

BATAK WATER DISTRICT  
ESTIMATED OPERATION AND MAINTENANCE EXPENSES  
FOR THE CALENDAR YEAR 2013

			BUDGETED 2012	EXPENDED 1st Nine Mos. Exp. 2012	BUDGETED 1ST QTR. 2013	BUDGETED 2ND QTR. 2013	BUDGETED 3RD QTR. 2013	BUDGETED 4TH QTR. 2013	BUDGETED 2013	INCREASE (DECREASE)
01 PERSONAL SERVICES										
			Salary							
BASIC SALARIES :	<u>Grade</u>	<u>Step</u>								
General Manager F	22	1	453,744.00	0.00	127,956.00	127,956.00	127,956.00	127,956.00	511,824.00	58,080.00
Cashier C	12	3	225,660.00	175,389.00	61,023.00	61,023.00	61,023.00	61,023.00	244,092.00	18,432.00
Senior Accounting Processor A	12	5	231,492.00	179,455.00	62,250.00	62,250.00	62,250.00	62,250.00	249,000.00	17,508.00
Accounting Processor B	6	4	149,544.00	115,558.00	39,936.00	39,936.00	39,936.00	39,936.00	159,744.00	10,200.00
Customer Service Asst. E (BC)	6	3	147,624.00	114,230.00	39,540.00	39,540.00	39,540.00	39,540.00	158,160.00	10,536.00
Customer Service Asst. E ( MR)	4	4	129,156.00	100,181.00	34,557.00	34,557.00	34,557.00	34,557.00	138,228.00	9,072.00
Customer Service Asst. E (MR)	4	1	124,296.00	-	33,543.00	33,543.00	33,543.00	33,543.00	134,172.00	9,876.00
Water Res. Facilities Optr. C (PO)	4	2	125,892.00	97,623.00	33,876.00	33,876.00	33,876.00	33,876.00	135,504.00	9,612.00
Water Res. Fac. Optr. C (Plumber)	4	5	130,848.00	100,770.00	34,905.00	34,905.00	34,905.00	34,905.00	139,620.00	8,772.00
Utility Worker B	1	1	99,444.00	77,435.00	27,000.00	27,000.00	27,000.00	27,000.00	108,000.00	8,556.00
Clerk Processor D	3	1	115,536.00	0.00	31,203.00	31,203.00	31,203.00	31,203.00	124,812.00	9,276.00
Casual (1)	1	1	99,444.00	0.00	27,000.00	27,000.00	27,000.00	27,000.00	108,000.00	8,556.00
Emergency Laborers (3)	-	-	145,992.00	144,447.50	59,400.00	59,400.00	59,400.00	59,400.00	237,600.00	91,608.00
Overtime Pay			80,000.00	55,525.73	22,500.00	22,500.00	22,500.00	22,500.00	90,000.00	10,000.00
Rep. & Travel Allowance (RATA)			96,000.00	72,000.00	24,000.00	24,000.00	24,000.00	24,000.00	96,000.00	0.00
Add'l Compensation (AO # 53)			216,000.00	108,000.00	54,000.00	54,000.00	54,000.00	54,000.00	216,000.00	0.00
<b>TOTAL BASIC SALARIES</b>			<b>2,570,672.00</b>	<b>1,340,614.23</b>	<b>712,689.00</b>	<b>712,689.00</b>	<b>712,689.00</b>	<b>712,689.00</b>	<b>2,850,756.00</b>	<b>280,084.00</b>

	BUDGETED 2012	EXPENDED 1st Nine Mos. Exp. 2012	BUDGETED 1ST QTR. 2013	BUDGETED 2ND QTR. 2013	BUDGETED 3RD QTR. 2013	BUDGETED 4TH QTR. 2013	BUDGETED 2013	INCREASE (DECREASE)
<b>EMPLOYEES BENEFITS :</b>								
Personnel Eco. Relief Allo.(PERA)	72,000.00	36,000.00	18,000.00	18,000.00	18,000.00	18,000.00	72,000.00	0.00
Clothing Allowance	48,000.00	40,000.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	12,000.00
13th Month Pay	169,392.00	51,652.50	46,066.00	46,066.00	46,066.00	46,066.00	184,264.00	14,872.00
Cash Gift	60,000.00	20,000.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	0.00
Rice Allowance	144,000.00	72,000.00	54,000.00	54,000.00	54,000.00	54,000.00	216,000.00	72,000.00
Vacation & Sick Leave Benefits	200,000.00	151,624.75	50,000.00	50,000.00	50,000.00	50,000.00	200,000.00	0.00
Medical/Dental Allowance	72,000.00	48,000.00	18,000.00	18,000.00	18,000.00	18,000.00	72,000.00	0.00
Productivity Incentive Bonus	24,000.00	16,000.00	6,000.00	6,000.00	6,000.00	6,000.00	24,000.00	0.00
Loyalty Pay	0.00	-	###	-	-	-	0.00	0.00
Cash Award to Outstanding Employee	5,000.00	-	###	-	-	5,000.00	5,000.00	0.00
Life & Retirement Insurance Contribution	243,920.00	116,203.80	66,335.00	66,335.00	66,335.00	66,335.00	265,340.00	21,420.00
Pag-IBIG Fund Contribution	14,400.00	7,200.00	3,600.00	3,600.00	3,600.00	3,600.00	14,400.00	0.00
Medicare Contribution	23,400.00	11,362.50	8,292.00	8,292.00	8,292.00	8,292.00	33,168.00	9,768.00
ECC Contributions	13,944.00	7,081.48	3,540.00	3,540.00	3,540.00	3,540.00	14,160.00	216.00
Financial Assistance	216,000.00	144,000.00	54,000.00	54,000.00	54,000.00	54,000.00	216,000.00	0.00
Educational Assistance	12,000.00	8,000.00	3,000.00	3,000.00	3,000.00	3,000.00	12,000.00	0.00
Anniversary Bonus	36,000.00	24,000.00	9,000.00	9,000.00	9,000.00	9,000.00	36,000.00	0.00
Hazard Pay	25,200.00	13,500.00	10,800.00	10,800.00	10,800.00	10,800.00	43,200.00	18,000.00
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,379,256.00</b>	<b>766,625.03</b>	<b>380,633.00</b>	<b>380,633.00</b>	<b>380,633.00</b>	<b>385,633.00</b>	<b>1,527,532.00</b>	<b>148,276.00</b>
<b>BOD &amp; RECORDING SECRETARY PER DIEMS:</b>								
Per Diems (BOD)	360,000.00	164,460.00	30,600.00	30,600.00	30,600.00	30,600.00	122,400.00	-237,600.00
Anniversary Bonus (BOD)	15,000.00	15,000.00	3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	0.00
Year-end Benefits	55,000.00	-	8,800.00	8,800.00	8,800.00	8,800.00	35,200.00	-19,800.00
Per Diems (Recording Secretary)	36,000.00	18,600.00	3,060.00	3,060.00	3,060.00	3,060.00	12,240.00	-23,760.00
Communication Expense	0.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	30,000.00
<b>TOTAL BOD &amp; REC. SEC. PER DIEMS/BENEFITS</b>	<b>466,000.00</b>	<b>205,560.00</b>	<b>53,710.00</b>	<b>53,710.00</b>	<b>53,710.00</b>	<b>53,710.00</b>	<b>214,840.00</b>	<b>-251,160.00</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>4,415,928.00</b>	<b>2,312,799.26</b>	<b>1,147,032.00</b>	<b>1,147,032.00</b>	<b>1,147,032.00</b>	<b>1,152,032.00</b>	<b>4,593,128.00</b>	<b>177,200.00</b>

	BUDGETED 2011	EXPENDED 1st Nine Mos. Exp. 2012	BUDGETED 1ST QTR. 2013	BUDGETED 2ND QTR. 2013	BUDGETED 3RD QTR. 2013	BUDGETED 4TH QTR. 2013	BUDGETED 2013	INCREASE (DECREASE)
<b>02 OTHER OPERATION AND MAINTENANCE EXPENSES</b>								
Power or Fuel Purchased for Pumping	1,200,000.00	776,465.30	325,000.00	325,000.00	325,000.00	325,000.00	1,300,000.00	100,000.00
Chemical & Filtering Materials	62,000.00	56,973.67	20,000.00	20,000.00	20,000.00	20,000.00	80,000.00	18,000.00
Office Supplies & Other Expense	100,000.00	99,679.75	32,500.00	32,500.00	32,500.00	32,500.00	130,000.00	30,000.00
Fuel, Oil & Lubricants	150,000.00	92,485.00	37,500.00	37,500.00	37,500.00	37,500.00	150,000.00	0.00
Travelling Expense	100,000.00	134,097.00	30,000.00	30,000.00	30,000.00	30,000.00	120,000.00	20,000.00
Training Expense	30,000.00	78,370.00	32,500.00	32,500.00	32,500.00	32,500.00	130,000.00	100,000.00
Utility Expense - Water	7,500.00	3,954.00	1,875.00	1,875.00	1,875.00	1,875.00	7,500.00	0.00
Utility Expense - Electricity	60,000.00	40,114.52	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	0.00
Postage & Deliveries	6,000.00	2,200.00	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	0.00
Telephone Expense - Landline	36,000.00	26,585.93	9,000.00	9,000.00	9,000.00	9,000.00	36,000.00	0.00
Telephone Expense - Mobile	25,000.00	15,300.00	11,400.00	11,400.00	11,400.00	11,400.00	45,600.00	20,600.00
Internet Expense	12,000.00	7,233.96	3,000.00	3,000.00	3,000.00	3,000.00	12,000.00	0.00
Advertising, Promotional & Marketing Expense	8,000.00	0.00	2,000.00	2,000.00	2,000.00	2,000.00	8,000.00	0.00
Vehicle Insurance - Regn & Insurane Exp.	10,000.00	6,190.53	2,000.00	2,000.00	2,000.00	2,000.00	8,000.00	-2,000.00
Representation Expense	80,000.00	53,345.20	20,000.00	20,000.00	20,000.00	20,000.00	80,000.00	0.00
Rent Expense	158,544.00	118,908.18	39,636.00	39,636.00	39,636.00	39,636.00	158,544.00	0.00
Extraordinary & Miscellaneous Expense	50,000.00	1,000.00	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	-40,000.00
Membership Dues & Contributions to Org.	11,000.00	19,400.00	3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	4,000.00
Donations	5,000.00	12,540.00	3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	10,000.00
Taxes, Duties & Licenses	3,000.00	500.00	750.00	750.00	750.00	750.00	3,000.00	
Legal Services	12,000.00	9,950.00	3,000.00	3,000.00	3,000.00	3,000.00	12,000.00	0.00
Auditing Services	40,000.00	18,580.00	10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	0.00
Freight & Handling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bonds Premiums	10,100.00	0.00	2,525.00	2,525.00	2,525.00	2,525.00	10,100.00	0.00
Awards & Rewards	3,000.00	1,000.00	750.00	750.00	750.00	750.00	3,000.00	0.00
Insurance Premium (Loan)	0.00	23,518.04	0.00	0.00	0.00	0.00	0.00	
Documentary Stamp Expense	0.00	17,060.65	0.00	0.00	0.00	0.00	0.00	
Commitment Fees	0.00	3,943.42	0.00	0.00	0.00	0.00	0.00	
Other Maintenance & Operation Expenses	60,000.00	66,500.00	20,000.00	20,000.00	20,000.00	20,000.00	80,000.00	20,000.00
Maintenance of Pumping Equipment	20,000.00	18,575.00	6,250.00	6,250.00	6,250.00	6,250.00	25,000.00	5,000.00
Maintenance of Water Treatment	60,000.00	855.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	-40,000.00
Maintenance of Reservoir & Tanks	5,000.00	1,530.00	1,562.00	1,562.00	1,563.00	1,563.00	6,250.00	1,250.00
Maintenance of Trans. & Distri. Mains.	40,000.00	38,335.67	12,500.00	12,500.00	12,500.00	12,500.00	50,000.00	10,000.00
Maintenance of Meters	3,000.00	-	937.00	937.00	938.00	938.00	3,750.00	750.00
Maintenance of General Plants	40,000.00	34,558.42	12,500.00	12,500.00	12,500.00	12,500.00	50,000.00	10,000.00
Maintenance of Hydrants	4,500.00	315.00	1,406.00	1,406.00	1,406.00	1,407.00	5,625.00	1,125.00

Maintenance of Wells	60,000.00	32,409.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	0.00
Maintenance of Structures & Improvements	15,000.00	9,850.00	4,687.00	4,687.00	4,688.00	4,688.00	18,750.00	3,750.00
Maintenance of Services	30,000.00	8,294.50	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	0.00
TOTAL OTHER O & M EXPENSE	<u>2,516,644.00</u>	<u>1,830,617.74</u>	<u>697,278.00</u>	<u>697,278.00</u>	<u>697,281.00</u>	<u>697,282.00</u>	<u>2,789,119.00</u>	<u>272,475.00</u>
	BUDGETED 2012	EXPENDED 1st Nine Mos. Exp. 2012	BUDGETED 1ST QTR. 2013	BUDGETED 2ND QTR. 2013	BUDGETED 3RD QTR. 2013	BUDGETED 4TH QTR. 2013	BUDGETED 2013	INCREASE (DECREASE)
TOTAL OPERATION AND MAINTENANCE EXPENSE	<u>6,932,572.00</u>	<u>4,143,417.00</u>	<u>1,844,310.00</u>	<u>1,844,310.00</u>	<u>1,844,313.00</u>	<u>1,849,314.00</u>	<u>7,382,247.00</u>	<u>449,675.00</u>
03 Debt Service inc. arrears (LWUA & CGB)	1,323,444.00	992,583.00	330,861.00	310,861.00	300,861.00	300,861.00	1,243,444.00	-80,000.00
04 5M LBP Loan	450,000.00	11,089.77	104,819.00	110,959.00	203,209.00	246,766.00	665,753.00	230,000.00
05 Capex (Service conn.)	300,000.00	113,243.00	75,000.00	75,000.00	75,000.00	75,000.00	300,000.00	0.00
06 Capex - Others	180,000.00	356,180.33	95,000.00	95,000.00	95,000.00	95,000.00	380,000.00	200,000.00
07 Fund Reserve ( 3% of Water Sales)	282,076.00	98,876.51	70,489.00	74,014.00	77,538.00	81,063.00	303,104.00	21,029.00
08 Fund Reserve ( FB )	<u>101,636.00</u>	<u>0.00</u>	<u>27,640.00</u>	<u>27,640.00</u>	<u>27,640.00</u>	<u>27,640.00</u>	<u>110,560.00</u>	<u>8,924.00</u>
TOTAL DISBURSEMENT	<u>9,569,728.00</u>	<u>5,715,389.61</u>	<u>2,548,119.00</u>	<u>2,537,784.00</u>	<u>2,623,561.00</u>	<u>2,675,644.00</u>	<u>10,385,108.00</u>	<u>829,628.00</u>







