



Santa Maria

WATER DISTRICT

**"YOUR WATER, OUR OBLIGATION
YOUR CONVENIENCE, OUR SERVICE"**

SANTA MARIA WATER DISTRICT

2019 BUDGET



Management
System
ISO 9001:2015
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I. BOARD RESOLUTION



Excerpts from the minutes of the regular meeting of the Board of Directors of Santa Maria Water District held on December 10, 2018 at the Santa Maria Water District's Office, Santa Maria, Bulacan.

BOARD RESOLUTION NO. 2018-60

APPROVAL OF BUDGET FOR CALENDAR YEAR 2019 OF THE SANTA MARIA WATER DISTRICT

WHEREAS, the Santa Maria Water District was created pursuant to P.D. 198 as amended by P.D. 768, P.D. 1579 and R.A. 9286, otherwise known as Provincial Water Utilities Act of 1973, as mandated with a vision, mission and goal of providing the district's residents with a safe, adequate and reliable water service at the lowest reasonable cost;

WHEREAS, the Santa Maria Water District, classified as a government owned and/or controlled corporation (GOCC), is an entity which is independent, autonomous, non-stock, non-profit, self-reliant, self-supporting and does not receive any regular subsidy, grants and allocations from the government or any political subdivision;

WHEREAS, the Santa Maria Water District, in its pursuit to attain its mandate of 100% service coverage, must be able to develop its capability to manage and operate its resources by allocating and utilizing them thru the budget as per its financial plan for the optimum benefit and satisfaction of the District and its water consuming public;

WHEREAS, the Santa Maria Water District, as a public service agency, must be managed and operated in a business like or professional manner in order to maintain a sustained growth and development;

WHEREAS, the attached budget for calendar year 2019 was prepared and is intended to serve as the financial plan of actions of the Management of the District for the ensuing year, to establish the authority of the Management to allocate and utilize the District's financial resources as planned, to initialize control in the utilization of its resources within the framework or schedule as designed and serve as a feedback mechanism to monitor and evaluate actual operational parameters and serve as warning signs to alert the Management to adopt remedial measures, when necessary, to keep the financial operation as planned;



WHEREAS, the first page is the title page of the Budget for Calendar Year 2019 and approval by the Board of Directors of the Santa Maria Water District;

WHEREAS, annex A contains the general assumptions of the proposed budget;

WHEREAS, annex B of the attached budget contains the **Estimated Net Income** for C.Y. 2019 with the amount of THIRTY-TWO MILLION EIGHT HUNDRED FORTY-SIX THOUSAND SIX HUNDRED FORTY-ONE PESOS (P 32,846,641.00);

WHEREAS, annex C of the attached budget contains the proposed Cash Budget for C.Y. 2019 with the **Total Estimated Receipts** at TWO HUNDRED NINETY-SEVEN MILLION NINE HUNDRED ELEVEN THOUSAND THREE HUNDRED FIFTY-SIX PESOS (P 297,911,356.00) and **Total Estimated Disbursements** at THREE HUNDRED NINETEEN MILLION NINE HUNDRED SIX THOUSAND SEVEN HUNDRED EIGHTY-SEVEN PESOS (P 319,906,787.00) and an **Estimated Cash Balance** of SIX MILLION FOUR HUNDRED SEVENTY-THREE THOUSAND FOUR HUNDRED PESOS (P 6,473,400.00);

WHEREAS, annex D of the attached budget contains the **Estimated Billing** for C.Y. 2019 with an amount of TWO HUNDRED EIGHTY-FOUR MILLION ONE HUNDRED NINETY-EIGHT THOUSAND EIGHT HUNDRED EIGHTY-NINE PESOS (P 284,198,889.00) and **Estimated Collection** with an amount of TWO HUNDRED SEVENTY-SIX MILLION EIGHT HUNDRED FIFTY-SEVEN THOUSAND THREE HUNDRED SEVENTY-TWO PESOS (P 276,857,372.00);

WHEREAS, annex E of the attached budget contains the **Estimated Miscellaneous Service Revenues** for C.Y. 2019 with a total amount of THREE MILLION SIX HUNDRED FIFTY-FIVE THOUSAND FIVE HUNDRED PESOS (P 3,655,500.00);

WHEREAS, annex F of the attached budget contains the **Estimated Schedule of Meter Maintenance Fee** for C.Y. 2019 with a Total Collection amount of ONE MILLION NINE HUNDRED NINETY-FOUR THOUSAND SEVEN HUNDRED EIGHTY-SEVEN PESOS (P 1,994,787.00);

WHEREAS, annex G of the attached budget contains **Budget Appropriation Request** (page 1-6) for C.Y. 2019 shows the details of the Operating and Maintenance Expenses per expense account in the amount of TWO HUNDRED FIFTY-SIX MILLION TWO HUNDRED SEVENTY-EIGHT THOUSAND FOUR HUNDRED NINETY-SIX PESOS AND TWENTY-ONE CENTAVOS (P 256,278,496.21);

WHEREAS, annex H of the attached budget contains the proposed **Capital Expenditures** Budget (page 1-3) for C.Y. 2019 with a Total Estimated amount of FORTY-FOUR MILLION ONE HUNDRED



NINETY-THREE THOUSAND ONE HUNDRED TWENTY-THREE PESOS AND THIRTY-NINE CENTAVOS (P 44,193,123.39);

NOW THEREFORE, on motion duly made and seconded, be it RESOLVED as it is hereby RESOLVED, to approve the attached Budget for Calendar Year 2019.

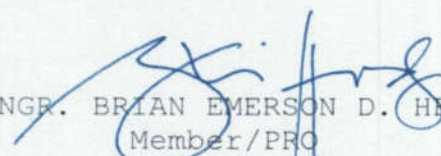
RESOLVED FURTHER, to adopt the attached Budget for Calendar Year 2019 as the Management's guidelines for the Santa Maria Water District's financial operation for calendar year 2019.

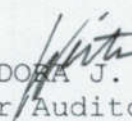
UNANIMOUSLY APPROVED by all directors present this 10th day of December, 2018 at Santa Maria Water District's Office, Santa Maria, Bulacan.

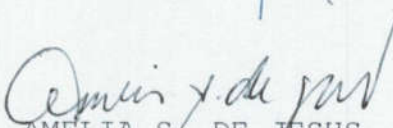
CERTIFIED CORRECT:


MS. AMELIA S. DE JESUS
Secretary

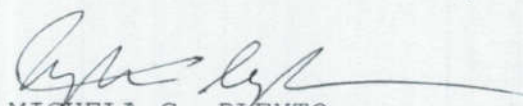
ATTESTED BY:


ENGR. BRIAN EMERSON D. HERNANDEZ
Member/PRO


MS. TEODORA J. CATIIS
Member/Auditor


MS. AMELIA S. DE JESUS
Secretary


MS. CARMELITA T. FRANCISCO
Vice-Chairman


MS. MIGUELA G. PLEYTO
Chairperson

II. BUDGET COMMITTEE



2019 BUDGET COMMITTEE

Prepared by:

MS. JASMIN L. JOSE	-	Administrative Division
MS. DONNA MAE F. JUAN	-	Administrative Division
MR. JAY FEE D. DEL ROSARIO, CPA	-	Finance Division
MS. MARIA LEONORA S. ROMARATE	-	General Services Division
MS. GINABELLE G. DATOLAYTA	-	General Services Division
MS. MARY DIANA S. DELA CRUZ, CPA	-	Customer Accounts Division
MS. VIVIAN P. POLICARPIO	-	Customer Services Division
ENGR. EDGARDO E. DELA TORRE JR.	-	Water Resource Division
ENGR. EMMANUEL V. BLAS II	-	Construction and Maintenance Division
ENGR. GERSON L. FRANCISCO	-	Construction and Maintenance Division
ENGR. ERMELO R. PEREZ	-	Engineering Division

Recommended by:

MS. JOVITA I. DALMACIO

Department Manager B - Administrative, Finance and General Services

ENGR. EMMANUEL ENRICO A. DE VERA

Department Manager B - Operations

ENGR. CARLOS N. SANTOS JR.

General Manager

Approved by:

DIR. AMELIA S. DE JESUS

Secretary

DIR. TEODORA J. CATIIS

Auditor

ENGR. BRIAN EMERSON D. HERNANDEZ

P.R.O.

DIR. CARMELITA T. FRANCISCO

Vice-Chairperson

DIR. MIGUELA G. PLEYTO

Chairperson

III. ANNEXES

GENERAL ASSUMPTIONS

For the Budget Year 2019

A. Service Connection

Active Connection

As of December 31, 2018	33,186
As of December 31, 2019	36,045
Increase in number of active connection per year	2,859

Billed Connection

As of December 31, 2018	32,522
As of December 31, 2019	35,324
Increase in number of connection per year	2,800
Average increase in number of connection per month	233
Number of Reconnection per annum	22,260
Number of Reconnection per month	1,855

B. Consumption

Average consumption per connection (cu.m.)	26.10
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C. Effective Rate (P) @ P 195.00

26.10

D. Collection

On-Time Paid	78.68%
Collection Efficiency	97.41%
Collection Ratio	93.09%

E. Water Production

	12,439,369	100.00%
Bulk Supply (Phil Hydro)	5,534,568	44.49%
Bulk Supply (Bulacan Bulk)	1,825,000	14.67%
Ground Water	5,079,801	40.84%

F. Accounted For Water

Metered Billed	10,697,857	86.00%
Metered Unbilled	13,907	0.13%
Unmetered Unbilled	1,081,553	10.11%
	22,491,176	96.24%

H. Unaccounted water

646,051 2.76%

23,137,227 99.00%

I. Non Revenue Water

1,741,512 14.00%

12,439,369

J. Total Number of Personnel

Office of the Board of Director	1			1
Office of the General Manager	2			2
Administrative, Finance and General Services De	1			1
Administrative Services Division	7	8		15
Finance Division	11	1		12
General Services Division	9	4		13
Commercial Services Department	0			0
Customer Accounts Division	13	13		26
Customer Services Division	8	9		17
Operations Department	1			1
Water Resource Division	11	2		13
Construction and Maintenance Division	12	23		35
Engineering Division	7	6		13
Total Personnel	83	66	0	149
Board of Directors	5			5
Total	88	66	0	154

POP	Casual	Job Order	Total
1			1
2			2
1			1
7	8		15
11	1		12
9	4		13
0			0
13	13		26
8	9		17
1			1
11	2		13
12	23		35
7	6		13
83	66	0	149
5			5
88	66	0	154

K. Salaries and Other Benefits granted to all regular, temporary and casual employees.

1. Salaries
 - 1.a. Basic Salary
Salaries of employees shall be based on the itemized positions of the 2014 DBM approved Plantilla of Position. Basic salaries shall be computed based on the 2016 Salary Standardization Law (SSL 2015) 4th Tranche. (Ref. EO 201 dtd Feb 19, 2016)
 - 1.b. Compulsory Contribution
The government and employee shall contribute their share to the ECC, PHIC, GSIS and HDMF
2. Benefits and Allowances shall include:
 - 2.a. Uniform /Clothing Allowance
Shall be computed based on the number of itemized positions as of December 2018 multiplied by P 6,000 per annum. (Ref. BC No. 2018-1 dtd March 8, 2018)
 - 2.b. Mid Year Bonus
Beginning FY 2016, a Midyear Bonus equivalent to one (1) month basic salary as of May 15, shall be granted to those who have rendered at least four (4) months of satisfactory service and are still in the service as of the same date, to be given not earlier than May 15 of every year (Ref. Section 4 of EO 201)
 - 2.c. Year-End Bonus and Cash Gift
The Year-End Bonus is equivalent to one (1) month basic salary as of October 31 of the year and the Cash Gift at P 5,000. (Ref. BC No. 2010-1 dtd April 28, 2010)
 - 2.d. Personnel Economic Relief Allowance (PERA)
The PERA is granted to regular and casual employees in the amount of P2,000.00 per month. (Ref. BC No. 2009-3 dated August and other guidelines issued by the DBM)

Expenditures (GAA Sec 18) Use of Government Funds)

All kinds of procurement shall be subject to the conditions prescribed in RA No. 9184, its IRR and GPPB issuances.

1. Purchase of goods, infrastructure projects, consulting services, including common-use supplies shall be made in accordance with provisions of RA 9184, its IRR and other guidelines issues thereon. To promote transparency and achieve efficiency in the procurement process, the PHILGEPS shall be the primary and repository of information on government procurement.
2. Procurement of common-use supplies shall be from the Procurement Service (PS) as mandated under LOI No. 755 dated October 18, 1978, EO No. 359 s. 1989, AO No. 17 s. 2011.
Procurement of critical supplies such as fuel, equipment spare parts and other analogous items, the SMWD may resort to the use of Ordering Agreement subject to the provisions of RA 9184, its IRR and GPPB guidelines.
3. Purchase of motor vehicles shall be made pursuant to AO No. 233, s. 2008 as amended by AO No. 15 s. 2011, BC No. 2010-2 dated March 1, 2010.
4. Payment of foreign travel expenses of government officials and employees for training, seminar or conference abroad shall be in accordance with EO Nos. 248, 248-A s. 1995 as amended by EO No. 298 s. 2004 and other guidelines issued thereon. Provided, that no official or employee may be sent when they are due to retire within one (1) year after the said foreign travel.
5. Printing of accountable forms shall be at the National Printing Office (NPO) or any recognized government printers (RGP).
6. Inventory of supplies, materials and equipment spare parts to be procured shall not exceed the normal three-month requirements.
7. Emergency procurement of supplies, materials and equipment spare parts may be undertaken when there is an unforeseen contingency requiring immediate purchase subject to the conditions prescribed in RA 9184.
8. The SMWD will formulate a Gender and Development (GAD) Plan to be integrated in the regular activities which shall be at least 5% of the total budget.



Schedule of Service Connections, Effective Rate, Average Consumption and Collection Ratios

FOR BUDGET YEAR 2019

2018	2018 Data			2018 Average Consump	2018 Effective Rate	2019 Increase in billed connection	Monthly Increase in number of Service Connections						Collection Ratios		
	No. of Connection Billed	Cum Billed	Amount				2014	2015	2016	2017	2018	%	OTP	CE	CR
Jan	30,180	750,705	19,921,471.40	26.57	26.54	203	206	197	221	204	193	7%	92.79%	94.02%	82.18%
Feb	30,358	705,101	18,788,780.00	24.93	26.65	223	236	247	223	291	212	8%	77.47%	96.54%	90.04%
Mar	30,545	633,163	16,828,874.80	22.43	26.58	286	328	204	247	398	271	10%	71.67%	97.97%	93.44%
Apr	30,874	811,382	21,683,715.50	27.98	26.72	271	317	277	258	231	257	10%	81.43%	97.95%	94.77%
May	31,108	719,229	19,291,881.00	24.82	26.82	366	233	119	249	272	347	13%	77.18%	98.12%	95.68%
June	31,418	777,344	20,904,639.00	26.44	26.89	255	243	372	212	300	242	9%	79.26%	98.34%	96.38%
July	31,698	738,519	20,111,655.60	25.00	27.23	239	303	305	282	222	227	9%	73.40%	98.36%	96.74%
Aug	31,845	740,059	20,114,013.50	24.94	27.18	200	217	242	206	220	190	7%	74.90%	98.27%	96.92%
Sep	32,010	756,128	20,522,348.40	25.32	27.14	216	169	196	249	213	205	8%	79.03%	97.33%	92.75%
Oct	32,168	854,618	20,776,488.72	28.27	24.31	167	209	161	204	252	158	6%	79.03%	97.33%	92.75%
Nov	32,338	859,038	21,122,774.39	28.26	24.59	179	301	269	244	155	170	6%	79.03%	97.33%	92.75%
Dec	32,522	863,822	19,460,847.52	28.26	22.53	194	137	168	172	206	184	7%	79.03%	97.33%	92.75%
Total		9,209,108	239,527,489.83	313.22	313.18	2,800	2,899	2,757	2,767	2,964	2,656	100%	944.21%	1168.88%	1117.14%
Average				26.10	26.10	233							78.68%	97.41%	93.09%
Budget				26.10	26.10		2,760	3000	2,800	2,300	2,305		78.68%	97.41%	93.09%



INCOME STATEMENT BUDGET

FOR BUDGET YEAR 2019

Revenues:		% of Total Income
Other Service Income	5,703,128	1.97%
Income from Waterworks System	278,295,994	96.25%
Discounts	(928,183)	(0.32%)
Fines and Penalties	5,902,896	2.04%
Other Revenues:		
Interest Income	151,302	0.05%
	289,125,137	100.00%
Expenses:		% of Total Expenses
Personal Services		
Salaries and Wages	36,641,242	14.30%
Other Compensation	18,357,667	7.16%
Personnel Benefits Contribution	5,223,688	2.04%
Other Personnel Benefits	4,158,893	1.62%
Maintenance and Operating Expenses		0.00%
Travelling Expenses	3,419,050	1.33%
Training and Scholarship Expenses	1,396,800	0.55%
Supplies and Materials Expenses	7,204,813	2.81%
Semi-Expendable Machinery and Equipment Expenses	542,138	0.21%
Utility Expenses	1,338,126	0.52%
Communication Expenses	1,328,537	0.52%
Awards/Rewards Expenses	50,000	0.02%
Generation, Transmission and Distribution Expenses	120,233,475	46.92%
Confidential, Intelligence and Extra Ordinary Expenses	177,600	0.07%
Professional Services	699,920	0.27%
Other General Services	2,400,390	0.94%
Repairs and Maintenance		
Building	117,742	0.05%
Office Equipment, Furnitures and Fixtures	713,107	0.28%
Machineries and Equipment	315,710	0.12%
Transportation Equipment	1,657,890	0.65%
Other Property, Plant and Equipment	10,609,255	4.14%
Subsidies and Donation	296,600	0.12%
Taxes, Insurance Premiums and Other Fees	642,826	0.25%
Other Maintenance and Operating Expenses		
Membership Dues and Contributions to Organizations - A:	161,227	0.06%
Advertising Expenses	850,620	0.33%
Printing and Publication Expenses	5,000	0.00%
Rent/Lease Expenses- Office Building	707,616	0.28%
Representation Expenses	1,955,500	0.76%
Transportation and Delivery Expenses	180,000	0.07%
Non-Cash Expenses		0.00%
Impairment Loss-Loans and Receivables	25,000	0.01%
Depreciation / Amortization	19,539,756	7.62%
Major Events and Conventions Expenses	3,229,485	1.26%
Financial Expenses	12,098,824	4.72%
Total Expenses	256,278,496	100.00%
Net Income	32,846,641	11.36%

Prepared by:


Jay Fee D. Del Rosario
Senior Corporate Accountant C

Recommended by:



Jovita I. Dalmacio
Department Manager B
Administrative, Finance and General Services



CASH BUDGET

FOR BUDGET YEAR 2019

Receipts:

		% of Receipts
Collection of Waterbills	276,857,372	92.93%
Collection of Meter Maintenance fee	1,994,787	0.67%
Collection of Other Revenues	3,655,500	1.23%
Interest on Bank deposit	151,302	0.05%
Proceeds from Sale of Fittings	16,012,578	5.37%
Proceeds from Sales of Waste Materials	168,000	0.06%
Discounts	(928,183)	-0.31%
Total Receipts	297,911,356	100%

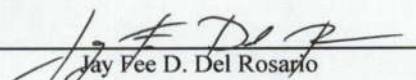
Disbursements:

		% of Disbursement
Personal Services and Other Personnel Benefits	64,381,490	20.13%
Power Cost	1,338,126	0.42%
Generation Cost	22,774,276	7.12%
Bulk supply	97,459,199	30.46%
Maintenance and Operating Expenses	20,901,611	6.53%
Repairs and Maintenance	13,413,703	4.19%
Extraordinary and Miscellaneous Expenses	177,600	0.06%
Donation and Subsidies	296,600	0.09%
Taxes, Insurance Premiums and Other Fees	642,826	0.20%
Major Events and Conventions Expenses	3,229,485	1.01%
Other Financial Expenses	12,098,824	3.78%
Capital Expenditures	44,193,123	13.81%
Purchase of WM for NI and Sale of Fittings	16,210,428	5.07%
Purchase of Inventory	6,509,619	2.03%
Sinking Fund (3% of Waterbill Receipts)	1,061,832	0.33%
Debt Service		
LWUA	5,524,755	1.73%
NHA	86,455	0.03%
PNB	9,035,406	2.82%
LBP	571,429	0.18%
Total Disbursements	319,906,787	100%

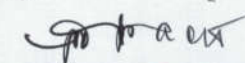
Net Receipts

	(21,995,431)
Cash Balance Jan 1, 2019	28,468,830
Cash Balance Dec 31, 2019	6,473,400

Prepared by:


Jay Fee D. Del Rosario
Senior Corporate Accountant C

Recommended by:


Jovita I. Dalmacio
Department Manager B
Administrative, Finance and General Services



Estimated Billing and Collection

FOR BUDGET YEAR 2019

BILLING

Month	No. of Service 2018	Connection	Metered Consumption	Monthly Billing(639)	Penalty(649)	Total
January	30,180	32,725	869,655 P	23,078,044 P	166,393 P	23,244,437
February	30,358	32,949	821,292	21,884,923	493,067	22,377,990
March	30,545	33,235	745,415	19,812,435	561,286	20,373,721
April	30,874	33,506	937,501	25,054,164	465,256	25,519,420
May	31,108	33,871	840,701	22,550,130	514,594	23,064,724
June	31,418	34,127	902,373	24,266,974	503,297	24,770,271
July	31,698	34,366	859,097	23,395,299	622,315	24,017,614
August	31,845	34,566	862,059	23,429,838	588,089	24,017,926
September	32,010	34,782	880,743	23,904,560	501,313	24,405,873
October	32,168	34,949	987,910	24,016,921	503,669	24,520,590
November	32,338	35,128	992,871	24,413,572	511,987	24,925,560
December	32,522	35,322	998,241	22,489,134	471,629	22,960,764
			10,697,857	278,295,994	5,902,896	284,198,889

#

COLLECTION

Month	On-Time Paid	Arrears	Total (CE)
January	P 21,414,117	P 440,302	P 21,854,420
February	16,954,250	4,649,462	21,603,712
March	14,199,572	5,760,563	19,960,135
April	20,401,606	4,594,666	24,996,272
May	17,404,190	5,226,917	22,631,107
June	19,234,003	5,125,081	24,359,084
July	17,172,150	6,451,576	23,623,725
August	17,548,948	6,053,468	23,602,416
September	18,891,432	4,862,455	23,753,887
October	18,980,229	4,885,310	23,865,540
November	19,293,697	4,965,994	24,259,691
December	17,772,842	4,574,542	22,347,383
	P 219,267,037	P 57,590,335	P 276,857,372

✓



Estimated Miscellaneous Service Revenue

FOR BUDGET YEAR 2019

Application fees

No of jobs:		2,859
Revenue per job	P	150.00
Total	P	428,850.00

Reconnection Fees

No of jobs:		22,260
Revenue per job	P	100.00
Total	P	2,226,000.00

Service Charge

No. of jobs		2,859
Revenue per job	P	350.00
Total	P	1,000,650.00

Total Miscellaneous Service Revenues

P	3,655,500.00
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Estimated Schedule of Meter Maintenance Fee

FOR BUDGET YEAR 2019

		Billing (628)	Collection
January	32,725	163,627	153,842
February	32,949	164,745	159,045
March	33,235	166,173	162,800
April	33,506	167,528	164,094
May	33,871	169,357	166,173
June	34,127	170,633	167,800
July	34,366	171,829	169,011
August	34,566	172,831	169,841
September	34,782	173,911	169,265
October	34,949	174,744	170,076
November	35,128	175,640	170,948
December	35,322	176,610	171,892
		2,047,628	1,994,787



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019											
A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses											
A/C No.	EXPENSES	Administrative Department			Commercial Department			Operations Department			2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)	Total	% to Total
50101010	PERSONAL SERVICES	23,028,562.00								23,028,562.00	8.99%
50101020	Salaries and Wages-Regular	13,612,680.00								13,612,680.00	5.31%
	Salaries and Wages-Casual/Contractual										
	Total Personal Services	36,641,242.00	-	-	-	-	-	-	-	36,641,242.00	0.14
50102010	OTHER COMPENSATION	3,576,000.00								3,576,000.00	1.40%
50102020	Personnel Economic Relief Allowance (PERA)	342,000.00								342,000.00	0.13%
50102030	Representation Allowance (RA)	342,000.00								342,000.00	0.13%
50102040	Transportation Allowance (TA)	894,000.00								894,000.00	0.35%
50102080	Clothing/Uniform Allowance	2,176,457.95								2,176,457.95	0.85%
50102090	Productivity Incentive Allowance	3,053,964.00								3,053,964.00	1.19%
50102100	Other Bonuses and Allowances										0.00%
50102100-111	Honoraria										
50102100-112	Honoraria - Board of Directors Per Diems		1,224,288.00							1,224,288.00	0.48%
50102100-113	Honoraria - 25% Reimbursible Expenses		306,072.00							306,072.00	0.12%
50102100-114	Honoraria - Seminars, Conventions, Meetings etc.		1,109,100.00							1,109,100.00	0.43%
50102120	Honoraria - Performance Based Bonus		415,584.00							415,584.00	0.16%
50102130	Longevity Pay	20,000.00								20,000.00	0.01%
50102150	Overtime and Night Pay	1,099,237.26								1,099,237.26	0.43%
50102140	Cash Gift	745,000.00								745,000.00	0.29%
	Year End Bonus	3,053,964.00								3,053,964.00	1.19%
	Total Other Compensation	15,302,623.21	3,055,044.00	-	-	-	-	-	-	18,357,667.21	0.07
50103010	PERSONNEL BENEFITS CONTRIBUTIONS	4,396,949.04								4,396,949.04	1.72%
50103020	Retirement and Life Insurance Premiums	178,800.00								178,800.00	0.07%
50103030	Pag-IBIG Contributions	469,138.49								469,138.49	0.18%
50103040	PhilHealth Contributions	178,800.00								178,800.00	0.07%
	Employees Compensation Insurance Premiums										
	Total Personnel Benefits Contributions	5,223,687.53	-	-	-	-	-	-	-	5,223,687.53	0.02
50104030	OTHER PERSONNEL BENEFITS	3,194,513.26								3,194,513.26	1.25%
50104990	Terminal Leave Benefits	964,380.00								964,380.00	0.38%
	Other Personnel Benefits										
	Total Other Personnel Benefits	4,158,893.26	-	-	-	-	-	-	-	4,158,893.26	0.02



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses

A/C No.	EXPENSES	Administrative Department				Commercial Department		Operations Department			% to Total	2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)	Total		
	MAINTENANCE AND OTHER OPERATING EXPENSES											
	Traveling Expenses											
50201010	Traveling Expenses - Local		450,000.00	169,049.92						619,049.92	0.24%	607,600.00
50201020	Traveling Expenses - Foreign		2,800,000.00							2,800,000.00	1.09%	1,630,000.00
	Total Travelling Expenses	-	3,250,000.00	169,049.92	-	-	-	-	-	3,419,049.92	0.01	2,237,600.00
	Training Expenses											
50202010	Training Expenses	1,396,800.00								1,396,800.00	0.55%	2,437,300.00
	Total Training Expenses	1,396,800.00	-	-	-	-	-	-	-	1,396,800.00	0.55%	2,437,300.00
	Supplies and Materials Expenses											
50203010	Office Supplies Expenses	273,904.04	182,655.20	359,160.44	436,637.76	176,644.99	41,128.15	35,639.76	23,440.56	1,529,210.90	0.60%	1,138,208.81
50203020	Accountable Forms Expenses		67,004.00		878,592.00			180,033.60		945,596.00	0.37%	711,984.00
50203090	Fuel, Oil and Lubricants Expenses			1,966,080.89						2,146,114.49	0.84%	1,866,731.15
50203130	Chemical and Filtering Supplies Expenses - Water Resources						1,877,324.80			1,877,324.80	0.73%	1,978,953.60
50203990	Other Supplies and Materials Expenses	3,068.00		34,641.36	20,094.88	261,350.96	95,951.44	223,906.55	67,553.20	706,566.39	0.28%	742,938.99
	Total Supplies and Materials Expenses	276,972.04	249,659.20	2,359,882.69	1,335,324.64	437,995.95	2,014,404.39	439,579.91	90,993.76	7,204,812.58	0.03	6,438,816.55
	Semi-Expendable Machinery and Equipment Expenses											
50203210	Semi-Expendable Machinery and Equipment Expenses	112,328.32	143,520.00	100,681.36	46,696.00	121,014.40			17,898.40	542,138.48	0.21%	1,460,703.18
	Total Semi-Expendable Machinery and Equipment Expenses	112,328.32	143,520.00	100,681.36	46,696.00	121,014.40	-	-	17,898.40	542,138.48	0.00	1,460,703.18
	Utility Expenses											
50204010	Water Expenses	76,800.00			268,121.28					344,921.28	0.13%	134,938.82
50204020	Electricity Expenses - Office Building		991,688.76							991,688.76	0.39%	627,252.64
50204990	Other Utility Expenses - Cooking Gas			1,516.32						1,516.32	0.00%	2,000.00
	Total Utility Expenses	76,800.00	991,688.76	1,516.32	268,121.28	-	-	-	-	1,338,126.36	0.01	764,191.46
	Communication Expenses											
50205010	Postage and Courier Services	5,000.00								5,000.00	0.00%	2,000.00
50205020-1	Telephone Expenses - Subscription Plan (Landline)		128,365.46							128,365.46	0.05%	128,365.46
50205020-2	Telephone Expenses - Subscription Plan (Mobile)		197,160.00	120,224.00		26,988.00				344,372.00	0.13%	506,076.00



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019												
A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses												
A/C No.	EXPENSES	Administrative Department			Commercial Department			Operations Department			% to Total	2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)	Total		
50205030	Internet Subscription Expenses	50,000.00	187,200.00	36,400.00						273,600.00	0.11%	196,205.36
50205040	Cable, Satellite, Telegraph and Radio Expenses			577,200.00						577,200.00	0.23%	555,000.00
	Total Communication Expense	55,000.00	512,725.46	733,824.00	-	26,988.00	-	-	-	1,328,537.46	0.01	1,387,646.82
50206010	Awards/Rewards Prizes											
	Awards/Rewards Expenses				50,000.00					50,000.00	0.02%	50,000.00
	Total Other Maintenance and Operating Expenses	-	-	-	50,000.00	-	-	-	-	50,000.00	0.00	50,000.00
50209010-2	Generation, Transmission and Distribution Expenses											
	Generation, Transmission and Distribution Expenses - Power Purchased Water						97,459,198.96			97,459,198.96	38.03%	79,540,800.00
50209010	Generation, Transmission and Distribution Expenses - Power or Fuel Purchased for Pumping		22,747,108.40				27,168.00			22,774,276.40	8.89%	24,476,275.32
	Total Generation, Transmission and Distribution Expenses	-	22,747,108.40	-	-	-	97,486,366.96	-	-	120,233,475.36	46.92%	104,017,075.32
	Confidential, Intelligence and Extraordinary and Expenses											
50210030-1	Extraordinary and Miscellaneous Expenses - OGCC		60,000.00							60,000.00	0.02%	60,000.00
50210030-2	Extraordinary and Miscellaneous Expenses - GM		117,600.00							117,600.00	0.05%	117,600.00
	Total Confidential, Intelligence, Extraordinary Expenses	-	177,600.00	-	-	-	-	-	-	177,600.00	0.07%	177,600.00
	PROFESSIONAL SERVICES											
50211010	Legal Services	196,800.00		3,120.00						199,920.00	0.08%	52,400.00
50211020	Auditing Services		200,000.00							200,000.00	0.08%	570,399.27
50211030	Consultancy Services	300,000.00								300,000.00	0.12%	730,000.00
	Total Professional Services	496,800.00	200,000.00	3,120.00	-	-	-	-	-	699,920.00	0.27%	1,352,799.27
	General Services											
50212030	Security Services			1,823,890.08			576,500.00			1,823,890.08	0.71%	1,270,737.60
50212990	Other General Services						576,500.00			576,500.00	0.22%	528,500.00
	Total General Services	-	-	1,823,890.08	-	-	576,500.00	-	-	2,400,390.08	0.94%	1,799,237.60
	REPAIRS AND MAINTENANCE											
	Building & Other Structures											



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses

A/C No.	EXPENSES	Administrative Department			Commercial Department			Operations Department			% to Total	2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)	Total		
50213040	Repairs and Maintenance-Buildings and Other Structures - Buildings			34,829.60			82,911.92			117,741.52	0.05%	135,363.68
	Total Repairs and Maintenance - Building & Other Structures	-	-	34,829.60	-	-	82,911.92	-	-	117,741.52	0.05%	135,363.68
50213050	Office Equipment, Furnitures and Fixtures											
	Repairs and Maintenance-Machinery and Equipment - Office Equipment			113,984.00						113,984.00	0.04%	124,768.00
50213070	Repairs and Maintenance-Furniture and Fixtures			15,080.00						15,080.00	0.01%	16,265.60
50213050-1	Repairs and Maintenance-Machinery and Equipment - ICT Equipment			584,043.20						584,043.20	0.23%	56,772.92
	Total Repairs and Maintenance - Office Equipment, Furniture & Fixtures	-	-	713,107.20	-	-	-	-	-	713,107.20	0.28%	197,806.52
50213050-2	Machineries and Equipment											
	Repairs and Maintenance-Machinery and Equipment - Communication Equipment			24,128.00						24,128.00	0.01%	30,555.20
50213050-3	Repairs and Maintenance-Machinery and Equipment - Construction and Heavy Equipment			229,181.68						229,181.68	0.09%	451,981.42
50213050-4	Repairs and Maintenance-Machinery and Equipment - Firefighting Equipment and Accessories			62,400.00						62,400.00	0.02%	77,376.00
	Total Repairs and Maintenance - Machineries & Equipment	-	-	315,709.68	-	-	-	-	-	315,709.68	0.12%	559,912.62
50213060	Transportation Equipment											
	Repairs and Maintenance-Transportation Equipment - Motor Vehicles			1,657,890.32						1,657,890.32	0.65%	1,642,268.16
	Total Repairs and Maintenance - Transportation Equipment	-	-	1,657,890.32	-	-	-	-	-	1,657,890.32	0.65%	1,642,268.16
50213990-1	Repairs and Maintenance - Other Property Plant and Equipment											
	Repairs and Maintenance-Other Property, Plant and Equipment - Power Production Equipment						230,322.56			230,322.56	0.09%	354,336.32



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses

A/C No.	EXPENSES	Administrative Department			Commercial Department		Operations Department			Total	% to Total	2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)			
50213990-2	Repairs and Maintenance-Other Property, Plant and Equipment - Pumping Equipment						202,421.60		5,200.00	207,621.60	0.08%	1,850,437.03
50213990-3	Repairs and Maintenance-Other Property, Plant and Equipment - Water Treatment Equipmnet						181,038.00			181,038.00	0.07%	281,746.40
50213030-4	Repairs and Maintenance-Plant-Utility Plant in Service - Reservoirs and Tanks						46,425.60			46,425.60	0.02%	736,617.65
50213030-5	Repairs and Maintenance-Plant-Utility Plant in Service - Transmission and Distribution Mains						215,556.64	5,853,498.56		6,069,055.20	2.37%	4,048,911.97
50213030-6	Repairs and Maintenance-Plant-Utility Plant in Service - Services							3,509,424.88	76,866.40	3,586,291.28	1.40%	5,065,030.85
50213030-7	Repairs and Maintenance-Plant-Utility Plant in Service - Meters						201,600.00			201,600.00	0.08%	3,081,884.40
50213030-9	Repairs and Maintenance-Plant-Utility Plant in Service - Wells									-	0.00%	1,935,000.00
50213990	Repairs and Maintenance-Other Property, Plant and Equipment - Tools, Shops and Garage			63,812.32			23,088.00			86,900.32	0.03%	56,797.52
	Total Repairs and Maintenance - Other Property, Plant & Equipment	-	-	63,812.32	-	-	1,100,452.40	9,362,923.44	82,066.40	10,609,254.56	4.14%	17,410,762.14
50214050	Subsidies and Donation									216,600.00	0.08%	216,600.00
50299080	Financial Assistance to NGOs/POs Donations	80,000.00			216,600.00					80,000.00	0.03%	50,000.00
	Total Subsidies and Donation	80,000.00	-	-	216,600.00	-	-	-	-	296,600.00	0.12%	266,600.00
50215040	Taxes, Insurance Premiums and Other Fees											
50215020	Taxes, Duties and Licenses		30,000.00	163,612.80						193,612.80	0.08%	1,014,734.55
50215030	Fidelity Bonds Premiums Insurance Expenses	149,068.80		300,144.00						149,068.80	0.06%	133,024.11
	Total Taxes, Insurance Premiums and Other Fees	149,068.80	30,000.00	463,756.80	-	-	-	-	-	642,825.60	0.25%	1,471,798.66



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

A. Personal Services, Maintenance and Other Operating Expenses and Financial Expenses

A/C No.	EXPENSES	Administrative Department			Commercial Department			Operations Department			% to Total	2018 Approved Budget
		Admin Services (110)	Finance (120)	General Services (130)	Customer Accounts (210)	Customer Services (220)	Water Resource (310)	Construction and Maintenance (320)	Engineering (330)	Total		
50299060	Other Maintenance and Operating Expenses									161,226.50	0.06%	161,226.50
	Membership Dues and Contributions to Organizations - Assessment Fee	1,200.00	160,026.50									
50299010	Advertising Expenses	255,000.00				595,619.60				850,619.60	0.33%	670,258.80
50299020	Printing and Publication Expenses		5,000.00							5,000.00	0.00%	2,500.00
50299050	Rent/Lease Expenses- Office Building			707,616.00						707,616.00	0.28%	680,400.00
50299030	Representation Expenses	186,400.00	1,769,100.00							1,955,500.00	0.76%	1,859,600.00
50299040	Transportation and Delivery Expenses				180,000.00					180,000.00	0.07%	165,600.00
	Total Other Maintenance and Operating Expenses	442,600.00	1,934,126.50	707,616.00	180,000.00	595,619.60	-	-	-	3,859,962.10	1.51%	3,539,585.30
50503020	Non-Cash Expenses									25,000.00	0.01%	17,566.93
50501040	Impairment Loss-Loans and Receivables		25,000.00							19,520,756.17	7.62%	
50502010	Depreciation		19,520,756.17							19,000.00	0.01%	20,539,756.17
	Amortization											
	Total Non-Cash Expenses	-	19,564,756.17	-	-	-	-	-	-	19,564,756.17	7.63%	20,557,323.10
50299180	Major Events and Conventions Expenses									3,229,485.00	1.26%	2,448,540.00
	Major Events and Conventions Expenses	1,629,485.00			1,600,000.00							
	Total Major Events and Conventions Expenses	1,629,485.00	-	-	1,600,000.00	-	-	-	-	3,229,485.00	1.26%	2,448,540.00
50301040	FINANCIAL EXPENSES											
	Bank Charges		5,000.00							5,000.00	0.00%	5,000.00
50299140	Documentary Stamps Expenses		315,000.00							315,000.00	0.12%	315,000.00
50301020	Interest Expense									-	0.00%	
50301020-121	Interest Expense - LWUA		4,233,741.00							4,233,741.00	1.65%	4,785,068.00
50301020-122	Interest Expense - NHA		112,129.84							112,129.84	0.04%	117,142.02
50301020-124	Interest Expense - PNB		7,078,467.00							7,078,467.00	2.76%	7,854,237.97
50301020-123	Interest Expense - LBP Office Building		354,485.98							354,485.98	0.14%	206,657.52
	Total Financial Services	-	12,098,823.82	-	-	-	-	-	-	12,098,823.82	4.72%	13,283,105.51
	Total Budget (PS, MOOE & FE)	66,042,300.16	64,955,052.31	9,148,686.29	3,696,741.92	1,181,617.95	101,260,635.67	9,802,503.35	190,958.56	256,278,496.21	100.00%	246,534,116.29



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019**
B. Capital Expenditure

B. Capital Expenditure		A/C No.	EXPENSES	Administrative Department						Commercial Department				Operations Department				Unit Cost	Total	% to Total CO																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
				Admin Services (110)		Finance (120)		General Services (130)		Customer Accounts (210)		Customer Services (220)		Water Resource (310)		Construction and Maintenance (320)					Engineering (330)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

B. Capital Expenditure

A/C No.	EXPENSES	Administrative Department						Commercial Department				Operations Department						Total	Unit Cost	% to Total CO		
		Admin Services (110)		Finance (120)		General Services (130)		Customer Accounts (210)		Customer Services (220)		Water Resource (310)		Construction and Maintenance (320)		Engineering (330)						
		Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount					
	Motorcycle																					
	Passenger Van																					
	2.4 Diesel Pick-up MT																					
	Total Motor Vehicles	0	-	0	-	1	2,296,320.00	0	-	1	72,800.00	0	-	0	-	1	1,196,000.00	3	3,565,120.00	8.07%		
10698990-002	Other Property, Plant and Equipment - Power Production Equipment																					
	Power Generator																					
	Surge Protection Device																					
	Trailer for Power Generator																					
10698990-003	Other Property, Plant and Equipment - Pumping Equipment																					
	30HP Variable Frequency Drive																					
	Submersible Motor 30HP 230VAC 3-Phase 60HZ																					

	Submersible Pump																					
	Flowmeter Display (Electromagnetic)																					
	Electromagnetic Flowmeter (Flowtube)																					
	Programmable Logic Controller																					
	Programmable Logic Controller Software																					
	Pressure Transmitter																					
	LCP DISPLAY WITH TOUCH PAD																					
	VFD 6" BLOWER FAN																					
	LOWERING OF PUMP AND MOTOR																					
	BI 100mm COUPLING SCH 60																					
	BI PIPE SEAMLESS, SCH 40, 100MM X 3M																					

	HDPE TUBING 1 SDR 11-(BLUE)																					
	THIN WIRE STRANDED NO. 14																					
	SUBMERSIBLE CABLE AWG#10-3C 50MM2																					
	FABRICATED COUPLING REDUCER 100mm x																					

	ELECTRICAL TAPE BIG																					



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019

B. Capital Expenditure

A/C No.	EXPENSES	Administrative Department						Commercial Department						Operations Department						Total Qty	Unit Cost	Total	% to Total CO																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
		Admin Services (110)		Finance (120)		General Services (130)		Customer Accounts (210)		Customer Services (220)		Water Resource (310)		Construction and Maintenance (320)		Engineering (330)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
		Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
	RUBBER TAPE Repair of Variable Frequency Drives Other Property, Plant and Equipment - Water Treatment Equipment Chemical Dosing Pump Other Property, Plant and Equipment - Tools, Shop and Garage Equipment Data Loggers/Transmitter (Cumangyanan, Sta. Cruz, Manggahan, M. Parang, Sta. Clara, Garden Vill, Sitio Bato, Patag) Portable Turbidimeter PH/CL RESIDUAL TEST KIT Digital Chlorine Residual Kit GPS Rover and Base Station Complete with Plant-Utility Plant in Service - Meters CI 50mm (2") FLOW METER w/ companion flange & BNG CI 75mm (3") FLOW METER w/ companion flange & BNG CI 100mm (4") FLOWMETER w/ companion flange & BNG Plant-Utility Plant in Service - Reservoirs and Tanks Installment for Construction of Storage Tanks at Bgy. Patag and Guyong Installment for Construction of Storage Tanks at Bgy. Manggahan Installation of Booster Pumps for Manggahan Storage Tank Installation of Booster Pumps for Sitio Bato Storage Tank Plant-Utility Plant in Service - Transmission and Distribution Mains Brgy. Pulong Buhangin Sidestreet Extension Project																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				



SUMMARY OF BUDGET APPROPRIATION REQUEST

FOR BUDGET YEAR 2019
B. Capital Expenditure

A/C No.	EXPENSES	Administrative Department				Commercial Department				Operations Department				Total Qty	Unit Cost	Total	% to Total CO
		Admin Services (110)		Finance (120)		General Services (130)		Customer Accounts (210)		Customer Services (220)		Water Resource (310)		Total Qty	Unit Cost	Total	% to Total CO
		Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount	Qty	Amount				
	Brig. Silangan Extension Project (BOV to Peso Farm)																
	Brig. Pulang Buhangin Sidestreet Extension Project (Cunachile Street)																
	Brig. Catmon Sidestreet Extension Project (Bagong Barrio)																
	Brig. Buenavista Sidestreet Extension Project (Sitio Libis)																
	Brig. Buenavista Sidestreet Extension Project (Francisco Street)																
	Brig. Buenavista Sidestreet Extension Project (Laot Street)																
	Brig. Pulang Buhangin Sidestreet Extension Project (P. Guballa Street)																
	Total Other Property Plant and Equipment	0	-	0	-	0	-	0	-	0	-	1,764	26,413,820.12	12	10,268,346.62	1,248,000.00	3.33%
	Total Quantity and Amount Per Division (CAPEX)	15	502,080.80	3	166,368.80	8	2,673,892.00	1	39,936.00	5	234,572.00	1,774	27,597,167.17	16	10,535,106.62	2,444,000.00	85.83%
	Grand Total Budget Per Division (MOOE & CAPEX)		66,544,380.96		65,121,421.11		11,822,578.29		3,736,677.92		1,416,189.95		128,857,802.84		20,337,609.97	2,634,958.56	100%
	Percent Per Division Over Total Budget		22.15%		21.67%		3.93%		1.24%		0.47%		42.89%		6.77%	0.88%	100%

Consolidated by:

Marijo C. Gravador
Corporate Budget Examiner

Budget Prepared by:

Joselito R. Jose/Donna Mae F. Juan
Administrative Services Division

Recommended by:

Maria Leonard S. Romarate/Ginahelle E. Datolayta
General Services Division

Mary Diana S. Dela Cruz, CPA
Customer Accounts Division

Vivian P. Policarpio
Customer Services Division

Engr. Edgardo E. Dela Torre Jr.
Water Resource Division

Engr. Gerson F. Francisco/Engr. Emmanuel V. Blas II
Construction and Maintenance Division

Engr. Enrique R. Poyas
Engineering Division

Engr. Carlos N. Santos Jr.
General Manager

Engr. Francisco Enrique A. De Vera
Department Manager B - Operations

Jovita I. Dalmacio
Department Manager B - Administrative, Finance and General Services