu. m.	51.35
over 40 cu. m.	54.45
Semi-Commercial C	
11-20 cu. m.	39.10
21-30 cu. m.	40.85
31-40 cu. m.	42.80
over 40 cu. m.	45.35

BATAC WATER DISTRICT
Batac City, Ilocos Norte

SUMMARY OF WATER PRODUCTION AND CONSUMPTION

	VOLUME OF WATER (in cu.m.)	
	PRODUCED	CONSUMED (BILLED)
2015		
JANUARY	30,923	24,056
FEBRUARY	20,913	16,596
MARCH	18,150	14,499
APRIL	14,777	11,575
MAY	13,555	10,630
JUNE	13,093	10,413
JULY	24,778	19,800
AUGUST	27,116	21,569
SEPTEMBER	27,205	22,089
OCTOBER	27,478	22,627
NOVEMBER	27,653	23,107
DECEMBER	27,723	24,585
TOTAL	273,364	221,546

BATAAC WATER DISTRICT
Bataac City, Ilocos Norte

LIST OF WATER SOURCES

WATER SOURCE		Location
1 Infiltration Gallery I	}	Brgy. Payao
2 Infiltration Gallery II		Brgy. Payao
3 Infiltration Gallery III		Brgy. Payao
4 Drilled wells		Brgy. Palpalicong
5 Drilled wells		Brgy. Parangopong
6 Drilled wells		Brgy. Quiling Norte
7 Drilled wells		Brgy. Quiling Norte
8 Drilled wells		Brgy. Baay
9 Drilled wells		Brgy. Baay

BATAC WATER DISTRICT
Batac City, Ilocos Norte

SERVICE CONNECTION GROWTH

2015 Billing	No. of Billed Concessionaires
January	1,624
February	1,635
March	1,620
April	1,423
May	1,260
June	1,221
July	1,198
August	1,343
September	1,417
October	1,443
November	1,460
December	1,473
2016	
January	1,488

BATAC WATER DISTRICT
Batac City, Ilocos Norte

LIST OF MAJOR EQUIPMENT

I LAND TRANSPORT EQUIPMENT

1. One (1) unit Suzuki Carry
2. One (1) unit Honda TMX
3. One (1) unit Honda Supremo
4. One (1) unit Hyundai Starex Van

II OTHER MACHINERIES AND EQUIPMENT

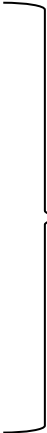
1. Nine sets pumping equipment (Submersible Pump & Motor)
2. Two generator sets located at Barangays Baay & Payao
3. One (1) unit Hilti TE-1500 breaker
4. Two (2) units Water pump
5. One (1) unit Booster pump
6. Five units chlorinator machine

III OFFICE EQUIPMENT

1. One (1) unit computer desktop (Pentium 3)
2. One (1) unit computer desktop (Pentium 4)
3. One (1) unit Olympia Typewriter
4. One (1) unit floor-mounted aircon
5. One (1) unit money detector
6. One (1) unit Fujitsu laptop
7. One (1) unit Epson 3-in-1 printer
8. One (1) unit Gigabyte laptop

BATAC WATER DISTRICT
Batac City, Ilocos Norte

SUMMARY OF BACTERIOLOGICAL ANALYSIS

January		<p>Negative for the presence of coliform organisms. Sample meets bacteriological standards for drinking water (PNSDW-2007 ed).</p>
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		

MONTHLY DATA SHEET
Batac Water District
For the Month Ending December 31, 2015

1. SERVICE CONNECTION DATA:

1.1 Total Service	<u>2,678</u>	1.6 Changes: New	<u>8</u>
1.2 Total Active	<u>1,496</u>	Reconnected	<u>9</u>
1.3 Total Metered	<u>1,496</u>	Disconnected	<u>3</u>
1.4 Total Billed	<u>1,488</u>	1.7 Customer in Arrears:	
1.5 Population Served	<u>7,440</u>	Number	<u>208</u> <u>14%</u>

2. PRESENT WATER RATES: **Effective May 01, 2006**
LWUA Approved? YES X NO Date approved: June 23, 2005

	No. of Conns.	Minimum Charge	COMMODITY CHARGES			
			11-20	21-30	31-40	41-up
Domestic/Government	1,380	300.00	31.30	32.70	34.25	36.30
Commercial/Industrial	108	600.00	62.60	65.40	68.50	72.60
Bulk/Wholesales	-	-	-	-	-	-

3. BILLING AND COLLECTION DATA:

	THIS MONTH TM	YEAR TO DATE (YTD)
3.1 Billing (Water Sales)		
a. Current (metered)	836,822.90	8,639,757.25
b. Current (flat rate)		
c. Penalty Charges	29,322.88	323,382.56
TOTALS	<u>866,145.78</u>	<u>8,963,139.81</u>
3.2 Collections (Water Sales):		
a. Current Accounts	717,857.83	7,326,271.30
b. Arrears (Current Years)	121,069.34	1,405,973.79
c. Arrears (Previous Years)		192,738.83
TOTALS	<u>838,927.17</u>	<u>8,924,983.92</u>
3.3 ON-TIME PAID, THIS MONTH	<u>717,857.83</u> 836,822.90	X 100 := <u>86%</u>
COLLECTION EFFICIENCY, YTD =	<u>7,326,271.30 + 1,405,973.79</u> 8,963,139.81	X 100 := <u>97%</u>
COLLECTION RATIO, YTD :	<u>8,924,983.92</u> 984,520.02 + 8,963,139.81	X 100 := <u>90%</u>

4. FINANCIAL DATA:

	THIS MONTH TM	YEAR TO DATE (YTD)
4.1 REVENUE:		
a. Operating	871,345.88	9,143,512.39
b. Non-Operating		
TOTALS	<u>871,345.88</u>	<u>9,143,512.39</u>

4.2 EXPENSES:

	THIS MONTH TM	YEAR TO DATE (YTD)
a. Salaries and Wages	161,482.00	1,943,921.17
b. Pumping cost (Fuel, Oil , Electric)	110,820.48	1,315,785.52
c. Chemical (treatment)	16,080.00	193,388.57
d. Other O & M Expense	897,493.60	3,634,102.42
e. Depreciation Expense	189,893.84	2,238,227.77
f. Interest Expense	81,019.98	856,541.50
g. Others (Loan Penalty Expense)		11,225.94
TOTALS	1,456,789.90	10,193,192.89

4.3 NET INCOME (LOSS)	(585,444.02)	(1,049,680.50)
-----------------------	--------------	----------------

4.4 CASH FLOW REPORT:

a. Receipts	926,831.40	10,038,635.52
b. Disbursement	1,077,165.71	10,888,560.48
c. Net Receipts (disbursement)	(150,334.31)	(849,924.96)
d. Cash balance, beginning	1,058,641.29	1,758,231.94
e. Cash Balance, Ending	908,306.98	908,306.98

4.5 MISCELLANEOUS FINANCIAL DATA

a. Loan Funds (Total)		c. Inventories	1,221,254.77
1. Cash on Hand		d. Accounts Receivable	
2. Cash In Bank		(customers)	1,023,375.91
b. WD Funds (Total)		e. Customer's Deposit	238,770.05
1. Cash on Hand	142,057.11	f. Loans Payable LWUA	7,394,210.89
2. Cash - D.O.		g. Loans Payable LBP	3,535,484.16
3. CIB - C/A	409,596.64	h. Payable to Suppliers	
4. JCA-LWUA & BWD		and other Creditors	173,424.00
5. Special Dep. - DF		i. Total Debt Service	
6. Special Dep. - CD	176,027.00	(LWUA Loan)	
7. JSA-LWUA & BWD	175,626.23		
8. JSA - FB			
9. Working Fund	5,000.00		

5. WATER PRODUCTION DATA:

5.1 SOURCE OF SUPPLY	NUMBER	TOTAL RATED CAPACITY	BASIS OF DATA
a. Wells	9		
b. Springs			
c. Surface			
d. TOTALS	9		

5.2 WATER PRODUCTION

	THIS MONTH	YEAR TO DATE (YTD)	METHOD OF MEASUREMENT
a. Pumped	27,723	273,364 m3	VOLUMETRIC
b. Gravity		m3	-
c. TOTALS	27,723	273,364 m3	VOLUMETRIC

5.3 WATER PRODUCTION COST:

a. Total power consumption for pumping	16,777	kwh
b. Total power cost for pumping	P 113,760.84	
c. Other energy cost for pumping		
d. Total pumping hours (meter drive)		hrs.
e. Total pumping hours (engine drive)		hrs.
f. Total gas chlorine consumed		kg.
g. Total power chlorine consumed	134	kg.
h. Total chlorine cost	P 16,080.00	
i. Total cost of other chemicals		
j. Total production cost	P 129,840.84	

5.4 ACCOUNTED WATER USE:

a. Metered billed	24,585	m3	221,546	m3
b. Unmetered billed		m3		m3
c. Total billed (5.4.a + 5.4.b)	24,585	m3	221,546	m3
d. Metered billed		m3		m3
e. Unmetered billed		m3		m3
f. Total Accounted (5.4.c + 5.4.d + 5.4.e)	24,585	m3	221,546	m3

5.5 WATER USE ASSESSMENT:

a. Ave. monthly consumption/connection	16.52	m3
b. Ave. per Capital/day consumption	0.03	m3
c. Accounted Water	24,585	
	27,723	X 100 = 88.68%

6. MISCELLANEOUS DATA:

6.1 Employee:	a. Total 12 Regular 7 Casual 1 J.O. 4	
	b. No. of connection/employee (R+C)	186
	c. Average monthly salary/employee	P 13,456.83
6.2 Bacteriological:	a. Total sample taken	2
	b. No. of negative results	2
	c. Test result submitted to LWUA (Y/N)	Y
6.3 Chlorination:	a. Total samples taken	2
	b. No. of samples meeting standard	2
	c. No. of days full chlorination	31
6.4 Board of Directors:	This Month	Year-to-Date
	a. Resolution approved	3
	b. Policies passed	
	c. Directors' fee paid	P 7,956.00
	d. Meeting:	151,828.00
	1. Held (No.)	1
	2. Regular (No.)	24
	3. Special (No.)	1

7. STATUS OF VARIOUS DEVELOPMENT:

7.1 STATUS OF LOANS as of	Loan/Fund	AVAILABLE TO DATE	
Type of Loans/Funds	Committed	Amount	Percentile
a. Early Action			
b. Interim Improvement			
c. Comprehensive			
d. New Service Connection			
e. BPW Funds			
f. TOTALS			

7.2 STATUS OF LOAN PAYMENT TO LWUA: As of November 30, 2015 .

Types of Loans/Funds:	Projected Collection/No.	Collections	
		This Month	Year-to-Date
a. Early Action			%
b. Interim Improvement	1,151,076.00	-	33.33 %
c. Comprehensive			%
d. New Service Connection	734,544.00	-	33.33 %
e.			
TOTALS			%

7.3 Other On-Going Projects:

	Status	Founded By	Done By
	Schedule (%)		
a. Early Action			
b. Pre-Feasibility Study			
c. Feasibility Study			
d. Well Drilling			
e. A & E Design			
f. Project Presentatiom			
g. Pre-Bidding			
h. Construction (_____)			

8. STATUS OF INSTITUTIONAL DEVELOPMENT: (To be filled by the Advisor)

8.1 Development Progress Indicator:

Phase	Earned	Min. Rg'd	Variance	Age in Months	Development Rating
I					
II					

8.2 Commercial System/Audit:

	D	A	T	E	S
a. CPS I Installed	Apr. 01,'89	Feb. 15,'93	July 21, '04		
b. CPS II Installed					
c. Management Audit					
d. PR Assistance					
e. Marketing Assistance					
f. Financial Audit (COA)	13-Sep-96	Jan.20, 1997	Aug. 26, '03		
Financial Audit (COA)	Oct. 2004	July 2005	May 2006		
Financial Audit (COA)	May 2007	April 2008	Aug 2009		
Financial Audit (COA)	April 2010	April 2011	April 2012		
Financial Audit (COA)	May 2013	August 2014	August 2015		

SUBMITTED BY:

VERIFIED BY:

MARIA DOHNA D. SAGUN

General Manager

Date

ENGR. RUBEN ANTERO

Management Advisor

Date

BATAC WATER DISTRICT
ANNUAL REPORT
For the Period January 1, 2015 to December 31, 2015

I. GENERAL

A. ADMINISTRATIVE

1. Attached approved organizational charts in effect as year's end.
 - a. Functional Chart
 - b. Position/Organizational Chart (Key employees only) - showing Permanent positions and incumbents

Annex A

Annex B

2. Attach list of employed personnel with pertinent information.
(List of Plantilla of Personnel for the Fiscal Year 2014)

Annex C

The following summarizes the District's staffing

- a. Total number of employees
- b. Number of permanent employees
- c. Number of casual/temporary employees/laborers
- d. Number of employees meeting minimum qualifications per Job Description adopted by the District
- e. Number of employees not classified as casual/temporary who do not meet the minimum qualifications established by the District

12

7

5

8

NONE

3. Has the District adopted a policy prohibiting hiring of personnel related up to the *fourth degree* by affinity or consanguinity? (Yes or No)

Yes, CSC Rules

If not, how many of the employees are related to other employees of officials with the fourth degree by *affinity of consanguinity* ?

N/A

4. Has the District adopted rules and regulation

- a. Peronnel Matters
- b. Utility Customer Relations
- c. General Utility Operations

YES

YES

YES

During the year, in how many instances (or how many times) have exemption to theses rules and regulations has been in special cases?

NONE

5. Attach list of policy - setting resolutions adopted, repealed or amended by the District Board including those adopting LWUA guidelines
(Summary of Policy - Setting Resolutions)

Annex D

6. Has the District written and properly updated, reliable records of the following?
(A field check may be undertaken, if necessary? Yes or no)

- a. Customer Complaints
- b. Billing and Collection
- c. Delinquencies in Payment of Water Bills
- d. Meter Histories
- e. Service Connections
- f. Equipment Histories
- g. Equipment Downtime
- h. Bacteriological Tests
- i. System Pressure
- j. Leak Reports
- k. Unaccounted for Water
- l. Pump Effeciencies
- m. Water Production
- n. Water Production
- o. Valve and pipeline location
- p. General Accounting
- q. Stock Inventory

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

YES

- r. Stores Usage
- s. Employees Record
- t. Minutes and Board Meetings

YES

YES

YES

7. For this year, Auditing has been done by the Commission on Audit

YES

8. Attach list of reports prepared regularly by the District on a monthly basis as required in the commercial Practice Manual (Omit this item if the District has not yet installed the commercial practices system in which case, indicate that the said system has not yet been installed yet.
(List of Reports Prepared Regularly)

Annex E

B. FINANCIAL/COMMERCIAL

1. Attach the District's financial statements for the report year including a comparison of the immediate past year.

Annex F

2. For the year under report, the District's total *budgetary outlay* was broken down into:
(Source: Approved Budget)

- a. Operating Outlay
- b. Capital Outlay
- c. Special budgets, if any (*additional budget*)-Contingency
- d. Debt Service
- e. Reserve

8,819,970.00

2,475,000.00

2,851,425.00

415,873.00

3. For this same *one-year* period, the District's Gross Revenue was broken down into:
(Source: Financial Report)

- a. Collection from water sales
- b. Other water revenues
- c. Other non-operating income
- d. Proceeds from *LWUA loan* to finance new service connections
- e. Other Revenues

8,595,453.52

323,382.56

1,267.34

223,408.97

4. For this same *one-year* period, the District's expenditures was broken down into:
(Source: Financial Report)

- a. Operational (operation & maintenance expenses, including depreciation)
- b. Capital Outlay
- c. Annual Debt Servicing (Annex G - Summary of Loan Payments to LWUA)

9,325,425.45

1,356,508.04

1,268,858.32

5. For this same *one-year* period, the total salaries, wages & other emoluments paid for the District's employees where broken down into:

- a. For permanent employees
- b. For casual/temporary/job order workers

1,537,511.51

406,409.66

6. Expenses for power/fuel for pumping during the year (Acct. #726, if Commercial Practices Accts. are in effect):

1,315,785.52

7. Total amount *billed* during the year is broken down into:

- a. Total Billings (Current and Old Accounts)
- b. Old Accounts

8,963,139.81

8. Total amount *collected* (*water sales only* during the year is broken down into:

- a. Current Billings
- b. Arrears

7,326,271.30

1,598,712.62

9. Total amount uncollected (delinquent) at year's end excluding Bad Debts

1,023,375.91

10. Total reserves at year's end

175,626.23

11. Complaints filed, processed and settled during the year

a. Total number filed, processed and settled during the year	1,051
b. Number dismissed for lack of merit/withdrawn	NONE
c. Number investigated	1,051
d. Number settled to the satisfaction of complaints	1,051
e. Number elevated to the District Board of Directors	NONE
f. Number settled by the Board	NONE
g. Number elevated to the higher authorities	NONE

12. At year's end, the following water charges were in force:
(Annex H-Approved Water Rates Schedule)

	Annex H
Had these rates been submitted to LWUA for review? (Yes or No)	YES

C. TECHNICAL

1. Has the District adopted by Board Resolutions, a set of design and construction standard? (Yes or No)	NO
If so, who prepared it?	LWUA
Is it being adhered to strictly?	YES
2. Does the District undertake bacteriological test of its water? (Yes or No)	YES
How often are these test made per year?	MONTHLY/12
Is LWUA being furnished copies of these test reports? (Yes or No)	YES
For the report year, how many such reports were submitted to LWUA?	12
3. State the method of water treatment employed by the District, if any	CHLORINATION
4. Does the District undertake regular pump efficiency test? (Yes or No)	YES
How many of these pumps does the District have in its system?	9
How many of these pumps are operational?	9

D. OPERATIONAL

1. Total water production during the year in cubic metres (Annex I-Summary of Water Production and Consumption)	273,364
Total water billed in cubic meters	Annex I
Average per capita consumption in lpd	221,546
	606,675 LITERS/DAY
2. Attach list of Water Sources (Annex J-WD Water Sources)	Annex J
3. Is the District provided with measuring devices to measure their water production? (Yes or No)	YES
If yes, what type?	FLOWMETER
If not, how do you measure productions	N/A
4. As of year's end, the District has the following existing service connection and related information. (Annex K-Service Connection Growth)	Annex K
a. Total number of existing connections (Active & Inactive Connection)	2,678
b. Number of Active Connections	1,496
c. Number of Metered Connections	
1. With functioning meters	1,488
2. With non-functioning meters	NONE
d. Number of flat rate connections	NONE
e. Number of connections regularly billed	
f. Number of delinquent concessionaires	632
g. Average number of customers per connections (HH)	5
5. Estimated population of district service areas	41,627
a. Estimated population served by utility whether fully or partially	7,440

6. Because of inadequate facilities, the District had to provide partial service in accordance with the following average length of time each 24-hours day:

- a. Less than 6 hours service
- b. 7-12 hours service
- c. 13-18 hours service
- d. 19-24 hours service

(Not: You may vary the number of hours as may be necessary to suit actual conditions)

N/A
YES (ADIGI HOMES)
N/A
N/A

7. Attach list of major equipment and machinery (with an initial cost of at least P 10,000.00 including pertinent information). (Annex L-List of Major Equipments)

Annex L

8. Does the District keep written record of request for service? (Yes or No)

- a. Does the record show the date when such requests were made and the nature of the service requested (Yes or No)
- b. On the average, how long (in days) does it take the District to respond and attend such requests?
- c. How many such reports were received during the year?
- d. How many of these reports attended to during the year?

YES
within the day
1,051
1,051

Submitted by:

MARIA DOHNA D. SAGUN
General Manager

BATAC WATER DISTRICT

ANNUAL REPOSRT

For the Period January 1, 2015 to December 31, 2015

II. PROFILE

1. THE WATER DISTRICT & ITS PHYSICAL SYSTEM'S FACILITIES

A. ORGANIZATION

1. Date Formed	<u>November 15, 1982</u>	Age (months) as of 12/31/14	<u>387 months</u>
2. Date CCC was issued	<u>September 26, 1983</u>	CCC No.	<u>250</u>
3. Personnel			

Comments: (adequacy, qualification, performance & others)

B. EXISTING SYSTEM'S FACILITIES

1. Service

1.1 Service Area	<u>24 Barangays of Batac</u>
	<u>1 Brgy. of San Nicolas</u>
1.2 Population of Service Area (Latest)	<u>41,627</u>
1.3 No. of Households	<u>1,488</u>
1.4 No. of Persons/Household	<u>5</u>
1.5 Service Time (hrs./day)	<u>24 hours/day</u>

2. Structure and Equipment

2.1 Administration Building	
Office Area	<u>96.052 sq. m.</u>
Office Equipment (see List of Major Equipments)	<u>Annex L</u>
2.2 If rented, how much per month?	<u>13,212.02</u>
2.3 Type of Water Source	<u>6 wells</u>
	<u>3 infiltration galleries</u>
Rated Capacity per day (cu.m. / day)	<u>749 cu.m.</u>

2.4 Reservoir (description, built, dimension and capacity)

1 unit	267	cu.m	Concrete Tank Reservoir at Brgy. Barani, Batac City
1 unit	75	cu.m	Concrete Tank Reservoir at Brgy. Aglipay, Batac City
1 unit	75	cu.m	Concrete Tank Reservoir at Brgy. Baay, Batac City

2.5 Water Sources (Annex K-WD Water Sources)

2.6 Service Connections

Type	Flat	Metered	Total
Residential Government		1,363	
Commercial		108	
Government		17	
Total		1,488	

2.7 Production

Average Monthly Production

a. Booster/Pumping (cu.m)

b. Bulk Water (cu.m)

22,780 cu.m.

N/A

Production Efficiency % (average/month)

(Total Water Utilized/Total Production)	81.04%
NRW % () YTD	18.96%

2. CURRENT OPERATION / FINANCIAL HIGHLIGHTS

A. Existing Water Rates (Annex H-Water Rates Schedule)	Annex H
B. Operating Income/Expenses	
Average Water Sales (average/mo)	746,928.32
Average Collection (average/mo)	743,748.66
Average Expenses-O & M for the year (average/mo)	777,118.79
C. Financial Highlights (rate & status)	
Current Ratio = $\frac{\text{Current Assets}}{\text{Current Liabilities}}$	3.45 : 1
Long Term Debt/Equity Ratio	1.53 : 1
Monthly Biling (average/mo)	746,928.32
Collection Efficiency-% of On-Time Payment (YTD)	97%

3. COMMUNITY ECONOMIC PROFILE

A. Total Population (covered by the Water District)	7,440
B. Average Monthly Family Income in the Area	P 9,664.00/household
C. Major Source of Income	Farming
D. Average Monthly Family Expenditure in the Area	NO AVAILABLE DATA
E. City/Municipal Revenue (CY 2014)	345,525,425.04
F. Average Rate of Mortality per 100,000 population due to waterborne diseases (e.g. diarrhea)	0%
G. Average Rate of Morbidity per 100,000 population due to waterborne diseases (e.g. diarrhea)	22.22%
H. Major Agricultural, Industrial and Commercial activities	
Palay/Corn/Squash Production, Carabao/Cattle/Swine/Goat/Chicken Production; Concrete Aggregates	

4. OTHER INFORMATION

1. The District has been paying the _____ Water District an average of _____ cubic meter of Bulk Water per month. **(NOT APPLICABLE)**
2. The District has implemented the Meter Clustering System to help alleviate water pilferage **(NO)**
3. The District has regularly monitors the Residual Chlorine in various strategic points of its water supply system (_____ Summary of Bacteriological Analysis 2015) **(YES)**
4. The District has maintained its established safety programs and standard operating procedure **(YES)**
5. The District has continued implementing the 5% discount for water bill of Senior Citizens **(YES)**
6. The District has approved the Gender and Development Budget for CY 2015 in compliance with RA 9710 **(YES)**
7. The District has adopted and implemented the approved Strategic Performance Management System (SPMS) **(YES)**
8. The District has religiously paid the principal and interest of its various loans to LWUA **(YES)**

Prepared by:

Approved by:

IMELDA G. TUTAAN
Sr. Accounting Processor A

MARIA DOHNA D. SAGUN
General Manager