

CALABANGA WATER DISTRICT

San Antonio, Calabanga, Camarines Sur



ANNUAL REPORT

2021

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FOREWORD

This Annual Report summarizes the operation of Calabanga Water District for the period January 1 to December 31, 2021.

In compliance to the requirements of the Local Water Utilities Administration, the report comprises the general aspect of the district's operation - Administrative, Financial/Commercial, Technical and Operational as well as the Calabanga Water District profile.

We also incorporated significant figures and data as part of the district's performance and accomplishment.

We humbly thanks the Board of Directors, the Management and Staff for their support and cooperation to have a productive and fruitful operation.

To Almighty God be all the glory.

VISION

To meet the concessionaires' satisfaction through sustainable water management.

MISSION

We are committed: To provide potable and affordable water supply 24/7 to help improve the living condition and to contribute to economic productivity of the people of Calabanga.

GOALS

1. To provide sufficient, potable and affordable water supply at all time.
2. To conserve, protect and rehabilitate the watershed areas towards a better environment.
3. To promote customer's full satisfaction and maintain high standard of public service.
4. To maintain the highest degree of employees morale through effective management.
5. To be a sustainable and self-reliant water district.

I. GENERAL

A. ADMINISTRATIVE:

1. Attached approved organizational charts in effect as year's end.

a. Position/Organizational Chart (Key employees only) -showing Permanent positions and incumbents

Annex A

2. Attach list of employed personnel with pertinent information.
(List of Plantilla of Personnel for the Fiscal Year 2021)

Annex B

The following summarizes the District's staffing

Number of permanent employees 49

Number of casual/temporary 0

Number of job order 12

Number of employees meeting minimum qualifications
per Job Description adopted by the District 49

Number of employees not classified as casual/temporary
who do not meet the minimum qualifications
established by the District None

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 Rules

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

None

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 C

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 | <u>Yes</u> |
| c. Delinquencies in Payment of Water Bills | <u>Yes</u> |
| d. Meter Histories | <u>Yes</u> |
| e. Service Connections | <u>Yes</u> |
| f. Bacteriological Tests | <u>Yes</u> |
| g. System Pressure | <u>Yes</u> |
| h. Leak Reports | <u>Yes</u> |
| i. Unaccounted Water | <u>Yes</u> |
| j. Water Production | <u>Yes</u> |
| k. General Accounting | <u>Yes</u> |
| l. Stock Inventory | <u>Yes</u> |
| m. Employees Record | <u>Yes</u> |
| n. Minutes of Board Meetings | <u>Yes</u> |
| 7. Auditing has been done by the Commission on Audit? | <u>Yes</u> |
| 8. Attach reports prepared regularly by the District on a monthly Basis as required in the Commercial Practices System Manual | <u>Yes</u> |

B. FINANCIAL/COMMERCIAL

1. Attach the District's Financial Statements for the year including a comparison of the immediate past year. Annex D
2. The district's total budgetary outlays. Source: Approved COB

| | |
|------------------------------------|----------------|
| Operating outlay (original budget) | P51,868,626.58 |
| Capital outlay (original budget) | 40,761,980.00 |
3. The district's operating revenues. Source: Approved COB

| | |
|-----------------------------|----------------|
| Collection from water sales | P54,385,387.10 |
| Other revenues | 6,505,452.27 |
4. The districts expenditures. Source: MDS December 31, 2021

| | |
|-------------------------|----------------|
| Personal Services | P17,124,250.37 |
| Operational/Maintenance | 14,107,664.90 |
5. Total amount billed during the year. Source: MDS December 31, 2021

| | |
|-----------------|----------------|
| Current Billing | P51,797,548.03 |
| Penalty | 2,761,792.43 |
6. Total amount collected (water sales only) during the year.

| | |
|------------------|----------------|
| Current billings | P47,082,655.74 |
| Old accounts | 7,095,004.29 |

7. Total reserves at year's end P8,904,183.66

8. Complaints filed, processed and settled during the year:

| | |
|--|-------|
| Total number filed | 2,649 |
| Number dismissed for lack of merit | n/a |
| Number investigated | n/a |
| Number settled to the satisfaction of the customer | 2,649 |
| Number elevated to the District Board | 0 |
| Number settled by the board | 0 |
| Number elevated to higher authorities | 0 |

9. The following water rate charges were enforce:

| CLASSIFICATION | SIZE | MINIMUM CHARGE | COMMODITY CHARGE | | | |
|------------------------|------|----------------|------------------|-------|-------|-------|
| | | | 11-20 | 21-30 | 31-40 | 41-UP |
| Residential/Government | ½" | 236.00 | 24.60 | 26.10 | 28.10 | 30.60 |
| | ¾" | 342.40 | 24.70 | 26.20 | 28.20 | 30.70 |
| | 1" | 684.00 | 24.70 | 26.20 | 28.20 | 30.70 |
| Commercial/Industrial | ½" | 472.00 | 49.20 | 52.20 | 56.20 | 61.20 |
| | ¾" | 684.00 | 49.20 | 52.20 | 56.20 | 61.20 |
| | 1" | 1,369.60 | 49.20 | 52.20 | 56.20 | 61.20 |
| Commercial A | ½" | 413.00 | 43.05 | 45.68 | 49.18 | 53.55 |
| Commercial B | ½" | 354.00 | 36.90 | 39.15 | 42.15 | 45.90 |
| Commercial C | ½" | 295.00 | 30.75 | 32.63 | 35.13 | 38.25 |
| Bulk Sale- Pagao | ½" | 14.52 | | | | |

C. TECHNICAL

10. Does the water district undertake bacteriological test of its water? Yes
11. How often are there tests made per year? Monthly/Annual
12. Is LWUA being furnished copies of these Test report? Yes
13. For the report year, how many reports were submitted to LWUA? 12/12
14. Method of water treatment employed by the district. Chlorination
15. The district regular pump/booster pump- Pump- Fabrica PS
Cabanbanan PS
Paolbo PS I
Paolbo PS II
Manguiring PS
Booster- Fabrica Reservoir
Sto. Domingo

D. OPERATIONAL

| | |
|---|------------------|
| 16. Total water production during the year in cubic meter | <u>2,444,350</u> |
| 17. Total water billed in cubic meters | <u>1,952,206</u> |
| 18. Average per capita/day consumption | <u>1.18</u> |
| 19. Total number of existing connections | <u>9,912</u> |
| 20. Number of active connections | <u>8,559</u> |
| 21. Number of metered connections | <u>8,559</u> |

II. PROFILE

Calabanga Water District (CAWADI) is a Government Owned and Controlled Corporation that operates on the powers and authority conferred to it by Presidential Decree No. 198, otherwise known as the Provincial Water Utilities Act of 1973, as amended by PD 768 and PD 1979. Its Conditional Certificate of Conformance (CCC) No. 314 was issued by the Local Water Utilities Administration (LWUA) on October 19, 1987.

The Water District's (WD) principal business address is at San Antonio, Calabanga, Camarines Sur. A satellite collection center is partnered with KABACAS Multi-Purpose Cooperative to provide water bill collection services to concessionaires in the east coast of Calabanga. To cope with the pandemic, The District launch an online payment platform in collaboration with Globe Innove, Inc. thru GCASH.

In March 2021, The Calabanga Water District entered into a memorandum of agreement with Local Government Unit of Calabanga to form a Joint Venture which commit to the implementation of SALINTUBIG Water Level III Program covering the ten (10) upland barangays of Calabanga, to wit; Harubay, Burabod, Pinada, Tomagodtod, Comaguinking, Binanuaanan Grande, Binanuaanan Pequeno, Lugsad, Paolbo (sitio kabangahan) and Camuning. The District shall manage the operation, maintenance and improvement of the Salintubig Water Level III as well as efficient administration through provision of policies for the availment of water service connection, determination of water rates, collection of payments, disconnection and reconnection. Contained in the memorandum of agreement that in the first three years of operation, all revenues shall be allocated for the improvement of transmission lines. Thereafter, net income will be distributed in a manner of 60% - CAWADI and 40% LGU Calabanga.

The policy making body of the Calabanga Water District is composed of five (5) members of the Board of Directors enumerated as follows:

| Name | Position | Sector | Term of Office |
|----------------------------------|-----------|--------------|-------------------|
| Engr. Honesto Antonino M. Torres | Chairman | Professional | 05.08.17-12.31.22 |
| Mr. Neil Harby S. Salazar | Member | Business | 01.01.21-12.31.26 |
| Ms. Elenita Cabaltera | Secretary | Women | 01.01.19-12.31.24 |
| Ms. Estelita B. Dulce | Member | Education | 08.01.20-12.31.24 |
| Mr. Asedelio A. Macaraig | Member | Civic | 01.01.21-12.31.26 |

Calabanga Water District is under the stewardship of Engr. Celedonio I. Tolentino, Jr., the General Manager. Supporting him are three divisions, to wit:

| | |
|--|------------------------------------|
| (1) Administrative/General Services | Ms. Betty B. Viola |
| (2) Finance and Commercial Services | Ms. Diana B. Batalla |
| | Ms. Raquel M. Saavedra |
| (3) Engineering/Construction/Production Services | Engr. Michael M. Gutierrez-Moreno. |

III. WATER SOURCES- SPRING AND WELL

- a. *Tawang Spring* – The Tawang Spring is one of the biggest producer of water of the District with a yield of 25 liters per second. It is located at Sitio Tawang, Barangay Siba-o at a lot owned by Mrs. Corazon Musico. Tawang Spring started its operation in the year.
- b. *Balombon Spring* – The Balombon Spring started its operation in the year 1982 (intake tank A). In the year 2010, an additional intake tank was constructed to maximize the capacity of Balombon Spring. It has a yield of 12 liters per second. The lot where it is situated is now being rented from Mr. Bernardo Mendoza.
- c. *Siba-o Spring* - The Siba-o Spring is situated in a lot donated by Mr. Antonio P. Mandigma. It has a capacity of 25 liters per second and is also considered as one of the biggest water producer of the District. It is constructed and inaugurated in the year 2013.
- d. *Fabrica Pumping Station* - The Fabrica Pumping Station is considered as a deep well with a capacity of 32 liters per second. It is situated in Barangay Fabrica, in a lot acquired from Mr. Wenifredo Velarde. It is constructed in the year 2005.
- e. *Cabanbanan Pumping Station* - The Cabanbanan Pumping Station is considered as a shallow well with a capacity of 3 liters per second. It is located in Barangay Cabanbanan and was commissioned in May 2011.
- f. *Paolbo Pumping Station #1* - The Paolbo Pumping Station #1 is an artesian well with a capacity of 8 liters per second. It is the first pumping station of the District which is energized through a solar photovoltaic system. It is located in Barangay Paolbo and is situated in the lot acquired from Mr. Romarico C. Alviso. The commissioning is held on March 15, 2012.
- g. *Paolbo Pumping Station #2* – The Paolbo Pumping Station #2 is considered as artesian well, and produces 8 liters per second. It is located in Barangay Paolbo and the lot is being rented from Mrs. Marilita Verdejo. The commissioning is held on September 6, 2012
- h. *Manguiring Pumping Station* – The Manguiring Pumping Station is built to augment the shortage of water supply in the area. It produces 3 liters per second. The lot is donated by the Engr. Celedonio B. Tolentino and family and inaugurated on June 2017.
- i. *Lugsad Spring* – The Lugsad Spring has a capacity of 25 liters per second. It is located in Barangay Lugsad and is acquired from Mr. Igmedio Cruzat. It has a total land area of 4.5 hectares wherein the forest area served as the protection of the spring from drying up. It is inaugurated last December 2020.

WATER FACILITIES

- a. *Mt. Canibag Reservoir* - It is located in Paolbo-Belen and was constructed in 1982 with a capacity of 200cu.m. This is situated in the lot owned by Mr. Rogelio R. Garza and being rented by the District.
- b. *Fabrica Reservoir and Water Treatment Facility* – It is located in Barangay Fabrica and was constructed and inaugurated on May 2014 with a capacity of 500 cubic meter. The water treatment facility is designed to filter manganese and other elements that may be present in the water being pumped from Fabrica Pumping Station. This is situated in a lot acquired by the District from Mr. Santos H. Pana.
- c. *Sto. Domingo Elevated Ellipsoidal Steel Tank* – It is located in Barangay Sto. Domingo and was constructed and inaugurated on October 2017. It is a storage facility with a capacity of 20,000 gallons. The lot is donated by Mr. Jaime P. Dumalasa and family.
- d. *Sto. Domingo Cistern Tank and Booster Facility* – The Storage facility has a capacity of 300 cu. m. and the booster facility is designed to generate additional pressure so that the supply will reach Barangay Balatasan and Barangay Punta Tarawal. This is also erected in the lot donated by Mr. Jaime P. Dumalasa and family.
- e. *Cabanbanan Solar Power* – It is constructed in partnership with the Local Government Unit of Calabanga thru Hon. Mayor Eduardo A. Severo under the Salintubig Program. The CAWADI constructed the perimeter fence and solar frames while the Local Government Unit (LGU) Calabanga shouldered the cost of the solar panels. The lot where the Cabanbanan Solar Power situated is donated by Mr. Rogelio B. Esteban. It was designed to provide electricity to the nearby Cabanbanan Pumping Station thereby reducing production cost. The project was completed and turned over last May 2018.

IV. FINANCIAL HIGHLIGHTS

OTHER PARAMETERS OF EFFICIENCY of the WATER DISTRICT

Based on the Audited Amounts in the Financial Statement and Monthly Data Sheet
CY 2021

| Indicators | Standard | Actual | Remarks |
|---|----------|--------|---|
| <p>II. Financial Efficiency :</p> <p>a. Operating Ratio</p> <p>The ratio of operating and maintenance cost, including depreciation and interest expenses to total revenue of which Total Personal Services cost shall not exceed 35% of 75% .</p> | 75% | 71.68% | Favorable. Personal Services cost is 41.05% of the total revenues. |

| | | | |
|--|---------|---------|------------|
| | | | |
| b. Profit Margin Balance of revenue generated from operation after expenses including depreciation. | 25% | 28.32% | Favorable. |
| c. Acid Test Ratio Acid Test (Cash & AR , net) Ratio is more stringent test of short term liquidity . It is the ratio of Quick Assets over current Liabilities. | .75-2.0 | 28.57:1 | Favorable. |
| d. Current Ratio Measures the adequacy of working capital; primary test of solvency to meet current asset as going concern. Ratio of current Assets to Current Liabilities | 3:1 | 33.29:1 | Favorable. |

| | | | |
|--|-------|--------|--|
| II. Operational Efficiency a. Production efficiency Total water metered and passed on to the distribution line as against the system production capacity. | 85% | 79.87% | Unfavorable. |
| b.Unaccounted Water Difference between the total water produced as against the total water metered / billed to service connections and its percentage to water produced. | 35% | 15.42% | Favorable. The District unaccounted water is lower than the allowable loss. |
| c. Staff Production Index Total to total active service connections equal one (1) staff for every one hundred twenty (120) active service connections. | 1:120 | 1:140 | Favorable. The Agency has more than water service connections in proportion to its personnel complement. |

V. COMMUNITY PROFILE

The municipality of Calabanga is endowed with abundant natural resources. The major river systems, the Tigman, Hinaguianan and Inarihan rivers are presently utilized for irrigation purposes. They originate their main tributaries from Mt. Isarog and flow down in the north-western direction ultimately discharging the flow to San Miguel Bay.

Calabanga is blessed with many natural spring water resources found in the eastern portion of the municipality along the north-western flanks of Mt. Isarog. Most of these are found to be potential sources for potable water supply of the municipality, aside from the Hamislag and Tawang rivers.

Calabanga is bounded by water bodies, the San Miguel Bay on the northern part and the Bikol River on the western part which are sources of abundant supplies of fish of various species and other marine products

Calabanga is a first class municipality in the province of Camarines Sur, Philippines. It is composed of 48 barangays, 14 of which are within the urban area and the remaining 34 barangays are within the rural areas. According to the 2020 census, it has a population of 88,906 people. It has a land area of 16,380 hectares (40,500 acres), which constitutes 3.1% of the province's land area.

The municipality of Calabanga is situated on the northwestern side of Mount Isarog, bounded on the north by San Miguel bay, on the west by the municipality of Cabusao, on the east by Mount Isarog and on the south by the municipality of Bombon.

Influenced by the contours of the mountain ranges of Mount Isarog, the eastern part of the municipal terrain has a rolling slope with an average gradient of 30%.

Calabanga is classified under the type II climate characterized by a rainy season from June to December and dry season from January to May.

POPULATION

In the 2020 census, the population of Calabanga was 88,906 people, with a density of 540 inhabitants per square kilometre or 1,400 inhabitants per square mile.

In the 2000 NCSO Survey, Calabanga had a total population of 67,408 with 25,159 or 37.32% belong to the urban population and 42,249 or 62.68% belong to the rural population. There was an increase of 8,244 over the 1995 population. The total population is distributed over 12,444 households, registering an increase of 1,371 households over the 1995 household of 11,073. The average household size in 2000 survey slightly goes up to 5.4 from 5.3 persons in 1995.

Between 1995 and 2000, Calabanga grew at the rate of 2.83%, higher than the 1990-1995 rate of 1.63%. As per the 2010 census, the municipal population density is 477 persons per km².

Of the 48 barangays in the municipality, Barangay San Roque has the largest population of 5,513 people, composing 7.38% of the total population, followed by Barangay Santa Cruz Ratay with a population of 5,069 people. Barangay Punta Tarawal has the lowest population of 265 which only 0.44% of the total population.

Despite the influx of various religious groups, a large segment which is 95.28% of the populace is still Roman Catholics. Most of the populace, 95.93% are Bicolano speaking.

Prepared by:

Diana B. Batalla
Corporate Budget Specialist A

Noted:

Engr. Celedonio I. Tolentino, Jr.
General Manager

ANNEXES

