

BATAK WATER DISTRICT
ESTIMATED OPERATION AND MAINTENANCE EXPENSES
FOR THE CALENDAR YEAR 2022

			BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
			2021	1st Nine Months 2021	1ST QTR. 2022	2ND QTR. 2022	3RD QTR. 2022	4TH QTR. 2022	2022	(DECREASE)
01 PERSONNEL SERVICES										
	Salary									
BASIC SALARIES :	<u>Grade</u>	<u>Step</u>								
General Manager D	24	3	1,017,204.00	802,775.50	254,301.00	254,301.00	254,301.00	254,301.00	1,017,204.00	-
Administrative Officer A	16	1	0.00						0.00	-
Cashier B	14	1	0.00						0.00	-
Senior Accounting Processor A	12	2	275,256.00	237,024.00	68,814.00	68,814.00	68,814.00	68,814.00	275,256.00	-
Accounting Processor B	6	1	0.00						0.00	-
Customer Serv. Asst. D (BC)	6	2	0.00						0.00	-
Customer Serv. Asst. E (MR)	4	1	0.00						0.00	-
Customer Serv. Asst. E (MR)	4	1	0.00						0.00	-
Water Res. Fac. Optr. B (Plumber)	6	2	0.00						0.00	-
Water Res. Fac. Optr. C (PO)	4	5	162,252.00	133,632.00	40,563.00	40,563.00	40,563.00	40,563.00	162,252.00	-
Clerk Processor D	3	1	162,864.00		40,716.00	40,716.00	40,716.00	40,716.00	162,864.00	-
Utility Worker B	1	3	0.00						0.00	-
Casual (2)	1	1	0.00						0.00	-
Job Order Worker (1)	-	-	113,100.00	43,517.26	28,275.00	28,275.00	28,275.00	28,275.00	113,100.00	-
Overtime Pay			45,000.00	31,105.02	12,500.00	12,500.00	12,500.00	12,500.00	50,000.00	5,000.00
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			1,895,676.00	1,338,053.78	475,169.00	475,169.00	475,169.00	475,169.00	1,900,676.00	5,000.00

	BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
	2021	1st Nine Months 2021	1ST QTR. 2022	2ND QTR. 2022	3RD QTR. 2022	4TH QTR. 2022	2022	(DECREASE)
EMPLOYEES BENEFITS :								
Personnel Eco. Relief Allo.(PERA)	96,000.00	54,000.00	24,000.00	24,000.00	24,000.00	24,000.00	96,000.00	0.00
Uniform Allowance	24,000.00	18,000.00	24,000.00				24,000.00	0.00
Hazard Pay	30,000.00	44,500.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	30,000.00
13th Month Pay	134,798.00					134,798.00	134,798.00	0.00
14th Month Pay	134,798.00	130,781.00		134,798.00			134,798.00	0.00
Cash Gift	20,000.00			10,000.00		10,000.00	20,000.00	0.00
Rice Allowance	0.00						0.00	0.00
Basic Commodity Allowance	100,000.00	72,000.00	25,000.00	25,000.00	25,000.00	25,000.00	100,000.00	0.00
Monetization on Earned Leave Credit	194,889.00	189,080.69	48,722.00	48,722.00	48,722.00	48,723.00	194,889.00	0.00
Loyalty Pay	10,000.00	10,000.00					0.00	-10,000.00
Anniversary Bonus	0.00						0.00	0.00
Employee Awards	0.00						0.00	-
Retirement and Life Insurance Premiums	194,110.00	140,814.56	48,527.00	48,528.00	48,527.00	48,528.00	194,110.00	0.00
Pag-IBIG Fund Contributions	4,800.00	2,700.00	1,200.00	1,200.00	1,200.00	1,200.00	4,800.00	0.00
PhilHealth Contributions	15,466.00	13,659.84	3,866.00	3,867.00	3,866.00	3,867.00	15,466.00	0.00
ECC Contributions	4,800.00	2,700.00	1,200.00	1,200.00	1,200.00	1,200.00	4,800.00	0.00
Performance Based Bonus	0.00						0.00	0.00
Productivity Enhancement Incentive	20,000.00					20,000.00	20,000.00	0.00
TOTAL EMPLOYEE BENEFITS	983,661.00	678,236.09	191,515.00	312,315.00	167,515.00	332,316.00	1,003,661.00	20,000.00
BOD & RECORDING SECRETARY PER DIEMS:								
Per Diems (BOD)	179,712.00	112,608.00	44,928.00	44,928.00	44,928.00	44,928.00	179,712.00	-
Performance Based Incentive	0.00						0.00	-
Communication Expenses (BOD)	44,928.00	28,152.00	11,232.00	11,232.00	11,232.00	11,232.00	44,928.00	-
Per Diems (Recording Secretary)	17,280.00	11,520.00	4,320.00	4,320.00	4,320.00	4,320.00	17,280.00	-
TOTAL BOD AND REC. SEC. PER DIEMS	241,920.00	152,280.00	60,480.00	60,480.00	60,480.00	60,480.00	241,920.00	0.00
TOTAL PERSONAL SERVICES	3,121,257.00	2,168,569.87	727,164.00	847,964.00	703,164.00	867,965.00	3,146,257.00	25,000.00

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	2021	1st Nine Months 2021	1ST QTR. 2022	2ND QTR. 2022	3RD QTR. 2022	4TH QTR. 2022	2022	(DECREASE)
02 OTHER OPERATION AND MAINTENANCE EXPENSES								
Power or Fuel Purchased for Pumping	0.00						0.00	0.00
Chemical & Filtering Materials	0.00						0.00	0.00
Office Supplies & Other Expense	34,000.00	28,334.40	10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	6,000.00
Accountable Forms Expense	6,500.00	3,000.00	1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	-1,500.00
Non-accountable Forms Expense	0.00						0.00	0.00
Fuel, Oil & Lubricants	60,000.00	48,300.15	24,000.00	24,000.00	24,000.00	24,000.00	96,000.00	36,000.00
Travelling Expense & Per Diems	90,000.00	23,380.06	22,500.00	22,500.00	22,500.00	22,500.00	90,000.00	0.00
Training Expense	70,000.00	4,000.00	17,500.00	17,500.00	17,500.00	17,500.00	70,000.00	0.00
Semi-expendable Machinery & Equipment	20,000.00	12,995.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	0.00
Semi-expendable F F & B	10,000.00	5,616.00	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	0.00
Utility Expense - Water	3,000.00	360.00	750.00	750.00	750.00	750.00	3,000.00	0.00
Utility Expense - Electricity	0.00						0.00	0.00
Postage & Courier Services	6,000.00	4,355.00	1,750.00	1,750.00	1,750.00	1,750.00	7,000.00	1,000.00
Telephone Expense - Landline	0.00						0.00	0.00
Telephone Expense - Mobile	16,800.00	9,900.00	4,200.00	4,200.00	4,200.00	4,200.00	16,800.00	0.00
Internet Expense	0.00						0.00	0.00
Advertising & Promotion	0.00						0.00	0.00
Vehicle Insurance & Registration Expense	30,000.00	12,187.03	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	0.00
Representation & Entertainment Expense	25,000.00	14,941.50	6,250.00	6,250.00	6,250.00	6,250.00	25,000.00	0.00
Rent Expense	0.00						0.00	0.00
Extraordinary & Miscellaneous Expense	40,000.00		10,000.00	10,000.00	10,000.00	10,000.00	40,000.00	0.00
Donations	12,000.00	1,500.00	3,000.00	3,000.00	3,000.00	3,000.00	12,000.00	0.00
Membership Dues & Cont. to Organizations	10,000.00	5,480.00	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	0.00
Subscription Expense	3,000.00		750.00	750.00	750.00	750.00	3,000.00	0.00
Taxes, Duties & Licenses	500.00	500.00	500.00				500.00	0.00
Insurance Premiums	0.00						0.00	0.00
Survey Expenses	0.00						0.00	0.00
Legal Services	20,000.00	400.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	0.00
Auditing Services	30,000.00	152,431.47	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00	0.00
Other Professional Services	5,000.00		1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	0.00

Fidelity Bonds Premium	2,000.00					2,000.00	2,000.00	0.00
Confidential Expenses	0.00						0.00	0.00
Printing and Publications Expense	2,000.00		500.00	500.00	500.00	500.00	2,000.00	0.00
Other Maintenance & Operation Expense	100,000.00	80,067.04	25,000.00	25,000.00	25,000.00	25,000.00	100,000.00	0.00
OMOE - Water Safety Plan	5,000.00		1,250.00	1,250.00	1,250.00	1,250.00	5,000.00	0.00
OMOE - Collection Fee	8,000.00	855.69	2,000.00	2,000.00	2,000.00	2,000.00	8,000.00	0.00
Water Treatment Operations Expense	12,000.00		3,000.00	3,000.00	3,000.00	3,000.00	12,000.00	0.00
Computer Data Processing Services	0.00						0.00	0.00
Bank Charges	1,000.00	200.00	250.00	250.00	250.00	250.00	1,000.00	0.00
Materials Expense	0.00						0.00	0.00
R & M - Infra Asset - Flood Control System	0.00						0.00	0.00
R & M - Infra Asset - Water Supply System	0.00						0.00	0.00
R & M - Infra Asset - Power Supply System	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Trans & Distri	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Services	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Wells	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Hydrants	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Reservoir & Tanks	0.00						0.00	0.00
R & M - Infra Asset - UPIS - Meters	0.00						0.00	0.00
R & M - BOS - Building	15,000.00		3,750.00	3,750.00	3,750.00	3,750.00	15,000.00	0.00
R & M - BOS - Water Plant S & I	0.00						0.00	0.00
R & M - BOS - Other Structures	0.00						0.00	0.00
R & M - Mach. & Equip. - Machinery	0.00						0.00	0.00
R & M - Mach. & Equip. - Office Equipment	10,000.00	4,578.95	2,500.00	2,500.00	2,500.00	2,500.00	10,000.00	0.00
R & M - Mach. & Equip. - Communication Equipment	0.00						0.00	0.00
R & M - Mach. & Equip. - ICT Equipment	7,500.00		1,875.00	1,875.00	1,875.00	1,875.00	7,500.00	0.00
R & M - Mach. & Equip. - Other Equipment	0.00						0.00	0.00
R & M - Transportation Equip. - Motor Vehicles	25,000.00	1,955.00	6,250.00	6,250.00	6,250.00	6,250.00	25,000.00	0.00
R & M - Furniture & Fixtures	0.00						0.00	0.00
R & M - Semi-Expendable Assets	0.00						0.00	0.00

	BUDGETED	EXPENDED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	BUDGETED	INCREASE
	2021	1st Nine Months 2021	1ST QTR. 2022	2ND QTR. 2022	3RD QTR. 2022	4TH QTR. 2022	2022	(DECREASE)
TOTAL OTHER O & M EXPENSE	<u>679,300.00</u>	<u>415,337.29</u>	<u>180,075.00</u>	<u>179,575.00</u>	<u>179,575.00</u>	<u>181,575.00</u>	<u>720,800.00</u>	<u>41,500.00</u>
TOTAL OPERATION AND MAINTENANCE EXPENSE	<u>3,800,557.00</u>	<u>2,583,907.16</u>	<u>907,239.00</u>	<u>1,027,539.00</u>	<u>882,739.00</u>	<u>1,049,540.00</u>	<u>3,867,057.00</u>	<u>66,500.00</u>
03 Debt Service - Current - LWUA	0.00						0.00	-
04 LBP Loan	0.00						0.00	-
05 5M LWUA Regular Loan	0.00						0.00	-
06 CGB Loan (Office Building)	0.00						0.00	-
07 Capex - Others	247,000.00		51,000.00	51,000.00	51,000.00	51,000.00	204,000.00	(43,000.00)
08 Fund Reserve (3% of Metered Sales)	0.00						0.00	-
09 Fund Reserve - FB (5% of Gross Salaries)	0.00						0.00	-
10 Gender & Development (5% of OME)	202,378.00	65,825.60	47,912.00	53,927.00	46,687.00	55,027.00	203,553.00	1,175.00
11 Franchise Tax (2% of Metered Sales)	<u>0.00</u>						<u>0.00</u>	<u>-</u>
TOTAL DISBURSEMENT	<u><u>4,249,935.00</u></u>	<u><u>2,649,732.76</u></u>	<u><u>1,006,151.00</u></u>	<u><u>1,132,466.00</u></u>	<u><u>980,426.00</u></u>	<u><u>1,155,567.00</u></u>	<u><u>4,274,610.00</u></u>	<u><u>24,675.00</u></u>