



**DIPOLOG CITY WATER DISTRICT**  
Highway, Minaog, Dipolog City

# **2021**

## **ANNUAL CORPORATE OPERATING BUDGET**

Approved Per Board Resolution No 130 s. 2020



# 2021 BUDGET

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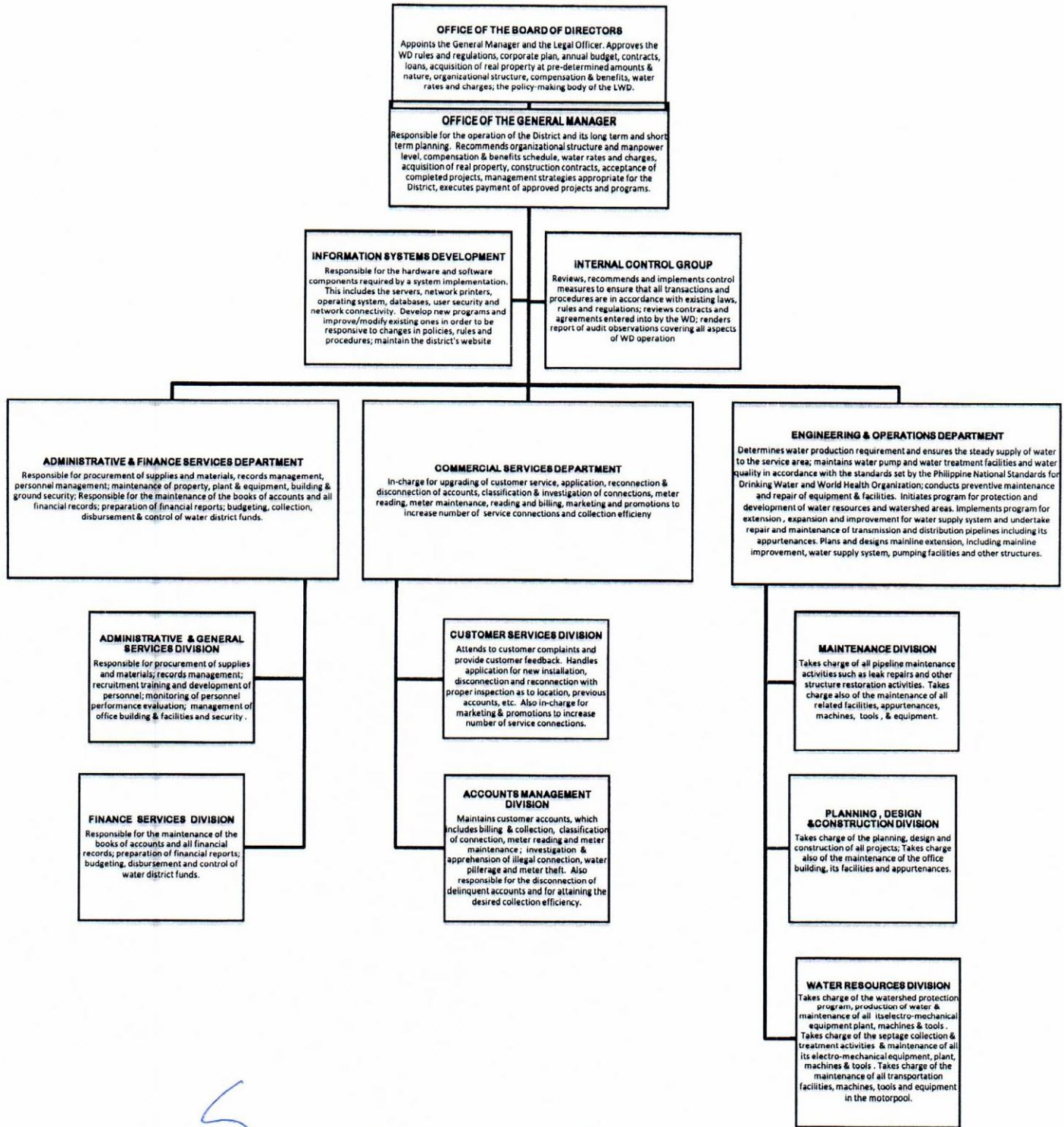
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# DIPOLOG CITY WATER DISTRICT ORGANIZATIONAL & FUNCTIONAL CHART



Prepared:

MA. GENELYN O. EMPEYNADO  
Div. Mgr. B-Admin & Gen. Services  
DipCWD Budget

Checked:

GRACELLA B. PALUCA  
Dept. Mgr. B-Admin & Finance

Recommended:

RUEL D. TABADA  
General Manager B

Approved:

JOSEPHINE B. LEYSON  
Board Chairperson



**Dipolog City Water district**  
**2021 PLANTILLA OF POSITIONS**

ITEM NO	POSITION TITLE AND SALARY GRADE	MONTHLY SALARY		ANNUAL SALARY				
	POSITION TITLE	SG	STEP		LAST NAME	FIRST NAME	MIDDLE NAME	
<b>OFFICE OF THE GENERAL MANAGER</b>								
1	General Manager B	27	1	126,267.00	1,515,204.00	Tabada	Ruel	Dulang
2	Senior Internal Control Officer B	16	1	37,044.00	444,528.00	Dela Peña	Cherry Lyn	Narvacan
3	Computer Services Programmer A	14	1	30,799.00	369,588.00	** VACANT **		
4	Internal Control Assistant A	10	1	21,382.00	256,584.00	Fullon	Felipe	Francisco
5	Administration Services Assistant C	8	1	18,251.00	219,012.00	Mandigal	Lheolyne	Bael
6	Clerk-Processor B	6	1	16,200.00	194,400.00	Manlosa	Charmaine	Macute
7	Driver	4	1	14,400.00	172,800.00	** VACANT **		
<b>ADMINISTRATIVE &amp; FINANCE SERVICES DEPARTMENT</b>								
8	Department Manager B	25	1	98,886.00	1,186,632.00	Paluca	Gracella	Batilona
<b>FINANCE SERVICES DIVISION</b>								
9	Division Manager B	23	1	76,907.00	922,884.00	Nadala	Janet	Ratificar
10	Corporate Budget Specialist A	18	1	43,681.00	524,172.00	**VACANT**		
11	Senior Cashier	18	2	44,184.00	530,208.00	Limbaring	Brigida	Villaruel
12	Cashier B	14	2	31,143.00	373,716.00	Manriquez	Nabella	Galgo
13	Senior Accounting Processor A	12	1	26,052.00	312,624.00	**VACANT**		
14	Senior Accounting Processor B	10	1	21,205.00	254,460.00	Barabad	Colleen Phyllis	Gajunera
15	Corporate Budget Examiner	10	1	21,205.00	254,460.00	Enero	Gail Claire Antoinette	Rangas
16	Accounting Processor A	8	1	18,251.00	202,920.00	Egay	Jhon Mark	Dayot
17	Accounting Processor A	8	3	18,583.00	222,996.00	Junio	Amabell	Dinawanao
18	Clerk Processor B	6	1	16,200.00	194,400.00	Simbajon	Keen Mark	Yma
<b>ADMINISTRATIVE &amp; GENERAL SERVICES DIVISION</b>								
19	Division Manager B	23	1	76,907.00	922,884.00	Empeynado	Ma. Genelyn	Ortega
20	Senior Industrial Relations Management Officer	18	1	43,681.00	524,172.00	**VACANT**		
21	Storekeeper A	11	2	24,161.00	289,932.00	Limbaring	Delfin	Cadavedo
22	Procurement Analyst B	8	1	23,877.00	286,524.00	NEW/ CONVERSION		
23	Procurement Assistant B	6	2	18,251.00	219,012.00	Dagpin	Richard Dean	Baguioso
24	Clerk Processor B	6	1	16,200.00	194,400.00	Casidar	Johannah	Abdul Taher
25	Industrial Security Guard B	5	1	15,275.00	183,300.00	** VACANT **		
26	Administration Services Aide	4	1	14,400.00	172,800.00	NEW/ CONVERSION		
27	Toolkeeper	3	1	13,572.00	162,864.00	Fetalver	Ariel	Estrera
28	Utility Worker B	1	1	12,034.00	144,408.00	Cabrera	Samuel	Villegas
<b>COMMERCIAL SERVICES DEPARTMENT</b>								
29	Department Manager B	25	1	98,886.00	1,186,632.00	** VACANT **		
<b>CUSTOMER SERVICES DIVISION</b>								
30	Division Manager B	23	1	79,336.00	952,032.00	Gonzales	Jade	Neri
31	Senior Utilities/Customer Service Officer	18	2	44,184.00	530,208.00	Olmoquez	Elcid	Laclac
32	Utilities/Customer Service Assistant B	10	1	21,205.00	254,460.00	Pinsoy	Bea Feliz	Ybañez
33	Utilities/Customer Service Assistant B	10	1	21,205.00	254,460.00	Patangan	Donnabel	Duhig
34	Utilities/Customer Service Assistant C	8	1	18,251.00	219,012.00	Ualal	Rosan Hope	Bael
35	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	Mentolaroc	Annie Gail	
36	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	Tangcalagan	Sarah	Badayos
37	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	** VACANT **		
38	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	** VACANT **		
<b>ACCOUNTS MANAGEMENT DIVISION</b>								
39	Division Manager B	23	1	76,907.00	922,884.00	Tome	Nursiva	Sali
40	Utilities/Customer Service Assistant A	12	2	26,336.00	316,032.00	Martin	Leodenson	Maldo
41	Utilities/Customer Service Assistant A	12	2	26,336.00	316,032.00	Jatico	Elmer	Ig-agao
42	Utilities/Customer Service Assistant D	6	2	16,325.00	195,900.00	Madera	Mark Angelo	Obnimaga
43	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	Cañeço	Macpromil	Cortes
44	Utilities/Customer Service Assistant D	6	1	16,200.00	194,400.00	** VACANT **		
45	Instrument Technician B	6	1	16,200.00	194,400.00	Bongcasan	Cyril	Parama
46	Instrument Technician B	6	1	16,200.00	194,400.00	** VACANT **		
47	Utilities/Customer Service Assistant E	4	1	14,400.00	172,800.00	Duhaylungsod	Mark Marben	Subrado
48	Utilities/Customer Service Assistant E	4	1	14,400.00	172,800.00	Manabit	Jergens Mae	Acasio
49	Water Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	** VACANT **		
50	Water Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	** VACANT **		
51	Plumber C	3	1	13,572.00	162,864.00	Rosales	Elaquim	Esparaguera
52	Plumber C	3	1	13,572.00	162,864.00	Duterte	Joselito	Velasco
53	Plumber C	3	1	13,572.00	162,864.00	Gadrinab	Joselito	Anao
<b>ENGINEERING &amp; OPERATIONS DEPARTMENT</b>								
54	Department Manager B	25	1	98,886.00	1,186,632.00	** VACANT **		
<b>MAINTENANCE DIVISION</b>								
55	Division Manager B	23	1	76,907.00	922,884.00	** VACANT **		
56	Water/Sewerage Maintenance General Foreman	18	2	44,184.00	530,208.00	Cavan III	Felix	Zamoras
57	Senior Water/Sewerage Maintenance Man B	10	2	21,382.00	256,584.00	Sendil	Joephel Rey	Barbaso
58	Auto-Mechanic A	9	1	19,593.00	235,116.00	** VACANT **		
59	Water/Sewerage Maintenance Man A	8	1	18,251.00	219,012.00	Galeza	Ronald	Quizo
60	Water/Sewerage Maintenance Man A	8	1	18,251.00	219,012.00	Fernandez	Rudy	Bartonico
61	Driver	4	1	14,400.00	172,800.00	NEW/CONVERSION		
62	Driver	4	1	14,400.00	172,800.00	NEW/ CONVERSION		
63	Water/Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	Galinato	Elmar	Anao
64	Water/Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	Tabada Jr.	Modesto	Cati-an
65	Water/Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	Mendoza	Eliazar	Sarin
66	Water/Sewerage Maintenance Man C	4	1	14,400.00	172,800.00	Acopiado	Roy	Mindoro
67	Administration Services Aide	4	1	14,400.00	201,096.00	NEW/ CONVERSION		
68	Administration Services Aide	4	1	14,400.00	172,800.00	NEW/ CONVERSION		



Dipolog City Water district  
2021 PLANTILLA OF POSITIONS

ITEM NO	POSITION TITLE AND SALARY GRADE			MONTHLY SALARY	ANNUAL SALARY			
	POSITION TITLE	SG	STEP			LAST NAME	FIRST NAME	MIDDLE NAME
<b>PLANNING, DESIGN &amp; CONSTRUCTION DIVISION</b>								
69	Division Manager B	23	1	76,907.00	922,884.00	NEW/CREATION		
70	Supervising Engineer B	17	2	40,444.00	485,328.00	Daymiel	Kris Jeffrey	Jucle
71	Heavy Equipment Operator	9	2	19,715.00	236,580.00	Maglangit Jr.	Themestocles	Suan
72	Engineering Assistant B	8	1	18,251.00	219,012.00	** VACANT **		
73	Engineering Assistant B	8	1	18,251.00	219,012.00	** VACANT **		
74	Driver Mechanic B	7	1	17,179.00	206,148.00	** VACANT **		
75	Driver Mechanic B	7	1	17,179.00	206,148.00	** VACANT **		
76	Welder B	6	1	16,200.00	194,400.00	Badiang	Tito	Pikit
77	Light Equipment Operator	6	1	16,200.00	194,400.00	Galaura	Moises	Amora
78	Draftsman	6	1	16,200.00	194,400.00	NEW/CONVERSION		
79	Draftsman	6	1	16,200.00	194,400.00	NEW/CONVERSION		
80	Administrative Services Aide							
<b>WATER RESOURCES DIVISION</b>								
81	Division Manager B	23	1	76,907.00	922,884.00	** VACANT **		
82	Supervising Engineer A	18	2	44,184.00	530,208.00	Padogdog, Jr.	Cipriano	Cahilog
83	Water Resources Facilities Operator Foreman	12	2	26,336.00	316,032.00	Magallanes	Marlou	Baclion
84	Chemist B	11	1	23,877.00	286,524.00	Torres	Charmainc	Guzman
85	Senior Auto-Mechanic	10	2	21,382.00	256,584.00	Piala	Filipisneri	Abaa
86	Plant Equipment Operator E	10	1	21,205.00	254,460.00	Wate	Ian	Dalaygon
87	Senior Water Resources Facilities Operator B	9	2	19,715.00	236,580.00	Zamoras	Perfecto	Refugio
88	Forestry Assistant B	8	1	18,251.00	219,012.00	NEW/CONVERSION		
89	Water Resources Facilities Operator B	8	1	18,251.00	219,012.00	NEW/CONVERSION		
90	Water Resources Facilities Operator B	6	1	16,200.00	194,400.00	Navarro	Romer	Aban
91	Water Resources Facilities Operator B	6	1	16,200.00	194,400.00	Dominguez	Mclchor	Pagao
92	Water Resources Facilities Operator B	6	1	16,200.00	194,400.00	Acopiado	Victor	Mindoro
93	Water Resources Facilities Tender B	4	1	14,400.00	172,800.00	Harayo	Marcelo	Secosana
94	Water Resources Facilities Tender B	4	1	14,400.00	172,800.00	Hibaya	Alver	Lopez
95	Water Resources Facilities Tender B	4	1	14,400.00	172,800.00	Anotado	Crispin	Bagalanon
96	Water Resources Facilities Tender B	4	1	14,400.00	172,800.00	Cuenca	Reynaldo	Manag-banag
97	Plant/Substation Helper C	4	1	14,400.00	172,800.00	Maghinay	Josie	Pon
98	Plant/Substation Helper C	4	1	14,400.00	172,800.00	** VACANT **		
99	Plant/Substation Helper C	4	2	14,511.00	158,568.00	Montano	Jerome	Velsis
100	Plant/Substation Helper C	4	1	14,400.00	158,568.00	Mutia	Roel	Boctot
101	Plant/Substation Helper C	4	1	14,400.00	158,568.00	Maghinay	Ricky	Tamparong
102	Plant/Substation Helper C	4	1	14,400.00	158,568.00	Agan	Reyen	Salaveria

Prepared by:

MA. GENELYN O. EMPYENADO  
Division Manager B

Checked:

GRACELLA B. PALUCA  
Department Manager B

Recommended:

RUEL D. TABADA  
General Manager

Approved:

JOSEPHINE B. LEYSON  
Board Chairperson



Republic of the Philippines  
DIPOLOG CITY WATER DISTRICT

**PROJECTED STATEMENT OF CASH FLOWS**

Year 2021

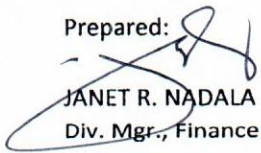
**RECEIPTS:**

Water Sales	P	136,549,581.00
Other Operating Revenues		844,106.00
Other Income - Septage (July- December 2021)		6,827,479.08
Other Income		2,146.00
Inventories		853,881.00
Other Receipts		178,675.00
<b>Total Receipts</b>		<b>145,255,868.08</b>

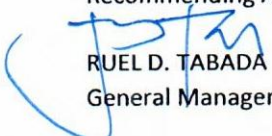
**DISBURSEMENTS:**

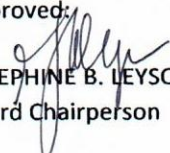
Salaries and Wages		34,660,992.00
Other Personnel Expenses		20,981,809.83
Pumping Expenses		32,665,500.00
Purchased Water		300,000.00
Water Treatment Expenses		7,677,500.00
Septage Expenses		1,000,000.00
Other O & M		31,754,040.00
<b>Total O &amp; M</b>		<b>129,039,841.83</b>
Debt Service		453,588.00
<b>CAPEX</b>		<b>10,516,959.00</b>
Franchise Tax		2,500,000.00
Inventories		1,300,000.00
Others		7,000,000.00
<b>Total Disbursements</b>		<b>150,810,388.83</b>

<b>NET CASH INFLOW (OUTFLOW)</b>		<b>(5,554,520.75)</b>
<b>CASH BALANCE - BEGINNING</b>		<b>7,496,787.34</b>
<b>CASH BALANCE - END</b>	<b>P</b>	<b>1,942,266.59</b>

Prepared:   
JANET R. NADALA  
Div. Mgr., Finance

Checked:   
GRACELLA B. PALUCA  
Mgr. Admin. & Finance Dept.

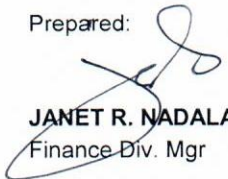
Recommending Approval:   
RUEL D. TABADA  
General Manager

Approved:   
JOSEPHINE B. LEYSON  
Board Chairperson


# PROJECTED INCOME STATEMENT BUDGET YEAR 2021

	Total Budgeted Mo. Ave.	Total Budgeted 2021	Total Expected 2020	Var. (Amount)	Var. (%)
<b>Operating Revenues</b>					
a) Water Sales	12,004,423	144,053,075	136,538,233	7,514,842	5.5%
b) Other Operating Revenues	70,342	844,106	1,204,424	-360,318	-29.9%
<b>Total Operating Revenues</b>	<b>12,074,765</b>	<b>144,897,181</b>	<b>137,742,657</b>	<b>7,154,524</b>	<b>5.2%</b>
Less:					
<b>Operating Expenses</b>					
a) Operation Expenses	8,965,747	107,588,963	91,053,137	16,535,826	18.2%
b) Maintenance Expenses	1,523,444	18,281,328	20,923,422	-2,642,094	-12.6%
c) Depreciation Expenses	1,250,000	15,000,000	14,060,736	939,264	6.7%
<b>Total Operating Expenses</b>	<b>11,739,191</b>	<b>140,870,291</b>	<b>126,037,294</b>	<b>14,832,997</b>	<b>11.8%</b>
<b>Utility Operating Income</b>	<b>335,574</b>	<b>4,026,890</b>	<b>11,705,363</b>	<b>-7,678,473</b>	<b>-65.6%</b>
Add: Other Income	86,225	1,034,702	1,222,659	-187,957	-15.4%
<b>Net Income Before Interest &amp; Other Deductions</b>	<b>421,799</b>	<b>5,061,592</b>	<b>12,928,022</b>	<b>-7,866,430</b>	<b>-60.8%</b>
Interest on Long-Term Debts	6,083	73,000	72,839	161	0.2%
<b>NET INCOME (LOSS)</b>	<b>415,716</b>	<b>4,988,592</b>	<b>12,855,183</b>	<b>-7,866,591</b>	<b>-61.2%</b>

Prepared:

  
**JANET R. NADALA**  
Finance Div. Mgr

Checked:

  
**GRACELLA B. PALUCA**  
Dept. Mgr. Admin & Finance

Recommending Approv

  
**RUEL D. TABADA**  
General Manager

Approved:

  
**JOSEPHINE B. LEYSON**  
BOD, Chairperson



# PROJECTED BALANCE SHEET BUDGET YEAR 2021

ASSET AND OTHER DEBITS	EXPECTED 2020		BUDGETED 2021		% VAR
	Amount	% to Total	Amount	% to Total	
<b><u>UTILITY PLANT</u></b>					
Utility Plant in Service	282,615,534	83.54%	290,615,534	85.90%	3%
Construction Work in Progress	53,928,463	15.94%	56,444,463	16.68%	5%
Other Physical Property	1,874,122	0.55%	1,874,122	0.55%	0%
<b>Total Utility Plant</b>	<b>338,418,119</b>	<b>100.03%</b>	<b>348,934,119</b>	<b>103.14%</b>	<b>3%</b>
Less: Acc. Prov. for Depr.	98,497,411	29.11%	112,639,369	33.30%	14%
<b>Net Utility Plant</b>	<b>239,920,708</b>	<b>70.92%</b>	<b>236,294,750</b>	<b>69.85%</b>	<b>-2%</b>
<b><u>INVESTMENTS AND FUNDS</u></b>					
Sinking Funds	1,475,356	0.44%	1,475,356	0.44%	0%
Sinking Funds-JSA with LWUA	2,581,242	0.76%	2,581,242	0.76%	0%
Misc. Special Funds	13,633,646	4.03%	13,633,646	4.03%	0%
<b>Total</b>	<b>17,690,244</b>	<b>5.23%</b>	<b>17,690,244</b>	<b>5.23%</b>	<b>0%</b>
<b><u>CURRENT ASSETS &amp; OTHER DEBITS</u></b>					
Cash on Hand	894,686	0.26%	894,686	0.26%	0%
Cash in Bank	24,243,464	7.17%	15,070,650	4.45%	-38%
Special Deposit (Customers)	851,002	0.25%	851,002	0.25%	0%
Special Deposit (Meter)	1,807,605	0.53%	1,807,605	0.53%	0%
Working Fund	10,000	0.00%	10,000	0.00%	0%
Discretionary Fund	10,000	0.00%	10,000	0.00%	0%
Change Fund	15,000	0.00%	15,000	0.00%	0%
Accounts Receivable-Cust.(Net of AUA)	31,578,289	9.33%	31,578,289	9.33%	0%
Advances- Officers & Employees	824,271	0.24%	824,271	0.24%	0%
Accounts Receivable-Others	8,478,567	2.51%	8,478,567	2.51%	0%
Materials and Supplies	10,720,933	3.17%	10,720,933	3.17%	0%
Prepayments	181,658	0.05%	181,658	0.05%	0%
Other Curr. Assets & Other Debits	1,079,934	0.32%	1,079,934	0.32%	0%
Other Deferred Debits	0	0.00%	0	0.00%	0%
Other Work in Progress	0	0.00%	0	0.00%	0%
<b>Total</b>	<b>80,695,410</b>	<b>23.85%</b>	<b>71,522,595</b>	<b>21.14%</b>	<b>-11%</b>
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>338,306,362</b>	<b>100.00%</b>	<b>325,507,589</b>	<b>100.00%</b>	<b>-4%</b>

Prepared:

**JANET R. NADALA**  
Mgr. Finance Div

Checked:

**GRACELLA B. PALUCA**  
Dept. Mgr. Admin & Finance

Recommending Approval:

**RUEL D. TABADA**  
General Manager

Approved:

**JOSEPHINE B. LEYSON**  
BOD Chairperson

# PROJECTED BALANCE SHEET BUDGET YEAR 2021

LIABILITIES AND OTHER CREDITS	EXPECTED 2020		BUDGETED 2021		% VAR
	Amount	% to Total	Amount	% to Total	
<b><u>CAPITAL</u></b>					
Capital Contribution-Government	621,664	0.18%	621,664	0.19%	0%
Other Paid-in Capital	9,911,912	2.93%	9,911,912	3.05%	0%
Unappropriated Retained Earnings	286,878,445	84.80%	274,156,204	84.22%	-4%
Appropriated Retained Earnings	348,679	0.10%	348,679	0.11%	0%
Total	297,760,700	88.02%	285,038,459	87.57%	-4%
<b><u>LONG TERM DEBTS</u></b>					
Loans Payable	530,322	0.16%	453,588	0.14%	-14%
<b><u>CURRENT AND ACCRUED LIABILITIES</u></b>					
Accrued Leave Benefit	9,711,601	2.87%	9,711,601	2.98%	0%
Accrued Retirement Benefit	0	0.00%	0	0.00%	0%
Current Portion - Long Term Debts	249,525	0.07%	249,525	0.08%	0%
Vouchers Payable	0	0.00%	0	0.00%	0%
Accrued Light and Power	142,785	0.04%	142,785	0.04%	0%
GSIS Payable	17,644	0.01%	17,644	0.01%	0%
SSS Payable	3,660	0.00%	3,660	0.00%	0%
Medicare Payable	0	0.00%	0	0.00%	0%
Salary Loan Payable	0	0.00%	200	0.00%	0%
Customer's Deposits	2,305,992	0.68%	2,305,992	0.71%	0%
Meter Deposit	1,575,988	0.47%	1,575,988	0.48%	0%
Water Bill Deposit	75,741	0.02%	75,741	0.02%	0%
Retention on Contract Payments	2,434,529	0.72%	2,434,529	0.75%	0%
Benefits to Outside Services Payable	40,028	0.01%	40,028	0.01%	0%
Withholding Taxes Payable	-83,035	-0.02%	-83,035	-0.03%	0%
Other Current and Accrued Liabilities	14,128,242	4.18%	14,128,242	4.34%	0%
Accrued Service Award	9,412,642	2.78%	9,412,642	2.89%	0%
Total	40,015,341	11.83%	40,015,542	12.29%	0%
<b>TOTAL LIAB. AND OTHER CREDITS</b>	<b>338,306,362</b>	<b>100.00%</b>	<b>325,507,589</b>	<b>100.00%</b>	<b>-4%</b>

Prepared:

  
**JANET R. NADALA**  
 Mgr. Finance Div

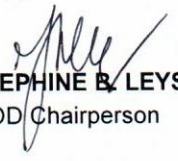
Checked:

  
**GRACELLA B. PALUCA**  
 Dept. Mgr. Admin & Finance

Recommending Approval:

  
**RUEL D. TABADA**  
 General Manager

Approved:

  
**JOSEPHINE B. LEYSON**  
 BOD Chairperson

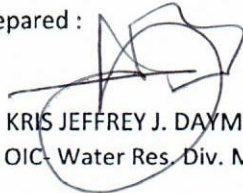


# DIPOLOG CITY WATER DISTRICT

## 2021 CAPEX BUDGET

No.	Qty	Unit	Description	U/cost	Total
<b>CARRY-OVER CAPEX FROM 2020</b>					
1	1	lot	Guest House Perimeter Fence	199,459.00	199,459.00
2	1	lot	Concrete Paving, Painting of Pedestrian Walkway & Shed	100,000.00	100,000.00
<b>NEW CAPEX FOR 2021</b>					
1	1	lot	Asian Utility Van for BOD	1,500,000.00	1,500,000.00
2	1	lot	Various 1-1/2" dia. RPL Extension	2,000,000.00	2,000,000.00
3	1	lot	Materials for New Service Pipeline Extension	1,000,000.00	1,000,000.00
4	1	lot	Interconnection of Caimito Pipeline to System- Sangkol	350,000.00	350,000.00
5	1	lot	Submersible Pump, motor, cable & Control, etc for Well 15	1,100,000.00	1,100,000.00
6	1	units	Vertical Inline Pump and Motor, TDH 100 mtrs, 3 phase, 3,500 rpm, Cap 30 lps, 440-480v, 70 amps, 60 hz, impeller made of stainless steel # 304	800,000.00	800,000.00
7	2	units	Grundfos Chamber stock, CR90-3-1, Model A9611241-61P10928, 60 hz, 37KW, 440 V ( Including shaft seal kit impeller, Chamber, Bearing )	280,000.00	560,000.00
8	1	units	Vertical Inline Multi-Stages, Centrifugal booster pump, 15 Hp (11 KW ) 230 V, Cap. 158 gpm, TDH 200 ft, 60 Hz.	180,000.00	180,000.00
9	3	units	50HP Vertical Submersible Pump and Motor, SS304, Cap. 30 lps, TDH 90 m, 3 Ph, 480 v	300,000.00	900,000.00
10	4	units	2HP Self Priming Centrifugal pump & 240Volts, 3450 rpm, Single Ph, TDH 126 ft, Cap. 88 Gpm	40,000.00	160,000.00
11	2	units	30HP Submersible Pump and Motor, TDH 108 mtrs, cap 21 lps, 480V, 60 Hz, 3 ph, 3450 rpm	280,000.00	560,000.00
14	10	units	0.60 m x 2.40 m High Density HDPE Table w/ foldable Stand	2,500.00	25,000.00
15	100	units	470 x 556 x 842 mm High Density HDPE foldable Chair ( Blow Molded )	1,500.00	150,000.00
16	13	sets	Dry Chemical Fire Extinguisher	2,500.00	32,500.00
17	1	lot	Commercial CAPEX	300,000.00	300,000.00
18	1	lot	Admin, General Services & Finance CAPEX	300,000.00	300,000.00
19	1	lot	OGM CAPEX	300,000.00	300,000.00
<b>TOTAL NEW CAPEX</b>					<b>10,516,959.00</b>

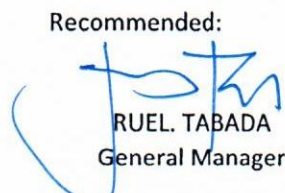
Prepared :

  
KRIS JEFFREY J. DAYMIEL  
OIC- Water Res. Div. Mgr


Checked:

  
CIPRIANO C. PADOGDOG Jr.  
OIC- Eng'g & Ops. Dept. Mgr.

Recommended:

  
RUELL TABADA  
General Manager

Approved:

  
JOSEPHINE B. LEYSON  
Board Chairperson



## 2021 PROJECTED WATER SALES

	Res-A	Res-B	Res-C	Res-D	Gov't.	Comm'l.	SC-A	SC-B	Total
No. of Conn. Beg.	18,142	339	378	26	202	861	570	212	20,730
Net Addt'l. Conn.	1,142	6	10	2	8	16	10	6	1,200
No. of Conn. End.	19,284	345	388	28	210	877	580	218	21,930
Mid-year Conn.	18,713	342	383	27	206	869	575	215	21,330
Ave. cons/mo./conn.	18.10	25.22	24.80	28.50	79.50	34.50	25.70	18.00	19.81
Ave. cons/mo. In cu.m.	338,705	8,625	9,498	770	16,377	29,981	14,778	3,870	422,603
Total cons/yr in cu.m.	4,064,464	103,503	113,981	9,234	196,524	359,766	177,330	46,440	5,071,241
<b>CLASSIFICATION</b>	<b>Ave Connection</b>	<b>Ave. Cons.</b>	<b>Minimum Charge</b>	<b>11-20</b>	<b>21-30</b>	<b>31-40</b>	<b>41-50</b>	<b>51 up</b>	<b>Ave. Mo. Water Sales</b>
Residential A	18,713	18.10	3,836,165.00	4,964,091.08					8,800,256.08
Residential B	342	25.22	105,165.00	168,093.00	93,189.53				366,447.53
Residential C	383	24.80	137,401.25	219,459.00	111,958.56				468,818.81
Residential D	27	28.50	11,070.00	17,685.00	15,973.20				44,728.20
Government	206	79.50	42,230.00	67,465.00	71,688.00	75,911.00	80,340.00	250,068.55	587,702.55
Commercial	869	34.50	356,290.00	569,195.00	604,824.00	252,227.25			1,782,536.25
Semi-Comm'l. A	575	25.70	206,281.25	329,475.00	171,085.50				706,841.75
Semi-Comm'l. B	215	18.00	66,112.50	84,538.00					150,650.50
<b>TOTAL</b>	<b>21,330</b>	<b>19.81</b>	<b>4,760,715.00</b>	<b>6,420,001.08</b>	<b>1,068,718.79</b>	<b>328,138.25</b>	<b>80,340.00</b>	<b>250,068.55</b>	<b>12,907,981.67</b>
<b>Total Water Sales for (Jan.-Dec. 2021)</b>									<b>154,895,780.04</b>

**Water Rates:**

Classification	Res-A	Res-B	Res-C	Res-D	Gov't.	Comm'l.	SC-A	SC-B
Min. Charge (Jan-June)	205.00	307.50	358.75	410.00	205.00	410.00	358.75	307.50
11-20 cu.m.	32.75	49.15	57.30	65.50	32.75	65.50	57.30	49.15
21-30 cu.m.	34.80	52.20	60.90	69.60	34.80	69.60	60.90	52.20
31-40 cu.m.	36.85	55.30	64.50	73.70	36.85	73.70	64.50	55.30
41-50 cu.m.	39.00	58.50	68.25	78.00	39.00	78.00	68.25	58.50
51-up cu.m.	41.15	61.75	72.00	82.30	41.15	82.30	72.00	61.75

Prepared by:   
**NURSIVA S. TOME**  
 OIC-Commercial Serv. Dep't.

Recommending Approval:   
**RUEL D. TABADA**  
 General Manager

Approved:   
**JOSEPHINE B. LEYSON**  
 Board Chairperson

# ESTIMATED RECEIPTS FROM WATER BILLS

## BUDGET YEAR 2021

	Budgeted 2020	Actual Jan-Sep 2020	Projected Jan-Dec 2020	Budgeted 2021	Variance (Budget)
Current Year	141,363,734	91,962,720.91	122,616,961	136,549,581	-3.41%
Arrears - Previous Years	4,361,212	4,322,935.71	5,763,914	6,048,461	38.69%
<b>TOTAL EST. COLLECTION</b>	<b>145,724,946</b>	<b>96,285,657</b>	<b>128,380,875</b>	<b>142,598,042</b>	<b>35.28%</b>

Computation:

Total Projected Water Sales 2021	154,895,780
% Collection Efficiency	93%
Net Collectible Water Sales 2021	144,053,075
Less: Estimated Sales Discount and Billing Adjustment	-7,503,494
Estimated Collection (Current Year)	136,549,581

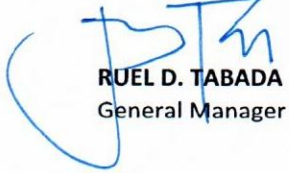
A/R as of September 30, 2020	30,242,306
Est. Coll. Rate	20%
Estimated Collection (Prev. Years)	6,048,461

Prepared by:



**NURSIVA S. TOME**  
OIC-Commercial Serv. Dep't.

Recommending Approval:



**RUEL D. TABADA**  
General Manager

Approved:



**JOSEPHINE B. LEYSON**  
Board Chairperson



# OTHER OPERATING REVENUES BUDGET BUDGET YEAR 2020

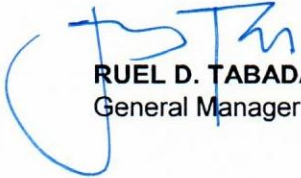
	Budgeted 2020	Actual Jan-Sep 2020	Projected Jan-Dec 2020	Budgeted 2021	Variance (Budget)
<b>MISC. SERVICE REVENUES</b>	969,276	575,527	767,369	844,106	-12.91%

Prepared by:




**NURSIVA S. TOME**  
OIC-Commercial Serv. Dep't.

Recommending Approval:



**RUEL D. TABADA**  
General Manager

Approved:



**JOSEPHINE B. LEYSON**  
Board Chairperson

# OTHER INCOME BUDGET BUDGET YEAR 2021

	Budgeted 2020	Actual Jan-Sep 2020	Projected Jan-Dec 2020	Budgeted 2021	Variance (Budget)
<b>A. REVENUES FROM LEASE OF OTHER PHYSICAL PROPERTIES</b>	23,505	1,463	1,951	2,146	-90.87%
<b>B. MISC. NON-OPER. REVENUES</b>	5,828,075	582,192	776,256	853,881	-85.35%
<b>C. INTEREST REVENUES</b>	561,287	121,824	162,432	178,675	-68.17%
<b>TOTAL</b>	<b>6,412,867</b>	<b>705,479</b>	<b>940,638</b>	<b>1,034,702</b>	<b>-81.46%</b>

Prepared by:

  
**NURSIVA S. TOME**  
OIC-Commercial Serv. Dep't.

Recommending Approval:

  
**RUEL D. TABADA**  
General Manager

Approved:

  
**JOSEPHINE B. LEYSON**  
Board Chairperson

Dipolog City Water District  
**ENGINEERING & OPERATIONS DEPARTMENT**  
**2021 BUDGET SUMMARY**

A/C No.	ACCOUNT NAME	2019		2020			2021
		Appropriated	Disbursed	Budget	Expenditures as of Oct. 31, 2020	Anticipated Expend. until Dec. 31, 2020	Proposed Budget
<b>I. SALARIES AND WAGES:</b>							
700	Source of Supply - Optn Supervision	2,041,176.00	1,083,776.00	2,912,460.00	1,164,276.81	1,397,132.17	-
701	Source of Supply- Optn Labor	443,304.00	443,304.00	443,304.00	384,640.00	461,568.00	1,113,564.00
724	Pumping Labor	3,171,832.00	2,260,639.81	3,351,324.00	1,773,306.37	2,127,967.64	3,154,788.00
742	Wtr Trtmt-Optn Labor	1,070,532.00	860,694.87	792,840.00	555,584.34	666,701.21	865,332.00
765-C	Maint. of Serv.-Labor	3,533,143.00	3,897,635.55	4,000,000.00	3,088,059.93	3,705,671.92	4,000,000.00
765-B	Maint. of Serv.-Flushng	700,000.00	433,507.36	480,000.00	790,382.01	948,458.41	950,000.00
763-B	Trans. & Dist. Maint.	2,093,016.00	1,433,200.91	2,093,016.00	748,307.78	897,969.33	1,871,328.00
821	Overtime Pay	450,000.00	445,723.21	450,000.00	658,963.43	790,756.12	350,000.00
729	Labor-Pumping Exp.	-	-	1,170,000.00	989,520.00	-	1,600,000.00
746	Labor-Wtr Trtment Exp.	-	-	30,600.00	100,412.80	120,495.36	1,420,000.00
759	Labor-Trans./Dist. Exp.	-	-	6,300.00	-	-	5,000.00
850	Labor-Maint. Gen. Plant	-	-	1,429,200.00	2,025,962.62	2,431,155.15	1,900,000.00
<b>II. SUPPLIES AND MATERIALS EXPENSE:</b>							
744	Chemicals for Water Treatment	10,747,000.00	4,807,360.10	9,230,000.00	7,822,542.10	9,387,050.52	7,600,000.00
840-A	Fuel, Oil & Lubricants - Office	980,560.00	931,618.85	1,100,000.00	157,325.68	188,790.81	190,000.00
840-B	Fuel, Oil & Lubricants - Maint.	2,139,577.80	931,618.85	1,600,000.00	1,106,990.67	1,328,388.80	1,000,000.00
848-B	Semi-Expendable - Mach. & Eqpt	110,000.00	136,400.00	278,000.00	87,512.69	105,015.23	106,000.00
<b>III. GENERATION, TRANSMISSION AND DISTRIBUTION EXPENSE:</b>							
702	Miscellaneous - Adopt a Mountain	1,300,000.00	562,796.39	1,300,000.00	702,606.69	843,128.03	1,000,000.00
703	Purchased Water	6,612,000.00	4,319,197.14	4,500,000.00	1,229,551.63	1,475,461.96	300,000.00
707	Eng'g Structures & Improvements	400,000.00	155,540.33	300,000.00	350,838.61	421,006.33	250,000.00
723	Fuel for Power Production	4,938,040.00	4,449,834.48	5,489,640.00	1,773,306.37	2,127,967.64	2,509,500.00
726	Power Purchased for Pumping	23,852,000.00	18,938,584.13	34,222,000.00	23,607,206.70	28,328,648.04	28,686,000.00
731	Power Production for Pumping	200,000.00	166,386.25	220,000.00	-	-	220,000.00
732	Pumping Operations	1,200,000.00	2,194,540.41	1,210,000.00	814,274.68	977,129.61	1,000,000.00
748	Water Treatment Equipment	11,000.00	14,734.22	9,900.00	2,824.06	3,388.87	7,500.00
<b>Sub-Total 1</b>		<b>65,993,180.80</b>	<b>48,467,092.86</b>	<b>76,618,584.00</b>	<b>49,934,395.97</b>	<b>58,733,851.16</b>	<b>60,099,012.00</b>



Carried-over Sub-Total 1		48,467,092.86	76,618,584.00	49,934,395.97	58,733,851.16	60,099,012.00
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**IV. REPAIR AND MAINTENANCE EXPENSE:**

747	Water Treatment Structures/Imprve	50,000.00	-	27,500.00	49,444.44	65,925.93	70,000.00
762	Reservoirs & Tanks	180,000.00	113,296.58	140,000.00	188,880.33	226,656.40	250,000.00
765-A	Maintenance of Services-Materials	3,300,000.00	4,034,872.93	4,500,000.00	3,459,776.59	4,151,731.91	4,200,000.00
850-A	Admin. Structures and Improvements	1,100,000.00	1,062,163.58	632,500.00	1,056,935.10	1,268,322.12	1,250,000.00
850-B	Machinery and Equipment	120,000.00	115,077.79	52,800.00	61,440.00	73,728.00	75,000.00
850-C	Furnitures and Fixtures	20,000.00	2,079.25	5,500.00	21,284.44	25,541.33	26,000.00
850-D	Transportation Equipment	1,100,000.00	1,555,309.00	880,000.00	1,397,621.11	1,677,145.33	1,500,000.00
850-E	Power Operated Equipment	280,000.00	264,901.55	132,000.00	256,931.70	308,318.04	310,000.00
850-F	Construction Equipment	95,000.00	12,548.25	8,250.00	31,783.06	38,139.67	40,000.00
850-G	Power Production Equipment	10,000.00	2,800.00	5,500.00	-	-	5,500.00
850-H	Office Pumping Equipment	17,000.00	13,131.25	11,000.00	2,271.11	2,725.33	7,500.00
850-I	Communications Equipment	20,000.00	5,350.00	5,500.00	-	-	5,500.00
850-J	Tools, Shop and Garage Equipment	80,000.00	26,985.45	5,250.00	28,601.84	34,322.21	35,000.00
850-K	Laboratory Equipment	10,000.00	1,490.00	5,500.00	3,245.44	3,894.53	5,500.00

**V. OTHER ADMINISTRATIVE AND GENERAL EXPENSE:**

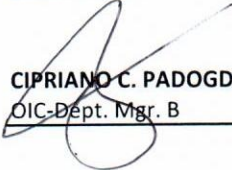
756	Survey Expense	-	-	-	-	-	50,000.00
831-E	Communications Expenses	11,200.00	26,370.00	30,000.00	27,288.89	32,746.67	35,000.00
837-B	Regul. Reqmnts. Exp.- Permit Fees	50,000.00	41,694.02	50,000.00	39,982.24	47,978.69	50,000.00

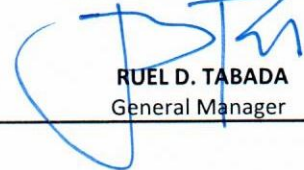
<b>TOTALS</b>	<b>6,443,200.00</b>	<b>55,745,162.51</b>	<b>83,109,884.00</b>	<b>56,559,882.28</b>	<b>66,691,027.33</b>	<b>68,014,012.00</b>
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SUBMITTED:

RECOMMENDING APPROVAL:

APPROVED:

  
**CIPRIANO C. PADOGDOG Jr.**  
 OIC-Dept. Mgr. B

  
**RUEL D. TABADA**  
 General Manager

  
**JOSEPHINE B. LEYSON**  
 Board Chairperson



**I. SALARIES AND WAGES:**

ACCOUNT NO.:	701
ACCOUNT NAME:	SOURCE OF SUPPLY - OPERATION LABOR

This represents the salary of Planning, Design & Construction Division Personnel.

Position/ Designation	Name of Employee	Budgeted Mo. Salary	Budgeted Annual Salary	Total
Sup. Engineer B	Kris Jeffrey J. Daymiel	40,444.00	485,328.00	485,328.00
Heavy Eqpt. Opr.	Themestocles S. Maglangit	19,953.00	239,436.00	239,436.00
Light. Eqpt. Opr.	Moises A. Galaura	16,200.00	194,400.00	194,400.00
Welder B	Tito P. Badiang	16,200.00	194,400.00	194,400.00
<b>Total</b>				<b>1,113,564.00</b>

ACCOUNT NO.:	724
ACCOUNT NAME:	PUMPING LABOR

This represents the salaries of Water Resources Division Personnel.

Position/ Designation	Name of Employee	Budgeted Mo. Salary	Budgeted Annual Salary	Total
Sup. Engineer A	Cipriano C. Padogdog, Jr.	44,184.00	530,208.00	530,208.00
Water Res.Facil.Foreman	Marlou B. Magallanes	26,336.00	316,032.00	316,032.00
Chemist B	Charmaine G. Torres	23,877.00	286,524.00	286,524.00
Senior Auto-Mechanic	Filipisneri A. Piala	21,382.00	256,584.00	256,584.00
Plant Eqpt. Optr. E	Ian D. Wate	21,205.00	254,460.00	254,460.00
Sr.Water Res.Facil.Optr.B	Perfecto R. Zamoras	19,715.00	236,580.00	236,580.00
Water Res.Facil.Optr.B	Melchor P. Dominguez	16,200.00	194,400.00	194,400.00
Water Res.Facil.Optr B	Romer A. Navarro	16,200.00	194,400.00	194,400.00
Water Res.Facil.Optr B	Victor M. Acopiado	16,200.00	194,400.00	194,400.00
Water Res.Facil.Tender B	Marcelo S. Harayo	14,400.00	172,800.00	172,800.00
Water Res.Facil.Tender B	Alver L. Hibaya	14,400.00	172,800.00	172,800.00
Water Res.Facil.Tender B	Crispin B. Anotado	14,400.00	172,800.00	172,800.00
Water Res.Facil.Tender B	Reynaldo M. Cuenca	14,400.00	172,800.00	172,800.00
<b>Total</b>				<b>3,154,788.00</b>

ACCOUNT NO.:	742
ACCOUNT NAME:	WATER TREATMENT OPERATION - LABOR

This represents the salary of the water treatment plant assistants.

Position/ Designation	Name of Employee	Budgeted Mo. Salary	Budgeted Annual Salary	Total
Plant/Substation Helper C	Josie P. Maghinay	14,400.00	172,800.00	172,800.00
Plant/Substation Helper C	Jerome V. Montano	14,511.00	174,132.00	174,132.00
Plant/Substation Helper C	Roel B. Mutia	14,400.00	172,800.00	172,800.00
Plant/Substation Helper C	Ricky T. Maghinay	14,400.00	172,800.00	172,800.00
Plant/Substation Helper C	Reyen S. Agan	14,400.00	172,800.00	172,800.00
<b>Total</b>				<b>865,332.00</b>

ACCOUNT NO.:	765-C
ACCOUNT NAME:	MAINT. OF SERVICES - SERVICE CONNECTIONS - LABOR

This represents labor cost of repair and maintenance of reserved pipelines (RPL).

<b>Total</b>				<b>4,000,000.00</b>
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ACCOUNT NO.: 765-B  
 ACCOUNT NAME: MAINTENANCE OF SERVICES - FLUSHING - LABOR

This represents the labor cost of flushing activities. Total **950,000.00**

ACCOUNT NO.: 763-B  
 ACCOUNT NAME: TRANSMISSION & DISTRIBUTION - MAINTENANCE

This represents salary of the Maintenance Section Personnel.

Position/ Designation	Name of Employee	Budgeted Mo. Salary	Budgeted Annual Salary	Total
Wtr/Sew.Maint.Gen.Frman	Felix Z. Cavan III	43,861.00	487,644.00	487,644.00
Sr. Wtr/Sew. Maint. Man B	Joephel Rey B. Sendil	21,205.00	254,460.00	254,460.00
Wtr/Sew.Maint.Man A	Ronald Q. Galeza	18,251.00	219,012.00	219,012.00
Wtr/Sew.Maint.Man A	Rudy B. Fernandez	18,251.00	219,012.00	219,012.00
Wtr./Sew.Maint. Man C	Elmar A. Galinato	14,400.00	172,800.00	172,800.00
Wtr./Sew.Maint. Man C	Modesto C. Tabada	14,400.00	172,800.00	172,800.00
Wtr./Sew.Maint. Man C	Eliazar S. Mendoza	14,400.00	172,800.00	172,800.00
Wtr./Sew.Maint. Man C	Roy M. Acopiado	14,400.00	172,800.00	172,800.00
Total				<b>1,871,328.00</b>

ACCOUNT NO.: 821  
 ACCOUNT NAME: OVERTIME PAY

This represents payment of workers/personnel undergoing repair & maint. works during non-working hours in the pumping stations and pipelines system. This includes overtime pay for other employees of the district.

Total **350,000.00**

ACCOUNT NO.: 729  
 ACCOUNT NAME: LABOR - PUMPING EXPENSES

This represents payment of labor for Pumping Operations.

Total **1,600,000.00**

ACCOUNT NO.: 746  
 ACCOUNT NAME: LABOR-WATER TREATMENT EXPENSES

This represents payment of labor for Water Treatment

Total **1,420,000.00**

ACCOUNT NO.: 759  
 ACCOUNT NAME: LABOR - TRANSMISSION & DISTRIBUTION EXPENSES

This represents payment of labor for Maint. Of Trans. & Dist. Lines.

Total **5,000.00**

ACCOUNT NO.: 850  
 ACCOUNT NAME: LABOR - Maintenance of General Plant

This represents payment of labor for Maint. of General Plant.

Total **1,900,000.00**

**II. SUPPLIES AND MATERIALS EXPENSE:**

ACCOUNT NO.:	744
ACCOUNT NAME:	CHEMICALS FOR WATER TREATMENT AND TESTS

This represents costs of chlorine dioxide in the treatment of water and costs of physical and chemical laboratory tests and analysis of water.

Cost of Chlorine Dioxide	7,000,000.00
Contingency for Price escalation	350,000.00
Cost of Phy./Chem. Exam. of Raw Water	250,000.00

Total	<b>7,600,000.00</b>
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ACCOUNT NO.:	840 - A
ACCOUNT NAME:	FUEL, OIL AND LUBRICANTS - OFFICE

This represents cost of fuel, oil and other lubricants for the office service vehicles, office genset, and other office equipment.

Total	<b>190,000.00</b>
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ACCOUNT NO.:	840 - B
ACCOUNT NAME:	FUEL, OIL AND LUBRICANTS - MAINTENANCE

This represents cost of fuel, oil and other lubricants for the maintenance service vehicles, heavy equipment, construction equipment and other maintenance equipment.

Total	<b>1,000,000.00</b>
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ACCOUNT NO.:	848 - B
ACCOUNT NAME:	SEMI-EXPENDABLES - MACHINERIES & EQUIPMENT

This represents cost procurement of machines and equipment with values less than P15,000.00.

Total	<b>106,000.00</b>
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**III. GENERATION, TRANSMISSION AND DISTRIBUTION EXPENSE:**

ACCOUNT NO.:	702
ACCOUNT NAME:	MISCELLANEOUS EXP. - ADOPT-A-MOUNTAIN PROJECT

This represents the cost involved in the Adopt-a-Mountain Project at Sitio Binuangan, Polanco, Zambo. Norte (89 has. of forest rehabilitation project in collaboration with DENR)

Total	<b>1,000,000.00</b>
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ACCOUNT NO.:	703
ACCOUNT NAME:	PURCHASED WATER

This represents cost of water purchased from Polanco Water District

Total	<b>300,000.00</b>
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ACCOUNT NO.:	707
ACCOUNT NAME:	MAINTENANCE OF STRUCTURES AND IMPROVEMENTS

This represents cost in the renovation and/or repair of the PStation/Building, TPlant, Sicayab Reservoir & Booster Stations, including the electrical wirings and lighting facilities.

Total	<b>250,000.00</b>
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ACCOUNT NO.:	723
ACCOUNT NAME:	FUEL FOR POWER PRODUCTION

This represents cost of diesel fuel, oil & other lubricants for pumping & power production in the operation of Electric Power Gen. Sets at the pumping stations & booster pumps.

Pumps 1 & 10	300	liters x P45.00	12	2	=	288,000.00
Pumps 2 & 3	150	liters x P45.00	12	2	=	144,000.00
Pumps 5, 6, 7 & 11	400	liters x P45.00	12	4	=	768,000.00
Pump 9	750	liters x P45.00	12		=	360,000.00
Pumps 12 & 13	300	liters x P45.00	12	2	=	288,000.00
Dicayas Booster	100	liters x P45.00	12		=	48,000.00
Estaka & Sicayab Booster	150	liters x P45.00	12	2	=	144,000.00
Oil and Lubricants : 10 drums, 200li/drum @ P35,000.00/drum					=	350,000.00
Sub-Total						2,390,000.00
Add: 5% for Price Escalation						119,500.00
<b>Total</b>						<b>2,509,500.00</b>

ACCOUNT NO.:	726
ACCOUNT NAME:	POWER PURCHASED FOR PUMPING

This represents the cost of electric power of the pumping stations and treatment plant.

PStation/Booster Stn.	Average Monthly Billing					Annual Billing
Pump 1 & 10	110,000.00	12	2	=		2,640,000.00
Pumps 2 & 3	70,000.00	12	2	=		1,680,000.00
Pump 5 & 6	200,000.00	12	2	=		4,800,000.00
Pumps 7	350,000.00	12		=		4,200,000.00
Pump 9	450,000.00	12		=		5,400,000.00
Pumps 11, 12 & 13	105,000.00	12	3	=		3,780,000.00
Pumps 14 & 15	20,000.00	12	2	=		480,000.00
Estaka Booster	150,000.00	12		=		1,800,000.00
Septage Treatment Plant	20,000.00	13		=		260,000.00
Galas & Dicayas Booster	30,000.00	12	2	=		720,000.00
Other 2HP Booster Pumps	10,000.00	12	13	=		1,560,000.00
Sub-total						27,320,000.00
Add: 5% for Increase in rates						1,366,000.00
<b>Total</b>						<b>28,686,000.00</b>

ACCOUNT NO.:	731
ACCOUNT NAME:	POWER FOR PRODUCTION EQUIPMENT

This represents the cost in the repair and maintenance of all prime movers/engines, gensets, their spare parts and accessories.

<b>Total</b>	<b>220,000.00</b>
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ACCOUNT NO.:	732
ACCOUNT NAME:	PUMPING OPERATIONS

This represents the cost in the repair and maintenance of all pumping equipment.

<b>Total</b>	<b>1,000,000.00</b>
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ACCOUNT NO.:	748
ACCOUNT NAME:	WATER TREATMENT EQUIPMENT
This represents the costs of repair and maint. of chlorinators, booster feed pumps and accessories of the water treatment system/facilities.	
Total	
<b>7,500.00</b>	

**IV. REPAIR AND MAINTENANCE EXPENSE:**

ACCOUNT NO.:	747
ACCOUNT NAME:	WATER TREATMENT STRUCTURES/IMPROVEMENT
This represents the costs of repair and maint. of water treatment structures and improvement.	
Total	
<b>70,000.00</b>	

ACCOUNT NO.:	762
ACCOUNT NAME:	RESERVOIRS AND TANKS
This represents the costs of repair and maint. of reservoirs.	
Total	
<b>250,000.00</b>	

ACCOUNT NO.:	765-A
ACCOUNT NAME:	MAINTENANCE OF SERVICES-MATERIALS
This represents the costs of repair and maint. of service pipelines.	
Total	
<b>4,200,000.00</b>	

ACCOUNT NO.:	850-A
ACCOUNT NAME:	ADMIN. STRUCTURES & IMPROVEMENT
This represents the costs of repair and maint. of the administrative office building and facilities.	
Total	
<b>1,250,000.00</b>	

ACCOUNT NO.:	850-B
ACCOUNT NAME:	MACHINERY AND EQUIPMENT
This represents the costs of repair and maint. of the administrative office equipment and other machines and tools.	
Total	
<b>75,000.00</b>	

ACCOUNT NO.:	850-C
ACCOUNT NAME:	FURNITURES AND FIXTURES
This represents the costs of repair and maint. of the administrative office furnitures, fixtures and accessories.	
Total	
<b>26,000.00</b>	

ACCOUNT NO.:	850-D
ACCOUNT NAME:	TRANSPORTATION EQUIPMENT
This represents the costs of repair and maint. of all transportation equipment.	
Total	
<b>1,500,000.00</b>	



ACCOUNT NO.:	850-E
ACCOUNT NAME:	POWER OPERATED EQUIPMENT

This represents the costs of repair and maint. of all power operated tools and equipment; power saw, brush cutter, jack hammer, etc.

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Total **310,000.00**

ACCOUNT NO.:	850-F
ACCOUNT NAME:	CONSTRUCTION EQUIPMENT

This represents the costs of repair and maint. of all construction equipment.

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Total **40,000.00**

ACCOUNT NO.:	850-G
ACCOUNT NAME:	POWER PRODUCTION EQUIPMENT

This represents the costs of repair and maint. of all power production equipment.

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Total **5,500.00**

ACCOUNT NO.:	850-H
ACCOUNT NAME:	OFFICE PUMPING EQUIPMENT

This represents the costs of repair and maint. of the office pumping equipment.

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Total **7,500.00**

ACCOUNT NO.:	850-I
ACCOUNT NAME:	COMMUNICATIONS EQUIPMENT

This represents the costs of repair and maint. of all communications equipment.

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Total **5,500.00**

ACCOUNT NO.:	850-J
ACCOUNT NAME:	TOOLS, SHOP & GARAGE EQUIPMENT

This represents the costs of repair and maint. of all tools, shop, motorpool and other garage equipment.

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Total **35,000.00**

ACCOUNT NO.:	850-K
ACCOUNT NAME:	LABORATORY EQUIPMENT

This represents the costs of repair and maint. of all laboratory equipment.

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Total **5,500.00**

**V. OTHER ADMINISTRATIVE AND GENERAL EXPENSE:**

ACCOUNT NO.:	756
ACCOUNT NAME:	SURVEY EXPENSES

This represents the labor costs of survey for relocation of monuments.

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Total **50,000.00**

ACCOUNT NO.: 831-E

ACCOUNT NAME: COMMUNICATIONS EXPENSES

This represents the costs of repair and maint. of all communications equipment.

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Total **35,000.00**

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ACCOUNT NO.: 837-B

ACCOUNT NAME: REGULATORY REQUIREMENTS EXPENSES-PERMIT FEES

This represents payment of fees for regulatory requirements, permits and other fees.

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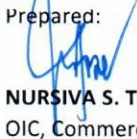
Total **50,000.00**

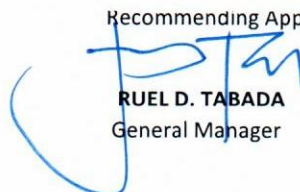
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**DIPOLOG CITY WATER DISTRICT  
COMMERCIAL DEPARTMENT  
2021 BUDGET SUMMARY**

A/C NO.	ACCOUNT NAME	2019		2020			2021
		APPROP.	DISB.	APPROP.	DISB. FIRST 9 MONTHS	ANTICIP. EXPEND.	PROPOSED BUDGET
801	Supervision - Customer Accounts Expenses	(new)	(new)	2,055,876.00	1,378,323.00	1,653,987.60	1,874,916.00
802	Meter Reading Expenses	1,656,288.00	467,542.12	1,385,556.00	884,900.98	1,061,881.18	1,348,092.00
803-A	Cust Records & Collection Exp. (Accts. Mgt. Div.)	3,201,304.00	1,360,928.06	1,298,760.00	842,878.48	1,011,454.18	702,864.00
803-B	Cust Records & Collection Exp. (Customer Services Division)	(new)	(new)	1,867,092.00	1,406,326.36	1,687,591.63	1,646,940.00
803-C	Cust Records & Collection Exp. (Pakyaw/Job Order)	(new)	(new)	897,552.00	505,074.28	606,089.14	2,500,448.80
805	Uncollectible Accounts	34,606.61	34,606.61	100,000.00	102,139.29	302,139.29	320,000.00
806	Prizes & Other Promotional Expenses	200,000.00	152,126.99	200,000.00	-	-	200,000.00
821-C	Overtime Pay (Commercial)	35,000.00	35,492.57	50,000.00	178,923.29	214,707.95	100,000.00
830-C	Non-accountable Forms	110,400.00	91,772.00	150,000.00	80,312.00	96,374.40	150,000.00
848-D	Semi-Expendable Machinery & Equipment Expenses (Commercial)	142,000.00	111,013.80	150,000.00	80,090.00	96,108.00	200,000.00
765-E	Maint.of Services (Comml-Materials)	300,000.00	423,274.75	500,000.00	434,399.02	521,278.82	600,000.00
766-B	Maintenance of Meters (Materials)	1,500,000.00	1,439,162.01	1,500,000.00	711,343.81	853,612.57	1,500,000.00
	<b>TOTAL</b>	<b>7,179,598.61</b>	<b>4,115,918.91</b>	<b>10,154,836.00</b>	<b>6,604,710.51</b>	<b>8,105,224.75</b>	<b>11,143,260.80</b>

Prepared:  
  
**NURSIVA S. TOME**  
OIC, Commercial Dept.

Recommending Approval:  
  
**RUEL D. TABADA**  
General Manager

Approved:  
  
**JOSEPHINE B. LEYSON**  
Board Chairperson

<b>ACCOUNT NO. : 801</b>			
<b>ACCOUNT NAME : Supervision - Customer Accounts Expenses</b>			
Covers salaries of Commercial Services Department Manager, Accounts Management Division Manager and Customer Services Division Manager			
Division Manager B	Jade N. Gonzales	79,336.00	952,032.00
Division Manager B	Nursiva S. Tome	76,907.00	922,884.00
<b>T O T A L</b>		<b>156,243.00</b>	<b>1,874,916.00</b>

<b>ACCOUNT NO. : 802</b>			
<b>ACCOUNT NAME : Meter Reading Expenses</b>			
Covers salaries of regular employees engaged in meter reading and bill printing.			
<b>Position/ Designation</b>	<b>Name of Employee</b>	<b>Budgeted Mo. Salary</b>	<b>Budgeted Ann. Salary</b>
Util./Cust. Service Asst. A	Leodenson M. Martin	26,336.00	316,032.00
Util./Cust. Service Asst. A	Elmer I. Jatco	26,336.00	316,032.00
Util./Cust. Service Asst. D	Mark Angelo O. Madera	16,325.00	195,900.00
Util./Cust. Service Asst. D	Macpromil C. Cañez	16,200.00	194,400.00
Plumber C	Joselito V. Duterte	13,572.00	162,864.00
Plumber C	Joselito Gadrinab	13,572.00	162,864.00
<b>T O T A L</b>		<b>112,341.00</b>	<b>1,348,092.00</b>

<b>ACCOUNT NO. : 803-A</b>			
<b>ACCOUNT NAME : Customer Records &amp; Collection Expenses (Accounts Management Division)</b>			
Covers salaries of regular employees engaged in water meter maintenance & calibration, disconnection & reconnection, inspection & repair of water meter stand.			
<b>Position/ Designation</b>	<b>Name of Employee</b>	<b>Budgeted Mo. Salary</b>	<b>Budgeted Ann. Salary</b>
Instrument Technician B	Cyril JC P. Bongcasan	16,200.00	194,400.00
Util./Cust. Service Asst. E	Jergens Mae A. Manabit	14,400.00	172,800.00
Util./Cust. Service Asst. E	Mark Marben S.Duhaylungsod	14,400.00	172,800.00
Plumber C	Ellaquim Rosales	13,572.00	162,864.00
<b>T O T A L</b>		<b>58,572.00</b>	<b>702,864.00</b>

<b>ACCOUNT NO. : 803-B</b>			
<b>ACCOUNT NAME : Customer Records &amp; Collection Expenses (Customer Services Division)</b>			
Covers salaries of regular employees engaged in customer applications, contracts, orders, investigation, inspection, classification, customer service and complaints resolution.			
<b>Position/ Designation</b>	<b>Name of Employee</b>	<b>Budgeted Mo. Salary</b>	<b>Budgeted Ann. Salary</b>
Sr. Utilities/Cust.Service Off.	Elcid L. Olmoguez	44,184.00	530,208.00
Util./Cust. Service Asst. B	Bea Feliz I. Ybanez	21,205.00	254,460.00
Util./Cust. Service Asst. B	Donnabel D. Patangan	21,205.00	254,460.00
Util./Cust. Service Asst. C	Rosan Hope B. Ualat	18,251.00	219,012.00
Util./Cust. Service Asst. D	Annie Gail Mentolaroc	16,200.00	194,400.00
Util./Cust. Service Asst. D	Sarah B. Tangcalagan	16,200.00	194,400.00
<b>T O T A L</b>		<b>137,245.00</b>	<b>1,646,940.00</b>



<b>ACCOUNT NO. :</b>	<b>803-C</b>
<b>ACCOUNT NAME</b>	<b>Customer Records &amp; Collection Expenses (Pakyaw/Job Order)</b>
This represents the labor of personnel/pakyaw handling repair of services supervised by the Commercial Division.	
a) Bill Delivery Expenses@2.50/bill*21000 Concessionaires *12 months	= 630,000.00
b) Seven (7) Job Order Personnel for Office & Calibration works @11,791.06/month	= 990,448.80
c) Disconnection & Reconnection Expenses	= 300,000.00
d) Change Water Meter Expenses @ 200 meters X P200/month	= 480,000.00
e) Notices of Disconnections Expenses	= 100,000.00
<b>Total Budget</b>	<b>2,500,448.80</b>

<b>ACCOUNT NO. :</b>	<b>805</b>
<b>ACCOUNT NAME :</b>	<b>UNCOLLECTIBLE ACCCOUNTS</b>
Covers allowance for uncollectible accounts	
<b>Total Budget</b>	<b>320,000.00</b>

<b>ACCOUNT NO. :</b>	<b>806</b>
<b>ACCOUNT NAME :</b>	<b>PRIZES AND OTHER PROMOTIONAL EXPENSES</b>
Amount allotted for prizes, giveaways & other promotional expenses during the District's anniversary celebration including snacks & meals for concessionaires, customers and personnel.	
<b>Total Budget</b>	<b>200,000.00</b>

<b>ACCOUNT NO. :</b>	<b>821-C</b>
<b>ACCOUNT NAME :</b>	<b>OVERTIME PAY (COMMERCIAL)</b>
This represents the payment of overtime pay of Commercial personnel when services are deemed necessary beyond office hours.	
<b>Total Budget</b>	<b>100,000.00</b>

<b>ACCOUNT NO.</b>	<b>830-C</b>
<b>ACCOUNT NAME</b>	<b>NON-ACCOUNTABLE FORMS</b>
Amount allotted for non-accountable forms of the Commercial Department	
<b>Total Budget</b>	<b>150,000.00</b>

<b>ACCOUNT NO.</b>	<b>848-D</b>
<b>ACCOUNT NAME</b>	<b>SEMI-EXPENDABLE MACHINERY &amp; EQUIPMENT EXPENSES (COMMERCIAL)</b>
Amount allotted for semi-expendable machinery & equipment of the Commercial Department	
<b>Total Budget</b>	
<b>200,000.00</b>	

<b>ACCOUNT NO.</b>	<b>765-E</b>
<b>ACCOUNT NAME</b>	<b>MAINTENANCE OF SERVICES (COMMERCIAL-MATERIALS)</b>
This represents the cost of materials in the repair of services supervised by the Commercial Department	
<b>Total Budget</b>	
<b>600,000.00</b>	

<b>ACCOUNT NO.</b>	<b>766-B</b>
<b>ACCOUNT NAME</b>	<b>MAINTENANCE OF METERS (MATERIALS)</b>
This represents the cost of meters, parts, materials & supplies in the calibration, repair, maintenance & replacement of meters.	
<b>Total Budget</b>	
<b>1,500,000.00</b>	



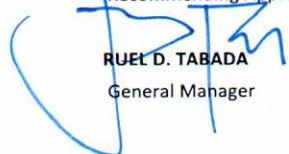
**DIPOLOG CITY WATER DISTRICT**  
**ADMINISTRATIVE and FINANCE DEPARTMENT**  
**2021 BUDGET SUMMARY**

A/C NO.	ACCOUNT NAME	2019		2020			2021
		APPROP.	DISB.	APPROP.	DISB. FIRST 9 MONTHS	ANTICIP. EXPEND.	PROPOSED BUDGET
820-A	Admin. & Gen. Salaries	10,593,456.00	8,197,869.96	12,442,224.00	5,417,522.11	7,223,362.81	9,246,168.00
820-B	Admin. & Gen. Salaries (JO)	-		-	-	-	792,000.00
821-A	Overtime and Holiday Pay	50,000.00	40,049.13	85,000.00	63,096.81	84,129.08	100,000.00
822-A	Life & Retirement Insurance Contributions	3,053,913.48	1,784,061.78	3,721,371.84	1,376,763.96	1,835,685.28	2,623,898.88
822-B	Pag-IBIG Contributions	508,985.58	287,117.32	620,228.64	259,455.36	345,940.48	437,316.48
822-C	ECC Contributions	91,200.00	46,800.00	121,200.00	39,400.00	52,533.33	81,600.00
823	PhilHealth Contributions	274,626.42	159,881.52	419,822.16	168,978.69	225,304.92	358,459.32
824-A	PERA	1,824,000.00	952,006.42	2,424,000.00	985,870.87	1,314,494.49	1,632,000.00
824-B	Representation Allowance	372,000.00	399,458.33	732,000.00	466,500.00	622,000.00	732,000.00
824-C	Transportation Allowance	1,056,000.00	666,555.11	1,164,000.00	710,500.00	947,333.33	1,344,000.00
824-D	Clothing & Uniform Allowance	380,000.00	234,000.00	606,000.00	354,000.00	472,000.00	408,000.00
824-E	Other Bonuses & Allowances	2,870,000.00	2,447,172.90	3,790,000.00	479,903.18	639,870.91	1,301,000.00
824-F	Service Award	3,000,000.00	2,700,000.00	3,000,000.00	2,111,000.00	2,814,666.67	3,000,000.00
824-G	Provident Fund Contributions	576,992.40	659,451.83	707,688.00	571,862.20	762,482.93	826,707.60
824-H	Year-end Bonus	4,231,930.00	2,454,030.00	5,168,572.00	1,395,089.00	1,860,118.67	3,644,304.00
824-I	Cash Gift	375,000.00	195,000.00	505,000.00	-	290,000.00	340,000.00
824-K	Terminal Leave Benefits	4,148,790.11	3,290,350.25	4,114,400.58	1,398,630.27	1,864,840.36	2,652,523.55
824-L	Gratuity Fee	150,000.00	-	150,000.00	-	150,000.00	150,000.00
825-A	Legal Services	72,000.00	66,000.00	122,000.00	42,000.00	56,000.00	100,000.00
825-B	Other Prof. Services (MEDIATRIX case)	50,000.00	300.00	200,000.00	-	-	100,000.00
825-C	Consultancy Services (ISO)	700,000.00	286,477.39	500,000.00	67,205.20	400,000.00	600,000.00
826-B	General Services/Security	900,000.00	1,254,770.64	1,255,000.00	941,077.98	1,254,770.64	1,300,000.00
826-D	Auditing Services	175,000.00	205,265.52	175,000.00	-	175,000.00	200,000.00
827-A	Empl. Trav. Exp. & Per Diems	500,000.00	487,202.06	700,000.00	150,841.77	201,122.36	700,000.00
827-B	Dir. Trav. Exp. & Per Diems	500,000.00	157,017.07	500,000.00	145,586.47	194,115.29	500,000.00
828	Representation & Entertainment	100,000.00	40,679.30	150,000.00	54,388.36	72,517.81	150,000.00
829-A	Insurance Expenses	500,000.00	319,314.15	500,000.00	286,573.49	382,097.99	500,000.00
829-B	Fidelity Bond Premiums	50,000.00	54,437.90	75,000.00	32,875.00	43,833.33	75,000.00
	<b>Balance Forwarded...</b>	<b>37,103,893.99</b>	<b>27,385,268.58</b>	<b>43,948,507.22</b>	<b>17,519,120.72</b>	<b>24,284,220.69</b>	<b>33,894,977.83</b>

Prepared:

**GRACELLA B. PALUCA**  
 Mgr., Admin. & Finance Dept.

Recommending Approval:

  
**RUEL D. TABADA**  
 General Manager

Approved:


**JOSEPHINE B. LEYSON**  
 Board Chairperson

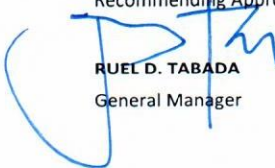


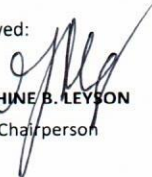
# ADMINISTRATIVE and FINANCE DEPARTMENT

## 2020 BUDGET SUMMARY

A/C NO.	ACCOUNT NAME	2019		2020			2021
		APPROP.	DISB.	APPROP.	DISB. FIRST 9 MONTHS	ANTICIP. EXPEND.	PROPOSED BUDGET
	<b>Balance Carried Forward...</b>	<b>37,103,893.99</b>	<b>27,385,268.58</b>	<b>43,948,507.22</b>	<b>17,519,120.72</b>	<b>24,284,220.69</b>	<b>33,894,977.83</b>
830-A	Office Supplies Expense	350,000.00	463,637.65	711,250.00	553,697.12	738,262.83	800,000.00
830-B	Accountable Forms	180,000.00	234,568.64	250,000.00	154,949.76	206,599.68	300,000.00
830-E	Membership Dues & Contrib. to Org.	75,000.00	38,531.00	75,000.00	24,560.00	32,746.67	75,000.00
831-A	Postage & Courier Services	15,000.00	14,216.00	15,000.00	9,812.00	13,082.67	15,000.00
831-B	Telephone Expenses-Landline	75,000.00	58,779.52	75,000.00	41,503.44	55,337.92	75,000.00
831-C	Telephone Expenses-Mobile	123,000.00	120,573.00	165,000.00	101,064.25	134,752.33	200,000.00
831-D	Internet Expenses & Cable TV Subs.	152,600.00	108,085.24	159,600.00	100,687.80	155,000.00	171,600.00
832	Transportation & Delivery Expenses	10,000.00	-	10,000.00	1,887.49	10,000.00	40,000.00
833-A	Employees' Training Exp.	950,000.00	1,367,088.83	351,745.90	23,486.80	100,000.00	700,000.00
833-B	Directors' Training Exp.	200,000.00	3,754.19	200,000.00	-	-	200,000.00
835	Light & Power	1,100,000.00	1,047,307.34	1,550,000.00	1,134,500.03	1,512,666.71	1,600,000.00
836	Donations & Contributions	200,000.00	20,000.00	200,000.00	-	-	200,000.00
837-A	Franchise Tax	2,500,000.00	2,347,052.29	2,500,000.00	1,315,041.49	1,753,388.65	2,500,000.00
838-A	Dir. Fees & Rem.-Per Diems	823,680.00	743,904.00	823,680.00	600,048.00	823,680.00	823,680.00
838-B	Dir. Fees & Rem.-Reimbursable Exp	205,920.00	160,889.14	205,920.00	132,248.02	205,920.00	205,920.00
838-C	Dir. Fees & Rem.-Benefits	411,840.00	-	411,840.00	397,872.00	411,840.00	411,840.00
839	Advertising, Promotions & Marketing	50,000.00	7,800.00	296,960.00	43,141.00	250,000.00	300,000.00
841	Rents	100,000.00	90,000.00	100,000.00	67,500.00	100,000.00	100,000.00
843-A	Misc. Gen.& Admin. Exp.	900,000.00	990,524.71	2,630,000.00	1,621,552.61	2,500,000.00	2,700,000.00
843-B	Emergency Expenses	-	-	-	-	-	1,000,000.00
844-A	Real Property Tax	100,000.00	46,958.88	100,000.00	35,245.98	90,000.00	100,000.00
845-A	Cultural & Athletic Expenses	150,000.00	263,949.93	200,000.00	19,900.00	50,000.00	200,000.00
845-B	Sports Development	150,000.00	69,205.64	200,000.00	53,866.15	71,821.53	200,000.00
846	Gender and Development	2,000,000.00	415,876.58	2,000,000.00	126,910.20	169,213.60	2,000,000.00
848-A	Semi-Expendable Machinery & Equipment Expenses (Admin)	200,000.00	64,386.80	120,000.00	17,710.00	23,613.33	200,000.00
848-C	Semi-Expendable Furniture, Fixtures & Books Expenses	100,000.00	-	249,000.00	71,243.45	94,991.27	200,000.00
	<b>TOTAL</b>	<b>48,225,933.99</b>	<b>36,062,357.96</b>	<b>57,548,503.12</b>	<b>24,167,548.31</b>	<b>33,787,137.88</b>	<b>49,213,017.83</b>

Prepared:  
  
**GRACELLA B. PALUCA**  
 Mgr., Admin. & Finance Dept.

Recommending Approval:  
  
**RUEL D. TABADA**  
 General Manager

Approved:  
  
**JOSEPHINE B. LEYSON**  
 Board Chairperson



**ACCOUNT NO. 820-A**  
**ACCOUNT NAME ADMINISTRATIVE AND GENERAL SALARIES (REGULAR)**

This represents the salaries of the regular employees under the Office of the General Manager and Administrative &

<b>Position/ Designation</b>	<b>Name of Employee</b>	<b>Budgeted Mo. Salary</b>	<b>Budgeted Ann. Salary</b>
<b><u>OFFICE OF THE GENERAL MANAGER</u></b>			
General Manager B	Ruel D. Tabada	126,267.00	1,515,204.00
Senior Internal Control Officer B	Cherry Lyn N. Dela Peña	37,044.00	444,528.00
Internal Control Assistant A	Felipe F. Fullon	21,382.00	256,584.00
Administration Services Assistant C	Lheolyn B. Mandigal	18,251.00	219,012.00
Clerk-Processor B	Charmaine M. Manlosa	16,200.00	194,400.00
<b><u>ADMINISTRATIVE &amp; FINANCE SERVICES DEPARTMENT</u></b>			
Department Manager B	Gracella B. Paluca	98,886.00	1,186,632.00
<b><u>FINANCE SERVICES DIVISION</u></b>			
Division Manager B	Janet R. Nadala	76,907.00	922,884.00
Corporate Budget Specialist A	** VACANT **	43,681.00	524,172.00
Senior Cashier	Brigida V. Limbaring	44,184.00	530,208.00
Cashier B	Nabella G. Manriquez	31,143.00	373,716.00
Senior Accounting Processor B	Colleen Phyllis G. Barabad	21,205.00	254,460.00
Corporate Budget Examiner	Gail Claire Antoinette R. Enero	21,205.00	254,460.00
Accounting Processor A	Jhon Mark D. Egay	18,251.00	219,012.00
Accounting Processor A	Amabell D. Junio	18,583.00	222,996.00
Clerk Processor B	Keen Mark Y. Simbajon	16,200.00	194,400.00
<b><u>ADMINISTRATIVE &amp; GENERAL SERVICES DIVISION</u></b>			
Division Manager B	Ma. Genelyn O. Empeynado	76,907.00	922,884.00
Storekeeper A	Delfin C. Limbaring	24,161.00	289,932.00
Procurement Assistant B	Richard Dean B. Dagpin	18,251.00	219,012.00
Clerk-Processor B	Johania A. Casidar	16,200.00	194,400.00
Toolkeeper	Ariel E. Fetalver	13,572.00	162,864.00
Utility Worker B	Samuel V. Cabrera	12,034.00	144,408.00
<b>TOTAL</b>		<b>770,514.00</b>	<b>9,246,168.00</b>

**ACCOUNT NO. 820-B**  
**ACCOUNT NAME ADMINISTRATIVE AND GENERAL SALARIES (JOB ORDERS)**

This represents the salaries and wages of Job-Order employees of Administrative and Finance Department

**Total Budget 792,000.00**

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ACCOUNT NO.	821-A
ACCOUNT NAME	Overtime Pay - Admin. & Finance

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This represents overtime pay of personnel under the Administrative and Finance Department of the district.

<b>Total</b>	<b>100,000.00</b>
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ACCOUNT NO.	822-A
ACCOUNT NAME	LIFE & RETIREMENT INSURANCE CONTRIBUTIONS

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Total Annual Salary x 12% =	21,865,824.00	x 12 % = P	<b>2,623,898.88</b>
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ACCOUNT NO.	822-B
ACCOUNT NAME	PAG-IBIG CONTRIBUTIONS

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Total Annual Salary x 12% =	21,865,824.00	x 2 % = P	<b>437,316.48</b>
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ACCOUNT NO.	822-C
ACCOUNT NAME	ECC Contributions

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All Regular Employees	1,200.00	68	81,600.00
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ACCOUNT NO. : 823

ACCOUNT NAME : PHILHEALTH CONTRIBUTIONS

DBM-Approved Position Title	Name of Employee	Budgeted Mo. Salary	Employer's Mo. Prem.	Employer's Annual Prem.
General Manager B	Ruel D. Tabada	126,267.00	1,225.00	14,700.00
Senior Internal Control Officer B	Cherry Lyn N. Dela Peña	37,044.00	648.27	7,779.24
Internal Control Assistant A	Felipe F. Fullon	21,382.00	374.19	4,490.28
Administration Services Assistant C	Lheolyn B. Mandigal	18,251.00	319.40	3,832.80
Clerk-Processor B	Charmaine M. Manlosa	16,200.00	283.50	3,402.00
Department Manager B	Gracella B. Paluca	98,886.00	1,225.00	14,700.00
Division Manager B	Janet R. Nadala	76,907.00	1,225.00	14,700.00
Corporate Budget Specialist A	** VACANT **	43,681.00	764.42	9,173.04
Senior Cashier	Brigida V. Limbaring	44,184.00	773.22	9,278.64
Cashier B	Nabella G. Manriquez	31,143.00	545.01	6,540.12
Senior Accounting Processor B	Colleen Phyllis G. Barabad	21,205.00	371.09	4,453.08
Corporate Budget Examiner	Gail Claire Antoinette R. Enero	21,205.00	371.09	4,453.08
Accounting Processor A	Jhon Mark D. Egay	18,251.00	319.40	3,832.80
Accounting Processor A	Amabell D. Junio	18,583.00	325.21	3,902.52
Clerk Processor B	Keen Mark Y. Simbajon	16,200.00	283.50	3,402.00
Division Manager B	Ma. Genelyn O. Empeynado	76,907.00	1,225.00	14,700.00
Storekeeper A	Delfin C. Limbaring	24,161.00	422.82	5,073.84
Procurement Assistant B	Richard Dean B. Dagpin	18,251.00	319.40	3,832.80
Clerk-Processor B	Johania A. Casidar	16,200.00	283.50	3,402.00
Toolkeeper	Ariel E. Fetalver	13,572.00	237.51	2,850.12
Utility Worker B	Samuel V. Cabrera	12,034.00	210.60	2,527.20
Division Manager B	Jade N. Gonzales	79,336.00	1,225.00	14,700.00
Senior Utilities/Customer Service	Elcid L. Olmoguez	44,184.00	773.22	9,278.64
Utilities/Customer Service Assistant B	Bea Feliz Y. Pinsoy	21,205.00	371.09	4,453.08
Utilities/Customer Service Assistant B	Donnabel D. Patangan	21,205.00	371.09	4,453.08
Utilities/Customer Service Assistant C	Rosan Hope B. Ualat	18,251.00	319.40	3,832.80
Utilities/Customer Service Assistant D	Annie Gail Mentolaroc	16,200.00	283.50	3,402.00
Utilities/Customer Service Assistant D	Sarah B. Tangcalagan	16,200.00	283.50	3,402.00
Division Manager B	Nursiva S. Tome	76,907.00	1,225.00	14,700.00
Utilities/Customer Service Assistant A	Leodenson M. Martin	26,336.00	460.88	5,530.56
Utilities/Customer Service Assistant A	Elmer I. Jatico	26,336.00	460.88	5,530.56
Utilities/Customer Service Assistant D	Mark Angelo O. Madera	16,325.00	285.69	3,428.28
Utilities/Customer Service Assistant D	Macpromil C. Cañezzo	16,200.00	283.50	3,402.00
Instrument Technician B	Cyril JC P. Bongcasan	16,200.00	283.50	3,402.00
Utilities/Customer Service Assistant E	Mark Marben S. Duhaylungsod	14,400.00	252.00	3,024.00
Utilities/Customer Service Assistant E	Jergens Mae A. Manabit	14,400.00	252.00	3,024.00
Plumber C	Ellaquim E. Rosales	13,572.00	237.51	2,850.12
Plumber C	Joselito V. Duterte	13,572.00	237.51	2,850.12
Plumber C	Joselito A. Gadrinab	13,572.00	237.51	2,850.12
Water/Sewerage Maintenance	Felix Z. Cavan III	44,184.00	773.22	9,278.64
Senior Water/Sewerage	Joephel Rey B. Sendil	21,382.00	374.19	4,490.28



ACCOUNT NO. : 823

ACCOUNT NAME : PHILHEALTH CONTRIBUTIONS

DBM-Approved Position Title	Name of Employee	Budgeted Mo. Salary	Employer's Mo. Prem.	Employer's Annual Prem.
Water/Sewerage Maintenance Man	Ronald Q. Galeza	18,251.00	319.40	3,832.80
Water/Sewerage Maintenance Man A	Rudy B. Fernandez	18,251.00	319.40	3,832.80
Water/Sewerage Maintenance Man C	Elmar A. Galinato	14,400.00	252.00	3,024.00
Water/Sewerage Maintenance Man C	Modesto C. Tabada	14,400.00	252.00	3,024.00
Water/Sewerage Maintenance Man C	Eliazar S. Mendosa	14,400.00	252.00	3,024.00
Water/Sewerage Maintenance Man C	Roy M. Acopiado	14,400.00	252.00	3,024.00
Supervising Engineer B	Kris Jeffrey J. Daymiel	40,444.00	707.77	8,493.24
Heavy Equipment Operator	Themestocles S. Maglangit	19,715.00	345.02	4,140.24
Welder B	Tito P. Badiang	16,200.00	283.50	3,402.00
Light Equipment Operator	Moises A. Galaura	16,200.00	283.50	3,402.00
Supervising Engineer A	Cipriano C. Padogdog	44,184.00	773.22	9,278.64
Water Resources Facilities Operator	Marlou B. Magallanes	26,336.00	460.88	5,530.56
Chemist B	Charmaine G. Torres	23,877.00	417.85	5,014.20
Senior Auto-Mechanic	Filipisneri A. Piala	21,382.00	374.19	4,490.28
Plant Equipment Operator E	Ian D. Wate	21,205.00	371.09	4,453.08
Senior Water Resources Facilities	Perfecto R. Zamoras	19,715.00	345.02	4,140.24
Water Resources Facilities Operator B	Romer A. Navarro	16,200.00	283.50	3,402.00
Water Resources Facilities Operator B	Melchor P. Dominguez	16,200.00	283.50	3,402.00
Water Resources Facilities Operator B	Victor M. Acopiado	16,200.00	283.50	3,402.00
Water Resources Facilities Tender B	Marcelo S. Harayo	14,400.00	252.00	3,024.00
Water Resources Facilities Tender B	Alver L. Hibaya	14,400.00	252.00	3,024.00
Water Resources Facilities Tender B	Crispin B. Anotado	14,400.00	252.00	3,024.00
Water Resources Facilities Tender B	Reynaldo M. Cuenca	14,400.00	252.00	3,024.00
Plant/Substation Helper C	Josie P. Maghinay	14,400.00	252.00	3,024.00
Plant/Substation Helper C	Jerome V. Montano	14,511.00	253.95	3,047.40
Plant/Substation Helper C	Roel B. Mutia	14,400.00	252.00	3,024.00
Plant/Substation Helper C	Ricky T. Maghinay	14,400.00	252.00	3,024.00
Plant/Substation Helper C	Reyen S. Agan	14,400.00	252.00	3,024.00
<b>TOTAL</b>		<b>1,822,152.00</b>	<b>29,871.61</b>	<b>358,459.32</b>



<b>ACCOUNT NO.</b>	<b>824-A</b>					
<b>ACCOUNT NAME</b>	<b>Personnel Economic Relief Allowance (PERA)</b>					

All Regular Employees	2,000.00	68	x	12	1,632,000.00
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<b>ACCOUNT NO.</b>	<b>824-B</b>					
<b>ACCOUNT NAME</b>	<b>Representation Allowance</b>					

General Manager	8,500.00	1	x	12	102,000.00
Department Mgrs.	7,500.00	3	x	12	270,000.00
Division Managers	5,000.00	6	x	12	360,000.00

TOTAL					<b>732,000.00</b>
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<b>ACCOUNT NO.</b>	<b>824-C</b>					
<b>ACCOUNT NAME</b>	<b>Transportation Allowance</b>					

General Manager	8,500.00	1	x	12	102,000.00
Department Mgrs.	7,500.00	3	x	12	270,000.00
Division Managers	5,000.00	6	x	12	360,000.00

*Gasoline Allowance:*

Field Personnel	3,000.00	17	x	12	612,000.00
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<b>Total</b>					<b>1,344,000.00</b>
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<b>ACCOUNT NO.</b>	<b>824-D</b>					
<b>ACCOUNT NAME</b>	<b>CLOTHING &amp; UNIFORM ALLOWANCE</b>					

All Regular Employees	6,000.00	68	x	1	408,000.00
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<b>ACCOUNT NO.</b>	<b>824-E</b>					
<b>ACCOUNT NAME</b>	<b>OTHER BONUSES &amp; INCENTIVE</b>					

Loyalty Incentive	5,000.00	5	(Tabada, Paluca, Piala, Maglangit, Dela Pena)	25,000.00
Productivity Enhancement Incentive (PEI)	5,000.00	68	Employees	340,000.00
Performance-Based Bonus(PBB)				900,000.00
Anniversary Bonus	3,000.00	12	Employees	36,000.00

<b>TOTAL</b>				<b>1,301,000.00</b>
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**ACCOUNT NO. 824-F**  
**ACCOUNT NAME SERVICE AWARD**

Amount allotted for Service Award and other PRAISE benefits of regular employees

Provision for Service Award & PRAISE Benefits **3,000,000.00**

**ACCOUNT NO. 824-G**  
**ACCOUNT NAME PROVIDENT FUND CONTRIBUTIONS**

Government share of qualified employees as of Dec. 31, 1999:

<u>Employee</u>	<u>Date of Employment</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>	<u>10% Gov't Share</u>
1. Batilona, Gracella C.	2/19/1991	98,886	1,186,632	118,663.20
2. Empeynado, Ma. Genelyn	6/20/1995	76,907	922,884	92,288.40
3. Fullon, Jr., Felipe F.	1/1/1998	21,382	256,584	25,658.40
4. Gonzales, Jade N.	5/1/1993	79,336	952,032	95,203.20
5. Limbaring, Brigida V.	1/1/1990	44,184	530,208	53,020.80
6. Limbaring, Delfin	11/3/1986	24,161	289,932	28,993.20
7. Manriquez, Nabella G.	3/29/1989	31,143	373,716	37,371.60
8. Nadala, Janet R.	6/20/1995	76,907	922,884	92,288.40
9. Olmoguez, Elcid L.	1/4/1999	44,184	530,208	53,020.80
10. Padogdog, Jr., Cipriano	2/15/1991	44,184	530,208	53,020.80
11. Piala, Filipisneri A.	8/5/1996	21,382	256,584	25,658.40
12. Tabada, Ruel D.	11/20/1990	126,267	1,515,204	151,520.40
<b>TOTAL</b>		<b>688,923</b>	<b>8,267,076</b>	<b>826,707.60</b>

**ACCOUNT NO. 824-H**  
**ACCOUNT NAME YEAR END BONUS**

Amount allotted for mid-year and year-end bonus of regular employees

13th Month Pay	1,822,152.00
14th Month Pay	1,822,152.00
<b>TOTAL</b>	<b>3,644,304.00</b>

**ACCOUNT NO. 824-I**  
**ACCOUNT NAME CASH GIFT**

Amount allotted for cash gif of regular employees

Cash Gift: P5,000 x 68 regular employees **340,000.00**

**ACCOUNT NO. 824-L**  
**ACCOUNT NAME Gratuity Pay**

Amount allotted for gratuity pay of qualified workers

**150,000.00**



<b>ACCOUNT NO.</b>	<b>824-K</b>
<b>ACCOUNT NAME</b>	<b>TERMINAL LEAVE BENEFITS</b>

Employee	Monthly Salary	Est. Balance 2019	Add: Leave		Money Value
			Credits	2019 al Leave Credits	
Ruel D. Tabada	126,267.00	100.3483	25.00	125.35	762,762.91
Cherry Lyn N. Dela Peña	37,044.00	52.7479	25.00	77.75	138,799.47
Felipe F. Fullon	21,382.00	250.1000	25.00	275.10	283,478.53
Lheolyn B. Mandigal	18,251.00	16.6563	25.00	41.66	36,639.42
Charmaine M. Manlosa	16,200.00	15.0771	25.00	40.08	31,289.06
Gracella B. Paluca	98,886.00	240.9067	25.00	265.91	1,267,200.54
Janet R. Nadala	76,907.00	190.3957	25.00	215.40	798,333.14
* * VACANT * *	43,681.00	0.0000	25.00	25.00	52,627.63
Brigida V. Limbaring	44,184.00	338.6125	25.00	363.61	774,256.92
Nabella G. Manriquez	31,143.00	302.3229	25.00	327.32	491,267.57
Colleen Phyllis G. Barabad	21,205.00	98.7125	25.00	123.71	126,425.05
Gail Claire Antoinette R. Enero	21,205.00	55.6717	25.00	80.67	82,440.52
Jhon Mark D. Egay	18,251.00	0.0000	25.00	25.00	21,989.12
Amabell D. Junio	18,583.00	95.5455	25.00	120.55	107,956.32
Keen Mark Y. Simbajon	16,200.00	0.0000	25.00	25.00	19,518.04
Ma. Genelyn O. Empeynado	76,907.00	224.3317	25.00	249.33	924,112.04
Delfin C. Limbaring	24,161.00	263.1684	25.00	288.17	335,538.62
Richard Dean B. Dagpin	18,251.00	59.5417	25.00	84.54	74,359.92
Johania A. Casidar	16,200.00	20.6188	25.00	45.62	35,615.59
Ariel E. Fetalver	13,572.00	16.6563	25.00	41.66	27,246.19
Samuel V. Cabrera	12,034.00	19.1146	25.00	44.11	25,584.30
Jade N. Gonzales	79,336.00	255.2424	25.00	280.24	1,071,483.29
Elcid L. Olmoguez	44,184.00	146.7538	25.00	171.75	365,723.31
Bea Feliz Y. Pinsoy	21,205.00	81.3042	25.00	106.30	108,635.05
Donnabel D. Patangan	21,205.00	67.2021	25.00	92.20	94,223.74
Rosan Hope B. Ualat	18,251.00	53.1000	25.00	78.10	68,694.02
Annie Gail Mentolaroc	16,200.00	18.3583	25.00	43.36	33,850.77
Sarah B. Tangcalagan	16,200.00	17.4833	25.00	42.48	33,167.64
Nursiva S. Tome	76,907.00	54.2271	25.00	79.23	293,643.84
Leodenson M. Martin	26,336.00	183.2671	25.00	208.27	264,333.22
Elmer I. Jatico	26,336.00	260.9792	25.00	285.98	362,965.64
Mark Angelo O. Madera	16,325.00	123.8708	25.00	148.87	117,123.48
Macpromil C. Cañezo	16,200.00	0.0000	25.00	25.00	19,518.04
Cyril JC P. Bongcasan	16,200.00	24.4563	25.00	49.46	38,611.61
Mark Marben S. Duhaylungsod	14,400.00	20.9896	25.00	45.99	31,915.63
Jergens Mae A. Manabit	14,400.00	20.4917	25.00	45.49	31,570.10
Ellaquim E. Rosales	13,572.00	0.0000	25.00	25.00	16,351.78
Joselito V. Duterte	13,572.00	28.2292	25.00	53.23	34,815.69
Joselito A. Gadrinab	13,572.00	16.3750	25.00	41.38	27,062.20
Felix Z. Cavan III	44,184.00	230.6375	25.00	255.64	544,340.75
Joephel Rey B. Sendil	21,382.00	141.5742	25.00	166.57	171,647.44

<b>ACCOUNT NO.</b>	<b>824-K</b>
<b>ACCOUNT NAME</b>	<b>TERMINAL LEAVE BENEFITS</b>

Employee	Monthly Salary	Est. Balance 2019	Add: Leave Credits		Money Value
			2019	2019	
Ronald Q. Galeza	18,251.00	0.0000	25.00	25.00	21,989.12
Rudy B. Fernandez	18,251.00	0.0000	25.00	25.00	21,989.12
Elmar A. Galinato	14,400.00	0.0000	25.00	25.00	17,349.37
Modesto C. Tabada	14,400.00	0.0000	25.00	25.00	17,349.37
Eliazar S. Mendosa	14,400.00	0.0000	25.00	25.00	17,349.37
Roy M. Acopiado	14,400.00	0.0000	25.00	25.00	17,349.37
Kris Jeffrey J. Daymiel	40,444.00	162.7838	25.00	187.78	366,010.45
Themestocles S. Maglangit	19,715.00	289.3183	25.00	314.32	298,639.81
Tito P. Badiang	16,200.00	81.4125	25.00	106.41	83,078.55
Moises A. Galaura	16,200.00	91.7458	25.00	116.75	91,145.98
Cipriano C. Padogdog	44,184.00	173.3783	25.00	198.38	422,416.09
Marlou B. Magallanes	26,336.00	80.1958	25.00	105.20	133,514.82
Charmaine G. Torres	23,877.00	44.5729	25.00	69.57	80,057.33
Filipisneri A. Piala	21,382.00	73.0554	25.00	98.06	101,041.81
Ian D. Wate	21,205.00	58.9667	25.00	83.97	85,807.77
Perfecto R. Zamoras	19,715.00	80.0871	25.00	105.09	99,845.26
Romer A. Navarro	16,200.00	134.7375	25.00	159.74	124,710.54
Melchor P. Dominguez	16,200.00	81.6563	25.00	106.66	83,268.89
Victor M. Acopiado	16,200.00	102.7500	25.00	127.75	99,737.20
Marcelo S. Harayo	14,400.00	20.7500	25.00	45.75	31,749.35
Alver L. Hibaya	14,400.00	20.7500	25.00	45.75	31,749.35
Crispin B. Anotado	14,400.00	20.7500	25.00	45.75	31,749.35
Reynaldo M. Cuenca	14,400.00	14.9875	25.00	39.99	27,750.32
Josie P. Maghinay	14,400.00	25.0000	25.00	50.00	34,698.74
Jerome V. Montano	14,511.00	47.6646	25.00	72.66	50,816.12
Roel B. Mutia	14,400.00	23.8333	25.00	48.83	33,889.08
Ricky T. Maghinay	14,400.00	30.3188	25.00	55.32	38,389.86
Reyen S. Agan	14,400.00	23.3646	25.00	48.36	33,563.82
	<b>1,822,152.00</b>	<b>5,787.15</b>	<b>1,725.00</b>	<b>7,512.15</b>	<b>12,644,124.40</b>
				Less: Accrued Leave Benefits	9,991,600.85
				<b>Provision for 2020</b>	<b>2,652,523.55</b>



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<b>ACCOUNT NO.</b>	<b>825-A</b>
<b>ACCOUNT NAME</b>	<b>LEGAL SERVICES</b>

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This represents the amount allotted for payment of legal fees & related expenses engaged by the District.

1 Legal Retainer @ 6,000/month	72,000.00
Other Legal Fees and Expenses	28,000.00
	<hr/>
	<b>100,000.00</b>

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<b>ACCOUNT NO.</b>	<b>825-B</b>
<b>ACCOUNT NAME</b>	<b>OTHER PROFESSIONAL SERVICES</b>

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This represents amount allotted for other professional services

<b>Total Budget</b>	<b>100,000.00</b>
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<b>ACCOUNT NO.</b>	<b>825-C</b>
<b>ACCOUNT NAME</b>	<b>CONSULTANCY SERVICES &amp; ISO CERTIFICATION</b>

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This includes all expenses related to ISO 9001:2015 certification 600,000.00

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<b>ACCOUNT NO.</b>	<b>826-B</b>
<b>ACCOUNT NAME</b>	<b>SECURITY SERVICES</b>

---

This represents the amount allotted for security personnel assigned at the District's facilities 1,300,000.00

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<b>ACCOUNT NO.</b>	<b>826-D</b>
<b>ACCOUNT NAME</b>	<b>AUDITING SERVICES</b>

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This represents the amount allotted Auditing Services 200,000.00

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<b>ACCOUNT NO.</b>	<b>827-A</b>
<b>ACCOUNT NAME</b>	<b>EMPLOYEES' TRAVELLING EXPENSES AND PER DIEMS</b>

---

Amount allotted for all expenses incurred on official travel undertaken by district employees.

**Total Budget** 700,000.00

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<b>ACCOUNT NO.</b>	<b>827-B</b>
<b>ACCOUNT NAME</b>	<b>DIRECTORS' TRAVELLING EXPENSES AND PER DIEMS</b>

---

Amount allotted for all expenses incurred on official travel undertaken by district board of directors.

**Total Budget** 500,000.00

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<b>ACCOUNT NO.</b>	<b>828</b>
<b>ACCOUNT NAME</b>	<b>REPRESENTATION AND ENTERTAINMENT</b>

---

Amount allotted for all expenses incurred in connection with improving the general image of the District through representations with clients and non-clients.

**Total Budget** 150,000.00

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<b>ACCOUNT NO.</b>	<b>829-A</b>
<b>ACCOUNT NAME</b>	<b>INSURANCE &amp; REGISTRATION EXPENSES</b>

---

Amount allotted for payment of vehicle registration and insurance premiums. 500,000.00

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<b>ACCOUNT NO.</b>	<b>829-B</b>
<b>ACCOUNT NAME</b>	<b>FIDELITY BOND PREMIUMS</b>

---

Amount allotted for bond premiums. 75,000.00

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<b>ACCOUNT NO.</b>	<b>830-A</b>
<b>ACCOUNT NAME</b>	<b>OFFICE SUPPLIES EXPENSE</b>

---

Amount allotted for office supplies, cleaning materials, subscription of newspapers, journals, digests and magazines. 800,000.00

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<b>ACCOUNT NO.</b>	<b>830-B</b>
<b>ACCOUNT NAME</b>	<b>ACCOUNTABLE FORMS</b>

---

Amount allotted for all accountable forms of the water district 300,000.00

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<b>ACCOUNT NO.</b>	<b>830-E</b>
<b>ACCOUNT NAME</b>	<b>MEMBERSHIP DUES &amp; CONTRIBUTION TO ORGANIZATIONS</b>

---

Amount allotted for payment of membership fees and annual dues for MAWD, PAWD, WEMWADA, etc. 75,000.00

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**ACCOUNT NO.** 831-A  
**ACCOUNT NAME** POSTAGE & DELIVERIES

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Amount allotted for postage & deliveries. **Total Budget** 15,000.00

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**ACCOUNT NO.** 831-B  
**ACCOUNT NAME** Telephone Expenses-Landline

---

Amount allotted for CRUZTELCO & PLDT landlines and long distance **Total Budget** 75,000.00

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**ACCOUNT NO.** 831-C  
**ACCOUNT NAME** Telephone Expenses-Mobile

---

Amount allotted for Cellphone expenses

a) GM @ P3,000/mo. x 12	36,000.00
b.) Prepaid Load for Office Sipervisors and Field Personnel of the Eng'g, Comml. & Admin. Dept. & OGM	<u>164,000.00</u>
<b>Total</b>	<u><u>200,000.00</u></u>

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**ACCOUNT NO.** 831-D  
**ACCOUNT NAME** Internet Expenses & Cable TV Subs.

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Internet DSL @ P10000	120,000.00
Internet Security	40,000.00
Web Hosting	5,000.00
Cable TV Subscription	<u>6,600.00</u>
<b>Total</b>	<u><u>171,600.00</u></u>

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<b>ACCOUNT NO.</b>	<b>832</b>
<b>ACCOUNT NAME</b>	<b>TRANSPORTATION AND DELIVERY EXPENSES</b>

---

Amount allotted for freight and handling of materials and supplies.

**Total Budget** **40,000.00**

---

<b>ACCOUNT NO.</b>	<b>833-A</b>
<b>ACCOUNT NAME</b>	<b>EMPLOYEES' TRAINING EXPENSES</b>

---

Amount allotted for expenses incurred by district employees in attending trainings and seminars including seminar fees, per diems, allowances and other travelling expenses.

**Total Budget** **700,000.00**

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<b>ACCOUNT NO.</b>	<b>833-B</b>
<b>ACCOUNT NAME</b>	<b>DIRECTORS' TRAINING EXPENSES</b>

---

Amount allotted for expenses incurred by members of the Board of Directors in attending trainings and seminars including seminar fees, per diems, allowances and other travelling expenses.

**Total Budget** **200,000.00**

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<b>ACCOUNT NO.</b>	<b>835</b>
<b>ACCOUNT NAME</b>	<b>LIGHT &amp; POWER</b>

---

Amount allotted for electricity expenses of the DCWD Office facilities.

**Total Budget** **1,600,000.00**

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<b>ACCOUNT NO.</b>	<b>836</b>
<b>ACCOUNT NAME</b>	<b>DONATIONS AND CONTRIBUTIONS</b>

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Amount allotted for charitable, religious and other donations.	<b>Total Budget</b>	<b>200,000.00</b>
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<b>ACCOUNT NO.</b>	<b>837-A</b>
<b>ACCOUNT NAME</b>	<b>FRANCHISE TAX</b>

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Amount allotted for franchise tax.		<b>2,500,000.00</b>
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<b>ACCOUNT NO.</b>	<b>838-A</b>
<b>ACCOUNT NAME</b>	<b>DIR. FEES &amp; REMUNERATIONS - PER DIEMS</b>

---

Amount allotted for per diems of the Board of Directors:		
Board Chairperson @ P7,920 X 12 months x 2 meetings		190,080.00
Board Members @ P6,600 x 4 members x 12 months x 2 meetings		<u>633,600.00</u>
Total Annual Per Diems		<u><u>823,680.00</u></u>

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<b>ACCOUNT NO.</b>	<b>838-B</b>
<b>ACCOUNT NAME</b>	<b>DIR. FEES &amp; REMUNERATIONS - REIMBURSABLE EXPENSES</b>

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Amount allotted for reimbursable expenses of the Board of Directors		<b>205,920.00</b>
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<b>ACCOUNT NO.</b>	<b>838-C</b>
<b>ACCOUNT NAME</b>	<b>DIR. FEES &amp; REMUNERATIONS - BENEFITS</b>

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PBB of the Board of Directors (50% of actual per diems received) 411,840.00

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<b>ACCOUNT NO.</b>	<b>839</b>
<b>ACCOUNT NAME</b>	<b>ADVERTISING, PROMOTION, MARKETING &amp; PUBLIC INFORMATION EXPENSES</b>

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Amount allotted for all expenses incurred in advertising, promotion & marketing.  
Publication of newspaper ads for bidding documentation & job vacancies.  
All expenses related to the publication of advisories and other vital information about the water district operation and services.

**Total Budget** 300,000.00

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<b>ACCOUNT NO.</b>	<b>841</b>
<b>ACCOUNT NAME</b>	<b>RENTS</b>

---

Amount allotted for rental fees of buildings, lots, office spaces, facilities or equipment.

**Total Budget** 100,000.00

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<b>ACCOUNT NO.</b>	<b>843-A</b>
<b>ACCOUNT NAME</b>	<b>MISCELLANEOUS GENERAL AND ADMINISTRATIVE EXPENSES</b>

---

Amount allotted for all expenses incurred in connection with the general management of the District which are not classified under the other expense accounts like snacks during official meetings, Christmas Party & baskets, decorations, etc.

**Total Budget** 2,700,000.00

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<b>ACCOUNT NO.</b>	<b>843-B</b>
<b>ACCOUNT NAME</b>	<b>EMERGENCY EXPENSES</b>

---

Amount allotted for assistance to water district personnel during calamity, pandemic and other unforeseen circumstances and for emergency supplies and materials needed during the said periods.

**Total Budget** 1,000,000.00

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<b>ACCOUNT NO.</b>	<b>844-A</b>
<b>ACCOUNT NAME</b>	<b>REAL PROPERTY TAX</b>

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Amount allotted for real property tax.

**Total Budget** 100,000.00

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<b>ACCOUNT NO.</b>	<b>845-A</b>
<b>ACCOUNT NAME</b>	<b>CULTURAL &amp; ATHLETIC EXPENSES</b>

---

Amount allotted for participation in city/province/national-sponsored cultural, athletic & eco-tourism activities like Alay Lakad, Tree Planting, Adlaw sa Dipolog, MAWD, PAWD, WEMWADA, CSC sportsfest, etc.

**Total Budget** 200,000.00

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<b>ACCOUNT NO.</b>	<b>845-B</b>
<b>ACCOUNT NAME</b>	<b>SPORTS DEVELOPMENT</b>

---

Amount allotted for weekly sports activities, anniversary sportsfest and similar expenses

**Total Budget** 200,000.00

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<b>ACCOUNT NO.</b>	<b>846</b>
<b>ACCOUNT NAME</b>	<b>GENDER AND DEVELOPMENT</b>

---

GAD Training and other GAD related activities like Women's Month Celebration, Wellness Program, etc...

**Total Budget** 2,000,000.00

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<b>ACCOUNT NO.</b>	<b>848-A</b>
<b>ACCOUNT NAME</b>	<b>SEMI-EXPENDABLE MACHINERY &amp; EQUIPMENT EXPENSES (Adm &amp; Fianance Dept and OGM)</b>

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Amount allotted for semi-expendable Machinery & Eqpt. of the Admin. & Finance Dept. and OGM.

**Total Budget** 200,000.00

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<b>ACCOUNT NO.</b>	<b>848-C</b>
<b>ACCOUNT NAME</b>	<b>SEMI-EXPENDABLE FURNITURE, FIXTURES &amp; BOOKS EXPENSES</b>

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Amount allotted for semi-expendable furniture, fixtures & books

**Total Budget** 200,000.00

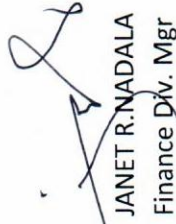
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LOAN AMORTIZATION SCHEDULE 2021

Lending Institution	Loan Acct. No.	Date Availed	Amount Availed	Loan Balance as of Dec. 2020	Sched. Of Last Amort.	Monthly Amortization	Annual Amortization
LWUA	3-464	Nov-93	1,095,654.10	10,510.89	Jan 2021	10,582.89	
LWUA	3-719	Nov-97	2,939,517.68	736,865.77	June 2023	27,248.00	326,976.00
<b>TOTAL</b>				<b>4,035,171.78</b>	<b>747,376.66</b>	<b>37,830.89</b>	<b>326,976.00</b>

Prepared:

  
 JANET R. NADALA  
 Finance Div. Mgr

Checked:

  
 GRACELLA B. PALUCA  
 Dept. Mgr Admin & Fina

Recommended:

  
 RUEL D. TABADA  
 General Manager

Approved:

  
 JOSEPHINE B. LEYSON  
 Board Chairperson

**DEPRECIATION BUDGET  
BUDGET YEAR 2021**

	Budgeted 2020	Expected 2020	Budgeted 2021	Monthly Ave. 2021
<b><u>306 Land and Land Rights</u></b>				
Costs:				
Beginning balance	13,492,122.46	13,492,122.46	13,492,122.46	1,124,343.54
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	13,492,122.46	13,492,122.46	13,492,122.46	1,124,343.54
Depreciation rate (composite) -	0.00%			
Periodical depreciation	0.00	0.00	0.00	0.00
<b><u>313 Lake, River &amp; Other Intakes</u></b>				
Costs:				
Beginning balance	72,432.40	72,432.40	0.00	0.00
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	(72,432.40)	0.00	0.00
Ending balance	72,432.40	0.00	0.00	0.00
Depreciation rate (composite) -	0.00%			
Periodical depreciation	0.00	0.00	0.00	0.00
<b><u>315 Wells</u></b>				
Costs:				
Beginning balance	14,709,458.64	25,415,060.07	25,275,060.07	2,106,255.01
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	(140,000.00)	0.00	0.00
Ending balance	14,709,458.64	25,275,060.07	25,275,060.07	2,106,255.01
Depreciation rate (composite) -	3.04%			
Periodical depreciation	447,774.96	768,943.08	768,943.08	64,078.59
<b><u>316 Supply Mains</u></b>				
Costs:				
Beginning balance	655,399.25	783,847.57	402,168.81	33,514.07
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	(381,678.76)	0.00	0.00
Ending balance	655,399.25	402,168.81	402,168.81	33,514.07
Depreciation rate (composite) -	2.18%			
Periodical depreciation	8,777.16	8,777.16	8,777.16	731.43
<b><u>321 Structures and Improvement</u></b>				
Costs:				
Beginning balance	8,096,500.64	8,379,544.28	7,984,544.28	665,378.69
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	(395,000.00)	0.00	0.00
Ending balance	8,096,500.64	7,984,544.28	7,984,544.28	665,378.69
Depreciation rate (composite) -	3.99%			
Periodical depreciation	293,281.80	318,755.76	318,755.76	26,562.98



**DEPRECIATION BUDGET**  
**BUDGET YEAR 2021**

	Budgeted 2020	Expected 2020	Budgeted 2021	Monthly Ave. 2021
<b><u>322 Power Production Equipment</u></b>				
Costs:				
Beginning balance	7,222,615.60	7,222,615.60	7,222,615.60	601,884.63
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	7,222,615.60	7,222,615.60	7,222,615.60	601,884.63
Depreciation rate (composite) -	4.30%			
Periodical depreciation	345,551.52	310,880.52	310,880.52	25,906.71
<b><u>323 Pumping Equipment</u></b>				
Costs:				
Beginning balance	34,019,153.35	35,968,388.35	40,676,178.35	3,389,681.53
Additions	0.00	4,707,790.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	34,019,153.35	40,676,178.35	40,676,178.35	3,389,681.53
Depreciation rate (composite) -	9.44%			
Periodical depreciation	3,125,833.44	3,841,375.80	3,841,375.80	320,114.65
<b><u>331 Structures &amp; Improvements</u></b>				
Costs:				
Beginning balance	8,552,498.73	8,552,498.73	8,552,498.73	712,708.23
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	8,552,498.73	8,552,498.73	8,552,498.73	712,708.23
Depreciation rate (composite) -	3.39%			
Periodical depreciation	302,052.12	290,170.32	290,170.32	24,180.86
<b><u>332 Water Treatment Equipment</u></b>				
Costs:				
Beginning balance	644,892.00	644,892.00	644,892.00	53,741.00
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	644,892.00	644,892.00	644,892.00	53,741.00
Depreciation rate (composite) -	9.00%			
Periodical depreciation	72,224.28	58,040.28	58,040.28	4,836.69
<b><u>342 Reservoirs and Tanks</u></b>				
Costs:				
Beginning balance	10,911,458.75	10,911,458.75	10,911,458.75	909,288.23
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	10,911,458.75	10,911,458.75	10,911,458.75	909,288.23
Depreciation rate (composite) -	3.00%			
Periodical depreciation	327,343.80	327,343.80	327,343.80	27,278.65

**DEPRECIATION BUDGET**  
**BUDGET YEAR 2021**

	Budgeted 2020	Expected 2020	Budgeted 2021	Monthly Ave. 2021
<b><u>343 Transmission and Distribution Mains</u></b>				
Costs:				
Beginning balance	71,348,469.70	82,342,234.17	82,342,234.17	6,861,852.85
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	71,348,469.70	82,342,234.17	82,342,234.17	6,861,852.85
Depreciation rate (composite) -	3.67%			
Periodical depreciation	2,495,138.16	3,018,190.44	3,018,190.44	251,515.87
<b><u>345 Services</u></b>				
Costs:				
Beginning balance	10,327,579.23	9,732,074.15	9,732,074.15	811,006.18
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	10,327,579.23	9,732,074.15	9,732,074.15	811,006.18
Depreciation rate (composite) -	4.63%			
Periodical depreciation	479,200.68	450,742.20	450,742.20	37,561.85
<b><u>347 Meter Installation</u></b>				
Costs:				
Beginning balance	83,541.95	83,541.95	83,541.95	6,961.83
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	83,541.95	83,541.95	83,541.95	6,961.83
Depreciation rate (composite) -	2.25%			
Periodical depreciation	1,879.68	1,879.68	1,879.68	156.64
<b><u>349 Other Transmission &amp; Distribution Plant</u></b>				
Costs:				
Beginning balance	1,524,112.05	1,744,112.05	2,279,112.05	189,926.00
Additions	0.00	535,000.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	1,524,112.05	2,279,112.05	2,279,112.05	189,926.00
Depreciation rate (composite) -	8.11%			
Periodical depreciation	113,384.64	184,934.64	184,934.64	15,411.22
<b><u>371 Structures and Improvements</u></b>				
Costs:				
Beginning balance	16,132,649.05	16,132,649.05	16,132,649.05	1,344,387.42
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	16,132,649.05	16,132,649.05	16,132,649.05	1,344,387.42
Depreciation rate (composite) -	3.52%			
Periodical depreciation	753,337.44	568,173.72	568,173.72	47,347.81




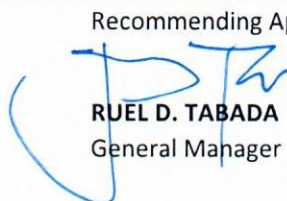
**DEPRECIATION BUDGET**  
**BUDGET YEAR 2021**

	Budgeted 2020	Expected 2020	Budgeted 2021	Monthly Ave. 2021
<b><u>372 Office Furniture and Equipment</u></b>				
Costs:				
Beginning balance	4,719,588.94	4,600,168.94	5,944,999.94	495,416.66
Additions	0.00	1,344,831.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	4,719,588.94	5,944,999.94	5,944,999.94	495,416.66
Depreciation rate (composite) -	9.33%			
Periodical depreciation	529,076.52	554,376.36	554,376.36	46,198.03
<b><u>373 Transportation Equipment</u></b>				
Costs:				
Beginning balance	5,514,142.24	5,514,142.24	7,010,634.24	584,219.52
Additions	0.00	1,496,492.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	5,514,142.24	7,010,634.24	7,010,634.24	584,219.52
Depreciation rate (composite) -	7.75%			
Periodical depreciation	273,864.24	543,232.80	543,232.80	45,269.40
<b><u>375 Laboratory Equipment</u></b>				
Costs:				
Beginning balance	1,597,919.00	1,597,919.00	1,716,725.00	143,060.42
Additions	0.00	118,806.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	1,597,919.00	1,716,725.00	1,716,725.00	143,060.42
Depreciation rate (composite) -	10.26%			
Periodical depreciation	168,222.48	176,107.56	176,107.56	14,675.63
<b><u>376 Communications Equipment</u></b>				
Costs:				
Beginning balance	298,204.23	298,204.23	314,199.23	26,183.27
Additions	0.00	15,995.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	298,204.23	314,199.23	314,199.23	26,183.27
Depreciation rate (composite) -	7.44%			
Periodical depreciation	39,957.12	23,378.28	23,378.28	1,948.19
<b><u>377 Power Operated Equipment</u></b>				
Costs:				
Beginning balance	17,164,833.20	17,164,833.20	17,164,833.20	1,430,402.77
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	17,164,833.20	17,164,833.20	17,164,833.20	1,430,402.77
Depreciation rate (composite) -	8.85%			
Periodical depreciation	1,519,208.64	1,519,208.64	1,519,208.64	126,600.72

**DEPRECIATION BUDGET**  
**BUDGET YEAR 2021**

	Budgeted 2020	Expected 2020	Budgeted 2021	Monthly Ave. 2021
<b><u>378 Tools, Shops and Garage Equipment</u></b>				
Costs:				
Beginning balance	1,114,736.00	1,114,736.00	1,146,396.00	95,533.00
Additions	0.00	31,660.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	1,114,736.00	1,146,396.00	1,146,396.00	95,533.00
Depreciation rate (composite) - 11.19%				
Periodical depreciation	133,081.08	128,258.52	128,258.52	10,688.21
<b><u>379 Other General Plant</u></b>				
Costs:				
Beginning balance	5,387,139.70	5,387,139.70	5,387,139.70	448,928.31
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	5,387,139.70	5,387,139.70	5,387,139.70	448,928.31
Depreciation rate (composite) - 9.49%				
Periodical depreciation	511,326.00	511,326.00	511,326.00	42,610.50
<b><u>380 Information Technology Infrastructure/Equipment</u></b>				
Costs:				
Beginning balance	729,562.50	729,562.50	729,562.50	60,796.88
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	729,562.50	729,562.50	729,562.50	60,796.88
Depreciation rate (composite) - 19.85%				
Periodical depreciation	144,790.32	144,790.32	144,790.32	12,065.86
<b><u>390 Septage Management Project</u></b>				
Costs:				
Beginning balance	0.00	17,469,893.94	17,469,893.94	1,455,824.50
Additions	0.00	0.00	0.00	0.00
(Deductions)	0.00	0.00	0.00	0.00
Ending balance	0.00	17,469,893.94	17,469,893.94	1,455,824.50
Depreciation rate (composite) - 2.25%				
Periodical depreciation	0.00	393,072.60	393,072.60	32,756.05
<b><u>SUMMARY</u></b>				
Beginning balance	234,319,009.61	275,354,071.33	282,615,534.17	23,551,294.51
Additions	0.00	8,250,574.00	0.00	0.00
(Deductions)	0.00	(989,111.16)	0.00	0.00
Ending balance	234,319,009.61	282,615,534.17	282,615,534.17	23,551,294.51
Depreciation rate (composite) - 5.00%				
<b>TOTAL PERIODICAL DEPRECIATION</b>	<b>12,085,306.08</b>	<b>14,141,958.48</b>	<b>14,141,958.48</b>	<b>1,178,496.54</b>

Prepared:   
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Approved:   
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