

BATAK WATER DISTRICT
ESTIMATED OPERATION AND MAINTENANCE EXPENSES
FOR THE CALENDAR YEAR 2018

			BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
			2017	1st Nine Months 2017	1ST QTR. 2018	2ND QTR. 2018	3RD QTR. 2018	4TH QTR. 2018	2018	(DECREASE)
01 PERSONNEL SERVICES										
			Salary							
BASIC SALARIES :										
	<u>Grade</u>	<u>Step</u>								
General Manager D	24	2	679,320.00	580,864.00	223,191.00	223,191.00	223,191.00	223,191.00	892,764.00	213,444.00
Administrative Officer A	16	1	341,004.00		95,295.00	95,295.00	95,295.00	95,295.00	381,180.00	40,176.00
Cashier B	14	1	289,692.00	202,320.00	79,482.00	79,482.00	79,482.00	79,482.00	317,928.00	28,236.00
Senior Accounting Processor A	12	1	263,988.00	172,320.00	66,447.00	66,447.00	66,447.00	66,447.00	265,788.00	1,800.00
Accounting Processor B	6	1	168,240.00	28,948.00	43,020.00	43,020.00	43,020.00	43,020.00	172,080.00	3,840.00
Customer Serv. Asst. D (BC)	6	2	160,536.00	124,659.00	43,377.00	43,377.00	43,377.00	43,377.00	173,508.00	12,972.00
Customer Serv. Asst. E (MR)	4	1	139,896.00	109,395.00	38,022.00	38,022.00	38,022.00	38,022.00	152,088.00	12,192.00
Customer Serv. Asst. E (MR)	4	1	139,896.00		38,022.00	38,022.00	38,022.00	38,022.00	152,088.00	12,192.00
Water Res. Fac. Optr. B (Plumber)	6	2	160,536.00	125,086.00	43,377.00	43,377.00	43,377.00	43,377.00	173,508.00	12,972.00
Water Res. Fac. Optr. C (PO)	4	4	143,880.00	112,320.00	38,970.00	38,970.00	38,970.00	38,970.00	155,880.00	12,000.00
Clerk Processor D	3	1	130,596.00	102,483.00	35,742.00	35,742.00	35,742.00	35,742.00	142,968.00	12,372.00
Utility Worker B	1	3	114,816.00	90,648.00	32,085.00	32,085.00	32,085.00	32,085.00	128,340.00	13,524.00
Casual (2)	1	1	227,472.00		63,060.00	63,060.00	63,060.00	63,060.00	252,240.00	24,768.00
Job Order Worker (5)	-	-	300,000.00	293,968.75	127,500.00	127,500.00	127,500.00	127,500.00	510,000.00	210,000.00
Overtime Pay			125,000.00	98,083.65	33,750.00	33,750.00	33,750.00	33,750.00	135,000.00	10,000.00
Rep. & Travel Allowance (RATA)			120,000.00	90,000.00	30,000.00	30,000.00	30,000.00	30,000.00	120,000.00	-
TOTAL BASIC SALARIES			<u>3,504,872.00</u>	<u>2,131,095.40</u>	<u>1,031,340.00</u>	<u>1,031,340.00</u>	<u>1,031,340.00</u>	<u>1,031,340.00</u>	<u>4,125,360.00</u>	<u>620,488.00</u>

	BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
	2017	1st Nine Months 2017	1ST QTR. 2018	2ND QTR. 2018	3RD QTR. 2018	4TH QTR. 2018	2018	(DECREASE)
EMPLOYEES BENEFITS :								
Personnel Eco. Relief Allo.(PERA)	336,000.00	162,000.00	84,000.00	84,000.00	84,000.00	84,000.00	336,000.00	0.00
Uniform Allowance	70,000.00	45,000.00	17,500.00	17,500.00	17,500.00	17,500.00	70,000.00	0.00
13th Month Pay	246,656.00	184,889.00		280,030.00			280,030.00	33,374.00
14th Month Pay	246,656.00					280,030.00	280,030.00	33,374.00
Cash Gift	70,000.00			70,000.00			70,000.00	0.00
Rice Allowance	216,000.00	54,500.00	4,500.00	4,500.00	4,500.00	4,500.00	18,000.00	(198,000.00)
Monetization on Earned Leave Credit	255,000.00	123,605.12	70,000.00	70,000.00	70,000.00	80,000.00	290,000.00	35,000.00
Loyalty Pay	-						0.00	0.00
Anniversary Bonus					42,000.00		42,000.00	42,000.00
Employee Awards	30,000.00					30,000.00	30,000.00	-
Retirement and Life Insurance Premiums	355,184.00	200,147.68	100,875.00	100,875.00	100,875.00	100,875.00	403,500.00	48,316.00
Pag-IBIG Fund Contributions	16,800.00	8,100.00	4,200.00	4,200.00	4,200.00	4,200.00	16,800.00	0.00
PhilHealth Contributions	32,700.00	16,837.50	10,250.00	10,250.00	10,250.00	10,250.00	41,000.00	8,300.00
ECC Contributions	16,624.00	8,100.00	4,200.00	4,200.00	4,200.00	4,200.00	16,800.00	176.00
Performance Based Bonus	265,000.00				165,000.00		165,000.00	(100,000.00)
Productivity Enhancement Incentive	-					70,000.00	70,000.00	70,000.00
TOTAL EMPLOYEE BENEFITS	2,156,620.00	803,179.30	295,525.00	645,555.00	502,525.00	685,555.00	2,129,160.00	(27,460.00)
BOD & RECORDING SECRETARY PER DIEMS:								
Per Diems (BOD)	179,712.00	82,212.00	44,928.00	44,928.00	44,928.00	44,928.00	179,712.00	-
Performance Based Incentive	89,856.00	63,648.00			89,856.00		89,856.00	-
Communication Expenses (BOD)	44,928.00	20,553.00	11,232.00	11,232.00	11,232.00	11,232.00	44,928.00	-
Per Diems (Recording Secretary)	17,280.00	9,180.00	4,320.00	4,320.00	4,320.00	4,320.00	17,280.00	-
TOTAL BOD AND REC. SEC. PER DIEMS	331,776.00	175,593.00	60,480.00	60,480.00	150,336.00	60,480.00	331,776.00	0.00
TOTAL PERSONAL SERVICES	5,993,268.00	3,109,867.70	1,387,345.00	1,737,375.00	1,684,201.00	1,777,375.00	6,586,296.00	593,028.00

	BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
	2017	1st Nine Months 2017	1ST QTR. 2018	2ND QTR. 2018	3RD QTR. 2018	4TH QTR. 2018	2018	(DECREASE)

02 OTHER OPERATION AND MAINTENANCE EXPENSES

Power or Fuel Purchased for Pumping	2,300,000.00	1,124,608.57	475,000.00	475,000.00	475,000.00	475,000.00	1,900,000.00	(400,000.00)
Chemical & Filtering Materials	280,000.00	150,640.00	67,500.00	67,500.00	67,500.00	67,500.00	270,000.00	(10,000.00)
Office Supplies & Other Expense	80,000.00	45,185.07	21,250.00	21,250.00	21,250.00	21,250.00	85,000.00	5,000.00
Accountable Forms Expense	75,000.00	43,550.00	18,750.00	18,750.00	18,750.00	18,750.00	75,000.00	0.00
Non-accountable Forms Expense	55,000.00	32,000.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	5,000.00
Fuel, Oil & Lubricants	240,000.00	179,689.81	66,250.00	66,250.00	66,250.00	66,250.00	265,000.00	25,000.00
Travelling Expense & Per Diems	130,000.00	105,678.98	40,000.00	40,000.00	40,000.00	40,000.00	160,000.00	30,000.00
Training Expense	130,000.00	64,085.64	32,500.00	32,500.00	32,500.00	32,500.00	130,000.00	0.00
Utility Expense - Water	10,000.00	11,372.12	4,125.00	4,125.00	4,125.00	4,125.00	16,500.00	6,500.00
Utility Expense - Electricity	100,000.00	51,569.37	40,000.00	40,000.00	40,000.00	40,000.00	160,000.00	60,000.00
Postage & Courier Services	6,000.00	2,788.00	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	0.00
Telephone Expense - Landline	24,000.00	17,089.53	6,250.00	6,250.00	6,250.00	6,250.00	25,000.00	1,000.00
Telephone Expense - Mobile	63,600.00	34,485.00	17,700.00	17,700.00	17,700.00	17,700.00	70,800.00	7,200.00
Internet Expense	11,988.00	10,689.99	3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	3,012.00
Advertising & Promotion	8,000.00		1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	(2,000.00)
Vehicle Insurance & Registration Expense	25,000.00	6,720.69	6,250.00	6,250.00	6,250.00	6,250.00	25,000.00	0.00
Representation & Entertainment Expense	40,000.00	10,991.00	10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	0.00
Rent Expense	115,491.00	107,944.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	(55,491.00)
Extraordinary & Miscellaneous Expense	72,000.00	11,925.45	18,000.00	18,000.00	18,000.00	18,000.00	72,000.00	0.00
Donations	8,000.00	896.00	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	(2,000.00)
Membership Dues & Cont. to Organizations	6,000.00		1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	0.00
Taxes, Duties & Licenses	40,000.00	115,803.99	20,000.00	20,000.00	20,000.00	20,000.00	80,000.00	40,000.00
Insurance Premiums	50,000.00		45,000.00	45,000.00	45,000.00	45,000.00	180,000.00	130,000.00
Survey Expenses	10,000.00		5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	10,000.00
Legal Services	20,000.00	1,200.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	0.00
Auditing Services	50,000.00	20,000.00	12,500.00	12,500.00	12,500.00	12,500.00	50,000.00	0.00
Other Professional Services	10,000.00	4,000.00	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	0.00
Bonds Premium	7,000.00		1,750.00	1,750.00	1,750.00	1,750.00	7,000.00	0.00

Confidential Expenses	3,000.00		1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	2,000.00
Other Maintenance & Operation Expense	100,000.00	59,036.73	25,000.00	25,000.00	25,000.00	25,000.00	100,000.00	0.00
OMOE - Water Safety Plan		4,471.87	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	30,000.00
Water Treatment Operations Expense	90,000.00	18,500.00	16,250.00	16,250.00	16,250.00	16,250.00	65,000.00	(25,000.00)
Computer Data Processing Services	12,000.00					12,000.00	12,000.00	0.00
Bank Charges	1,000.00	224.00	500.00	500.00	500.00	500.00	2,000.00	1,000.00
Materials Expense	1,800,000.00	233,438.12	240,000.00	240,000.00	240,000.00	240,000.00	960,000.00	(840,000.00)
R & M - Infra Asset - Flood Control System	4,000.00	2,990.00	1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	1,000.00
R & M - Infra Asset - Water Supply System	1,500.00	2,031.36	875.00	875.00	875.00	875.00	3,500.00	2,000.00
R & M - Infra Asset - Power Supply System			1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	5,000.00
R & M - Infra Asset - UPIS - Trans & Distri	45,000.00	19,785.30	10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	(5,000.00)
R & M - Infra Asset - UPIS - Services	75,000.00	68,624.59	26,250.00	26,250.00	26,250.00	26,250.00	105,000.00	30,000.00
R & M - Infra Asset - UPIS - Wells	50,000.00	33,850.33	13,750.00	13,750.00	13,750.00	13,750.00	55,000.00	5,000.00
R & M - Infra Asset - UPIS - Hydrants	6,000.00	248.00	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	0.00
R & M - Infra Asset - UPIS - Reservoir & Tanks	15,000.00		2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	(5,000.00)
R & M - Infra Asset - UPIS - Meters	4,000.00		1,000.00	1,000.00	1,000.00	1,000.00	4,000.00	0.00
R & M - BOS - Building			5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	20,000.00
R & M - BOS - Water Plant S & I	11,000.00	9,184.00	3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	4,000.00
R & M - BOS - Other Structures			1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	5,000.00
R & M - Mach. & Equip. - Machinery			1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	5,000.00
R & M - Mach. & Equip. - Office Equipment	5,000.00	12,552.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	15,000.00
R & M - Mach. & Equip. - Communication Equipment	2,500.00		1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	2,500.00
R & M - Mach. & Equip. - ICT Equipment	2,500.00	1,415.79	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00	3,500.00
R & M - Mach. & Equip. - Other Equipment	66,000.00	14,080.90	13,750.00	13,750.00	13,750.00	13,750.00	55,000.00	(11,000.00)
R & M - Transportation Equip. - Motor Vehicles	60,000.00	16,284.21	10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	(20,000.00)
R & M - Furniture & Fixtures	5,000.00		1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	0.00
R & M - Semi-Expendable Assets	15,000.00		2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	(5,000.00)
TOTAL OTHER O & M EXPENSE	<u>6,340,579.00</u>	<u>2,649,630.41</u>	<u>1,350,450.00</u>	<u>1,350,450.00</u>	<u>1,350,450.00</u>	<u>1,362,450.00</u>	<u>5,413,800.00</u>	<u>(926,779.00)</u>
TOTAL OPERATION AND MAINTENANCE EXPENSE	<u>12,333,847.00</u>	<u>5,759,498.11</u>	<u>2,737,795.00</u>	<u>3,087,825.00</u>	<u>3,034,651.00</u>	<u>3,139,825.00</u>	<u>12,000,096.00</u>	<u>(333,751.00)</u>

03 Debt Service - Current - LWUA	1,151,076.00	863,307.00	287,769.00	287,769.00	287,769.00	253,560.00	1,116,867.00	(34,209.00)
04 LBP Loan	785,996.00	594,553.51	186,708.00	187,139.00	182,416.00	179,425.00	735,688.00	(50,308.00)
05 5M LWUA Regular Loan	635,508.00	476,631.00	158,877.00	158,877.00	158,877.00	158,877.00	635,508.00	-
06 CGB Loan (Office Building)	240,000.00		90,000.00	90,000.00	90,000.00	90,000.00	360,000.00	120,000.00
07 Capex - Others	1,100,000.00	874,933.57	200,000.00	100,000.00	350,000.00	450,000.00	1,100,000.00	-
08 Fund Reserve (3% of Metered Sales)	450,774.00	251,473.61	115,345.00	120,649.00	125,952.00	131,255.00	493,201.00	42,427.00
09 Fund Reserve - FB (5% of Gross Salaries)	147,992.00		42,004.00	42,005.00	42,004.00	42,005.00	168,018.00	20,026.00
10 Gender & Development (5% of OME)	370,016.00	48,634.50	136,890.00	154,391.00	151,733.00	156,991.00	600,005.00	229,989.00
11 Franchise Tax (2% of Metered Sales)	<u>300,517.00</u>	<u></u>	<u>76,897.00</u>	<u>80,432.00</u>	<u>83,968.00</u>	<u>87,503.00</u>	<u>328,800.00</u>	<u>28,283.00</u>
 TOTAL DISBURSEMENT	 <u>17,515,726.00</u>	 <u>8,869,031.30</u>	 <u>4,032,285.00</u>	 <u>4,309,087.00</u>	 <u>4,507,370.00</u>	 <u>4,689,441.00</u>	 <u>17,538,183.00</u>	 <u>22,457.00</u>