



Republic of the Philippines
CABAGAN WATER DISTRICT
Cabagan, Isabela

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ANNUAL REPORT

CABAGAN WATER DISTRICT

Board of Directors

Chairman	~~~~~	Ester Z. Antonio Education Sector
Vice-Chairman	~~~~~	Engr. Oliver U. Masigan Business Sector
Member	~~~~~	Rodolfo G. Taguinod Civic Sector
Member/Secretary	~~~~~	Editha R. Banguilan Women Sector
Member	~~~~~	Lilia S. Bagunu Professional Sector

Management and Staff

DORIS M. MALAYAO ----- General Manager

Administrative Division

Jacqueline M. Talaue	-----	Chief, Corporate Budget Specialist A
Jewel Ian B. Caiban	-----	Industrial Relations Management Officer C / HRMO
Robertson T. Apigo	-----	Administration Service Assistant B
Aida Z. Laggui	-----	Administration Service Assistant B
Angel Boy D. Cabauatan	-----	Corporate Budget Assistant
Kristofer Allen U. Bañez	-----	Utility Worker A/Plumber
Abigail T. Laggui	-----	Administration Service Assistant C

Commercial Division

Edwin P. Bautista	-----	Utilities/Cust. Serv. Off. B / Chief
Achilles B. Castañeda	-----	Cashier C
Joeffrey M. Malabad	-----	Cashiering Assistant/Office Collector
John Michael A. Bagunu	-----	Utility Worker A/Meter Reader / Field Collector
Michael B. Baquiran	-----	Water/Sewerage Maint. Man A / Field Collector/Meter Reader
Sergio F. Canceran	-----	Utilities/Customer Service Asst. C /Meter Reader / Field Collector
Alan T. Ramos	-----	Utilities/Customer Service Asst. C /Meter Reader / Field Collector
Jonel T. Guingab	-----	Utility Worker A/Meter Reader / Field Collector
Russel M. Palaje	-----	Utility Worker A/Meter Reader / Field Collector
Romel Z. Malenab	-----	Utility Worker A/Meter Reader / Field Collector

Engineering/Technical Division

Antonio R. Paguigan	-----	Utilities/Cust. Serv. Off. B / Chief
Domingo Bucad	-----	Water Sewerage Maint. Man C
Ricky Nelson A. Gatan	-----	Water/Sewerage Maint. Man A
Pedro M. Allam	-----	Water/Sewerage Maint. Man A
Roy T. Miguel	-----	Utility Worker A/Plumber
Chris R. Calata	-----	Utility Worker A/Plumber
Paul L. Paraggua	-----	Job Order/Plumber
Bello R. Donato Jr.	-----	Job Order/Pump Operator
Anthony Yasto	-----	Job Order/Plumber

Production Division

Joseph C. Maddara	-----	Water Resources Fac. Operator A
Alfonso C. Zipagan	-----	Water Resources Fac. Operator A
Burton M. Tagao	-----	Water Resources Fac. Operator A
Choi Kenneth D. Gannaban	-----	Water Resources Fac. Operator C
Rex Flor Z. Atuan	-----	Water Resources Fac. Operator B
Domingo T. Guingab Jr.	-----	Water Sewerage Maint. Man C
Lucas P. Bautista Jr.	-----	Water Sewerage Maint. Man C
Mario B. Baccay	-----	Water Sewerage Maint. Man C

ACCOMPLISHMENTS FOR CALENDAR YEAR 2019
JANUARY – DECEMBER

I. ADMINISTRATIVE SECTION:

The Cabagan Water District through the Board of Director managed to implement the following programs for the sustainability, adequacy, and safe water for every household in the Municipality, to wit:

- Attendance to PAWD convention at MOA SMX
- Celebration of 37th Founding Anniversary
- Feeding Program at Tallag Elementary School
- Survey of CWD lots for titling
- Attended seminar on Business Planning
- Lakbay Aral/Team Building 2019
- Approval of CWD Utility Rules and Regulations
- Attended 7th Luzon Convention of HRMP at Puerto Princesa Palawan
- Appointment of Mr. Mario Baccay effective October 01, 2019

II. COMMERCIAL SECTION

SERVICE CONNECTION DATA

TOTAL SERVICE CONNECTION	5,566
NEW SERVICE CONNECTION	376
RECONNECTED	196
DISCONNECTED	232
ACTIVE	4,797
Residential	3,660
Commercial	254
Government	69
Senior Citizen	814

BILLING DATA

CURRENT BILLED AMOUNT	24,056,598.60
BULK	384.60
PENALTY	<u>868,825.80</u>
TOTAL AMOUNT	<u>24,925,809.00</u>
CUBIC METER BILLED	818,802 cu.m
AVERAGE CONSUMPTION	15 CU. M.
INCREASE IN SERVICE CONNECTION	7%
ONTIME PAID/QTY.	63%

STATEMENT ON COLLECTIONS AND DISBURSEMENTS

Covering the Period from January-December 2019

Month	Collections	Disbursements	CAPEX	Net
January	1,927,561.13	1,664,482.09	234,703.00	263,079.04
February	2,105,431.28	1,921,999.97	401,510.09	183,431.31
March	2,400,342.71	1,523,352.02	12,950.00	876,990.69
April	2,033,425.21	1,487,576.31	10,180.00	545,848.90
May	2,609,064.77	2,925,114.16	103,097.50	(316,049.39)
June	4,268,769.48	3,391,028.51	64,522.81	877,740.97
July	2,412,191.15	2,233,260.22	761,433.10	178,930.93
August	2,113,828.96	2,275,152.18	864,095.80	(161,323.22)
September	14,193,204.85	7,357,897.30	7,834,455.30	6,835,307.55
October	2,248,140.93	2,254,867.44	99,000.00	(6,726.51)
November	2,176,546.76	2,620,107.55	232,872.00	(443,560.79)
December	<u>2,328,976.55</u>	<u>3,694,758.09</u>	882,130.50	(1,365,781.54)
Net				
Add: Bank Interest				4684.39
Total Net Income w/ CAPEX				7,467,887.94
Total Net Income w/out CAPEX				18,968,838.04

III. TECHNICAL/PRODUCTION SECTION:

Project	Location	Total Cost	Remarks
Pipeline Expansion	Brgy Casibarag (150 lm)	26,000.00	Completed
Pipeline Expansion	Brgy. Anao (180 lm)	16,900.00	Completed
Completed sealing of water meter for zone 13 and 14			
Accomplished 2,918 Job Order			
FINACIAL ASSISTANCE GRANT (15 MILLION) COMPONENT			
FOR UGAD		FOR TALLAG	
FOR POBLACION			
Electro-Mechanical	Concrete Tank	Replacement of GI Pipes to uPVC pipes (8,964 lm)	
Pump & Motor	Perimeter Fence		
Power lines	Pump House		
Concrete Tank			

IV. APPROVED BOARD RESOLUTIONS

Board Resolution No. 01 Series 2019	EXCERPTS FROM THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS ON DECEMBER 14, 2018 AT 9:30 A.M. AT THE OFFICE OF THE CABAGAN WATER DISTRICT, CABAGAN, ISABELA TO DEFER THE FINANCIAL ASSISTANCE LOAN FOR THE ACQUISITION OF TWO (2) UNITS GENERATOR SETS.
Board Resolution No. 02 Series 2019	A RESOLUTION APPROVING THE AMOUNT OF FORTY THOUSAND PESOS FOR THE 37TH FOUNDING ANNIVERSARY OF THE CABAGAN WATER DISTRICT.
Board Resolution No. 03 Series 2019	A RESOLUTION APPROVING THE AMOUNT OF TWENTY FIVE THOUSAND (P 25,000.00) FOR THE IMPLEMENTATION OF THE “BALIK PASASALAMAT MID-YEAR RAFFLE PROMO OF THE CABAGAN WATER DISTRICT.
Board Resolution No. 04 Series 2019	A RESOLUTION CREATING TWO (2) NEW POSITIONS.
Board Resolution No. 05 Series 2019	A RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR THE RELEASE OF FINANCIAL ASSISTANCE GRANTED TO THE CABAGAN WATER DISTRICT IN THE AMOUNT OF FIFTEEN MILLION PESOS (P 15,000,000.00) UNDER FY 2018-GAA FOR THE WATER SUPPLY IMPROVEMENT SYSTEM PROJECT.
Board Resolution No. 06 Series 2019	RESOLUTION AUTHORIZING THE GENERAL MANAGER, MRS. DORIS M. MALAYAO AND THE CASHIER, MR. ACHILLES B. CASTAÑEDA TO OPEN A JOINT ACCOUNT FOR THE CABAGAN WATER DISTRICT SPECIAL PROJECT ACCOUNT AT THE LANDBANK OF THE PHILIPPINES, CABAGAN BRANCH, CABAGAN, ISABELA.
Board Resolution No. 07 Series 2019	A RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR THE RELEASE OF FUNDS FOR CABAGAN WATER DISTRICT WATER SUPPLY IMPROVEMENT PROJECT AMOUNTING TO 15% OF THE BIDDED AMOUNT OF THE CONTRACT FOR MOBILIZATION PURPOSES.
Board Resolution No. 08 Series 2019	A RESOLUTION APPROVING THE RECOMMENDTION OF THE BIDS AND AWARDS COMMITTEE (BAC) TO AWARD THE CABAGAN WATER DISTRICT WATER SUPPLY IMPROVEMENT PROJECT TO DELCARE WATER TREATMENT IN THE AMOUNT OF THIRTEEN MILLION NINE HUNDRED SEVENTY NINE THOUSAND SEVEN HUNDRED EIGHTY SEVEN PESOS & 30/100 (PHP 13,979,787.30)

Board Resolution No. 09 Series 2019	RESOLUTION ADOPTING LOCAL WATER UTILITIES ADMINISTRATION (LWUA) MEMORANDUM CIRCULAR NUMBER 015-17 DATED SEPTEMBER 05, 2017 MODIFIED CPS-RCA CHART OF ACCOUNTS FOR WATER DISTRICT USE.
Board Resolution No. 10 Series 2019	A RESOLUTION AMMENDING THE CABAGAN WATER DISTRICTS OPERATION AND MAINTENANCE POLICY NO. 5 SERIES OF 2016 ON ILLEGAL CONNECTIONS.
Board Resolution No. 11 Series 2019	A RESOLUTION APPROVING THE PURCHASE OF TWO (2) UNITS MOTORCYCLE SERVICE FOR FIELD PERSONNEL/WORKERS OF THE DISTRICT.
RESOLUTION NO. 12 Series of 2019	A RESOLUTION AUTHORIZING THE “LAKBAY ARAL AND TEAM BUILDING” OF THE CABAGAN WATER DISTRICT EMPLOYEES AT LAGUNA-TAGAYTAY ON MAY 29 TO JUNE 01, 2019 AND APPROVING THE AMOUNT OF ONE HUNDRED TWENTY THOUSAND PESOS (PHP 120,000.00) FOR THE ACTIVITY.
RESOLUTION NO. 13 Series of 2019	A RESOLUTION TO INCREASE THE INCENTIVE AMOUNT FROM FIVE HUNDRED PESOS (P 500.00) TO ONE THOUSAND PESOS (P 1,000.00) ON EVERY ILLEGAL CONNECTION REPORTED.
RESOLUTION NO. 14 Series of 2019	A RESOLUTION RECLASSIFYING THE INCUMBENT POSITIONS OF TWO (2) EMPLOYEES OF THE CABAGAN WATER DISTRICT.
RESOLUTION NO. 15 Series of 2019	RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR FINANCIAL ASSISTANCE LOAN AMOUNTING TO TWENTY FIVE MILLION PESOS (P 25,000,000.00) FOR THE CABAGAN WATER DISTRICT WATER SYSTEM DEVELOPMENT.
RESOLUTION NO. 16 Series of 2019	A RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR THE FULL RELEASE OF THE REMAINING FINANCIAL ASSISTANCE GRANTED TO THE CABAGAN WATER DISTRICT IN THE AMOUNT OF ELEVEN MILLION EIGHT HUNDRED EIGHTY TWO THOUSAND EIGHT HUNDRED NINETEEN AND 20/100 (P 11,882,819.20) UNDER FY 2018-GAA FOR THE WATER SUPPLY IMPROVEMENT SYSTEM PROJECT.
Board Resolution No. 17 Series 2019	A RESOLUTION APPROVING THE UTILITY RULES AND REGULATIONS OF THE CABAGAN WATER DISTRICT.
RESOLUTION NO. 18 Series of 2019	A RESOLUTION AUTHORIZING MRS. DORIS M. MALAYAO, GENERAL MANAGER TO ENTER AND SIGN A MEMORANDUM OF AGREEMENT (MOA) WITH THE GSIS REGARDING THE SETTLEMENT OF UNREMITTED PREMIUMS/CONTRIBUTIOND INCLUDING INTERESTS, PENALTIES AND OTHER CHARGES DUE.
RESOLUTION NO. 19 Series of 2019	RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR FINANCIAL ASSISTANCE LOAN AMOUNTING TO FIVE MILLION PESOS (P 5,000,000.00) FOR THE CABAGAN WATER DISTRICT OFFICE BUILDING CONSTRUCTION.

RESOLUTION NO. 20 Series of 2019	A RESOLUTION APPROVING THE AMOUNT OF ONE HUNDRED EIGHTY THOUSAND PESOS (P 180,000.00) FOR THE IMPLEMENTATION OF “PAMASKONG HANDOG PROGRAM FOR 2019” OF THE CABAGAN WATER DISTRICT
RESOLUTION NO. 21 Series of 2019	A RESOLUTION APPROVING THE ANNUAL BUDGET OF THE CABAGAN WATER DISTRICT (CWD) FOR CALENDAR YEAR 2020 WITH AN APPROPRIATION OF FORTY NINE MILLION EIGHT HUNDRED SEVENTY NINE THOUSAND TWO HUNDRED SEVENTY NINE PESOS (₱ 49,879,279.00).
RESOLUTION NO. 22 Series of 2019	EXCERPTS FROM THE MUNITES OF THE MEETING OF THE BOARD OF DIRECTORS OF CABAGAN WATER DISTRICT HELD AT THE CWD OFFICE, CABAGAN, ISABELA ON NOVEMBER 19, 2019.
Board Resolution No. 23 Series 2019	RESOLUTION APPROVING THE AMOUNT OF FIFTY THOUSAND PESOS (P 50,000.00) FOR THE CELEBRATION OF THE CABAGAN WATER DISTRICT CHRISTMAS PROGRAM FOR 2019.
Board Resolution No. 24 Series 2019	RESOLUTION REQUESTING THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR FINANCIAL ASSISTANCE LOAN AMOUNTING TO TWENTY MILLION PESOS (₱ 20,000,000.00) FOR THE CABAGAN WATER DISTRICT WATER SYSTEM DEVELOPMENT.
Board Resolution No. 25 Series 2019	A RESOLUTION APPROVING THE AMOUNT OF TEN THOUSAND PESOS (P 10,000.00) FOR THE GRANT OF SERVICE RECOGNITION INCENTIVE TO CABAGAN WATER DISTRICT EMPLOYEES FOR FISCAL YEAR (FY) 2019.

Prepared by:

DORIS M. MALAYAO
General Manager