



BAYUGAN WATER DISTRICT

"Providing a lifeline for a lifetime"



ANNUAL REPORT 2024

"Bound by bonds of unity;
ensuring life through safe
water accessibility"





*Dedicated
to the
Bayuganons*



To God Be The Glory

Byg-WD 2024

ANNUAL REPORT 2024

Table of Contents

Legal Framework

Our Mandates

Quality Statement

Vision, Mission, Core Values, Quality Policy

Bayugan Water District History

Organizational Structure

Plantilla of Personnel

Board of Directors

Series of Approved Resolutions

Office of the General Manager

Office Performance Commitment & Review CY 2024

23rd Founding Anniversary Activities

Sanitation

Watershed Related Activities

Corporate Social Responsibility

Linkages

Non-Revenue Water Reduction Special Project

Administrative and Human Resource Office

Administrative Matters

Human Resource Activities

Finance Division

Budgeting

Cash Management

Accounting

Commercial Services Division

Production & Water Quality Division

LEGAL FRAMEWORK

PRESIDENTIAL DECREE NO. 198

(As amended by Presidential Decree Nos. 768 and 1479, R.A. 9286)

DECLARING A NATIONAL POLICY FAVORING LOCAL OPERATION AND CONTROL OF WATER SYSTEMS; AUTHORIZING THE FORMATION OF LOCAL WATER DISTRICTS AND PROVIDING FOR THE GOVERNMENT AND ADMINISTRATION OF SUCH DISTRICTS; CHARTERING A NATIONAL ADMINISTRATION TO FACILITATE IMPROVEMENT OF LOCAL WATER UTILITIES; GRANTING SAID ADMINISTRATION SUCH POWERS AS ARE NECESSARY TO OPTIMIZE PUBLIC SERVICE FROM WATER UTILITY OPERATIONS; AND FOR OTHER PURPOSES.

PRESIDENTIAL DECREE NO. 768

AMENDING PRESIDENTIAL DECREE NO. 198 ENTITLED "DECLARING A NATIONAL POLICY FAVORING LOCAL OPERATION AND CONTROL OF WATER SYSTEMS; AUTHORIZING THE FORMATION OF LOCAL WATER DISTRICTS AND PROVIDING FOR THE GOVERNMENT AND ADMINISTRATION OF SUCH DISTRICT; CHARTERING A NATIONAL ADMINISTRATION TO FACILITATE IMPROVEMENT OF LOCAL WATER FACILITIES; GRANTING SAID ADMINISTRATION SUCH POWERS AS ARE NECESSARY TO OPTIMIZE PUBLIC SERVICE FROM WATER UTILITY OPERATIONS, AND FOR OTHER PURPOSES."

PRESIDENTIAL DECREE NO. 1479

FURTHER AMENDING PRESIDENTIAL DECREE NO. 198 OTHERWISE KNOWN AS THE PROVINCIAL WATER UTILITIES ACT OF 1973, AS AMENDED BY PRESIDENTIAL DECREE NO. 768

OUR MANDATES

PURSUANT TO PRESIDENTIAL DECREE NO.198 (PROVINCIAL WATER UTILITIES ACT OF 1973), THE BAYUGAN WATER DISTRICT WAS FORMED FOR THE PURPOSE OF THE FOLLOWING.

SAFE WATER SUPPLY PROVISION

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;

Providing, maintaining and operating wastewater collection, treatment and disposal facilities; and conducting such other functions and operations incidental to water resource development, utilization and disposal within such district, as are necessary or incidental to said purpose.

WATERSHED PROTECTION AND MANAGEMENT

"Protection of Waters and Facilities of Districts" A district shall have the right to (e) take over the management, administration, operation and maintenance of all watersheds within its territorial boundaries.

SANITATION

Protection of Water District-A district may commence, maintain, intervene in, defend and compromise actions, and proceedings to prevent interference with or deterioration of water quality or the natural flow of any surface, stream or ground water supply which may be used or useful for any purpose of the district or be common benefit to the land or inhabitants.

Vision

Provider of internationally accepted standards for sustainable water quality service and disaster resilient agency by 2025.

Mission

Serving the Bayuganons through quality water at all times, maintaining mutual community relationship and adopting state of the art technology,
ALL FOR THE GLORY OF GOD.



CORE VALUES

W- Willingness

A- Accountability

T- Trustworthy

E- Eco-Friendly

R- Respectful



Quality Policy

The Bayugan Water District do solemnly swear to adhere and embrace our core values in the delivery of safe potable water and ensure customer satisfaction through efficient and effective quality service for the best interest of our concessionaires.

We whole-heartedly perform the mandates by complying all applicable requirements and continually improving our processes, therefore commit, that in all we do, it shall be founded with trustworthiness, love for nature, respect to humanity and above all, for the glory of our God Almighty.



FORTUNATO V. PAWAY
Board of Director



ENGR. FELIX P. JUY
Board of Director



PRIMITIVA R. SALVAN
Board of Director



ABELARDO S. REYES
Board of Director



ALLAN J. SANTIAGO
Board of Director



FELIPA M. ASIS, MPA
General Manager

THE BEGINNING

BAYUGAN WATER DISTRICT HISTORY



On **August 11, 1982**, the Municipal Council under the leadership of Mayor Vicente Encendencia crafted the resolution adopting the organization of the Bayugan Water District and was found by the Local Water Utilities Administration (LWUA) to have met all the minimum requirements which included the appointment of the five (5) Board of Directors representing the major sectors of the community. After which, Mr. Rolando Piedad was appointed as the General Manager and under his leadership, the conduct of public hearing and the completion of Certification Program were accomplished which eventually led to the issuance of the **Certificate of Conformance No. 243** on **April 4, 1983**.

TWELVE YEARS AFTER

The water system project remained as a stagnant venture until **1995** when Mayor Magdalena Asis appointed a new set of Board of Directors, namely: **DIR. DARLITO A. SULIT, SR. DIR. PRIMITIVA R. SALVAN, DIR. ABELARDO S. REYES, DIR. ALLAN SANTIAGO** and **DIR. ARNULFO A. TORRES** were tasked to pursue the started endeavors through conducting a new Feasibility Study aiming to secure financial assistance for the project to get through to the finishing point.

In **1997**, an organization known as Bayugan Metro Water Cooperatives came into time to serve as a channel for fund releases of the Twenty Four Million Pesos (24M) from the Country Wide Development Fund allocated by Former Congressman Ceferino Paredes, Jr. From this amount, and with the supervision of the Department of Public Works and Highways (DPWH). The following were constructed: five (5) kilometers transmission lines, two (2) Intake Structures, one (1) Junction Box and a 350cu.m concrete ground Reservoir. After completion in **1998**, all these facilities were just left unattended prompting numerous illegal connections and wasted waters.

On **November 27, 2000**, the cooperative was impelled to turn over the system to the Bayugan Water District seeing that it will just linger in futility. After ocular inspection, it was also discovered that the system has several deficiencies and fell short of the required standard specifications.

Concurrent to the existence of the cooperative, however, the legitimate Bayugan Water District kept on pursuing the policy of proper procedures in close with the LWUA. The Feasibility Study was completed in **1998** which in due course, was included in the Small Town Water Supply System (STWSS) to be funded by the Asian Development Bank (ADB).

Buoyed up by LWUA's insistence to utilize the existing water system while waiting for the Loan Contract Agreement, the Board of Directors dared to start the operation with practically nothing: no personnel, no office building, no facilities, no equipment, no supplies, no technical skills and no FUNDS.



The Bayugan Water District traces its inception to the early **1980's** when the need of a good water system springs from the demand of the growing population and development furtherance.



August 16, 2001 is a day when the spirit of volunteerism ignited a bunch of professionals who came to take the examination; to be interviewed and undergo personnel selection process notwithstanding of the fact that only volunteer jobs are waiting them.



On August 21, 2001, the Honorable Governor ADOLPH EDWARD G. PLAZA detailed MR. ARUNULFO A. TORRES then Assistant Provincial Agriculturist to lead the Water District. Right away, renovations of the office space offered by Former Governor Valentina Plaza started . . . launching its operation!

Looking back, the generosity and benevolence of our friends who were with us all through the way of the Water District's novice operation will always be embedded in our history of success.

Sixty days after, October 21, 2001, a lethal blow struck the newly started district- the renovated building was totally demolished by the Governor for a very justified reason, road widening, that is, much painful though, the 3.372 kilometers mainline pipe along the highway was also removed by the Local Government of Bayugan with the assistance of the Provincial Government spending over P100,000.00. Still, the more problems, the stronger is the commitment and the more we are fueled to pursue.

THE TEAM COMMITMENT

Without salaries and without any promises of future permanent jobs, a group of thirteen (13) strong-willed people have dedicated their competence and skills to turn into reality the long dream of the Bayugan people; a reliable water system.

The team has to study the system, four (4) surveys have been conducted, crossing eight (8) kilometer mountain range to search for deficiencies so that strategies can be planned and best alternative solutions maybe emplaced.

Influenced by the previous letdown, the impossibility of having a water system was installed in the minds of our constituents. Our volunteers' even swallow the smacking terms fashioned for them- WAS JAPORMS was the common term. But today, that PAPOGI is just a memory, real water is available!

Proficient leadership coupled with hard work and innovativeness enabled the BYG-WD team to implement the best interventions and to triumph over the string of adversities. Together with the volunteers, the leadership of Mr. Torres is highlighted by successful milestones: Just recently, the Board of Directors approved a Resolution marking August 21 as its Anniversary to remember how its operational Water District was started and shaped into what it is today.

Does anything in our history catch your attention? Of course, it's number 21 whatever month it may be . . . You may wonder why most of the Water District's affairs fall on this date. Perhaps, it will always be a mystery but for sure, it keeps us lucky!



ORGANIZATIONAL STRUCTURE

BOARD OF DIRECTORS



ALLAN J. SANTIAGO
Chairman of the Board



ENGR. FELIX P. UY
Vice-Chairman of the Board



PRIMITIVA R. SALVAN
B.O.D. Secretary



GILDA A. BAÑOSIA
B.O.D. Member



CONCHITA A. UBAY
B.O.D. Member

MANAGEMENT & STAFF

OFFICE OF THE GENERAL MANAGER



FELIPA M. ASIS MPA
General Manager



RYAN P. LARODA
Driver

ADMINISTRATIVE DIVISION



GILMARIE D. TAN
Information Officer C

COMMERCIAL SERVICE DIVISION



RHODERICK C. BOLODO
Acting Division Manager

FINANCE DIVISION



ROBELYN T. LADARAN
Division Manager - C

OPERATION & ENGINEERING DIVISION



ENGR. ISIDRO T. CABANDAY JR.
Division Manager - C

PRODUCTION & WATER QUALITY DIVISION



ARNOLD L. MADULA, MPA
Division Manager-C



HERMA-LISA A. GALLERON
*Industrial Relation
Mng't Development A*



LADY GRACE V. GRESOLA
*Utilities/Customer Service
Assistant D*



JULIENE V. GODOY
*Corporate Budget
Assistant*



VACANT
Engineering Assistant B



MARLON B. MALONES
*Water Resources Facilities
Tender A*



ROBEMAR S. TOMAS
Storekeeper D



JENNIFER JOY C. RASONABE
*Utilities/Customer Service
Assistant E*



MARA A. PEREZ
Accounting Processor A



GIOVANNI P. DE GUZMAN
*Water Resources Facilities
Tender A*



VACANT
Utility Worker A



CZARINA MAE E. HINAY
Cashiering Assistant



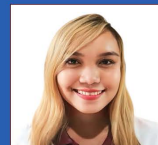
MARCELO A. BUDLONG
*Water Resources Facilities
Tender A*



NERISSA P. SULIT
Store Keeper/ Teller-Designate



MAICA FLOR C. RUERAS
Clerk Processor C



GLORY FE Q. ALGOPERA
Clerk Processor B

BAYUGAN WATER DISTRICT

Bayugan City

PLANTILLA OF PERSONNEL


As of January 1, 2024

Prepared in accordance with the Organizational Structure/Staffing Pattern and terms and conditions prescribed in the DBM-Approved Revised Local Water District Manual on Categorization, Re-categorization


ITEM NO	ITEM NO	FY 2023	FY 2024	DBM-APPROVED POSITION LEVEL	BASIC SALARY PER MONTH as of Jan. 1, 2024 pursuant to R.A. 11466 SSL V inclusive of Transition				NAME OF INCUMBENT	STATUS OF APPOINTMENT	CSC ELIGIBILITY	EDUCATIONAL ATTAINMENT	DATE/ EFFECTIVITY OF ORIGINAL APPOINTMENT	DATE/ EFFECTIVITY OF PROMOTION	REMARKS
					Allowance			ACTUAL SALARY Based on Actual Step Increment							
					SALARY	AUTHORIZED SALARY Based on Step 1	SG								
1	1	1		General Manager C	26	5	116,040.00	123,803.00	FELIPA M. ASIS	Permanent	CSC Prof.	Masters in Public Adm.	02/16/2004	08/20/2012	Re-Appointment
2	2			Driver	4	3	15,586.00	15,827.00	RYAN P. LARODA	Permanent	NONE	BS in Marine Transportation	11/02/2017	-	Original
3	3			Information Officer C	11	2	27,000.00	27,284.00	GILMARIE B. DE CLARO	Permanent	CSC Prof.	BSBA - Management	11/3/2014	8/1/2020	Promotion
4	4	5	6	OFFICE OF THE ADMINISTRATIVE/ FINANCE DIVISION											
5	5			Division Manager C	22	4	71,511.00	74,762.00	ROBELYN T. LADARAN	Permanent	CSC Prof.	BS Accountancy	11/02/2004	03/01/2014	Promotion
6	6			Administration Services Assistant B	10	2	23,176.00	23,370.00	RHODERICK C. BOLODO	Permanent	CSC Prof.	BSC-Acctg Mngt	05/01/2011	8/1/2020	Promotion
7	7			Corporate Budget Assistant	8	5	19,744.00	20,468.00	JULIENE V. GODOY	Permanent	LET	BSE Education	05/16/2007	05/01/2011	Promotion
8	8			Cashiering Assistant	8	1	19,744.00	19,744.00	CZARINA MAE E. HINAY	Permanent	CSC Prof.	BSBA- Banking & finance	8/3/2020	4/1/2023	Promotion
9	9			Accounting Processor A	8	3	19,744.00	20,104.00	MARA A. PEREZ	Permanent	CSC Prof.	BSBA Mktg	03/01/2010	09/16/2015	Promotion
10	10			Clerk Processor C	4	1	15,586.00	15,586.00	VACANT	Permanent	NONE	BS Agriculture	03/16/2007	-	Original
11	11			Storekeeper D	4	6	15,586.00	16,193.00	NERISSA P. SULIT	Permanent	NONE	BSBA-Mktg. Mgt.	09/15/2021	-	Original
12	12			Storekeeper D	4	1	15,586.00	15,586.00	ROBEMAR S. TOMAS	Permanent	NONE	College Level	10/01/2009	-	Original
13	13			Utility Worker A	3	5	14,678.00	15,136.00	MARIA LUZ G. CAOILE	Permanent	NONE				
13	13			OFFICE OF THE OPERATIONS & ENGINEERING DIVISION					ENGR. ISIDRO T. CABANDAY JR	Permanent	Licensed Civil Engineer	Masters in Public Adm.	07/01/2004	03/16/2007	Promotion

ITEM NO	ITEM NO	DBM-APPROVED POSITION LEVEL	BASIC SALARY PER MONTH as of Jan. 1, 2024 pursuant to R.A. 11466 SSL V inclusive of Transition				NAME OF INCUMBENT	STATUS OF APPOINTMENT	CSC ELIGIBILITY	EDUCATIONAL ATTAINMENT	DATE/ EFFECTIVITY OF ORIGINAL APPOINTMENT	DATE/ EFFECTIVITY OF PROMOTION	REMARKS
FY 2023	FY 2024		Allowance		ACTUAL SALARY Based on Actual Step Increment								
			SALARY	STP		AUTHORIZED SALARY Based on Step 1							
14	14	Engineering Assistant B	8	1	19,744.00	19,744.00	VACANT						
15	15	Clerk Processor B	6	1	17,553.00	17,553.00	GLORY FE A. GABATO	Permanent	CSC Prof.	BSBA-Mgt. Acctg.	09/15/2021		Original
16	16	OFFICE OF THE OPERATIONS & ENGINEERING-DIVISION	5	6	16,543.00	17,189.00	GIOVANNI P. de GUZMAN	Permanent	NONE	BS Agriculture	03/16/2007	-	Original
17	17		5	5	16,543.00	17,057.00	MARCELO T. BUDLONG	Permanent	NONE	High Sch. Level	09/16/2009	-	Original
18	18		5	5	16,543.00	17,057.00	MARLON B. MALONES	Permanent	NONE	College Level	05/01/2011	-	Original
		OFFICE OF THE COMMERCIAL SERVICES DIVISION											
19	19	Division Manager C	22	6	71,511.00	77,019.00	ARNOLD L. MADULA	Permanent	CSC Prof.	Masters in Public Adm.	01/02/2003	03/16/2007	Promotion
20	20	Industrial Relations Development/Management Assistant A	10	5	23,961.00	23,961.00	HERMA-LISA A. GALLERON	Permanent	CSC Prof.	BS Commerce - Accounting	01/02/2003	10/01/2009	Promotion
21	21	Utilities/Customer Services Assistant D	6	1	17,553.00	17,553.00	LADY GRACE V. GRESOLA	Permanent	CSC Prof.	BS Mathematics	4/1/2023		Original
22	22	Utilities/Customer Services Assistant E	4	1	15,586.00	15,586.00	JENNIFER JOY C. RASONABE	Permanent	CSC Prof.	BS-IT	09/15/2021		Original

Prepared by :


GILMARIE D. TAN
 Acting Admin. Officer

APPROVED :


FELIPA M. ASIS, MPA
 General Manager

THE BOARD OF DIRECTORS

THE BOARD OF DIRECTORS OF A DISTRICT SHALL BE COMPOSED OF FIVE CITIZENS OF THE PHILIPPINES WHO ARE OF VOTING AGE AND RESIDENTS WITHIN THE DISTRICT. ONE MEMBER SHALL BE A REPRESENTATIVE OF CIVIC-ORIENTED SERVICE CLUBS, ONE MEMBER A REPRESENTATIVE OF PROFESSIONAL ASSOCIATIONS, ONE MEMBER A REPRESENTATIVE OF BUSINESS, COMMERCIAL, OR FINANCIAL ORGANIZATIONS, ONE MEMBER A REPRESENTATIVE OF EDUCATIONAL INSTITUTIONS AND ONE MEMBER A REPRESENTATIVE OF WOMEN'S ORGANIZATIONS. ALL POWERS, PRIVILEGES, AND DUTIES OF THE DISTRICT SHALL BE EXERCISED AND PERFORMED BY AND THROUGH THE BOARD: PROVIDED, HOWEVER, THAT ANY EXECUTIVE, ADMINISTRATIVE OR MINISTERIAL POWER SHALL BE DELEGATED AND REDELEGATED BY THE BOARD TO OFFICERS OR AGENTS DESIGNATED FOR SUCH PURPOSE BY THE BOARD. THE FUNCTION OF THE BOARD SHALL BE TO ESTABLISH POLICY. THE BOARD SHALL NOT ENGAGE IN



Meetings conducted	No. of times	Approved Resolutions CY 2024	Approved Policies CY 2024
Regular Meeting	12	46	0
Special Meeting	13		



SERIES OF APPROVED RESOLUTIONS FOR CY 2024

1. BOARD RESOLUTION NO. 24-01-01

BOARD RESOLUTION APPROVING THE WORKING FUND INTENDED FOR THE USE OF THE ADMINISTRATIVE OFFICE/OFFICE OF THE BOARD OF DIRECTORS, OFFICE OF THE GENERAL MANAGER, OPERATIONS AND ENGINEERING DIVISION/NON-REVENUE WATER REDUCTION SPECIAL PROJECT, FINANCE DIVISION, PRODUCTION AND WATER QUALITY, COMMERCIAL SERVICES DIVISION, AND BUDGET UNIT IN THE TOTAL AMOUNT OF THIRTY-FIVE THOUSAND PESOS (₱35,000.00) ONLY

APPROVED: JANUARY 10, 2024

2. BOARD RESOLUTION NO. 24-01-02

BOARD RESOLUTION APPROVING THE FINANCE DIVISION LOOSE CHANGE TO FACILITATE SMALL COINS AND BILLS FOR EASY AND FASTER TRANSACTIONS IN TENDERING CHANGE FOR PAYMENT OF WATER BILLS IN THE AMOUNT OF TEN THOUSAND PESOS (₱10,000.00) ONLY

APPROVED: JANUARY 10, 2024

3. BOARD RESOLUTION NO. 24-01-03

BOARD RESOLUTION FAVORABLY ENDORSING THE LETTER OF THE GENERAL MANAGER FELIPA M. ASIS TO THE REGIONAL DIRECTOR, CIVIL SERVICE COMMISSION (CSC) REGION XIII, THE CASE OF ENGR. ISIDRO T. CABANDAY, JR., DIVISION MANAGER C – OPERATIONS AND ENGINEERING DIVISION

APPROVED: JANUARY 10, 2024

4. BOARD RESOLUTION NO. 24-01-04

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER OF THE BAYUGAN WATER DISTRICT FELIPA M. ASIS TO APPROVE THE RENEWAL OF THE CONTRACT ENTERED INTO BY AND BETWEEN THE VISA SECURITY AGENCY AND THE BAYUGAN WATER DISTRICT EFFECTIVE FROM FEBRUARY 1, 2024 TO JANUARY 31, 2025

APPROVED: JANUARY 26, 2024

5. BOARD RESOLUTION NO. 24-01-05

BOARD RESOLUTION AUTHORIZING MARA A. PEREZ OF THE BAYUGAN WATER DISTRICT TO TRANSACT AND SECURE AUTHORITY TO PRINT (ATP) CASH INVOICES FROM THE BUREAU OF INTERNAL REVENUE (BIR)

APPROVED: JANUARY 26, 2024

6. BOARD RESOLUTION NO. 24-01-06

BOARD RESOLUTION APPROVING THE REQUEST FOR APPROPRIATION OF THE WATER DISTRICT'S RETAINED EARNINGS ENDING DECEMBER 31, 2023 IN THE AMOUNT OF SIX MILLION ONE HUNDRED NINETY-SIX THOUSAND EIGHT HUNDRED NINETY-SIX PESOS AND 65/100 CTVS (P6,196,896.65) TO FUND VARIOUS PRIORITY PROJECTS FOR THE CALENDAR YEAR 2024

APPROVED: JANUARY 26, 2024

7. BOARD RESOLUTION NO. 24-02-07

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO SIGN THE MEMORANDUM OF AGREEMENT FOR THE ON-THE-JOB-TRAINING PARTNERSHIP BETWEEN THE BAYUGAN WATER DISTRICT AND THE AGUSAN DEL SUR COLLEGE, INC.

APPROVED: FEBRUARY 8, 2024

8. BOARD RESOLUTION NO. 24-02-08

BOARD RESOLUTION AUTHORIZING MARA A. PEREZ OF THE BAYUGAN WATER DISTRICT TO TRANSACT AND SECURE AUTHORITY TO USE LOOSE-LEAF CASH INVOICES FROM THE BUREAU OF INTERNAL REVENUE (BIR)

APPROVED: FEBRUARY 8, 2024

9. BOARD RESOLUTION NO. 24-02-09

BOARD RESOLUTION APPROVING THE SUPPORT IN THE DEVELOPMENT AND IMPLEMENTATION OF THE WATER SAFETY PLAN (WSP) FOR THE BAYUGAN WATER DISTRICT PER MEMORANDUM CIRCULAR NO. 010-14, AND AUTHORIZING THE MANAGEMENT TO CREATE WSP TEAM

APPROVED: FEBRUARY 8, 2024

10. BOARD RESOLUTION NO. 24-02-10

BOARD RESOLUTION APPROVING THE PURCHASE OF ONE (1) UNIT MULTI-PURPOSE VEHICLE (MPV) PURPOSELY FOR EFFECTIVE MONITORING OF PROJECT IMPLEMENTATION AND OTHER VARIOUS ACTIVITIES OF BAYUGAN WATER DISTRICT

APPROVED: FEBRUARY 26, 2024

11. BOARD RESOLUTION NO. 24-02-11

BOARD RESOLUTION ADOPTING THE STRATEGIC PLANNING REPORT OF THE BAYUGAN WATER DISTRICT FOR CALENDAR YEAR 2024

APPROVED: FEBRUARY 26, 2024

12. BOARD RESOLUTION NO. 24-03-12

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-15-010 (TAXES, DUTIES AND LICENSES-ADMIN) TO ACCOUNT NUMBER 5-01-03-020 (PAG-IBIG CONTRIBUTION) TO AUGMENT FUNDS FOR THE MONTHLY REMITTANCE OF PAG-IBIG CONTRIBUTION DUE TO THE INCREASE OF THE EMPLOYER'S COUNTERPART CONTRIBUTION FROM ONE HUNDRED PESOS (₱100.00) TO TWO HUNDRED PESOS (₱200.00) IN THE AMOUNT OF NINETEEN THOUSAND EIGHT HUNDRED PESOS (₱19,800.00) ONLY

APPROVED: MARCH 22, 2024

13. BOARD RESOLUTION NO. 24-03-13

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-15-010 (TAXES, DUTIES AND LICENSES-ADMIN) TO ACCOUNT NUMBER 5-02-15-020 (FIDELITY BOND) TO AUGMENT FUNDS FOR THE RENEWAL/APPLICATION OF BONDS OF ACCOUNTABLE OFFICERS OF THE BAYUGAN WATER DISTRICT IN THE AMOUNT OF ELEVEN THOUSAND ONE HUNDRED TWENTY PESOS (₱11,120.00) ONLY

APPROVED: MARCH 22, 2024

14. BOARD RESOLUTION NO. 24-03-14

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO SIGN THE MEMORANDUM OF AGREEMENT FOR THE WORK IMMERSION PARTNERSHIP BETWEEN THE BAYUGAN WATER DISTRICT AND THE BAYUGAN CITY SENIOR HIGH SCHOOL-STAND ALONE LOCATED AT FILI, BAYUGAN CITY

APPROVED: MARCH 22, 2024

15. BOARD RESOLUTION NO. 24-03-15

BOARD RESOLUTION APPROVING THE MANAGEMENT'S REQUEST TO DELETE THE EIGHTY-THREE (83) INACTIVE ACCOUNTS WITH ZERO BALANCES FOR CALENDAR YEAR 2023

APPROVED: MARCH 25, 2024

16. BOARD RESOLUTION NO. 24-03-16

BOARD RESOLUTION REQUESTING THE CHAIRMAN OF THE BOARD OF TRUSTEES RONNIE L. ONG OF THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR FINANCIAL ASSISTANCE FOR THE DEVELOPMENT OF WATER SUPPLY SYSTEM PROJECTS IN DIFFERENT WATERLESS BARANGAYS IN BAYUGAN CITY, PROVINCE OF AGUSAN DEL SUR

APPROVED: MARCH 25, 2024

17. BOARD RESOLUTION NO. 24-03-17

BOARD RESOLUTION REQUESTING THE ADMINISTRATOR, ATTORNEY JOSE MOISES SALONGA OF THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR FINANCIAL ASSISTANCE FOR BAYUGAN WATER DISTRICT'S VARIOUS EXPANSION/REHABILITATION PROJECTS AND FURTHER AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO TRANSACT AND SIGN ALL NECESSARY DOCUMENTS RELATIVE THERETO

APPROVED: MARCH 25, 2024

18. BOARD RESOLUTION NO. 24-04-18

BOARD RESOLUTION AUTHORIZING THE CASHIERING ASSISTANT MS. CZARINA MAE E. HINAY AND THE GENERAL MANAGER FELIPA M. ASIS TO ENROLL IN THE LANDBANK INSTITUTIONAL INTERNET BANKING "weAccess"

APPROVED: APRIL 19, 2024

19. BOARD RESOLUTION NO. 24-05-19

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS OF BAYUGAN WATER DISTRICT TO SIGN THE CONTRACT OF SERVICE (COS) OF MEDIAONE SOFTWARE SOLUTIONS

APPROVED: MAY 20, 2024

20. BOARD RESOLUTION NO. 24-05-20

BOARD RESOLUTION AMENDING RESOLUTON NO. 22-03-05A ENTITLED BOARD RESOLUTION APPROVING POLICY NO. 2022-01 OTHERWISE KNOWN AS POLICY ON THE AUTHORIZATION FOR COLLECTION AGENTS OF WATER BILLS

APPROVED: MAY 27, 2024

21. BOARD RESOLUTION NO. 24-05-21

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO FILE SMALL CLAIMS CASES AGAINST DELINQUENT CONCESSIONAIRES OF BAYUGAN WATER DISTRICT FROM JANUARY 2022 TO MAY 2024

APPROVED: MAY 27, 2024

22. BOARD RESOLUTION NO. 24-06-22

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO REACTIVATE AND CLOSE DORMANT ACCOUNT WITH ACCOUNT NAME LBP-JSA-BXU AND ACCOUNT NUMBER 0361-1954-85 AT LANDBANK OF THE PHILIPPINES (LBP) BUTUAN BRANCH

APPROVED: JUNE 10, 2024

23. BOARD RESOLUTION NO. 24-06-23

BOARD RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 2024-06-001 APPROPRIATING FUNDS FOR THE EXPLORATION AND DEVELOPMENT OF BUCAC PUMPING STATION 2 CHARGEABLE AGAINST NET INCOME AS OF MAY 31, 2024 IN THE AMOUNT OF NINE MILLION FOUR HUNDRED EIGHTY-SEVEN THOUSAND TWO HUNDRED EIGHTY-ONE PESOS AND 50/100 CTVS (₱9,487,281.50) ONLY

APPROVED: JUNE 10, 2024

24. BOARD RESOLUTION NO. 24-07-24

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO SIGN THE NON-DISCLOSURE AGREEMENT BETWEEN BAYUGAN WATER DISTRICT AND WD SOLARBIO, INC.

APPROVED: JULY 12, 2024

25. BOARD RESOLUTION NO. 24-07-25

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO SIGN THE LEASE AGREEMENT BETWEEN BAYUGAN WATER DISTRICT AND WD SOLARBIO, INC.

APPROVED: JULY 12, 2024

26. BOARD RESOLUTION NO. 24-07-26

BOARD RESOLUTION AUTHORIZING THE BAYUGAN WATER DISTRICT BIDS AND AWARDS COMMITTEE (BAC) INCLUDING ITS TECHNICAL WORKING GROUP (TWG) TO CONDUCT THE BIDDING PROCESS OF ONE PRODUCTION WELL FOR PROSPERIDAD WATER DISTRICT

APPROVED: JULY 23, 2024

27. BOARD RESOLUTION NO. 24-09-27

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-09-010-10 (MISCELLANEOUS CUSTOMER ACCOUNT EXPENSE) TO ACCOUNT NUMBER 5-02-99-010 (ADVERTISING, PROMOTIONAL

AND MARKETING EXPENSE) TO AUGMENT FUNDS FOR THE PRINTING OF THE 2025 CALENDAR IN THE AMOUNT OF THREE HUNDRED THOUSAND PESOS (₱300,000.00) ONLY

APPROVED: SEPTEMBER 11, 2024

28. BOARD RESOLUTION NO. 24-09-28

BOARD RESOLUTION ADOPTING THE MEMORANDUM CIRCULAR NO. 004-22 ISSUED BY THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) REGARDING FRANCHISE TAX AS A PASS-ON CHARGE TO CUSTOMERS DATED 4 MARCH 2022

APPROVED: SEPTEMBER 23, 2024

29. BOARD RESOLUTION NO. 24-10-29

BOARD RESOLUTION AMENDING RESOLUTION NO. 18-10-26 ENTITLED BOARD RESOLUTION APPROVING POLICY NO. P-04-18 WATER METER MAINTENANCE FEE

APPROVED: OCTOBER 15, 2024

30. BOARD RESOLUTION NO. 24-10-30

BOARD RESOLUTION AUTHORIZING MARA A. PEREZ OF THE BAYUGAN WATER DISTRICT TO TRANSACT AND SECURE AUTHORITY TO PRINT (ATP) CASH INVOICES FROM THE BUREAU OF INTERNAL REVENUE (BIR)

APPROVED: OCTOBER 15, 2024

31. BOARD RESOLUTION NO. 24-10-31

BOARD RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 2024-10-002 APPROPRIATING FUNDS FOR THE PURCHASE OF WATER METERS FOR FIVE (5) YEARS MAINTENANCE CHARGEABLE AGAINST NET INCOME AS OF SEPTEMBER 30, 2024 IN THE AMOUNT OF FOUR MILLION EIGHT HUNDRED FIFTY-FOUR THOUSAND FIVE HUNDRED PESOS (₱4,854,500.00) ONLY

APPROVED: OCTOBER 15, 2024

32. BOARD RESOLUTION NO. 24-10-32

BOARD RESOLUTION AUTHORIZING THE TERM LOAN OF TWENTY MILLION PESOS (₱20,000,000.00) FROM THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP) TO PARTIALLY FINANCE THE PROJECT COST OF VARIOUS EXPANSION/REHABILITATION PROJECTS OF BAYUGAN WATER DISTRICT AND FURTHER AUTHORIZES THE GENERAL MANAGER FELIPA M. ASIS TO SIGN ANY DOCUMENTS RELATIVE THERETO

APPROVED: OCTOBER 15, 2024

33. BOARD RESOLUTION NO. 24-10-32A

BOARD RESOLUTION APPROVING THE TERMS AND CONDITIONS OF THE TERM LOAN OF TWENTY MILLION PESOS (₱20,000,000.00) FROM THE DEVELOPMENT BANK OF THE PHILIPPINES

APPROVED: OCTOBER 15, 2024

34. BOARD RESOLUTION NO. 24-10-33

BOARD RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 2024-10-003 APPROPRIATING FUNDS TO FINANCE DEEPWELL EXPLORATION TO AUGMENT WATER SUPPLY SHORTAGE CHARGEABLE AGAINST BEGINNING BALANCE AS OF SEPTEMBER 30, 2024 AFTER SUPPLEMENTAL BUDGET NO. 2024-10-002 IN THE AMOUNT OF THREE MILLION FIVE HUNDRED THOUSAND PESOS (₱3,500,000.00) ONLY

APPROVED: OCTOBER 28, 2024

35. BOARD RESOLUTION NO. 24-11-34

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO REACTIVATE THE DORMANT DEPOSIT ACCOUNT OF BAYUGAN WATER DISTRICT WITH LANDBANK OF THE PHILIPPINES BAYUGAN BRANCH WITH ACCOUNT NAME LBP-LOAN AND ACCOUNT NUMBER 3442101735

APPROVED: NOVEMBER 22, 2024

36. BOARD RESOLUTION NO. 24-11-35

BOARD RESOLUTION APPROVING THE ANNUAL CORPORATE BUDGET OF THE BAYUGAN WATER DISTRICT FOR CALENDAR YEAR 2025 WITH A TOTAL PROJECTED INCOME OF EIGHTY NINE MILLION FOUR HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED EIGHTY FIVE PESOS AND 66/100 CTVS. (₱89,426,485.66) ONLY AND THE TOTAL APPROPRIATIONS FOR OPERATION AND MAINTENANCE EXPENSES, GENDER AND DEVELOPMENT, CAPITAL EXPENDITURES, DEBT SERVICING, DISASTER RISK REDUCTION AND MANAGEMENT PLAN, AND OTHER STATUTORY OBLIGATIONS IN THE AMOUNT OF EIGHTY NINE MILLION FOUR HUNDRED TWO THOUSAND FOUR HUNDRED NINE PESOS AND 40/100 CTVS. (₱89,402,409.40) ONLY

APPROVED: NOVEMBER 25, 2024

37. BOARD RESOLUTION NO. 24-11-36

BOARD RESOLUTION AUTHORIZING THE GENERAL MANAGER FELIPA M. ASIS TO SIGN ALL DOCUMENTS RELATIVE TO THE APPLICATION FOR THE ISSUANCE OF ATTACHMENT PERMIT AT ANDANAN BRIDGE, BAYUGAN, AGUSAN DEL SUR

APPROVED: NOVEMBER 25, 2024

38. BOARD RESOLUTION NO. 24-11-37

BOARD RESOLUTION APPROVING THE CREATION OF NEW UNITS UNDER THE OFFICE OF THE GENERAL MANAGER OF BAYUGAN WATER DISTRICT

APPROVED: NOVEMBER 25, 2024

39. BOARD RESOLUTION NO. 24-12-38

BOARD RESOLUTION APPROVING THE OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR) OF BAYUGAN WATER DISTRICT (BYG-WD) FOR THE CALENDAR YEAR 2025

APPROVED: DECEMBER 17, 2024

40. BOARD RESOLUTION NO. 24-12-39

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-03-130 (CHEMICALS AND FILTERING EXPENSES) TO ACCOUNT NUMBER 5-02-99-120 (DIRECTORS AND COMMITTEE MEMBERS FEE) TO AUGMENT FUNDS PURPOSELY FOR THE PAYMENT OF 20% CHAIRMANSHIP OF THE BOARD OF DIRECTORS IN THE AMOUNT OF SEVENTEEN THOUSAND SIX HUNDRED FORTY PESOS (P17,640.00) ONLY

APPROVED: DECEMBER 17, 2024

41. BOARD RESOLUTION NO. 24-12-40

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-03-130 (CHEMICALS AND FILTERING EXPENSES) TO ACCOUNT NUMBER 5-02-12-030 (SECURITY SERVICES) TO AUGMENT FUNDS FOR THE PAYMENT OF THE SECURITY GUARDS FOR MONTH OF DECEMBER IN THE AMOUNT OF FORTY THOUSAND PESOS (P40,000.00) ONLY

APPROVED: DECEMBER 18, 2024

42. BOARD RESOLUTION NO. 24-12-41

BOARD RESOLUTION APPROVING THE REALIGNMENT OF FUNDS TAKEN FROM ACCOUNT NUMBER 5-02-03-130 (CHEMICALS AND FILTERING EXPENSES) TO ACCOUNT NUMBER 5-02-12-030 (POWER OR FUEL PURCHASED FOR PUMPING) TO AUGMENT FUNDS FOR THE PAYMENT OF POWER AND FUEL FOR PUMPING STATIONS IN THE AMOUNT OF FIVE HUNDRED SIXTY THOUSAND PESOS (P560,000.00) ONLY

APPROVED: DECEMBER 18, 2024

43. BOARD RESOLUTION NO. 24-12-42

BOARD RESOLUTION GRANTING SERVICE RECOGNITION INCENTIVE (SRI) TO ALL REGULAR EMPLOYEES OF BAYUGAN WATER DISTRICT PER ADMINISTRATIVE ORDER NO. 27, S. 2024 FROM THE OFFICE OF THE PRESIDENT DATED 12 DECEMBER 2024

APPROVED: DECEMBER 18, 2024

44. BOARD RESOLUTION NO. 24-12-43

BOARD RESOLUTION GRANTING CASH INCENTIVES TO ALL WATCHMEN, DAYCARE WORKERS, AND PINAGALAAN BANTAY KINAIYAHAN (PBK) MEMBERS UNDER MONTHLY HONORARIUM BASIS AS ALLOCATED IN THE APPROVED ANNUAL CORPORATE BUDGET FOR CY 2024 WITH A TOTAL AMOUNT OF SEVENTY THOUSAND PESOS (P70,000.00) ONLY

APPROVED: DECEMBER 18, 2024

45. BOARD RESOLUTION NO. 24-12-44

BOARD RESOLUTION AUTHORIZING THE CASHIERING ASSISTANT MS. CZARINA MAE E. HINAY AS ONE OF THE OFFICIAL SIGNATORIES AND DIVISION MANAGER MS. ROBELYN T. LADARAN AS AN ALTERNATE SIGNATORY OF THE GENERAL MANAGER FELIPA M. ASIS TO DEVELOPMENT BANK OF THE PHILIPPINES (DBP) SAN FRANCISCO BRANCH BANK CHECKS

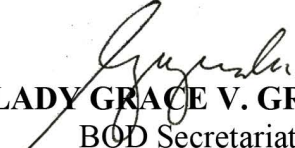
APPROVED: DECEMBER 18, 2024

46. BOARD RESOLUTION NO. 24-12-45

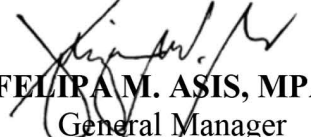
BOARD RESOLUTION GRANTING GRATUITY PAY TO ALL CONTRACT OF SERVICE AND JOB ORDER WORKERS OF BAYUGAN WATER DISTRICT IN THE AMOUNT NOT EXCEEDING SEVEN THOUSAND PESOS (P7,000.00) PER ADMINISTRATIVE ORDER NO. 28, S. 2024 FROM THE OFFICE OF THE PRESIDENT

APPROVED: DECEMBER 20, 2024

Prepared by:


LADY GRACE V. GRESOLA
BOD Secretariat

Noted:


FELIPA M. ASIS, MPA
General Manager

OFFICE OF THE GENERAL MANAGER

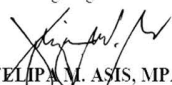



Responsible for the operation of the District and its long-term and short-term planning. Recommends organizational structure and manpower level, compensation and benefits schedules, water rates and charges, acquisition of real property, construction contracts, acceptance of completed projects, management strategies appropriate for the district, executes payment for approved projects and programs.



OFFICE PERFORMANCE COMMITMENT AND REVIEW FOR CY 2024 (ACCOMPLISHMENT)

I, **FELIPA M. ASIS**, General Manager of the Bayugan Water District, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to December 2024.


FELIPA M. ASIS, MPA
 General Manager

Approved by:

ALLAN J. SANTIAGO
 Chairman of the Board

MAJOR FINAL OUTPUT	SUCCESS INDICATOR (TARGET + MEASURES)							ACTUAL ACCOMPLISHMENT	Rating				REMARKS
	OGM	ADMIN	FINANCE	PWQ	OED	NRW-RSP	CSD		Q	E	T	A	
Access to Potable Water							39.53% (17) of barangay served by end of 2024	41.86%	5			5	
							Increase number of service connection to 750 by end of 2024	1,265 service connections by end of 2024	5			5	
Credit Standing			Semi-credit Worthy/Current					Semi-credit worthy		5		5	
Debt Servicing to other GFIs			Attain current debt servicing status					Current		5		5	
MAJOR FINAL OUTPUT	SUCCESS INDICATOR (TARGET + MEASURES)							ACTUAL ACCOMPLISHMENT	Rating				REMARKS
	OGM	ADMIN	FINANCE	PWQ	OED	NRW-RSP	CSD		Q	E	T	A	
NRW						Maintain 23% NRW by end of Dec. 2024 through shorter turn-around time on leaking restoration, routine inspection of leakings		19%		5		5	
Attain Revenue		Attain at least 90% of Php 300,000.00 projected sales of unserviceable property by end of Dec. 2024	Attain at least 90% of Php 10,000.00 interest income by end of Dec. 2024				Attain at least 85% of Php 100,000,000.00 budgeted revenue by end of Dec. 2024	73.52%		2		2	
ISO Certification	Monitor and sustain ISO Certification	Sustain ISO Certification by the end of 2024, through proper documentation and submission of updated ISO requirements	Sustain ISO Certification by the end of 2024 through implementation and monitoring of CARs	Sustain ISO Certification by the end of 2024 through water quality and submission of updated ISO requirements	Sustain ISO Certification by the end of 2024 through water quality and submission of updated ISO requirements	Sustain ISO Certification by the end of 2024 through water quality and submission of updated ISO requirements	Sustain ISO Certification by the end of 2024 through water quality and submission of updated ISO requirements	Sustained ISO 9001:2015 Certification		5		5	
SUPPORT ACTIVITIES	SUCCESS INDICATOR (TARGET + MEASURES)							ACTUAL ACCOMPLISHMENT	Rating				REMARKS
	OGM	ADMIN	FINANCE	PWQ	OED	NRW-RSP	CSD		Q	E	T	A	
Compliance to COA	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	1)Monitor liquidation of cash advances by end of Nov. 15, 2024	Complied 100%			5	5	
Compliance to COA	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	2)Resolve at least 30% of COA findings stated in the AOM issued to the Agency for prior years as of November 15, 2024	Resolved 42% of COA findings		5		5	


Compliance to LWUA	100% Compliance with LWUA reportorial requirements in accordance to content and deadline of submission	100% Compliance with LWUA reportorial requirements in accordance to content and deadline of submission		100% Compliance with LWUA reportorial requirements in accordance to content and deadline of submission					100% Compliance			5	5	
Compliance to CSC		1) Submit Learning and Development Plan by end of 2024							Drafted 1st Phase of L&D Program		1		1	
		2) 100% Citizen's Charter Compliance by end of 2024 in accordance to content and deadline of submission							Complied 100%		5		5	
		3) 100% Submission of SALN by end of 2024							Complied 100%		5		5	
Compliance to ARTA		1) Submit report on digitization	1) Establish digitization program						Complied 100%		5		5	
	Monitor client satisfaction	2) 100% Complaints acted per Citizens Charter . Render support services to all divisions in terms of supplies and materials needed	2) Attain at least 90% over all Client Satisfaction Survey rating by the end of 2024 through additional teller during due dates, efficient computer system	Attain at least 90% over all Client Satisfaction Survey rating by the end of 2024 passing the PNSDW, provide quality and safe water, adequate pressure	Attain at least 90% over all Client Satisfaction Survey rating by the end of 2024 through prompt response on service request	Attain at least 90% over all Client Satisfaction Survey rating by the end of 2024 through quick response and restoration of leaking and other customer service request	Attain at least 90% over all Client Satisfaction Survey rating by the end of 2024 through prompt response on client/customer service request		Attained 90%		5		5	
Compliance to Ombudsman		100% Submission of SALN by end of 2024 in accordance to content and deadline of submission							Complied 100%		5		5	
Compliance to NWRB		1) 100% Submit Water Permits requirements by end of 2024 in accordance to content and deadline of submission							Complied 100%		5		5	
Compliance to NWRB		2) Submit 100% quarterly water extraction report by end of 2024 in accordance to content and deadline of submission		Submit 100% quarterly water extraction report by end of 2024 in accordance to content and deadline of submission					Complied 100%			5	5	
Compliance to DENR-EMB	100% Compliance to ECC conditions by the end of 2024 in accordance to content and deadline of submission	100% Compliance to ECC conditions by the end of 2024 in accordance to content and deadline of submission							Complied 100%			5	5	
Compliance to GPPB	100% compliance to GPPB requirements by the end of 2024 in accordance to content and deadline of submission	100% compliance to GPPB requirements by the end of 2024 in accordance to content and deadline of submission							Complied 100%			5	5	

SUPPORT ACTIVITIES	SUCCESS INDICATOR (TARGET + MEASURES)							ACTUAL ACCOMPLISHMENT	Rating				REMARKS
	OGM	ADMIN	FINANCE	PWQ	OED	NRW-RSP	CSD		Q	E	T	A	
Transparency Seal	100% compliance to transparency seal requirements by the end of 2024 in accordance to content and deadline of submission	100% compliance to transparency seal requirements by the end of 2024 in accordance to content and deadline of submission						Complied 100%			5	5	
Freedom of Information	100% compliance to freedom of information requirements by the end of 2024 in accordance to content and deadline of submission	100% compliance to freedom of information requirements by the end of 2024 in accordance to content and deadline of submission						Complied 100%			5	5	
AVERAGE TOTAL RATING									4.68				
ADJECTIVAL RATING									Very Satisfactory				

Assessed & Reviewed:


PRIMITIVO R. SALVAN
 BOD-Secretary

Final Rating:


ALLAN J. SANTIAGO
 Chairman of the Board

Bayugan Water District celebrated its 23rd Founding Anniversary from August 19-21, 2024, with a series of meaningful activities aimed at community engagement, environmental sustainability, and public health awareness. The following activities were conducted:



23rd FOUNDING ANNIVERSARY ACTIVITIES



OPENING CEREMONY



BLOODLETTING ACTIVITY



CONCESSIONAIRE'S DAY

STRATEGIC PLANNING



Focused on crafting the Office Performance Commitment and Review (OPCR), this planning session laid the foundation for Byg-WD's 2025 operations.

YEAR-END PARTY



The year culminated in a celebration of Byg-WD's achievements, fostering camaraderie and reflecting on the year's successes.

SANITATION



CLEAN-UP DRIVE



Byg-WB spearheaded a clean-up drive to promote environmental sustainability and cleanliness within the community, demonstrating our role as a proactive partner in preserving the environment.



WATERSHED RELATED ACTIVITIES

VALENTINE TREE PLANTING



Demonstrating love for the environment, Byg-WD organized a tree planting activity at Pinagalaan, Bayugan City. This initiative aimed to contribute to reforestation efforts and promote environmental stewardship within the



August 20, 2024



MOUNTAIN TREKKING cum TREE PLANTING



As part of Bayugan Water District's commitment to environmental conservation and watershed protection, the Mountain Trekking cum Tree Planting Activity was conducted. This initiative aimed to restore forest cover, enhance biodiversity, and protect water sources by planting native tree species. Bayugan Water District employees participated in the activity, reinforcing the importance of sustainability and ecological balance.

INFORMATION EDUCATION CAMPAIGN & TREE PLANTING ACTIVITY



At Berseba Elementary School, Byg-WD conducted an educational campaign on environmental conservation, coupled with a tree planting activity. This initiative aimed to instill environmental awareness and responsibility among the youth.



CORPORATE SOCIAL RESPONSIBILITY



DISTRIBUTION OF SCHOOL SUPPLIES

In preparation for the new school year, Byg-WD distributed essential school supplies to students at Pinagalaan Elementary School, demonstrating our support for education.



PAMASKONG HANDOG



December 19, 2024: Byg-WD shared the joy of the holiday season through a gift-giving activity for the community, spreading cheer and goodwill.

MONTHLY MASS FEEDING @ PINAGALAN ELEMENTARY SCHOOL



Through our Adopt-a-School Program, Byg-WD conducted regular mass feeding activities, demonstrating its ongoing commitment to improving student health and nutrition.



BRIGADA ESKWELA

Byg-WD actively participated in this annual school preparation activity at Berseba Elementary School, contributing to the creation of a conducive learning environment.



LINKAGES

CARAGA REGIONAL ATHLETIC GAMES 2024 OPENING CEREMONY



Byg-WD was a proud supporter of this regional sports event, fostering camaraderie and promoting the importance of physical fitness and teamwork.

CEREMONIAL SIGNING OF MEMORANDUM OF AGREEMENT WITH DBP



This formalized the approved term loan application, paving the way for significant infrastructure and service improvements.

INFORMATION SYSTEMS STRATEGIC PLAN WORKSHOP



Conducted by DICT Caraga, this workshop was pivotal in enhancing Byg-WD's technological capabilities, ensuring that our operations remain efficient and up-to-date.

ISSP REVIEW VISIT TO DICT



This visit focused on aligning Byg-WD's Information Systems Strategic Plan with the latest technological advancements, reinforcing our commitment to innovation.



126th INDEPENDENCE DAY CELEBRATION

Byg-WD actively participated in the national celebrations, commemorating the country's history and independence.



CRAAG AWARDING CEREMONY



Byg-WD was recognized for its valuable contributions to the success of the regional games, underscoring our support for community and youth development.

BINAGA TU NALIYAGAN



Byg-WD proudly participated in this cultural event held at the Provincial Capitol in Prosperidad, Agusan del Sur, celebrating local traditions and fostering community spirit.



17th CHARTER DAY COLOR ME FUN RUN



Byg-WD joined this lively fitness event, promoting health and wellness within the community.

EPANET TRAINING



Conducted by Hydronet Consultants, Inc., this specialized training equipped Byg-WD personnel with advanced skills in water distribution modeling, enhancing operational efficiency.

STATE OF THE CITY ADDRESS



Byg-WD attended this significant event at Bayugan City Hall, aligning our initiatives with the city's vision for progress and development.

SEMINAR ON PROGRAM OF WORKS (POW) PREPARATION

Participants were equipped with essential knowledge and skills for preparing Programs of Work, enhancing operational efficiency.



STATE OF THE BARANGAY ADDRESS



Byg-WD participated in this event to align our initiatives with barangay development goals and priorities.

KAHIMUNAN TU BAYUGAN



Byg-WD proudly participated in this annual cultural celebration, showcasing our strong support for Bayugan City's vibrant traditions and rich heritage. This event also provided a platform for us to engage with the community and promote awareness of our services.

WATER SAFETY PLAN WORKSHOP



Held in Barobo, Surigao del Sur, this intensive workshop emphasized the importance of ensuring the safety and quality of water supplied to our concessionaires. Through comprehensive discussions and activities, participants enhanced their knowledge and skills in maintaining water safety standards.



FIRE PREVENTION MONTH



Byg-WD actively supported this nationwide campaign, raising awareness about fire safety and prevention measures. Our participation underscored our commitment to safeguarding the welfare of our community.

MOA SIGNING WITH LWUA



Byg-WD took a significant step forward by formalizing a partnership with the Local Water Utilities Administration (LWUA). This agreement was instrumental in securing clearance to avail a regular loan from the Development Bank of the Philippines, aimed at improving infrastructure and services.



NON-REVENUE WATER REDUCTION SPECIAL PROJECT



Implements programs for extension, expansion and improvement of water supply system, facilities and other structures; undertakes repair and maintenance of transmission and distribution pipelines, including its appurtenances, plans and designs mainline extension, including mainline improvement, water district system and other pumping facilities and structures. Coordinates for the plan, design and improvement of office structure and other facilities.





EXPANSION & LOOPING PROJECT @ P-2 MAYGATASAN



EXPANSION LOOPING @ P-1 CAGBAS P-2 BUCAC TO SAGUMA

REHAB EXPANSION @ LUCBAN

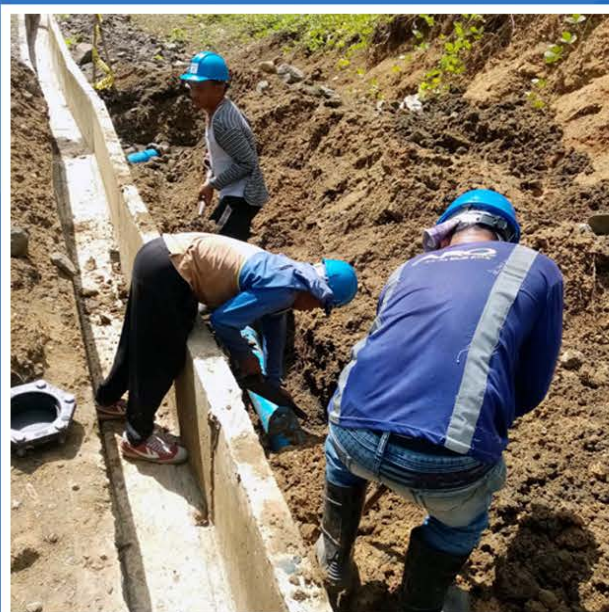
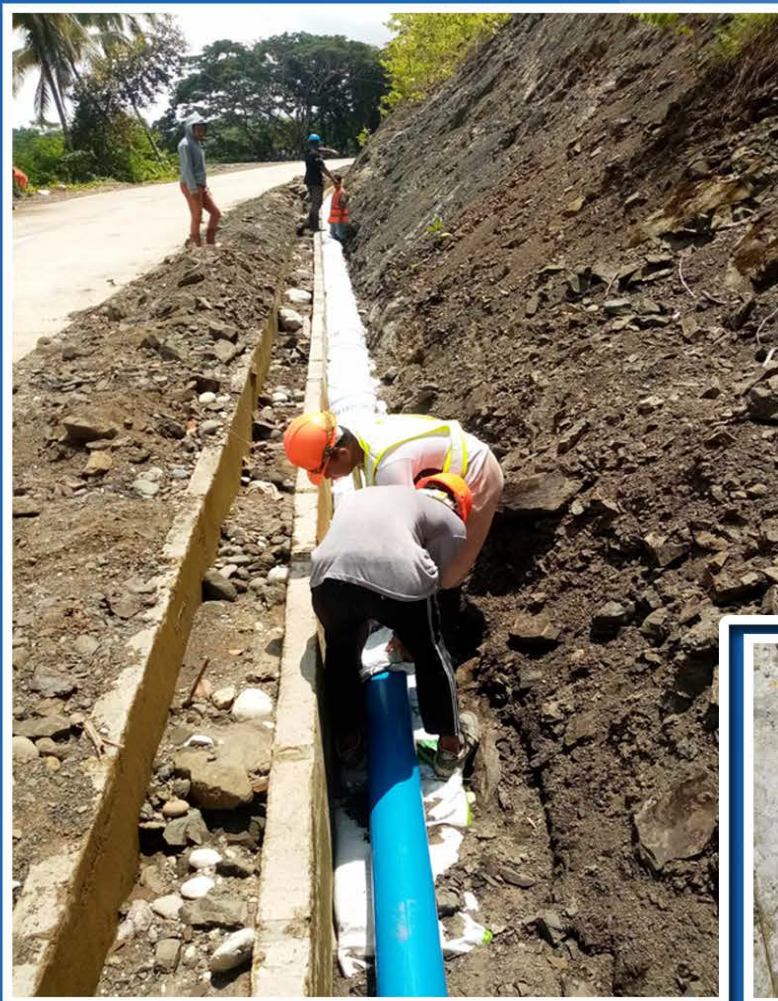


REHAB EXPANSION @ P-13 AMONGON



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TRANSMISSION RELOCATE @ P-3 PINAGALAN



UPGRADING DIST LINE @ P-1 BUCAC



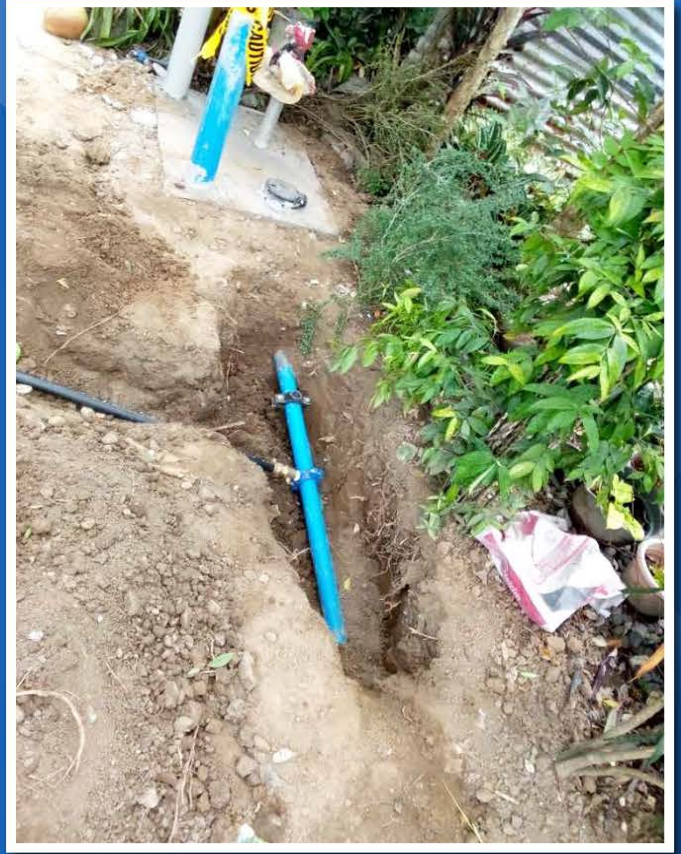
UPGRADING DIST LINE @ P-1 SAN ISIDRO



UPGRADING DIST LINE @ P-5 BUCAC



UPGRADING DIST LINE @ P-10 FILI



UPGRADING DIST LINE @ P-10 FILI

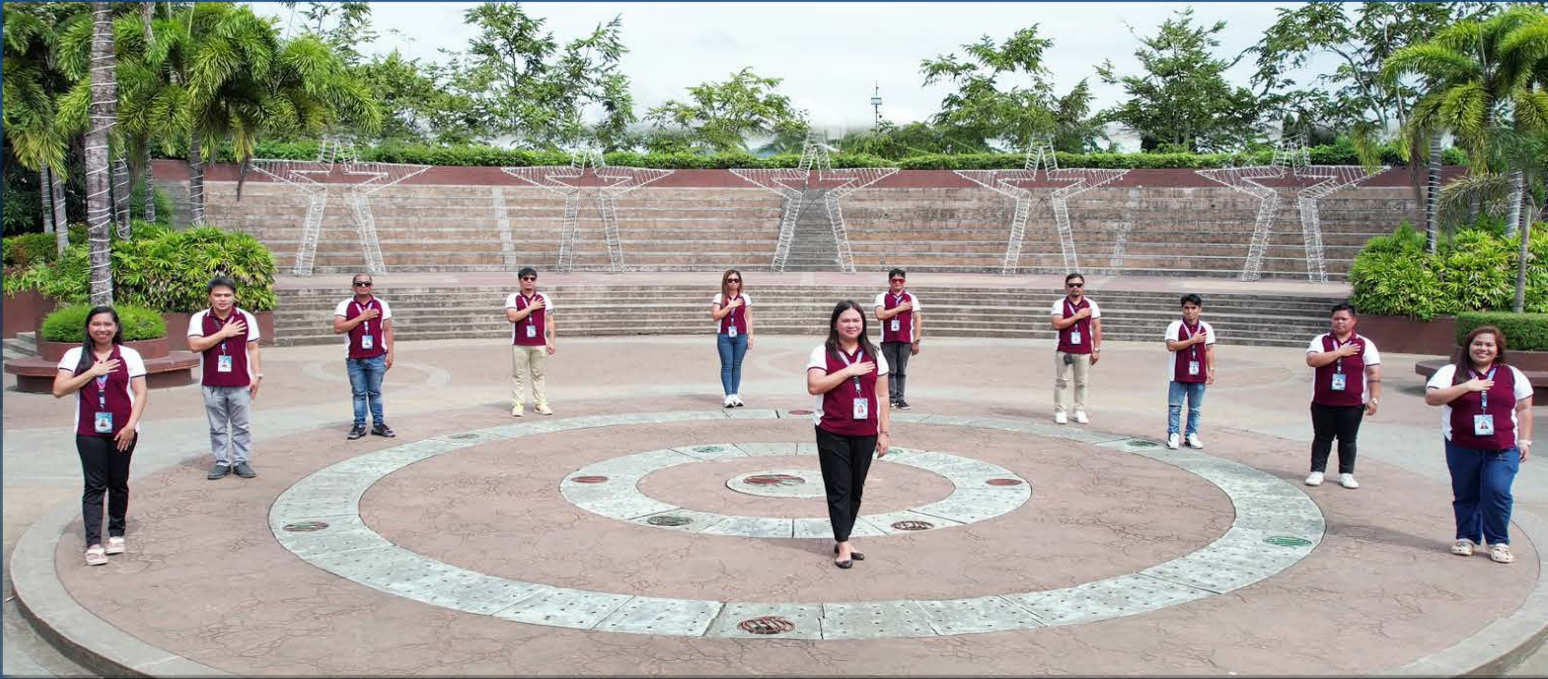


NON - REVENUE WATER

(As per LWUA)

Month	This Month	Year to Date
JANUARY	14%	14%
FEBRUARY	20%	17%
MARCH	26%	20%
APRIL	13%	18%
MAY	17%	18%
JUNE	15%	18%
JULY	19%	18%
AUGUST	17%	18%
SEPTEMBER	20%	18%
OCTOBER	28%	19%
NOVEMBER	21%	19%
DECEMBER	22%	19%

ADMINISTRATIVE & HUMAN RESOURCE OFFICE



Formulates and implements human resource programs, policies and procedures pursuant to Civil Service law and rules; formulates and implements procedures on procurement of adequate supply of quality materials, equipment and services; formulates and implements policies on records management for the whole organization. Formulates and implements policies related to security measures of building, grounds and people in the organization; formulates and implements corrective maintenance of water meters and other measuring devices; formulates and implements systems on warehousing and maintenance of materials, supplies, vehicles and equipment in accordance with the regulations and policies.



ANNUAL GENDER AND DEVELOPMENT (GAD) ACCOMPLISHMENT REPORT
FY 2024

Agency: BAYUGAN WATER DISTRICT
Lanzones St., Poblacion, Bayugan City

GAD Amount: 4,722,250.00

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 and Target	Actual Result (Outputs/Outcome)	GAD Budget	Source of Budget	Responsible Unit/Office
1	2	3	4	5	6		7	8	9
CLIENTS FOCUSED									
Installation									
Concessionaires' access to potable water	Concessionaires have no access to WD's water service	Concessionaires have access to WD's water service	Performance Target	Installation of water service connection for 750 households	Additional 750 households are served by WD by end of 2023	1,679,720.00	1,680,000.00	Corporate Budget	CSD/AFD
Adopt-A-School Program									
Higher rate of malnourished schoolchildren	Provision of nutritious food to school children of Pinagalaan Elementary School	Alleviate malnutrition rate of pupils in Pinagalaan Elementary School and kindergartens	Watershed management/ Adopt-A-School Program	Mass Feeding	100% of school children will be provided with food monthly	269,000.00	300,000.00	Corporate Budget	OGM/AFD
Poor dental conditions of the Pinagalaan Elementary School children	Parents' Financial incapacity	Increase performance and health improvements of pupils	Watershed management/ Health and Sanitation Program	Medical Outreach	100% of school children will be medically improved	0	50,000.00	Corporate Budget	OGM/AFD
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 and Target		GAD Budget	Source of Budget	Responsible Unit/Office
1	2	3	4	5	6		7	8	9
CLIENTS FOCUSED									
Adopt-A-School Program									
Schoolchildren in various Elementary Schools don't have complete school supplies	Parents' financial incapacity to purchase school supplies for their children	Increased performance rate of pupils in various Elementary Schools and Kindergartens	Watershed management/ Adopt-A-School Program	Provision of School supplies	100% of school children will be provided with school supplies	174,921	645,000.00	Corporate Budget	OGM/AFD
Lack of Day Care Center/Teachers of children between 3-5 years old at Pinagalaan	Lack of designated teachers to Day Care Centers	Children ages 3-5 years old acquired their basic education	Watershed management/Ad opt-A-School Program	Provision of teachers to kindergarten at Pinagalaan with honorarium	100% of Day Care Teacher Honorarium will be provided for 3 Day Care Teachers	117,000.00	117,000.00	Corporate Budget	OGM/AFD
Watershed Rehabilitation, Management and Development									
Deterioration of water supply affecting women's productive work	Lack of participation of women in watershed rehabilitation, management and development	Increased participation of women in watershed rehabilitation, management and development	Watershed management	Conduct Tree Planting	Women and children's participation in activities related to watershed rehabilitation, management and development; number of women and men participants; feedback from women in terms of knowledge, skills and attitude	61,230.00	230,000.00	Corporate Budget	OGM/AFD
				Monitor and supervise any watershed related activities	100% of honorarium will be provided	468,000.00	520,000.00	Corporate Budget	OGM/AFD

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 and Target		GAD Budget	Source of Budget	Responsible Unit/Office
1	2	3	4	5	6		7	8	9
CLIENTS FOCUSED									
Watershed Rehabilitation, Management and Development									
Poor Sanitation at some of Barangay within the service area	Lack of knowledge on the effect of poor sanitation and water usage	To educate residents on proper sanitation and water usage, its effect to the lives of the people and to the environment	Watershed management/He alth & Sanitation Program	Conduct Information, Education Campaign on proper sanitation and water usage	100% Information, Education Campaign on climate change conducted	22,905.00	150,000.00	Corporate Budget	OGM/AFD
Concessionnaires of Brgy. Sta. Irene experienced low to no supply of water	Power Interruption	Concessionnaires of Brgy. Sta. Irene have continuous water supply	Installation of Generator Set	Purchasing of one (1) Generator Set as back up power supply	100% of Brgy. Sta. Irene concessionnaires will no longer experience low to no supply of water	750,000.00	800,000.00	Corporate Budget	PWQ/AFD
ORGANIZATION-FOCUSED									
Health awareness									
Byg-WD women employees are susceptible to obesity resulting/leading to loose self confidence	Low morale due to physical build-up	To uplift self confidence and physically fit women employees thus increasing work productivity	General Administration	1. Conduct physical activities	Conduct any physical exercise as part of the CSC "The Great Filipino Work out" program	27,200.00	50,000.00	Corporate Budget	AFD
				2. Undergo annual physical examination for all employees	Undergo 1 annual physical examination and specialized healthcare for women	0	106,250.00	Corporate Budget	AFD
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 and Target		GAD Budget	Source of Budget	Responsible Unit/Office
1	2	3	4	5	6		7	8	9
ORGANIZATION-FOCUSED									
Spiritual and moral upliftment									
Proclamation No. 227, s. 1988 re: Providing for the observance of the month of March as "Women's Role in History Month"	Gender Inequality	To recognize and highlight women's key role and accomplishments in leadership, power and decision-making	General Administration	Celebrate and participate the women's day activities	20 female and 64 male participate the activities	49,900.00	50,000.00	Corporate Budget	ALL DIVISION
Spiritual and moral aspect shall be part of program for employees	Time constraints on the participation to spiritual fellowship	To promote and uplift the spiritual and moral aspect of each employee	General Administration	Conduct series of activities on spiritual aspects	Attended 12 monthly convocation	18,700.00	24,000.00	Corporate Budget	ALL DIVISION
TOTAL						1,689,856.00	4,722,250.00		

ADMINISTRATIVE MATTERS

FREEDOM OF INFORMATION PROGRAM



In adherence to Executive Order No. 2, series of 2016, Bayugan Water District launched and implemented the Freedom of Information (FOI) Program. This program ensures transparency and accountability by providing the public access to essential data about Byg-WD's policies, operations, and financial standing.

PROCUREMENT ACTIVITIES



The Administrative Office facilitated the procurement of goods and services, ensuring that all acquisitions complied with government procurement policies and regulations. This process included sourcing supplies, evaluating vendor proposals, and ensuring timely delivery of materials necessary for daily operations. Transparent and efficient procurement practices were upheld to optimize resources and maintain accountability.

WATER METER CALIBRATION



Bayugan Water District ensures the accuracy and reliability of water meter readings through a systematic Water Meter Calibration Program. This initiative, managed by the Administrative Division, plays a critical role in maintaining fair and precise water billing for concessionaires.

The Administrative Office oversaw Property Management, ensuring the proper handling, maintenance, and security of all Bayugan Water District assets, including office buildings, vehicles, equipment, and supplies. Regular inspections, inventory monitoring, and procurement compliance were carried out to ensure operational efficiency.

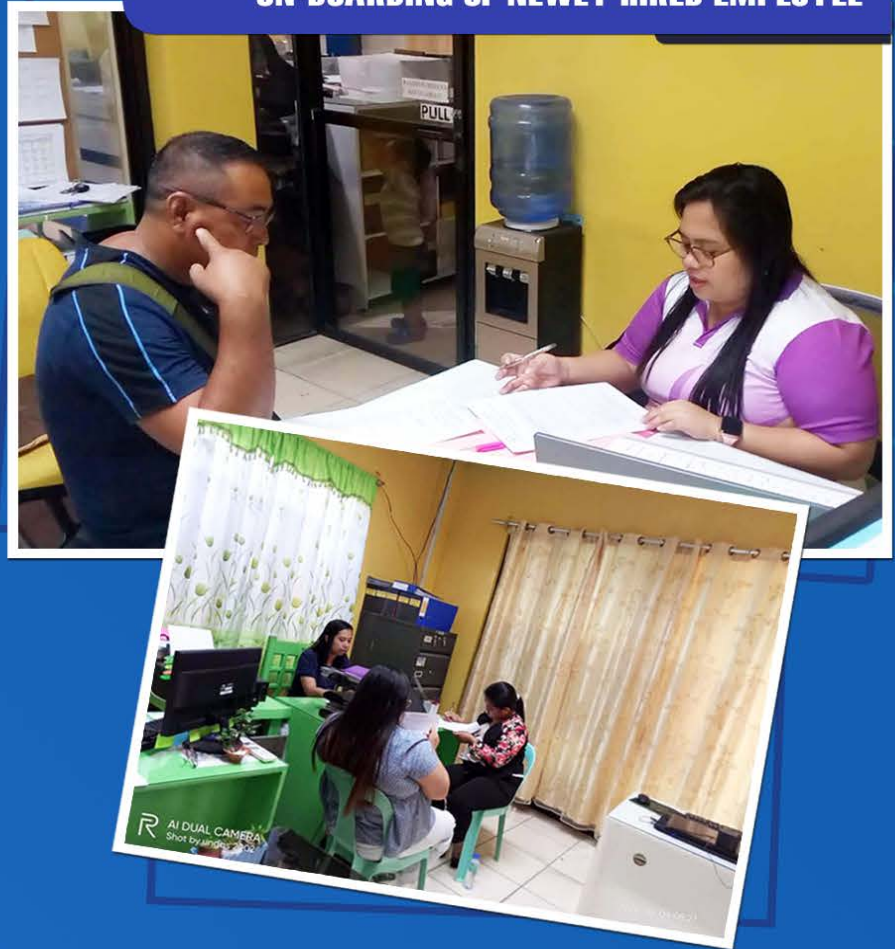
PROPERTY MANAGEMENT



HUMAN RESOURCES ACTIVITIES

ON-BOARDING OF NEWLY HIRED EMPLOYEE

Bayugan Water District recognizes the critical role of proper onboarding in fostering a productive and engaged workforce. Our onboarding program, spearheaded by the Administrative Division, ensures a seamless transition for newly hired employees as they integrate into our organization.



MONTHLY MASS



Bayugan Water District holds a Monthly Mass, providing employees with a sacred space to reflect, give thanks, and seek spiritual guidance. This regular gathering fosters a sense of unity and purpose, allowing the workforce to collectively express gratitude for the blessings received and pray for continued success in their endeavors. Conducted within the premises of Byg-WD, the Monthly Mass not only strengthens spiritual well-being but also reinforces the organization's commitment to holistic employee welfare.

FAMILY DAY



Byg-WD hosted a day of fun-filled activities for employees and their families, fostering stronger bonds and unity within the organization.



WOMEN'S MONTH CELEBRATION



In recognition of the invaluable contributions of women, Byg-WD celebrated Women's Month with activities that highlighted gender equality, empowerment, and the critical role of women in the workplace and society.



Jogging/Walking Activities



Recognizing the importance of physical fitness, Bayugan Water District initiated Jogging/Walking Activities every second and last Friday of the month. This initiative, under the Human Resource Activities, aimed to promote a healthy lifestyle, enhance employee well-being, and foster team bonding in a relaxed and refreshing environment.

ZUMBA



Bayugan Water District organizes Zumba sessions every second and last Friday of the month as part of its commitment to promoting health and wellness among employees. Zumba serves as an enjoyable way for employees to stay active, relieve stress, and enhance their overall physical fitness. This regular activity not only fosters a healthy lifestyle but also strengthens camaraderie and teamwork among employees, creating a vibrant and motivated workplace atmosphere.

FINANCE DIVISION



Responsible for the maintenance of the corporate books of accounts and all accounting records, documents and the preparation of Financial and Accounting reports and Analysis. Implements procedures and policies on cash management particularly on safekeeping, disbursement, control of water district funds. Also implements procedures and policies on collection of water bills, cash funds and other monies or income of the District. Coordinates with concerned departments in the preparation of the annual budget and prepares and monitors projected financial reports based on approved annual budget. Also determines financial resources available to carry out water district programs.



BUDGETING

BUDGET DELIBERATION FOR CY 2025 PROPOSED BUDGET



Byg-WD conducted a thorough review and discussion of the proposed budget, ensuring fiscal responsibility and alignment with organizational goals.

CASH MANAGEMENT

TELLER



CASHIER



The Finance Division efficiently managed Telling and Cashiering Services, ensuring the accurate collection and recording of payments from concessionaires. The division adhered to strict financial protocols to maintain transparency and accountability in all transactions.

ACCOUNTING

VOUCHERING



The Accounting Section of the Finance Division played a crucial role in ensuring the financial integrity of Bayugan Water District. It was responsible for the accurate preparation of financial statements, maintaining transparency in all financial transactions, and ensuring compliance with government accounting standards. The section diligently monitored the budget, ensuring that expenditures remained within the approved allocations while also overseeing auditing processes to uphold accountability. Through its commitment to strict financial management, the Accounting Section contributed to the overall efficiency and financial sustainability of Bayugan Water District.

FINANCIAL DATA

Month	Operating Ratio (%)	Collection Efficiency (%)	Collection Ratio (%)	Net Income Ratio (%)
JANUARY	0.64	95.2	45.4	0.31
FEBRUARY	0.57	91.1	58.7	0.38
MARCH	0.59	93.5	67.7	0.36
APRIL	0.61	93.3	72.9	0.34
MAY	0.64	94.6	77.2	0.31
JUNE	0.62	93.2	78.6	0.33
JULY	0.63	92.3	79.6	0.32
AUGUST	0.63	90.6	79.6	0.32
SEPTEMBER	0.64	90.4	80.5	0.32
OCTOBER	0.65	90.5	81.5	0.3
NOVEMBER	0.65	90.5	82.3	0.3
DECEMBER	0.73	90	82.5	0.23

COMMERCIAL SERVICES DIVISION



Maintains accurate and updated customer services records and follow-up all delinquent accounts, and enhance collection efficiency; enforces utility rules and regulations as to billing, delinquencies and adjustment, receives and process service application including installation of new service connections and attend to customer complaints and requests. Also conduct marketing surveys and formulates program on consumer relations. Attends to customer complaints and requests such as closed accounts; investigates illegal connection and implements policy and delinquent customer.

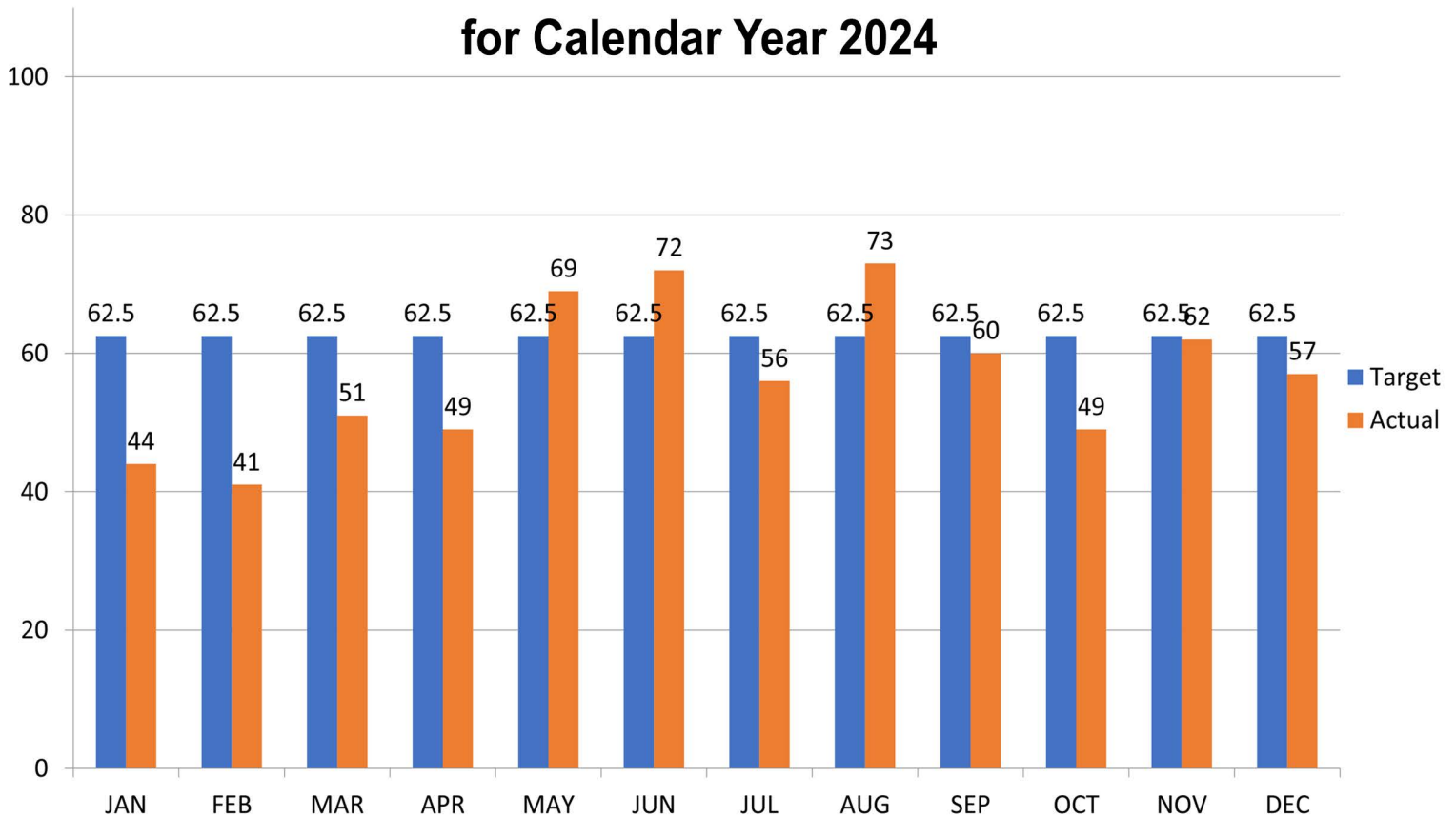


APPROVED WATER RATES

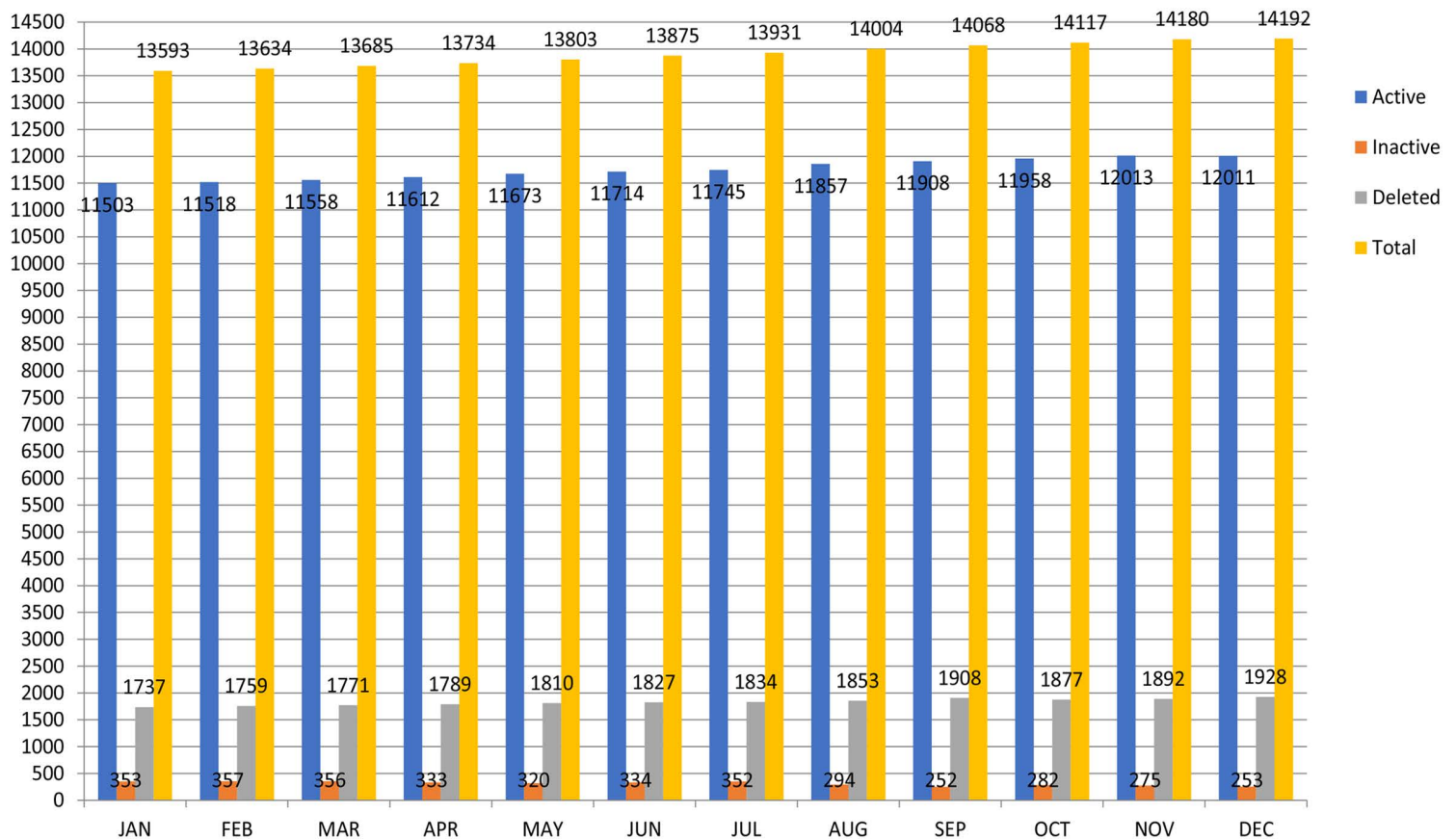
Clasification	Meter Size	Account Code	Minimum Charge	Commodity Charges				
				11 - 20	21 - 30	31 - 40	41 - 50	51 - up
Residential / Government	1/2"	102	204.80	22.40	24.95	28.15	32.00	36.45
	3/4"	103	327.65	22.40	24.95	28.15	32.00	36.45
	1"	104	655.30	22.40	24.95	28.15	32.00	36.45
	1 1/2"	105	1,638.40	22.40	24.95	28.15	32.00	36.45
	2"	107	4,096.00	22.40	24.95	28.15	32.00	36.45
	3"	108	7,372.80	22.40	24.95	28.15	32.00	36.45
	4"	109	14,745.00	22.40	24.95	28.15	32.00	36.45
Commercial / Industrial	1/2"	302	409.60	44.80	49.90	56.30	64.00	72.90
	3/4"	303	655.30	44.80	49.90	56.30	64.00	72.90
	1"	304	1,310.60	44.80	49.90	56.30	64.00	72.90
	1 1/2"	305	3,276.80	44.80	49.90	56.30	64.00	72.90
	2"	306	8,192.00	44.80	49.90	56.30	64.00	72.90
	3"	307	14,745.60	44.80	49.90	56.30	64.00	72.90
	4"	308	29,491.20	44.80	49.90	56.30	64.00	72.90
Commercial - A	1/2"	312	358.40	39.20	43.65	49.25	56.00	63.75
	3/4"	313	573.35	39.20	43.65	49.25	56.00	63.75
	1"	314	1,146.70	39.20	43.65	49.25	56.00	63.75
	1 1/2"	315	2,867.20	39.20	43.65	49.25	56.00	63.75
	2"	316	7,168.00	39.20	43.65	49.25	56.00	63.75
	3"	317	12,902.40	39.20	43.65	49.25	56.00	63.75
	4"	318	25,804.80	39.20	43.65	49.25	56.00	63.75
Commercial - B	1/2"	322	307.20	33.60	37.40	42.20	48.00	54.65
	3/4"	323	491.45	33.60	37.40	42.20	48.00	54.65
	1"	324	982.90	33.60	37.40	42.20	48.00	54.65
	1 1/2"	325	2,457.60	33.60	37.40	42.20	48.00	54.65
	2"	326	6,144.00	33.60	37.40	42.20	48.00	54.65
	3"	327	11,059.20	33.60	37.40	42.20	48.00	54.65
	4"	328	22,118.40	33.60	37.40	42.20	48.00	54.65
Commercial - C	1/2"	332	256.00	28.00	31.15	35.15	40.00	45.55
	3/4"	333	409.55	28.00	31.15	35.15	40.00	45.55
	1"	334	819.10	28.00	31.15	35.15	40.00	45.55
	1 1/2"	335	2,048.00	28.00	31.15	35.15	40.00	45.55
	2"	336	5,120.00	28.00	31.15	35.15	40.00	45.55
	3"	337	9,216.00	28.00	31.15	35.15	40.00	45.55
	4"	338	18,432.00	28.00	31.15	35.15	40.00	45.55
Bulk / Wholesale	1/2"	402	614.40	67.20	74.85	84.45	96.00	109.35
	3/4"	403	982.95	67.20	74.85	84.45	96.00	109.35
	1"	404	1,965.90	67.20	74.85	84.45	96.00	109.35
	1 1/2"	405	4,915.90	67.20	74.85	84.45	96.00	109.35
	2"	406	12,288.00	67.20	74.85	84.45	96.00	109.35
	3"	407	22,148.00	67.20	74.85	84.45	96.00	109.35
	4"	408	44,236.80	67.20	74.85	84.45	96.00	109.35

Based from LWUA Board of Trustees Resolution No. 253 series of 2001 dated November 20, 2001

NEW SERVICE CONNECTIONS for Calendar Year 2024

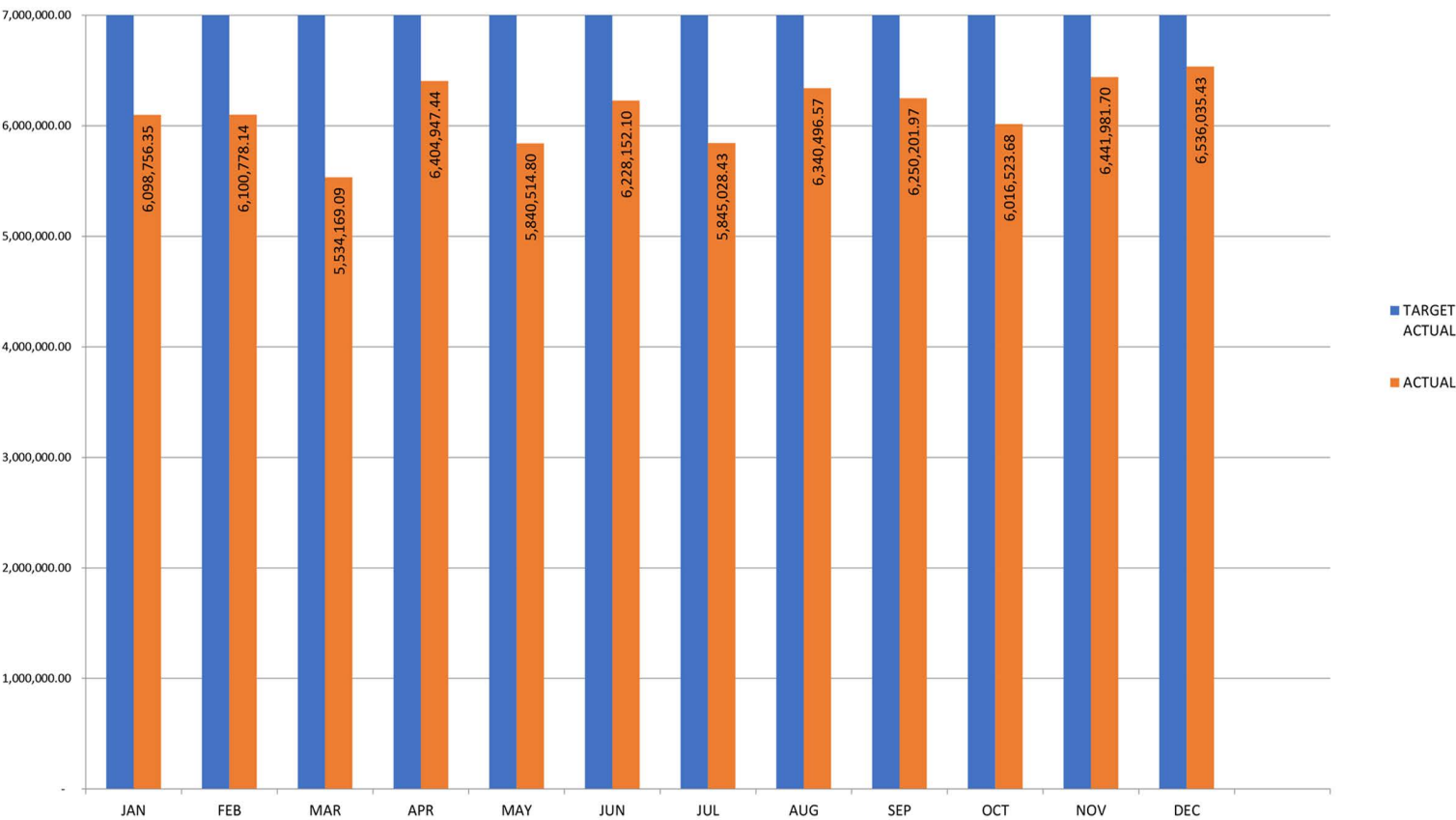


TOTAL SERVICE CONNECTIONS for Calendar Year 2024



SERVICE CONNECTION GROWTH CY 2024		
Months	Total No. of Service Connections	Total No. of Active Connections
January	13,593	11,503
February	13,634	11,518
March	12,990	11,558
April	13,039	11,612
May	13,108	11,673
June	13,149	11,714
July	13,205	11,745
August	13,348	11,857
September	13,395	11,908
October	13,445	11,958
November	13,383	12,013
December	13,440	12,011

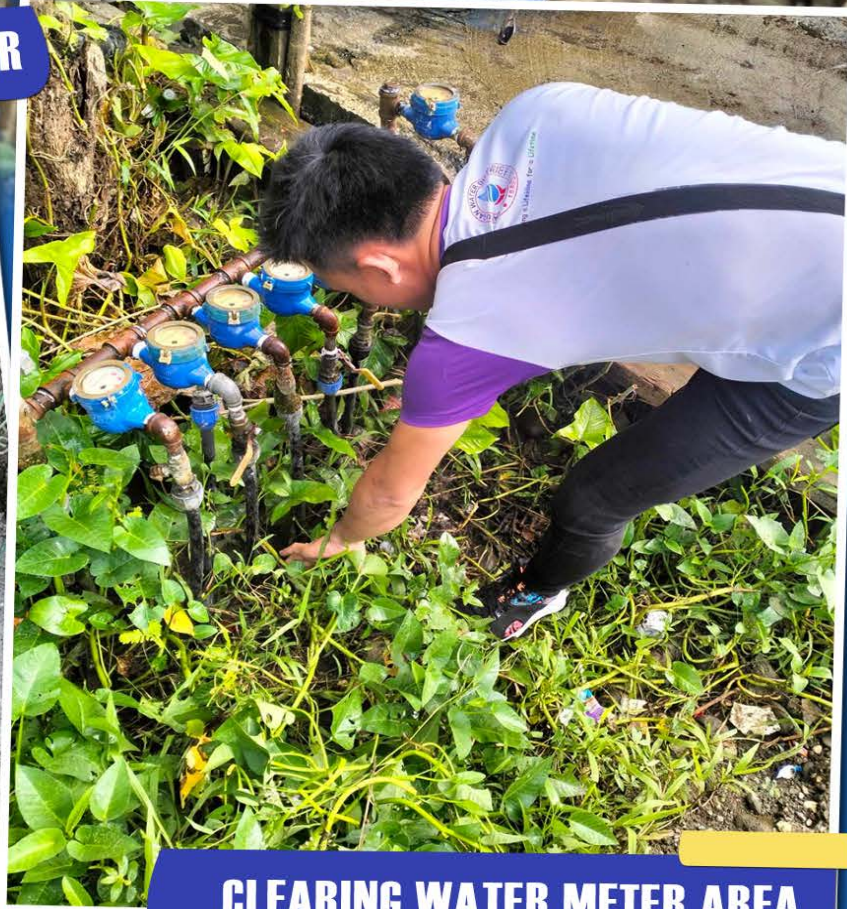
BILLING - Water Sales for Fiscal Year 2024



READ AND BILL



INSTALLATION OF NEW WATER METER



CLEARING WATER METER AREA

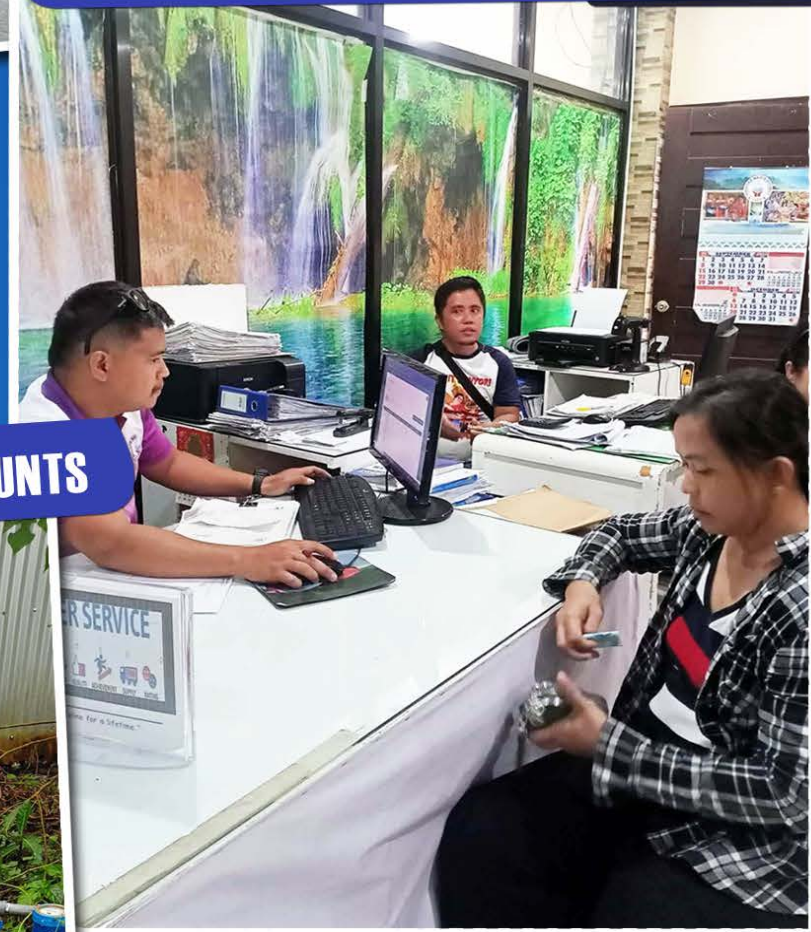
SEMINAR / ORIENTATION



The Commercial Services Division (CSD) conducts a Seminar/Orientation for newly applied concessionaires to familiarize them with the policies, guidelines, and responsibilities associated with their water service connection. These sessions are held at 2:00 PM every Tuesday and Thursday, ensuring that new concessionaires are well-informed about the services and processes of Bayugan Water District.

APPLICATION FOR NEW WATER CONNECTION

Bayugan Water District facilitates the Application for New Water Service Connections to provide safe potable water to more households and businesses. Concessionaires interested in availing of this service can visit the Byg-WD office to submit the necessary requirements, including proof of residence or business, and complete the application process.



DISCONNECTION OF DELINQUENT ACCOUNTS



To maintain financial sustainability and ensure equitable access to water services, Byg-WD strictly implements the Disconnection of Delinquent Accounts policy. Accounts with overdue balances beyond the grace period are subject to service disconnection. This measure serves as a reminder for concessionaires to maintain timely payments and helps the organization continue delivering uninterrupted services.

PRODUCTION & WATER QUALITY DIVISION



Determines water production requirements and ensures the steady supply of water to the service area; maintains water pumps and water treatment facilities and monitors water quality in accordance with the standards set by the Philippine National Standards for Drinking Water (PNSDW) and World Health Organization (WHO); conducts preventive maintenance and repair of equipment and facilities and initiates programs for protection and development of water system.



SUMMARY OF PRODUCTION AND CONSUMPTION CY 2024			
Months	Production	Total Billed	Accounted Water
January	255,968	6,360,511.35	220,813.4
February	274,071	6,384,456.34	219,908.5
March	265,301	5,792,452.10	198,067.7
April	266,087	6,697,002.82	232,589.7
May	254,607	6,117,831.34	212,050.1
June	261,989	6,489,078.12	227,510.6
July	261,989	6,042,838.16	210,548
August	268,714	6,578,226.23	223,346.7
September	272,918	6,494,693.78	219,341.3
October	286,870.4	6,343,087.88	208,251
November	272,769	6,765,940.27	217,612.8
December	273,681	6,826,258.28	215,372.3

*Total billed in cu.m.

**Includes flushing, fire related incidents, etc.

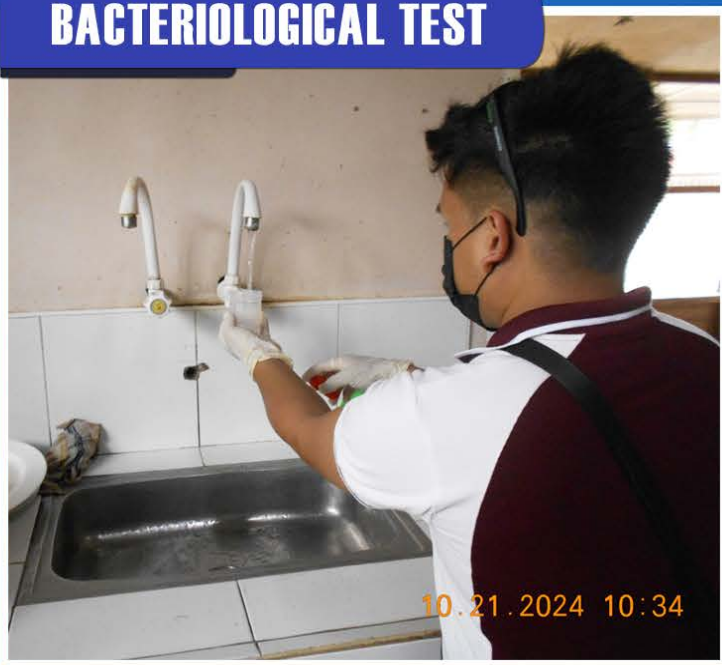
SUMMARY OF WATER SOURCES		
Name of Water Sources	Type	Location
1. Spring # 1 (Dadios)	Spring	Pinagalaan, Bayugan City
2. Spring # 2 (Guyo)	Spring	Pinagalaan, Bayugan City
3. Spring # 3 (Babaran)	Spring	Pinagalaan, Bayugan City
4. Spring # 4 (Flores)	Spring	Pinagalaan, Bayugan City
5. Spring # 5 (Beniga)	Spring	Pinagalaan, Bayugan City
6. Pump Station 1	Deep Well	Noli, Bayugan City
7. Pump Station 2	Deep Well	Lanzones St., Poblacion, Bayugan City
8. Pump Station 3	Deep Well	Sta. Irene, Bayugan City
9. Pump Station 4	Deep Well	Salvacion, Bayugan City
10. Pump Station 5	Spring	Pinagalaan, Bayugan City
11. Pump Station 6	Deep Well	Bucac, Bayugan City
12. Pump Station 7	Deep Well	Balite St., Poblacion, Bayugan City
13. Pump Station 8	Deep Well	Canayugan, Bayugan City
14. Pump Station 9	Deep Well	Isla Verde, Sta. Irene, Bayugan City
15. Pump Station 10	Deep Well	Davao Group, Marcelina, Bayugan City

FLUSHING



The Production and Water Quality Division conducts regular Flushing activities to ensure the cleanliness and efficiency of the water distribution network. By flushing out sediments, stagnant water, and other impurities, this process enhances the overall water quality and maintains the integrity of the pipelines. Regular flushing is scheduled as part of the district's maintenance program or in response to specific water quality concerns.

BACTERIOLOGICAL TEST

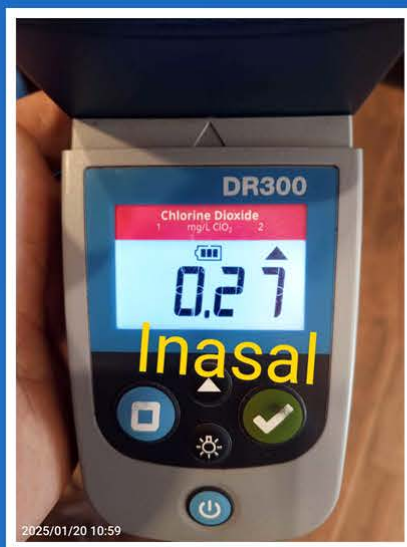


The Production and Water Quality Division ensures the delivery of safe potable water through regular testing. Bacteriological tests are conducted monthly to confirm the absence of harmful microorganisms in the water supply, ensuring compliance with the parameters set by the Philippine National Standards for Drinking Water (PNSDW).

PHYSICAL/CHEMICAL TEST



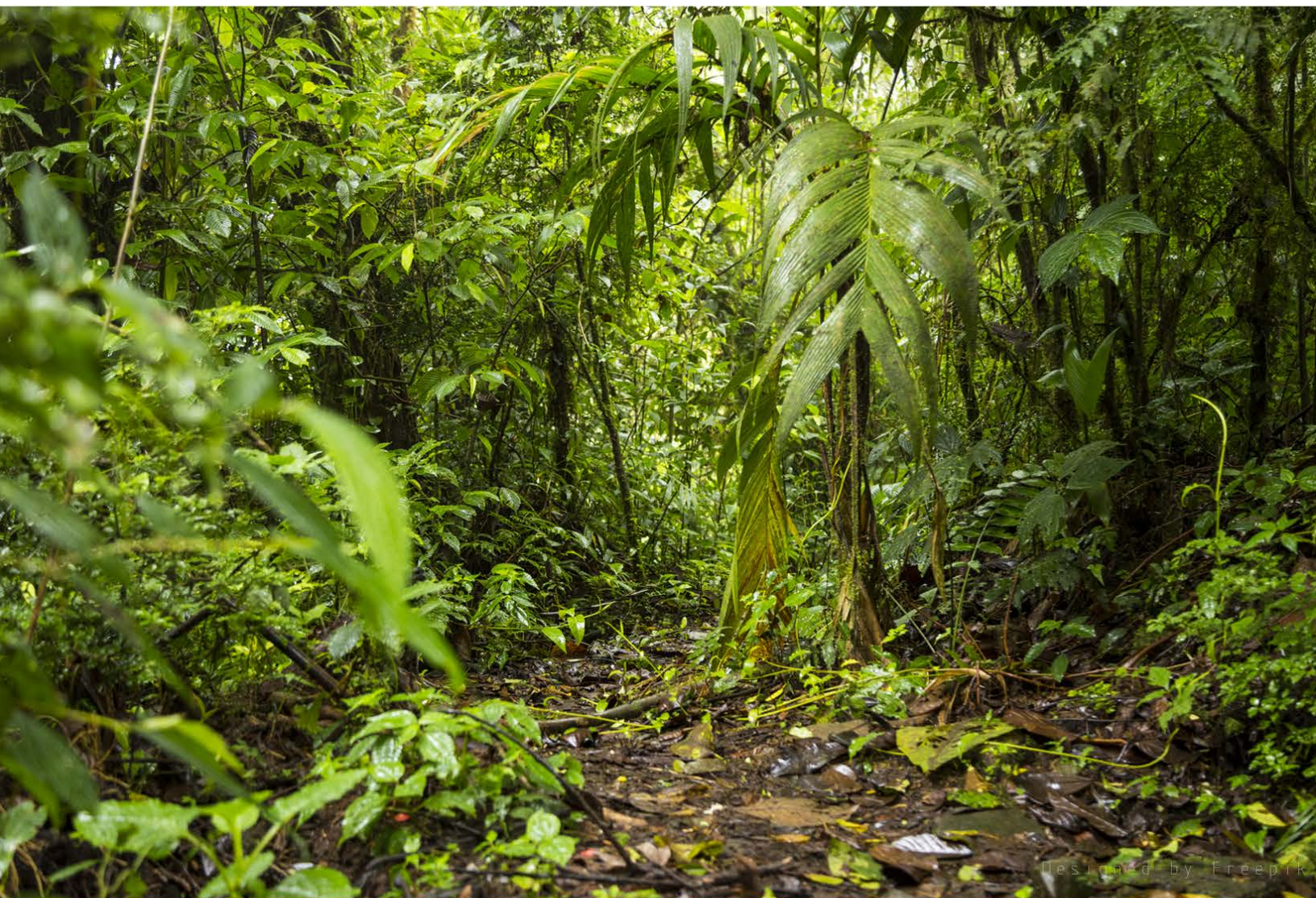
Physical-chemical tests are performed twice a year to monitor important water quality parameters. The results of these tests, along with the bacteriological test results, are submitted to the Local Water Utilities Administration (LWUA) for thorough evaluation



RESIDUAL

Physical-chemical tests are performed twice a year to monitor important water quality parameters. The results of these tests, along with the bacteriological test results, are submitted to the Local Water Utilities Administration (LWUA) for thorough evaluation and monitoring.

"Through collective action and dedication, we preserve the watersheds that sustain life, ensuring a thriving future for both the environment and our community."



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