

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur  
Telefax No.: (085) 839-0457

# ANNUAL OPERATIONAL REPORT

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# 2018



*"Beyond Providing Water"*



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**Administrative, Finance Services and Commercial Division**

**ANNUAL OPERATIONAL REPORT 2018**

Year 2018 is a very significant year for San Francisco Water District as it celebrated its 30<sup>th</sup> year of existence that was on June 6, 1988. Carrying its corporate philosophy of "Beyond Providing Water", we look back on how we have become from that time on. A week-long celebration was dedicated to the men and women who are one way or another contributed to the success of the District. For the past thirty years, we become resilient to all challenges and we are ready to move forward to carry out the services that we are mandated.

This annual report for 2018, we present thru narrative and figurative report that despite challenges we have faced, our concessionaires can rest assured that SFWD's workforce are dedicated to perform their functions.

**A.) COMMERCIAL SERVICES**

The long drought that was experienced in the municipality which negatively affects the supply of water to its concessionaires, impacts upsetting revenue of the District. It recorded the lowest average consumption for residential of more or less 12 cubic meters for the last 10 years. We experienced the longest drought in 2018, that reduces expected cash receipts but it does not implement the approved 245.00 minimum water rate to its concessionaire despite lower revenue target. The situations prompted the management to decrease number of seminars and orientation conducted to managed demand. Another measure undertaken is the suspension of BIF loan to manage new service connections and demand for water supply. It reduces the allowable limit in tapping new connections to 100 meters only. Despite of its low billing during the period, the collection efficiency surpasses its target from 93% to 96% in 2018 that helps the District to financially balance its needs specially operating and maintenance expenses.

For the year, Commercial Services Section recorded a total of 1,714,243 cubic meter billed equivalent to 73, 083,269.80 pesos. Despite underage in target, the District continues to extend 5% discounts to early payors and Senior Citizen concessionaires. It also continued to implement High Billing complaint policy which extended adjustment to high consumption due to either concessionaire's fault or SFWD's fault. A unique policy among local water district in the country. Many water districts do not grant adjustment to high billings as water is of high

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value considering the shortages in some other areas and the cost of its operation, maintenance and sustaining its quality.

**B.) ADMINISTRATIVE AND GENERAL SERVICES SECTION**

As expected, Administrative Services Section has the widest scope when it comes to delivery of functions. It is more complex comparing to other sections within the District because it covers human resources management, general services, procurement, storekeeping, budget, cash management and accounting unit. It is more complex because the whole human resource totality is under the scope of the Administrative and General Services Section.

During the year, there are about sixteen (16) new positions added to the regular permanent plantilla positions. These gives the personnel under casual status to be accommodated to the positions at the second half of the year. The efforts made by the District is in compliance to the governments call to end "ENDO" or end of contract status among employees usually tag as "Job Order" status. It was an achievement of the District since most of the local water district in the Philippines is having a hard time financially to accommodate personnel under casual or permanent status. As of 2018 the total permanent workforce of SFWD is at 63 recorded a Staff Productivity Index of 1:128. We have efficiently complied requirements in the Civil Service despite the fact that in 2018 several changes were introduced by CSC in the appointment processing.

The opening of new position which among others include the Procurement Assistant B gives a little relief on the Administrative Section. Aside from the fact that it complies DBM rules and regulations to have a certain procurement unit in its agency, the SFWD will have personnel who is basically responsible on the procurement functions of the District. Thus, there is already check and balance among personnel from accounting and inventory units.

Transition from Commercial Practices System to Philippine Financial Reporting Standards in the budgeting and accounting procedures were made in 2018. The budgets preparation was already made using the PFRS standards but accounting system was implemented in parallel as it shifts from CPS to PFRS standards. Because of this, most reports

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are not done on time as expected. Nonetheless, reports have been submitted without errors and aided management and board decisions.

We are also prompt in complying Reports required to us by Commission on Audit like Report of Salaries and Allowances received by core officers of the District. Report of EME received and other documents required of us by the Commission. Though there are no audit conducted for the year but various documents are required by COA from the office which we promptly submitted.

Budgeting a meager income as a result of long drought has become a challenge to Admin. Section, wherein balancing available and actual revenue over needs for operating expenses and maintenance expenses required good financial skills. Despite having difficulty in hitting the targeted revenue for the year, we were able to managed financially by having a positive balance in our income at the end of the year amounting to 4,659,238.62. We recorded 6% Net Income Ratio and 208% Debt Service Ratio. Though our operating ratio is 5% higher than target of 45%. We can still say that we have implemented a cost control measures as we pose positive balances by year end. The regularization of 16 personnel increases personnel cost of the District. Nonetheless, this should not be considered a negative impact on the District but this is responsive to the long calling of our human resource to avoid temporary employment of personnel who are an asset to the government.

In 2018, we fall short of achieving 85% utilization of our Budget, the long droughts which affected our revenue, put on hold some capital expenditure programs of the District in order to stretch cash availability despite low revenues.

Other significant highlights of the year is the Implementation of 5S program in preparation for ISO in the future. That particular event is purposely to impose culture of cleanliness and orderliness among employees to a sustainable ISO standard. Early on, an orientation was conducted with the District favorite consultant from the academe Engr. Nilo H. Calomot. Before the year ended, a competition was made among areas of employees' workstations to determine their responsiveness and application of 5S program.

General Administration Support Services Function of this Section has been consistent for the last three (4) years in its on-time compliance to the IATF making the SFWD being able to

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qualify for the release of its Performance-based Bonus for three (3) straight years. For 2018, we are still waiting for the evaluation up until this writing.

**C.) MANAGEMENT SERVICES SECTION**

The Section is only under the supervision of this Division when it comes to employee performances and other administrative functions thereof like records management and data management of the office. Their functions among others include for the management and Board's support section like minutes and agenda preparation, public relation efforts of the management and continued implementation of Corporate Social Responsibility.

In 2018, several other programs for Corporate Social Responsibility were added on its list. As it celebrated 30<sup>th</sup> year anniversary of the District, it continued to extend financial help thru joining the Brigada Eskuela of the Department of Education, Libreng Gupit and Blood Letting Program which we have been doing for many years already, Health and Hygiene Program to 2 public school recipients and Operation Silip Mata which we already conducted for two years in a row.

The very popular, "Kolehiyo, Sagot ng SFWD Program, a scholarship program granted among financially incapacitated parents resumed its selection process among lucky students. For two years, this was suspended because of the Kto12 program where there are no fresh college takers.

In March of the said year, we are one in the celebration of World Water Day from all water district throughout the Philippines. On the said occasion, we launch a clean-up drive along San Francisco Pilot Elementary School canal.

The long drought that affected some areas in the municipality prompted SFWD to have a water rationing program spearheaded by Management Services Section.

Before the year ended, one member of the Board tendered her resignation in the person of Ms. Fe Tan Cebrian, a representative of Business Sector to pursue her political career in 2019. Thus, it was declared vacant by October 2018.

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Aside from handling services to the Board and General Manager, the Management Services Section has an added function that is Data Base Management since the additional position of Information Mgt Officer is under the said Section beginning year 2018. Water Billing and Collection System and Customer Care System were enhanced to attune to the needs of concessionaires and other stakeholders. It the goal of the office to automate everything to increase efficiency.

**D.) COA AUDITS**

There has been no audit still conducted by COA in 2018 as they invoke COA Memorandum Circular No. 2017-09 dated April 26, 2017, requiring Cyclical Audit of Water District. Despite no audit conducted, COA issued Notice of Disallowance among employees on their HDMF employer's contribution citing the opinion of the DBM national office and the disallowance covers not only the 2016 HDMF contribution but including the 2018 financial year. The management thought of questioning technicalities on the matter but employees involve took the easier way by refunding the amount.

**E.) WATER SYSTEM IMPROVEMENT PROJECT**

The Lapinigan Water System Improvement Project (LaWSIP) commence in 2018 funded by the savings raised by SFWD during its AKB project. AFCMS Division is only responsible for the recording of its financial flow and inventory of its materials. The report pertinent to financial flow and budget are kept and recorded as one in the Financial Statement of the District but a separate Financial Report is attached.

Attached in this report are the details of this narrative shown in tables and matrices provided by Section and Unit heads. The Financial Statement and Monthly Data Sheet including a Basic Performance Indicator Report covering the period 2018 are also showed in this Annual Report. Accomplishment Report for GAD implementation of 2018 is also attached.

A handwritten signature in blue ink, appearing to read "Ela F. Moreno".  
ELA F. MORENO  
Division Manager C

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**ELA F. MORENO**

Division Manager C

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[www.sfwd.gov.ph](http://www.sfwd.gov.ph)

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Administrative, Finance Services and Commercial Division

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## MANAGEMENT SERVICES SECTION

### Annual Report Brief Summary For the Year 2018

Hereunder are the highlights of 2018 Operations of the Management Services Section:

#### I. Corporate Social Responsibility (CSR) Programs

1. Brigada Eskwela:
  - A. San Francisco Pilot Central Elementary School- May 28-31, 2018
  - B. Lapinigan Central Elementary School- May 28-31, 2018
2. Libreng Gupit- June 4, 2018 at the Municipal Evacuation Center  
- No. of persons who availed of the program: 210 pax
3. Blood Letting- June 5, 2018 at SFWD Office  
- No. of bags donated- 48 bags @ 450 ml each
4. Operation Silip Mata- June 5, 2018 at SFWD Office  
- No. of patients attended- 48
5. Health and Hygiene Outreach Program- June 7, 2018 at the following schools:
  1. Ebro Elementary School  
- No. of recipients: 207 pupils
  2. New Visayas Elementary School  
- No. of recipients: 215 pupils
6. Clean-up Drive at Barangay 4 drainage in partnership with Brgy. 4 Council, PNP-San Francisco, and San Francisco Pilot Central Elementary School in celebration of World Water Day last March 22, 2018.
7. Water rationing at Sitio Damilag, Brgy. Pisaan, Brgy. Buenasuerte, Mangga Brgy. Lapinigan, Purok 5, Pasta and Purok 11, Brgy. Alegria for the period September to November 2018.
8. Sponsorship of Massage kits for the Medical Mission “Oplan Sagip Kalusugan II/Lansad Pag-asaya Program 2018” last November 9, 2018.

#### II. Kolehiyo Mo, Sagot ng SFWD Scholarship Program

- Supported a total of six (6) scholars for the entire year 2018 including two (2) new scholars namely: May Ann Acierto and John Lord Lantayona both studying at Caraga State University and PNU-Agusan Campus, respectively. Each Scholar received a monthly stipend of PhP 5,000.00, Book allowance every semester amounting to PhP 5,000.00, and actual transportation allowance during enrolment and semestral break for the entire academic year.

On

2018.

#### VIII. Office of the Board of Directors

On October 18, 2018, Mrs. Fe Tan-Cebrian, member of the Municipal Cooperative Development Council (MCDC) tendered her resignation as Board of



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Administrative, Finance Services and Commercial Division

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COMMERCIAL SECTION

Annual Report  
**HIGHLIGHTS**  
For the year 2018

❖ **ON BILLING REPORTS**

- Month with lowest billed data:  
October while last year it was recorded in the month of February
- Month with highest billed data:  
June while last year it was recorded in the month of December
- Lowest average consumption for Residential in cu.m.:  
12.73 while last year it was 14.17
- Highest average consumption for Residential in cu.m.:  
16.54 while last year it was 17.85

❖ **ON BILLING ADJUSTMENTS**

- Connections adjusted under Concessionaire's fault are decreased by 31%.
  - Connections adjusted under SFWD's fault are increases by 20% due to aged water meter and meter stand leaks.
  - Total adjusted amount for the whole year is decreased by 31%.
- ❖ A total of 611 of new service connections are registered for the year.  
❖ A total of 160 new service connections are within the BIF Promo.

Other highlights are as follows:

- ✓ Suspension of BIF Loan per Memorandum Order No. 2018-10-029 dated October 8, 2018;
- ✓ Suspension of New Service Connections to red flag identified Barangays such as Lapinigan (Manggahan, Relocation, Sitio Alang-Alang, Purok-7), Buenasuerte, Purok 5 Pasta, and Damilag Pisaan;
- ✓ Additional Book Number 088 for Barangay Bitan-agan.

Prepared by:

**JACELLE ANN TAN - CABOTAJE**  
U/CSO-A

Noted:

**ELA F. MORENO**  
DM-C

**ELMER T. LUZON**  
General Manager-C

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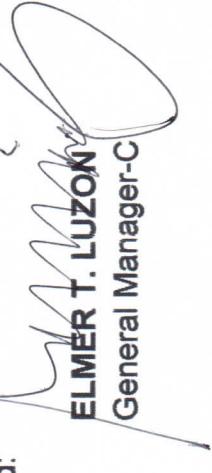
**SUMMARY OF BILLING**  
 January to December 2018

MONTH	RESIDENTIAL/GOV'T		COMMERCIAL		COMMERCIAL A		COMMERCIAL B		COMMERCIAL C		TOTAL	
	NO. OF CON-NEC-TIONS	AMOUNT	NO. OF CON-NEC-TIONS	AMOUNT	NO. OF CON-NEC-TIONS	AMOUNT	NO. OF CON-NEC-TIONS	AMOUNT	NO. OF CON-NEC-TIONS	AMOUNT	NO. OF CON-NEC-TIONS	AMOUNT
JAN.	5,298	79,484	2,270,392.25	1,064	38,132	2,613,389.00	510	8,629	475,967.75	385	6,946	298,747.00
FEB.	5,394	86,650	2,495,127.45	1,070	45,289	3,146,200.75	514	9,205	504,825.85	389	7,334	314,498.95
MARCH	5,463	83,384	2,379,680.80	1,076	42,085	2,883,763.40	518	9,243	511,883.05	400	6,788	282,097.90
APRIL	5,488	83,989	2,378,711.65	1,096	41,420	2,826,595.35	525	8,993	489,813.35	407	7,153	298,557.10
MAY	5,507	86,877	2,454,419.45	1,096	41,876	2,894,162.45	533	9,197	509,775.10	409	7,477	312,147.40
JUNE	5,552	94,859	2,683,316.25	1,100	45,724	3,163,644.15	535	9,658	530,826.15	415	8,408	353,296.70
JULY	5,580	80,994	2,274,852.30	1,128	42,123	2,849,490.15	528	8,567	471,074.00	423	7,471	316,649.75
AUG.	5,621	87,953	2,464,750.75	1,143	45,676	3,131,354.65	526	9,287	511,966.30	434	7,866	325,751.20
SEPT.	5,680	80,467	2,281,453.05	1,131	41,331	2,819,976.00	529	8,935	487,490.00	437	7,416	312,947.10
OCT.	5,676	74,467	2,137,049.60	1,142	38,688	2,613,275.35	528	8,051	438,829.10	447	7,052	292,735.25
NOV.	5,692	84,679	2,399,575.10	1,142	41,236	2,794,763.55	528	8,564	464,105.70	448	7,761	331,907.95
DEC.	5,696	84,551	2,408,262.75	1,167	43,772	2,988,163.90	531	9,437	523,085.85	457	7,772	325,493.20
<b>TOTAL</b>	<b>5,554</b>	<b>1,008,354</b>	<b>28,627,591.40</b>	<b>1,113</b>	<b>507,352</b>	<b>34,724,778.70</b>	<b>525</b>	<b>107,766</b>	<b>5,919,642.20</b>	<b>421</b>	<b>89,444</b>	<b>3,764,829.50</b>
							<b>5</b>	<b>1,327</b>	<b>46,428.00</b>	<b>5</b>	<b>1,714,243</b>	<b>7619</b>

Prepared by:   
**JACELLE ANN TAN-CABOTAJE**  
U/CSO-A

Checked by:   
**ELA F. MORENO**

Division Manager C

Noted:   
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General Manager-C



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**COMMERCIAL SECTION**

**SUMMARY OF CONSUMER'S CONSUMPTION FROM JANUARY TO DECEMBER 2018**  
 ( Poblacion, Lapinigan, Pasta, Buenasuerte, Ormaca and Mati, Bayugan II, San Isidro and Ebro )

MONTH	RESIDENTIAL/GOV'T		COMMERCIAL		COMMERCIAL A		COMMERCIAL B		COMMERCIAL C		NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)	NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)	NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)
	NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)																	
JAN	5,298	79,484	14,33	1,064	38,132	35.84	510	8,629	16,92	385	6,946	18.04	7	101	14.43	7,264	133,292	18.35	
FEB	5,394	86,650	14.97	1,070	45,289	42.33	514	9,205	17.91	389	7,334	18.85	6	120	20.00	7,373	148,598	20.15	
MARCH	5,463	83,384	14.43	1,076	42,085	39.11	518	9,243	17.84	400	6,788	16.97	6	141	23.50	7,463	141,641	18.98	
APRIL	5,488	83,989	14.79	1,096	41,420	37.79	525	8,993	17.13	407	7,153	17.57	6	161	26.83	7,522	141,716	18.84	
MAY	5,507	86,877	15.43	1,096	41,876	38.21	533	9,197	17.26	409	7,477	18.28	5	121	24.20	7,550	145,548	19.28	
JUNE	5,552	94,859	16.54	1,100	45,724	41.57	535	9,658	18.05	415	8,408	20.26	5	101	20.20	7,607	158,750	20.87	
JULY	5,580	80,994	14.05	1,128	42,123	37.34	528	8,567	16.23	423	7,471	17.66	5	97	19.40	7,664	139,252	18.17	
AUG	5,621	87,953	15.16	1,143	45,676	39.96	526	9,287	17.66	434	7,866	18.12	5	114	22.80	7,729	150,896	19.52	
SEPT	5,680	80,467	13.72	1,131	41,331	36.54	529	8,935	16.89	437	7,416	16.97	5	92	18.40	7,782	138,241	17.76	
OCT	5,676	74,467	12.73	1,142	38,688	33.88	528	8,051	15.25	447	7,052	15.78	5	81	16.20	7,798	128,339	16.46	
NOV	5,692	84,679	14.34	1,142	41,236	36.11	528	8,564	16.22	448	7,761	17.32	5	98	19.60	7,815	142,338	18.21	
DEC	5,696	84,551	14.31	1,167	43,772	37.51	531	9,437	17.77	457	7,772	17.01	5	100	20.00	7,856	145,632	18.54	
ACCUM	5,554	84,030	1,113	42,279	525	8,981	421	7,454	5	5	7,619	142,854	18.76						
TOTAL/AVE	5,554	1,008,354	14.57	1,113	507,352	38.02	525	107,766	17.09	421	89,444	17.74	5	1,327	20.46	7,619	1,714,243	18.76	
Percentage to Total	72.90%	58.82%	14.61%	29.60%	6.90%	6.29%	5.52%	5.22%	0.07%	0.08%	5.552%	5.22%	0.07%	0.08%	100%	100%	100%	100%	

Prepared by:

*JACELLE ANN TAN-CABOTAJE*  
U/CSO-A

Checked by:

*ELA F. MORENO*  
Division Manager C

Noted:

*ELMER T. LUZON*  
General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

Administrative, Finance Services, and Commercial Division  
**COMMERCIAL SECTION**

**SUMMARY OF CONSUMER'S CONSUMPTION FROM JANUARY TO DECEMBER 2018**  
(Poblacion)

MONTH	RESIDENTIAL/GOV'T			COMMERCIAL A			COMMERCIAL B			COMMERCIAL C			TOTAL	
	NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)	NO. OF CONNEC-TIONS	TOTAL CONSUMP-TION (CU.M.)	NO. OF CONNEC-TION	TOTAL CONSUMP-TION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)						
JAN	4,259	67,185	15,77	1,008	35,561	35,28	494	8,406	17,02	310	5,815	18,76	64	12.80
FEB	4,320	74,124	17,16	1,012	41,314	40,82	498	9,003	18,08	313	6,343	20,27	4	19.75
MARCH	4,369	69,790	15,97	1,018	39,971	39,26	502	9,028	17,98	322	5,696	17,69	4	19.75
APRIL	4,389	70,637	16,09	1,039	39,555	38,07	510	8,783	17,22	329	6,026	18,32	4	19.75
MAY	4,402	71,330	16,20	1,040	39,849	38,32	518	8,953	17,28	331	6,271	18,95	3	19.95
JUNE	4,433	79,143	17,85	1,044	43,659	41,82	520	9,420	18,12	336	7,108	21,15	3	21.33
JULY	4,452	66,620	14,96	1,071	41,013	38,29	513	8,347	16,27	344	6,396	18,59	3	19.00
AUG	4,481	72,298	16,13	1,086	43,672	40,21	511	9,037	17,68	355	6,678	18,81	3	19.18
SEPT	4,527	67,637	14,94	1,073	39,626	36,93	515	8,746	16,98	358	6,357	17,76	3	20.47
OCT	4,518	61,853	13,69	1,086	37,006	34,08	514	7,864	15,30	369	6,057	16,41	3	18.33
NOV	4,523	69,986	15,47	1,087	39,211	36,07	514	8,380	16,30	371	6,679	18,00	3	18.67
DEC	4,523	70,360	15,56	1,111	41,860	37,68	517	9,257	17,91	380	6,822	17.95	3	19.13
ACCUM TOTAL/AVE	4,433	70,080	15,81	1,056	40,191	38,05	511	8,769	17,18	343	6,354	18,52	3	19.65
Percentage to Total	69.85%	55.86%		16.64%	32.03%		8.04%	6.99%		5.41%	5.06%	0.05%	0.06%	100% 100%

Prepared by:

*C*  
**JACELLE ANN TAN-CABOTAJE**  
 U/CSO-A

Checked by:

*E*  
**ELA F. MORENO**  
 Division Manager C

Noted:

*ELMER T. LUZON*  
 General Manager-C

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur  


**Administrative, Finance Services, and Commercial Division**  
**COMMERCIAL SECTION**

**SUMMARY OF CONSUMER'S CONSUMPTION FROM JANUARY TO DECEMBER 2017**  
 (Lapinigan, Pasta, Buenasuerte, Ormaca and Mati, Bayugan II, San Isidro and Ebro)

MONTH	RESIDENTIAL/ GOV'T		COMMERCIAL		COMMERCIAL A		COMMERCIAL B		COMMERCIAL C		TOTAL CONSUMPTION (CU.M.)	AVERAGE CONSUMPTION (CU.M.)
	NO. OF CONNECTIONS	TOTAL CONSUMPTION (CU.M.)	NO. OF CONNEC-TIONS	AVERAGE CONSUMP-TION (CU.M.)								
JAN	1,039	12,299	11.84	56	2,571	45.91	16	223	13.94	75	1,131	15.08
FEB	1,074	12,526	11.66	58	3,975	68.53	16	202	12.63	76	991	13.04
MARCH	1,094	13,594	12.43	58	2,114	36.45	16	215	13.44	78	1,092	14.00
APRIL	1,099	13,352	12.15	58	1,865	32.16	15	210	14.00	78	1,127	14.45
MAY	1,105	15,547	14.07	56	2,027	36.20	15	244	16.27	78	1,206	15.46
JUNE	1,119	15,716	14.04	56	2,065	36.88	15	238	15.87	79	1,300	16.46
JULY	1,128	14,374	12.74	57	1,110	19.47	15	220	14.67	79	1,075	13.61
AUG	1,140	15,655	13.73	57	2,004	35.16	15	250	16.67	79	1,188	15.04
SEPT	1,153	12,830	11.13	58	1,705	29.40	14	189	13.50	79	1,059	13.41
OCT	1,158	12,614	10.89	56	1,682	30.04	14	187	13.36	78	995	12.76
NOV	1,169	14,693	12.57	55	2,025	36.82	14	184	13.14	77	1,082	14.05
DEC	1,174	14,191	12.09	56	1,912	34.14	14	180	12.86	77	950	12.34
ACCUM.	1,121	13,949	12.44	57	2,088	36.79	15	212	14.20	78	1,100	14.14
TOTAL/AVE.												
Percentage to Total	88.10%	80.22%		4.46%	12.01%		1.17%	1.22%	6.11%	6.32%	0.16%	0.23%
											100%	100%

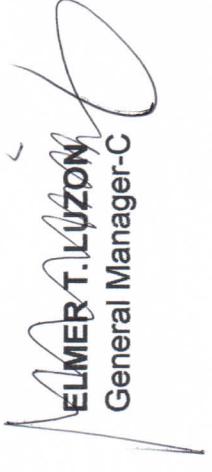
Prepared by:

  
**JACELLE ANN TAN-CABOTAJE**  
 U/CSO-A

Checked by:

  
**ELA F. MORENO**  
 Division Manager C

Noted:

  
**ELMER T. LUZON**  
 General Manager-C

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**Administrative, Finance Services, and Commercial Division**  
**COMMERCIAL SECTION**

**SUMMARY OF PENALTY BILLING**  
 January to December 2018

MONTH	RESIDENTIAL/GOV'T		COMMERCIAL A		COMMERCIAL B		COMMERCIAL C		TOTAL NO. OF CONNEC- TIONS
	NO. OF CONNEC- TIONS	AMOUNT							
JANUARY	1,710	70,356.98	300	46,617.86	129	14,057.20	108	8,583.02	6
FEBRUARY	1,358	53,317.50	215	28,824.92	120	9,739.75	101	9,451.06	1
MARCH	1,610	61,278.61	291	59,456.30	120	11,456.32	120	7,980.57	2
APRIL	1,720	72,395.42	303	49,979.29	136	10,503.72	121	7,711.24	3
MAY	1,872	77,142.30	313	47,719.12	148	15,143.02	123	8,484.42	2
JUNE	1,487	60,675.35	249	44,036.05	127	10,312.94	115	8,474.10	1
JULY	1,711	65,619.39	298	36,671.78	125	9,003.85	129	9,585.22	2
AUGUST	1,594	61,862.78	294	44,755.48	116	10,147.93	135	9,461.97	
SEPTEMBER	1,503	57,978.23	263	50,202.55	115	11,241.17	120	8,192.91	
OCTOBER	1,950	68,562.31	332	43,150.30	131	9,453.18	166	10,873.75	3
NOVEMBER	1,517	55,852.75	245	35,967.86	121	8,928.20	135	9,831.42	
DECEMBER	1,714	64,451.57	300	41,576.94	135	9,833.15	153	10,156.31	1
<b>TOTAL</b>	<b>1,646</b>	<b>769,493.19</b>	<b>284</b>	<b>528,958.45</b>	<b>127</b>	<b>129,820.43</b>	<b>127</b>	<b>108,785.99</b>	<b>2</b>
									<b>1,404.64</b>
									<b>2,185</b>
									<b>1,538,462.70</b>

Prepared by:

*JACELLE ANN TAN-CABOTAJE*  
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Checked by:

*ELA F. MORENO 24/15*  
 Division Manager C

Noted:

*ELMER T. LIZON*  
 General Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**Administrative, Finance Services, and Commercial Division**  
**COMMERCIAL SECTION**

**GENERAL SUMMARY OF BILLING ADJUSTMENT MEMO**

For January to December 2018

MONTH	HBC FINDINGS			SR. CITIZEN			Total		
	# of BAM	Cu.m.	Amount	# of BAM	Amount	# of BAM	Cu.m.	Amount	
January	29	686	57,346.05	165	4,360.33	194	686	61,706.38	
February	33	68	66,312.56	176	4,042.55	209	68	70,355.11	
March	29	35	100,180.64	177	4,052.36	206	35	104,233.00	
April	30	149	60,165.79	183	4,357.27	213	149	64,523.06	
May	23	24	22,840.17	211	4,719.02	234	24	27,559.19	
June	26	71	40,409.00	174	4,270.83	200	71	44,679.83	
July	25	232	75,206.30	225	5,232.33	250	232	80,438.63	
August	20	174	45,662.66	196	4,310.70	216	174	49,973.36	
September	20	579	38,430.00	184	4,319.19	204	579	42,749.19	
October	15	174	20,141.69	246	5,353.71	261	174	25,495.40	
November	17	248	27,669.38	215	6,124.31	232	248	33,793.69	
December	34	52	30,697.43	183	4,203.23	217	52	34,900.66	
<b>TOTAL</b>	<b>301</b>	<b>2492</b>	<b>585,061.67</b>	<b>2,335</b>	<b>55,345.83</b>	<b>2,636</b>	<b>2,492</b>	<b>640,407.50</b>	

Prepared by:

Checked by: *✓*  
Noted:

*JACELLE ANN TAN-CABOTAJE*  
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Note: Cu.m. reflected in the report covered only under the SFWD's side

*ELMER T. LUZON*  
Division Manager C  
General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur  
**Administrative, Finance Service, and Commercial Division**  
**COMMERCIAL SECTION**

**SUMMARY OF BILLING ADJUSTMENT MEMO**

For January to December 2018

Month	Findings						TOTAL					
	1. Concessionaire's Fault		2. SEWWD's Fault		3. Force Majeure		4. Erroneous		# of BAM	Cu.m.	Amount	
	# of BAM	Amount	# of BAM	Cu.m.	Amount	# of BAM	Amount	# of BAM				
January	18	25,678.23	9	686	31,353.71		1	27.30	28	686	57,059.24	
February	25	62,811.39	4	68	2,707.65				29	68	65,519.04	
March	19	90,987.88	3	35	1,226.20		2	4,124.86	24	35	96,338.94	
April	18	47,516.77	4	149	5,861.63	1	2,997.60	1	1,043.45	24	149	57,419.45
May	16	19,835.03	2	24	603.05	1	1,496.70	2	808.85	21	24	22,743.63
June	19	30,436.64	5	71	8,569.56				24	71	39,006.20	
July	15	58,176.12	5	232	14,939.10		3	2,043.40	23	232	75,158.62	
August	12	39,391.87	7	174	6,152.79				19	174	45,544.66	
September	5	6,816.63	12	579	29,756.90	1	1,002.35	2	854.12	20	579	38,430.00
October	9	9,059.02	3	174	9,615.65				12	174	18,674.67	
November	8	11,415.50	8	248	11,338.06				16	248	22,753.56	
December	25	23,288.94	3	52	2,158.85	1	4,157.30		29	52	29,605.09	
<b>TOTAL</b>	<b>189</b>	<b>425,414.02</b>	<b>65</b>	<b>2492</b>	<b>124,283.15</b>	<b>4</b>	<b>9,653.95</b>	<b>11</b>	<b>8,901.98</b>	<b>269</b>	<b>2492</b>	<b>568,253.10</b>

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Noted:  
  
**ELMER T. LUZON**  
 General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**Administrative, Finance Services, and Commercial Division**

**COMMERCIAL SECTION**

**SUMMARY OF BILLING ADJUSTMENT MEMO**

For January to December 2018

MONTH	Senior Citizen Discount			Penalty			Due to Reclass			Total	
	# of BAM	Amount	# of BAM	Amount	# of BAM	Amount	# of BAM	Amount	# of BAM	Amount	
January	165	4,360.33	1	286.81						166	4,647.14
February	176	4,042.55	2	518.42	2	275.1	180				4,836.07
March	177	4,052.36	3	2,675.62	1	906.48	181				7,634.46
April	183	4,357.27	3	1,537.74	1	236.00	187				6,131.01
May	211	4,719.02	1	71.76						212	4,790.78
June	174	4,270.83	2	1402.8						176	5,673.63
July	225	5232.33	1	47.68						226	5,280.01
August	196	4,310.70			1	118.00	197				4,428.70
September	184	4,319.19								184	4,319.19
October	246	5,353.71	2	407.82						248	5,761.53
November	215	6,124.31			1	4,915.82	216				11,040.13
December	187	4,203.23	3	315.32	2	777.02	192				5,295.57
<b>TOTAL</b>	<b>2,339</b>	<b>55,345.83</b>	<b>18</b>	<b>7,263.97</b>	<b>8</b>	<b>7,228.42</b>	<b>2,365</b>				<b>69,838.22</b>

Prepared by:  
  
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U/CSO-A

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ELA F. MORENO  
Division Manager-C

Noted:  
  
ELMER T. LUZON  
General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**Administrative, Finance Services and Commercial Division**  
**COMMERCIAL SECTION**

**SUMMARY OF BILLING ADJUSTMENT MEMO**

For January to December 2018

MONTH	# of BAM	Amount	# of BAM	Due to Reopen/Rebates	Incorrect Previous Reading/ unbilled for more than 1 month		Total
					Amount	# of BAM	
January							0 0
February							0 0
March	1	259.60					1 259.60
April	1	191.10			1	781.50	2 972.60
May		1	24.78				1 25
June							0 0
July	1	327.60					1 328
August							0 0
September							0 0
October	1	1,059.20					1 1,059
November							0 0
December							0 0
<b>TOTAL</b>	<b>3</b>	<b>1,577.90</b>	<b>2</b>	<b>284.38</b>	<b>1</b>	<b>781.50</b>	<b>6 2,643.78</b>

Prepared by: *JACELLE ANN TAN-CABOTAJE* Checked by: *ELA F. MORENO*  
 U/CSO-A *24/11* Noted:

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 U/CSO-A

*ELA F. MORENO*  
 Division Manager C

**ELMER T. LUZON**  
 General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

Administrative, Finance Services and Commercial Division

**COMMERCIAL SECTION**

**OTHER DATA IN COMMERCIAL SECTION**

For January to December 2018

MONTH	No. of Assumed Connections	No. of New Service Connections	No. of Disconnected Connections	No. of Reclassified from Residential to Commercial	No. of BIF Loan	No. of connections availed the BIF Promo	Remarks
JANUARY	0	144	129	7	5	127	
FEBRUARY	0	48	78	24	20	13	
MARCH	0	49	79	36	19	14	
APRIL	0	17	121	31	8		
MAY	0	102	111	27	48	3	
JUNE	1	53	94	27	30	2	
JULY	32	27	81	52	11		
AUGUST	2	52	102	30	27	1	
SEPTEMBER	0	27	110	28	15		
OCTOBER	0	23	134	28	4		
NOVEMBER		41	89		18	1	
DECEMBER	0	28	67		40	0	

Prepared by:

*JACELLE ANN TAN-CABOTAJE*  
U/CSO-A

Checked by:

**ELA F. MORENO** 2419  
Division Manager-C

Noted

**ELME**  
General

**ELMER T. LUGON**  
General Manager-C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

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## ADMINISTRATIVE, GENERAL SERVICES & FINANCE SERVICES SECTION

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# 2018 ANNUAL REPORTS ( Highlights )

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### HUMAN RESOURCE UNIT :

- Accession of (16) sixteen human resources or 28% of Approved Plantilla
- 100% CSC approval of Appointment Orders
- Separation of ( 2 ) two human resources ( casual ) or 14% of Plantilla for Casual Appointment
- Enhancement of Payroll System particular on Leave Credits Module
- ( 19 ) Trainings & Seminars attended in compliance to Learning & Development Program
- Bench Marking for Septage Management
- Submission of Comprehensive RSP Plan

### FINANCE UNIT :

- Development in Progress for the Revised Chart of Accounts ( CPS to PFRS ) System
- 1531 Vouchers Payable Issued
- Closing of WSIProject

### PROCUREMENT UNIT :

- 371 Purchase Request
- 360 Purchase Order
- 5 completed bidding

Prepared by :

CHERYL S. CATALAN  
AGSOA

Noted by :

ELA F. MORENO  
DMC / AFSCD

*" Beyond Providing Water "*



Republic Of The Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**ANNUAL REPORT OF FINANCE UNIT**  
 For the Year 2018

2018 MONTH	VOUCHER PAYABLE	JOURNAL VOUCHER	BILLING REGISTER	Cash Deposit and Collection Journal	MSJ	CASH COUNT	FINANCIAL STATEMENT (BS & IS)		BANK RECONCILIATION STATEMENT	CASH FLOW	REMITTANCES	PAYROLL
							21	2				
January	103	42	77	42	2	21					1	13
February	114	39	68	38	3	19					4	2
March	140	52	70	38	2	19					1	10
April	133	46	75	42	2	16					4	7
May	130	52	72	42	2	21					4	7
June	102	39	65	34	2	17					4	6
July	146	24	77	45	2	22					4	10
August	150	42	68	40	5	20					1	6
September	130	55	66	38	4	19					4	6
October	132	63	74	46	3	23					4	7
November	123	48	63	39	3	19					1	9
December	128	83	63	36	4	17					4	7
<b>TOTAL</b>	<b>1531</b>	<b>585</b>	<b>838</b>	<b>480</b>	<b>34</b>	<b>233</b>	<b>24</b>	<b>49</b>			<b>12</b>	<b>158</b>
											<b>79</b>	<b>79</b>

Prepared by:

**KATHERINE A. BASCO**  
 S.C.A.A.

Checked By:

**CHERYL S. CATALAN**  
 AGSO-A

Noted by :

**ELIA F. MORENO**  
 Division Manager - C

**" Beyond Providing Water "**



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
Osmeña Street, Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF ACCESSION REPORT FOR 2018**  
**( Annual Report for Human Resource Unit )**

	<b>NAME</b>	<b>POSITION TITLE (per DBM's PAI)</b>	<b>Salary Grade</b>	<b>Mode of Accession</b>	<b>EFFECTIVITY DATE OF APPOINTMENT</b>
1	Rex C. Bulatin	Sr. Acctg. Processor A	SG 12	Promotion	6/15/18
2	Krister Evenz M. Belitis	Utilities/ Customer Services Assistant E	SG 4	original appointment	7/2/18
3	Lloyd Wendel Muanag	Water Resources Facilities Operator A	SG 8	re-appointment	6/15/18
4	Jessica R. Narit	Administration Services Aide	SG 4	re-appointment	8/16/18
5	Noemi S. Costillas	Procurement Assistant B	SG 8	re-appointment	8/31/18
6	Mark Cromes Perez	Management Information Analyst	SG 14	Promotion	8/16/18
7	Efren G. Paniza	Water/Sewerage Maintenance Man C	SG 6	Promotion	9/14/18
8	Caryl S. Robles	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/31/18
9	Bryan Christopher A. Layno	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/31/18
10	Joefill T. Añora	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/31/18
11	Christopher A. Fuentes	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/31/18
12	Joan M. Benedeto	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/16/18
13	Junill S. Busbus	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/16/18
14	Marciano J. Duma Jr.	Water/Sewerage Maintenance Man B	SG 4	re-appointment	8/16/18
15	Julia Marie L. Abarca	Data encoder	SG 7	re-appointment	8/31/19
16	Christopher M. Murillo	Water Resources Facilities Operator C	SG 4	re-appointment	8/16/18

**Percentage of Promotion = 28%**

Prepared by :

*Cheryll S. Catalan*  
**CHERYLL S. CATALAN**  
AGSO-A / HR

Noted by : *Ela F. Moreno*  
**ELA F. MORENO**  
DMC / AFSCD



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
Osmeña Street, Barangay 2, San Francisco, Agusan del Sur

**SUMMARY OF SEPARATION REPORT FOR 2018**  
**( Annual Report for Human Resource Unit )**

NAME	POSITION TITLE (per DBM's PAL)	Salary Grade	Mode of Separation	EFFECTIVITY DATE OF SEPARATION
1 Noel M. Flores	Water Resources Facilities Tender B	4	casual - end of contract	12/31/2018
2 Lito Samo	Utility Worker B	2	casual - end of contract	12/31/2018

**Employee Turn-over = 14%**  
( among casual employees )

Prepared by:

**CHERYL S. CATALAN**  
AGSO-A / HR

Noted by:

**ELAF F. MORENO**  
DMC / AFSCD

Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT

ADMINISTRATIVE AND FINANCE SERVICES SECTION  
CASH UNIT

ANNUAL REPORT

For the Year Ended December 31, 2018

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	GRAND TOTAL
<b>I. CASHIERS' COLLECTION</b>													
Current	5,827,647.64	5,392,120.13	5,434,980.56	6,009,835.17	5,834,523.20	5,877,206.67	5,896,461.60	5,725,338.00	5,297,606.39	5,604,507.31	5,257,190.73	5,250,542.85	67,407,960.25
Arrears	313,302.67	299,803.56	294,614.07	413,146.11	332,510.94	288,394.66	337,715.57	263,000.08	254,373.78	309,074.25	275,416.94	258,474.01	3,639,826.64
Penalty	138,151.35	83,594.39	104,042.17	129,473.51	126,241.58	108,585.00	103,327.93	113,146.08	113,750.98	120,392.41	100,045.91	93,911.77	1,334,663.08
A/P-Cust/Adv	(111.92)	(9.56)	-	-	-	(1,388.35)	5,249.11	(5,882.89)	(285.76)	-	221.98	(2,207.39)	-
Ret. Of CA	4,553.71	20,795.37	23,862.44	24,563.64	107,116.39	11,984.42	52,345.06	102,064.95	29,438.65	81,889.77	40,778.92	42,808.15	542,201.47
A/R others	2,760.00	2,400.00	5,900.00	2,800.00	2,700.00	4,100.00	2,400.00	2,400.00	2,158.40	-	14,097.50	44,115.90	-
MSI	-	-	-	-	-	-	-	-	-	-	-	-	-
A/R BIF	366,150.00	287,950.00	313,191.67	263,836.84	107,613.16	89,600.00	98,075.00	40,373.52	47,925.00	52,100.00	31,501.48	16,100.00	1,714,416.67
Cust. Deposit	47,448.00	35,926.75	25,367.25	15,969.02	40,591.85	19,742.50	24,767.25	19,700.00	11,226.25	10,993.50	15,200.00	11,900.00	278,832.37
Tax Expense	(11,644.54)	(10,959.70)	(9,352.21)	(11,802.73)	(10,182.88)	(10,174.73)	(9,047.54)	(9,660.75)	(8,946.01)	(8,354.44)	(8,909.13)	(8,275.17)	(117,309.83)
MSR	229,373.12	219,790.23	258,980.98	131,425.33	644,264.25	252,955.94	507,059.54	279,760.99	144,502.50	189,827.66	270,384.12	226,510.96	3,354,845.62
Lab Fee	171,835.00	144,270.00	172,000.00	76,355.00	93,150.00	145,900.00	126,250.00	117,335.00	97,450.00	100,450.00	85,750.00	156,900.00	1,487,645.00
Sundries	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL / MO.</b>	<b>7,089,465.03</b>	<b>6,475,681.17</b>	<b>6,620,096.93</b>	<b>7,058,701.89</b>	<b>7,278,628.49</b>	<b>6,786,894.46</b>	<b>7,139,666.06</b>	<b>6,658,706.98</b>	<b>5,983,844.65</b>	<b>6,462,753.10</b>	<b>6,067,358.97</b>	<b>6,063,192.05</b>	<b>79,684,989.78</b>

**II. DEPOSIT**

Total Deposit	7,348,681.00	6,447,999.30	6,346,888.89	7,294,127.08	7,414,919.75	6,571,700.46	7,334,653.24	6,621,256.02	5,884,346.51	6,551,741.62	6,077,989.65	5,778,076.65	79,672,383.17
<b>III. DISBURSEMENT</b>													
Total Disbursement	15,949,331.04	8,655,990.22	3,821,952.65	4,717,654.46	10,202,130.05	3,711,542.63	8,546,241.80	9,519,389.47	6,444,883.11	4,499,301.12	8,218,067.15	8,560,948.02	92,847,431.72

**IV. CASH ON HAND**

COH, END	129,593.47	157,275.34	430,483.38	195,058.37	317,985.90	533,179.90	78,973.93	116,424.89	215,923.03	126,934.51	116,303.83	401,419.23
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Prepared and Submitted by:

Checked By:

  
LUCIANA L. TAN  
Cashier A

Noted:

  
CHERYL S. CATALAN  
AGSO - A

  
ELIA R. MORENO  
Division Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur  
Tel. No. 085-343-8623  
[www.sfwd.gov.ph](http://www.sfwd.gov.ph)

Total Number of Purchase Request from January 2018 to December 2018

MONTHS (YEAR 2018)	TOTAL NO. OF APPROVED PURCHASE REQUEST	TOTAL NO. OF CANCELLED PURCHASE REQUEST
January	29	2
February	34	3
March	23	-
April	37	-
May	35	2
June	19	1
July	47	2
August	37	2
September	39	4
October	22	2
November	36	1
December	23	-
<b>TOTAL</b>	<b>371</b>	<b>19</b>

Total Number of Purchase Order from January 2018 to December 2018

MONTHS (YEAR 2018)	TOTAL NO. OF PURCHASE ORDER	TOTAL NO. OF CANCELLED PURCHASE ORDER
January	25	
February	29	1
March	28	
April	35	
May	32	
June	13	1
July	47	1
August	29	1
September	26	1
October	39	1
November	26	
December	31	
<b>TOTAL</b>	<b>360</b>	<b>6</b>

Prepared by:

NOEMI S. COSTILLAS  
Procurement Assistant B

Verified by:

Cheryl S. Catalan  
Admin./Gen. Services Officer A

Noted:

Ela F. Moreno  
Division Manager C

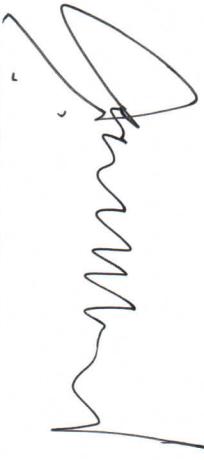
**ANNUAL (Gender & Development) GAD ACCOMPLISHMENT REPORT**  
FY 2018

Agency : SAN FRANCISCO WATER DISTRICT  
 Total GAA of Agency : 34,003,000.00  
 Source of Budget : Corporate Budget

Gender Issue and/or GAD Mandate	Cause of the Gender Issue	GAD Result Statement/GAD Objective	Relevant Agency MFO/PAP	GAD Activity	Output Performance Indicators & Targets	Actual Result (Outputs/Outcomes)	GAD Budget	Source of Budget	Actual Cost/Expenditure	Variance/Remarks
<b>ORGANIZATION FOCUSED</b>										
SFWD Board of Directors have limited appreciation on GAD	Lack of access of BOD on GAD related capacity development activities	To increase level of appreciation and support from BOD & Top Management of SFWD GAD Programs	Joint MC 2001-01/GASS	Conduct Gender Sensitivity Training for SFWD BOD and General Manager on the 1st Quarter of 2018	Conducted one (1) gender sensitive trainings for SFWD BOD & GM	No gender sensitivity training conducted for the Board and GM	50,000.00	Corporate Budget	0.00	No available seminar for the Board and Management
Management is not aware of the need to perform SDD	No Sex Disaggregated Data (SDD) and Gender Statistics	To establish SDD and Gender Statistics	Joint MC 2001-01/GASS	Review, enhancement and finalization of existing forms to integrate "sex" and gender indicator at the end of the year.	Forms are enhanced with gender perspective	Already implemented among meetings, trainings, etc.	20,000.00	Corporate Budget	1,500.00	
Women employees are vulnerable and at risk for violence	Low level of awareness among women employees on their rights against violence	To increase awareness of women to their rights against violence	PD1172, RA 9262/GASS	Conduct 18-day campaign activities based on the PCW guidelines on November 25-December 12, 2018						
			a. Posting of tarpaulins per PCW	Tarpaulins are printed and posted at the SFWD office and conspicuous places	Implemented	2,000.00	Corporate Budget	3,000.00		




	B. Conduct symposiums for employees with their husbands and wives at the end of 2018	One (1) symposium conducted for employees with their husbands and wives at the end of 2018	Symposiums conducted	120,000.00	Corporate Budget	120,000.00
	C. Printing VAW t-shirt for employees	T-shirts are printed and distributed to SFWD employees by November 2018	Implemented	20,000.00	Corporate Budget	35,000.00
	D. Distribution of fans, pins, eco-bags and other collaterals to SFWD employees and clients	Fans, pins, eco-bags and other collaterals to SFWD employees and clients are distributed	Distributed hygiene kits for women	10,000.00	Corporate Budget	11,000.00
	E. Orientation of RA 7877 (Anti-Sexual Harassment Act of 1995)	Conducted one (1) orientation on RA 7877 (Anti-Sexual Harassment Act of 1995)	Implemented (included in the symposium)	75,000.00	Corporate Budget	0.00
High level of tardiness among mother employees	Multiple burdened of their roles at home and in the office To lessen the high level of tardiness among mother employees	Allow employee mothers to avail the flexible time schedule.	One (1) approved memorandum for flexible time schedule for women employees.	Not implemented	15,000.00	Corporate Budget 0.00
Women employees are deprived of their rights to comprehensive health services.	No full implementation of Magnacarta of Women in the office	To fully implement the Magnacarta of Women in the office particularly addressing their right to health services, healthy lifestyle to prevent diseases.	Provide employees lounge	One (1) employees lounge	Not implemented	100,000.00 Corporate Budget 0.00
		One (1) physical fitness activity	Contract unsigned by the General Manager	50,000.00	Corporate Budget	0.00



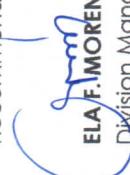

		Conduct annual physical examination among women particularly on papsmear and breast ultra sound.	Conducted one (1) annual physical examination among women particularly on papsmear and breast ultra sound	Not implemented	50,000.00	Corporate Budget	0.00	No advantage package available from the Hospital
		Provide Personal Protective Equipment (PPE) to employees	All field personnel are provided with PPEs	Implemented	95,000.00	Corporate Budget	192,845.00	
		Provide customize responsive comfort room for field personnel.	One (1) customize responsive comfort room for field personnel	Not implemented	150,000.00	Corporate Budget	0.00	extended to 2019
<b>CLIENT FOCUSED</b>								
Concessionaires have no access on information about SFWD GAD programs & projects	Concessionaires are not aware of SFWD GAD Programs	GASS a. Establishment & maintenance of GAD corner for concessionaires	One (1) GAD Corner for the concessionaires	Not implemented	5,000.00	Corporate Budget		To be included in the automated info system
		b. Usage of SFWD website and social media in publishing all GAD related activities	SFWD website is updated in all GAD activities every quarter of 2018	Implemented	20,000.00	Corporate Budget	0	
		c. Radio program to disseminate SFWD GAD related activities & to inform concessionaires on established GAD activities	GAD programs & policies are disseminated to concessionaires every month in the radio programs	Implemented		Corporate Budget	0	
		d. Development of GAD Corner in SFWD newsletter for distribution to concessionaires	GAD activities are included in every issuance of SFWD newsletter in 2018	Not implemented	20,000.00	Corporate Budget		
					20,000.00			

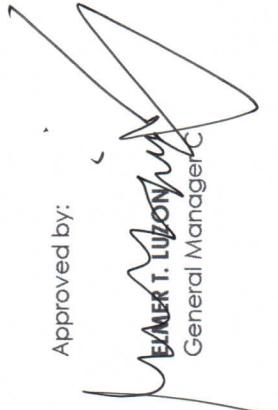
A handwritten signature in black ink, appearing to read "J. M. J. M."

A handwritten signature in blue ink, appearing to read "G. M."

		e. Preparation of Information Education Campaign (IEC) materials for distribution to concessionaires	IEC materials such as leaflets, flyers etc. are available for distribution by 1st quarter of 2018	Not implemented	Corporate Budget 20,000.00	
Women and their children are deprived of their rights to access of potable water	No access of potable and safe water to areas unserved by SFWD	WF&CMS	Purchase one (1) water tanker to deliver water supply to unserved barangays	At least two (2) barangays (Borbon & Tagapuag) are serve with estimated of 600 households.	Not implemented 6,500,000.00	Corporate Budget
		WF&CMS	Expansion of water supply to unserved areas	At least two (2) areas (Purok 3B, Karaos & Mate) will be served with sixty (60) concessionaires within the year	Implemented 500,000.00	Corporate Budget 390,000.00
		WF&CMS	Implement Water System Improvement Project at Brigy. Lucac, San Francisco, Agusan del Sur	Construct one (1) 500 cu.m ground reservoir and installation of 5.5 km pipelines.	Lapinigan Water Improvement Project is implemented 26,161,000.00	Corporate Budget 8,919,931.98
						On-going
<b>TOTAL</b>					<b>34,003,000.00</b>	<b>9,673,276.98</b>

Prepared by:  
  
**CHARLY S. CATALAN**  
 GAD Focal Person

Recommending Approval:  
  
**ELIA F. MORENO**  
 Division Manager C

Approved by:  
  
**ZENLLER T. LUBOM**  
 General Manager C

Date:  
 2/21/2019



### SFWD LAPINIGAN WATER SYSTEM IMPROVEMENT PROJECT (LAW SIP)

#### BUDGET DISBURSEMENT SUMMARY

#### OPERATING EXPENSE (OP EX)

As of December 25, 2018

ACCOUNT CODE	ACCOUNT NAME	DISBURSEMENTS			BUDGET COSTS		% OF ACCOMPLISHMENT	% OF SAVINGS
		THIS MONTH	LAST MONTH	TOTAL DISBURSEMENT	BUDGET COST PER POW	BUDGET BALANCES		
5-01-02-130	Overtime & Night Pay	19,087.38	16,415.81	35,503.19	110,000.00	74,496.81	32%	68%
5-02-03-010	Office Supplies	870.00	240.00	1,110.00	79,590.00	78,480.00	1%	99%
5-02-03-080	Medical Dental Laboratory Supplies Expense	-	-	-	90,707.14	90,707.14	0%	100%
5-02-03-090	Fuel, Oil & Lubricants	27,767.52	16,000.00	43,767.52	601,608.74	557,841.22	7%	93%
5-02-03-210-03	SE-Machinery & Equipment-Office Equipment	-	12,990.00	12,990.00	27,900.00	14,910.00	47%	53%
5-02-03-990	Other Supplies and Materials	4,784.00	-	4,784.00	354,321.45	349,537.45	1%	99%
5-02-05-020-1	Telephone Expenses-Mobile	-	-	-	12,000.00	12,000.00	0%	100%
5-02-11-010	Legal Services	-	-	-	25,000.00	25,000.00	0%	100%
5-02-11-990	Other Professional Services	-	-	-	40,000.00	40,000.00	0%	100%
5-02-13-060-01	RM Transportation	100.00	-	100.00	40,000.00	39,900.00	0%	100%
5-02-13-990-08	RM Tools shops and Garage	2,253.00	-	2,253.00	20,000.00	17,747.00	11%	89%
5-02-15-010-04	Taxes Duties and Licenses-Other Agency	-	-	-	120,000.00	120,000.00	0%	100%
5-02-16-010	Labor & Wages	56,201.67	24,313.33	80,515.00	1,114,985.00	1,114,985.00	7%	93%
5-02-99-030	Representation/Entertainment	2,499.00	1,965.00	4,464.00	50,000.00	45,536.00	9%	91%
5-02-99-040	Transportation & delivery Expenses	28,090.00	1,000.00	29,090.00	50,000.00	20,910.00	58%	42%
5-02-99-050	Rents	-	-	-	45,000.00	45,000.00	0%	100%
<b>GRAND TOTAL</b>		<b>141,652.57</b>	<b>72,924.14</b>	<b>214,576.71</b>	<b>2,861,627.33</b>	<b>2,647,050.62</b>	<b>7%</b>	<b>93%</b>

Prepared by :

MA. LYNN L. BLASABAS  
PROJ. BOOK KEEPER

Checked by:

CHERYL S. CATALAN  
Adm./ Gen. Service Officer A  
Budget Incharge

Noted by :

ELA. J. MORENO  
Division Manager C

Noted by :

ELMER T. LUZON  
General Manager C



### SFWD LAPINIGAN WATER SYSTEM IMPROVEMENT PROJECT (LAW SIP)

BUDGET DISBURSEMENT SUMMARY  
CAPITAL EXPENSE (CAPEX)  
As of December 25, 2018

ACCOUNT CODE	ACCOUNT NAME	DISBURSEMENTS			BUDGET COSTS			% OF ACCOMPLISHMENT	% OF SAVINGS
		THIS MONTH	LAST MONTH	TOTAL DISBURSEMENT	BUDGET COST PER POW	BUDGET BALANCES			
1-06-03-110-1	Collecting & Impounding Reservoirs	552,767.84	412,009.80	964,777.64	2,489,993.49	1,525,215.85	39%	61%	
1-06-04-070-03	Water Plant, Structures & Improvements	-	-	-	425,742.56	425,742.56	0%	100%	
1-06-98-990-04	Water Treatment Equipment	-	-	-	680,000.00	680,000.00	0%	100%	
1-06-03-110-08	Reservoir & Tanks	319,207.00	173,442.00	492,649.00	3,837,036.70	3,344,387.70	13%	87%	
1-06-03-110-09	Transmission & Distribution Mains	515,424.00		515,424.00	18,092,599.92	17,577,175.92	3%	97%	
1-06-01-010	LAND	-	85,000.00	85,000.00	300,000.00	215,000.00	28%	72%	
1-06-05-030	Information & Comm. Technology	-	43,000.00	43,000.00	50,000.00	7,000.00	86%	14%	
1-06-06-010	Motor Vehicles	-	-	-	120,000.00	120,000.00	0%	100%	
<b>GRAND TOTAL</b>		<b>1,387,398.84</b>	<b>713,451.80</b>	<b>2,100,850.64</b>	<b>25,995,372.67</b>	<b>23,894,522.03</b>	<b>8%</b>	<b>92%</b>	

Prepared by :

MA. LYN L. BLASABAS  
PROJ. BOOK KEEPER

Checked by :

CHERYL S. CATALAN  
Adm./ Gen. Service Officer A  
Budget Incharge

Noted by :

ELA F. MORENO  
Division Manager C

Noted by :

ELMER T. LUZON  
General Manager C



Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT  
San Francisco, Agusan del Sur

**SFWD LAPINIGAN WATER SYSTEM IMPROVEMENT PROJECT (LAWSIP)**

**STATEMENT OF CASH FLOW**

As of December 25,2018

ACCOUNT CODES	LAST MONTH	THIS MONTH	TOTAL
		25-Dec-18	
<b>CASH BALANCE Beginning</b>	<b>25,395,520.18</b>	<b>24,609,144.24</b>	<b>23,080,092.83</b>
<b>CASH DISBURSEMENT :</b>			
<b>OPERATING EXPENSE</b>			
<b>LABOR &amp; WAGES</b>	24,313.33	56,201.67	80,515.00
<b>OTHER PROFESSIONAL SERVICES</b>			-
<b>REPRESENTATION/ENTERTAINMENT</b>	1,965.00	2,499.00	4,464.00
<b>OFFICE SUPPLIES</b>	240.00	870.00	1,110.00
<b>TELEPHONE EXPENSES-MOBILE</b>			-
<b>TRANSPORTATION &amp; DELIVERY EXPENSES</b>	1,000.00	28,090.00	29,090.00
<b>SE-MACHINERY &amp; EQUIPMENT-OFFICE EQUIPMENT</b>	12,990.00		12,990.00
<b>FUEL &amp; OIL</b>	16,000.00	27,767.52	43,767.52
<b>MEDICAL DENTAL LABORATORY SUPPLIES EXPENSES</b>			-
<b>RENTS</b>			-
<b>OVERTIME &amp; NIGHT PAY</b>	16,415.81	19,087.38	35,503.19
<b>LEGAL SERVICES</b>			-
<b>OTHER SUPPLIES &amp; MATERIALS</b>		4,784.00	4,784.00
<b>TAXES DUTIES and LICENSES-OTHE AGENCY</b>			-
<b>RM - TRANSPORTATION</b>		100.00	100.00
<b>RM- TOOLS SHOPS &amp; GARAGE</b>		2,253.00	2,253.00
<b>TOTAL</b>	<b>72,924.14</b>	<b>141,652.57</b>	<b>214,576.71</b>
<b>CAPEX</b>			-
<b>COLLECTING &amp; IMPOUNDING RESERVOIRS(intake dam &amp; collection box</b>	412,009.80	552,767.84	964,777.64
<b>WATER PLANT,STRUCTURES &amp; IMPROVEMENT</b>			-
<b>WATER TREATMENT EQUIPMENT</b>			-
<b>RESERVOIR &amp; TANKS</b>	173,442.00	319,207.00	492,649.00
<b>TRANSMISSION &amp; DISTRIBUTION MAINS</b>		515,424.00	515,424.00
<b>LAND</b>	85,000.00		85,000.00
<b>INFORMATION &amp; COMM.TECHNOLOGY</b>	43,000.00		43,000.00
<b>MOTOR VEHICLES</b>			-
<b>TOTAL</b>	<b>713,451.80</b>	<b>1,387,398.84</b>	<b>2,100,850.64</b>
<b>GRAND TOTAL DISBURSEMENT</b>	<b>786,375.94</b>	<b>1,529,051.41</b>	<b>2,530,004.06</b>
<b>CASH BALANCE - END</b>	<b>24,609,144.24</b>	<b>23,080,092.83</b>	<b>23,080,092.83</b>

Prepared by :

MA. LYN L. BLASABAS  
Book Keeper

Verified by :

CHERYL S. CATALAN  
Adm./ Gen. Service Officer A  
Budget Incharge

Noted by :

ELA F. MORENO  
Division Manager C

BASIC PERFORMANCE INDICATORS FOR LOCAL WATER DISTRICTS

Local Water District :

SAN FRANCISCO WATER DISTRICT, San Francisco, Agusan del Sur

MFOs and PERFORMANCE INDICATORS	FY 2018 ACTUAL ACCOMPLISHMENTS	2018 TARGET*	As of Dec 2018 Data	FY 2017 ACTUAL
<b><u>COLLECTION EFFICIENCY</u></b>				
<b>1.1 Collection Ratio</b> Total Collections/Total Billings, YTD	96%	93%		94%
<b>1.2 Percentage of Receivables to Monthly Billings</b> (Accounts Receivables-Customer - CD/ Average Monthly Billings × 100	2.55%	nmt 100%		16.38%
<b><u>PRODUCTION EFFICIENCY</u></b>				
<b>2.1 Percentage of Non Revenue Water</b> (Production- Billed Water)/Production; YTD	18.52%	20%		21%
<b>2.2 Percentage of Metered Service Connections</b> Metered Connections/Total Connections)× 100	100%	100%		100%
<b><u>PROFITABILITY</u></b>				
<b>3.1 Net Income Ratio</b> Net Income/Operating Revenues; YTD	6%	at least 5%		23%
<b>3.2 Debt Service Ratio</b> Net Income+Interest+Depreciation/ Debt Service	208%	at least 100%		199%
<b><u>COST CONTROL</u></b>				
<b>4.1 Operating Ratio</b> Operating Expenses/Operating Revenues	50%	nmt 45%		40%
<b>4.2 Percentage of Administrative Cost</b>				<i>Minim</i>

BASIC PERFORMANCE INDICATORS FOR LOCAL WATER DISTRICTS

Local Water District :

SAN FRANCISCO WATER DISTRICT, San Francisco, Agusan del Sur

MFOs and PERFORMANCE INDICATORS	FY 2018 ACTUAL ACCOMPLISHMENTS	2018 TARGET*	As of June 2018 Data	FY 2017 ACTUAL
<b><u>COLLECTION EFFICIENCY</u></b>			<b><u>COLLECTION EFFICIENCY</u></b>	
<b>1.1 Collection Ratio</b> Total Collections/Total Billings, YTD	96%	93%	<b>1.1 Collection Ratio</b> 71772024.31/74620683.44	94%
<b>1.2 Percentage of Receivables to Monthly Billings</b> (Accounts Receivables-Customer - CD/ Average Monthly Billings x 100	2.55%	nmt 100%	<b>1.2 Percentage of Receivables to Monthly Billings</b> [(2931029.25-2772530.66) /6218390.28 x 100]	16.38%
<b><u>PRODUCTION EFFICIENCY</u></b>			<b><u>PRODUCTION EFFICIENCY</u></b>	
<b>2.1 Percentage of Non Revenue Water</b> (Production- Billed Water)/Production; YTD	18.52%	20%	<b>2.1 Percentage of Non Revenue Water</b> (2103997-1714243)/2103997; YTD	21%
<b>2.2 Percentage of Metered Service Connections</b> Metered Connections/Total Connections)x 100	100%	100%	<b>2.2 Percentage of Metered Service Connections</b> (8071/8071)x 100	100%
<b><u>PROFITABILITY</u></b>			<b><u>PROFITABILITY</u></b>	
<b>3.1 Net Income Ratio</b> Net Income/Operating Revenues; YTD	6%	at least 5%	<b>3.1 Net Income Ratio</b> 4659956.42/75790529.63; YTD	23%
<b>3.2 Debt Service Ratio</b> Net Income+Interest+Depreciation/ Debt Service	208%	at least 100%	<b>3.2 Debt Service Ratio</b> 4659956.42+9855244.64+16885817.43/ 15,065,834.57	199%
<b><u>COST CONTROL</u></b>			<b><u>COST CONTROL</u></b>	
<b>4.1 Operating Ratio</b> Operating Expenses/Operating Revenues	50%	nmt 45%	<b>4.1 Operating Ratio</b> (37679923.66)/75790529.63	40%
<b>4.2 Percentage of Administrative Cost</b>			<b>4.2 Percentage of Administrative Cost</b>	<i>W.W.M.</i>

*Grim*

Administrative & General Expenses/ Operating Expenses) × 100	49%	nmt 50%	18622230.38/(37679923.66) × 100	45%
<b><u>MARKETING</u></b>			<b><u>MARKETING</u></b>	
<b>5.1 Average Monthly Increase in Service Connection</b> (Ending Connections- Beginning Connections)/ number of months	<b>50</b>	69 sc/ month	<b>5.1 Average Monthly Increase in Service Connection</b> (8071-7,471) / number of months	66
<b>5.2 Cubic Meters Billed per connection /month</b> Cubic Meters Billed/ Number of connections/ no. of months covered	<b>35</b>	atleast 22 cu.m.	<b>5.2 Cubic Meters Billed per connection /month</b> 871,989/7,838)/6	<b>18</b>
<b><u>FINANCIAL POSITION</u></b>			<b><u>FINANCIAL POSITION</u></b>	
<b>6.1 Current Ratio</b> Current Assets/Current Liabilities	<b>899%</b>	150% to 200%	<b>6.1 Current Ratio</b> 58,422832.78/15,343,876	319%
<b>6.2 Cash balance/Ave. monthly operating expenses</b> Cash/ (Total Expenses-Depreciation)/ number of months	<b>709%</b>	nlt 100%	<b>6.2 Cash balance/Ave. monthly operating expenses</b> [30539208.03]/[6860395.94-16885817.43]/12)	739%
<b><u>PERSONNEL MANAGEMENT</u></b>			<b><u>PERSONNEL MANAGEMENT</u></b>	
<b>7.1 Percentage of Personnel Cost</b> (Payroll/ Operating Expenses) × 100	<b>49.42%</b>	nmt 45%	<b>7.1 Percentage of Personnel Cost</b> (7,862,073.36/17,150,483.10) × 100	36.64%
<b>7.2 Staff Productivity Index</b> Number of Service Connection/Number of Employees	<b>128:1</b>	nlt 120:1	<b>7.2 Staff Productivity Index</b> 8071/63	170:1

\* Targets are determined by SFWD, it is not uniform to all LWD

Prepared by:

  
**ELA F. MORENO**  
Division Manager C

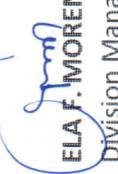
Noted:

  
**ELMER T. UZON**  
General Manager

<b>Administrative &amp; General Expenses/ Operating Expenses) x 100</b>	49%	nmt 50%	18622230.38/(37679923.66)	45%
<b><u>MARKETING</u></b>				
<b>5.1 Average Monthly Increase in Service Connection (Ending Connections- Beginning Connections)/ number of months</b>	<b>50</b>	69 sc/ month	<b>5.1 Average Monthly Increase in Service Connection (8071-7,471) / number of months</b>	66
<b>5.2 Cubic Meters Billed per connection /month Cubic Meters Billed/ Number of connections/ no. of months covered</b>	<b>35</b>	atleast 22 cu.m.	<b>5.2 Cubic Meters Billed per connection /month 871,989/7,838)/6</b>	<b>18</b>
<b><u>FINANCIAL POSITION</u></b>				
<b>6.1 Current Ratio Current Assets/Current Liabilities</b>	<b>899%</b>	150% to 200%	<b>6.1 Current Ratio 58,422832.78/15,343,876</b>	<b>319%</b>
<b>6.2 Cash balance/Ave. monthly operating expenses</b>			<b>6.2 Cash balance/Ave. monthly operating expenses [30539208.03]/[68608395.94-16885817.43]/12)</b>	
<b>6.2 Cash balance/Ave. monthly operating expenses Cash/ (Total Expenses-Depreciation)/ number of months</b>	<b>709%</b>	nlt 100%	<b>[30539208.03]/[68608395.94-16885817.43]/12) 100</b>	<b>739%</b>
<b><u>PERSONNEL MANAGEMENT</u></b>				
<b>7.1 Percentage of Personnel Cost (Payroll/ Operating Expenses) x 100</b>	<b>49.42%</b>	nmt 45%	<b>7.1 Percentage of Personnel Cost (7,862,073.36/17,150,483.10) x 100</b>	<b>36.64%</b>
<b>7.2 Staff Productivity Index Number of Service Connection/Number of Employees</b>	<b>128:1</b>	nlt 120:1	<b>7.2 Staff Productivity Index 8071/63</b>	<b>170:1</b>

\* Targets are determined by SFWD, it is not uniform to all LWD

Prepared by:

  
**ELMER F. MORENO**  
Division Manager C

Noted:

  
**ELMER F. MORENO**  
General Manager



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**STATEMENT OF CASH FLOW**

December 31, 2018

	LAST MONTH	THIS MONTH	YEAR TO DATE
<b>CASH RECEIPTS:</b>			
Collection of Water Bills-(A/R Customers)	67,092,713.01	5,602,928.63	72,695,641.64
Collection of A/R - BIF Loan	1,385,125.00	16,100.00	1,401,225.00
Return of Cash Advance	499,393.32	42,808.15	542,201.47
Collection of A/R Others	30,018.40	14,097.50	44,115.90
Collection of Customer's Deposit	266,932.37	11,900.00	278,832.37
Collection of Misc. Service Revenue	3,008,334.94	196,510.96	3,204,845.90
Other Receipts / Income: Laboratory Testing	1,330,745.00	156,900.00	1,487,645.00
Other Receipts / Income: Interest Deposit	25,022.51	8,054.77	33,077.28
Other Receipts / Income : Rent	120,000.00	30,000.00	150,000.00
Advance Payment (Billing/Collection)	(2,429.37)	221.98	(2,207.39)
Others ( refer JV)	45,640.08	11.32	45,651.40
Taxes Withheld	(109,034.66)	(8,275.17)	(117,309.83)
<b>TOTAL CASH RECEIPTS -</b>	<b>73,692,460.60</b>	<b>6,071,258.14</b>	<b>79,763,718.74</b>
<b>CASH DISBURSEMENT:</b>			
Operation Expenses	23,682,184.58	2,331,073.66	26,013,258.24
Maintenance Expenses	2,706,733.74	1,072,298.91	3,779,032.65
Others Expenses: Tax Expense	2,146,870.67		2,146,870.67
Others Expenses: Other Charges	1,645.00		1,645.00
Others Expenses: Chemical/Lab. Supplies	233,947.95	16,288.04	250,235.99
Remittances	8,488,515.41	739,473.59	9,227,989.00
Loan Amort. - Principal: ADB	4,135,335.00	391,765.00	4,527,100.00
Loan Amort. - Principal: DBP	10,538,734.57		10,538,734.57
Loan Amort. - Interest: ADB	1,446,879.00	115,709.00	1,562,588.00
Loan Amort. - Interest: DBP	8,295,157.64		8,295,157.64
Cash Advances	2,852,911.00	266,620.00	3,119,531.00
CAPEX / UPIS	3,440,409.95	305,596.78	3,746,006.73
Materials and Supplies Inventory	6,614,393.20	1,981,035.32	8,595,428.52
Payment of A/P	13,897,417.26	16,644.32	13,914,061.58
Establishment of Working Fund	60,000.00		60,000.00
Invest / Special Deposit	250,000.00		250,000.00
Refund/Bid Security	193,167.00		193,167.00
CAPEX-WSIP	140,169.85		140,169.85
Unappropriated Retained Earnings	423,123.13		423,123.13
Material and Supplies Inventory - LA WSIP	803,213.76	1,779,280.60	2,582,494.36
Construction in Progress - LA WSIP	3,488,320.74	384,697.94	3,873,018.68
<b>TOTAL CASH DISBURSEMENT -</b>	<b>93,839,129.45</b>	<b>9,400,483.16</b>	<b>103,239,612.61</b>
<b>NET RECEIPTS (DISBURSEMENTS)</b>	<b>(20,146,668.85)</b>	<b>(3,329,225.02)</b>	<b>(23,475,893.87)</b>
Add: Cash Balance, Beginning	54,015,101.90	33,868,433.05	54,015,101.90
<b>CASH BALANCE, END</b>	<b>33,868,433.05</b>	<b>30,539,208.03</b>	<b>30,539,208.03</b>

Prepared by:  
  
KATHERINE A. BASCO  
Sr. Corp. Accounts Analyst

Certified Correct by:  
  
CHERYL S. CATALAN  
Admin /Gen. Services Officer A

Reviewed by:  
  
ELA F. MORENO  
Division Manager C - AFCS

Noted by:  
  
ELMER T. LUZON  
General Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**BALANCE SHEET**  
As of December 2018

Account Code/Title	Amount	% of Total
<b>ASSETS AND OTHER DEBITS</b>		
<b>Utility Plant</b>		
UTILITY PLANT IN SERVICE	196,101,221.50	132.60%
CONSTRUCTION WORK IN PROGRESS	5,620,430.39	3.80%
ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT IN SERVICE	(53,832,806.80)	-36.40%
<b>Net Utility Plant</b>	<b>147,888,845.09</b>	<b>74.09%</b>
<b>Investment and Fund Accounts</b>		
SINKING FUNDS	2,547,274.08	55.23%
SPECIAL DEPOSITS	2,065,074.72	44.77%
<b>Net Investment and Fund Accounts</b>	<b>4,612,348.80</b>	<b>2.31%</b>
<b>Current Assets and Other Debits</b>		
CASH IN BANK	30,137,788.80	63.97%
CASH ON HAND	401,419.23	0.85%
ACCOUNTS RECEIVABLE-CUSTOMERS	2,930,311.45	6.22%
ACCOUNTS RECEIVABLE CUSTOMERS - DORMANT	770,857.66	1.64%
ACCOUNTS RECEIVABLE CUSTOMERS (BIF)	442,303.61	0.94%
ACCOUNTS RECEIVABLE CUSTOMERS - WRITEOFF	123,777.40	0.26%
ACCOUNTS RECEIVABLE-OTHERS	1,381,665.02	2.93%
ACCOUNTS RECEIVABLE - MOTORCYCLE LOAN	74,380.00	0.16%
ALLOWANCE FOR BAD DEBTS-CREDIT	(582,198.80)	-1.24%
MATERIALS SUPPLIES & INVENTORY	6,052,505.12	12.85%
MATERIAL SUPPLIES INVENTORY LA-WSIP	1,205,055.16	2.56%
OTHER CURRENT ASSETS & OTHER DEBITS	4,173,439.50	8.86%
<b>Net Current Assets and Other Debits</b>	<b>47,111,304.15</b>	<b>23.60%</b>
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>199,612,498.04</b>	<b>100%</b>
<b>LIABILITIES AND OTHER CREDITS</b>		
<b>Capital</b>		
CAPITAL CONTRIBUTION-GOVERNMENT	10,739,312.01	16.10%
OTHER PAID IN CAPITAL	135,000.00	0.20%
UNAPPROPRIATED RETAINED EARNINGS	51,152,302.25	76.71%
NET INCOME (LOSS)	4,659,238.62	6.99%
<b>Net Capital</b>	<b>66,685,852.88</b>	<b>33.41%</b>
<b>Long Term Debts</b>		
LOANS PAYABLE	127,648,441.93	100.00%
<b>Net Long Term Debts</b>	<b>127,648,441.93</b>	<b>63.95%</b>
<b>Current &amp; Accrued Liabilities</b>		
ACCOUNTS PAYABLE	1,854,187.26	35.37%
ACCOUNTS PAYABLE -CUSTOMER	316.75	0.01%
CUSTOMERS DEPOSIT	2,772,530.66	52.89%
ACCOUNTS PAYABLE - LABORATORY	272,837.00	5.20%
WITHHOLDING TAXES PAYABLE	342,566.74	6.53%
<b>Net Current &amp; Accrued Liabilities</b>	<b>5,242,438.41</b>	<b>2.63%</b>
<b>Deferred Credits</b>		
OTHER DEFERRED CREDITS	35,764.82	100.00%
<b>Net Deferred Credits</b>	<b>35,764.82</b>	<b>0.02%</b>
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>199,612,498.04</b>	<b>100%</b>

Prepared by:

KATHERINE A. BASCO  
Sr. Corp. Accounts Analyst

Verified by:

CHERYL S. CATALAN  
Admin /Gen. Services Officer A

Recommending Approval:

ELA F. MORENO  
Division Manager C - AFCS

Approved by:

ELMER T. LUZON  
General Manager C

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur



### INCOME STATEMENT

For the period ending December 31, 2018

ACTUAL	CURRENT MONTH BUDGET	OVER(UNDER)	ACCOUNTS			YEAR-TO-DATE BUDGET	OVER(UNDER)	ANNUAL BUDGET
				ACTUAL	YEAR-TO-DATE BUDGET			
<b>OPERATING REVENUES</b>								
5,996,962.14	0.00	5,996,962.14	METERED SALES TO GENERAL CUSTOMERS	71,118,564.88	0.00	71,118,564.88	0.00	0.00
123,688.94	0.00	123,688.94	MISCELLANEOUS SERVICE REVENUES	3,151,852.56	0.00	3,151,852.56	0.00	0.00
125,659.12	0.00	125,659.12	PENALTY CHARGES	1,520,112.19	0.00	1,520,112.19	0.00	0.00
<b>6,246,310.20</b>	<b>0.00</b>	<b>6,246,310.20</b>	<b>TOTAL OPERATING REVENUES</b>	<b>75,790,529.63</b>	<b>0.00</b>	<b>75,790,529.63</b>	<b>0.00</b>	<b>0.00</b>
<b>Less : OPERATION EXPENSES</b>								
<b>OPERATING EXPENSES</b>								
0.00	0.00	0.00	MISCELLANEOUS EXPENSES	38,501.00	0.00	38,501.00	0.00	0.00
48,005.84	0.00	48,005.84	CHEMICALS & FILTERING MATERIALS	366,044.53	0.00	366,044.53	0.00	0.00
20,131.20	0.00	20,131.20	CUSTOMER RECORDS & COLLECTION EXPENSES	50,319.90	0.00	50,319.90	0.00	0.00
1,982,310.00	0.00	1,982,310.00	ADMINISTRATIVE & GENERAL SALARIES	18,622,230.38	0.00	18,622,230.38	0.00	0.00
154,819.55	0.00	154,819.55	OVERTIME & HOLIDAY PAY	1,201,784.50	0.00	1,201,784.50	0.00	0.00
150,506.64	0.00	150,506.64	GSIS PREMIUMS	1,662,605.93	0.00	1,662,605.93	0.00	0.00
6,400.00	0.00	6,400.00	ECC PREMIUMS	74,800.00	0.00	74,800.00	0.00	0.00
15,882.52	0.00	15,882.52	MEDICARE/PHILHEALTH EXPENSE	184,140.67	0.00	184,140.67	0.00	0.00
6,600.00	0.00	6,600.00	PAG-IBIG PREMIUM	236,068.38	0.00	236,068.38	0.00	0.00
12,316.13	0.00	12,316.13	EMPLOYEE PENSION & BENEFITS	582,503.69	0.00	582,503.69	0.00	0.00
15,700.00	0.00	15,700.00	PROFESSIONAL FEES	104,350.00	0.00	104,350.00	0.00	0.00
453,886.80	0.00	453,886.80	OTHER OUTSIDE SERVICES EMPLOYED	3,470,852.04	0.00	3,470,852.04	0.00	0.00
72,639.56	0.00	72,639.56	TRAVELING EXPENSE & PER DIEM	927,288.36	0.00	927,288.36	0.00	0.00
260,737.59	0.00	260,737.59	REPRESENTATION & ENTERTAINMENT	1,994,931.13	0.00	1,994,931.13	0.00	0.00
2,534.06	0.00	2,534.06	INSURANCE	417,720.37	0.00	417,720.37	0.00	0.00
21,396.55	0.00	21,396.55	OFFICE SUPPLIES & EXPENSES	272,417.85	0.00	272,417.85	0.00	0.00
25,465.21	0.00	25,465.21	COMMUNICATIONS	261,972.16	0.00	261,972.16	0.00	0.00
836.00	0.00	836.00	FREIGHT & HANDLING	13,730.00	0.00	13,730.00	0.00	0.00
14,000.00	0.00	14,000.00	TRAINING EXPENSES	247,600.00	0.00	247,600.00	0.00	0.00
		0.00	INJURIES & DAMAGES	495.00	0.00	< 495.00		



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**INCOME STATEMENT**

For the period ending December 31, 2018

ACTUAL	CURRENT MONTH BUDGET	OVER(UNDER)	ACCOUNTS		YEAR-TO-DATE BUDGET	OVER(UNDER)	ANNUAL BUDGET
			ACTUAL	OVER(UNDER)			
159,362.49	0.00	159,362.49	LIGHT & POWER		770,715.74	0.00	770,715.74
1,000.00	0.00	1,000.00	DONATIONS & CONTRIBUTIONS		120,159.75	0.00	120,159.75
5,743.67	0.00	5,743.67	FRANCHISE & REGULATORY REQUIREMENT EXPENSES		111,510.90	0.00	111,510.90
72,030.00	0.00	72,030.00	DIRECTORS FEES & REMUNERATIONS		391,755.00	0.00	391,755.00
0.00	0.00	0.00	ADVERTISING & PROMOTIONS		88,913.00	0.00	88,913.00
74,821.84	0.00	74,821.84	FUEL, OIL & LUBRICANTS		1,045,550.81	0.00	1,045,550.81
96,350.13	0.00	96,350.13	MISCELLANEOUS GENERAL & ADMINISTRATIVE EXPENSES		1,507,163.40	0.00	1,507,163.40
5,000.00	0.00	5,000.00	RICE & SUGAR ALLOWANCE		60,000.00	0.00	60,000.00
138,363.64	0.00	138,363.64	PERA		1,505,181.97	0.00	1,505,181.97
0.00	0.00	0.00	UNIFORM/CLOTHING ALLOWANCE		384,000.00	0.00	384,000.00
0.00	0.00	0.00	MEDICAL & DENTAL ALLOWANCE		18,000.00	0.00	18,000.00
22,000.00	0.00	22,000.00	EXTRAORDINARY MISC. EXPENSE		264,000.00	0.00	264,000.00
37,000.00	0.00	37,000.00	RATA		444,000.00	0.00	444,000.00
0.00	0.00	0.00	NURSERY ESTABLISHMENT EXPENSES		500.00	0.00	500.00
0.00	0.00	0.00	WATERSHED DEVELOPMENT EXPENSES		208,710.00	0.00	208,710.00
19,750.00	0.00	19,750.00	REFORESTATION EXPENSE		30,125.00	0.00	30,125.00
(248,664.48)	0.00	(248,664.48)	PAYROLL CLEARING ACCOUNT		0.00	0.00	0.00
<b>3,646,924.94</b>	<b>0.00</b>	<b>3,646,924.94</b>	<b>TOTAL OPERATING EXPENSES</b>		<b>37,680,641.46</b>	<b>0.00</b>	<b>37,680,641.46</b>
<b>MAINTENANCE EXPENSE</b>							
3,102.00	0.00	3,102.00	MAINTENANCE OF STRUCTURES & IMPROVEMENTS		288,107.30	0.00	288,107.30
0.00	0.00	0.00	MAINTENANCE OF COLLECTING & IMPOUNDING RESERVOIRS		8,130.00	0.00	8,130.00
1,088,224.00	0.00	1,088,224.00	MAINTENANCE OF WATER TREATMENT EQUIPMENT		1,283,847.68	0.00	1,283,847.68
0.00	0.00	0.00	MAINTENANCE OF RESERVOIRS & TANKS		46,683.45	0.00	46,683.45
151,761.09	0.00	151,761.09	MAINTENANCE OF TRANSMISSION & DISTRIBUTIONS MAINS		1,267,235.18	0.00	1,267,235.18
55,272.46	0.00	55,272.46	MAINTENANCE OF SERVICES		786,211.23	0.00	786,211.23
20,000.00	0.00	20,000.00	MAINTENANCE OF METERS		38,400.00	0.00	38,400.00
9,320.00	0.00	9,320.00	MAINTENANCE OF HYDRANTS		85,597.53	0.00	85,597.53

"Beyond Providing Water..."

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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur



**INCOME STATEMENT**  
 For the period ending December 31, 2018

ACTUAL	CURRENT MONTH BUDGET	OVER(UNDER)	ACCOUNTS	ACTUAL	YEAR-TO-DATE BUDGET	OVER(UNDER)	ANNUAL BUDGET
165,965.11	0.00	165,965.11	MAINTENANCE OF GENERAL PLANT	2,523,668.58	0.00	2,523,668.58	0.00
<b>1,493,644.66</b>	<b>0.00</b>	<b>1,493,644.66</b>	<b>TOTAL MAINTENANCE EXPENSE</b>	<b>6,327,880.95</b>	<b>0.00</b>	<b>6,327,880.95</b>	<b>0.00</b>
<b>OTHER INCOME</b>							
156,900.00	0.00	156,900.00	INCOME FROM NON UTILITY OPERATIONS- LAB	1,553,945.00	0.00	1,553,945.00	0.00
30,000.00	0.00	30,000.00	INCOME FROM NON UTILITY OPERATIONS-RENT	180,000.00	0.00	180,000.00	0.00
(23,506.13)	0.00	(23,506.13)	INCOME FROM NON UTILITY OPERATIONS - LD	62,257.54	0.00	62,257.54	0.00
1,722.87	0.00	1,722.87	INCOME FROM NON UTILITY OPERATIONS - MLP	20,674.44	0.00	20,674.44	0.00
12,730.18	0.00	12,730.18	INTEREST REVENUES	85,974.86	0.00	85,974.86	0.00
<b>177,846.92</b>	<b>0.00</b>	<b>177,846.92</b>	<b>TOTAL OTHER INCOME</b>	<b>1,902,851.84</b>	<b>0.00</b>	<b>1,902,851.84</b>	<b>0.00</b>
<b>1,283,587.52</b>	<b>0.00</b>	<b>1,283,587.52</b>	<b>NET OPERATIONAL INCOME</b>	<b>33,684,859.06</b>	<b>0.00</b>	<b>33,684,859.06</b>	<b>0.00</b>
<i>Less : OTHER EXPENSES / DEDUCTIONS</i>							
<i>OTHER EXPENSES / DEDUCTIONS</i>							
1,856,511.97	0.00	1,856,511.97	DEPRECIATION	16,885,817.43	0.00	16,885,817.43	0.00
6,184.11	0.00	6,184.11	BAD DEBTS	99,764.41	0.00	99,764.41	0.00
2,546.03	0.00	2,546.03	NON-OPERATING REVENUE DEDUCTION	17,194.99	0.00	17,194.99	0.00
113,208.00	0.00	113,208.00	INTEREST ON LONG TERM DEBT	9,855,244.64	0.00	9,855,244.64	0.00
0.00	0.00	0.00	OTHER INTEREST CHARGES	1,645.00	0.00	1,645.00	0.00
360,547.19	0.00	360,547.19	TAX EXPENSE	1,920,225.97	0.00	1,920,225.97	0.00
17,210.00	0.00	17,210.00	CHEMICAL & POWER LABORATORY	245,728.00	0.00	245,728.00	0.00
<b>2,356,207.30</b>	<b>0.00</b>	<b>2,356,207.30</b>	<b>TOTAL OTHER EXPENSES / DEDUCTIONS</b>	<b>29,025,620.44</b>	<b>0.00</b>	<b>29,025,620.44</b>	<b>0.00</b>
<b>(1,072,619.78)</b>	<b>0.00</b>	<b>(1,072,619.78)</b>	<b>NET INCOME</b>	<b>4,659,238.62</b>	<b>0.00</b>	<b>4,659,238.62</b>	<b>0.00</b>

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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**INCOME STATEMENT**

For the period ending December 31, 2018

ACTUAL	CURRENT MONTH BUDGET	OVER(UNDER)	ACCOUNTS	YEAR-TO-DATE BUDGET		OVER(UNDER)	ANNUAL BUDGET
				ACTUAL	BUDGET		

Prepared by:  
  
KATHERINE BASCO  
Sr. Corp. Accounts Analyst

Recommended Approval  
  
CHERYL S. CATALAN  
Admin./Gen. Services Officer A

Page 4 of 4

Verified by:  
  
ELSA F. MORENO  
Division Manager C - AFCS

Approved by:  
  
ELMER T. ALAZON  
General Manager C

"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>ASSETS</b>					
<b>I. UTILITY PLANT IN SERVICE</b>					
<b>INTANGIBLE PLANT</b>					
100-304	LAND RIGHTS	4,737,652.12	0.00	4,737,652.12	
	<b>Total INTANGIBLE PLANT</b>			<b>4,737,652.12</b>	
<b>LANDED CAPITAL</b>					
100-305	LAND	1,594,648.60	0.00	1,594,648.60	
100-305-1	LAND - ADMIN LOT	8,613,237.36	0.00	8,613,237.36	
100-306	LAND AND LAND RIGHTS	1,438,593.00	0.00	1,438,593.00	
	<b>Total LANDED CAPITAL</b>			<b>11,646,478.96</b>	
<b>SOURCE OF SUPPLY PLANT</b>					
100-311	STRUCTURES & IMPROVEMENTS	438,593.10	0.00	438,593.10	
100-312	COLLECTING & IMPOUNDING RESERVOIRS	4,475,253.68	9,158,116.33	13,633,370.01	
100-312A	COLLECTING & IMPOUNDING RESERVOIRS - WSIP	8,158,116.33	(8,158,116.33)	0.00	
	<b>Total SOURCE OF SUPPLY PLANT</b>			<b>14,071,963.11</b>	
<b>WATER TREATMENT PLANT</b>					
100-332	WATER TREATMENT EQUIPMENT	26,624,609.33	0.00	26,624,609.33	
	<b>Total WATER TREATMENT PLANT</b>			<b>26,624,609.33</b>	
<b>TRANSMISSION &amp; DISTRIBUTION MAINS</b>					
100-342	RESERVOIRS & TANKS	3,998,660.42	10,505,683.72	14,504,344.14	
100-342A	RESERVOIRS & TANKS - WSIP	9,505,683.72	(9,505,683.72)	0.00	
100-343	TRANSMISSION & DISTRIBUTION MAINS	38,732,739.70	42,423,541.74	81,156,281.44	
100-343A	TRANSMISSION & DISTRIBUTION MAIN - WSIP	41,225,483.69	(41,225,483.69)	0.00	
100-345	SERVICES	3,185,877.37	(71,319.34)	3,114,558.03	
100-346	METERS	4,083,019.72	25,294.00	4,108,313.72	
	<b>Total TRANSMISSION &amp; DISTRIBUTION MAINS</b>			<b>102,883,497.33</b>	
<b>GENERAL PLANT</b>					
100-371	STRUCTURES & IMPROVEMENTS	4,132,847.18	172,612.16	4,305,459.34	
100-371-1	STRUCTURES & IMPROVEMENTS - ADMIN BUILDING	6,784,806.85	0.00	6,784,806.85	
100-371-2	STRUCTURES & IMPROVEMENTS - WAREHOUSE & STOREROOM	3,058,042.49	0.00	3,058,042.49	
100-372	OFFICE FURNITURE & EQUIPMENT	2,970,141.99	70,723.00	3,040,864.99	
100-373	TRANSPORTATION EQUIPMENT	5,040,199.92	0.00	5,040,199.92	
100-375	LABORATORY EQUIPMENT	7,829,180.75	0.00	7,829,180.75	
100-376	COMMUNICATION EQUIPMENT	422,620.00	(32,200.00)	390,420.00	
100-378	TOOLS, SHOPS & GARAGE EQUIPMENT	1,581,408.33	0.00	1,581,408.33	
100-380	IT SOFTWARE	4,053,747.98	52,890.00	4,106,637.98	
	<b>Total GENERAL PLANT</b>			<b>36,137,020.65</b>	
<b>CONSTRUCTION WORK IN PROGRESS</b>					
101	CONSTRUCTION WORK IN PROGRESS	9,909,388.21	(4,288,957.82)	5,620,430.39	
	<b>Total CONSTRUCTION WORK IN PROGRESS</b>			<b>5,620,430.39</b>	
<b>ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT IN SERVICE</b>					
106	ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT IN SERVICE	(52,230,124.86)	(1,602,681.94)	(53,832,806.80)	
	<b>Total ACCUMULATED PROVISION FOR DEPRECIATION AND AMOR</b>			<b>(53,832,806.80)</b>	
<b>TOTAL UTILITY PLANT IN SERVICE</b>					<b>147,888,845.09</b>
<b>II. INVESTMENT AND FUND ACCOUNTS</b>					
113	SINKING FUNDS	2,545,520.50	1,753.58	2,547,274.08	

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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>ASSETS</b>					
<b>II. INVESTMENT AND FUND ACCOUNTS</b>					
115	SPECIAL DEPOSITS	2,063,698.92	1,375.80	2,065,074.72	
	<b>Total</b>			<b>4,612,348.80</b>	
<b>TOTAL INVESTMENT AND FUND ACCOUNTS</b>					
<b>I. CURRENT ASSETS &amp; OTHER DEBITS</b>					
<b>CASH ON HAND</b>					
120-01	CASH ON HAND	116,303.83	285,115.40	401,419.23	
	<b>Total CASH ON HAND</b>			<b>401,419.23</b>	
<b>CASH IN BANK</b>					
120-03	CASH IN BANK-DBP/CA	12,412,177.45	(1,481,322.17)	10,930,855.28	
120-04	CASH IN BANK-DBP/ LA WSIP	21,303,571.94	(2,134,059.21)	19,169,512.73	
120-2B	CASH IN BANK-PNB/SA	36,379.83	1,040.96	37,420.79	
	<b>Total CASH IN BANK</b>			<b>30,137,788.80</b>	
122-02	WORKING FUND - GASOLINE	25,000.00	(25,000.00)	0.00	
122-03	WORKING FUND -ADM	15,000.00	(15,000.00)	0.00	
122-04	WORKING FUND - PROD	15,000.00	(15,000.00)	0.00	
<b>ACCOUNTS RECEIVABLE-CUSTOMERS</b>					
125	ACCOUNTS RECEIVABLE-CUSTOMERS	2,305,508.24	624,803.21	2,930,311.45	
	<b>Total ACCOUNTS RECEIVABLE-CUSTOMERS</b>			<b>2,930,311.45</b>	
<b>ACCOUNTS RECEIVABLE CUSTOMERS (BIF)</b>					
125-1	ACCOUNTS RECEIVABLE CUSTOMERS - DORMANT	770,857.66	0.00	770,857.66	
125-2	ACCOUNTS RECEIVABLE CUSTOMERS (BIF)	458,403.61	(16,100.00)	442,303.61	
125-3	ACCOUNTS RECEIVABLE CUSTOMERS - WRITEOFF	123,777.40	0.00	123,777.40	
	<b>Total ACCOUNTS RECEIVABLE CUSTOMERS (BIF)</b>			<b>1,336,938.67</b>	
127	ADVANCES TO OFFICERS & EMPLOYEES	86,262.99	(86,262.99)	0.00	
<b>ACCOUNTS RECEIVABLE-OTHERS</b>					
128	ACCOUNTS RECEIVABLE-OTHERS	954,735.38	426,929.64	1,381,665.02	
128-1	ACCOUNTS RECEIVABLE - MOTORCYCLE LOAN	77,870.00	(3,490.00)	74,380.00	
	<b>Total ACCOUNTS RECEIVABLE-OTHERS</b>			<b>1,456,045.02</b>	
<b>ALLOWANCE FOR BAD DEBTS-CREDIT</b>					
129	ALLOWANCE FOR BAD DEBTS-CREDIT	(576,014.69)	(6,184.11)	(582,198.80)	
	<b>Total ALLOWANCE FOR BAD DEBTS-CREDIT</b>			<b>(582,198.80)</b>	
<b>MATERIALS SUPPLIES &amp; INVENTORY</b>					
131	MATERIALS SUPPLIES & INVENTORY	6,179,396.31	(126,891.19)	6,052,505.12	
131-2	MATERIAL SUPPLIES INVENTORY LA-WSIP	2,681,702.32	(1,476,647.16)	1,205,055.16	
	<b>Total MATERIALS SUPPLIES &amp; INVENTORY</b>			<b>7,257,560.28</b>	
<b>OTHER CURRENT ASSETS &amp; OTHER DEBITS</b>					
133	OTHER CURRENT ASSETS & OTHER DEBITS	4,147,086.16	26,353.34	4,173,439.50	
	<b>Total OTHER CURRENT ASSETS &amp; OTHER DEBITS</b>			<b>4,173,439.50</b>	
<b>TOTAL CURRENT ASSETS &amp; OTHER DEBITS</b>					
				<b>47,111,304.15</b>	
<b>TOTAL ASSETS</b>					
		<b>206,106,664.83</b>	<b>(6,494,166.79)</b>	<b>199,612,498.04</b>	<b>199,612,498.04</b>

  
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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>LIABILITIES AND OTHER CREDITS</b>					
<b>IV. CAPITAL</b>					
200	CAPITAL	10,739,312.01	0.00	10,739,312.01	
CONTRIBUTION-GOVERNMENT					
201	OTHER PAID IN CAPITAL	135,000.00	0.00	135,000.00	
UNAPPROPRIATED RETAINED					
202	EARNINGS	55,549,967.99	(4,397,665.74)	51,152,302.25	
NET INCOME (LOSS)					
Total CAPITAL		5,731,858.40	(1,072,619.78)	4,659,238.62	
<b>TOTAL CAPITAL</b>					<b>66,685,852.88</b>
<b>V. LONG TERM DEBTS</b>					
211	LOANS PAYABLE	124,793,318.15	2,855,123.78	127,648,441.93	
Total					<b>127,648,441.93</b>
<b>TOTAL LONG TERM DEBTS</b>					<b>127,648,441.93</b>
<b>VI. CURRENT &amp; ACCRUED LIABILITIES</b>					
221	ACCOUNTS PAYABLE	2,751,280.16	(897,092.90)	1,854,187.26	
222	VOUCHERS PAYABLE	2,050.03	(2,050.03)	0.00	
223	ACCOUNTS PAYABLE -CUSTOMER	94.77	221.98	316.75	
225	CURRENT PORTION OF LONG TERM	3,249,389.78	(3,249,389.78)	0.00	
DEBTS					
227	CUSTOMERS DEPOSIT	2,760,630.66	11,900.00	2,772,530.66	
230	ACCOUNTS PAYABLE - LABORATORY	272,837.00	0.00	272,837.00	
231	WITHHOLDING TAXES PAYABLE	83,438.19	259,128.55	342,566.74	
Total					<b>5,242,438.41</b>
<b>TOTAL CURRENT &amp; ACCRUED LIABILITIES</b>					<b>5,242,438.41</b>
<b>II. DEFERRED CREDITS</b>					
242	OTHER DEFERRED CREDITS	37,487.69	(1,722.87)	35,764.82	
Total					<b>35,764.82</b>
<b>TOTAL DEFERRED CREDITS</b>					<b>35,764.82</b>
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>		<b>206,106,664.83</b>	<b>(6,494,166.79)</b>	<b>199,612,498.04</b>	<b>199,612,498.04</b>






Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>Schedule 01</b>					
<b>Construction Work in Progress</b>					
101-100-844	CWIP-ENGINEERING STUDIES	3,000,000.00	(3,000,000.00)	0.00	
101-100-845	CWIP - WSIP/AKB PROJECT	4,846,936.22	(4,846,936.22)	0.00	
101-100-846	CONSTRUCTION IN PROGRESS - LA WSIP	2,062,451.99	3,557,978.40	5,620,430.39	
<b>Total Construction Work in Progress</b>				<b>5,620,430.39</b>	
<b>TOTAL Schedule 01</b>					
127-0001	ELMER T. LUZON	34,900.00	(34,900.00)	0.00	
127-0006	JOEL S. BALILI	2,774.41	(2,774.41)	0.00	
127-0019	IVY P. DOLIGUEZ	1,200.00	(1,200.00)	0.00	
127-0033	LUCIANA TAN	3,000.00	(3,000.00)	0.00	
127-0058	RUBEN JARABATA JR.	5,220.00	(5,220.00)	0.00	
127-0067	ESTER D. LIBO	10,248.58	(10,248.58)	0.00	
127-0071	KAREN GRACE GERMO	3,000.00	(3,000.00)	0.00	
127-0079	KRISTIAN BELTIS	11,460.00	(11,460.00)	0.00	
127-0084	JOSE T. HERAMIS, JR.	11,460.00	(11,460.00)	0.00	
127-63	JOHN LOUIE N. MARGATE	3,000.00	(3,000.00)	0.00	
<b>Schedule 03</b>					
<b>Schedule of Accounts Payable - Others</b>					
221-0010	SFWD CONCESSIONAIRES	19,037.73	(708.00)	18,329.73	
221-0011	ASELCO	0.00	79,087.97	79,087.97	
221-0024	VC GARCIA MANUFACTURING, CORP.	23,195.00	0.00	23,195.00	
221-0025	RA PIPELINES	0.00	43,408.00	43,408.00	
221-0035	DBP SFADS FAO BTR BIR	63,924.14	342,264.66	406,188.80	
221-0064	MYSTIC WATER PHILIPPINES, INC	61,980.00	0.00	61,980.00	
221-0066	XD EVER TRANSFORMER SERVICE CORP	2,046,949.00	(2,016,689.40)	30,259.60	
221-0077	LUCIANA L. TAN / CASHIER A	0.00	31,871.25	31,871.25	
221-0080	HOME DEVELOPMENT MUTUAL FUND	38,192.04	2,363.50	40,555.54	
221-0080-1	HOME DEVELOPMENT MUTUAL FUND - WSIP	100.00	0.00	100.00	
221-0081	GOVERNMENT SERVICE INSURANCE SYSTEM	230,149.11	3,926.34	234,075.45	
221-0082	AVK	8,312.01	0.00	8,312.01	
221-0092	PHILHEALTH INSURANCE CORP.	21,246.43	991.89	22,238.32	
221-0103	DANILO ABORDE	0.00	44,576.00	44,576.00	
221-0107	VISA SECURITY SERVICES	0.00	302,591.20	302,591.20	
221-0122	TRADEPOINTS INC.	1,496.00	139,400.00	140,896.00	
221-0124	PACIFIC DATA RESOURCES ( ASIA ), INC.	196,293.50	0.00	196,293.50	
221-0129	SPECIFIC ENTERPRISE	2,333.08	0.00	2,333.08	
221-0144	JASPER KISSA COMPUTER CENTER	0.00	11,448.00	11,448.00	
221-0154	BELMAN LABORATORIES	9,900.00	0.00	9,900.00	
221-0177	GRACE ONG ENT	7,657.00	2,651.00	10,308.00	
221-0184	MOLAVE TRADING INC.	7,195.12	0.00	7,195.12	
221-0186	JUNIFER S. TAMBASACAN	0.00	9,000.00	9,000.00	
221-0199	EDDIE R. CADAVID	0.00	63,136.00	63,136.00	
221-0208	MINDANAO LABORATORY SERVICES	0.00	9,445.16	9,445.16	
221-0210	GOLDEN BAT (FAR EAST) INC.	1,560.00	0.00	1,560.00	
221-0213	KRYPTON INT'L. RESOURCES SALES & SERVICES, INC.	11,760.00	0.00	11,760.00	

"Beyond Providing Water..."

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>Schedule 03</b>					
<b>Schedule of Accounts Payable - Others</b>					
221-0221	INTERNATIONAL PIPE INDUSTRIES CORPORATION	0.00	15,047.63	15,047.63	
221-0222	RCBI COMMERCIAL CENTER	0.00	7,796.90	7,796.90	
221-0223	HIGH MERIDIAN TECHNOLOGIES	0.00	11,299.00	11,299.00	
<b>Total Schedule of Accounts Payable - Others</b>				<b>1,854,187.26</b>	
<b>TOTAL Schedule 03</b>					
<b>Schedule 04</b>					
<b>Schedule of Accounts Receivable - Others</b>					
128-0007	TANDAG WATER DISTRICT	10,773.86	0.00	10,773.86	/
128-0008	LIANGA WATER DISTRICT	13,047.50	(13,047.50)	0.00	
128-0016	CHERYL CATALAN	0.00	14,715.04	14,715.04	
128-0023	CAGWAIT WATER DISTRICT	4,500.00	0.00	4,500.00	/
128-0024	MELECIO APATAN	0.00	6,758.78	6,758.78	
128-0040	ELMER T. LUZON	0.00	49,920.10	49,920.10	
128-0041	LUCIANA TAN	0.00	15,600.62	15,600.62	
128-0045	BIENVINIDO LEGASPI	0.00	1,036.28	1,036.28	
128-0061	BONIFACIO NARCA	0.00	5,335.52	5,335.52	
128-0062	EFREN PANIZA	0.00	4,457.52	4,457.52	
128-0063	JESSIE PANIZA	0.00	4,457.52	4,457.52	
128-0080	SAMUEL M. FRANCISCO	0.00	6,758.78	6,758.78	
128-0120	MICHAEL AYATON THRU : CESAR YU ( LGU )	30,287.83	0.00	30,287.83	✓
128-0146	STOREKEEPER- DANIEL GALVEZ JR.	242,567.00	0.00	242,567.00	✓
128-0150	ELA F. MORENO	0.00	31,029.72	31,029.72	
128-0151	MAMRY B. PAYLANGCO	0.00	29,451.74	29,451.74	
128-0153	JOANNE EVA J. RIMANDO	0.00	12,561.34	12,561.34	
128-0154	DANDY V. ANINO	0.00	7,061.16	7,061.16	
128-0156	ALEXANDER B. LUZON	0.00	6,752.74	6,752.74	
128-0157	RODINO C. BENGUILLO	0.00	4,936.64	4,936.64	✓
128-0169	ADFL CONSTRUCTION	630,687.44	0.00	630,687.44	
128-0172	NGEI-MPC CODE# 02691	22,871.75	0.00	22,871.75	✗
128-0361	JADE ARMILLA	0.00	4,391.16	4,391.16	
128-0362	JOEL S. BALILI	0.00	4,457.52	4,457.52	
128-0363	LEAN V. BANASIG	0.00	4,440.00	4,440.00	
128-0364	KATHERINE A. BASCO	0.00	13,066.26	13,066.26	
128-0365	JEFONE G. BEDAÑO	0.00	4,440.00	4,440.00	
128-0366	KRISTER EVENZ M. BELTIS	0.00	460.44	460.44	
128-0367	KRISTIAN M. BELTIS	0.00	8,055.22	8,055.22	
128-0368	CHARNIE B. BILLONES	0.00	5,657.20	5,657.20	
128-0369	FRANCIS JERSON B. BUGAOAN	0.00	7,594.78	7,594.78	
128-0370	REX C. BULATIN	0.00	4,580.66	4,580.66	
128-0371	CYRIL I. CABALLERO	0.00	11,498.60	11,498.60	
128-0372	CYD OLIVETTE P. COMPLETO	0.00	15,600.62	15,600.62	
128-0373	AZRIEL JANE S. DOCULAN	0.00	4,110.12	4,110.12	
128-0374	IVY P. DOLIGUEZ	0.00	13,963.70	13,963.70	
128-0375	KAREN GRACE B. GERMO	0.00	10,874.12	10,874.12	
128-0376	NEIL D. GILDO	0.00	4,457.52	4,457.52	
128-0377	JOSE T. HERAMIS, JR.	0.00	4,391.16	4,391.16	
128-0378	RUBEN M. JARABATA, JR.	0.00	14,001.86	14,001.86	

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*Orms*

*Wm. Wm. S.*

Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
<b>Schedule 04</b>					
<b>Schedule of Accounts Receivable - Others</b>					
128-0379	JOHN LOUIE N. MARGATE	0.00	4,391.16	4,391.16	
128-0380	JOY F. MAGBANUA	0.00	5,040.60	5,040.60	
128-0381	IVAN A. MONTIL	0.00	6,650.80	6,650.80	
128-0382	MA. QUENEE ANGELIC F. PAJE	0.00	5,563.30	5,563.30	
128-0383	MARK CROMES C. PEREZ	0.00	10,092.02	10,092.02	
128-0384	CHERYL E. SEVILLA	0.00	9,580.22	9,580.22	
128-0385	ALEX R. TAMTA	0.00	4,457.52	4,457.52	
128-0386	JACELLE ANN T. CABOTAJE	0.00	15,600.62	15,600.62	
128-0387	ROEL P. TUBO	0.00	3,344.96	3,344.96	
128-0388	DEESE MARIE M. TUQUIB	0.00	8,323.38	8,323.38	
128-0389	LOUMAR D. CAÑAS	0.00	2,385.16	2,385.16	
128-0390	ERWIN S. ABAN	0.00	2,743.32	2,743.32	
128-0391	JULIA MARIE L. ABARCA	0.00	1,472.50	1,472.50	
128-0392	JOEFEL T. AÑORA	0.00	1,113.00	1,113.00	
128-0393	FELIPE M. ASURO, JR.	0.00	756.00	756.00	
128-0394	ULDARICO B. BALDO, JR.	0.00	306.00	306.00	
128-0395	JOAN M. BENEDITO	0.00	1,091.00	1,091.00	
128-0396	JUNILL S. BUSBUS	0.00	1,124.00	1,124.00	
128-0397	NOEMI S. COSTILLAS	0.00	1,113.00	1,113.00	
128-0398	ARWIN J. DOMA	0.00	756.00	756.00	
128-0399	MARCIANO J. DUMA, JR.	0.00	1,113.00	1,113.00	
128-0400	JOEY E. ECO	0.00	1,124.00	1,124.00	
128-0401	NOEL M. FLORES	0.00	1,102.00	1,102.00	
128-0402	CHRISTOPHER A. FUENTES	0.00	1,113.00	1,113.00	
128-0403	JOEL E. JUMALON	0.00	1,124.00	1,124.00	
128-0404	BRYAN CRISTOPHER A. LAYNO	0.00	1,113.00	1,113.00	
128-0405	MARLINETO S. MOCOY	0.00	756.00	756.00	
128-0406	JOEBERT A. MUANAG	0.00	756.00	756.00	
128-0407	LLOYD WENDEL G. MUANAG	0.00	1,229.64	1,229.64	
128-0408	CHRISTOPHER M. MURILLO	0.00	1,124.00	1,124.00	
128-0409	MARIONITO C. MURILLO, SR.	0.00	756.00	756.00	
128-0410	BENJAMEN C. NARCA	0.00	328.00	328.00	
128-0411	JESSICA R. NARIT	0.00	1,107.50	1,107.50	
128-0412	CARYL S. ROBLES	0.00	1,093.00	1,093.00	
128-0413	ANGELITO C. SARNO	0.00	756.00	756.00	
128-0414	ERNESTO L. TAGLEONG, SR.	0.00	756.00	756.00	
128-0415	REYNALDO P. TUBO	0.00	1,091.00	1,091.00	
128-0416	ROCKY JAY A. ZABALA	0.00	756.00	756.00	
<b>Total Schedule of Accounts Receivable - Others</b>				<b>1,381,665.02</b>	
<b>TOTAL Schedule 04</b>					<b>1,381,665.02</b>
222-0133	JOEL BALILI	2,050.03	(2,050.03)	0.00	
<b>Schedule 06</b>					
<b>Schedule of Sinking Funds</b>					
113B	SFWD/LWUA JSA	2,545,520.50	1,753.58	2,547,274.08	
<b>Total Schedule of Sinking Funds</b>				<b>2,547,274.08</b>	
<b>TOTAL Schedule 06</b>					<b>2,547,274.08</b>
<b>Schedule 07</b>					
<b>Schedule of Special Deposits</b>					

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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title	Last Month	Dec 2018	Year to Date	Sub-Total
<b>Schedule 07</b>				
<b>Schedule of Special Deposits</b>				
115A CUSTOMERS DEPOSIT	2,063,698.92	1,375.80	2,065,074.72	
<b>Total Schedule of Special Deposits</b>			<b>2,065,074.72</b>	
<b>TOTAL Schedule 07</b>				
<b>Schedule 08</b>				
<b>Schedule of Land</b>				
100-305A HUBANG	1,235,736.60	0.00	1,235,736.60	
100-305B ALEGRIA	200,000.00	0.00	200,000.00	
100-305C LAPAG	158,912.00	0.00	158,912.00	
<b>Total Schedule of Land</b>			<b>1,594,648.60</b>	
<b>TOTAL Schedule 08</b>				
<b>Schedule 10</b>				
<b>Schedule of Accounts Receivable Others - MLP</b>				
128-1-0001 MELECIO F. APATAN JR.	8,310.00	(370.00)	7,940.00	
128-1-0003 REX C. BULATIN	7,420.00	(340.00)	7,080.00	
128-1-0004 NEIL D. GILDO	3,710.00	(170.00)	3,540.00	
128-1-0005 JOSE T. HERAMIS JR.	8,570.00	(390.00)	8,180.00	
128-1-0006 RUBEN M. JARABATA JR.	15,210.00	(670.00)	14,540.00	
128-1-0007 ALEXANDER B. LUZON	8,570.00	(390.00)	8,180.00	
128-1-0008 JOY F. MAGBANUA	8,570.00	(390.00)	8,180.00	
128-1-0010 JESSIE G. PANIZA	8,295.00	(370.00)	7,925.00	
128-1-0011 EFREN G. PANIZA	9,215.00	(400.00)	8,815.00	
<b>Total Schedule of Accounts Receivable Others - MLP</b>			<b>74,380.00</b>	
<b>TOTAL Schedule 10</b>				
<b>Schedule 12</b>				
<b>Schedule of Accounts Payable - Laboratory</b>				
230-01 6725 - MUNICIPALITY OF BUNAWAN	(235,637.00)	0.00	(235,637.00)	
230-02 7968-LGU STA. JOSEFA	(100.00)	0.00	(100.00)	
230-03 WORLD VISION DEV'T FOUNDATION INC	(32,550.00)	0.00	(32,550.00)	
230-05 LGU- CAGWAIT	(4,550.00)	0.00	(4,550.00)	
<b>Total Schedule of Accounts Payable - Laboratory</b>			<b>(272,837.00)</b>	
<b>TOTAL Schedule 12</b>				
<b>Schedule 13</b>				
<b>Schedule of Withholding Taxes Payable</b>				
231-00 WITHHOLDING TAX PAYABLE-1%	(13,503.59)	(29,976.41)	(43,480.00)	
231-00-2 WITHHOLDING TAX PAYABLE - 1% LA WSIP	(4,224.51)	(16,941.71)	(21,166.22)	
231-01 PROFESSIONAL INCOME TAX (10%)	(1,400.00)	(1,450.00)	(2,850.00)	
231-02 WITHHOLDING TAX (2%)	(4,489.45)	(3,277.22)	(7,766.67)	
231-03 PROF. INC. TAX -BOD (10%)	(10,657.50)	(7,203.00)	(17,860.50)	
231-04 VAT WITHHELD (5%)	(28,524.75)	(115,571.62)	(144,096.37)	
231-04-2 VAT WITHHELD 5% LA WSIP	(20,638.39)	(84,708.59)	(105,346.98)	
<b>Total Schedule of Withholding Taxes Payable</b>			<b>(342,566.74)</b>	
<b>TOTAL Schedule 13</b>				
<b>TOTAL SCHEDULES</b>				
	<b>16,379,789.82</b>	<b>(1,857,533.49)</b>	<b>14,522,256.33</b>	<b>14,522,256.33</b>

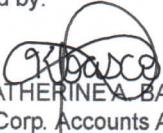
  
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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

**TRIAL BALANCE**

Account Code/Title		Last Month	Dec 2018	Year to Date	Sub-Total
122-02	WORKING FUND - GASOLINE	25,000.00	(25,000.00)	0.00	
122-03	WORKING FUND -ADM	15,000.00	(15,000.00)	0.00	
122-04	WORKING FUND - PROD	15,000.00	(15,000.00)	0.00	
<b>Schedule 16</b>					
<b>Schedule of Long Term Debts</b>					
211-01	ADB-LOAN	(16,985,361.15)	0.00	(16,985,361.15)	
211-05	DBP LOAN - WSIP/AKB PROJECT	(107,807,957.00)	(2,855,123.78)	(110,663,080.78)	
<b>Total Schedule of Long Term Debts</b>					
<b>TOTAL Schedule 16</b>					
<b>TOTAL SCHEDULES</b>					
<b>(124,738,318.15)    (2,910,123.78)    (127,648,441.93)    (127,648,441.93)</b>					

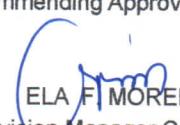
Prepared by:

  
 KATHERINE A. BASCO  
 Sr. Corp. Accounts Analyst

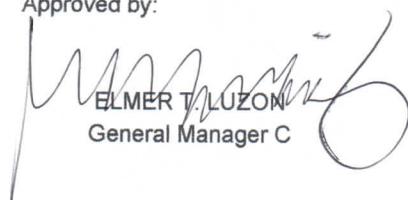
Verified by:

  
 CHERYL S. CATALAN  
 Admin /Gen. Services Officer A

Recommending Approval:

  
 ELA F. MORENO  
 Division Manager C - AFCS

Approved by:

  
 ELMER T. LUZON  
 General Manager C



Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT  
San Francisco, Agusan del Sur

**MONTHLY DATA SHEET**

For the month ending December 2018

CCC No. 399

**1. SERVICE CONNECTION DATA:**

1.1 Total Services	<u>8,907</u>	1.6 Changes:	New	<u>28</u>
1.2 Total Active	<u>8,071</u>		Reconnected	<u>89</u>
1.3 Total Metered	<u>8,071</u>		Disconnected	<u>67</u>
1.4 Total Billed	<u>7,856</u>			
1.5 Popul'n Served	<u>40,355</u>	1.7 Customer in Arrears:		
		Number	<u>2,303</u>	<u>29.32%</u>

**2. PRESENT WATER RATES:** Effective January 2017 Billing

LWUA Approved? Yes (x) No ( ) Date Approved: November 7, 2016

Classification	No. of Conns.	Minimum Charge					
			11-20	21-30	31-40	41-50	51-UP
Domestic/Govt.	5,696	236.00	27.30	30.80	34.65	38.65	43.05
Commercial/Ind.	1,167	472.00	54.60	61.60	69.30	77.30	86.10
Commercial-A	531	413.00	47.75	53.90	60.60	67.60	75.30
Commercial-B	457	354.00	40.95	46.20	51.95	57.95	64.55
Commercial-C	5	295.00	34.10	38.50	43.30	48.30	53.80
Dulk/Wholesale	0	708.00	81.90	92.40	103.95	115.95	129.15

**3. BILLING AND COLLECTION DATA:**

3.1 BILLINGS (Water Sales):	<u>This Month TM</u>	<u>Year to Date YTD</u>
a. Current (metered)	6,248,425.30	73,083,269.10
b. Current (flat rate)	-	-
c. Penalty Charges	<u>126,064.52</u>	<u>1,537,414.34</u>
<b>TOTALS</b>	<b><u>6,374,489.82</u></b>	<b><u>74,620,683.44</u></b>
3.2 COLLECTIONS (Water Sales):		
a. Current Accounts	5,344,454.62	68,742,623.33
b. Arrears(Current Years)	258,474.01	2,913,385.78
c. Arrears(Previous Years)		116,015.20
<b>TOTALS</b>	<b><u>5,602,928.63</u></b>	<b><u>71,772,024.31</u></b>

3.3 ON TIME PAID, THIS MONTH	3.2.a	$\text{-----} \times 100 =$	<u>70.68%</u>
		$(3.1.a) + (3.1.b)$	
COLLECTION EFFICIENCY, YTD	(3.2.a) + (3.2.b)	$\text{-----} \times 100 =$	<u>96.03%</u>
		3.1 Totals	
COLLECTION RATE, YTD	3.2 Totals	$\text{-----} \times 100 =$	<u>93.79%</u>
		3.1 Totals +	
		A/R Beginning (1,900,257.43)	

#### **FINANCIAL DATA:**

4.1 REVENUE:	<u>This Month TM</u>	<u>Year to Date</u>
a. Operating Revenue	6,246,310.20	75,790,529.63
1. NUO-Laboratory	156,900.00	1,553,945.00
2. NUO- Rent	30,000.00	180,000.00
3.. Interest Revenue	12,730.18	85,974.86
4. Others	(21,783.26)	82,931.98
<b>TOTALS</b>	<b>6,424,157.12</b>	<b>77,693,381.47</b>
4.2 EXPENSES:		
a. Salaries and Wages	1,982,310.00	18,622,230.38
b. Pumping Cost (Fuel, Oil & Electric)		
c. Chemicals (treatment)	48,005.84	366,044.53
d. Other O & M Expense	3,109,535.96	25,019,529.70
e. Depreciation Expense	1,856,511.97	16,885,817.43
f. Interest Expense: Long Term	113,208.00	9,855,244.64
Short Term		
g. Others: Bank Charges & other interest		1,645.00
Provision for Bad Debts	6,184.11	99,764.41
Tax Expense	360,547.19	1,920,225.97
Chem. & Power - Lab.	17,210.00	245,728.00
Non-Operating Revenue Deduction	2,546.03	17,194.99
<b>TOTALS</b>	<b>7,496,059.10</b>	<b>73,033,425.05</b>
4.3 NET INCOME (LOSS)	<b>(1,071,901.98)</b>	<b>4,659,956.42</b>

**4.4 CASH FLOW REPORT:**

a. Receipts	6,071,258.14	79,763,718.74
b. Disbursements	9,400,483.16	103,239,612.61
c. Net Receipt(Disbursement)	(3,329,225.02)	(23,475,893.87)
d. Cash Balance, Beginning	33,868,433.05	54,015,101.90
e. Cash Balance, Ending	30,539,208.03	30,539,208.03

**4.5 MISCELLANEOUS FINANCIAL DATA:**

a. Loan Funds (Total) DBP	
1. Working Fund - WSIP	
2. Cash in Bank	
b. WD Funds (Total)	
1. Cash on Hand	401,419.23
2. Cash in Bank	30,137,788.80
3. Investment and Fund Accounts	462,348.80
4. Working Fund	
5. Reserves	
c. Inventories	2,678,385.56
c.1 Inventories - LaWSIP	4,579,174.72
d. Acct. Receivables (Cust.)	2,931,029.25
e. Account Receivables (BIF)	442,303.61
f. Customers Deposit	2,772,530.66
g. Loans Payable <u>LWUA</u>	16,985,361.15
h. Payable to Suppliers and Other Creditor	
i. Total Debt Serv.(LWUA Loan)	
j. Loans Payable (DBP)	110,663,080.78

**5 WATER PRODUCTION DATA:**

5.1 SOURCE OF SUPPLY	NUMBER	TOTAL Rated Cap	Basis of Data
a. Wells		m <sup>3</sup> /mo.	H
b. Springs and Surface (Combination)			
b.1 Poblacion	2	Karaos                  48,211 m <sup>3</sup> /mo.	estimated
	3	Alegria                70,946 m <sup>3</sup> /mo.	estimated
	2	Lapag                   33,165 m <sup>3</sup> /mo.	estimated
	2	Sumugbong            86,184 m <sup>3</sup> /mo.	estimated
	1	Bayugan 2            21,635 m <sup>3</sup> /mo.	estimated

b.2 Lapinigan	<u>1</u>	Ormaca	<u>13,091</u> m <sup>3</sup> /mo.	estimated
b.3 Mati	<u>1</u>	Mati	<u>8,015</u> m <sup>3</sup> /mo.	estimated
d. TOTALS	<u>12</u>		<u>281,247</u> m <sup>3</sup> /mo.	estimated

5.2 WATER PRODUCTION	THIS MONTH	YTD	METHOD OF MEASUREMENT
a. Pumped	m <sup>3</sup>	m <sup>3</sup>	
b. Gravity			
b.1 Poblacion(5)	<u>175,147</u> m <sup>3</sup>	<u>1,886,758</u> m <sup>3</sup>	flowmeter (actual)
b.2 Lapinigan	<u>16,807</u> m <sup>3</sup>	<u>196,814</u> m <sup>3</sup>	flowmeter (actual)
b.3 Mati	<u>1,475</u> m <sup>3</sup>	<u>20,425</u> m <sup>3</sup>	flowmeter (actual)
c. TOTALS	<u>193,429</u> m <sup>3</sup>	<u>2,103,997</u> m <sup>3</sup>	flowmeter (actual)

#### 5.3 WATER PRODUCTION COST:

a. Total Power Consump.for Filter Machine	kwh.
b. Total Power Cost for Filter Machine	kwh.
c. Total Power Consumption for Chlorinator Pump	kwh.
d. Total Power Cost for Chlorinator Pump	hrs.
e. Total Gas Chlorine Consumed	kg.
f. Cost of Gas Chlorine Consumed	44,750.00 PhP
g. Total Chlorine Granules Consumed	5.88 kg
h. Total Granules Chlorine Cost	805.56 PhP
i. Total Cost of the Other Chem.	- PhP

#### 5.4 ACCOUNTED WATER USE:

a. Metered Billed	<u>145,632</u>	m <sup>3</sup>	<u>1,714,243</u>	m <sup>3</sup>
a.1. Poblacion	<u>131,779</u>	m <sup>3</sup>	<u>1,539,368</u>	m <sup>3</sup>
a.2. Lapinigan	<u>12,789</u>	m <sup>3</sup>	<u>162,008</u>	m <sup>3</sup>
a.3. Mati	<u>1,064</u>	m <sup>3</sup>	<u>12,867</u>	m <sup>3</sup>
b. Unmetered Billed	<u>0</u>	m <sup>3</sup>	<u>1,533</u>	m <sup>3</sup>
c. Total Billed (5.4.a + 5.4.b)	<u>145,632</u>	m <sup>3</sup>	<u>1,716,687</u>	m <sup>3</sup>
d. Metered Unbilled	<u>543</u>	m <sup>3</sup>	<u>9,960</u>	m <sup>3</sup>
e. Unmetered Unbilled	<u>1,862</u>	m <sup>3</sup>	<u>65,335</u>	m <sup>3</sup>
f. Total Accounted (5.4.c + 5.4.c)	<u>148,037</u>	m <sup>3</sup>	<u>1,791,982</u>	m <sup>3</sup>

#### 5.5 WATER USE ASSESSMENT:

a. Average Monthly Consumption/Connection	<u>18.54</u>	m <sup>3</sup>
a.1. Poblacion	<u>19.63</u>	m <sup>3</sup>

a.2. Lapinigan		12.19	m <sup>3</sup>
a.3. Mati		11.44	m <sup>3</sup>
b. Average Per Capita/Day Consumption		0.09	m <sup>3</sup>
c. Accounted Water	5.4.f/ 5.2cx 100	76.53	%
d. Revenue Producing Water	5.4.c/ 5.2.c x100	75.29	%

#### **6. MISCELLANEOUS DATA:**

##### 6.1 Employees:

a. Total	63
Regular	29
Casual	34
b. No. of Connections/Employee	141
c. Ave. Monthly Salary/Employee	

##### 6.2 Bacteriological:

a. Total Sample Taken	105
b. No. of Negative Results	105
c. Test Results Submitted to LWUA	yes

##### 6.3 Chlorination:

a. Total Sample Taken	105
b. No. of Sample Meeting Standards	94hh-samples
c. No. of Days Full Chlorination	31

##### 6.4 Board of Directors:

	<u>This Month TM</u>	<u>Year to Date</u>
a. Resolutions Approved	2	24
b. Policies Passed	0	1
c. Directors' Fee Paid	53,655.00	649,005.00
d. Meetings:		
1. Held (No.)	2	24
2. Regular (No.)	2	24
3. Special (No.)	0	0

#### **STATUS OF VARIOUS DEVELOPMENTS:**

##### 7.1 STATUS OF LOANS as of \_\_\_\_\_

<u>Type of Loans/Funds</u>	<u>Loan/Fund Committed</u>	<u>AVAILMENTS TO DATE</u>	
		<u>Amount</u>	<u>Percentile</u>
a. Early Action			0 %
b. Interim Imp.			%
c. Comprehensive (ADB)			%

d. New Service Conn.	_____	_____	_____	%
e.BPW Funds/CDF Funds	_____	_____	_____	%
TOTALS	_____	_____	_____	%

7.2 STATUS OF LOAN PAYMENT TO LWUA: As of \_\_\_\_\_

Type of Loans/Funds	Projected Collection/mo.	COLLECTION	
		TM	YTD
a. Early Action	_____	_____	%
b. Interim Impr.	_____	_____	%
c. Comprehensive	_____	_____	%
d. New Service Conn.	_____	_____	%
TOTALS	_____	_____	%

7.3 OTHER ON GOING PROJECTS:

Types	Schedule	Funded by	Done by
a. Early Action	n/a	_____	_____
b. Pre-Feasibility	n/a	_____	_____
c. Feasibility Study	n/a	_____	_____
d. A & E Design	n/a	_____	_____
e. Well Drilling	n/a	_____	_____
f. Project Present.	n/a	_____	_____
g. Pre-Building	n/a	_____	_____
h. Bidding	n/a	_____	_____
i. Construction (_____)	n/a	_____	_____

#### STATUS OF INSTITUTIONAL DEVELOPMENT: (to be filled by the Advisor)+A300

8.1 Development Progress Indicator

Phase	Earned	Min.	Age in	Month	Development
n/a	n/a	n/a	n/a	n/a	n/a

8.2 Commercial System/Audit: Dates

a. CPS I Installed	1993
b. CPS II Installed	
c. Management Audit	2004
d. PR Assistance	
e. Marketing Assistance	
f. Financial Audit	2016

SUBMITTED BY:

VERIFIED BY:

ELMER T. LUZON  
General Manager

1/15/19

Management Advisor

\_\_\_\_\_  
Date

NOTED BY:

RECORDED BY:

\_\_\_\_\_  
Area Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
FMD

\_\_\_\_\_  
Date



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**Water Facility Construction Maintenance & Quality Water Production Division**

**ANNUAL REPORT FOR CY 2018**

The Water Facility Construction Maintenance and Quality Production Division have implemented its target projects, programs and maintenance activities for CY 2018 amidst the challenges brought about by long dry months starting July which redounded to low water supply and in effect reduce new service connection installation, gate valve throttling and water rationing to affected areas.

The presentation of the accomplishment herein is outlined by section and by programs and activities of each section.

**QUALITY WATER PRODUCTION SECTION**

**A. Water Supply and Production**

**Source of Supply Monitoring (Water Yield from sources)**

For the year 2018, no new source was tapped, thus, just like last year, a total of fifteen (15) sources were utilized, eight (8) of which are creek sources and seven (7) are springs. Water yield from these sources were closely monitored twice a week.

The total estimated yield from January to December based on the volumetric method measured at the water sources is around 3,181,058 cubic meters. A decrease by around 40,091 cubic meters or 1% is noted compared last year. An average of 265,088 cubic meters is estimated water yield per month with the highest in the month of February (370,801 cubic meters) and lowest in September (195,586).

YEAR	WATER YIELD FROM SOURCES (cubic meter)	Percentage of increase/decrease from previous year
2016	3,893,841	
2017	3,221,149	(21%)
2018	3,181,058	(1%)

**Water Production**

The production data is based on the actual reading of the flow meter installed in every reservoir. For CY 2018 a total of 2,105,261 cubic meters was recorded. The average monthly production is 175,438 cubic meters with daily production of around 5,767 cubic meters. The highest water production is recorded in the month of January (207,159cu.m.) and the lowest is on the month of September (150,306cu.m.) Based on the comparative table, an increase of about 2% from last year's production data is recorded for the year 2018.

YEAR	WATER PRODUCTION (cubic meter)	Percentage of increase/decrease from previous year
2014	1,735,371	
2015	1,990,453	13%
2016	2,030,524	2%
2017	2,052,675	1%
2018	2,105,261	2%



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**Water Facility Construction Maintenance & Quality Water Production Division**

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The highest water production is from the biggest reservoirs in Alegria (800cu.m. capacity) (27%) and Sumugbong (500cu.m capacity) (25%), while the lowest is from Bayugan 2 (200cu.m. capacity) of only 6%. The water production in Alegria and Sumugbong started to decrease in the month of May and consistently decrease towards July until November. As Alegria and Sumugbong production decreases, the water production in Karaos reservoir (250 cu.m capacity) increases. It started in the month of April until November. This explains that during dry months and prolonged drought, sources in Karaos reservoir which are both springs greatly contribute to the supply of the water subsystem in Poblacion area.

**None-Revenue Water (NRW)**

The LWUA sets its standard for NRW at 30% for CY 2018. However the SFWD set its target at 20% and it has attained a NRW rating of 18.52%. The lowest NRW is during the month of May of about 5.57% and the highest of about 35.66% is during the month of January.

YEAR	NRW (%)	Percentage of Increase/Decrease from previous year
2014	19.13	
2015	25.50	25%
2016	20.45	(20%)
2017	20.52	.3%
2018	18.52	(11%)

**Maintenance of Supply Lines, Reservoirs, Fire Hydrants and Blow-offs**

The source caretakers together with the Water Resources Facilities Operators regularly conduct line checking of supply lines and cleaning of intake dams. There are numerous leaking on the supply lines due to construction of DOH rehabilitation center at Barangay Alegria which location is near the supply lines going to the Alegria reservoir. For the year, all collection boxes and reservoirs were cleaned according to schedule and frequency. As to the fire hydrants and blow-offs, all were functional and fully maintained. There are new blow-offs installed for CY 2018. This include 2 units in Alegria, 1 unit in Barangay 5, 1 in Karaos and 1 in Pisaan which totals to 5 units in the Poblacion area.

**B. Water Quality**

**Bacteriological Testing**

Bacteriological testing is done monthly from reservoir down to the farthest connections. Sampling for households are done randomly and distributed from nearest point, middle and dead-end or farthest service points.

Based on the standard set by the PNSDW and LWUA, only 9 to 10 samples per month is required for the existing population served of the SFWD. However, the tested samples from household connections have reached to an average of 110 monthly.

As to the samples from sources and reservoirs, a monthly target of 12 raw water samples and 18 treated water samples were set. For CY 2018, an average of 14 and 18 samples were subjected for testing monthly.

With regards to samples catered from outside clients, a total of 1,432 samples were analysed which surpassed the projected sample of only 1,230 samples for the year.



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**Water Facility Construction Maintenance & Quality Water Production Division**

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### **Physical and Chemical Testing**

Physical and Chemical testing is done once every two months from sources to reservoirs and to household connections which is beyond the requirement of the PNSDW and LWUA since per standard, testing is required only once in every quarter. A total of 54 samples and 60 samples from sources and reservoirs, respectively were tested for the whole year. From household connections, a total of 128 samples were collected and tested. As to samples from outside clients, from the target of 180 samples, only 154 samples were catered.

### **Chlorine Residual Monitoring and chlorine consumption**

The chlorine residual monitoring is done monthly from reservoirs and households including the farthest point. The sample from households is set at 103 per month and 1 sample from each reservoir. For this year, a total of 1,321 samples from households were monitored and only 4% failed in the chlorine residual. This means to say that the District has attained 96% of the daily total samples to be within the standard chlorine residual level of 0.3ppm- 1.5. This rating has surpassed the standard of LWUA and DOH of at least 80% passing rate.

With regards to the chlorine consumption, a total of 4,054.90 kilos gas chlorine which is around 60 cylinder tanks was consumed for the year. For chlorine granules which are used at Mate water system, a total of 62.76 kilos were consumed.

### **C. Watershed Management and Protection**

The three watershed protection programs which the Quality Water Production Section implements yearly were 100% implemented this year. One is the reforestation program through tree planting/growing with partner agencies and schools and protection maintenance were fully conducted. A total of 3,185 hills of Mahogany trees were planted in different areas within the proclaimed Mt. Magdiwata Watershed. This covers an approximately 2.8 hectares which are now planted with Mahogany seedlings. Different schools, civil organizations, bankers' association and government agencies partnered with the District in the conduct of tree planting. Another program is the "Imong Yuta Ugmara Kay Bayaran Ka Program", there are eight (8) beneficiaries/farmers who availed of the program and an approximate of 6 hectares were cultivated. Around PhP 35,000.00 as cash assistance and other tools need for their farming activity was spent for the year. The third program is payment of waived land rights of which only two (2) registered occupants waived their rights for this year, thus reducing the number of remaining occupants to forty-two (42). A total of 6 hectares was waived and paid in the amount of around PhP 345,940.00 pesos. The total remaining unwaived area ending 2018 is 145.80 hectares.

In order to protect the watershed from illegal activities, watershed monitoring is continuously conducted. For this year a total of 4,475 hectares were monitored and thirteen (13) incidents of illegal activities were intercepted this year. Nine (9) incidents of illegal kaingin and under brushing, three (3) incidents of illegal cutting and one (1) incident of gold flushing.

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Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**Water Facility Construction Maintenance & Quality Water Production Division**

**WATER FACILITY CONSTRUCTION AND MAINTENANCE SECTION**

**A. Installation of New Service Connections (NSC) and Re-Open Assumption (ROA)**

The total NSC installed for the year is 632 and Re-Open Assumption of 34 connections. From the projection of 640 NSC, the actual installed NSC fall short by -1%. The highest NSC installed is during the month of January of about 111 connections and the least is in the month of September of only 28 connections. The long dry season which has started since July may have affected the decreasing trend for NSC installation. The average installation for the year is about 52 connections only.

YEAR	New Service Connection Installed	Percentage of Increase/Decrease from previous year
2014	254	
2015	244	(3.93%)
2016	373	34.58%
2017	720	48.19%
2018	632	(14%)

**B. Execution of Service/Maintenance Requests**

The service/maintenance requests include SR for Re-open or reconnection, transfer tapping, change meter, relocation of water meter, installation of consumer gate valve and compound valve, no water complaint, check outlet of water meter and other maintenance activities not defined in other SR.

The Re-open request which comprise 23% of the total executed SR was 99% executed at year's end. The pending request however, is due to the consumer's decision not to re-open yet the connection because of no preparation on consumer's line. The highest executed re-open request is in the second quarter of the year and the lowest is in the third quarter.

For transfer tapping service requests, a total 207 which is 4.25% of the total SR was 100% executed. More transfer tapping was executed in the second quarter (58 SR) and lesser in the last quarter (43 SR).

For change meter, a total of 393 which is 8.06% of the total SR was 100% executed. Most of the change meter requests were executed in the third and last quarter of the year. This is because the delivery of the new meters was only completed towards the third quarter.

Service requests for relocation of water meter were also 100% executed with a total accomplishment of 131 SR (2.69%). Other service requests such as no water complaints, check water outlet, removal of main gate valve were 100% executed.

Barangay 5 (15.16%) and Barangay Alegria (11.78%) have the highest executed service requests while Barangay Ormaca (0.21%) and Barangay Mate (0.72%) have the least executed SR.

**C. Execution of Repairs of Leaking**

For the year, a total of 1,023 incidents of leaking were repaired for the whole year. These include consumer line leaking of 106 SR (10%), meter stand leaking of 428 SR (41%), 359 SR (35%) for service line and lateral line leaking, 135 SR (13%) for distribution line leaking and 5SR (1%) for transmission line leaking.



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**Water Facility Construction Maintenance & Quality Water Production Division**

YEAR	Number of Executed SR for Leaking	Percentage of Increase/Decrease from previous year
2014	678	
2015	1,380	47.48%
2016	1,181	(14.42%)
2017	1,150	(2.62%)
2018	1,023	(12%)

The Barangays where most of the repairs of leaking were conducted are in Barangay 5 with 143 SR (13.98%), Barangay 2 with 120 SR (11.73%) and Barangay Alegria with 114 SR (11.14%). Most of these leaking are meter stand (41%) and service line (35%). Distribution line leaking is only 13%, consumer line is 10% and Transmission line leaking is only 1%.

**D. Rehabilitation and Standardization of Meter Stand (ReNAMS)**

ReNAMS or rehabilitation of new approved meter stand is a yearly program of the District for the maintenance and standardization of meter stand. The priority area for this year is Barangay 5 since service requests for meter stand leaking repair are numerous in this area. The target of 32 clusters identified for ReNAMS with a minimum of 6 to 8 meter stand in a cluster was 100% executed. The total executed 50 SR for ReNAMS has surpassed the target of only 32 clusters.

With regards to the service requests for rehabilitation of meter stand (ReMS) which include dilapidation of GI nipple, defective meter stand, rehab partyline, cluster and single stand, elevate and aligning of tilting stand, a total of 455 (9.34%) SR was executed.

**E. Exercise and Maintenance of Gate Valves**

For CY 2018, the total gate valve identified for exercise, cleaning and retrieval are 169. However, out of 169, 84% were exercised. The unexecuted gate valves were due for retrieval which was not undertaken because of low water supply in effect of long drought. Water rationing was the priority in the last quarter of the year, thus gate valve retrieval was put on hold. At year's end 11 units of new gate valve were installed in different areas for proper distribution of supply and use for throttling in case of repairs of leak.

**F. Expansion Program**

A total of 6,050 linear meters from different Barangays was identified for expansion for CY 2018. However, expansion was only implemented in the 1<sup>st</sup> semester since long dry months occurred from July until November. Supply augmentation, gate valve throttling and water rationing were became priority. Thus, from the target of 6,050 linear meters, only 2,880 linear meters of pipeline were laid. This is distributed in Greenville Subdivision, Barangay Alegria ( 240 l.m.), Lapag, Karaos (440 l.m.) and Purok 6 to Purok 7, Barangay Sta.Anna (2,200 l.m.). Hence, at the end of the year, 2.88 km. was added to the distribution line of the District.



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**Water Facility Construction Maintenance & Quality Water Production Division**

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**G. Water Supply System Improvement Project (WSIP)**

The water system improvement and upgrading project in Lapinigan started in the month of July 2018. Procurement of materials, mobilization of construction supplies and clearing of the source and intake box site were conducted. Construction of the intake box and foundation structure or lean concrete of the reservoir are the major accomplishment at the end of the year which yields a physical accomplishment of 14.28% at year's end.

Prepared by:

A handwritten signature in black ink, appearing to read 'Mamry B. Paylangco'.  
**MAMRY B. PAYLANGCO**  
Division Manager C  
WFCM&QWPD

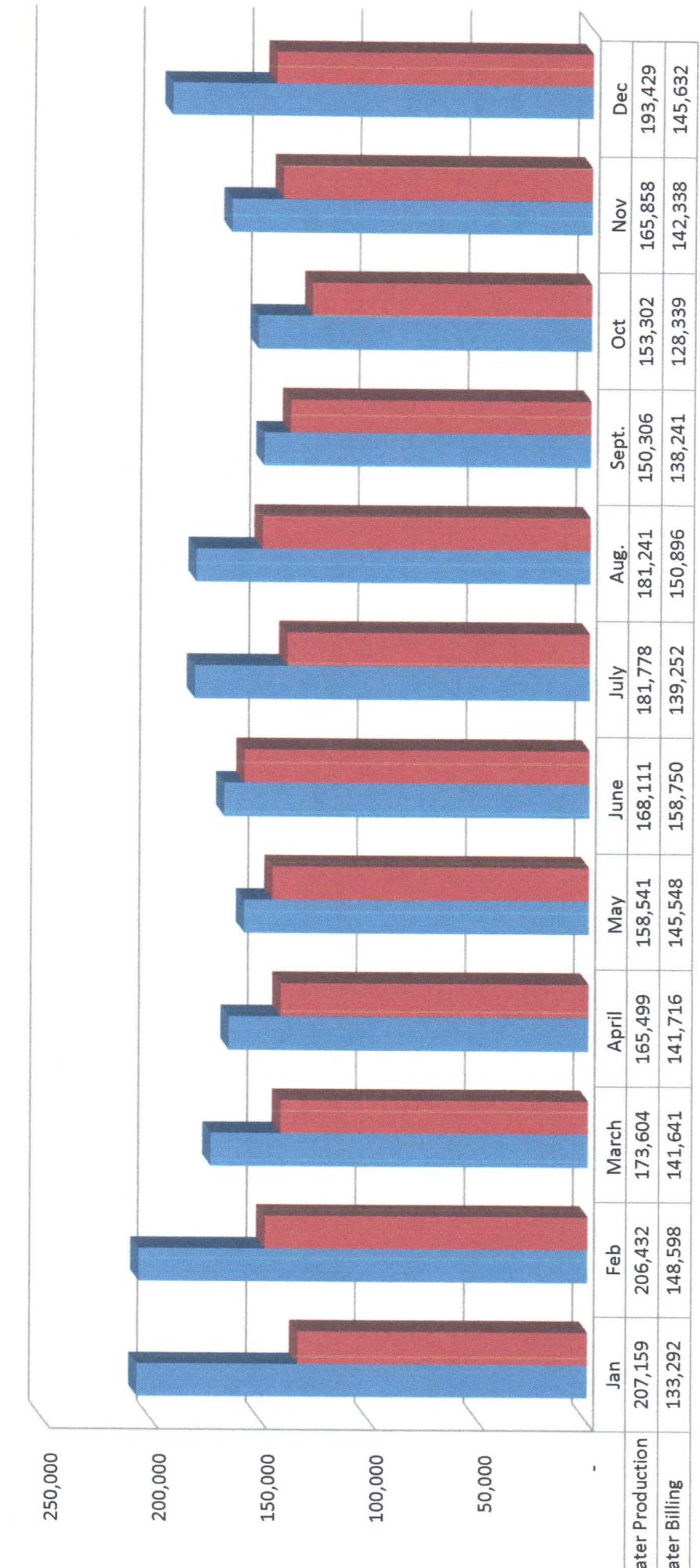
Noted:

A handwritten signature in black ink, appearing to read 'Elmer T. Luzon'.  
**ELMER T. LUZON**  
General Manager



## QUALITY WATER PRODUCTION SECTION

### MONTHLY WATER PRODUCTION AND WATER BILLING FOR CY 2018



*"Beyond Providing Water"*



**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

WATER FACILITY CONSTRUCTION MAINTENANCE SECTION

SUMMARY OF EXECUTED SERVICE/MAINTENANCE REQUESTS FOR CY 2018

NO.	TYPE OF EXECUTED SERVICE / MAINTENANCE REQUESTS	FIRST QUARTER			SECOND QUARTER			THIRD QUARTER			FOURTH QUARTER			TOTAL EXECUTED SR FOR CY	% AGAINST TOTAL SR					
		Jan	Feb	Mar	Total	Apr	May	June	Total	July	Aug	Sept	Total	Oct	Nov	Dec				
1	Installation of New Service Connection	112	64	51	227	40	86	52	178	43	48	28	119	38	40	30	108	632	12.97%	
2	Re-open/Assumption	0	1	0	1	0	0	0	0	24	8	1	33	0	0	0	0	34	0.70%	
3	Re-open/Reconnection	93	85	84	262	97	115	112	324	88	75	89	252	100	102	92	294	1132	23.23%	
4	Transfer Tapping	17	17	20	54	20	19	19	58	21	21	10	52	13	22	8	43	207	4.25%	
5	Change Meter	9	22	11	42	9	18	11	38	20	38	50	108	32	113	60	205	393	8.06%	
6	Consumer's Line Leaking	12	12	14	38	8	9	7	24	9	5	5	19	7	12	6	25	106	2.17%	
7	Meter Stand Leaking	32	49	41	122	43	34	30	107	51	23	34	108	20	45	26	91	428	8.78%	
8	Service Line Leaking	10	43	48	101	45	29	13	87	33	29	24	86	28	22	35	85	359	7.37%	
9	Distribution Line Leaking	15	10	18	43	9	5	9	23	9	14	9	32	16	12	9	37	135	2.77%	
10	Main Distribution Line Leaking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	
11	Transmission Line Leaking	2	0	0	2	1	0	0	1	1	1	0	2	0	0	0	0	5	0.10%	
12	Relocation of Water Meter	3	7	22	32	14	6	9	29	37	7	6	50	10	5	5	20	131	2.69%	
13	Rehabilitation (rehab partyline, cluster, single, dilapidated meter stand, additional/ tilting meter stand, elevate, concrete after))	24	40	37	101	34	32	26	92	50	71	71	192	23	30	17	70	455	9.34%	
14	Rehab Newly Approved Meter Stand (RENAMS)	0	0	0	0	0	0	0	7	9	16	0	2	9	11	9	7	23	50	1.03%
15	Installation of Consumers Gate Valve	10	6	9	25	3	6	7	16	5	7	3	15	5	6	5	16	72	1.48%	
16	Installation of Compound Valve	9	13	9	31	4	7	3	14	8	8	9	25	3	12	8	23	93	1.91%	
17	Other Activities (No Water Complain,Check Outlet of Water Meter, removal of main gate valve,)	12	17	11	40	15	15	24	54	26	14	50	90	32	14	22	68	252	5.17%	
18	Gate Valve Exercise	0	0	0	0	48	84	132	1	0	7	8	0	0	9	9	149	3.06%		
19	Gate Valve Maintenance/ Replacement/Retrieval				0			0				0	4	0	0	4	4	0.08%		
20	Installation of Saddle Clamp	32	16	22	70	15	18	12	45	31	24	24	79	1	0	0	1	195	4.00%	
21	Installation of gate valve		0	0	0	0	0	0	0	0	1	1	2	17	18	5	40	42	0.86%	
	<b>Total Executed Service/Maintenance Requests</b>	<b>392</b>	<b>402</b>	<b>397</b>	<b>1191</b>	<b>357</b>	<b>454</b>	<b>427</b>	<b>1238</b>	<b>457</b>	<b>396</b>	<b>430</b>	<b>1283</b>	<b>358</b>	<b>460</b>	<b>344</b>	<b>1162</b>	<b>4874</b>	<b>100%</b>	

### WATER FACILITY CONSTRUCTION MAINTENANCE SECTION

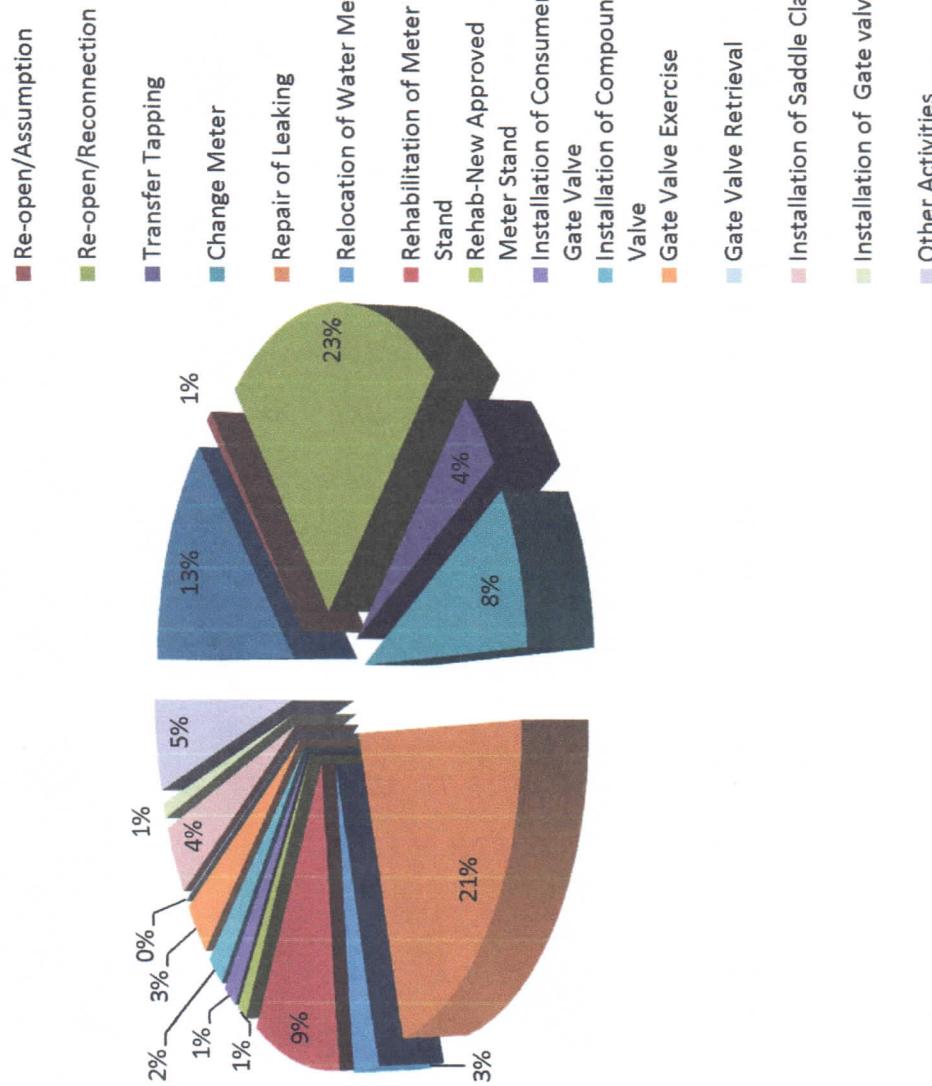
#### SUMMARY OF EXECUTED SERVICE REQUESTS MONTHLY PER BARANGAY FOR CY 2018

No.	Name of Barangay	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	% Against Total SR
1	Barangay 1	28	40	31	39	34	43	44	40	34	28	49	38	448	9.19%
2	Barangay 2	27	48	36	42	35	41	32	44	23	14	48	28	418	8.58%
3	Barangay 3	29	48	28	35	66	27	50	31	32	32	50	50	478	9.81%
4	Barangay 4	33	27	26	37	29	34	30	22	33	47	46	37	401	8.23%
5	Barangay 5	47	63	52	45	55	83	62	70	72	55	90	45	739	15.16%
6	Barangay Alegria	37	25	72	45	55	70	69	50	47	43	36	25	574	11.78%
7	Barangay Hubang	22	14	39	21	17	29	22	16	21	18	41	19	279	5.72%
8	Barangay Pisaan	33	17	13	16	19	14	9	8	40	24	16	39	248	5.09%
9	Barangay Karaos	33	33	23	17	35	22	16	25	31	14	28	15	292	5.99%
10	Barangay Lapinigan	34	39	18	18	42	13	23	17	29	17	11	13	274	5.62%
11	Barangay Bayugan-2	9	4	2	3	14	1	8	7	3	8	6	8	73	1.50%
12	Barangay Pasta	24	12	19	12	16	12	13	13	21	15	13	10	180	3.69%
13	Barangay Sta. Ana	12	16	16	14	9	14	51	31	16	9	8	10	206	4.23%
14	Barangay Ormaca	0	1	1	1	0	1	0	0	2	4	0	0	10	0.21%
15	Barangay Mate	1	2	2	2	5	3	3	5	2	7	1	2	35	0.72%
16	Barangay Buenasuerte	1	1	9	4	1	5	11	1	6	0	1	2	42	0.86%
17	Barangay Ebrio	22	1	0	0	4	0	1	0	0	3	2	0	33	0.68%
18	Barangay San Isidro	11	10	6	18	15	13	16	18	20	14	3	144	2.95%	
<b>Total</b>		<b>392</b>	<b>402</b>	<b>397</b>	<b>357</b>	<b>454</b>	<b>427</b>	<b>457</b>	<b>396</b>	<b>430</b>	<b>358</b>	<b>460</b>	<b>344</b>	<b>4874</b>	<b>100%</b>

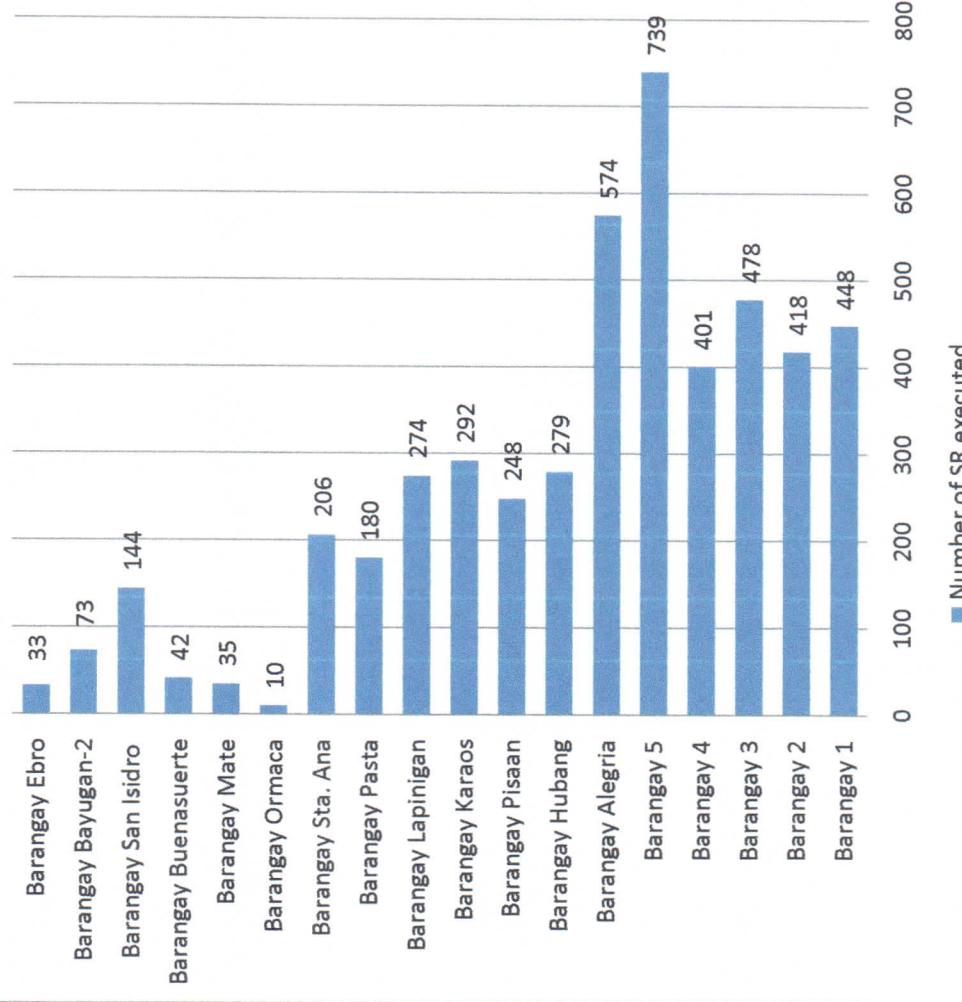
## WATER FACILITY CONSTRUCTION MAINTENANCE SECTION

### DISTRIBUTION OF EXECUTED SERVICE REQUEST FOR CY 2018

■ Installation of NSC



### DISTRIBUTION OF EXECUTED SR PER BARANGAY FOR CY 2018



■ Number of SR Executed

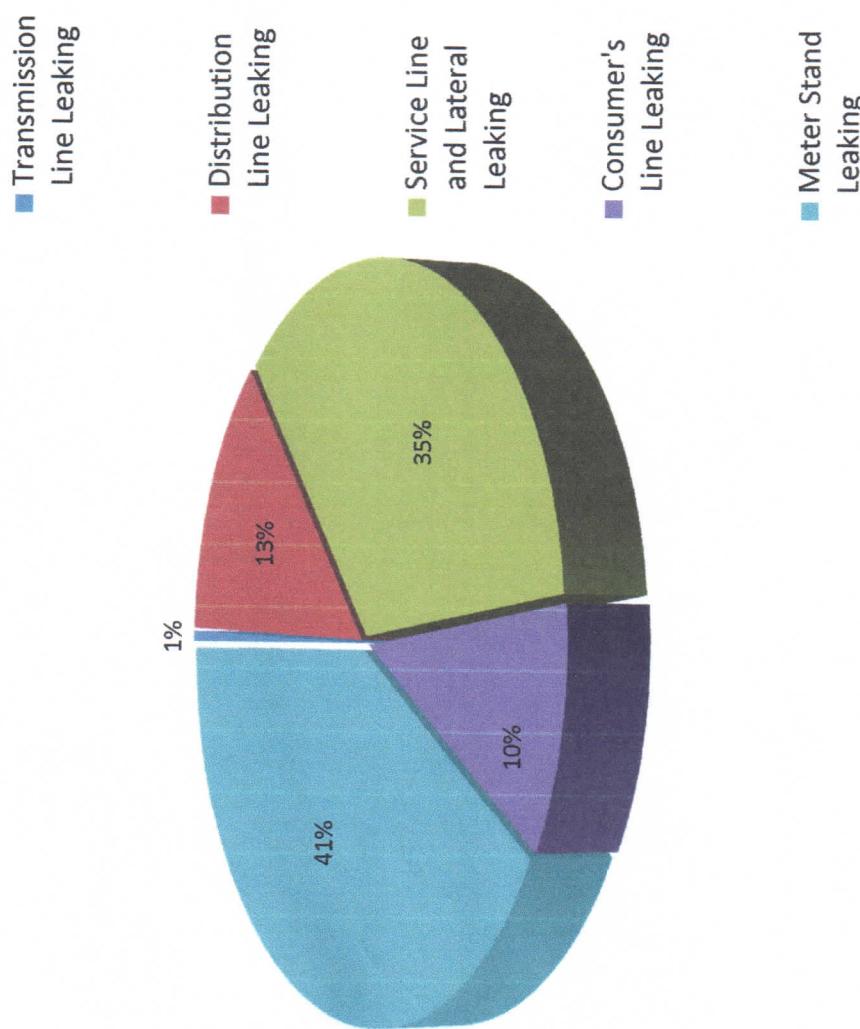
**WATER FACILITY CONSTRUCTION MAINTENANCE SECTION**

**SUMMARY OF REPAIRED LEAKING MONTHLY PER BARANGAY FOR CY 2018**

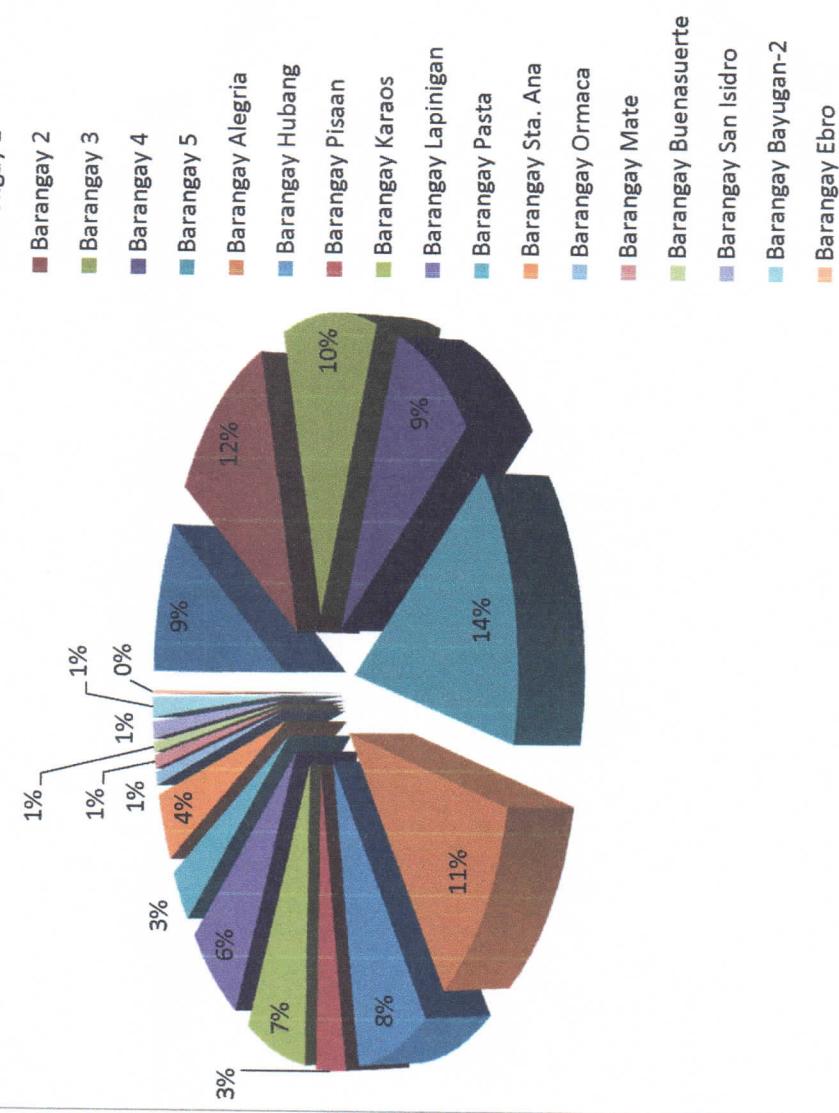
No.	Name of Barangay	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	% Against Total SR
1	Barangay 1	2	13	14	15	10	4	9	4	2	5	8	<b>90</b>	8.80%	
2	Barangay 2	7	17	11	15	14	7	8	12	9	2	6	12	<b>120</b>	11.73%
3	Barangay 3	11	15	11	7	8	5	11	8	3	5	9	12	<b>105</b>	10.26%
4	Barangay 4	3	8	8	10	6	7	7	3	2	16	9	9	<b>88</b>	8.60%
5	Barangay 5	6	21	16	6	12	9	14	15	11	9	13	11	<b>143</b>	13.98%
6	Barangay Alegria	4	10	17	16	3	10	18	1	11	7	13	4	<b>114</b>	11.14%
7	Barangay Hubang	4	4	13	8	4	4	11	5	6	4	10	4	<b>77</b>	7.53%
8	Barangay Pisaan	6	1	5	4	3	0	3	1	2	2	2	4	<b>33</b>	3.23%
9	Barangay Karaoas	6	8	3	6	0	7	2	9	9	4	9	6	<b>69</b>	6.74%
10	Barangay Bayugan 2	1	0	2	3	1	0	2	0	0	2	1	0	<b>12</b>	1.17%
11	Barangay Lapinigan	5	7	7	8	1	0	11	4	9	6	5	3	<b>66</b>	6.45%
12	Barangay Pastas	10	1	2	5	1	2	1	0	4	1	3	2	<b>32</b>	3.13%
13	Barangay Sta. Ana	5	7	7	2	2	1	6	6	1	0	3	0	<b>40</b>	3.91%
14	Barangay Ormaca	0	1	1	1	0	1	0	0	0	4	0	0	<b>8</b>	0.78%
15	Barangay Mate	0	0	0	0	0	0	3	0	4	0	1	1	<b>8</b>	0.78%
16	Barangay Buenasuerte	0	0	2	0	1	0	0	1	1	0	1	0	<b>6</b>	0.59%
17	Barangay Isidro	1	1	2	0	1	2	0	0	0	3	0	0	<b>10</b>	0.98%
18	Barangay Ebro											2	0	<b>2</b>	0.20%
<b>TOTAL</b>		<b>71</b>	<b>114</b>	<b>121</b>	<b>106</b>	<b>67</b>	<b>59</b>	<b>103</b>	<b>72</b>	<b>71</b>	<b>91</b>	<b>76</b>	<b>1023</b>	<b>100%</b>	



### DISTRIBUTION OF REPAIRED LEAKING FOR CY 2018



### DISTRIBUTION OF REPAIRED LEAKING PER BARANGAY FOR CY 2018





Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT

San Francisco, Agusan del Sur

## WATER FACILITY CONSTRUCTION MAINTENANCE SECTION

### SUMMARY OF UNMETERED UNBILLED WATER (WATER LOSS) IN CUBIC METERS FOR CY 2018

NO	REASON/CAUSE OF WATER LOSS	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	% Against Total
1	Due to damaged pipelines	394	353	1,474	1,850	218	435	446	452	160	387	688	403	<b>7,260</b>	10%
2	Due to installation of saddle clamp	254	101	88	136	112	74	276	180	169	120	104	37	<b>1,651</b>	2%
3	Due to wear and tear	3,667	14,804	6,825	6,148	6,159	2,845	3,269	2,856	858	858	280	745	<b>49,314</b>	69%
4	Due to pipe Interconnection	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
5	Due to water flushing after repair of leakings	2,117	87	205	261	57	784	232	42	56	60	44	45	<b>3,989</b>	6%
6	Due to water flushing regular and emergency (from production data)	3,552	832	849	1,724	457	243	150	329	109	130	108	633	<b>9,116</b>	13%
<b>GRAND TOTAL</b>		<b>9,984</b>	<b>16,177</b>	<b>9,441</b>	<b>10,119</b>	<b>7,003</b>	<b>4,381</b>	<b>4,374</b>	<b>3,858</b>	<b>1,353</b>	<b>1,554</b>	<b>1,224</b>	<b>1,862</b>	<b>71,330</b>	<b>100%</b>

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SAN FRANCISCO WATER DISTRICT  
San Francisco, Agusan del Sur

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Water Facility Construction Maintenance and Quality Water Production Division

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**Water Facility Construction & Maintenance Section**

**2018 ANNUAL ACCOMPLISHMENT REPORT**

The 2018 year has been a very challenging period not only for Water Facility Construction & Maintenance (WFCM) but also for San Francisco Water District as a whole. It is also a new environment for WFCM with its new office area, new team with new area assignment and additional workload adjustments due to some transition and absence of office personnel. Inspite of these challenges, targets are accomplished and major maintenance activities are completed.

For the first semester of 2018, the WFCM field personnel were divided 3 groups tasked for performing various maintenance activities in their specified areas of assignment and 1 maintenance personnel in-charge of re-open, change meter and service request that can be executed by single man on site. For the first few months there are some adjustments to their new area of assignment and their new team members for the semester. Dealing with these changes, the target for first semester was met and even exceeded in most of the request and other field of works.

During the second semester, there are four (4) teams established. The 3 groups where reshuffled again with new members and areas of assignment, another group was created for re-open, change meter and inspection due to bulkiness of change meter request and new service connections. The expansion project during this semester was discontinued due to dry months/season experienced from July to October because there is no enough water supply distributing in the system. There are many areas experiencing low pressure water supply affecting Poblacion areas and no water supply to the elevated areas. The WFCM conducted gate valve throttling for equal distribution of water and water rationing to areas affected areas with no water supply. Though San Francisco is greatly affected with dry season, the personnel still managed to execute daily service request and copes up to the demand of work.

Henceforward are the highlights of the accomplishment of the section for the year 2018:

**A. Installation of New Service Connection (NSC) and Re-Open Assumption (ROAS)**

NSC and ROAS have a target accomplishment of 640 new connections and the section installed 632 requests for the whole year. WFCM completely executed the request and even surpass the target with an increase percentage of 99%.

**B. Maintenance requests**

For Re-Open (RO) request, WFCM targeted at least 80% of the service request from Commercial Section must be executed. Out of the entire issued request we accomplished an actual percentage of 100%. Unexecuted request was due to consumers' side, which has no preparation on their area.

For Transfer Tapping (TT) request, TT has a target accomplishment of 180 service request for the whole year and we executed a total of 207 request. We increased it 115% more from what we set.

For Change Meter (CM) request, executed CM exceeded from the target accomplishment of 160 service request. We still manage to reach 248.75% actual accomplishment. Most of the pending change meter request was due to disconnected connection prior to the execution of the request.

For Relocation of Water Meter (RWM) request, RWM target is 100% of the service request for the whole year and WFCM executed 100% actual accomplishment.

For the Installation of Consumers Gate Valve (ICONGATE/ICGV) and Installation of Compound Valve (IComV) requests, ICGV and IComV have a target of 116 accomplished requests which is the 70% of total issued service request for 2018. WFCM personnel received 165 requests and executed all the request. We were able to perform 142.24% from the target since only 70% was targeted for 2018.

For other activities such as No Water (NW), Check Outlet of Water Meter (COWM), Removal of MGV Handle (RMGVH), Replacement of Main Gate Valve (RMGV), Replacement of Consumers/Compound Valve (RCGV/ RCOMV), Retrieval of Meter Stand (RMS), Check Distribution Line (CDL), and Re-routing of Distribution Line (ReRDL) were 100% executed in with no pending service request.

### C. Repair of Leaking

For Consumers Line Leaking (CLL) request, 100% of the reported service requests were attended by maintenance personnel without pending service request.

The minor leaking such as Meter Stand Leaking (MSL) and Service Line Leaking (SLL) has a total target of 780 accomplished requests for the whole year and WFCM personnel received 787 combined minor leaking complaints. From two minor leaking MSL out number SLL with a total actual accomplishment of 428 and 359 service requests respectively. Based on the numbers of complaints received there is decrease of 12.87% complaints of leaking as a result of wear and tear.

Major distribution and transmission line leakings mostly occur at Barangay Poblacion, where there are road widening project by DPWH mostly hit with their backhoe excavator during clearing and excavation works, due to aged and dilapidated existing pipelines and due to wear and tear.

On the other hand, all major leaking such as Distribution Line Leaking (DLL), Main Line Leaking (MLL), and Transmission Line Leaking (TLL) were attended in the area. However, there are sometimes delay in execution of repair especially when the leaking is located beneath the concrete pavement which need requests from office/agency involve before cutting and demolition.

### D. Installation of Saddle Clamp

Accomplishment on Installation of saddle clamp (ISC) targeted 180 service requests for the whole year and we accomplished 234 requests. We were able to increase 130% from the target accomplishment set.

### E. Gate Valve Exercise and Maintenance

The accomplishment on gate valve exercises and maintenance reaches to 84% from the target accomplishment of 80% out of the entire identified gate valves. The identified gate valve had a total of 167 units including all the existing distribution gate valves of the district and the newly installed gate valves from expansion projects. 147 units were being exercise while the unexecuted gate valves were not exercised due to presence of some aggregates inside the valve box (hard to exercise and due for cleaning), others were backfilled and covered with debris from road widening constructions (due for retrieval) and other gate valves were already broken (cannot be exercised) and due for replacement.

### F. Rehabilitation to Newly Approved Meter Stand and Rehabilitation of Meter Stand

The Rehabilitation of Meter Stand (ReMs) due to dilapidation of G.I nipple, defective meter stand gate valve, concreting of meter stand base, and realigning of tilted stand reached to 338 requests. We exceeded from the target accomplishment of 300 requests, which means we increases to 1138% for this year.

However, for the rehabilitation of meter stand to design #3, the target set was, out of the identified clustered meter stand for RNAMS at least 70% of it must be executed. WFCM has achieved 100% actual performance from 30 target request and 43 actual accomplishment.

Some are executed in semi-RENAMS wherein the meters stand design #3 with compound valve was followed but the distance between water meters varies because of space constraints in the area.



## **G. EXPANSION LINES**

- Expansion of pipelines for 2018 has a total budget of PhP1,500,000.00 for the whole year
- For first semester, the following areas were accomplished for expansion:

Greenville Subdivision, Barangay Alegria, SFADS	= 240 linear meters
Lapag, Barangay Karaos, SFADS	= 440 linear meters
Purok 6 to Purok 7, Barangay Sta. Ana, SFADS	= <u>2,200 linear meters</u>
<b>TOTAL = 2,880 linear meters</b>	

- For the second semester of 2018, the target areas for expansion of pipelines includes Barangay 4, Barangay 5, Barangay San Isidro and Barangay Bayugan-2. However, the San Francisco experienced dry months/season last July up to October wherein, most of the target areas underwent low pressure to no water supply. Expansion of pipelines was not pushed through because of the situations during those months and from November to December, SFWD was still in the process of water supply recovery.
- A total of 2,800 linear meters of additional distribution lines ranging from sizes 50mm to 75mm were extended on the above sites out of 6,050 linear meters target for 2018.
- There are several lateral line expansions (3/4" and 1" lateral pipe) for short ranged and long ranged area of concessionaires.

## **H. INSTALLATION OF NEW GATE VALVES, RETRIEVAL AND REPLACEMENT OF DILAPIDATED GATE VALVES**

- The target for fiscal year 2018 are 4 gate valves due for replacement, 11 gate valves for new installation and 9 gate valves for retrieval
- For replacement of gate valve, we only accomplished 1 out of 4 targets (25%) for 2018 since the replacement near Landbank, Brgy. 2 was not executed due to dry months (July to October). Water supply will be affected if replacement of gate valves will be priority.
- For installation of new gate valves, we accomplished 81.81% out of 11 target gate valves (8-units gate valves installed)
- And for retrieval of existing gate valves, the WFCM only retrieved 1 distribution gate valve at Barangay 4 (near Chook's to Go) out of 5 target distribution gate valve. Only 20% of the total retrieved gate valves was executed because backhoe loader excavation is needed mostly in locating the gate valves. And during the late quarter of 2018, backhoe loader was utilized in excavation activities for LAWSIP project.
- There are 3 additional gate valves installed during expansion of pipelines at Barangay Karaos and Barangay Alegria and installed to isolate lines because of leaking at Barangay Pisaan
- In summary, there are 11 gate valves installed at Barangays 2, 3, 4, 5, Alegria, Pisaan and Karaos for fiscal year 2018 and a total of 178 units of gate valve will be due for gate valve exercise for 2019.

## **I. ACTIONS UNDERTAKEN IN RESPONSE TO DRY SEASON/ DRY MONTHS**

In response to low/shortage of water supply due to prolonged dry months/season at San Francisco, Agusan del Sur, the following actions were initiated:

- Gate valve throttling for equal distribution of water supply especially in elevated areas like Barangay Alegria (Purok 6 and Purok 11), Barangay Pasta, Buenasuerte, Barangay Pisaan, Barangay 4, Barangay Lapinigan, Barangay San Isidro and Barangay Bayugan-2
- Scheduled water rationing at Barangay Pisaan (Damilag, P-6, P-7), Barangay Buenasuerte, Barangay Pasta and Barangay Lapinigan. There are 152 active concessionaires who were recipients of the said activity to cater the need of water supply.
- Postponement of New Service Connection & Re-open in installation at red flag areas

## **J. LAPINIGAN WATER SYSTEM IMPROVEMENT PROJECT (LAWSIP)**

The LAWSIP commenced last July 2018 and the beneficiaries for this project are concessionaires Barangay Ormaca, Barangay Lapinigan, Barangay Buenasuerte, and Barangay Pasta. The project was pushed through because of the demand of water supply in these areas that needs to be responded immediately. The intake dam, collection box and reservoir structures were constructed at Barangay Ormaca and the transmission and distribution pipelines will be installed at Barangay Ormaca, Lapinigan, Buenasuerte and Pasta respectively.

At the end of December 2018, the LAWSIP accomplished 14.28% of the total activities. These activities includes, construction of structures (intake dams, collection box and reservoir), pipe laying activities for transmission and distribution lines and purchase, hauling and mobilization of construction materials on site.

In summary, the WFCM has attained major accomplishments despite weaknesses encountered, to wit:

### **Major Accomplishments**

- WFCM was able to accomplish 100% major distribution and transmission line leakings. Other than that, other maintenance requests has met the target for 2018.
- Expansion of pipelines for a total of 2800 linear meter was accomplished for 2018 at Barangay Poblacion (Karaos, Sta. Ana and Alegria) and was able to provide water supply to these waterless areas
- There are 11 new gate valves installed for isolation and control of pipelines in the system.

### **Shortcomings/Weaknesses**

- Transition and transfer of office personnel to another section, its hard to cope in execution of service requests in the system and on site on time with the demand and pressure of these activities. Some of the activities were not 100% accomplished on time.
- Target activities like gate valve installation and expansion projects were not completed for second semester due to low pressure to no water supply in the distribution system
- Low water supply in the system due to dry season/months experienced last July to October affecting elevated areas and also the Poblacion areas. There are various no water complaints that need immediate actions, thus water rationing and gate valve throttling was performed during these times.
- Extended time of some office personnel in order to supply water to water less areas due to extended dry months.
- Utility vehicle of SFWD used in daily maintenance activities and on call motorcycles are already old and there are already various repairs on the vehicles.
- Two maintenance vehicles was utilized during these dry seasons, thus WFCM uses the remaining vehicles for everyday maintenance activities during the water rationing activities.
- Still no GPS on the service request that requires the said data (NSC, Transfer Tapping, Relocation of Water Meters, Distribution line leaking, Gate Valve installation etc.,)

Therefore, in order to improve the operation of the section to respond to service requests and repairs, the following recommendations will be of help:

- Schedule to be followed for the targets must be fully presented and the fieldmen responsible for the installation must be fully informed with their assignment (gate valve installation and expansion of pipelines)
- Additional personnel to fill up the vacant position for execution of service request and maintenance fieldmen for various maintenance works



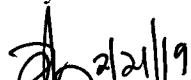
- Water availability and water pressure monitoring for various barangays in order to identify and easily adjust with the demand of water especially during dry months/season or worse during El Niño seasons.
- New utility vehicle and on-call motorcycle for WFCM since the existing utility vehicles area already aging and various repairs are already performed.

Prepared and Certified Correct:



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Water Facility Construction & Maintenance Section

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**Expansion of Pipelines**



Purok 5, Lapag, Barangay Karaos



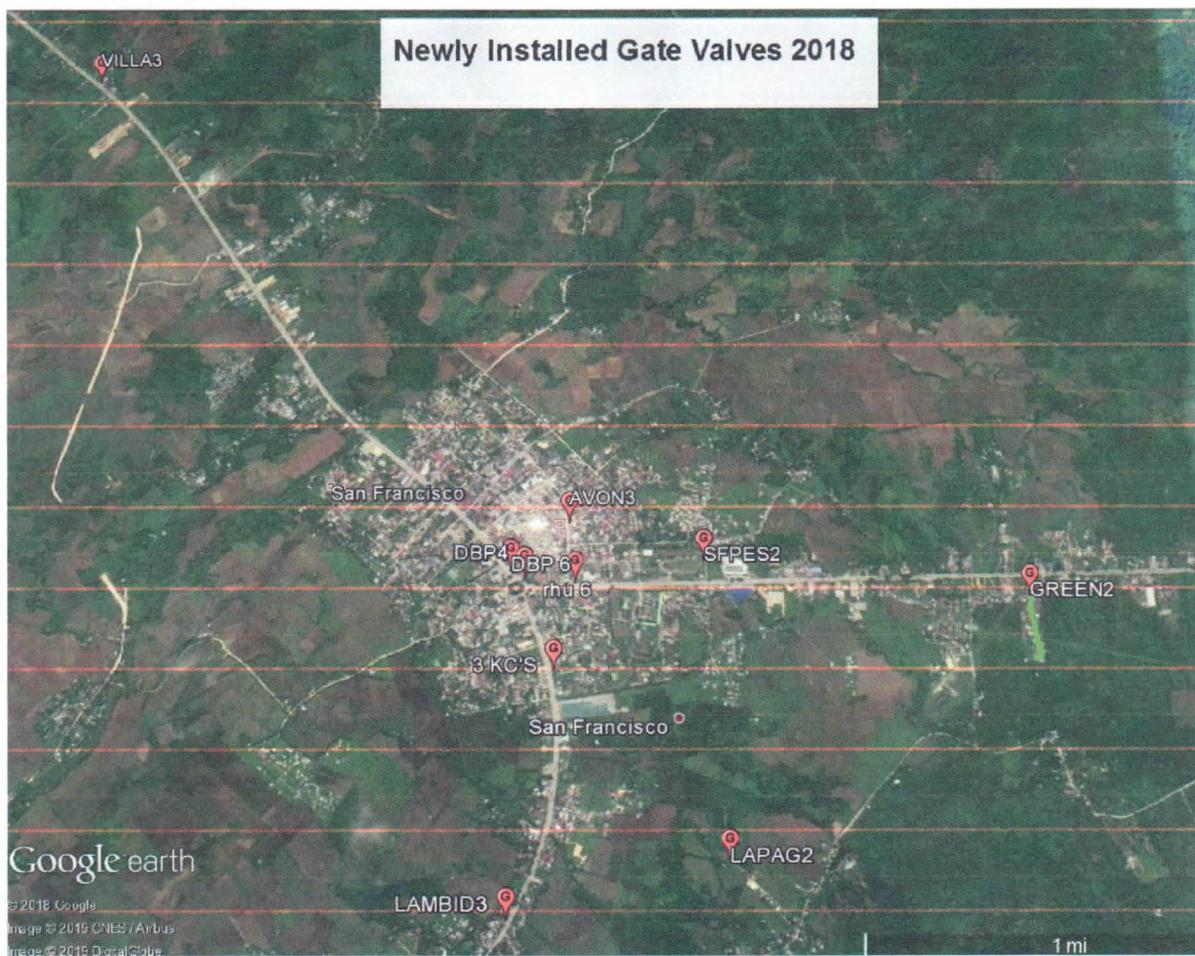


Purok 6 & 7, Barangay Sta. Ana





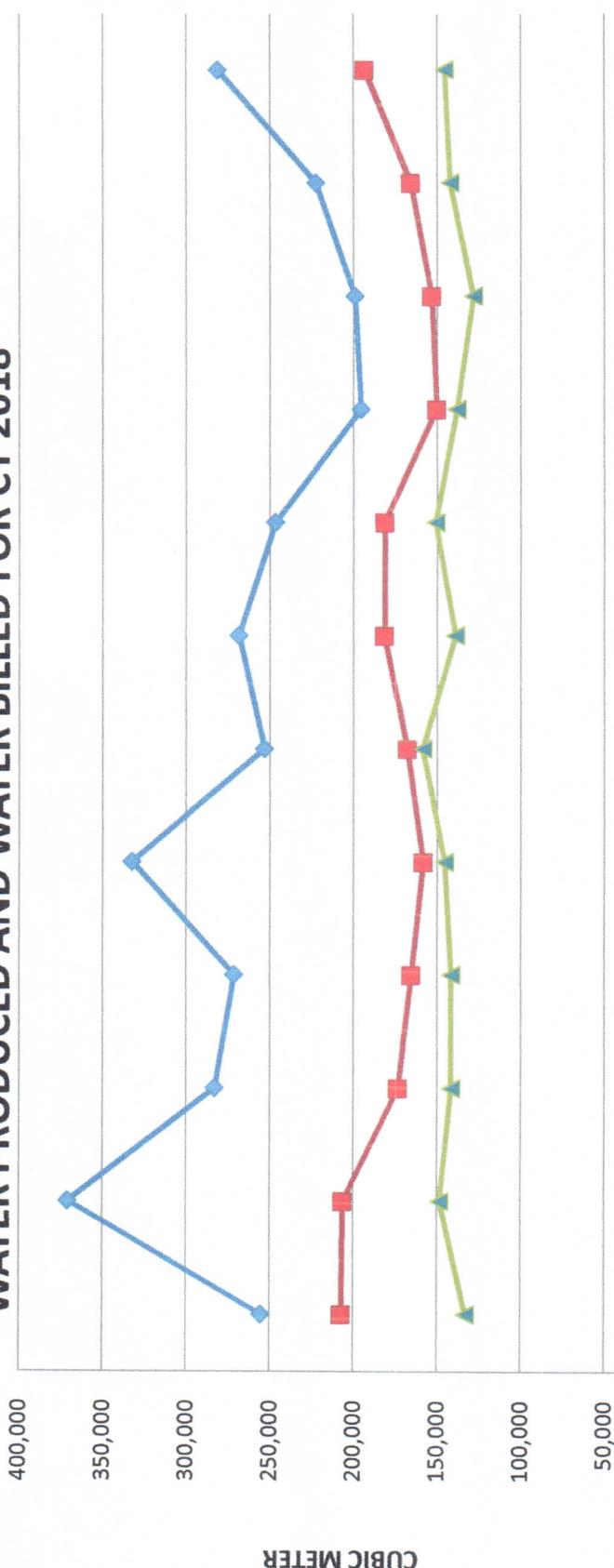
Greenville Subdivision, Barangay Alegria



San Francisco, Agusan del Sur

## QUALITY WATER PRODUCTION SECTION

### MONTHLY DATA ON WATER YIELD FROM SOURCES, WATER PRODUCED AND WATER BILLED FOR CY 2018

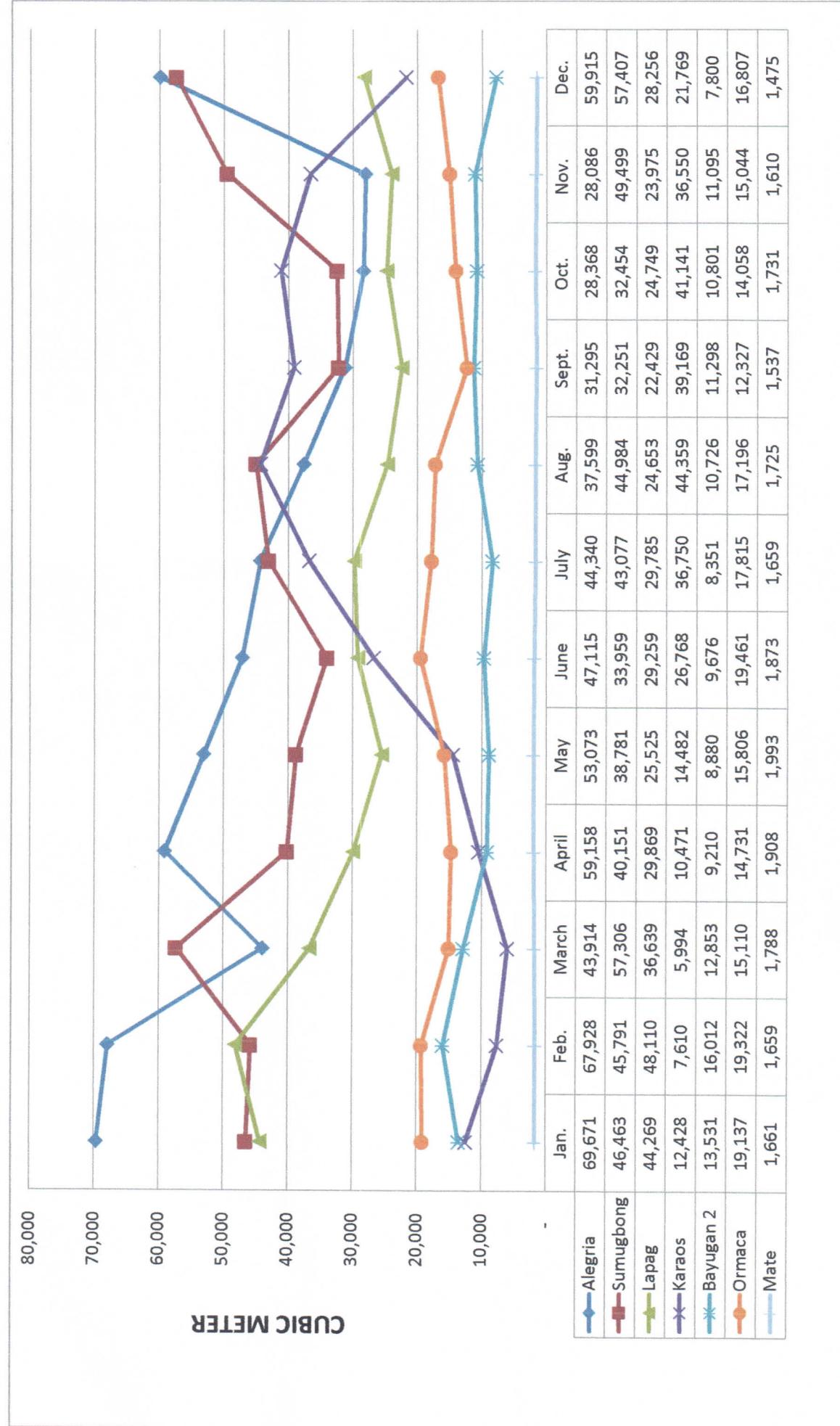


	Jan	Feb	Mar	Apr	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Water Yield	255,412	370,801	283,259	271,616	332,582	253,454	268,492	246,777	195,586	199,163	222,671	281,247
Water Production	207,159	206,432	173,604	165,499	158,541	168,111	181,778	181,241	150,306	153,302	165,858	193,429
Water Billing	133,292	148,598	141,641	141,716	145,548	158,750	139,252	150,896	138,241	128,339	142,338	145,632

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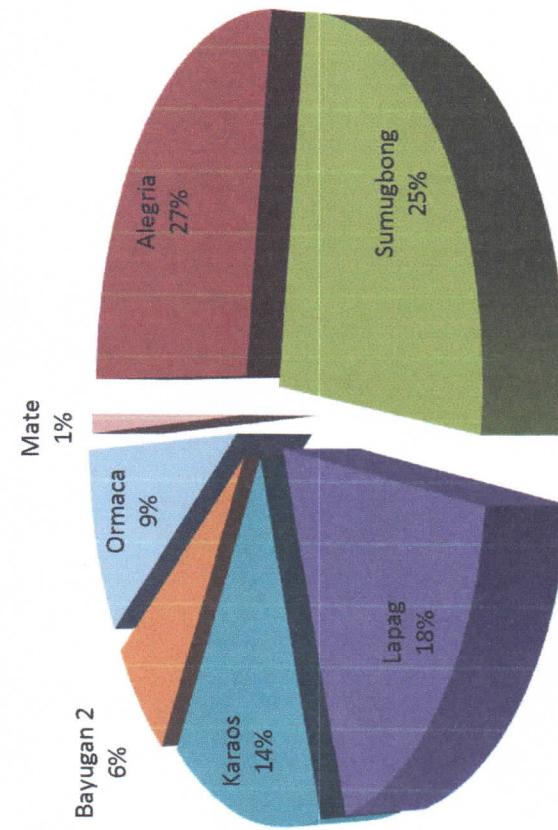
## QUALITY WATER PRODUCTION SECTION



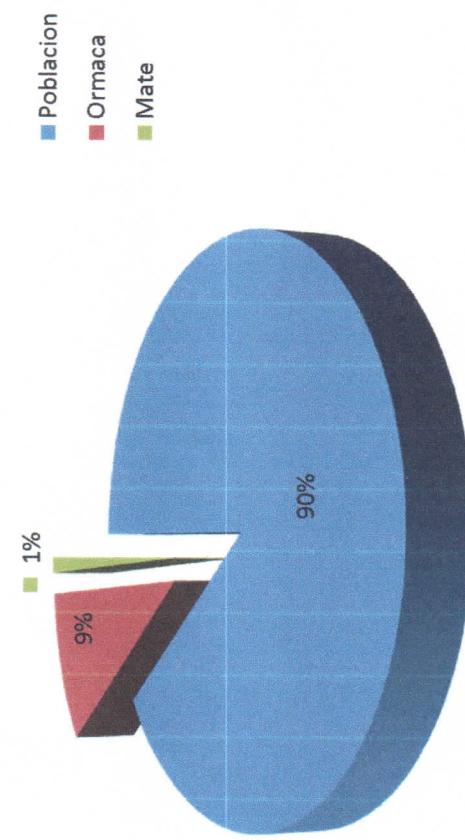


## QUALITY WATER PRODUCTION SECTION

### WATER PRODUCTION DISTRIBUTION PER SUBSYSTEMS



### WATER PRODUCTION DISTRIBUTION FOR CY 2018

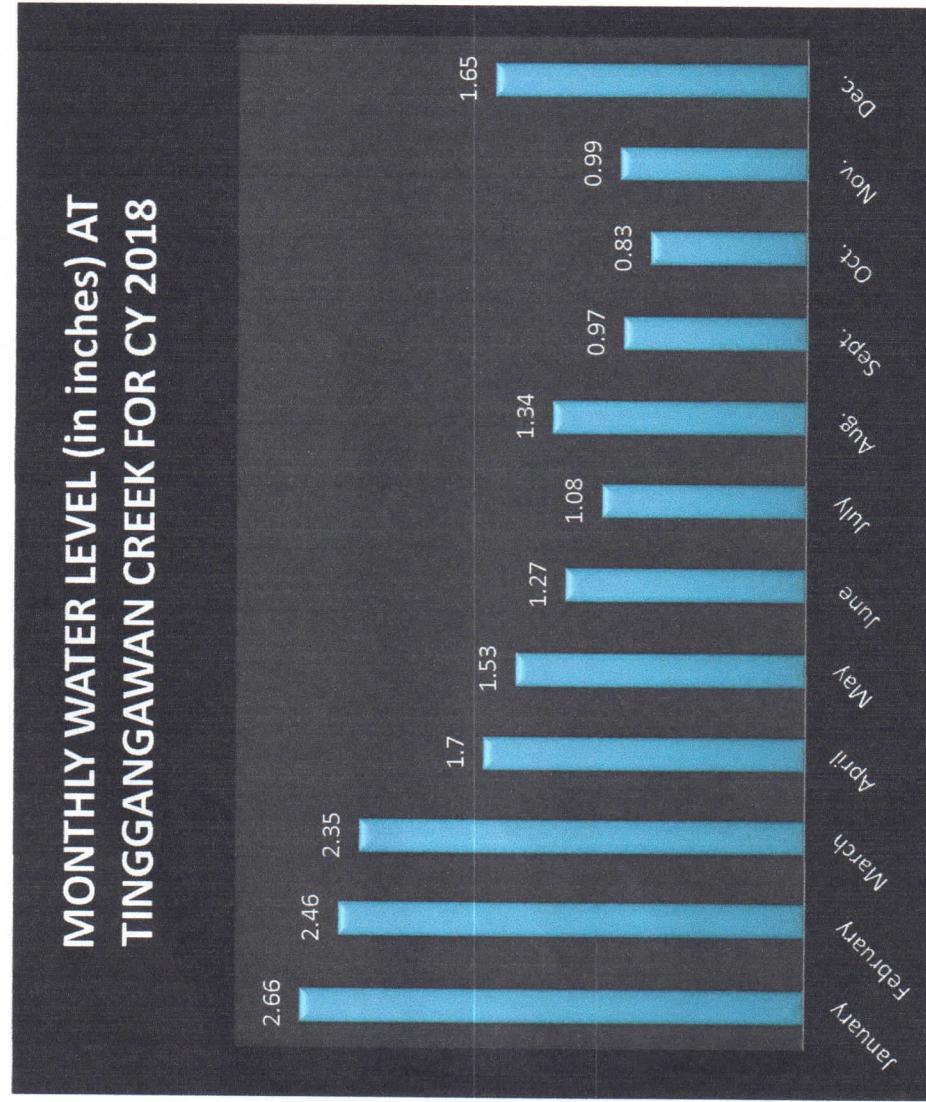


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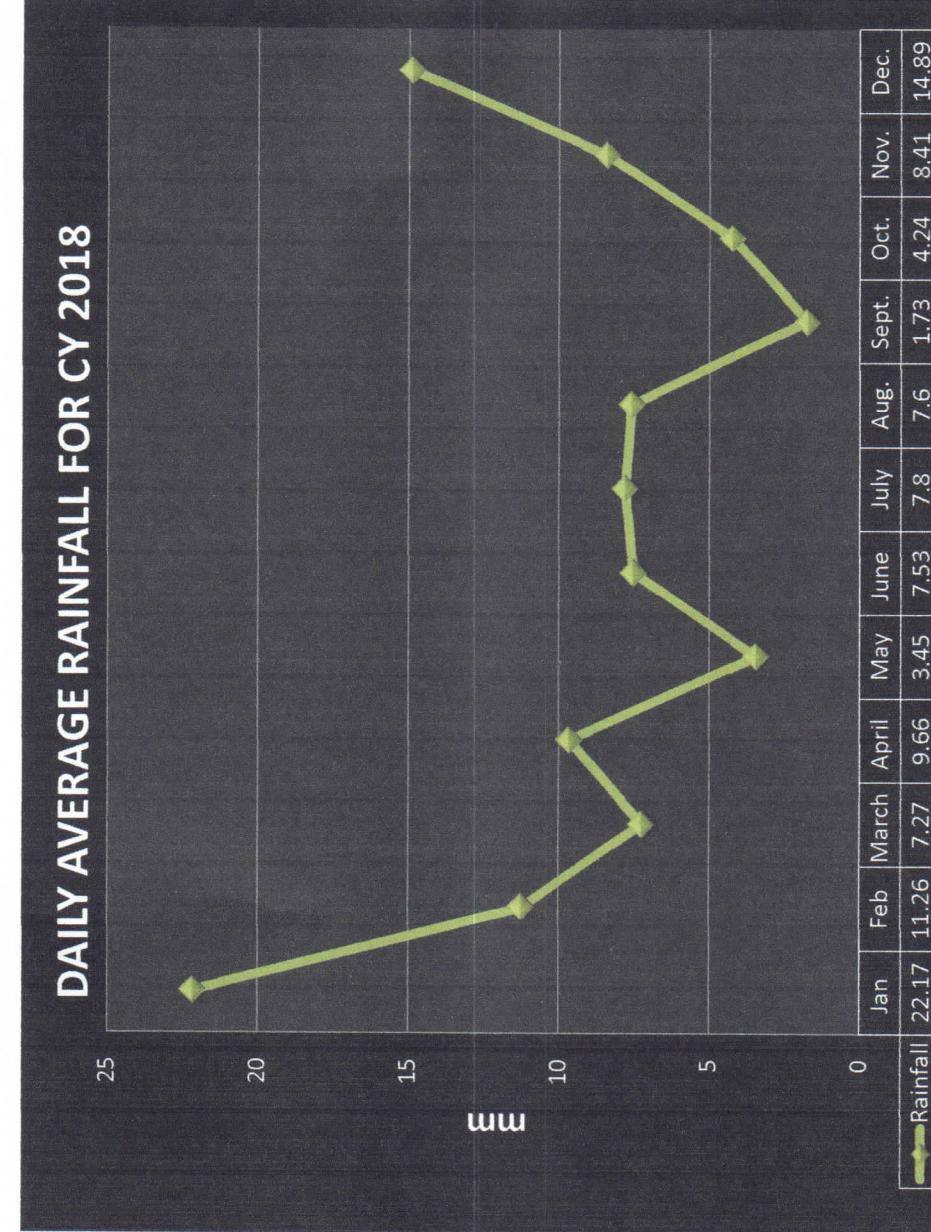


## QUALITY WATER PRODUCTION SECTION

MONTHLY WATER LEVEL (in inches) AT  
TINGGANGAWAN CREEK FOR CY 2018



DAILY AVERAGE RAINFALL FOR CY 2018



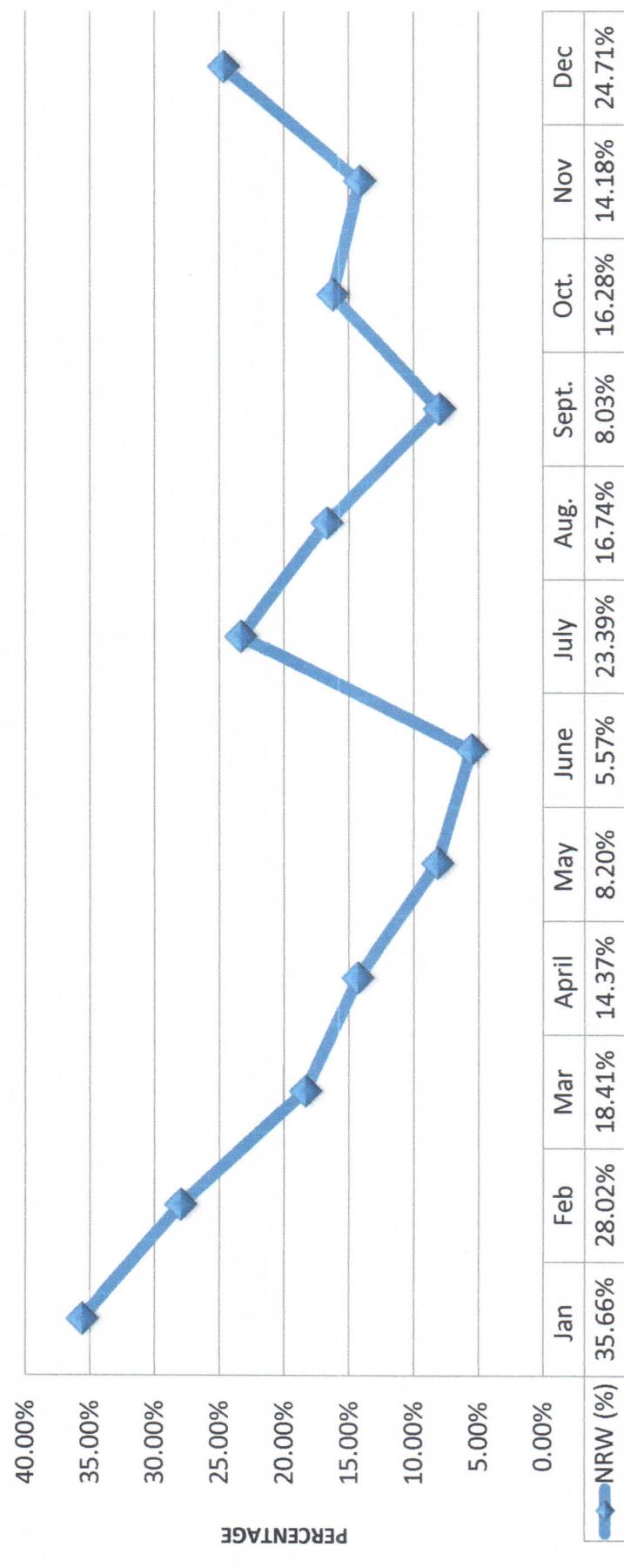
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## QUALITY WATER PRODUCTION SECTION

### NONE REVENUE WATER FOR CY 2018



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## WATER RATIONING



**LAPINIGAN WATER SYSTEM IMPROVEMENT PROJECT**



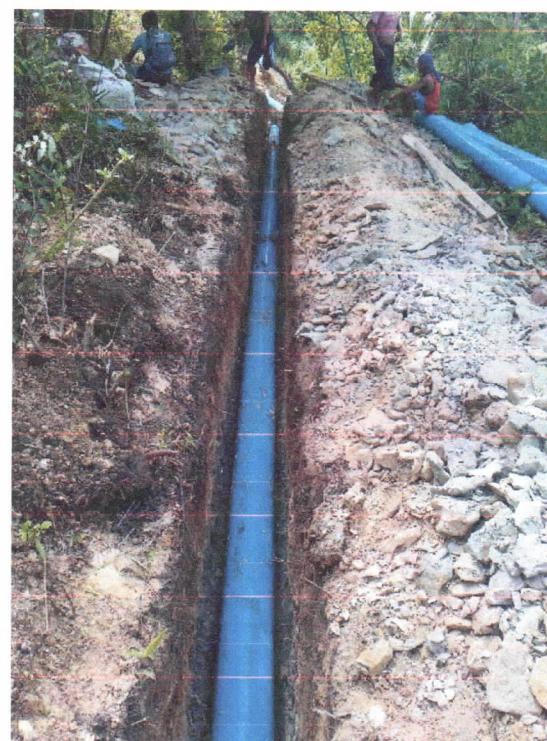
**ORMACA INTAKE DAMS (LAW SIP)**



ORMACA COLLECTION BOX (LAWSIP)



ORMACA 300 CU.M GROUND RESERVOIR (LAWSIP)





Water Facility Construction Maintenance & Quality Water Production Division

**ANNUAL ACCOMPLISHMENT REPORT**  
 January - December 2018

ITEM	ACTIVITIES	CODE	AS OF JAN-DEC 2018		TARGET ACCOMPLISHMENT FROM JAN-DEC 2018	ACTUAL ACCOMPLISHMENT FROM JAN-DEC 2018	PERCENTAGE ACCOMPLISHMENT FROM JAN-DEC 2018	REMARKS
			NO. OF ISSUED SERVICE REQUEST	NO. OF EXECUTED SERVICE REQUEST				
1	New Service Connection	NSC	636	632	640	632	98.75%	NSC and ROAS have a target accomplishment of 640 installed new connections and the section performed 632 request for the whole year.
2	Re-Open Assumption	ROAS	34	34				WFCM completely executed the requests and even surpass the target with an increase percentage of 98.75%. The reasons for unexecuted request were due to no preparation on consumers side, need for boring work of lateral line, and clearance from barangay/land owner on lateral line to be laid.
3	Re-Open	RO	1134	1132	(907) 80% executed from received SR	1132	99.82%	WFCM targeted atleast 80% of the service request from Commercial Section must be executed. Out of the entire issued request we accomplished actual percentage of 99.82%. Out of 1134 issued RO request 1132 were executed in the area. Pending request was due to no preparation on consumers' side.
4	Transfer Tapping	TT	212	207	180	207	115.00%	TT has a target accomplishment of 180 service request for the whole year and we executed a total of 207 request. We reached more than 100% from what we set.
5	Change Meter	CM	398	393	160	398	248.75%	Executed CM exceeded from the target accomplishment of 160 service request. We managed to reach 248.75% actual accomplishment from the target. Unexecuted request was due to disconnected connection prior to the execution of the request.
6	Consumers Line Leaking	CLL	106	106	100% executed	100%	100.00%	100% of the requests for consumers line leaking were attended by maintenance personnel
7	Meter Stand Leaking	MSL	428	428				Minor leaking such as MSL and SLL has total target of 780
8	Service Line Leaking	SLL	359	359				accomplished requests for the whole year and WFCM personnel received 787 combined minor leaking complaints. From the two requests for minor leaking MSL out numbered SLL.
9	Distribution Line Leaking	DLL	135	135				All major leaking such as DLL and TLL were attended in the area as soon as it is being requested and reported. Though there are times that the repair had been delayed especially when the leaking is located under the concrete road which need requests from office/agency involve before the cutting and demolition of road.
10	Transmission Line Leaking	TLL	5	5				

11	Relocation of Water Meter	RWM	131	131	100% executed	100%	100.00%
12	Rehabilitation/ Rehab Meter Stand	ReMS	340	338	300	338	112.67%
13	Rehab Newly Approved Meter Stand	RNAMS	43	43	(30) 70% executed from received SR	43	100.00%
14	Inst'n of Control Con's Gate Valve	ICGV/ ICONGATE	72	72	(116) 70% executed from received SR	165	100.00%
15	Inst'n of Compound Valve	IComV	93	93			
16	Other Activities:						
16.1	No Water	NW	184	184			
16.2	Maintenance of Blow-Off	MBOFH	1	1			
16.3	Installation of New Service Line	INSL	45	45			
16.4	Replacement of Consumers/ Compound Valve	RCGV/ RCOMV	8	8			
16.5	Re-routing of Distribution Line	ReRDL	5	5			
16.6	Replacement of Defective Gate Valves	RDGV	3	3			
16.7	Maintenance of Gate Valve	MGV	20	20			
17	Gate Valve Exercise & Maintenance	GVEM	167	141	(134) 80% executed from the identified for exercise and maintenance	141	84.43%
18	Installation of Saddle Clamp	ISC	234	234	180	234	130.00%
19	Installation of Transmission gate valve	ITGV	7	7	100% executed	100%	100.00%

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## WATER FACILITIES CONSTRUCTION AND MAINTENANCE SECTION

## ACCOMPLISHMENTS FOR EXPANSION OF DISTRIBUTION PIPELINES 2018

No.	EXPANSION OF DISTRIBUTION PIPELINES	UNIT	Proposed length (l.m.)	Size of Distribution Pipeline	Prospect Number of Household/ NSC's	ACTUAL PIPE LAID (L.M.)	INSTALLED BLOW OFF			ADDITIONAL GATE VALVE INSTALLED			REMARKS
							No.	SIZE	w/ GV	No.	SIZE	w/ GV	
<b>APPROVED EXPANSION 2018 (FIRST SEMESTER)</b>													
1	Greenville Subdivision, Barangay Alegría, SFADS	l.m.	200	2" (50mm)	30	240	1	50mm (2")		1	50mm (2")		COMPLETED (April 2018)
2	Purok 7, Barangay Alegría, SFADS	l.m.	1,500	3" (75mm)	50								not executed
3	Lapag, Barangay Karaos, SFADS	l.m.	400	2" (50mm)	20	440	1	50mm (2")		1	50mm (2")		COMPLETED (March 2018)
<b>ADDITIONAL EXPANSION</b>													
4	Purok 6 to Purok 7, Barangay Sta. Ana, SFADS	l.m.	2,200	2" (50mm)	50	2,200	1	50mm (2")	GV 2"				COMPLETED (February 2018); in replacement for Purok 7, Barangay Alegría
<b>PROPOSED EXPANSION 2018 (SECOND SEMESTER)</b>													
1	Expansion of distribution lines extending from blow-off at Relocation, <b>Barangay 4</b>	l.m.	180	2" (50mm)	30								
2	Expansion of distribution lines at Bliss Subdivision - looping of 2" dia. distribution pipelines <b>Barangay San Isidro</b>	l.m.	180	2" (50mm)	40								
3	Expansion of distribution lines at Mosquera Subdv. <b>(II), Barangay 5</b>	l.m.	160	2" (50mm)	30								
4	Expansion and looping of distribution lines at Habitat Subdv., <b>Barangay Bayugan-2</b>	l.m.	280	2" (50mm)	20								
5	Expansion of distribution lines parallelled to existing lines along national highway at <b>Barangay San Isidro</b>	l.m.	950	3" (75mm)	60								
	<b>TOTAL</b>		<b>6,050</b>			<b>150</b>	<b>2,880</b>	<b>3</b>		<b>2</b>			

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**WATER FACILITY CONSTRUCTION & MAINTENANCE SECTION**

**SUMMARY OF INSTALLED MAIN GATE VALVE**

For CY 2018

LOCATION	BARANGAY	SIZE (inches)	GPS	TYPE OF GATE VALVE	DATE INSTALLED	REMARKS	TEAM ASSIGNED/EXECUTED
1 Near Rural Health Unit along national highway going to Barobo	Barangay 4	6	8°30'18.75"N 125°58'45.64"E	CI Mechanical Type, Gate Valve	6/22/2018	Installed new distribution gate valve for control and isolation of water	J. Bedaño, J. Benedicto & C. Fuentes
2 Infront of Development Bank of the Philippine	Barangay 4	6	8°30'20.47"N 125°58'36.65"E	CI Mechanical Type, Gate Valve	6/22/2018	Installed new distribution gate valve for control and isolation of water	C. Billones, L. Cañas & J. Añora
3 Near former 3KCs Dine Inn and NGPI building	Barangay 5	3	8°30'6.57"N 125°58'42.85"E	CI Mechanical Type, Gate Valve	6/22/2018	Installed new distribution gate valve for control and isolation of water	A. Tamta, R. Tubo, J. Busbus & M. Duma Jr.
4 Across Development Bank of the Philippines	Barangay 4	4	8°30'19.40"N 125°58'38.59"E	CI Mechanical Type, Gate Valve	6/28/2018	Installed new distribution gate valve for control and isolation of water	A. Tamta, R. Tubo, J. Busbus & M. Duma Jr.
5 Infront of Bus terminal beside AYON building	Barangay 2	3	8°30'27.20"N 125°58'44.70"E	CI Mechanical Type, Gate Valve	6/28/2018	Installed new distribution gate valve for control and isolation of water	A. Tamta, R. Tubo, J. Busbus & M. Duma Jr.
6 Crossing Lapag and Karaos near Lambid residence	Barangay Karaos	3	8°29'34.33"N 125°58'37.23"E	CI Mechanical Type, Gate Valve	8/25/2018	Replaced distribution gate valve for control and isolation of water	A. Tamta, J. Añora & J. Busbus
7 Near Inson residence, front of Helen's Bakery	Barangay 3	2		CI Mechanical Type, Gate Valve	8/29/2018	Installed new distribution gate valve for control and isolation of water	A. Tamta, J. Añora, J. Busbus & J. Benedicto
8 Beside SFPEs near Gaisano Capital	Barangay 4	2	8°30'21.89"N 125°59'3.56"E	CI Mechanical Type, Gate Valve	5/2/2018	Installed new distribution gate valve for control and isolation of water	A. Tamta, J. Añora, J. Busbus & J. Benedicto
9 crossing Villa La Selva	Barangay Pisaan	3	8°31'35.98"N 125°57'31.54"E	CI Mechanical Type, Gate Valve	9/1/2018	Installed new distribution gate valve for control and isolation of water (leakings)	J. Bedaño, J. Benedicto & C. Fuentes
10 Greenville Subdivision	Barangay Alegria	2	8°30'16.93"N 125°59'48.64"E	CI Mechanical Type, Gate Valve	4/1/2018	Installed new distribution gate valve during expansion of pipelines	A. Tamta, J. Añora, J. Busbus & J. Benedicto
11 Purok 5, Lapag	Barangay Karaos	2	8°29'41.69"N 125°59'6.61"E	CI Mechanical Type, Gate Valve	3/1/2018	Installed new distribution gate valve during expansion of pipelines	J. Bedaño, J. Benedicto & C. Fuentes

Prepared by:

  
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 Utilities/Customer Service Assistant A

Checked by:

  
**DEESE MARIE M. TUQUIB**  
 WFCM Section Head Designate

Noted by:

  
**MAMRY B. PAYLANGCO**  
 Division Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

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**Water Facility Construction Maintenance & Quality Production Division**

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**2018 ANNUAL WATER QUALITY PRODUCTION SECTION ACCOMPLISHMENT REPORT**

For the year 2018, Quality Water Production Section give more emphasis on the monitoring of the water quality water serve to concessionaires.

Below are some of the activities implemented:

**A. WATER YIELD ON SOURCES and WATER PROODUCTION**

Weekly monitoring on water yield on sources was made because of the long dry season experienced in the year. In Tinggangawan dam, the highest water level was in the month of January with a daily average water level of 26.6 lps and drastically dropped to 6.8 lps in the month of July and continued in the months of September, October, and November. Total yield from all creek and spring sources is 3,166,021.83 cu. meter.

Supported by the rainfall data gathered from the 5 rainfall monitoring stations established by this office, the month of January has the highest daily average rainfall of 22.2mm and May as the lowest with 3.2mm. This resulted to low supply that service area with high terrain like Sitio Damilag can no longer experience water supply. To resolve, water rationing was made starting the month of September. Total water produced for the year was 2,039,215.54 cu. meter.

**B. WATER QUALITY**

**B.1 BACTERIOLOGICAL TESTING**

As part of monitoring water quality, a total of 135 water samples are required monthly for the bacteriological water testing from the following sources: 105 from households, 12 from water sources and 18 from reservoirs. In the month of September when some part of Pisaan, Karaos, Alegria, Barangay 4, Lapinigan, Pasta, Buenasuerte, San Isidro and Bayugan II areas were affected by low water supply, an additional 20 samples from households located from above-mentioned areas were collected to monitor quality since pipelines are susceptible to contamination during low pressure.

Daily chlorine residual monitoring report based on LWUA format was generated according to the following sampling points:

- A. Reservoir
- B. Hydrants & Blow-offs
- C. Household taps

For the outside clients, the total received samples for the year exceeded 28% from the annual target of 1,112. For the 1,432 total samples received for the year, it earned a gross income of Php 915,850.00.

For the annual Proficiency Testing conducted by the National Reference Laboratory on Microbiological Testing of Drinking Water Samples, the SFWD Microbiological Laboratory got an EXCELLENT RATING.

**B.2 PHYSICAL and CHEMICAL TESTING**

In February 2018, Physical and Chemical Monitoring of SFWD's Various Water Sources was done in accordance to PNSDW 2017.

From the 240 total samples targeted by the Physical and chemical Testing Laboratory collected from sources, reservoirs and household connections, a total of 242 samples were accomplished for the year. Samples were collected once every two months or bi-monthly.

For the outside clients, Physical and Chemical Testing Laboratory received a total of 170 samples with a total gross income of Php 595,000.00 though it did not meet the 180 samples targeted for the year.

#### **Physical Analysis of Water Samples Collected After Flushing**

Water samples were collected after water flushing from hydrants and blow-offs. Four physical parameters were monitored in order to ensure thorough conduct of water flushing. The four parameters turbidity, PH, TDS, and color. On turbidity the lowest passing rate is 97% and the highest is 100%. On PH the passing rate is 100% for all collected samples. On TDS the lowest passing rate is 85% and the highest is 100%. On color the lowest passing rate is 91.7% and the highest is 100%. An average of 24 samples were collected and reported monthly.

#### **TSS and SM Monitoring of Raw Water Sources**

In order to monitor the general water condition of our water supply, water samples were collected and submitted to the laboratory for testing of Total Suspended Solids (TSS) and Settleable Matters (SM). Samples were collected from eight (8) major creek sources every month. After thorough analysis the following were found out.

Anagasan Creek has the lowest average TSS level while Manag-as creek has the highest. Anagasan and Bayugan II creeks have the lowest SM levels while Manag-as creek has the highest.

Based on the above results, it is remarkable that among the eight major creek water sources, Anagasan creek has a good general water quality condition while Manag-as creek has poor water quality conditions. Low level TSS and SM indicates that there is no or little soil erosion and other disturbances in the area while high level TSS and SM may indicate abnormal activities affecting the quality of water.

### **B.3 WATER TREATMENT OPERATION AND WATER QUALITY MONITORING**

1. The scheduled bi-annual flushing of all hydrants and blow-offs were suspended in the second quarter because of the long dry months which resulted to low water supply.
2. A new concrete chlorinator house was constructed in Anagasan Reservoir Site.
3. Additional unit of Continuous PH and CONDUCTIVITY/TDS ONLINE ANALYZER was acquired and installed in Sumugbong water sub-system to monitor possible contamination of water supply.
4. Additional unit of Continuous chlorine Residual Online Analyzers for Monitoring Drinking Water Application was installed in Alegria water sub-system in order to ensure sufficient disinfection of water supply.

### **C. WATERSHED MANAGEMENT AND WATER SUPPLY PROTECTION**

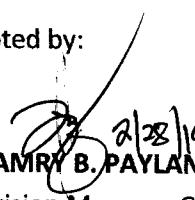
1. Daily Monitoring of the proclaimed Mt. Magdiwata Watershed with at least 3,000 hectares or at least 250 hectares per Barangay covered namely, Alegria, Karaos, Bayugan II, San Isidro, Lapinigan, Ormaca and Mate. Total of hectares monitored for the year was 4,301.
2. Continuing livelihood program for farmers living within the bufferzone area. Targeted 10 beneficiaries for the program within the year but only 7 availed coming from sitio Sumugbong, Barangay Alegria and Barangay Ormaca. The target was not met because 2 from the monitoring team was assigned in LAWISP.
3. Apprehension of illegal activities was intensified. From the targeted 8 apprehensions for the year, 11 illegal activities within the watershed were apprehended. These include 1 illegal flushing, 4 illegal cutting of trees, and 9 illegal brushing.

4. Total waived area for the year is 8 hectares with a total cost of Php 345,940.00
5. Targeted tree planting activities and protection maintenance on areas planted by partners is 10 hectares. The actual hectares planted by partners like NIA, MASONS, academes, Bankers Club, and MCDC is 2.8 with total hill planted of 3,145. Conducted protection maintenance on 23 hectares planted by partners in Karaos, Lapag, Sumugbong, Durian Creek, and Bayugan II areas, all are within the proclaimed Mt. Magdiwata watershed.

Prepared and certified correct by:

  
JOANNE EVA J. RIMANDO  
QWP Section Head – Designate

Noted by:

  
MAMRY B. PAYLANGCO  
Division Manager C

*"Beyond Providing Water"*

Imo Yuta Ugmara kay Bayaran ka Program



## Tree Planting Activities





Water Rationing





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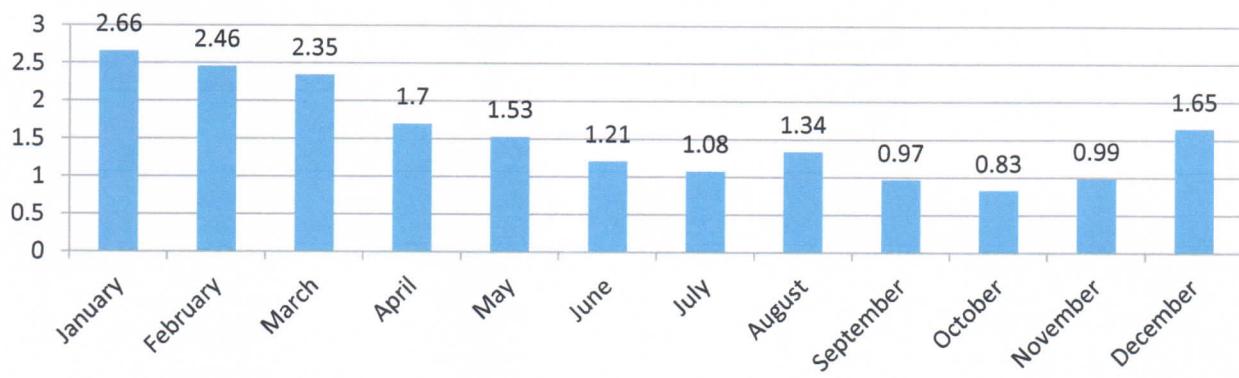
**WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION**

**WATER LEVEL OF TINGGANGAWAN DAM**

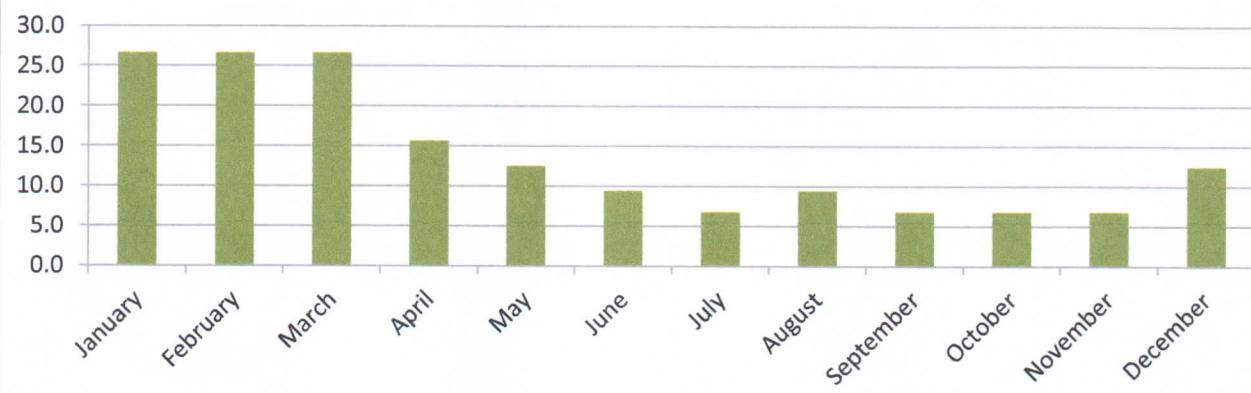
for the year 2018

Month	DAILY AVERAGE WATER LEVEL	
	inches	LPS
January	2.66	26.6
February	2.46	26.6
March	2.35	26.6
April	1.7	15.7
May	1.53	12.5
June	1.21	9.5
July	1.08	6.8
August	1.34	9.5
September	0.97	6.8
October	0.83	6.8
November	0.99	6.8
December	1.65	12.4

**Water Level, inches**



**Water Level, lps**



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**RUBEN M. JARABATA JR., RCH.**  
Senior Chemist

Checked and Reviewed by:

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Approved:

**MAMRY B. PAYLANGCO**  
Division Manager C



**WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION**

**DAILY AVERAGE RAINFALL, mm**  
for the year 2018

Month	Rainfall Stations				Total	Average
	Alegria	Ormaca	SFWD	Mata		
January	22.3	28.7	12.7	26.2	21.0	22.2
February	10.8	20.7	9.6	7.7	7.5	11.3
March	8.6	10.9	5.6	5.3	6.0	36.4
April	11.1	19.4	6.9	5.3	8.4	7.3
May	2.1	4.5	2.9	3.6	51.1	10.2
June	5.6	17.9	2.2	4.2	2.9	3.2
July	4.6	18.3	5.4	4.2	7.7	7.5
August	10.4	11.5	6.7	4.1	6.5	39.0
September	2.2	1.9	1.2	1.7	5.3	7.8
October	4.8	2.6	3.0	3.4	4.7	3.7
November	9.4	11.6	7.8	7.5	5.7	42.0
December	11.1	28.3	10.1	12.9	12.1	8.4
					74.5	14.9

Prepared:

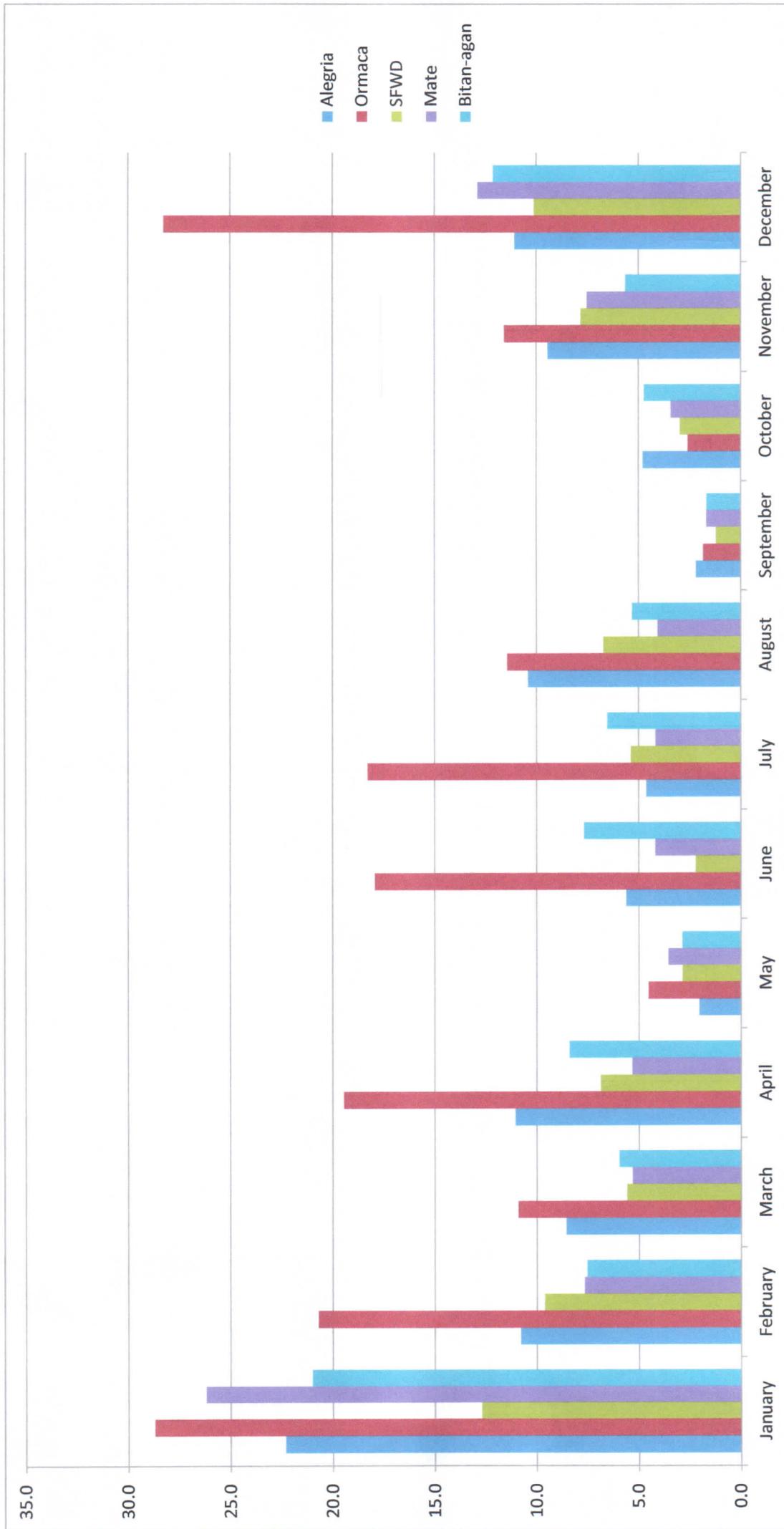
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 San Francisco, Agusan del Sur

### WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

#### SUMMARY ON PHYSICAL AND CHEMICAL TESTING

for the year 2018

Month	SFWD			OUTSIDE CLIENTS	
	Reservoirs	Raw Water Sources	Households	Total SFWD Water Samples	Total Water Samples
<b>1st Quarter</b>					
January	6	12	0	18	22
February	2	0	12	14	16
March	5	8	0	13	26
<b>2nd Quarter</b>					
April	0	5	11	16	2
May	5	2	8	15	9
June	4	3	18	25	22
<b>3rd Quarter</b>					
July	5	11	6	22	11
August	6	0	12	18	12
September	5	12	8	25	9
<b>4th Quarter</b>					
October	5	0	19	24	9
November	4	15	0	19	5
December	10	4	19	33	27
<b>Grand Total</b>	<b>57</b>	<b>72</b>	<b>113</b>	<b>242</b>	<b>170</b>

Prepared:

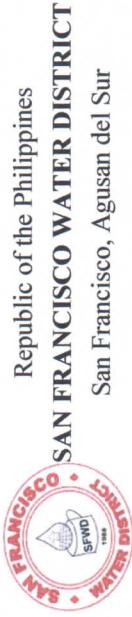
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**SAN FRANCISCO WATER DISTRICT**  
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WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

QUALITY WATER PRODUCTION SECTION

**SUMMARY ON SETTLEABLE MATTERS (SM) MONITORING  
 OF RAW WATER SOURCES**  
 for the year 2018

NO.	LOCATION	TSS, mg/L											Total	Average	
		January	February	March	April	May	June	July	August	September	October	November	December		
1	Bangkayaw creek	1.6	1.0	0.5	0.0	1.2	0.0	0.0	2.0	0.0	0.1	4.0	1.3	11.7	1.0
2	Sumugbong creek	1.4	1.0	0.8	0.0	0.7	0.0	0.0	8.0	0.0	0.1	5.5	1.1	18.6	1.6
3	Manag-as creek	0.1	4.0	2.5	0.5	2.0	2.8	4.0	5.5	1.5	0.9	0.1	8.0	31.9	2.7
4	Tinggangawan creek	0.9	1.3	1.0	1.0	0.9	1.5	4.0	2.0	0.0	0.1	1.0	1.2	14.9	1.2
5	U-og creek	0.0	1.9	0.1	0.5	0.1	17.0	2.5	2.2	1.0	0.1	3.5	0.0	28.9	2.4
6	Lapag creek	0.1	1.5	0.0	0.5	0.3	3.0	3.5	1.5	1.2	0.0	1.2	0.0	12.8	1.1
7	Anagasián creek	0.0	0.7	0.1	0.0	0.6	1.7	0.5	0.1	0.0	0.0	0.1	0.0	3.8	0.3
8	Bayugan II creek	0.0	0.4	0.0	0.2	0.8	1.4	0.0	0.1	0.0	0.5	0.2	0.3	3.9	0.3

Note: Lowest Average TSS (Anagasián and Bayugan II creeks)  
Highest Average TSS (Manag-as creek)

Prepared:

**RUBEN M. JARABATA JR., RCH.**  
 Senior Chemist

Checked and Reviewed by:

**JOANNE F. VAJRAMANDO**  
 U/CSO-B / QWP Section Head Des.

Approved:

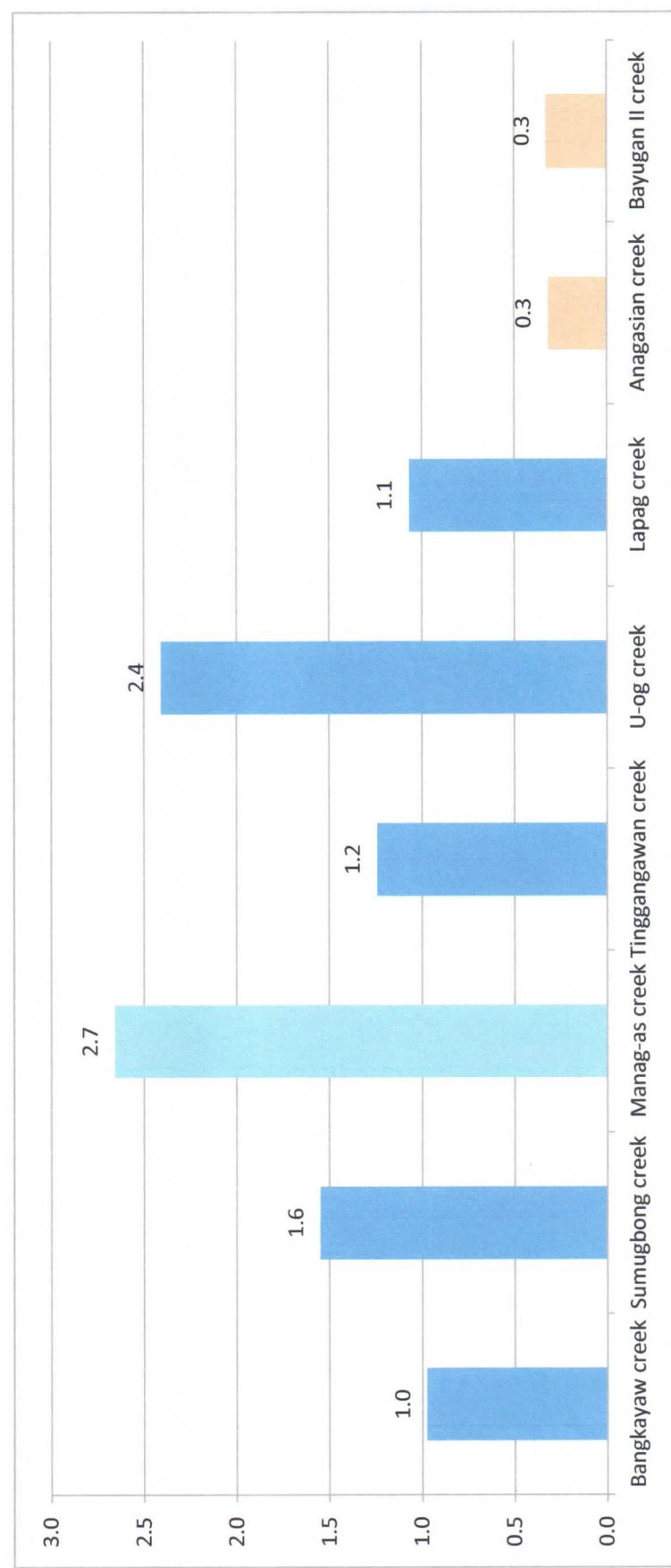
**MAMRY B. PAYLANGCO**  
 Division Manager C



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**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

### Water Facility Construction Maintenance & Quality Water Production Division

AVERAGE SETTLEABLE MATTERS (JANUARY TO DECEMBER)  
YEAR 2018



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Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT  
San Francisco, Agusan del Sur

WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

QUALITY WATER PRODUCTION SECTION

**SUMMARY ON TOTAL SUSPENDED SOLIDS (TSS) MONITORING  
OF RAW WATER SOURCES**  
for the year 2018

NO.	LOCATION	TSS, mg/L											Total	Average	
		January	February	March	April	May	June	July	August	September	October	November			
1	Bangkayaw creek	101	66	54	0	295	2	1	229	1	6	149	124	1028	86
2	Sumugpong creek	60	224	195	0	68	1	1	325	0	5	247	191	1317	110
3	Manag-as creek	0	483	330	48	290	170	339	389	86	110	0	561	2806	234
4	Tinggangawan creek	40	106	125	280	115	59	212	124	0	0	51	121	1233	103
5	U-og creek	0	72	54	85	30	330	142	190	31	2	173	1	1110	93
6	Lapag creek	1	13	40	65	75	134	259	57	48	0	41	0	733	61
7	Anagasián creek	1	71	60	7	77	75	21	1	0	0	0	0	313	26
8	Bayugan II creek	6	44	34	18	92	59	1	0	0	100	4	2	360	30

Note:  
Lowest Average TSS (Anagasián creek)  
Highest Average TSS (Manag-as creek)

Prepared:

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Checked and Reviewed by:

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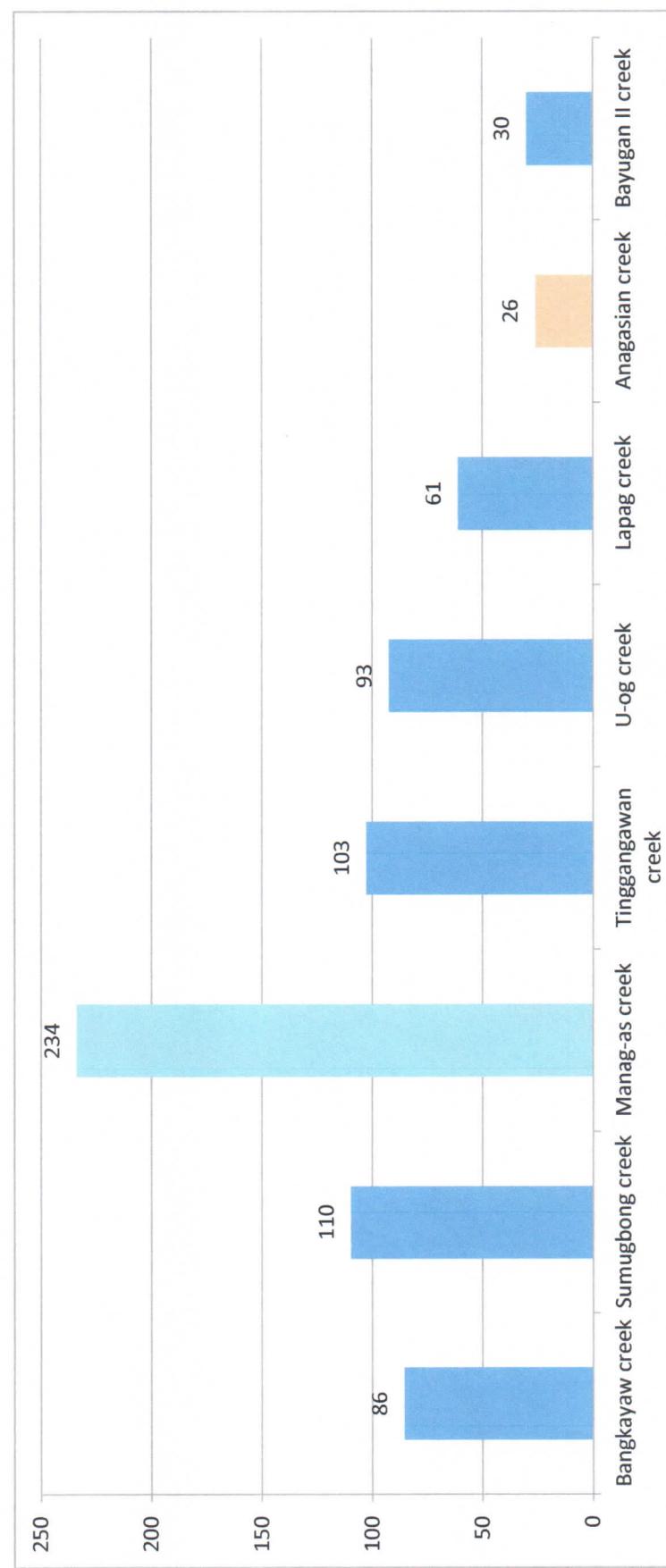
MAMRY B. PAYLANGCO  
Division Manager C



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### Water Facility Construction Maintenance & Quality Water Production Division

AVERAGE TOTAL SUSPENDED SOLIDS (JANUARY TO DECEMBER)  
YEAR 2018





Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

**SUMMARY ON PHYSICAL ANALYSIS  
OF WATER SAMPLES COLLECTED DURING WATER FLUSHING**

**Year 2018**

MONTH	Total Samples	TURBIDITY			PH			TDS			COLOR		
		Passed	Failed	Passing Rate, %	Passed	Failed	Passing Rate, %	Passed	Failed	Passing Rate, %	Passed	Failed	Passing Rate, %
January	65	65	0	100.0	65	0	100.0	65	0	100.0	65	0	100.0
February	15	15	0	100.0	15	0	100.0	15	0	100.0	15	0	100.0
March	33	32	1	97.0	33	0	100.0	33	0	100.0	32	1	97.0
April	38	38	0	100.0	38	0	100.0	38	0	100.0	38	0	100.0
May	23	23	0	100.0	23	0	100.0	23	0	100.0	23	0	100.0
June	12	12	0	100.0	12	0	100.0	12	0	100.0	11	1	91.7
July	6	6	0	100.0	6	0	100.0	6	0	100.0	6	0	100.0
August	1	1	0	100.0	1	0	100.0	1	0	100.0	1	0	100.0
September	16	15	1	93.8	16	0	100.0	16	0	100.0	15	1	93.8
October	20	20	0	100.0	20	0	100.0	17	3	85.0	19	1	95.0
November	12	12	0	100.0	12	0	100.0	12	0	100.0	12	0	100.0
December	46	46	0	100.0	46	0	100.0	46	0	100.0	46	0	100.0
Total	287	285	2	1190.7	287.0	0.0	1200.0	284.0	3.0	1185.0	283.0	4.0	1177.4
Average	24	24	0	99	24	0	100	24	0	99	24	0	98

Remarks:

- Turbidity** Lowest Passing Rate (Mar); Highest Passing Rate (Jan, Feb, Apr, May, Jun, July, Aug, Oct, Nov, Dec)
- pH** Lowest Passing Rate (None); Highest Passing Rate (January to December)
- TDS** Lowest Passing Rate (Oct); Highest Passing Rate (Jan, Feb, Mar, Apr, May, Jun, July, Aug, Sep, Nov, Dec)
- Color** Lowest Passing Rate (Jun); Highest Passing Rate (Jan, Feb, Apr, May, July, Aug, Nov, Dec)

Prepared and Certified Correct:

RUBEN M. JARABATA JR., RCH.  
Senior Chemist

Verified and Checked:

JOANNIE EVA J. RIMANDO  
QWP Section Head Des.

Approved:

MAMR B. PAYLANGCO  
Division Manager C



Republic of the Philippines  
SAN FRANCISCO WATER DISTRICT  
San Francisco, Agusan del Sur

### WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

#### QUALITY WATER PRODUCTION SECTION

#### COMPARATIVE SUMMARY REPORT ON BACTERIOLOGICAL ANALYSIS

#### FOR OUTSIDE WATER SAMPLES

C.Y 2011-2018

MONTH	2011	2012	2013	2014	2015	2016	2017	2018
January	26	40	45	20	61	121	91	147
February	23	17	66	99	62	73	130	140
March	44	68	57	63	70	92	113	124
April	40	37	32	58	104	101	99	107
May	43	34	40	47	60	107	107	113
June	41	34	38	73	80	110	84	101
July	44	54	45	52	75	103	133	135
August	32	30	45	86	88	122	103	113
September	36	52	30	63	71	83	96	121
October	29	39	33	52	52	106	123	135
November	32	35	37	54	55	106	104	103
December	38	26	39	49	73	117	101	93
<b>TOTAL</b>	<b>428</b>	<b>466</b>	<b>507</b>	<b>716</b>	<b>851</b>	<b>1241</b>	<b>1284</b>	<b>1432</b>
Average	36	39	42	60	71	103	107	119

Remarks:

Prepared:

**CYD OLIVETTE P. COMPLETO**  
 U/CSO-A

Checked & reviewed:

**RUBEN M. JARABATA JR.**  
 Senior Chemist

Recommending Approval:

**JOANNE EVA T. RIMANDO**  
 Section Head-Designate

Approved:

**MAMRY B. PAYLANGCO**  
 Division Manager C

**Comparative Summary Report on Bacteriological Testing for Outside Client**  
C.Y. 2011-2018

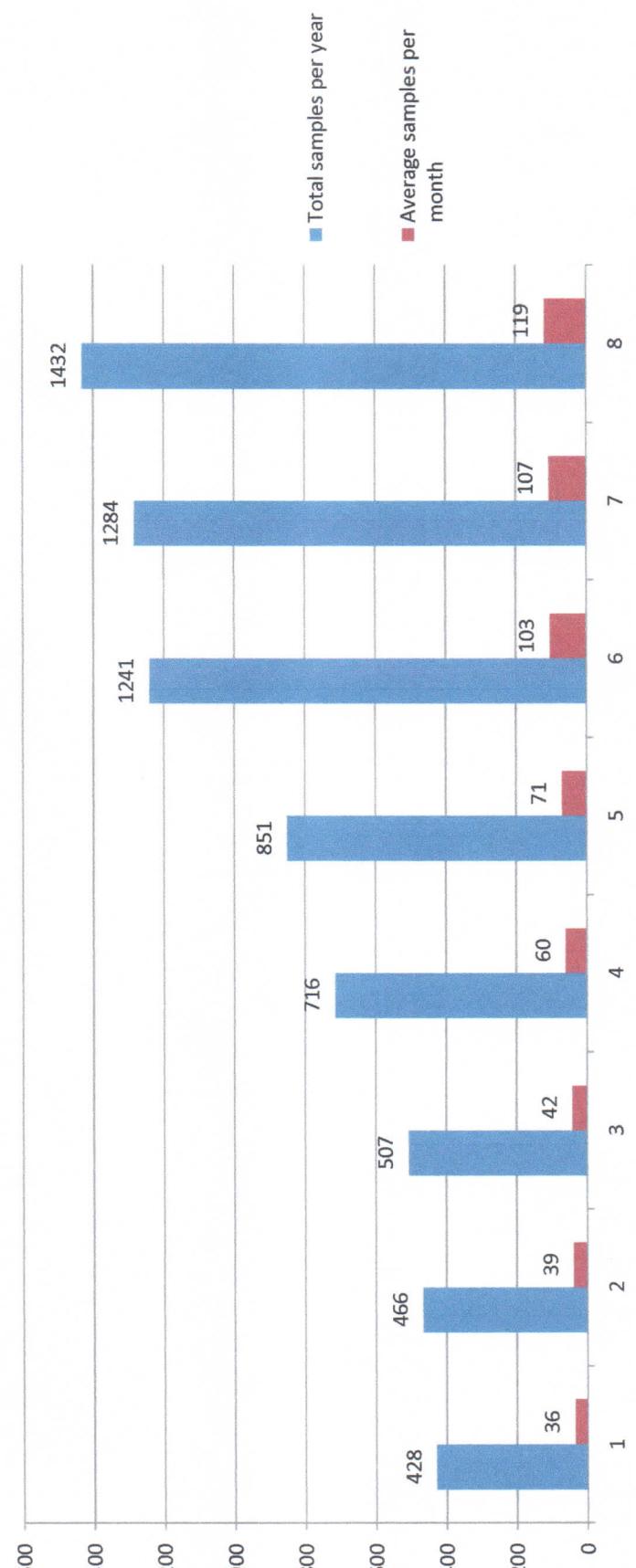


Chart 1.

JP



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San Francisco, Agusan del Sur

## WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION

### QUALITY WATER PRODUCTION SECTION

**COMPARATIVE SUMMARY ON RECEIVED PAYMENTS ON BACTERIOLOGICAL ANALYSIS  
FOR OUTSIDE WATER SAMPLES**

Month	C.Y 2011-2018											
	2011	2012	2013	2014	2015	2016	2017	2018	2011	2012	2013	2014
January	10,400.00	400.00	400.00	400.00	550.00	550/650/1,300	650/1,300	650/1,300	66,550.00	99,450.00	99,450.00	58,500.00
February	9,200.00	6,800.00	26,400.00	39,600.00	34,100.00	40,150.00	89,700.00	91,650.00				
March	17,600.00	27,200.00	22,800.00	25,200.00	38,500.00	50,600.00	75,400.00	84,500.00				
April	16,000.00	14,800.00	12,800.00	23,200.00	57,200.00	55,550.00	64,350.00	69,550.00				
May	17,200.00	13,600.00	16,000.00	18,800.00	33,000.00	58,850.00	69,550.00	73,450.00				
June	16,400.00	13,600.00	15,200.00	29,200.00	44,000.00	71,500.00	54,600.00	68,900.00				
July	17,600.00	21,600.00	18,000.00	20,800.00	41,250.00	66,950.00	86,450.00	91,000.00				
August	12,800.00	12,000.00	18,000.00	34,400.00	48,400.00	92,950.00	64,600.00	75,400.00				
September	14,400.00	20,800.00	12,000.00	25,200.00	39,050.00	54,600.00	72,550.00	82,550.00				
October	11,600.00	15,600.00	13,200.00	20,800.00	28,600.00	70,850.00	80,600.00	89,700.00				
November	12,800.00	14,000.00	14,800.00	21,600.00	30,250.00	69,550.00	67,600.00	68,250.00				
December	15,200.00	10,400.00	15,600.00	19,600.00	40,150.00	76,050.00	67,600.00	62,400.00				
<b>Total Received</b>	<b>171,200.00</b>	<b>186,400.00</b>	<b>202,800.00</b>	<b>286,400.00</b>	<b>468,050.00</b>	<b>774,150.00</b>	<b>892,450.00</b>	<b>915,850.00</b>				
<b>Average per month</b>	<b>14,266.67</b>	<b>15,533.33</b>	<b>16,900.00</b>	<b>23,866.67</b>	<b>39,004.17</b>	<b>64,512.50</b>	<b>74,370.83</b>	<b>76,320.83</b>				

Prepared:

CYD OLIVETTE P. COMPLETO  
U/CSO-A

Legend: █ Highest █ Lowest

RUBEN M. JABABATA, JR.  
Senior Chemist

JOANNE EVAT. RIMANDO  
Section Head-Designate

RECOMMENDING APPROVAL:  
CYD OLIVETTE P. COMPLETO  
U/CSO-A

Approved:  
MAMRY B. PAYLANGCO  
Division Manager C

### **Comparative on Received Payment on Bacteriological Payments**

C.Y. 2011-2018

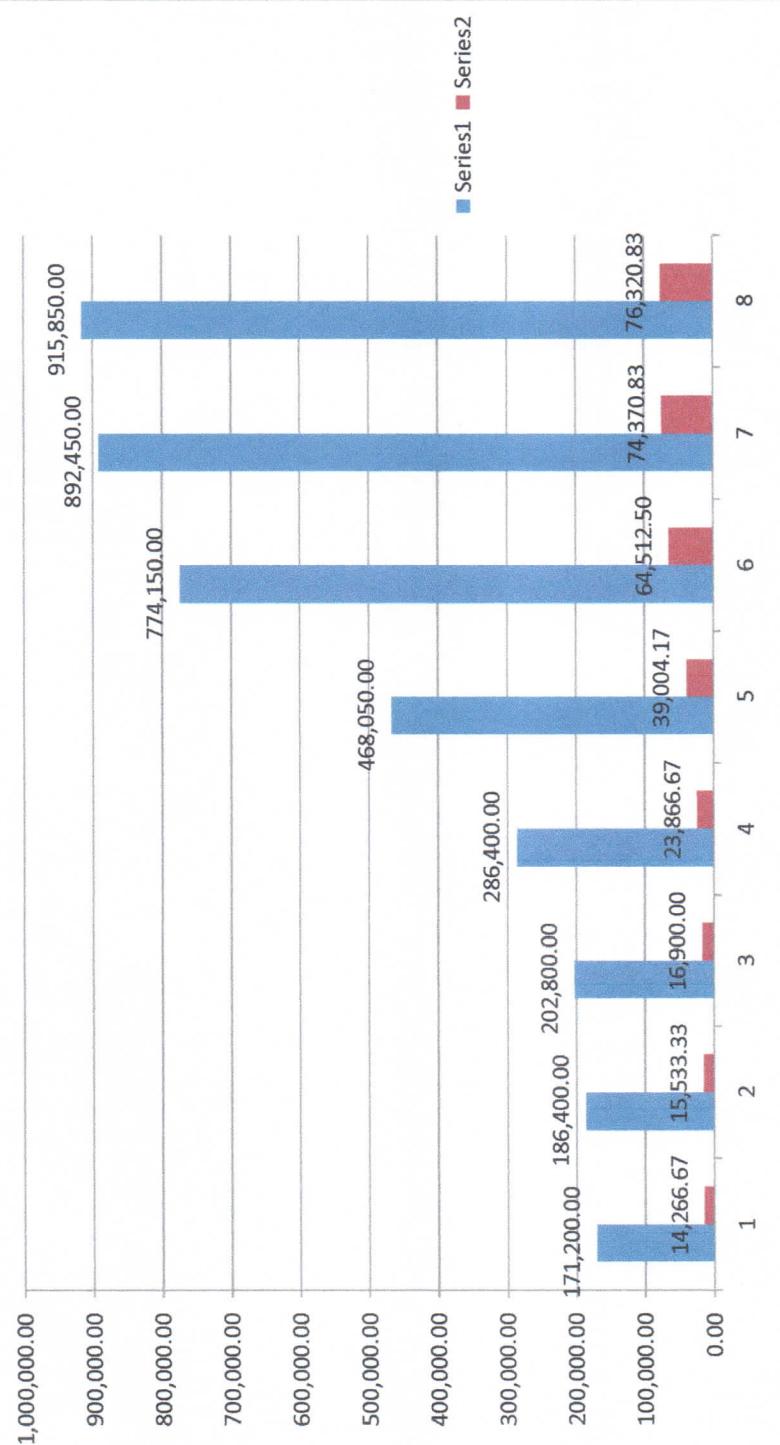


Chart 1.



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION**

**QUALITY WATER PRODUCTION SECTION**

**SUMMARY REPORT ON TOTAL NUMBER OF WATER SAMPLES ANALYZED ON BACTERIOLOGICAL TESTING**  
for the year 2018

Sampling Points	January	February	March	April	May	June	July	August	September	October	November	December	Total Sample for the year	Average Samples
A. SFWD														
1) Raw Water Source	11	11	12	10	9	16	18	12	8	17	9	11	144	12
2) Reservoir	20	22	18	14	16	17	19	18	19	17	17	17	214	18
3) Household	110	111	105	106	110	106	109	106	125	104	124	105	1321	110
Sub-total Sample	141	144	135	130	135	139	146	136	152	138	150	133	1679	140
B. OUTSIDE CLIENT	147	140	124	107	113	101	101	135	113	121	135	103	93	1432
Total Sample	288	284	259	237	248	240	281	249	273	273	253	226	3111	259

**Remarks:**  
Highest total sample per month- January  
Lowest total sample per month- December

Prepared:

**CYD OLIVETTE P. COMPLETO**  
U/CSO-A

Checked & reviewed:

**RUBEN M. JARABATA, JR.**  
Senior Chemist

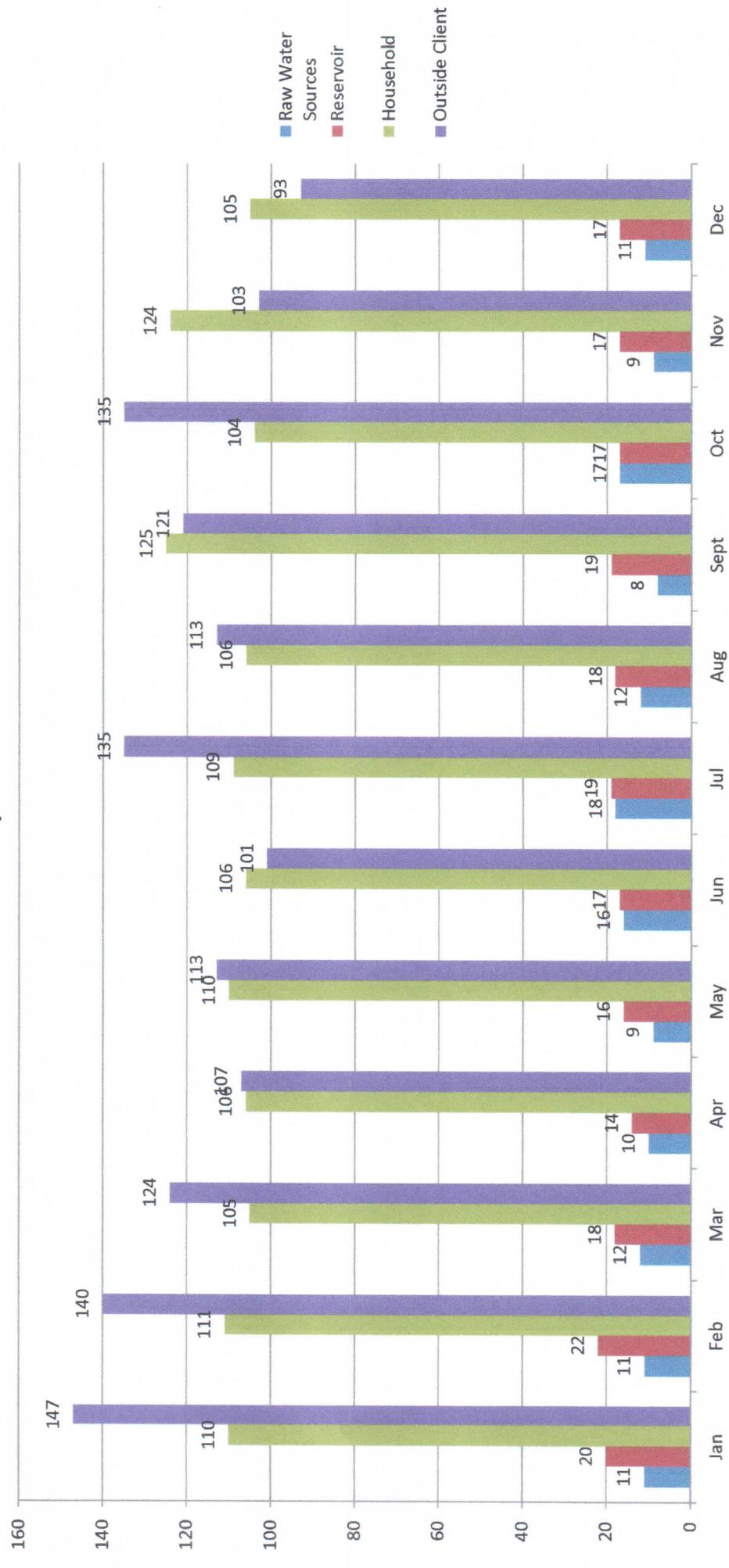
Recommending Approval:

**JOANNE ENRIQUETA RIMANDO**  
Section Head-Designate

Approved:

**MAMRY B. PAYLANGCO**  
Division Manager C

**SUMMARY REPORT ON TOTAL NUMBER OF WATER SAMPLES ANALYZED ON BACTERIOLOGICAL TESTING**  
For the year 2018



18

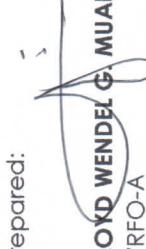
**WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION DIVISION**

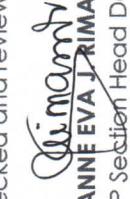
**QUALITY WATER PRODUCTION SECTION**

**"IMU YUTA UGMARA KAY BAYARAN KA"**  
 For the Year 2018

MONTH	No. Of Beneficiaries who availed assistance for the month	Activity	Location	Total hectares developed
1st quarter				
January	None	None	None	None
February	None	None	None	None
March	None	None	None	None
2nd quarter				
April	none	none	none	none
May	none	none	none	none
June	none	none	none	none
3rd quarter				
July	none	Site Preparation	None	Brigy. Alegria
August	2	Weeding 1	Brigy. Alegria	2.0
	2	Weeding 2	Brigy. Alegria	1.0
September	2	None	Brigy. Alegria	1.0
	-		None	-
4th quarter				
October	2	Site Preparation	Brigy. Alegria	2
	1	planting	Brigy. Alegria	0.5
	3	weeding 2	Brigy. Alegria	1
November	1	Site Preparation & Planting	Brigy. Alegria	0.5
December	-	None	None	-

Total no. of beneficiaries: 8  
 Total no. of hectare cultivated: 6 has.

Prepared:   
**LLOYD WENDEL G. MUANG**  
 WRFO-A

Checked and reviewed:  
  
**JOANNE EVA J. RIMANDO**  
 QWP Section Head Designate

Approved:  
  
**MAMRY B. PAYLANGCO**  
 Division Manager C



### WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION

#### QUALITY WATER PRODUCTION SECTION

##### ILLEGAL ACTIVITIES APPREHENDED WATERSHED AREA

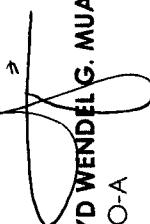
for the year 2018

Date	Activity	Location	Responsible Person	Action Taken	Case Level
January	Illegal cutting of Toog Tree	Sumogbong, Alegria	Titing Pintado	Reported to BLGU, MENRO, CENRO and PNP.	
February	Illegal Flushing	Damo-anon Creek, Mate, SFADS	unknown	Dismantled mining structure and reported the BLGU	
March	NONE				
April	NONE				
May	Illegal Brushing	Brgy. Mate, SFADS	Federico Estorba	advised him to stop	
June	Illegal Under Brushing	Amontayon creek, Brgy. Ormaca, SFADS	unknown	conducted investigation	
July	None				
	Illegal Brushing	P7, Bugtong Lubi, Alegria, SFADS	Adane Siahay	Reported to BLGU, and made an agreement to stop illegal activity	
	Illegal Brushing and cutting of trees	Lapinigan Creek, Brgy. Ormaca	Mr. Leghidan	Reported to BLGU Ormaca	
August	Illegal cutting of Saplings	Durian creek, Alegria, SFADS	unknown	reported to BLGU Alegria	
	Illegal cutting of Danaha Tree	Lactoban Creek, Ormaca, SFADS	unknown	reported to BLGU Ormaca and cut into small length	
September	None				
	Illegal Brushing	Aras-asan Creek, Mate, SFADS	Salcedo Mirantes and family	reported to BLGU Mate, and made an agreement to stop the illegal activity	
October	Illegal Brushing	Maltos area, Ormaca, SFADS	Arnas Maribojo	Reported to BLGU Bayugan 2, and made an agreement to stop the illegal activity	

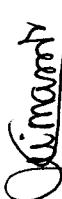
	Illegal Brushing	Amontayon creek, Brgy. Ormaca, SFADS	Perez Brothers	Reported to BLGU Bayugan 2, and made an agreement to stop the illegal activity
November	Illegal Brushing	Sumogbong, Alegria	Itsoy Pulmon	reported to BLGU Alegria
December	None			

TOTAL APPREHENDED ILLEGAL ACTIVITIES: 11

Prepared and Certified Correct:

  
**LLOYD WENDEL G. MUANAG**  
 WRFO-A

Checked and verified by:

  
**JOANNE EVA J. RIMANDO**  
 QWP Sec. Head-Designate

Approved by:

  
**MAMRY B. PAYLANGCO**  
 Division Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

**WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION**

**QUALITY WATER PRODUCTION SECTION**

**DETAILS ON ASSESSED LANDRIGHTS**  
for the year 2018

Month	Waived (Names)	Location	Total Area	Paid amount
January	None	None	-	0.00
February	None	None	-	0.00
March	None	None	-	0.00
April	CONSORCIA SOSMENA CARMELINO TAGLEONG/MERLINDA PEARSON None	Brgy. Ormaca, SFADS Brgy. Alegria, SFADS None	3 has. -	71,450.00 274,490.00 0.00
May				
June				
July	None	None	None	0.00
August	None	None	None	0.00
September	None	None	None	0.00
October	None	None	None	0.00
November	None	None	None	0.00
December	None	None	None	0.00
<b>TOTAL</b>			<b>6.00</b>	<b>345,940.00</b>

Prepared and Certified Correct:  
\_\_\_\_\_  
LLOYD WENDEL G. MUANAG  
WRFO-A

Checked and verified by:  
\_\_\_\_\_  
JOANNIE EVA J. RIMANDO  
QWP Section Head Designate

Approved by:  
\_\_\_\_\_  
MAMRE B. ALINGCO  
Division Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
 San Francisco, Agusan del Sur

## WATER FACILITY CONSTRUCTION & MAINTENANCE & QUALITY WATER PRODUCTION

### QUALITY WATER PRODUCTION SECTION

#### SUMMARY ON PROTECTION MAINTENANCE PERFORMED for the year 2018

Month	Areas Planted by Partners (tree planting activities)	SFWD Refo. Project		NGP PLANTATION		SFWD Refo. Project		SFWD Refo. Project		Cos./has.	Total Amount Paid
		(Part of the 70 has.)	(Part of the 100 has.)	(Part of the 100 has.)	(Part of the 50 has.)	(Part of the 50 has.)	(Part of the 160 has.)	(Part of the 50 has.)	(Part of the 160 has.)		
January	5	none	none	none	none	15.19	1,000.00	15,190.00	15,190.00		
February	1.5	none	none	none	none	none					
March	8	none	31.73	none	none	none	1,000.00	1,000.00	31,730.00		
April	none	none	45.53	none	13.64	1,000.00	59,170.00	59,170.00	59,170.00		
May	2	none	20.96	none	13.64	1,000.00	34,600.00	34,600.00	34,600.00		
June	5	none	none	none	none	none	-	-	-		
July	2.5	none	38.46	none	none	1,000.00	38,460.00	38,460.00	38,460.00		
August	4.5	none	none	none	none	none					
September	5	none	none	none	none	none					
October	5	none	none	none	none	none					
November	4.5	none	22.56	none	none	1,000.00	22,560.00	22,560.00	22,560.00		
December	1.5	none	9.32	none	none	1,000.00	9,320.00	9,320.00	9,320.00		
<b>TOTAL</b>	<b>44.5</b>	<b>0</b>	<b>168.56</b>	<b>0</b>	<b>42.47</b>	<b>1,000.00</b>	<b>211,030.00</b>				

Prepared by:

**LLOYD WENDELL G. MUANAG**  
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Checked and verified by:

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 U/CSO B, QWP Sec. head - Designate

Approved:

**MAMRY B. PAYLANGCO**  
 Division Manager C



Republic of the Philippines  
**SAN FRANCISCO WATER DISTRICT**  
San Francisco, Agusan del Sur

### Water Facility Construction Maintenance & Quality Production Division

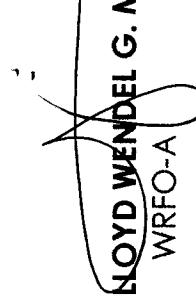
#### TREE PLANTING ACTIVITIES

For the year 2018

	Name of Agency/Institution/person	Date of tree planting	Name of tree planted	No. of planted	trees	Area/has. planted	Location	Remarks
<b>1<sup>st</sup> Quarter</b>								
Jan.	None							
Feb.	Noel Godin and Joreen Cadavid	Feb. 6, 2018	mahogany	100 hills (50 hills each)	300 sqm.	Durian Creek, Alegria, SFADS	Ordered by the court	
	Bankers Club of San Francisco	Feb. 2018	Mahogany	200 hills	600sqm.	Karaos reservoir area, Lapag, Karaos SFADS	Community services	
Mar.	none							
<b>2<sup>nd</sup> Quarter</b>								
April	none							
May	none							
June	NIA	June 14, 2018	Narra mahogany	1000 hills 200 hills	1.0 has.	Bayugan Creek, SFADS	NIA Anniversary	
	Mason	June 24, 2018	Mahogany	1300 hills	1.6 has.	Sumogbong, Alegria, SFADS	Sagip Kalikasan Program	
<b>3<sup>rd</sup> Quarter</b>								
July	None							

August	None	Sept. 6, 2018	Mahogany	85 hills	255 sqm.	Broadcast Park, San Isidro, SFADS	In Celebration of their 61 <sup>st</sup> Founding Anniversary
September	MCC Senior High						
<b>4<sup>th</sup> Quarter</b>							
October	MCDC	Oct. 20, 2018	Mahogany	200 hills	600 sqm.	Uog Creek, Lapag, Karaos, SFADS	In celebration of Cooperative month
	SFC&CFC	Oct. 21, 2018	Mahogany	100 hills	300 sqm.	Uog Creek, Lapag, Karaos, SFADS	In Celebration of their 25 <sup>th</sup> Anniversary
November	None						
December	None						
<b>Total</b>				<b>3185 hills</b>	<b>2.8 Has.</b>		

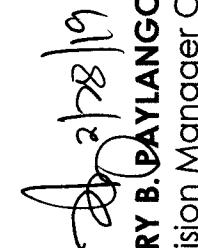
Prepared by:

  
**LOYD WENDEL G. MUANAG**  
WRFO-A

Checked and Verified by:

  
**JOANNE EVA TRIMANDO**  
QWP Section Head Des.

Approved by:

  
**MAMRY B. PAYLANGCO**  
Division Manager C