



CCC # 303



GUINAYANGAN Water District
ANNUAL REPORT
CY 2024



FOREWORD

It is with great enthusiasm to present the Annual Report for Guinayangan Water District for the Calendar Year 2024. This report shows very informative and interesting data that will give anybody a greater understanding of the work undertaken by our organization in the year that past. Also, it provides comprehensive information about the Water Districts Financial Standing and Growth.

During the Year 2024, operating in the new normal after the pandemic, Guinayangan Water District thru its diligent management and supervision has somewhat overcome the effects of the pandemic both to our concessionaires and all stakeholders and has continued successful operation despite the lingering presence of the pandemic. Ninety Six (96) New Service Connections in 2024 have been served by the Water District.

Water is the heart of our Industry. Our District serve as a waterway of the precious water from spring, river and groundwater sources up to the faucets of our concessionaires. The challenge is how far can we serve our concessionaires by promoting the responsible use of water while satisfying everybody's needs and demand for the precious water. Consequently, the main goal of Guinayangan Water District is to provide them all. As the world is facing environmental challenges primarily caused by the climate change, the service to deliver potable water need not be interrupted. We have to consistently provide such services and work hard to find better ways to sustain our District's day-to-day operation and sound management to the satisfaction of our concessionaires and the progress of our local economy.

2024 ANNUAL REPORT

TABLE OF CONTENTS

FOREWORD	1
MANDATE, VISION, MISSION	4
BRIEF WATER DISTRICT PROFILE	5
I. GENERAL	
A. ADMINISTRATIVE	6
B. FINANCIAL/COMMERCIAL C. TECHNICAL	7
C. TECHNICAL	8
D. OPERATIONAL	8
II. PROFILE	
1. THE WATER DISTRICT AND ITS PHYSICAL SYSTEMS FACILITIES	10
A. ORGANIZATION	10
B. EXISTING SYSTEM FACILITIES	10
2. CURRENT OPERATIONAL/FINANCIAL HIGHLIGHTS	11
A. EXISTING WATER RATES	
B. OPERATING INCOME/EXPENSES	
C. FINANCIAL HIGHLIGHTS	
3. COMMUNITY ECONOMIC PROFILE	11
A. TOTAL POPULATION	
B. AVERAGE MONTHLY INCOME	
C. MAJOR SOURCE OF INCOME	
D. AVERAGE MONTHLY EXPENDITURES	
E. MUNICIPALITY / CITY REVENUE	
F. AVERAGE RATE OF MORTALITY (WATER BORNE DISEASE)	
G. AVERAGE RATE OF MORBIDITY (WATER BORNE DISEASE)	
H. MAJOR AGRICULTURAL, INDUSTRIAL AND COMMERCIAL ACTIVITIES	
4. OTHER INFORMATION	11

ANNEXES

Annex A	Functional Chart	12
Annex B	Position/Organizational Structure	13
Annex C	Plantilla of Personnel	14
Annex D	Approved Board Policies	16
Annex E	List of Reports Submitted Monthly to LWUA	24
Annex F	Financial Statement	25
Annex F1	Comparative Financial Statement (2020-2022)	34
Annex G	Summary of Loan Payments to LWUA	35
Annex H	Water Rates Schedule	36
Annex I	Summary of Monthly Water Production and Consumption	37
Annex J	List of Water Sources	38
Annex K	Service Connection Growth	39
Annex L	List of Major Equipment	40
Annex M	List of Water Reservoir	41

I. Mandate:

As Provided in Section 5, Title II, of the Presidential Decree No. 198 otherwise known as "The Provincial Water Utilities Act of 1973", the purpose of forming a local water district includes the following:

- (a) acquiring, installing, improving, maintaining and operating water supply and distribution systems for domestic, industrial, municipal and agricultural uses for residents and lands within the boundaries of such districts,*
- (b) providing, maintaining and operating wastewater collection, treatment and disposal facilities, and*
- (c) conducting such other functions and operations incidental to water resources development, utilization and disposal within such districts, as are necessary or incidental to said purpose.*

It is therefore mandated by PD 198 for the Guinayangan Water District (GWD) to efficiently manage the water resources for the effective delivery of potable, affordable, adequate and sustainable water services to the inhabitants in the community.

The Guinayangan Water District was created through the Sangguniang Bayan Resolution No. 87 – 59 passed on July 22, 1987. The same resolution effected the transfer of all existing water supply facilities to the jurisdiction of GWD.

The Local Water Utilities Administration (LWUA) issued a Conditional Certificate of Conformance (CCC) # 303 to the GWD paving the formal creation of the water district on August 18, 1987.

II. Vision:

We envision Guinayangan Water District to be the best water service provider in its category in the country.

III. Mission:

We commit to provide the residents of Guinayangan with quality water at reasonable cost 24 hours a day through the reliable service of qualified, satisfied, law-abiding and God-fearing public servants.

We commit to ensure the sustainability of our water resources by taking a proactive stand in environmental concerns.

IV. THE WATER DISTRICT



Figure 1. The Guinayangan Water District Main Office
Provincial Road, Brgy. Calimpak, Guinayangan, Quezon
Hotline # - (042) 717-6027 Smart # 09282443768

The Guinayangan Water District (GWD) is the lone Level III Water Service Provider in the Municipality of Guinayangan, Quezon located on the southeastern part of Quezon Province, at the east coast of Bondoc Peninsula and facing the province of Camarines Sur. Guinayangan is bounded on the east by Ragay Gulf, on the west by the municipality of Lopez, on the north by the municipality of

Calauag and partly by a navigable river of Viñas and on the south by the municipality of Buenavista. It is about 132 km. from the provincial capital, Lucena City and about 255 km. from Metro Manila.

The water system was originally constructed by the United States Public Health Services (USPHS) and the government in 1930. The water system utilized Maulawin Ibaba Spring, a water source serving Poblacion and Brgy. Calimpac. No improvement was done until 1975 when local authorities constructed additional intake boxes, and in 1979 with the construction of a 300 cubic meter ground reservoir.

The GWD was created thru Sangguniang Bayan Resolution No. 87-59 which was passed by the local government of Guinayangan, Quezon on July 22, 1987. This resolution gave the Water District full control and administration of the waterworks operations in the Municipality in accordance with Presidential Decree (PD) No. 198, otherwise known as the “Local Water Utilities Act of 1973” as amended by the PD Nos. 768 and 1479. The same resolution effected the transfer of all existing water supply facilities to the jurisdiction of GWD.

The GWD was given a Conditional Certificate of Conformance (CCC) No. 303 on August 18, 1987 by the Local Water Utilities Administration (LWUA) which enabled it to operate under standard specifications. It is currently categorized as a Category D Water District with Three Thousand Four Hundred Ninety Five (3,495) active residential, institutional and commercial service connections from twenty six (26) service barangays as of December 2024.

Today, GWD has seven (9) regular employees, nine (9) casual employees and four (4) job order worker. It is headed by a General Manager. The five-member Board of Directors representing various sectors in the society remain to be the policymaking body of the Water District.



GUINAYANGAN WATER DISTRICT

ANNUAL REPORT

For the Period January 1, 2024 to December 31, 2024

I. GENERAL

A. ADMINISTRATIVE

1. Attach approved organizational charts in effect as year’s end.
 - a. Functional Chart (Annex A)
 - b. Position/Organizational Chart (Key employees only) – showing Permanent positions and incumbents (Annex B)

2. Attach list of employed personnel with pertinent information. (List of Plantilla of Personnel for the Fiscal Year 2024) (Annex C)

The following summarizes the District’s staffing

 - a. Total number of employees 22
 - b. Number of permanent employees 9
 - c. Number of casual/temporary employees/laborers 9
 - d. Number of employees meeting minimum qualifications per Job Description adopted by the District 22
 - e. Number of employees not classified as casual/temporary who do not meet the minimum qualifications established by the District 0

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

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

4. Has the District adopted rules and regulation?
 - a. Personnel Matters YES
 - b. Utility Customer Relations YES
 - c. General Utility Operations YES

During the year, in how many instances (or how many times) have exemption to these rules and regulations has been in special cases? NONE

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

6. Has the District written and properly updated, reliable records of the following? (A field check may be undertaken, if necessary. Yes or No?)
 - a. Customer Complaints YES
 - b. Billing and Collection YES
 - c. Delinquencies in Payment of Water Bills YES
 - d. Meter Histories YES
 - e. Service Connections YES
 - f. Equipment Histories YES
 - g. Equipment Downtime YES
 - h. Bacteriological Tests YES
 - i. System Pressure YES
 - j. Leak Reports YES

k. Unaccounted for Water	<u>YES</u>
l. Pump Efficiencies	<u>YES</u>
m. Water Production	<u>YES</u>
n. Water Production (Deep Well)	<u>YES</u>
o. Valve and pipeline location	<u>YES</u>
p. General Accounting	<u>YES</u>
q. Stock Inventory	<u>YES</u>
r. Stores Usage	<u>YES</u>
s. Employees Record	<u>YES</u>
t. Minutes and Board Meetings	<u>YES</u>

7. For this year, Auditing has been done by the Commission on Audit? NO (LAST – CY 2018-2021)

8. Attach list of reports prepared regularly by the District on a monthly basis as required in the Commercial Practice Manual (Omit this item if the District has not yet installed the Commercial Practices System in which case, indicate that the said system has not yet been installed yet. (List of Reports Prepared Regularly FS, MDS and Water Quality (Annex E)

B. FINANCIAL/COMMERCIAL

1. Attach the District’s financial statements for the report year including a comparison of the immediate past year	<u>(Annex F, Annex F1)</u>
2. For the year under report, the District’s total budgetary outlay was broken down into: (Source: Approved Budget)	<u>26,669,698.25</u>
a. Operating Outlay	<u>15,775,344.68</u>
b. Capital Outlay	<u>3,908,000.00</u>
c. Special budgets, if any (additional budget) – Unappropriated	<u>1,715,760.82</u>
d. Debt Service	<u>1,602,768.00</u>
e. Reserves	<u>3,667,824.75</u>
3. For this same one-year period, the District’s Gross Revenue was broken down into: (Source: Financial Report)	<u>16,779,971.91</u>
a. Revenue/Collection from water sales	<u>16,057,653.72</u>
b. Other water revenues (Rent, Interest Income, Fines & Penalties, Other Business)	<u>691,318.19</u>
c. Other non-operating income	<u>6,000.00</u>
d. Proceeds from LWUA loan to finance new service connections	<u>0.00</u>
e. Donations in Cash (PAWD)	<u>25,000.00</u>
4. For this same one-year period, the District’s expenditures was broken down into: (Source: Financial Report)	<u></u>
a. Operational (operation & maintenance expenses, including depreciation)	<u>14,190,363.84</u>
b. Capital Outlay	<u>1,736,711.00</u>
c. Annual Debt Servicing (Annex G-Summary of Loan Payments to LWUA)	<u>1,998,576.00</u>
5. For this same one-year period, the total salaries, wages & other emoluments paid for the District’s employees where broken down into:	<u>8,069,715.43</u>
a. For permanent employees	<u>2,983,731.54</u>
b. For casual/temporary	<u>1,775,065.00</u>
c. Allowance, Benefit & emoluments	<u>3,310,918.89</u>
6. Expenses for power/fuel for pumping during the year (Acct. #50204020) if Commercial Practices Accounts are in effect):	<u>802,673.33</u>
7. Total amount billed during the year is broken down into:	<u></u>
a. Total Billings (Current and Old Accounts)	<u>16,086,069.29</u>
b. Old Accounts (Accounts Receivable)	<u>2,760,211.81</u>

8. Total amount collected (water sales only during the year is broken down into:	
a. Current Billings	<u>13,973,199.30</u>
b. Arrears	<u>2,008,050.67</u>
9. Total amount uncollected (delinquent) at year's end excluding Bad Debts	<u>438,427.53</u>
10. Total reserves at year's end (WD-LWUA JSA)	<u>2,741,833.12</u>
11. Complaints filed, processed and settled during the year (Source: Service Request)	
a. Total number filed, processed and settled during the year	<u>494</u>
b. Number dismissed for lack of merit/withdrawn	<u>0</u>
c. Number investigated	<u>494 - (100%)</u>
d. Number settled to the satisfaction of complaints	<u>494 - (100%)</u>
e. Number elevated to the District Board of directors	<u>0</u>
f. Number settled by the Board	<u>0</u>
g. Number elevated to the higher authorities	<u>0</u>
12. At year's end, the following water charges were in force: (Annex H – Approved Water Rates Schedule)	<u>(Annex H)</u>
Had these rates been submitted to LWUA for review? (Yes or No)	<u>YES</u>

C. TECHNICAL

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

D. OPERATIONAL

1. Total water production during the year in cubic metres (Annex I -Summary of Water Production and Consumption)	<u>(Annex I)</u>
Total water billed in cubic meters	<u>606,708 cu.m</u>
Average per capita consumption in lpcd	<u>86.9 lpcd</u>
2. Attach list of Water Sources (Annex J - WD Water Sources)	<u>(Annex J)</u>
3. Is the District provided with measuring devices to measure their water production? (Yes or No)	<u>YES</u>
If yes, what type?	<u>Flow Meter</u>
If not, how do you measure productions?	<u>-</u>
4. As of year's end, the District has the following existing service connection and related information. (Annex K - Service Connection Growth)	<u>(Annex K)</u>
a. Total number of existing connections (Active & Inactive Connection)	<u>3,512</u>
b. Number of Active Connections	<u>3,495</u>

c. Number of Metered Connections	<u>3,495</u>
1. With functioning meters	<u>3,495</u>
2. With non-functioning meters	<u>0</u>
d. Number of flat rate connections	<u>0</u>
e. Number of connections regularly billed	<u>3,495</u>
f. Number of delinquent concessionaires	<u>739</u>
g. Average number of customers per connections (HH)	<u>5</u>
5. Estimated population of district service areas (26 barangays)	<u>30,645</u>
a. Estimated population served by utility whether fully or partially	<u>17,475</u>
6. Because of inadequate facilities, the District had to provide partial service in accordance with the following average length of time each 24-hours day:	
a. Less than 6 hours service	<u>0</u>
b. 7-12 hours service (during Dry Months)	<u>269</u>
c. 13-18 hours service (during Dry Months)	<u>468</u>
d. 19-24 hours service	<u>2,758</u>
(Note: You may vary the number of hours as may be necessary to suit actual conditions)	<u>n/a</u>
7. Attach list of major equipment and machinery (with an initial cost of at least P 50,000.00 including pertinent information). (Annex L-List of Major Equipment)	<u>(Annex L)</u>
8. Does the District keep written record of request for service? (Yes or No)	<u>YES</u>
a. Does the record show the date when such requests were made and the nature of the service requested (Yes or No)	<u>YES</u>
b. On the average, how long (in days) does it take the District to respond and attend such requests?	<u>36 hrs</u>
c. How many such reports were received during the year? (Source: Service Request)	<u>1,380</u>
d. How many of these reports attended to during the year?	<u>1,380</u>

Submitted by:



CARMELO ALEJANDRO C. PUJALTE
General Manager



GUINAYANGAN WATER DISTRICT

ANNUAL REPORT

For the Period January 1, 2024 to December 31, 2024

II. PROFILE

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

A. ORGANIZATION

1. Date Formed	<u>July 23, 1987</u>	Age (months) as of 12/31/2024	<u>448 months</u>
2. Date CCC was issued	<u>Aug. 18, 1987</u>	CCC No.	<u>303</u>
3. Personnel	<u>22</u>		

Comments: (adequacy, qualification, performance & others) Category D

B. EXISTING SYSTEM'S FACILITIES

1. Service

1.1 Service Area	<u>26 Barangays, Guinayangan</u>
1.2 Population of Service Area (Latest)	<u>30,645</u>
1.3 No. of Households	<u>3,495</u>
1.4 No. of Persons/Household	<u>5</u>
1.5 Service Time (hrs./day)	<u>24 hrs/day</u>

2. Structure and Equipment

2.1 Administration Building

Office Area	<u>161.4 sq. m</u>
Office Equipment (see List of Major Equipment)	<u>(Annex L)</u>

2.2 If rented, how much per month? NO

2.3 Type of Water Source Springs, River, Deepwell

Rated Capacity per day (cu.m. / day) 3,640 cu.m/day

2.4 Reservoir (description, built, dimension and capacity) (ANNEX M)

2.5 Water Sources (Annex K - WD Water Sources)

2.6 Service Connections

Type	Flat	Metered	Total
Residential	0	3,236	3,236
Government	0	54	51
Commercial	0	211	208
Bulk	0	0	0
Total	0	3,495	3,495

2.7 Production

Average Monthly Production	<u>61,831.00 cu.m</u>
a. Booster/Pumping (cu.m)	<u>5,838.00 cu.m</u>
b. Bulk Water (cu.m)	<u>0.00</u>
Production Efficiency % (average/month) (Total Water Utilized/Total Production)	<u>81.8%</u>
NRW % (<u>18.2%</u>) YTD	

2. CURRENT OPERATION / FINANCIAL HIGHLIGHTS

A. Existing Water Rates (Annex H-Water Rates Schedule)	<u>(ANNEX H)</u>
B. Operating Income/Expenses	
Average Water Sales (average/mo.)	<u>P 1,340,505.77</u>
Average Collection (average/mo.)	<u>1,331,770.83</u>
Average Expenses-O & M for the year (average/mo.)	<u>1,182,530.32</u>
C. Financial Highlights (rate & status)	
Current Ratio = $\frac{\text{Current Assets}}{\text{Current Liabilities}}$	<u>9.93</u>
Long Term Debt/Equity Ratio	<u>0.21</u>
Monthly Billing (average/mo.)	<u>1,340,505.77</u>
Collection Efficiency-% of On-Time Payment (YTD)	<u>97.3%</u>

3. COMMUNITY ECONOMIC PROFILE

A. Total Population (covered by the Water District) (26 barangays)	<u>30,645</u>
B. Average Monthly Family Income in the Area (PSA 2021, Quezon Province)	<u>18,420.00</u>
C. Major Source of Income	<u>Agricultural/Retail Trade</u>
D. Average Monthly Family Expenditure in the Area (PSA 2021, Quezon Province)	<u>16,167.00</u>
E. City/Municipal Revenue (CY 2024)	<u>no data available</u>
F. Average Rate of Mortality per 100,000 population due to waterborne diseases (e.g. diarrhea)	<u>no data available</u>
G. Average Rate of Morbidity per 100,000 population due to waterborne diseases (e.g. diarrhea)	<u>no data available</u>
H. Major Agricultural, Industrial and Commercial activities	
Coconut/Palay/Corn Production, Cattle/Swine/Chicken Production; Fish and Seafoods, Tourism (Resorts)	

4. OTHER INFORMATION

1. The District has no Bulk Water.
2. The District has implemented the Meter Clustering System to help alleviate water pilferage.
3. The District has regularly monitors the Residual Chlorine in various strategic points of its water supply system.
4. The District has maintained its established safety programs and standard operating procedure.
5. The District has continued implementing the 5% discount for water bill of Senior Citizens.
6. The District has approved the Gender and Development Budget for CY 2024 in compliance with RA 9710.
7. The District has adopted and implemented the approved Strategic Performance Management System (SPMS).
8. The District has religiously paid the principal and interest of its various loans to LWUA (Annex G).

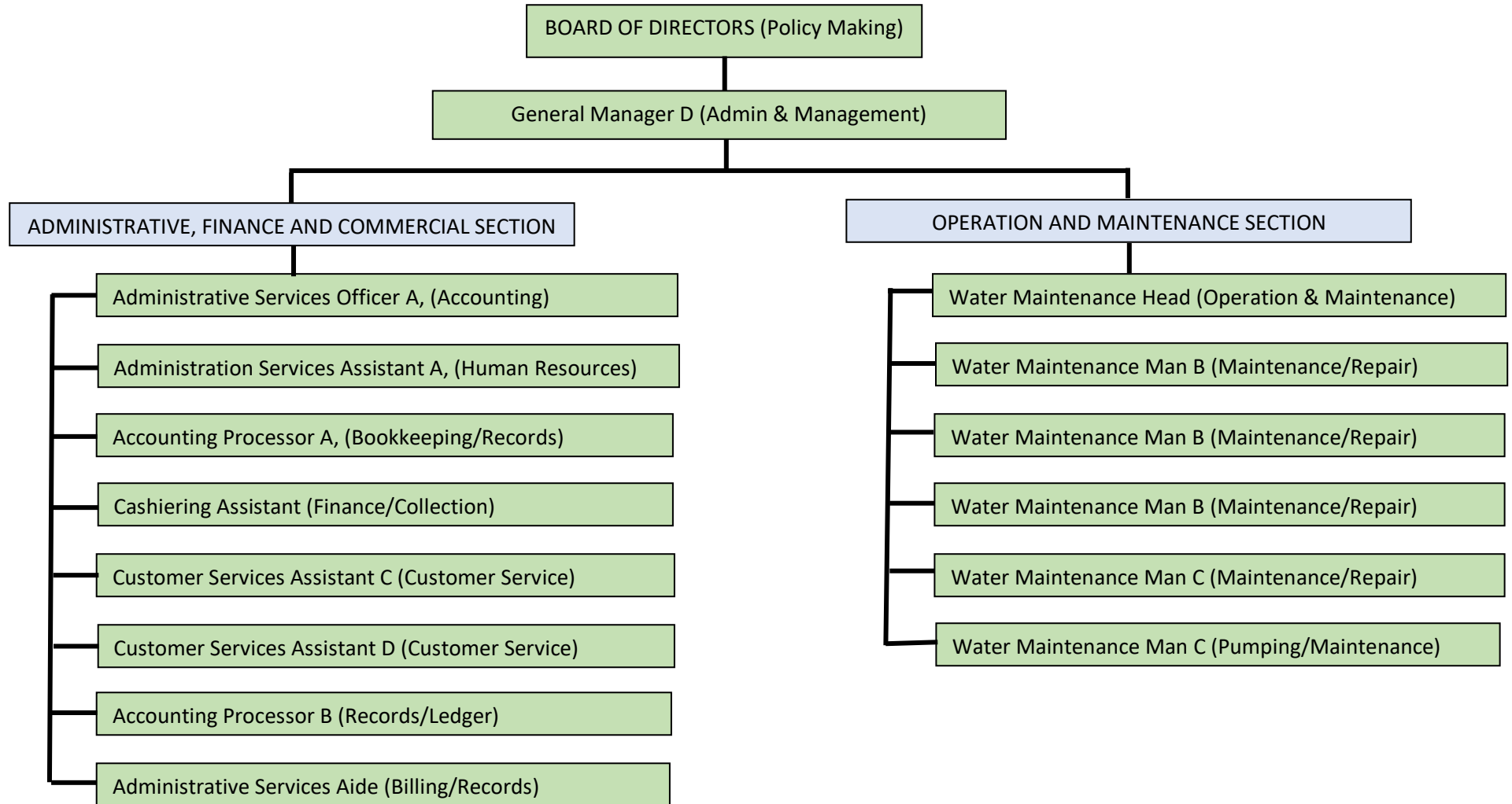
Submitted by:


CARMELO ALEJANDRO C. PUJALTE
 General Manager



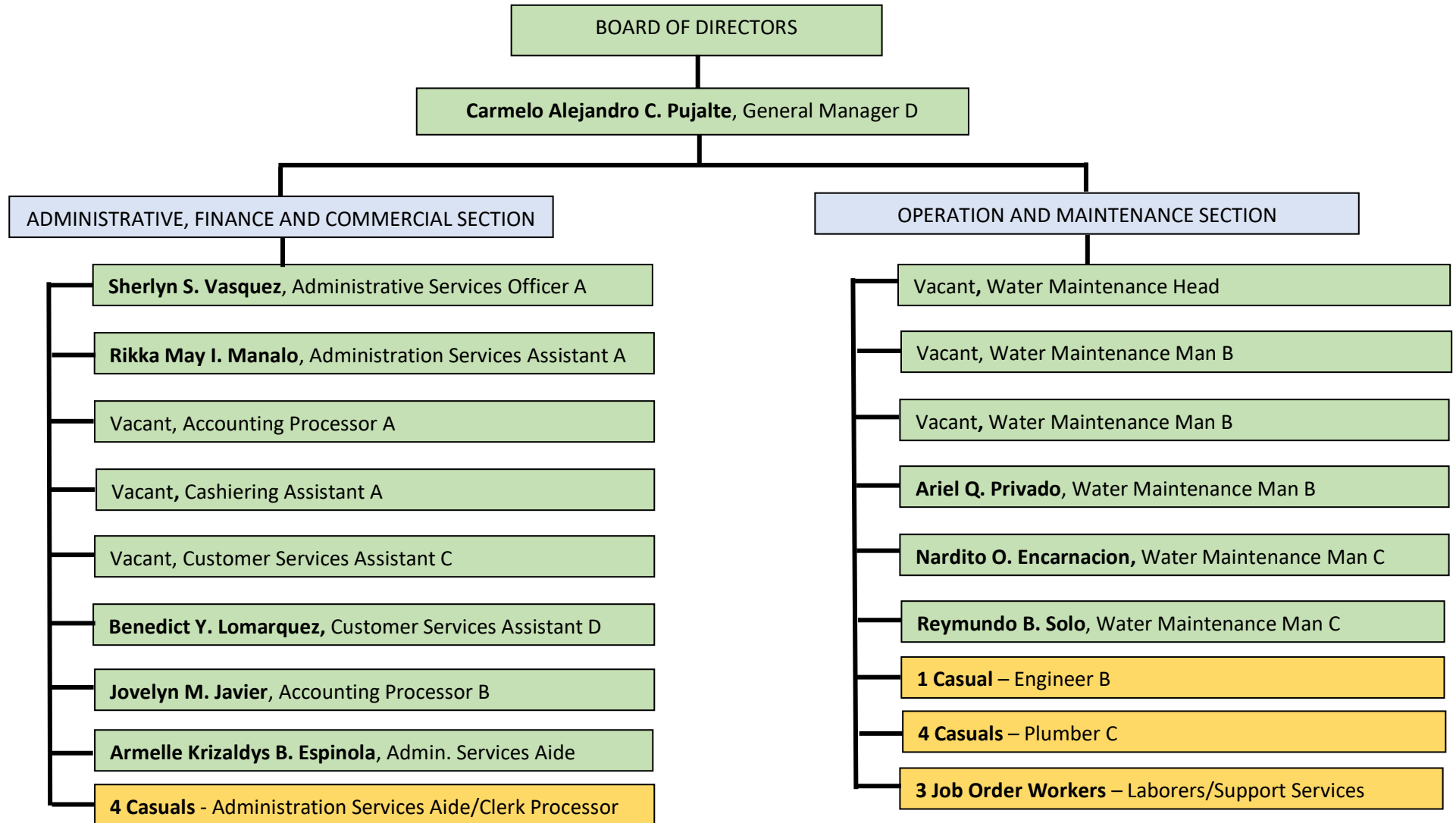
FUNCTIONAL CHART

Category D Water District





POSITION/ORGANIZATIONAL STRUCTURE



PLANTILLA OF PERSONNEL
CY 2024

Category "D" Water District

GUINAYANGAN WATER DISTRICT

Guinayangan, Quezon

Item No.		DBM APPROVED POSITION TITLE	Salary Grade	Step	Monthly Salary		Name of Incumbent	Sex	Date of Birth	TIN	Date of Original Appointment	Date of Last Promotion	Status of Appointment	Civil Service Eligibility
(1)					Authorized	Actual								
PY	CY	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

2023 2024

I. OFFICE OF THE BOARD OF DIRECTOR

II. OFFICE OF THE GENERAL MANAGER

1	1	General Manager D	24	3	90,078.00	93,043.00	Carmelo Alejandro C. Pujalte	M	4/27/1970	174-076-603	3/17/1994	7/27/2016	Co-Terminous	RA 1080
---	---	-------------------	----	---	-----------	-----------	------------------------------	---	-----------	-------------	-----------	-----------	--------------	---------

III. ADMINISTRATIVE, FINANCE AND COMMERCIAL SECTION

2	2	Administrative Services Officer A	16	2	39,672.00	40,088.00	Sherlyn S. Vasquez	F	1/2/1978	930-001-469	12/15/2003	3/15/2019	Permanent	2nd Level
3	3	Administration Services Assistant A	12	1	29,165.00	29,165.00	Rikka May I. Manalo	F	6/29/1998	349-486-299	1/2/2020	3/1/2022	Permanent	2nd Level
4	4	Accounting Processor A	8	1	19,744.00	-	Vacant	-	-	-	-	-	-	1st Level
5	5	Cashiering Assistant	8	1	19,744.00	-	Vacant	-	-	-	-	-	-	1st Level
6	6	Customer Services Assistant C	8	1	19,744.00	-	Vacant	-	-	-	-	-	-	1st Level
7	7	Customer Services Assistant D	6	4*	17,553.00	17,962.00	Benedict Y. Lom Marquez	M	9/20/1966	935-047-602	6/1/2005	8/15/2014	Permanent	MC 11
8	8	Accounting Processor B	6	1	17,553.00	-	Vacant	-	-	-	-	-	-	1st Level
9	9	Administrative Services Aide	4	1	15,586.00	15,586.00	Armelle Krizaldys B. Espinola	F	6/17/1989	714-512-848	1/3/2018	3/1/2022	Permanent	MC 11

IV. OPERATIONS AND MAINTENANCE SECTION

10	10	Water Maintenance Head	16	1	39,672.00	-	Vacant	-	-	-	-	-	-	MC 11
11	11	Water Maintenance Man B	6	1	17,553.00	-	Vacant	-	-	-	-	-	-	MC 11

*Subject to the provisions of JOINT CSC-DBM Circular No. 1 series of 1990 dated March 29 1990, as amended by CSC-DBM JC No. 1 dated 3 Sept. 2012.

"I hereby certify that the item number, classification, salary grade, and authorized salary of each of the positions indicated in Columns 1, 2, 3 and 5 of this page have been verified and found to be accordance with DBM RO IV-A records. Those that are not in accordance with DBM RO IV-A records have been corrected and initiated."


for:
NYMPHA R. MANALASTAS
Regional Director

GUINAYANGAN WATER DISTRICT
Guinayangan, Quezon

Item No. (1)	POSITION TITLE (2)	Salary Grade (3)	Step (4)	Monthly Salary		Name of Incumbent (7)	Sex (8)	Date of Birth (9)	TIN (10)	Date of Original Appointment (11)	Date of Last Promotion (12)	Status of Appointment (13)	Civil Service Eligibility (14)
				Authorized (5)	Actual (6)								
PY 2023	CY 2024												
12	Water Maintenance Man B	6	1	17,553.00	-	Vacant*	-	-	-	-	-	-	MC 11
13	Water Maintenance Man B	6	1	17,553.00	-	Vacant	-	-	-	-	-	-	MC 11
14	Water Maintenance Man C	4	4	15,586.00	15,948.00	Fernando M. Nicolas	M	5/23/1959	413-661-537	1/1/2011	8/15/2014	Permanent	MC 11
15	Water Maintenance Man C	4	1	15,586.00	-	Vacant	-	-	-	-	-	-	MC 11

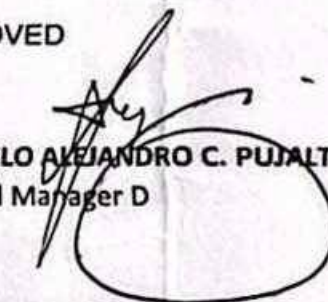
*Isidro O. Alcantara, Jr. retired from the service - December 31, 2023

CERTIFIED CORRECT


SHERLYN S. VASQUEZ
Administrative Services Officer A

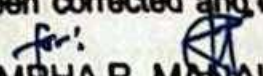
Total positions: 15
Vacant positions: 9

APPROVED


CARMELO ALEJANDRO C. PUJALTE
General Manager D

*Subject to the provisions of JOINT CSC-DBM Circular No. 1 series of 1990 dated March 29 1990, as amended by CSC-DBM JC No. 1 dated 3 Sept. 2012.

"I hereby certify that the item number, classification, salary grade, and authorized salary of each of the positions indicated in Columns 1, 2, 3 and 5 of this page have been verified and found to be accordance with DBM RO IV-A records. Those that are not in accordance with DBM RO IV-A records have been corrected and initiated."


NYMPHA R. MANALASTAS
Regional Director



Republic of the Philippines
 GUINAYANGAN WATER DISTRICT
 Guinayangan, Quezon

APPROVED BOARD POLICIES - 2024

BOD RES. NUMBER	TITLE	DATE APPROVED
4-2024	Adopting the Increase in Clothing Allowance as Embodied in Section 58 of the General Provisions of the Approved 2024 General Appropriations Act (GAA) and Allowing the Release of the said Clothing Allowance to Eligible Employees	Jan. 10, 2024
9-2024	Adopting the Increase in Representation and Transportation Allowance (RATA) as Embodied in the Approved 2024 General Appropriations Act (GAA) and Allowing the Release of the said Clothing Allowance to Eligible Official of the Guinayangan WD	Jan. 10, 2024
11-2024	Increasing the Fee for the Transfer of consumer's Account Name and Providing Guidelines for the Transferring of such Consumer's Account Name	Jan. 24, 2024
15-2024	Granting and Adopting the One Hundred Pesos increase Mandated for the Government Employer's Premium Share to the HDMF – Pag-ibig Fund) starting February 2024	Jan. 24, 2024
25-2024	Providing the Uniform Guidelines in the Adjustment of Water Bill	March 8, 2024
38-2024	Suspending Temporarily the Implementation of Disconnection Policy from 30 days to 60 days	May 9, 2024
55-2024	Setting the Policy and rate for the Rental of the GWD-owned Cement Cutter and Demolition Hammer	July 23, 2024
59-2024	Adopting for Implementation in the District the Issued DBM Budget Circular No. 2024-02 Providing Guidelines of the Payment of Allowable Communication Expenses	Aug. 14, 2024
90-2024	Granting the Family of Mayor Edgardo Sales with the Free Use of Water for the First 10 cu. m Monthly for a Period of 10 years and Mr. Jovito Perez on a Separate MOA for the Free Use of Water for the First 30 cu.m Monthly	Dec. 18, 2024



Republic of the Philippines
GUINAYANGAN WATER DISTRICT
Guinayangan, Quezon

APPROVED BOARD RESOLUTIONS 2024

NUMBER	TITLE	DATE APPROVED
1-2024	Approval of the Minutes of BOD Meeting held on December 20, 2023	Jan. 10, 2024
2-2024	Rehiring the services of Andrea M. Alcantara as Secretary to the Board of Directors of Guinayangan Water District	Jan. 10, 2024
3-2024	Approving the Plantilla of Personnel (PoP) adopting the latest Salary Schedule (4 th Tranche) of the Salary Standardization Law V (RA 11466) 2019 and Authorizing the Issuance of Notice of Salary Adjustment (NOSA)	Jan. 10, 2024
4-2024	Adopting the Increase in Clothing Allowance as Embodied in Section 58 of the General Provisions of the Approved 2024 General Appropriations Act (GAA) and Allowing the Release of the said Clothing Allowance to Eligible Employees	Jan. 10, 2024
5-2024	Adopting GM's Office Order No. 1 reorganizing the members of the Bids and Awards Committee (BAC) of the Guinayangan Water District for CY 2024	Jan. 10, 2024
6-2024	Approving the 2024 Annual Procurement Plan (APP) of the Guinayangan Water District	Jan. 10, 2024
7-2024	Approving the CY 2024 Disaster Risk Reduction and Management (DRRM) Plan of the Guinayangan WD	Jan. 10, 2024
8-2024	Approving the Gender and Development (GAD) Plan for CY 2024	Jan. 10, 2024
9-2024	Adopting the Increase in Representation and Transportation Allowance (RATA) as Embodied in the Approved 2024 General Appropriations Act (GAA) and Allowing the Release of the said Clothing Allowance to Eligible Official of the Guinayangan WD	Jan. 10, 2024
10-2024	Approval of the Minutes of BOD Meeting held on January 10, 2024	Jan. 24, 2024
11-2024	Increasing the Fee for the Transfer of consumer's Account Name and Providing Guidelines for the Transferring of such Consumer's Account Name	Jan. 24, 2024
12-2024	Subscribing to the LBP We Access ATM Payroll and Designating Authorized Signatories and Users of the LBP We Access Facility	Jan. 24, 2024

NUMBER	TITLE	DATE APPROVED
13-2024	Approving the BOD's Proposed Per Diem Rate Effective Upon Recategorization of the District into a "Category C" WD	Jan. 24, 2024
14-2024	Concurring Memorandum Order No. 02-2024 Reorganizing the Guinayangan WD Committee on Anti-Red Tape (CART)	Jan. 24, 2024
15-2024	Granting and Adopting the One Hundred Pesos increase Mandated for the Government Employer's Premium Share to the HDMF – Pag-ibig Fund) starting February 2024	Jan. 24, 2024
16-2024	Approval of the Minutes of BOD Meeting held on January 24, 2024	Feb. 7, 2024
17-2024	Amending the entire 2 nd Paragraph, Page 1 of the Approved BOD Resolution No. 103 s. 2023 – Approving the 2024 Guinayangan WD Annual Corporate Budget	Feb. 7, 2024
18-2024	Approval of the Minutes of BOD Meeting held on February 7, 2024	Feb. 21, 2024
19-2024	Adopting BAC Resolution No. 001 (s. 2024) recommending award of contract to JEMA Future-Best Enterprise for RFQ No. 001-2024 GWD – Supply and Delivery of Pipes	Feb. 21, 2024
20-2024	Adopting BAC Resolution No. 002 (s. 2024) recommending award of contract to Jump Engineering Services for RFQ No. 002-2024 GWD – Supply and Delivery of Service Connection Materials	Feb. 21, 2024
21-2024	Adopting BAC Resolution No. 003 (s. 2024) recommending award of contract to JEMA Future-Best Enterprise for RFQ No. 003-2024 GWD – Supply and Delivery of Valves and Fittings	Feb. 21, 2024
22-2024	Allowing the Payment to Retired Employee Isidro O. Alcantara, Jr. of his terminal Leave Benefits	Feb. 21, 2024
23-2024	Denying the Request of Surquia Family Siblings to have the First 25 cu. M. of Water Consumed every Month Free of Charge Being a Benefit Provided to GWD Facilities Landowners	Feb. 21, 2024
24-2025	Approval of the Minutes of BOD Meeting held on February 21, 2024	March 8, 2024
25-2024	Providing the Uniform Guidelines in the Adjustment of Water Bill	March 8, 2024
26-2025	Approval of the Minutes of BOD Meeting held on March 8, 2024	March 21, 2024
27-2024	Allowing the Reimbursement of the Registration/Assessment Fees of Each GWD Plumber/Trainees of the TESDA NC II Training	March 21, 2024

NUMBER	TITLE	DATE APPROVED
28-2024	Re-aligning/Reprogramming the Appropriations for Capital Expenditure – Semi Expendable Other Machinery and Equipment 2 units Flowmeter to 1 Unit Jackhammer in the amount of P50,000.00	March 21, 2024
29-2024	Allowing and Authorizing Dir. Corazon R. Marjes to undergo Leave of Absence Within the Full Period of Her Personal Travel Abroad in April 15-20, 2024	March 21, 2024
30-2024	Approval of the Minutes of BOD Meeting held on March 21, 2024	April 11, 2024
31-2024	Allowing and Authorizing Ms. Rikka May I. Manalo to undergo Leave of Absence Within the Full Period of Her Personal Travel Abroad in May 23-27, 2024	April 11, 2024
32-2024	Approval of the Minutes of BOD Meeting held on April 11, 2024	April 24, 2024
33-2024	Adopting BAC Resolution No. 004 (s. 2024) recommending award of contract to MARIEL Machineries Inc. for RFQ No. 004-2024 GWD – Supply and Delivery of Service Motorcycles	April 24, 2024
34-2024	Authorizing the Leave of Absence of Chairman Domingo S. Laduan Starting This Day Henceforth Until He Fully Recovered From His Illness and Regained His Health	April 24, 2024
35-2024	Approval of the Minutes of BOD Meeting held on April 24, 2024	May 9, 2024
36-2024	Subscribing to the LBP We Access Bills Payment and Designating Authorized Signatories and Users of the LBP We Access Facility	May 9, 2024
37-2024	Authorizing the Release of Appropriations for the Payment of Mid-Year Bonus to all Qualified Officials and Employees	May 9, 2024
38-2024	Suspending Temporarily the Implementation of Disconnection Policy from 30 days to 60 days	May 9, 2024
39-2024	Approval of the Minutes of BOD Meeting held on May 9, 2024	May 21, 2024
40-2024	Declaring the Position of Board of Director Representing the Civic Organization Sector VACANT effective May 10, 2024	May 21, 2024
41-2024	Adopting and Concurring the Issued Office Order No. 03 s. 2024 Reorganizing the Human Resources Merit Promotion and Selection Board (HRMPSB)	May 21, 2024
42-2024	Re-aligning/Reprogramming the Appropriations for Personnel Services – Salaries and Wages – Regular to PS Salaries and Wages – Casual, RATA and Pag-Ibig Premium Contributions in the Total Amount of P252,000.00	May 21, 2024

NUMBER	TITLE	DATE APPROVED
43-2024	Approval of the Minutes of BOD Meeting held on May 21, 2024	June 10, 2024
44-2024	Extending the GWD's Sincerest Gratitude and Well Wishes to Mr. Fernando M. Nicolas for His More Than 13 Years of Continuous Services as a Devoted Employee of the GWD and Allowing the Payment of His Year-End Bonus and Cash Gift and his terminal Leave Benefits	June 10, 2024
45-2024	Re-aligning/Reprogramming the Appropriations for Capital Outlay – ICT Equipment to CO – Other Transportation Equipment in the Total Amount of P15,000.00	June 10, 2024
46-2024	Concurring and Approving the Issued Office Order No. 04 s. 2024 Designating Ariel Q. Privado as OIC/Section Head of the GWD OMS	June 10, 2024
47-2024	Approving the Activity Design for the Celebration of 37 th Year Anniversary of the Guinayangan WD	June 10, 2024
48-2024	Respectfully Requesting the Assistance of DPWH Hon. Regional Director Rannel M. Tan to Find Ways to Finance the Construction of Hinabaan River – Guinayangan Metro Poblacion Water Pipeline Project	June 10, 2024
49-2024	Respectfully Requesting the Assistance of Hon. Cong. Keith Micah "Atorni Mike" Tan to Find Ways to Finance the Construction of Hinabaan River – Guinayangan Metro Poblacion Water Pipeline Project	June 10, 2024
50-2024	Respectfully Requesting the Assistance of Hon. Cong. Keith Micah "Atorni Mike" Tan and Hon. DPWH Regional Director Ronnel M. Tan to Provide Guinayangan WD with 2 units 50 KVa Generating Set for the San Antonio and Him. Weste Pump Stn.	June 10, 2024
51-2024	Approval of the Minutes of BOD Meeting held on June 10, 2024	June 26, 2024
52-2024	Approval of the Minutes of BOD Meeting held on June 26, 2024	July 11, 2024
53-2024	Re-aligning/Reprogramming/Reclassifying the Appropriations of Various MOOE and Capital Outlays to MOOE, Financial and Capital Outlays Accounts	July 11, 2024
54-2024	Approval of the Minutes of BOD Meeting held on July 11, 2024	July 23, 2024
55-2024	Setting the Policy and rate for the Rental of the GWD-owned Cement Cutter and Demolition Hammer	July 23, 2024
56-2024	Approval of the Minutes of BOD Meeting held on July 23, 2024	Aug. 14, 2024

NUMBER	TITLE	DATE APPROVED
57-2024	Re-aligning/Reprogramming/Reclassifying the Appropriations of Various Capital Outlays to MOOE, and Capital Outlays Accounts	Aug. 14, 2024
58-2024	Reorganizing and Adopting the Plantilla of Casual Personnel for Implementation Effective September 2024	Aug. 14, 2024
59-2024	Adopting for Implementation in the District the Issued DBM Budget Circular No. 2024-02 Providing Guidelines of the Payment of Allowable Communication Expenses	Aug. 14, 2024
60-2024	Affirming the POP CY 2024 Adopting the New Salary Schedule Implementing the 1 st Tranche of the Updated Salary Schedule under EO No. 64 Retroactive Beginning January 1, 2024	Aug. 14, 2024
61-2024	Approval of the Minutes of BOD Meeting held on August 14, 2024	Aug. 28, 2024
62-2024	Approving and Adopting the Calendars of Activities for the Whole Month of September 2024 in Connection with the 124 th Philippine Civil Service Anniversary Celebration	Aug. 28, 2024
63-2024	Approval of the Minutes of BOD Meeting held on August 28, 2024	Sept. 11, 2024
64-2024	Re-aligning/Reprogramming/Reclassifying the Appropriations of Various Capital Outlays to MOOE, and Capital Outlays Accounts	Sept. 11, 2024
65-2024	Approval of the Minutes of BOD Meeting held on September 11, 2024	Sept. 26, 2024
66-2024	Adopting BAC Resolution No. 005 (s. 2024) recommending award of contract to ALPHA Enterprise. for RFQ No. 005-2024 GWD – Supply and Delivery of Chlorine Powder	Sept. 26, 2024
67-2024	Providing Mr. Benedict Y. Lomarquez with the Necessary Medical Assistance Thru Reimbursement of His Medicine and Hospital Bills Incurred During the Recent Motorcycle Accident	Sept. 26, 2024
68-2024	Re-aligning/Reprogramming/Reclassifying the Appropriations of Capital Outlays – Construction of Buildings and Facilities to Capital Outlays – Construction/Improvement of Other Structures in the Amount of P 50,000.00	Sept. 26, 2024
69-2024	Approval of the Minutes of BOD Meeting held on September 26, 2024	Oct. 17, 2024
70-2024	Adopting BAC Resolution No. 006 (s. 2024) recommending award of contract to LOPEZ Trading. for RFQ No. 006-2024 GWD – Supply and Delivery of Construction Materials	Oct. 17, 2024

NUMBER	TITLE	DATE APPROVED
71-2024	Awarding of contract to ADVATECH CCTV Installation Services, Lipa City for the Installation of CCTV System	Oct. 17, 2024
72-2024	Re-aligning/Reprogramming the Appropriations of PS – Other Bonuses and Allowances to PS – Terminal Leave in the Amount of P 75,000.00	Oct. 17, 2024
73-2024	Approval of the Minutes of BOD Meeting held on October 17, 2024	Oct. 30, 2024
74-2024	Authorizing GM Carmelo Alejandro C. Pujalte to represent Guinayangan WD and sign MOA with Mr. Bienvenido Noblefranca for a GWD Right of Way with his property	Oct. 30, 2024
75-2024	Approval of the Minutes of BOD Meeting held on October 30, 2024	Nov. 6, 2024
76-2024	Granting and Allowing the Release of the Year-End Bonus and Cash Gift to all Eligible Officer and Employees	Nov. 6, 2024
77-2024	Adopting BAC Resolution No. 007 (s. 2024) recommending award of contract to JEMA Future-Best Enterprise for RFQ No. 007-2024 GWD – Supply and Delivery of Pipes	Nov. 6, 2024
78-2024	Adopting BAC Resolution No. 008 (s. 2024) recommending award of contract to Alpha Charlie Trading for RFQ No. 008-2024 GWD – Supply and Delivery of Construction Materials	Nov. 6, 2024
79-2024	Approval of the Minutes of BOD Meeting held on November 6, 2024	Nov. 21, 2024
80-2024	Awarding of contract to LEADSERV Analytical Laboratory, Lucena City, for the Microbiological and/or Physical-Chemical Analysis of Sample Water Supplied by the Guinayangan WD	Nov. 21, 2024
81-2024	Penalizing Ms. Felisa Del Rosario and Ms. Teresa Sta. Ana with a Penalty for the Illegal Connection Discovered to the Guinayangan Wd Pipeline System	Nov. 21, 2024
82-2024	Granting Ms. Rikka Ma. I. Manalo to Make Representations With the BIR to Apply for ATP of the Official Receipts and Water Bill Receipts of the Guinayangan WD	Nov. 21, 2024
83-2024	Awarding of contract to GRML Printing Press, Gumaca, Quezon, for the Printing of the Guinayangan WD Service Invoice and Water Bill Receipts	Nov. 21, 2024
84-2024	Approval of the Minutes of BOD Meeting held on November 21, 2024	Dec. 5, 2024



LIST OF REPORTS SUBMITTED MONTHLY TO LWUA

January to December 2024

REPORTS	DATE SUBMITTED	EMAIL RECEIPIENTs
JANUARY 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	March 15, 2024 January 16, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
Water Quality (Physical-Chemical Analysis) 2023	January 12, 2024	Laboratory TAD
FEBRUARY 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	March 18, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
Annual Report 2023	April 6, 2024	UDEV2 WSUDD
MARCH 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	April 12, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
APRIL 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	May 10, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
MAY 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	June 10, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
JUNE 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	July 9, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
JULY 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	Sept. 11, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
AUGUST 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	Sept. 11, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
SEPTEMBER 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	Oct. 9, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
OCTOBER 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	Nov. 12, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
NOVEMBER 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	Dec. 13, 2024	Databank TAD, UDEV2 WSUDD, Laboratory TAD
December 2024 Monthly Data Sheet (MDS) Financial Statements (FS) Water Quality (Microbiological Tests)	January 27, 2025	Databank TAD, UDEV2 WSUDD, Laboratory TAD



GUINAYANGAN WATER DISTRICT
Detailed Statement of Comprehensive Income
For the period from January 1 - December 31, 2024

	Actual	Budget	Difference Inc. (Dec.)
Income			
Service and Business Income			
Service Income			
Processing Fees	9,795.00	6,000.00	3,795.00
Total Service Income	9,795.00	6,000.00	3,795.00
Business Income			
Rent/Lease Income	2,000.00	0.00	2,000.00
Waterworks System Fees	16,057,653.72	15,268,927.00	788,726.72
Interest Income	4,608.29	4,000.00	608.29
Fines and Penalties-Business Income	583,068.63	582,778.68	289.95
Other Business Income	91,846.27	70,000.00	21,846.27
Total Business Income	16,739,176.91	15,925,705.68	813,471.23
Shares, Donations and Grants			
Donations in Cash	25,000.00	-	25,000.00
Total Shares, Donations and Grants	25,000.00	-	25,000.00
Other Non-Operating Income			
Miscellaneous Income	6,000.00	6,000.00	-
Total Other Non-Operating Income	6,000.00	6,000.00	-
Total Income	16,779,971.91	15,937,705.68	842,266.23
Expenses			
Personnel Services			
Salaries and Wages			
Salaries and Wages-Regular	2,983,731.54	3,055,298.40	(71,566.86)
Salaries and Wages-Casual/Contractual	1,775,065.00	1,813,760.00	(38,695.00)
Total Salaries and Wages	4,758,796.54	4,869,058.40	(110,261.86)
Other Compensation			
Personnel Economic Relief Allowance (PERA)	425,909.09	432,000.00	(6,090.91)
Representation Allowance (RA)	72,000.00	72,000.00	-
Transportation Allowance (TA)	72,000.00	72,000.00	-
Clothing / Uniform Allowance	129,250.00	135,000.00	(5,750.00)
Honoraria	6,000.00	5,000.00	1,000.00
Overtime and Night Pay	60,846.36	109,350.00	(48,503.64)
Year-End Bonus	403,382.80	409,588.20	(6,205.40)
Cash Gift	89,000.00	90,000.00	(1,000.00)
Mid-Year Bonus	395,944.00	409,588.20	(13,644.20)
Directors and Committee Members' Fees	169,344.00	384,000.00	(214,656.00)
Other Bonuses and Allowances	461,000.00	606,577.48	(145,577.48)
Total Other Compensation	2,284,676.25	2,725,103.88	(440,427.63)
Personnel Benefit Contributions			
Retirement and Life Insurance Premiums	572,526.30	589,807.01	(17,280.71)
Pag-IBIG Contributions	42,600.00	43,600.00	(1,000.00)
Philhealth Contributions	117,424.73	123,567.92	(6,143.19)
Employees Compensation Insurance Premiums	21,300.00	21,600.00	(300.00)
Total Personnel Benefit Contributions	753,851.03	778,574.93	(24,723.90)



GUINAYANGAN WATER DISTRICT
Detailed Statement of Comprehensive Income
For the period from January 1 - December 31, 2024

	Actual	Budget	Difference Inc. (Dec.)
Other Personnel Benefits			
Terminal Leave Benefits	272,391.61	272,391.61	-
Total Other Personnel Benefits	<u>272,391.61</u>	<u>272,391.61</u>	-
Total Personnel Services	8,069,715.43	8,645,128.82	(575,413.39)
Maintenance and Other Operating Expenses			
Traveling Expenses			
Traveling Expenses-Local	188,813.00	386,560.00	(197,747.00)
Total Traveling Expenses	<u>188,813.00</u>	<u>386,560.00</u>	<u>(197,747.00)</u>
Training and Scholarship Expenses			
Training Expenses	142,278.32	195,800.00	(53,521.68)
Total Training and Scholarship Expenses	<u>142,278.32</u>	<u>195,800.00</u>	<u>(53,521.68)</u>
Supplies and Materials Expenses			
Office Supplies Expenses	54,459.07	85,000.00	(30,540.93)
Accountable Forms Expenses	342,763.64	286,200.00	56,563.64
Fuel, Oil and Lubricants Expenses	134,508.16	262,950.00	(128,441.84)
Chemical and Filtering Supplies Expenses	84,214.14	116,650.00	(32,435.86)
Semi-Expendable Machinery and Equipment Expenses	232,339.80	213,000.00	19,339.80
Semi-Expendable Furniture, Fixtures and Books Expenses	56,699.00	58,000.00	(1,301.00)
Supplies and Materials for Water Systems Operations Expense	218,166.75	360,000.00	(141,833.25)
Other Supplies and Materials Expenses	11,701.29	40,000.00	(28,298.71)
Total Supplies and Materials Expenses	<u>1,134,851.85</u>	<u>1,421,800.00</u>	<u>(286,948.15)</u>
Utility Expenses			
Electricity Expenses	130,360.33	186,000.00	(55,639.67)
Total Utility Expenses	<u>130,360.33</u>	<u>186,000.00</u>	<u>(55,639.67)</u>
Communication Expenses			
Postage and Courier Services	1,925.00	6,000.00	(4,075.00)
Telephone Expenses	28,691.83	36,600.00	(7,908.17)
Internet Subscription Expenses	23,940.00	24,000.00	(60.00)
Total Communication Expenses	<u>54,556.83</u>	<u>66,600.00</u>	<u>(12,043.17)</u>
Generation, Transmission and Distribution Expenses			
Generation, Transmission and Distribution Expenses	831,756.08	855,000.00	(23,243.92)
Total Generation, Transmission and Distribution Expenses	<u>831,756.08</u>	<u>855,000.00</u>	<u>(23,243.92)</u>
Confidential, Intelligence and Extraordinary Expenses			
Extraordinary and Miscellaneous Expenses	17,200.00	116,400.00	(99,200.00)
Total Confidential, Intelligence and Extraordinary Expenses	<u>17,200.00</u>	<u>116,400.00</u>	<u>(99,200.00)</u>
Repairs and Maintenance			
Repairs and Maintenance-Infrastructure Assets	460,381.96	486,800.00	(26,418.04)
Repairs and Maintenance-Buildings and Other Structures	29,714.14	35,000.00	(5,285.86)
Repairs and Maintenance-Machinery and Equipment	30,340.00	50,000.00	(19,660.00)
Repairs and Maintenance-Transportation Equipment	51,369.00	60,000.00	(8,631.00)
Total Repairs and Maintenance	<u>571,805.10</u>	<u>631,800.00</u>	<u>(59,994.90)</u>




GUINAYANGAN WATER DISTRICT
Detailed Statement of Comprehensive Income
For the period from January 1 - December 31, 2024

	Actual	Budget	Difference Inc. (Dec.)
Taxes, Insurance Premiums and Other Fees			
Taxes, Duties and Licenses	359,981.00	393,429.11	(33,448.11)
Fidelity Bond Premiums	28,728.75	28,728.75	-
Insurance/Reinsurance Expenses	56,058.20	144,000.00	(87,941.80)
Total Taxes, Insurance Premiums and Other Fees	444,767.95	566,157.86	(121,389.91)
Labor and Wages			
Labor and Wages	481,332.34	637,440.00	(156,107.66)
Total Labor and Wages	481,332.34	637,440.00	(156,107.66)
Other Maintenance and Operating Expenses			
Representation Expenses	79,500.00	100,000.00	(20,500.00)
Rent/Lease Expenses	8,720.00	8,000.00	720.00
Membership Dues and Contributions to Organizations	10,200.00	10,350.00	(150.00)
Total Other Maintenance and Operating Expenses	98,420.00	118,350.00	(19,930.00)
Total Maintenance and Other Operating Expenses	4,096,141.80	5,181,907.86	(1,085,766.06)
Financial Expenses			
Financial Expenses			
Interest Expenses	470,656.03	472,808.00	(2,151.97)
Bank Charges	300.00	5,000.00	(4,700.00)
Other Financial Charges	3,000.00	5,000.00	(2,000.00)
Total Financial Expenses	473,956.03	482,808.00	(8,851.97)
Non-Cash Expenses			
Depreciation			
Depreciation-Infrastructure Assets	1,414,301.01	1,200,000.00	214,301.01
Depreciation-Buildings and Other Structures	69,326.99	65,000.00	4,326.99
Depreciation-Machinery and Equipment	35,435.86	90,000.00	(54,564.14)
Depreciation-Transportation Equipment	30,959.29	30,000.00	959.29
Total Depreciation	1,550,023.15	1,385,000.00	165,023.15
Impairment Loss			
Impairment Loss-Loans and Receivables	527.43	15,000.00	(14,472.57)
Total Impairment Loss	527.43	15,000.00	(14,472.57)
Non-Cash Expenses	1,550,550.58	1,400,000.00	150,550.58
Total Expenses	14,190,363.84	15,709,844.68	(1,519,480.84)
Net Income (Loss)	2,589,608.07	227,861.00	2,361,747.07

Prepared by:


SHERLYN S. VASQUEZ
Administrative Services Officer A

Noted by:


CARMELO ALEJANDRO C. PUJALTE
General Manager



GUINAYANGAN WATER DISTRICT
Statement of Financial Position
As at December 31, 2024

PESOS

ASSETS

Current Assets

Cash and Cash Equivalents

Cash - Collecting Officers	17,731.16
Cash in Bank - Local Currency, Current Account	5,791,617.76
Cash in Bank - Local Currency, Savings Account	5,441,232.73
	<u>11,250,581.65</u>

Receivables

Accounts Receivable	2,859,765.34
Allowance for Impairment-Accounts Receivable	(125,811.06)
Net Value - Accounts Receivable	<u>2,733,954.28</u>
Receivables-Disallowances/Charges	10,260.00
Other Receivables	58,097.38
	<u>2,802,311.66</u>

Inventories

Office Supplies Inventory	33,695.31
Accountable Forms, Plates and Stickers Inventory	52,918.74
Chemical and Filtering Supplies Inventory	75,993.51
Supplies and Materials for Water System Operations	1,274,766.97
	<u>1,437,374.53</u>

Prepayments

Prepaid Rent	12,000.00
Guaranty Deposits	74,182.92
	<u>86,182.92</u>

Total Current Assets

15,576,450.76



GUINAYANGAN WATER DISTRICT
Statement of Financial Position
As at December 31, 2024

	<u>PESOS</u>
Non-Current Assets	
Property, Plant and Equipment	
Land	<u>338,975.50</u>
Land Improvements	
Other Land Improvements	38,047.90
Accumulated Depreciation-Other Land Improvements	<u>(34,243.11)</u>
Net Value - Other Land Improvements	3,804.79
Infrastructure Assets	
Water Supply Systems	55,142,128.04
Accumulated Depreciation-Water Supply Systems	<u>(28,627,733.84)</u>
Net Value - Water Supply Systems	26,514,394.20
Buildings and Other Structures	
Buildings	2,357,200.55
Accumulated Depreciation-Buildings	<u>(1,570,366.60)</u>
Net Value-Buildings	786,833.95
Machinery and Equipment	
Information and Communication Technology Equipment	60,450.02
Accumulated Depreciation-Information and Communication Technology Equipment	<u>(60,450.02)</u>
Net Value-Information and Communication Technology Equipment	0.00
Disaster Response and Rescue Equipment	82,746.93
Accumulated Depreciation-Disaster Response and Rescue Equipment	<u>(3,206.41)</u>
Net Value-Disaster Response and Rescue Equipment	79,540.52
Other Machinery and Equipment	478,305.40
Accumulated Depreciation-Other Machinery and Equipment	<u>(324,822.19)</u>
Net Value-Other Machinery and Equipment	153,483.21
Transportation Equipment	
Motor Vehicles	624,338.00
Accumulated Depreciation-Transportation Equipment	<u>(413,082.10)</u>
Net Value- Transportation Equipment	211,255.90
Leased Assets	
Leased Assets, Land	1,735,337.16
Construction in Progress	
Construction in Progress-Infrastructure Assets	<u>15,543.87</u>
Total Non-Current Assets	29,839,169.10
Total Assets	<u>45,415,619.86</u>



GUINAYANGAN WATER DISTRICT
Statement of Financial Position
As at December 31, 2024

	<u>PESOS</u>
LIABILITIES	
Current Liabilities	
Financial Liabilities	
Payables	
Accounts Payable	109,095.18
Finance Lease Payable	888,031.00
	<u>997,126.18</u>
Inter-Agency Payables	
Due to BIR	146,393.56
Due to GSIS	161,145.37
Due to Pag-IBIG	-
Due to Philhealth	1,972.70
Due to LGUs	152,170.00
	<u>461,681.63</u>
Trust Liabilities	
Guaranty / Security Deposits Payable	<u>25,448.39</u>
Provisions	
Leave Benefits Payable	<u>84,406.01</u>
Total Current Liabilities	<u>1,568,662.21</u>
Non-Current Liabilities	
Financial Liabilities	
Bill / Bonds / Loans Payable	
Loans Payable - Domestic	<u>7,633,357.56</u>
Total Non-Current Liabilities	<u>7,633,357.56</u>
Total Liabilities	<u>9,202,019.77</u>



GUINAYANGAN WATER DISTRICT
Statement of Financial Position
As at December 31, 2024

	<u>PESOS</u>
EQUITY	
Retained Earnings (Deficit)	
Retained Earnings (Deficit)	
Retained Earnings (Deficit)	33,623,992.02
Net Income for the period	<u>2,589,608.07</u>
	36,213,600.09
Total Equity	36,213,600.09
Total Liabilities and Equity	<u>45,415,619.86</u>

Prepared by:


SHERLYN S. VASQUEZ
Administrative Services Officer A

Noted by:


CARMELO ALEJANDRO C. PUJALTE
General Manager



GUINAYANGAN WATER DISTRICT
Statement of Cash Flows
For the period from January 1 - December 31, 2024

	For the month of December	As of December 31, 2024
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash Inflows		
Proceeds from Sale of Goods and Services	1,220,586.62	16,704,345.57
Collection of service and business income	720.00	11,795.00
Receipt of shares, grants and donations	25,000.00	25,000.00
Receipt of cash for the account of LGUs	32,420.00	425,200.00
Receipt of cash for the account of BIR	48,575.86	466,439.58
Receipt of cash for the account of GSIS. Pag-IBIG, PHIC	133,372.25	1,424,323.74
Receipt of guaranty/security deposits	984.16	12,311.33
Other miscellaneous receipts	0.00	6,000.00
Total Cash Inflows	1,461,658.89	19,075,415.22
Adjustments		
Restoration of cash for stale checks	175.00	175.00
Adjusted Cash Inflows	1,461,833.89	19,075,590.22
Cash Outflows		
Payment of personnel services	916,525.76	7,274,322.33
Payment of maintenance and other operating expenses	203,136.93	1,550,924.90
Payment of financial expenses	44,513.08	79,087.21
Payment of expenses pertaining to/incurred in the prior years	86,532.83	86,532.83
Purchase of inventory held for consumption	2,844.00	927,490.97
Payment of Accounts Payable	183,256.83	1,662,718.02
Remittance of taxes withheld	42,625.27	768,852.41
Remittance to GSIS, Pag-ibig, PHIC	191,180.61	2,158,785.19
Remittance of Green Fund to LGU	0.00	427,440.00
Total Cash Outflows	1,670,615.31	14,936,153.86
Net Cash Provided by/(Used In) Operating Activities	-208,781.42	4,139,436.36
CASH FLOWS FROM INVESTING ACTIVITIES		
Cash Inflows		
Receipt of Interest Earned	1,236.55	4,608.29
Total Cash Inflows	1,236.55	4,608.29
Cash Outflows		
Construction/Improvement of infrastructure assets	36,271.00	583,522.83
Construction of buildings and other structures	0.00	46,387.00
Purchase of transportation equipment	0.00	169,800.00
Total Cash Outflows	36,271.00	799,709.83
Net Cash Provided by/(Used In) Investing Activities	(35,034.45)	(795,101.54)



GUINAYANGAN WATER DISTRICT
Statement of Cash Flows
For the period from January 1 - December 31, 2024

	For the month of December	As of December 31, 2024
CASH FLOWS FROM FINANCING ACTIVITIES		
Cash Outflows		
Payment of domestic loans	137,742.00	1,604,477.00
Payment of finance lease payable	114,586.92	199,180.69
Payment of interest on loans	28,806.00	394,099.00
Total Cash Outflows	281,134.92	2,197,756.69
Net Cash Provided by/(Used In) Financing Activities	(281,134.92)	(2,197,756.69)
INCREASE /(DECREASE) IN CASH AND CASH EQUIVALENTS	(524,950.79)	1,146,578.13
CASH AND CASH EQUIVALENTS, BEGINNING	11,775,532.44	10,104,003.52
CASH AND CASH EQUIVALENTS, DECEMBER 31, 2024	11,250,581.65	11,250,581.65

Accounted as follows:

Cash - Collecting Officer	17,731.16
Cash in Bank- Local Currency, Current Account	5,791,617.76
Cash in Bank- Local Currency, Savings Account	5,441,232.73
Total Cash, December 31, 2024	11,250,581.65

Prepared by:


SHERLYN S. VASQUEZ
Administrative Services Officer A

Noted by:


CARMELO ALEJANDRO C. PUJALTE
General Manager



ONE-PAGE COMPARATIVE DATA - WATER DISTRICT OPERATION
as of December 2024

Annex F1

	December 2022	December 2023	December 2024	Increase/Decrease (Jun2023-Jun2024)	
CONNECTIONS					
Active Connections	3,264	3,400	3,495	2.79%	👍
New Connection	132	161	96	-40.37%	👎
Reconnection	191	213	190	-10.80%	👎
Disconnection	211	217	188	-13.36%	👍
COLLECTION					
On Time Paid	83.80%	85.50%	78.60%	-8.07%	👎
Collection Efficiency	97.00%	97.20%	97.30%	0.10%	👍
Total Collection	14,347,419.79	15,172,977.69	15,981,249.97	5.33%	👍
No. of Customer in Arrears	595 (18.2%)	571 (16.8%)	739 (21.1%)	+ 168 (0.29%)	👎
OPERATIONS DATA					
Total Revenues	15,132,829.76	15,977,319.70	16,773,971.91	4.99%	👍
Total Expenses	13,466,767.61	14,400,421.51	14,190,363.84	-1.46%	👍
Net Income	1,666,062.15	1,576,898.19	2,589,608.07	64.22%	👍
Average Monthly Net Income	138,838.51	131,408.18	215,800.67	64.22%	👍
CASH FLOW					
Cash Receipts	17,373,704.03	18,249,450.21	19,080,198.51	4.55%	👍
Cash Disbursement	16,461,427.97	17,301,078.07	17,933,620.38	3.66%	👎
Net Receipt	912,276.06	948,372.14	1,146,578.13	20.90%	👍
Cash Beginning Balance	8,243,355.32	9,155,631.38	10,104,003.52	10.36%	👍
Cash Ending Balance	9,155,631.38	10,104,003.52	11,250,581.65	11.35%	👍
MISCELLANEOUS FINANCIAL DATA					
Loan Fund	-	-	-	-	
Water District Fund (Cash in Bank)	4,883,154.39	5,254,779.86	5,791,617.76	10.22%	👍
WD-LWUA Joint Savings Account	2,139,854.58	2,440,781.52	2,741,833.12	12.33%	👍
Loans Payable – LWUA	10,827,084.31	9,229,501.56	7,633,357.56	-17.29%	👍
WATER PRODUCTION					
Total Power Cost for pumping	1,140,360.98	738,176.14	802,673.53	8.74%	👎
Other Energy (Fuel, oil) Cost	4,635.00	0	0	-	
Total Production Cost	1,192,855.14	811,645.32	886,887.67	9.27%	👎
WATER USE ASSESSMENT					
Average Monthly Consumption	14.4 cu.m	13.9 cu.m	13.8	-0.1 cu.m	👎
Average liters per Capita per Day	92.8 lpcd	88.6 lpcd	86.9	-1.7 lpcd	👎
Non-Revenue Water	18%	18%	18%	0.00%	👍
ASSETS AND LIABILITIES					
Total Current Assets	12,933,895.71	14,147,094.13	15,576,450.76	10.10%	👍
Total Non-Current Assets	31,512,730.71	30,589,482.42	29,839,169.10	-2.45%	👎
Total Assets	44,446,626.42	44,736,576.55	45,415,619.86	1.52%	👍
Total Current Liabilities	1,545,110.75	878,371.96	1,568,662.21	78.59%	👎
Total Non-Current Liabilities	10,827,084.31	10,341,399.86	7,633,357.66	-26.19%	👍
Total Liabilities	12,372,195.06	11,219,771.82	9,202,019.77	-17.98%	👍



SUMMARY OF LOAN PAYMENTS TO LWUA

Annex G

2024	LA #3-492			LA #4-2229A			LA #4-2229B		
	Principal	Interets	Total	Principal	Interets	Total	Principal	Interets	Total
January			-	86,843.00	31,147.00	117,990.00	15,734.00	5,643.00	21,377.00
February			-	87,429.00	30,561.00	117,990.00	15,840.00	5,537.00	21,377.00
March			-	88,015.00	29,975.00	117,990.00	15,946.00	5,431.00	21,377.00
April			-	88,601.00	29,389.00	117,990.00	16,052.00	5,325.00	21,377.00
May			-	89,187.00	28,803.00	117,990.00	16,158.00	5,219.00	21,377.00
June			-	89,773.00	28,217.00	117,990.00	16,264.00	5,113.00	21,377.00
July			-	90,359.00	27,631.00	117,990.00	16,370.00	5,007.00	21,377.00
August			-	90,945.00	27,045.00	117,990.00	16,476.00	4,901.00	21,377.00
September			-	91,531.00	26,459.00	117,990.00	16,582.00	4,795.00	21,377.00
October			-	92,117.00	25,873.00	117,990.00	16,688.00	4,689.00	21,377.00
November			-	92,703.00	25,287.00	117,990.00	16,794.00	4,583.00	21,377.00
December			-	93,289.00	24,701.00	117,990.00	16,900.00	4,477.00	21,377.00
TOTAL	-	-	-	1,080,792.00	335,088.00	1,415,880.00	195,804.00	60,720.00	256,524.00

NOTE: Fully Paid

2024	LA #9-0600			LA #9-0648			TOTAL		
	Principal	Interets	Total	Principal	Interets	Total	Principal	Interets	Total
January	18,848.00	-	18,848.00	8,333.00	-	8,333.00	129,758.00	36,790.00	166,548.00
February	18,848.00	-	18,848.00	8,333.00	-	8,333.00	130,450.00	36,098.00	166,548.00
March	18,848.00	-	18,848.00	8,333.00	-	8,333.00	131,142.00	35,406.00	166,548.00
April	18,848.00	-	18,848.00	8,333.00	-	8,333.00	131,834.00	34,714.00	166,548.00
May	18,848.00	-	18,848.00	8,333.00	-	8,333.00	132,526.00	34,022.00	166,548.00
June	18,848.00	-	18,848.00	8,333.00	-	8,333.00	133,218.00	33,330.00	166,548.00
July	18,848.00	-	18,848.00	8,333.00	-	8,333.00	133,910.00	32,638.00	166,548.00
August	18,848.00	-	18,848.00	8,333.00	-	8,333.00	134,602.00	31,946.00	166,548.00
September	18,848.00	-	18,848.00	8,333.00	-	8,333.00	135,294.00	31,254.00	166,548.00
October	18,848.00	-	18,848.00	8,333.00	-	8,333.00	135,986.00	30,562.00	166,548.00
November	18,848.00	-	18,848.00	8,333.00	-	8,333.00	136,678.00	29,870.00	166,548.00
December	18,848.00	-	18,848.00	8,333.00	-	8,333.00	137,370.00	29,178.00	166,548.00
TOTAL	226,176.00	-	226,176.00	99,996.00	-	99,996.00	1,602,768.00	395,808.00	1,998,576.00

II. Effective January 1, 2009 after the lapse of seven (7) calendar days posting, as required by law:

Classification	Size	Minimum Charge	Commodity Charges			
			11 - 20	21 - 30	31 - 40	Over 40
Residential/ Government	1/2"	201.00	21.85	24.00	26.40	28.90
	3/4"	321.60	21.85	24.00	26.40	28.90
	1"	643.20	21.85	24.00	26.40	28.90
	1 1/2"	1,608.00	21.85	24.00	26.40	28.90
	2"	4,020.00	21.85	24.00	26.40	28.90
	3"	7,236.00	21.85	24.00	26.40	28.90
	4"	14,472.00	21.85	24.00	26.40	28.90
Commercial/ Industrial	1/2"	402.00	43.70	48.00	52.80	57.80
	3/4"	643.20	43.70	48.00	52.80	57.80
	1"	1,286.40	43.70	48.00	52.80	57.80
	1 1/2"	3,216.00	43.70	48.00	52.80	57.80
	2"	8,040.00	43.70	48.00	52.80	57.80
	3"	14,472.00	43.70	48.00	52.80	57.80
	4"	28,944.00	43.70	48.00	52.80	57.80
Commercial A	1/2"	351.75	38.20	42.00	46.20	50.55
	3/4"	562.80	38.20	42.00	46.20	50.55
	1"	1,125.60	38.20	42.00	46.20	50.55
	1 1/2"	2,814.00	38.20	42.00	46.20	50.55
	2"	7,035.00	38.20	42.00	46.20	50.55
	3"	12,663.00	38.20	42.00	46.20	50.55
	4"	25,326.00	38.20	42.00	46.20	50.55
Commercial B	1/2"	301.50	32.75	36.00	39.60	43.35
	3/4"	482.40	32.75	36.00	39.60	43.35
	1"	964.80	32.75	36.00	39.60	43.35
	1 1/2"	2,412.00	32.75	36.00	39.60	43.35
	2"	6,030.00	32.75	36.00	39.60	43.35
	3"	10,854.00	32.75	36.00	39.60	43.35
	4"	21,708.00	32.75	36.00	39.60	43.35
Commercial C	1/2"	251.25	27.30	30.00	33.00	36.10
	3/4"	402.00	27.30	30.00	33.00	36.10
	1"	804.00	27.30	30.00	33.00	36.10
	1 1/2"	2,010.00	27.30	30.00	33.00	36.10
	2"	5,025.00	27.30	30.00	33.00	36.10
	3"	9,045.00	27.30	30.00	33.00	36.10
	4"	18,090.00	27.30	30.00	33.00	36.10
Wholesale/ Bulk	1/2"	603.00	65.55	72.00	79.20	86.70
	3/4"	964.80	65.55	72.00	79.20	86.70
	1"	1,929.60	65.55	72.00	79.20	86.70
	1 1/2"	4,824.00	65.55	72.00	79.20	86.70
	2"	12,060.00	65.55	72.00	79.20	86.70
	3"	21,708.00	65.55	72.00	79.20	86.70
	4"	43,416.00	65.55	72.00	79.20	86.70

GUINAYANGAN WATER DISTRICT
Guinayangan, Quezon

Annex I

SUMMARY OF MONTHLY WATER PRODUCTION

January to December 2024

MONTH	By Gravity (cu.m.)	Pumped (cu.m.)	Total Production
	Springs and River	Deep Well	
January	60,688.00	4,483.00	65,171.00
February	58,356.00	2,687.00	61,043.00
March	51,396.00	3,934.00	55,330.00
April	50,861.00	8,433.00	59,294.00
May	47,218.00	11,209.00	58,427.00
June	46,481.00	14,379.00	60,860.00
July	59,173.00	4,172.00	63,345.00
August	62,920.00	3,086.00	66,006.00
September	65,497.00	4,073.00	69,570.00
October	58,300.00	3,026.00	61,326.00
November	57,688.00	6,350.00	64,038.00
December	53,335.00	4,223.00	57,558.00
TOTAL	671,913.00	70,055.00	741,968.00

SUMMARY OF MONTHLY WATER CONSUMPTION PER CUSTOMER TYPE

January to December 2024

MONTH	RESIDENTIAL		GOVERNMENT		COMMERCIAL		COMMERCIAL - A		COMMERCIAL - B		COMMERCIAL - C		TOTAL	
	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.	No. of Consumer	Consumption in cu.mtr.
January	3,125	47,411	51	2,023	29	1,014	7	115	40	937	138	2,390	3,390	53,890
February	3,136	44,312	51	2,142	29	862	7	71	40	751	136	1,961	3,399	50,099
March	3,132	39,743	52	2,150	29	846	7	69	40	606	136	1,871	3,396	45,285
April	3,125	43,454	52	1,927	30	1,043	7	92	38	659	136	1,995	3,388	49,170
May	3,052	41,867	51	1,430	30	1,222	7	115	38	627	137	1,965	3,315	47,226
June	3,083	43,269	53	1,678	30	926	7	114	38	1,086	136	1,933	3,347	49,006
July	3,157	45,182	53	2,368	32	1,138	7	65	36	947	139	2,138	3,424	51,838
August	3,174	47,343	53	3,017	31	878	7	97	37	826	137	2,173	3,439	54,334
September	3,199	50,770	54	2,639	31	897	7	91	37	883	135	1,957	3,463	57,237
October	3,202	42,785	54	2,668	31	882	7	76	37	730	135	1,956	3,466	49,097
November	3,208	45,241	54	2,296	31	1,058	7	83	38	816	135	2,100	3,473	51,594
December	3,203	41,746	54	2,941	30	842	7	57	37	596	134	1,750	3,465	47,932
TOTAL	37,796	533,123	632	27,279	363	11,608	84	1,045	456	9,464	1,634	24,189	40,965	606,708



LIST OF WATER SOURCES

Deep Well Pumps	Location	Status
Himbubulo Weste Pump Stn. #1	Barangay Himbubulo Weste	Functional
San Antonio Pump Stn.	Barangay San Antonio	Functional
Himbubulo Weste Pump Stn. #2	Barangay Himbubulo Weste	Not in Use
Springs		
Maulawin Itaas Spring	Barangay Calimpak/Sisi	Yielding
Maulawin Ibaba Spring	Barangay Calimpak/Sisi	Yielding
San Pedro I Springs (2)	Barangay San Pedro I	Yielding
Bahokhok Springs (2)	Brgy. Dungawan Paalyunan	Yielding
Sta. Cruz Spring (Rosales)	Barangay Sta. Cruz	Yielding
Sta. Cruz Spring (Marjes)	Barangay Sta. Cruz	Yielding
San Antonio Spring	Barangay San Antonio	Yielding
Surface Water		
Hinabaan River	Brgy. Balinarin/Hinabaan	Flowing



SERVICE CONNECTION GROWTH

MONTH	New Connection	Reconnection	Disconnection	Increase/Decrease	Number in Arrears	Percentage of Customers in Arrears
January	9	11	12	8	329	9.7%
February	12	11	13	10	275	8.0%
March	0	20	14	6	320	9.3%
April	10	19	17	12	398	11.5%
May	13	19	10	22	449	13.0%
June	7	16	17	6	404	11.7%
July	0	21	22	(1)	323	9.3%
August	9	14	13	10	264	7.6%
September	18	17	20	15	318	9.1%
October	5	15	16	4	679	19.5%
November	12	22	17	17	433	12.4%
December1	1	5	17	(11)	739	21.1%
TOTAL	96	190	188	98	739	21.1%
Average/Mo.	8	16	16	8	411	11.9%



LIST OF MAJOR EQUIPMENT

As of December 2024

EQUIPMENT	DATE PURCHASED	COST	NET BOOK VALUE
Filtration Plant/Eqpt – Himbubulo Este	Sept. 2015	725,500.30	545,938.97
Pumping Plant/GenSet – Himbubulo Weste	Dec. 2007	2,166,935.15	918,780.53
Pumping Plant/GenSet – San Antonio	Dec. 2007	2,059,774.24	873,344.31
Pumping Plant/Sub.Pump – Himbubulo Weste	Dec. 2007	305,578.00	158,900.56
Pumping Plant/Sub.Pump – San Antonio	Dec. 2007	376,456.47	195,757.42
Pumping Plant/Sub.Pump – Himbubulo Weste	Dec. 2019	137,883.46	119,498.98
Water Pump – San Antonio	Dec. 2000	73,000.00	7,300.00
15HP Submersible Pump – San Antonio	Dec. 2018	409,069.84	224,988.39
5HP Booster Pumps – San Antonio	Feb. 2011	65,000.00	6,500.00
5HP Booster Pump – San Antonio	Oct. 2013	65,000.00	6,500.00
Fire Hydrants	Mar. 2017	82,746.93	79,954.25
5HP Booster Pump – San Antonio	June 2018	66,768.00	6,676.80
20 HP Submersible Pump – Stand by	Dec. 2018	283,738.00	28,873.80
5 HP Booster Pump – Stand by	Mar. 2021	69,567.40	35,131.54
MARPRO USA 10kVA Silent Diesel Gen. Set	Dec. 2023	125,000.00	125,000.00
14" concrete cutter with blade	July 2024	45,000.00	45,000.00
Demolition Hammer	Sept. 2024	49,500.00	49,500.00

LIST OF TRANSPORTATION EQUIPMENT

As of December 2024

EQUIPMENT	DATE PURCHASED	COST	NET BOOK VALUE
Kawasaki Barako with side car	June 2009	99,023.00	9,902.30
Kawasaki Barako 175	April 2016	83,895.00	8,389.50
2 units Honda Supremo – TMX Black/Red	June 2018	139,800.00	40,941.39
2 units Honda Supremo – TMX Black/Red	May 2024	169,800.00	169,800.00

LIST OF OFFICE EQUIPMENT

As of December 2024

EQUIPMENT	DATE PURCHASED	COST	NET BOOK VALUE
Asus Computer with Printer	Dec. 1996	60,450.02	0.00
All others are classified as Semi-Expendable Equipment (Aircon, Computers, Printers, etc)	1987-2024	< 50,000.00/unit	-
CCTV with 6 HD camera	Oct. 2024	39,850.00	39,850.00



LIST OF WATER RESERVOIR

Location	Description	Status
Brgy. Himbubulo Este	2 units - 125cu.m concrete ground reservoir, cube, with cover, 1996 & 2000, fill and draw	Good Condition
Brgy. Himbubulo Weste	180 cu.m concrete ground reservoir, cylindrical, with cover, 2019, fill and draw, (DPWH-TOUWA Project)	Very Good Condition
Brgy. Calimpak	300 cu.m concrete ground reservoir, cylindrical, with cover, 1970s, fill and draw, Interconnected	Good Condition
Brgy. Calimpak	50 cu.m concrete ground reservoir, cube, with cover, 1940s, fill and draw	Good Condition
Brgy. Balinarin	180 cu.m concrete ground reservoir, cylindrical, with cover, 2019, fill and draw (DPWH-TOUWA Project)	Very Good Condition
Brgy. Gapas/San Antonio	150 cu.m concrete ground reservoir, cylindrical, with cover, 2012, fill and draw	Very Good Condition
Brgy. San Antonio	20 cu.m concrete ground reservoir, cube, with cover, 2021, fill and draw	Very Good Condition
Brgy. Aloneros	150 cu.m concrete ground reservoir, cube, with cover, 2012, fill and draw	Good condition
Brgy. Sta. Cruz	180 cu.m concrete ground reservoir, cylindrical, with cover, 2019, fill and draw (DPWH-TOUWA Project)	Very Good Condition
Brgy. Sintones	180 cu.m concrete ground reservoir, cylindrical, with cover, 2019, fill and draw (DPWH-TOUWA Project)	Very Good Condition