



GUINAYANGAN WATER DISTRICT
Guinayangan, Quezon

CCC #303

2021 ANNUAL BUDGET

Approved as per BOD Res. # 96

Date: December 9, 2020


DOMINGO S. LADUAN

Board Chairperson

absent

PACITA R. BAYLON

Vice Chairperson


PURIFICACION G. SEGUERRA

Board Secretary

RAISA B. MACALINTAL

Member


CORAZON R. MARJES

Member

Prepared by:


CARMELO ALEJANDRO C. PUALTE, EnP
General Manager



2021 BUDGET SUMMARY

The 2021 Corporate Operating Budget (COB) presents a comprehensive projection of the Guinayangan Water District operations from January 1, 2021 to December 31, 2021. This budget summary describes the key recommendations encompassing the 2021 COB. Justifications on the projected revenues and expenditures are presented in the preceding section. Presented below are the sources of funding to meet these requirements.

	Projected Budget	Proposed Budget	Variance	% of
	CY 2020	CY 2021		Variance
SOURCES OF FUND/INCOME:				
Cash Balance (Beginning - based on latest Financial Data)	6,634,984.31	7,245,363.96	610,379.65	9.20%
Cash Inflows from Operations	14,010,724.37	13,990,931.56	(19,792.81)	-0.14%
Loan/Grant Fund Balance	50,000.00	100,338.22	50,338.22	100.68%
TOTAL	20,695,708.68	21,336,633.74	640,925.06	3.10%
USE OF FUNDS / PROJECTED EXPENSES				
Operating Costs	14,001,830.72	13,985,087.11	(16,743.61)	-0.12%
Capital Expenditures	2,525,800.00	2,480,800.00	(45,000.00)	-1.78%
Debt Servicing (Loan Amortization - Capital)	1,553,964.00	1,981,003.50	427,039.50	27.48%
Customer's Deposit Reserve/Guaranty Security Deposit (Trust Liabilities)	173,846.50	187,950.28	14,103.78	8.11%
3% Reserves (as per Loan Agreement)	1,676,499.77	1,926,926.55	250,426.78	14.94%
On-going/Proposed Projects (Funded by LWUA Loan/Grant)	50,000.00	100,338.22	50,338.22	100.68%
Accounts Payable (COA, others)	471,815.95	226,532.83	(245,283.12)	-51.99%
Payment of Delinquent Account - Previous Years (BIR)	180,000.00	-	(180,000.00)	-100.00%
Unappropriated Fund	61,951.74	447,995.25	(39,239.61)	-63.34%
TOTAL	20,695,708.68	21,336,633.74	640,925.06	3.10%

The 2021 COB presents a financial plan designed to continue the Guinayangan Water District's mission to provide safe, potable and affordable water services incorporating budgets for attributions to Gender and Development (GAD) and Disaster Risk Reduction Management (DRRM). The budget balances revenue requirements with operating revenues and other funding sources. The key objectives of this budget include among others the continued efficiency improvement and expansion projects to support GWD's future growth, maintenance and improvement of GWD's facilities and aging water infrastructures and the development or enhancement of human resources capabilities and customer relations.

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2021 BUDGET SUMMARY

2021 BUDGET ALLOCATIONS

	Proposed CY 2021	Office of the GM / BOD	Admin/Financial Comm. Section	Operation & Maint. Section
INCOME:				
40202090 Waterworks System Fees	13,598,170.00	-	-	-
40202210 Interest Income	5,000.00	-	-	-
40202230 Fines and Penalty	362,761.56	-	-	-
40202990 Other Business Income	20,000.00	-	-	-
40603990 Miscellaneous Income	5,000.00	-	-	-
Gross Income	13,990,931.56			
EXPENSES:				
Personal Services:				
50101010 Salaries and Wages - Regular	3,253,176.00	-	3,253,176.00	-
50101020 Salaries and Wages - Casual/Contractual	1,219,680.00	-	1,219,680.00	-
50102010 Personnel Economic Relief Allowance (PERA)	480,000.00	-	480,000.00	-
50102020 Representation Allowance (RA)	60,000.00	60,000.00	-	-
50102030 Transportation Allowance (TA)	60,000.00	60,000.00	-	-
50102040 Clothing/Uniform Allowance	127,500.00	-	127,500.00	-
50102100 Honoraria	5,000.00	-	5,000.00	-
50102130 Overtime and Night Pay	75,600.00	-	75,600.00	-
50102140 Year-End Bonus	372,738.00	-	372,738.00	-
50102150 Cash Gift	100,000.00	-	100,000.00	-
50102160 Mid-Year Bonus	372,738.00	-	372,738.00	-
50102170 Directors and Committee Members' Fees	384,000.00	384,000.00	-	-
50102990 Other Bonuses and Allowances	249,280.00	-	249,280.00	-
50103010 Retirement and Life Insurance Premiums	536,742.72	-	536,742.72	-
50103020 Pag-ibig Contributions	24,000.00	-	24,000.00	-
50103030 Philhealth Contributions	76,217.40	-	76,217.40	-
50103040 Employees Compensation Insurance Premiums	24,000.00	-	24,000.00	-
50103050 Provident/Welfare Fund Contributions	-	-	-	-
50104030 Terminal Leave Benefits/Leave Monetization	123,226.36	-	123,226.36	-
50104990 Other Personal Benefits	8,000.00	-	8,000.00	-
Total Personal Services	7,551,898.48	504,000.00	7,047,898.48	-

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2021 BUDGET SUMMARY

2021 BUDGET ALLOCATIONS

	Proposed CY 2021	Office of the GM / BOD	Admin/Financial Comm. Section	Operation & Maint. Section
Maintenance and Other Operating Expenses				
50201010 Travelling Expenses - Local	257,600.00	146,800.00	72,000.00	38,800.00
50202010 Training Expenses	405,000.00	270,000.00	135,000.00	-
50203010 Office Supplies Expenses	70,000.00	-	70,000.00	-
50203020 Accountable Forms Expenses	208,800.00	-	208,800.00	-
50203090 Fuel, Oil & Lubricants Expenses	384,690.00	-	7,800.00	376,890.00
50203130 Chemical and Filtering Supplies Expenses	75,900.00	-	-	75,900.00
50203210 Semi-Expendable Machinery & Equipment Expenses	20,000.00	-	20,000.00	-
50203220 Semi-Expendable Furniture, Fixtures & Books Exp.	-	-	-	-
50203990 Other Supplies Expenses	30,000.00	15,000.00	15,000.00	-
50204020 Electricity Expenses	834,000.00	-	120,000.00	714,000.00
50204990 Other Utility Expenses	2,400.00	-	2,400.00	-
50205010 Postage and Courier Services	6,000.00	6,000.00	-	-
50205020 Telephone Expenses	36,600.00	-	36,600.00	-
50205030 Internet Subscription Expenses	24,000.00	-	24,000.00	-
50205040 Cable, Satellite, Telegraph and Radio Expenses	4,800.00	-	4,800.00	-
50206020 Prizes	25,000.00	25,000.00	-	-
50210030 Extraordinary and Miscellaneous Expenses	26,400.00	26,400.00	-	-
50211020 Auditing Services	70,000.00	-	70,000.00	-
50213020 Repairs & Maintenance - Land Improvement	20,000.00	-	-	20,000.00
50213030 Repairs & Maintenance - Infrastructure Assets	548,800.00	-	-	548,800.00
50213040 Repairs & Maintenance -Buildings & Other Structures	50,000.00	-	-	50,000.00
50213050 Repairs & Maintenance - Machinery & Equipment	30,000.00	-	15,000.00	15,000.00
50213060 Repairs & Maintenance - Transportation Equipment	25,000.00	-	-	25,000.00
50213070 Repairs & Maintenance - Furniture & Fixtures	6,000.00	-	-	6,000.00
50215010 Taxes, Duties and Licenses	364,603.63	-	364,603.63	-
50215020 Fidelity Bond Premium	22,957.50	-	22,957.50	-
50215030 Insurance Expense	149,000.00	-	149,000.00	-
SUB TOTAL	3,697,551.13	489,200.00	1,337,961.13	1,870,390.00

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2021 BUDGET SUMMARY

2021 BUDGET ALLOCATIONS

	Proposed CY 2021	Office of the GM / BOD	Admin/Financial Comm. Section	Operation & Maint. Section
CAPITAL EXPENDITURES				
Water System Equipment				
10605990 - Flowmeters	100,000.00	-	-	100,000.00
10605080 - Water Pump	10,000.00	-	-	10,000.00
10605080 - Dewatering Pump	40,000.00	-	-	40,000.00
Office Equipment				
10605020 - Filing Cabinets/Vault	60,000.00	-	60,000.00	-
10605090 - Fire Extinguishers	10,800.00	-	10,800.00	-
10605990 - Gen. Set (Office)	80,000.00	-	80,000.00	-
10605030 - Office/IT Equipment	50,000.00	-	50,000.00	-
Small Tools for Maintenance				
10405140 - Pipe Wrenches/Shovel/Other Tools	25,000.00	-	-	25,000.00
Concreting of Pathway and Construction of Drainage Canal (GWD compound)				
10603010 - Labor and Materials	75,000.00	-	-	75,000.00
Inventories (Water Service Connection Supplies/Materials)				
10404220 - Service Connection Materials	750,000.00	-	-	750,000.00
Land Acquisition and Titling				
10601010 - Land Acquisition and Titling	800,000.00	800,000.00	-	-
Construction of 30cu.m. Collection Tank (San Antonio Spring Source)				
10603040 - Construction Supplies and Materials including Labor	80,000.00	-	-	80,000.00
Construction/Fencing/Painting of Source/Water Tank Sites/Other Structures				
10604990 - Labor and Materials	120,000.00	-	-	120,000.00
Extension and Installation of Main Pipe Line				
10603040 - Labor and Materials	280,000.00	-	-	280,000.00
TOTAL CAPITAL EXPENDITURES	2,480,800.00	800,000.00	200,800.00	1,480,000.00

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2021 BUDGET SUMMARY

2021 BUDGET ALLOCATIONS

	Proposed CY 2021	Office of the GM / BOD	Admin/Financial Comm. Section	Operation & Maint. Section
DOMESTIC LOAN AMORTIZATION (CAPITAL)				
LA #3-492 (P 3,585,003.97)	395,392.50	-	395,392.50	-
LA #4-2229A (KfW) (P12,886,000.00)	1,008,726.50	-	1,008,726.50	-
LA #4-2229B (KfW) (P2,334,702.69)	182,760.00	-	182,760.00	-
LA #9-0600 (Salintubig) (P4,523,625.50)	273,296.00	-	273,296.00	-
LA #9-0648 (Salintubig) (P1,500,000.00)	120,828.50	-	120,828.50	-
TOTAL DOMESTIC LOAN AMORTIZATION	1,981,003.50	-	1,981,003.50	-

PROJECTS FUNDED FROM LWUA LOAN/GRANT FUND BALANCE				
Procurement of 5HP Centrifugal Pump				
10605990 - 1 unit standby 5HP Centrifugal Pump for San Antonio Spring Wate	70,000.00	-	-	70,000.00
Extension of Pipeline (Sisi Subdivision - Phase I)				
10603040 - Labor and Materials for the Extension of Pipeline	30,338.22	-	-	30,338.22
TOTAL PROJECTS FUNDED FROM LWUA LOAN/GRANT FUND BALANCE	100,338.22	-	-	100,338.22

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