



**2021**  
**ANNUAL REPORT**



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## **MISSION**

*Our mission is to provide consumers with a safe and potable water supply by continuously developing and maintaining established health practices in the delivery of safe, environmentally and ecologically-friendly water.*

## **VISION**

*Our vision is to be the most innovative and efficient water district in the region when it comes to providing safe and potable water in the City of Ilagan, Isabela.*

# BOARD OF DIRECTORS



**EXEQUIEL T. BUMATAY**  
Chairman



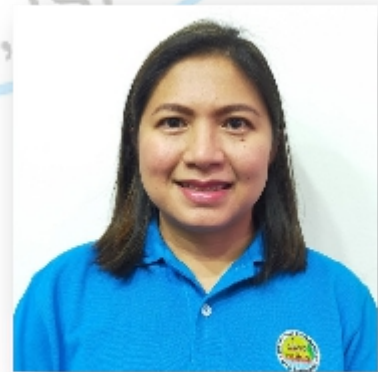
**MONICO R. SIMON JR**  
Vice Chairman



**MA. KAREN B. ESTAVILLO**  
Treasurer



**ROWENA M. GOMEZ**  
Member



**CATHERINE F. ARZAGA**  
Secretary

The City of Ilagan Water District (CIWD) is governed by a five-member Board of Directors who establishes the policies for the District. They came from different sectors of society representing the education, professional, women, business and the civic sector who are all appointed by the Local Chief Executive with a renewable six-year term.

A governing body that is responsible for establishing policies and programs in accordance with Presidential Decree 198 as amended. Ensuring the availability of adequate financial resources and approving annual budgets.

Implementing the policies crafted by the Board of Directors is the Management Team headed by the General Manager who is supported by three (3) Division Managers, each heading a staff complement of dedicated professionals.

## **ACCOMPLISHMENTS AND ACTIVITIES FOR 2021**

<b>ACTIVITIES/ACCOMPLISHMENTS</b>	
Regular Board Meetings	24
Plant Visit	23
Board Resolution Passed	61

The Board of Directors of CIWD has passed a total of Sixty-one (61) Board Resolutions for Calendar Year 2021 which has been fully implemented.

The regular board meetings are held twice a month while a Special Board meeting is called to address immediate action from the Board on a specific matter.

Aside from the meetings, the Board of Directors conduct regular plant visits to ensure that the District's mission and vision to deliver safe and potable water is realized by continuous monitoring the pumping stations and facilities as well as on-going projects and programs.

In 2021, a total of Twenty Four (24) Regular Board meetings were held, and a total of twenty three (23) Plant visits were conducted by the Board of Directors.

# VISIT OF COUNCILOR JAYVE DIAZ WITH MANILA WATER REPRESENTATIVES AT THE OSMEÑA RESERVOIR WATERSHED PARK



## 2021 BOARD RESOLUTIONS

1	A RESOLUTION TO COMPEL METRO ILAGAN WATER COMPANY, INC. TO COMPLETE THE TREATMENT PLANT FOR THE TREATED BULK WATER SUPPLY PROJECT AND BE FULLY OPERATIONAL BY JANUARY 2022.	January 8, 2021
2	A RESOLUTION AUTHORIZING THE PURCHASE OF THE ELECTRO-MECHANICAL PARTS AND MATERIALS/FITTINGS ON THE DISCHARGE LINE FOR THE WELL DRILLING AT THE ALIBAGU ELEMENTARY SCHOOL PUMPING STATION AT BRGY. ALIBAGU, CITY OF ILAGAN, ISABELA AMOUNTING TO FIVE HUNDRED SEVENTY-THREE THOUSAND PESOS (P 573,000.00).	January 8, 2021
3	A RESOLUTION AUTHORIZING THE EMERGENCY PURCHASE OF THE ELECTRICAL SUPPLIES FOR THE UPGRADING OF THREE (3) PHASE POWER LINE OF THE CALAMAGUI 1 <sup>ST</sup> RIVERSIDE PUMPING STATION AT BRGY. CALAMAGUI 1 <sup>ST</sup> . CITY OF ILAGAN, ISABELA AMOUNTING TO THREE HUNDRED TWO THOUSAND NINE HUNDRED THIRTY-FIVE PESOS (P 302,935.00).	January 26, 2021
4	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT THROUGH ITS GENERAL MANAGER, ENGR. SHERWIN B. QUIJANO TO ENTER INTO AN AGREEMENT PERTAINING TO THE ONE HUNDRED (100) SQUARE METER LOT AT BRGY. SAN ISIDRO, CITY OF ILAGAN, ISABELA.	January 26, 2021
5	A RESOLUTION CONFORMING AND ADHERING TO THE IMPLEMENTATION OF THE SECOND TRANCHE OF THE MODIFIED SALARY SCHEDULE OF REPUBLIC ACT NO. 11466 OTHERWISE KNOWN AS “THE SALARY STANDARDIZATION LAW OF 2019”.	January 26, 2021
6	A RESOLUTION TO HUMBLY REQUEST THE HONORABLE MAYOR JAY DIAZ OF THE LOCAL GOVERNMENT OF THE CITY OF ILAGAN, A LOT ADJACENT TO THE EXISTING CENTRAL TERMINAL PUMPING STATION FOR THE PURPOSE OF BUILDING ADDITIONAL DEEPWELL IN BRGY. ALIBAGU, CITY OF ILAGAN, ISABELA	January 26, 2021
7	A RESOLUTION NOMINATING AND ASSIGNING DIRECTOR CATHERINE F. ARZAGA TO SEAT AS MEMBER OF THE BOARD OF DIRECTORS IN METRO ILAGAN WATER COMPANY, INC. AS REPLACEMENT TO DIRECTOR ROSARIO C. MANALO WHOSE TERM OF OFFICE AS CIWD BOARD OF DIRECTOR EXPIRED ON DECEMBER 31, 2020.	January 26, 2021
8	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE THE MATERIALS/FITTINGS FOR NEW WATER SERVICE CONNECTION AND MAINTENANCE AMOUNTING TO TWO HUNDRED TWENTY-SEVEN THOUSAND SEVEN HUNDRED FIFTY PESOS (P 227,750.00).	February 5, 2021
9	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE THE MATERIALS/FITTINGS FOR NEW WATER SERVICE CONNECTION AND MAINTENANCE AMOUNTING TO FOUR HUNDRED NINETY NINE THOUSAND FIVE HUNDRED TWENTY FIVE PESOS (P 490,550).	February 5, 2021

10	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO IMPLEMENT THE NEW SCHEDULE OF RECONNECTION FEES EFFECTIVE MARCH 1, 2021.	February 5, 2021
11	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE MATERIALS/FITTINGS FOR THE PIPELINE EXPANSION AT BRGY. BLISS AND BRGY. LULLUTAN AND FOR OTHER MAINLINE LEAK REPAIRS AMOUNTING TO SIX HUNDRED FORTY FIVE THOUSAND TWO HUNDRED PESOS (P 645,200.00).	February 5, 2021
12	A RESOLUTION APPROVING THE RECONSTITUTION OF THE PERFORMANCE MANAGEMENT TEAM (PMT) OF THE CITY OF ILAGAN WATER DISTRICT.	February 19, 2021
13	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE THE PUMP AND MOTOR FOR THE STO. TOMAS BOOSTER PUMP #2 AND AN ADDITIONAL SUBMERSIBLE PUMP AS SAPRE UNIT IN CASE OF MOTOR BREAKDOWN.	February 19, 2021
14	A RESOLUTION TO REITERATE CIWD BOARD RESOLUTION NO. 1 TO COMPEL METRO ILAGAN WATER COMPANY, INC. TO COMPLETE THE TREATMENT PLANT FOR THE TREATED BULK WATER SUPPLY PROJECT AND BE FULLY OPERATIONAL BY JANUARY 2022.	February 19, 2021
15	A RESOLUTION TO IMPLEMENT COST-CUTTING AND MITIGATING MEASURES ON CIWD'S OPERATING EXPENSES EFFECTIVE APRIL 1, 2021.	March 11, 2021
16	A RESOLUTION APPROVING THE SUSPENSION OF SURCHARGES/PENALTIES ON THE CONSUMERS' WATER BILL FOR THE MONTH OF MARCH 2021.	March 26, 2021
17	A RESOLUTION APPROVING THE PAYMENT SALARIES/WAGES OF CONTRACT OF SERVICE (COS) AND JOB ORDER WORKERS OF CITY OF ILAGAN WATER DISTRICT DURING THE ADOPTION OF THE ALTERNATIVE WORK ARRANGEMENT DUE TO THE CORONA VIRUS DISEASE (COVID 19)	March 26, 2021
18	A RESOLUTION APPROVING THE WITHDRAWAL OF THE HOLD-ON DEPOSIT AT THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP) – CITY OF ILAGAN BRANCH WITH ACCOUNT NO. 0540-028629-530 AMOUNTING TO TWO MILLION PESOS (₱ 2,000,000.00) PURPOSELY TO PROVIDE THE NECESSARY EMERGENCY FUNDS TO BACK – UP THE OPERATIONS OF CIWD DURING THE IMPLEMENTATION OF EXECUTIVE ORDER NO. 15, SERIES OF 2021 ISSUED BY THE CITY GOVERNMENT OF ILAGAN.	April 8, 2021
19	A RESOLUTION ADOPTING SANGGUNIANG PANGLUNGSOD RESOLUTION NO. 126 SERIES DATED APRIL 12, 2021 TO WAIVE PENALTIES FOR THE MONTH OF APRIL 2021, ALLOW PARTIAL PAYMENTS OF WATER BILLS AND TO SUSPEND THE DISCONNECTION OF WATER SERVICES.	April 27, 2021
20	A RESOLUTION APPROVING THE TRANSFER OF ENGR. JOSE T. GALACINAO FROM THE OPERATIONS AND TECHNICAL DIVISION AND CONFIRMING HIS APPOINTMENT AS DIVISION MANAGER C FOR ADMINISTRATIVE AND GENERAL SERVICES DIVISION EFFECTIVE MAY 3, 2021.	April 27, 2021



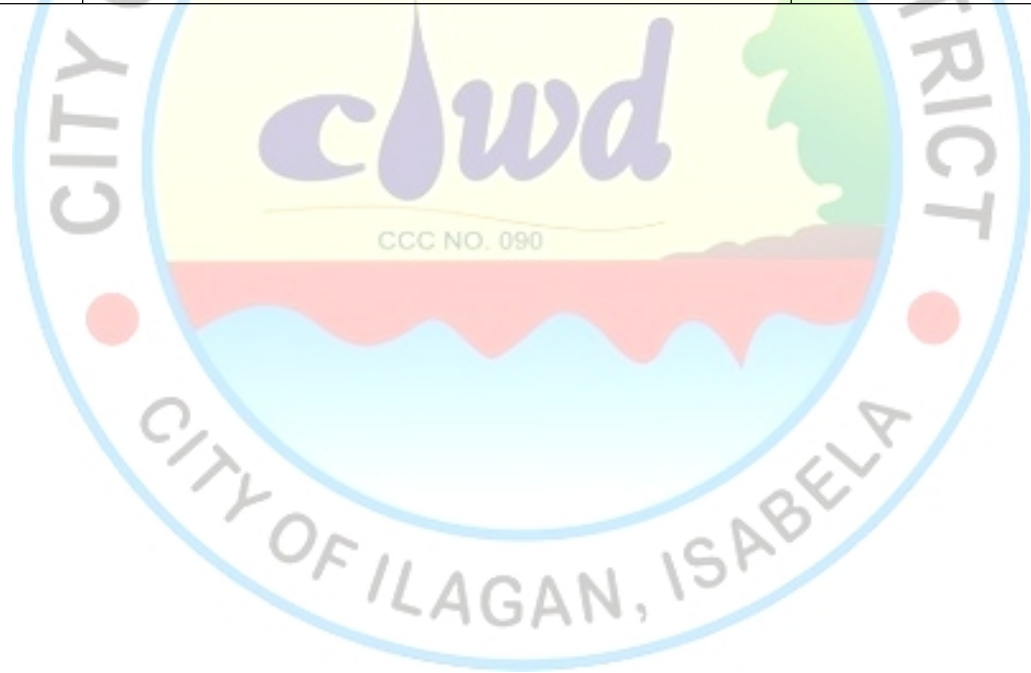
21	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT (CIWD) TO PURCHASE THE MATERIALS/FITTINGS FOR NEW WATER SERVICE CONNECTIONS AND MAINTENANCE AMOUNTING TO TWO HUNDRED THIRTY FIVE THOUSAND EIGHT HUNDRED FIFTY PESOS (P 235,850.00).	April 27, 2021
22	A RESOLUTION APPROVING THE RELEASE OF CY 2021 CLOTHING ALLOWANCE FOR THE OFFICERS AND EMPLOYEES OF THE CITY OF ILAGAN WATER DISTRICT (CIWD) AS PER RESOLUTION NO. 25, SERIES OF 2020 AMOUNTING THREE HUNDRED THOUSAND PESOS (P300,000.00)	June 11, 2021
23	A RESOLUTION APPROVING THE DRILLING OF THE EIGHT INCHES DIAMETER (8"Ø) DEEPWELL WITH AN APPROXIMATE DEPTH OF EIGHT (80) METERS AT BRGY. SAN ISIDRO, CITY OF ILAGAN, ISABELA WITH AN APPROVED BUDGET OF CONTRACT (ABC) OF SEVEN HUNDRED SEVENTY SIX THOUSAND AND EIGHTY FIVE PESOS (P776,085.00)	June 11, 2021
24	A RESOLUTION APPROVING THE RECLASSIFICATION OF CHURCHES AND OTHER PLACES OF WORSHIP FROM COMMERCIAL C TO RESIDENTIAL EFFECTIVE JULY 1, 2021.	June 11, 2021
25	A RESOLUTION AFFIRMING THE RESIGNATION OF JOSEPH C. PAGGAO AS CITY OF ILAGAN WATER DISTRICT (CIWD) BOARD OF DIRECTOR REPRESENTING THE CIVIC SECTOR, DECLARING THE SEAT VACANT AND FOR FILLING UP.	June 11, 2021
26	A RESOLUTION APPROVING THE AVAILMENT OF LOAN TO SUFFICIENTLY FUND THE THIRTY MILLION PESOS (P30,000,000.00) PROGRAM OF WORK (P.O.W.) TO REPLACE THE EXISTING MAINLINE PIPES AND ADDITIONAL WELLS AND ITS COMPONENTS AND CONSTRUCTION OF OFFICE AND CONFERENCE ROOM AT THE ROOFDECK, CIWD ADMINISTRATIVE BUILDING.	June 11, 2021
27	A RESOLUTION AUTHORIZING ENGR. SHERWIN B. QUIJANO, GENERAL MANAGER AND NORMA O. GARRIDO, CORPORATE BUDGET SPECIALIST A OF THE CITY OF ILAGAN WATER DISTRICT (CIWD) TO TRANSACT AND/OR NEGOTIATE WITH THE LAND BANK OF THE PHILIPPINES (LBP) FOR A LOAN TO SUFFICIENTLY FUND THE THIRTY MILLION PESOS (P30,000,000.00) PROGRAM OF WORK (P.O.W.) FOR THE REPLACEMENT OF EXISITING MAIN LINE PIPES AND ADDITIONAL WELLS AND ITS COMPONENTS IN THE CITY OF ILAGAN WATER DISTRICT	June 11, 2021
28	A RESOLUTION APPROVING THE ABOLITION OF ONE (1) SENIOR WATER UTILITIES MANAGEMENT DEVELOPMENT OFFICER, SG 18 AND THE CREATION OF ONE (1) UTILITIES/CUSTOMER SERVICE OFFICER B, SG 14, ONE (1) PUBLIC RELATIONS ASSISTANT C, SG 8 AND TWO (2) ADMINISTRATIVE SERVICES AIDE, SG 4 TO CONFORM WITH THE 1:120 STAFF PRODUCTIVITY INDEX AND THE ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN OF THE CITY OF ILAGAN WATER DISTRICT FOR 2021.	June 11, 2021
29	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE THE MATERIALS/FITTINGS FOR NEW WATER SERVICE	June 11, 2021

	CONNECTIONS AND MAINTENANCE AMOUNTING TO FIVE HUNDRED TWELVE THOUSAND FIVE HUNDRED FIFTY PESOS (₱512,550.00)	
30	A RESOLUTION REQUESTING FOR THE WITHDRAWAL OF THE TWENTY FIVE MILLION PESOS (₱25,000,000.00) LOAN FROM THE LOCAL WATER UTILITIES ADMINISTRATION AND REQUESTING FOR A CLEARANCE TO SECURE A THIRTY MILLION PESOS (₱30,000,000.00) LOAN FROM A GOVERNMENT FINANCIAL INSTITUTION.	June 25, 2021
31	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT (CIWD) TO PURCHASE THE ELECTRO-MECHANICAL PARTS AND APPURTUNANCES FOR THE DRILLING PROJECT AT THE BRGY. SAN ISIDRO AMOUNTING TO FIVE HUNDRED TWENTY EIGHT THOUSAND PESOS (₱528,000.00)	July 14, 2021
32	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE MATERIALS OF THE POWER TRANSMISSION LINE FOR THE DRILLING PROJECT AT THE BRGY. SAN ISIDRO AMOUNTING TO THREE HUNDRED FORTY TWO THOUSAND ONE HUNDRED FIFTY PESOS (₱342,150.00)	July 14, 2021
33	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE PUMPS AND MOTORS AS SPARE UNIT IN CASE OF PUMP AND MOTOR BREAKDOWN AMOUNTING TO FOUR HUNDRED THIRTY SEVEN THOUSAND PESOS (₱437,000.00)	July 14, 2021
34	A RESOLUTION APPROVING THE THREE (3) YEAR ACTUAL DATA AND THREE (3) YEAR CASH FLOW PROJECTIONS OF THE CITY OF ILAGAN WATER DISTRICT AS A REQUIREMENT IN SECURING A CLEARANCE FROM THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) FOR ITS LOAN APPLICATION AT THE LAND BANK OF THE PHILIPPINES (LBP).	July 14, 2021
35	A RESOLUTION AUTHORIZING ENGR. SHERWIN B. QUIJANO, GENENRAL MANAGER C, AS THE AUTHORIZED REPRESENTATIVE TO SIGN AND SECURE THE CLEARANCE FROM THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) TO AVAIL OF THE THIRETY MILLION PESOS (₱30,000,000.00) LOAN AT THE LAND BANK OF THE PHILIPPINES (LBP).	July 14, 2021
36	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO PURCHASE THE TWO (2) METER READING DEVICES AND ITS PRINTERS AMOUNTING TO ONE HUNDRED TEN THOUSAND PESOS (₱110,000.00)	July 30, 2021
37	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO IMPLEMENT THE NEW REGISTRATION FEE ON RESIDENTIAL AND NON – RESIDENTIAL CONSUMERS EFFECTIVE OCTOBER 1, 2021.	July 30, 2021
38	A RESOLUTION TO HUMBLY REQUEST THE CITY GOVERNMENT OF THE CITY OF ILAGAN THROUGH THE HONORABLE MAYOR JOSE MARIE L. DIAZ TO ASSIST THE CITY OF ILAGAN WATER DISTRICT IN PROTECTING AND CONSERVING THE OSMEÑA RESERVOIR WATERSHED PARK AND TO PROMOTE AS	August 13, 2021

	ONE OF THE CITY'S TOURIST DESTINATION.	
39	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO FILL UP THE POSITION OF DIVISION MANAGER C FOR OPERATIONS AND TECHNICAL DIVISION (SG 22/1).	August 13, 2021
40	A RESOLUTION COMMITTING TO ABIDE THE PROVISIONS OF THE MEMORANDUM OF AGREEMENT BETWEEN THE LOCAL WATER UTILITIES ADMINISTRATION (LWUA) AND THE CITY OF ILAGAN WATER DISTRICT (CIWD) AS STATED IN THE LWUA BOARD OF TRUSTEES RESOLUTION NUMBERS 79,95,135 SERIES OF 2012 AND LWUA RESOLUTION NUMBER 83, SERIES OF 2017.	August 13, 2021
41	A RESOLUTION TO HUMBLY REQUEST THE HONORABLE MAYOR JOSE MARIE L. DIAZ OF THE CITY GOVERNMENT OF ILAGAN FOR A PROPERTY TO BUILD A PROPOSED DEEPWELL IN BRGY. SAN VICENTE, CITY OF ILAGAN, ISABELA.	August 13, 2021
42	A RESOLUTION TO EARNESTLY REQUEST THE HONORABLE MAYOR JOSE MARIE L. DIAZ OF THE CITY GOVERNMENT OF ILAGAN FOR THE CONDONATION OF LOAN INTEREST OF THE CITY OF ILAGAN WATER DISTRICT.	August 13, 2021
43	A RESOLUTION AMENDING THE MINIMUM THRESHOLD AMOUNT FROM ONE HUNDRED THOUSAND PESOS (₱ 100,000.00) TO THREE HUNDRED THOUSAND PESOS (₱300,000.00) REQUIRING THE CIWD BOARD OF DIRECTORS' APPROVAL AND CONFIRMATION PURPOSELY ALLOCATED AND APPROPRIATED FOR CAPITAL EXPENDITURES (CAPEX), AS PER CIWD RESOLUTION NO. 08, SERIES OF 2019	August 27, 2021
44	A RESOLUTION AUTHORIZING ENGR. SHERWIN B. QUIJANO, GENERAL MANAGER C TO SIGN, COUNTERSIGN, EXECUTE AND DELIVER ANY AND ALL DOCUMENTS NECESSARY TO SECURE THE APPROVAL OF THE CREDIT LINE WITH THE LAND BANK OF THE PHILIPPINES – ISABELA LENDING CENTER.	September 16, 2021
45	A RESOLUTION ASSIGNING ENGR. JOSE T. GALACINAO AS THE OFFICER-IN-CHARGE – GENERAL MANAGER OF THE CITY OF ILAGAN WATER DISTRICT IN THE ABSENCE OF ENGR. SHERWIN B. QUIJANO EFFECTIVE OCTOBER 11, 2021.	October 11, 2021
46	A RESOLUTION AUTHORIZING THE OFFICER-IN-CHARGE, ENGR. JOSE T. GALACINAO TO BE THE AUTHORIZED SIGNATORY OF THE GENERAL MANAGER, ENGR. SHERWIN B. QUIJANO FOR THE CIWD SAVINGS ACCOUNT NUMBER 1071-1416-80 AND OTHER RELEVANT AND PERTINENT DOCUMENTS WITH THE LAND BANK OF THE PHILIPPINES – ILAGAN BRANCH EFFECTIVE OCTOBER 11,2021.	October 11, 2021
47	A RESOLUTION AUTHORIZING THE OFFICER-IN-CHARGE, ENGR. JOSE T. GALACINAO TO BE THE AUTHORIZED SIGNATORY IN LIEU OF ENGR. SHERWIN B. QUIJANO FOR THE CIWD SAVINGS ACCOUNT NUMBER 0540-028629-530, CURRENT ACCOUNT NUMBER 0540-028629-032 AND OTHER RELEVANT AND PERTINENT DOCUMENTS WITH THE DEVELOPMENT BANK OF THE PHILIPPINES – ILAGAN	October 11, 2021

	BRANCH EFFECTIVE OCTOBER 11,2021.	
48	A RESOLUTION REQUIRING ALL CITY OF ILAGAN WATER DISTRICT REGULAR EMPLOYEES AND JOB ORDER WORKERS TO UNDERGO THE SCHEDULED ANTIGEN MASS TESTING FOR COVID-19.	October 11, 2021
49	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT THROUGH ITS GENERAL MANAGER, ENGR. SHERWIN B. QUIJANO TO ACCEPT, SIGN AND EXECUTE THE RENEWAL OF THE MEMORANDUM OF AGREEMENT ON THE AUTOMATED TELLER MACHINE (ATM) SERVICING OF THE DEVELOPMENT BANK OF THE PHILIPPINES (DBP).	November 5, 2021
50	A RESOLUTION APPROVING THE RECOMMENDATION TO SHUT DOWN THE WELL OPERATIONS IN BALIGATAN ELEMENTARY SCHOOL PUMPING STATION.	November 5, 2021
51	A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF ILAGAN WATER DISTRICT (CIWD) FIVE (5) YEAR (2021-2025) BUSINESS PLAN/CASH FLOW PROJECTIONS AS BASIC GUIDE AND REFERENCE FOR EFFECTIVE PROVISION OF SUSTAINABLE, SUFFICIENT, ADEQUATE AND EFFICIENT POTABLE WATER SUPPLY TO THE CITY OF ILAGAN, PROVINCE OF ISABELA.	November 12, 2021
52	A RESOLUTION REQUESTING THE APPROVAL FOR THE PURCHASE OF ONE (1) LIGHT DUTY ELF TRUCK, ONE (1) MINI BACKHOE AND ONE (1) MOBILE JACKHAMMER WITH COMPRESSOR FOR THE OFFICIAL USE OF THE CITY OF ILAGAN WATER DISTRICT (CIWD).	November 12, 2021
53	A RESOLUTION REQUESTING THE APPROVAL FOR THE PURCHASE OF ONE (1) SERVICE VEHICLE FOR THE OFFICIAL USE OF THE CITY OF ILAGAN WATER DISTRICT (CIWD).	November 12, 2021
54	A RESOLUTION APPROVING THE REORGANIZATION OF THE BIDS AND AWARDS COMMITTEE (BAC) OF THE CITY OF ILAGAN WATER DISTRICT (CIWD)	November 12, 2021
55	A RESOLUTION TO APPROVE, CONFIRM AND RELEASE THE 2020 PERFORMANCE BASED BONUS (PBB) TO ALL QUALIFIED CITY OF ILAGAN WATER DISTRICT OFFICERS AND EMPLOYEES.	November 26, 2021
56	A RESOLUTION TO GRANT THE 2020 PERFORMANCE BASED INCENTIVE (PBI) TO ALL QUALIFIED CITY OF ILAGAN WATER DISTRICT BOARD OF DIRECTORS.	November 26, 2021
57	A RESOLUTION TO APPROVE THE ADOPTION OF THE NEW VISION AND MISSION OF THE CITY OF ILAGAN WATER DISTRICT.	November 26, 2021
58	A RESOLUTION TO HUMBLY REQUEST THE HONORABLE GOVERNOR RODOLFO T. ALBANO III OF THE PROVINCE OF ISABELA, AN AREA TO BUILD AN ADDITIONAL DEEPWELL IN THE VICINITY OF THE ISABELA PROVINCIAL CAPITOL IN BRGY. ALIBAGU, CITY OF ILAGAN, ISABELA	November 26, 2021
59	A RESOLUTION APPROVING THE CITY OF ILAGAN WATER DISTRICT (CIWD) CALENDAR YEAR (CY) 2022 CORPORATE OPERATING BUDGET (COB) AMOUNTING TO NINETY THREE MILLION SEVEN HUNDRED SEVEN THOUSAND SEVEN HUNDRED EIGHT FOUR PESOS (₱93,707,784.00) SUFFICIENTLY	December 9, 2021

	ALLOCATED AND FUNDED FROM VARIOUS COLLECTIONS DERIVED FROM WATER SALES, RECEIVABLES DUE FROM CURRENT AND PREVIOUS YEAR ARREARS AND VARIOUS MISCELLANEOUS SERVICE REVENUE AMOUNTING TO A TOTAL PROJECTED RECEIPTS OF NINETY FIVE MILLION FIVE HUNDRED FORTY NINE THOUSAND SEVEN HUNDRED NINETEEN PESOS (₱95,549,719.00).	
60	A RESOLUTION AUTHORIZING THE CITY OF ILAGAN WATER DISTRICT TO AVAIL OF THE MULTI-PURPOSE LOAN (MPL), A PROGRAM OF THE GOVERNMENT SERVICE INSURANCE SYSTEM (GSIS) TOP PROVIDE SOCIAL SECURITY BY WAY OF EXTENDING FINANCIAL ASSISTANCE LOAN PROGRAM TO GSIS MEMBERS.	December 9, 2021
61	A RESOLUTION APPROVING THE CITY OF ILAGAN WATER DISTRICT TO OPEN A CURRENT ACCOUNT AND ASSIGN THE GENERAL MANAGER C, ENGR. SHERWIN B. QUIJANO AND CASHIER B, MR. RONALDO N. LACCAY TO BE THE AUTHORIZED SIGNATORIES AT THE LAND BANK OF THE PHILIPPINES (LBP) – ILAGAN BRANCH FOR THE UTILIZATION OF THE THIRTY MILLION PESOS (₱ 30,000,000.00) LOAN.	December 17, 2021



## **ADMINISTRATIVE & GENERAL SERVICES DIVISION**

The Administrative and General Services Division projects an effective performance as presented, analyzed and interpreted based on the information and data gathered from 1<sup>st</sup> quarter to the last quarter of 2021. It presents the pattern in the career advancement and views regarding factors that have significant relation on Job performance in terms of creating job positions.

The point of reference in the increase in number of permanent employees is based on the ratio in the total number of active service connections to the total number of permanent employees which indicates the manpower efficiency of the City of Ilagan Water District (CIWD).

The City of Ilagan Water District (CIWD) Policy Makers is a key factor in the process of developing as well as enhancing different perspective in the analysis of policy matters and contributes in the formulation and implementation of management policy. The Board of Directors (BOD) meeting schedules are being utilized. It reveals that the members are devoted in strengthening the agency's mechanism for sustainable water district.

The approved and adopted Board Resolutions derived and defined for the CIWD management is to take necessary implementations in identifying and establishing specific projects to accomplish. The data gathered implies the sequencing and scheduling of work activities to maximize efficient use of available services and assessing job performance of employees.

The report of the Administrative and General Services Division are measures linked to the procedures that leadership commitment, full employee involvement, effective planning and sound implementation strategies are elements of an excellent performance measurement and positive management effort of the City of Ilagan Water District (CIWD).

Recognizing benefits to employees are significant activities to the agency in order to boost employee's morale and attain maximum productivity. The data also implies that CIWD employees were recognized by the management for exemplary work by reward system. The effectiveness of management inferred positive results in achieving feeling of partnership and sense of belonging.

Constant coaching and counseling on career development behavior of employees as well as productivity develops an excellent performance in an organization. This performance should also be focused in the organization's commitment to internal and extend customer satisfaction and develop strong and effective internal team.

The Administrative and General Services Division provided a constructive report as an indicative in the commitment to streamline the personnel management of the City of Ilagan Water District (CIWD).

## HUMAN RESOURCE SECTION

To maximize the capabilities, professional growth and development of the CIWD employees, they attended various webinars on 2021:

<b>PARTICIPANTS</b>	<b>PARTICULARS</b>	<b>DATE</b>
Jay Anthony A. Cristobal	DRRM for Public Sector Training Course	March 29-31,2021
Jose T. Galacinao Ronaldo M. Balayan	Public Procurement for Local Water District on the Bidding	May 17,2021
Jose T. Galacinao	Webinar on Effective Written Communication	July 19,2021
Moises P. Pascual	Supervisory Development Course (SDC) Track 1 Conducted by CSC	August 2-6,2021
Ronaldo M. Balayan Sarah Isabel L. Inocencio Arnold T. Salmos Macky L. Pua David D. Soriano Harold T. Manaligod	Basic Occupational Safety and Health Training for the Public Sector	August 2-6,2021
Karina Abegail R. Claravall Cheryll Ann P. Razon	Webinar on the online Libel for Philippine Water District	September 15,2021

### NEWLY HIRED EMPLOYEES

July 01,2021

Andrew S. Abad – Water/Sewerage Maintenance Man C  
Zerome S. Ducusin – Water /Sewerage Maintenance Man C  
Marvin A. Cabasi – Water Resources Facilities Tender A

September 17,2021:

Sarah Isabel L. Inocencio – Secretary A

November 04,2021:

Ronaldo S. Velasco – Administrative Services Aide

November 16,2021:

Jake S. Bacani – Water/ Sewerage Maintenance Man C

### TRANSFER

Engr. Jose T. Galacinao – Division Manager C-May 3, 2021 (Transferred from Operations & Technical Division to the Administrative to General Services Division)

## PROMOTION

Ruth Joie C. Alcantara – Senior Accounting Processor B – July 01,2021  
Victor C. De Vera – Water Resources Facilities Operator B – July 1,2021  
Jay Anthony A. Cristobal – Accounting Processor A-Sept.17,2021  
Karina Abegail R. Claravall – Utilities/Customer Service Officer B-  
Nov.4,2021  
Cheryll Ann P. Razon – Public Relations Assistant B – Nov. 4,2021  
Moises P. Pascual – Division Manager C – November 04,2021  
Cherry P. Guibao – Administrative Services Aide – Nov.4,2021

## PROJECTS/PROGRAM/ACTIVITIES

DATE	PROJECT/PROGRAM/ACTIVITY NAME
January – December 2021	GENDER & DEVELOPMENT PROGRAM Information Dissemination/advisory on water interruption and water rationing to the affected and water rationing to the affected area
January – December 2021	Health and Wellness Program – in compliance to IATF's National Health protocols against COVID-19
January – December 2021	Submission of Microbiological Test & Physical & Chemical Analysis
January – December 2021	Submission of CSC – Report on Appointment Issued (RAI)/Database of Individual Barred from Entering Service & Taking C.S. Exam (DIBAR) & Original Appointment & CIWD SALN
January – December 2021	Submission of Financial Reports Monthly Data Sheet (MDS), Balance Sheet, Income Statement & Cash Flow Statement, Report on Salaries & Allowances Governing Board & Principal Officers) Ageing of Cash Advances, Annual Procurement Plan 2019, Corporate Operating Budget 2019, Results Bacteriological Test (water) & physical & chemical analysis
December 17, 2021	G.A.D. Program/Spiritual & Moral Recovery Enhancement Program & Salo Salo Together



## GENERAL SERVICES

In the year 2021, the Division as incurred a total of ₱ 12,155,734.35 for overall purchases to support the agency's programs and projects for the year. The quarterly breakdown as follows:

- Acquisition of material and fittings, construction materials, machineries and equipment for 2021 (CAPEX)

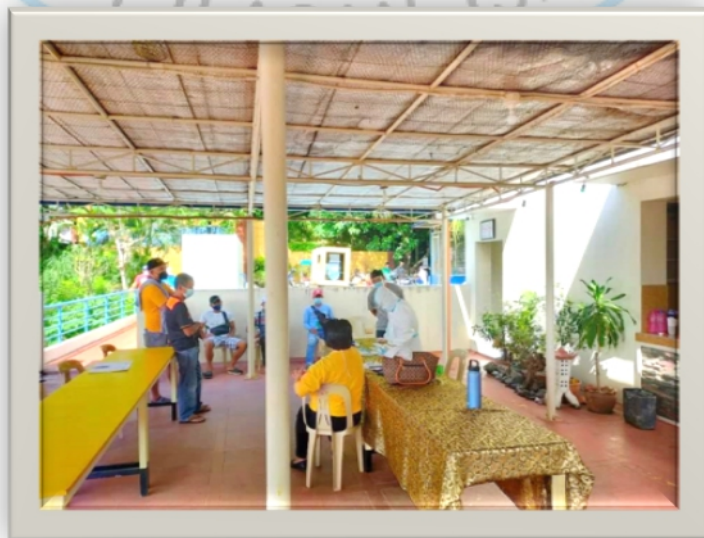
First Quarter	3,084,652.49
Second Quarter	2,591,269.00
Third Quarter	2,442,091.50
Fourth Quarter	346,658.00
<b>Total</b>	<b>₱ 8,464,670.99</b>

- Acquisition of construction materials, plant materials for operation supplies and other supplies for repair and maintenance (MOOE)

First Quarter	1,010,323.37
Second Quarter	671,152.40
Third Quarter	1,212,675.92
Fourth Quarter	796,911.67
<b>Total</b>	<b>₱ 3,691,063.36</b>

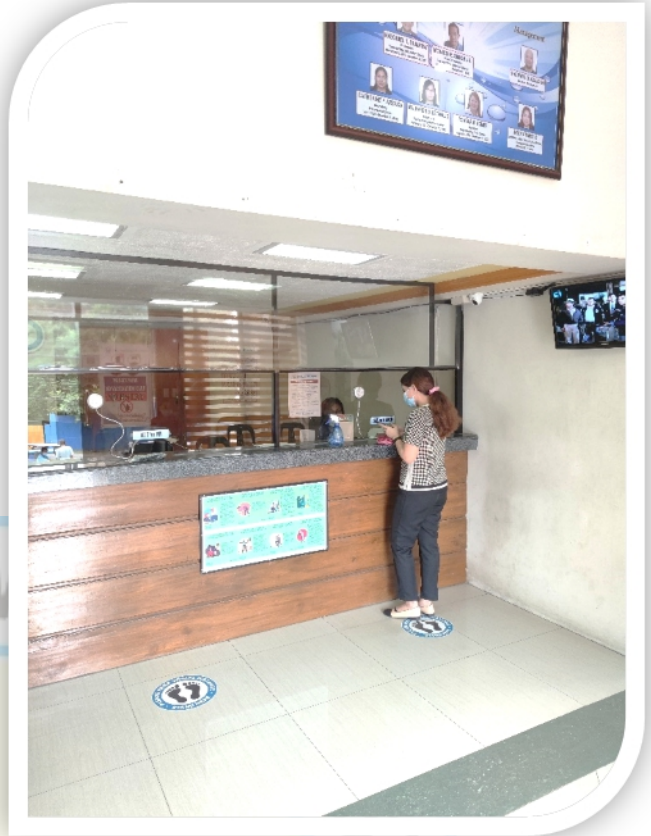
# MASS ANTIGEN TESTING OF ALL CIWD EMPLOYEES





## OBSERVANCE OF SAFETY HEALTH PROTOCOLS IN THE CIWD ADMINISTRATION BUILDING









# MAINTENANCE AND CLEANLINESS OF PUMPING STATIONS

## BLISS PUMPING STATION

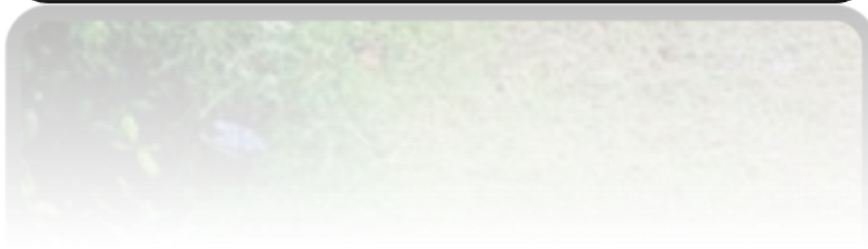




**ILAGAN EAST  
PUMPING STATION**



# NHA-1 PUMPING STATION



OF ILAGAN

DISTRICT

ABELA



**PMS PUMPING  
STATION**



**NHA-2 PUMPING  
STATION**



**UPPER OSMEÑA  
PUMPING STATION**



**WATER TREATMENT PLANT  
PUMPING STATION**



**STPS – 2 PUMPING  
STATION**



**BALIGATAN PUBLIC MARKET  
PUMPING STATION**



**PMS RESERVOIR**



**ILAGAN CITY TERMINAL  
PUMPING STATION**



## VALUES FORMATION PROGRAM



## SALO – SALO TOGETHER & PAALAM, PASASALAMAT (A Christmas Celebration & Retirement Send-off) December 17, 2021



Ms. PAULINA C. ELEPANIO, Industrial Relations Management Officer C was awarded a Plaque of Appreciation for her 11 years of service at the City of Ilagan Water District.





## **FINANCE & COMMERCIAL DIVISION**

Considering the circumstances brought about the COVID 19 pandemic from the years 2020 to 2021, and with the several setbacks due to granular lockdowns within the service area of the City of Ilagan Water District, the Division was able to surpass the management's expectations in water sales and billed service connections.

In the months of March and April 2020, The CIWD Board of Directors has approved the recommendation of the management to waive the surcharges and penalties in the water bills to ease the burden of the consumers due to implementation of lockdowns in the City of Ilagan. Further, the Board of Directors has issued Resolution No. 10, Series of 2021 to implement and reduce the reconnection fee to all residential and non -residential consumers effective March 1, 2021.

To encourage commercial establishments to avail of the water services of the City of Ilagan Water District, the management has also recommended the implementation of the lowest Registration Fee for the non – residential consumers regardless of the economic activity and nature of business, consequently, the Board of Directors issued Resolution No. 37, Series of 2021.

The Finance and Commercial Division has also procured additional meter reading devices and continuously update its Total Utility Billing System (TUBS) to ensure the accuracy and efficiency of the records of the CIWD consumers.

Towards the end of the year, the CIWD has implemented the two (2) month disconnection policy to encourage consumers to update their water bills and increase the collection of CIWD. Aside from the office and field collections, the GCash and PayMaya applications has provided easier online transactions for the payment of water bills. Savemore, EC Pay and Bank payments has also improved their collection efficiency.

The Finance and Commercial Division keeps, maintains and implements closed Internal Controls to ensure that the transactions are in accordance with proper accounting and auditing standards provided by the Commission on Audit (COA), Civil Service Commission (CSC), Department of Budget and Management (DBM), and Local Water Utilities Administration (LWUA).

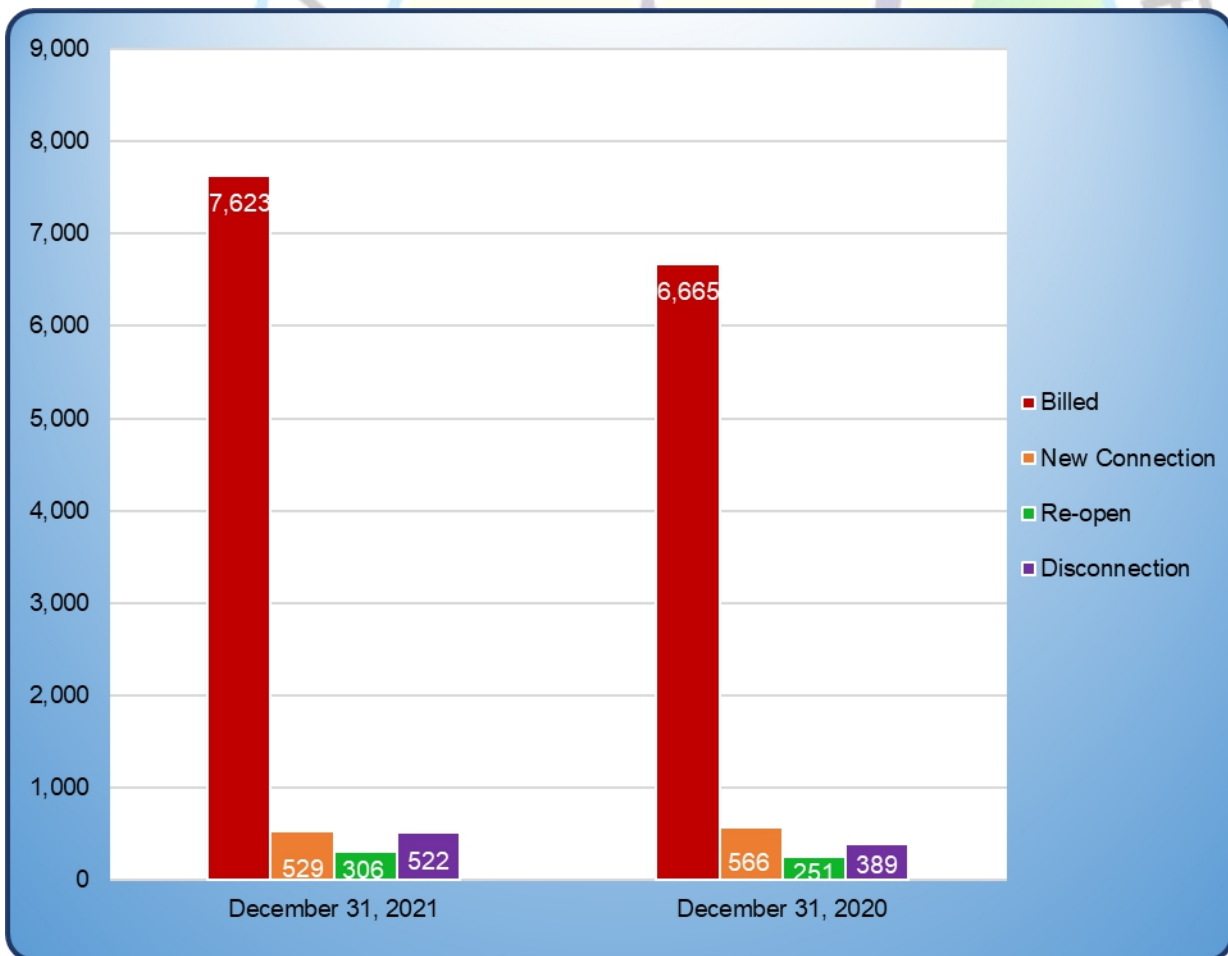
The Finance and Commercial Division supported the Technical Divisions projects and programs to improve the day by day lives of its consumers. This year, CIWD was focused on improving our services and upgrading the facilities to ensure that the consumers will be given 24/7 safe, potable and adequate water supply.

CITY OF ILAGAN WATER DISTRICT  
 CCC 090  
 Brgy. Osmeña, City of Ilagan, Province of Isabela

**Consolidated Statement of Billed Service Connection**

For the Year End December 31, 2021 & December 31, 2020

SERVICE CONNECTION	December 31, 2021	December 31, 2020
Billed	6,978	6,665
New Connection	529	566
Re-open	306	251
Disconnection	522	389

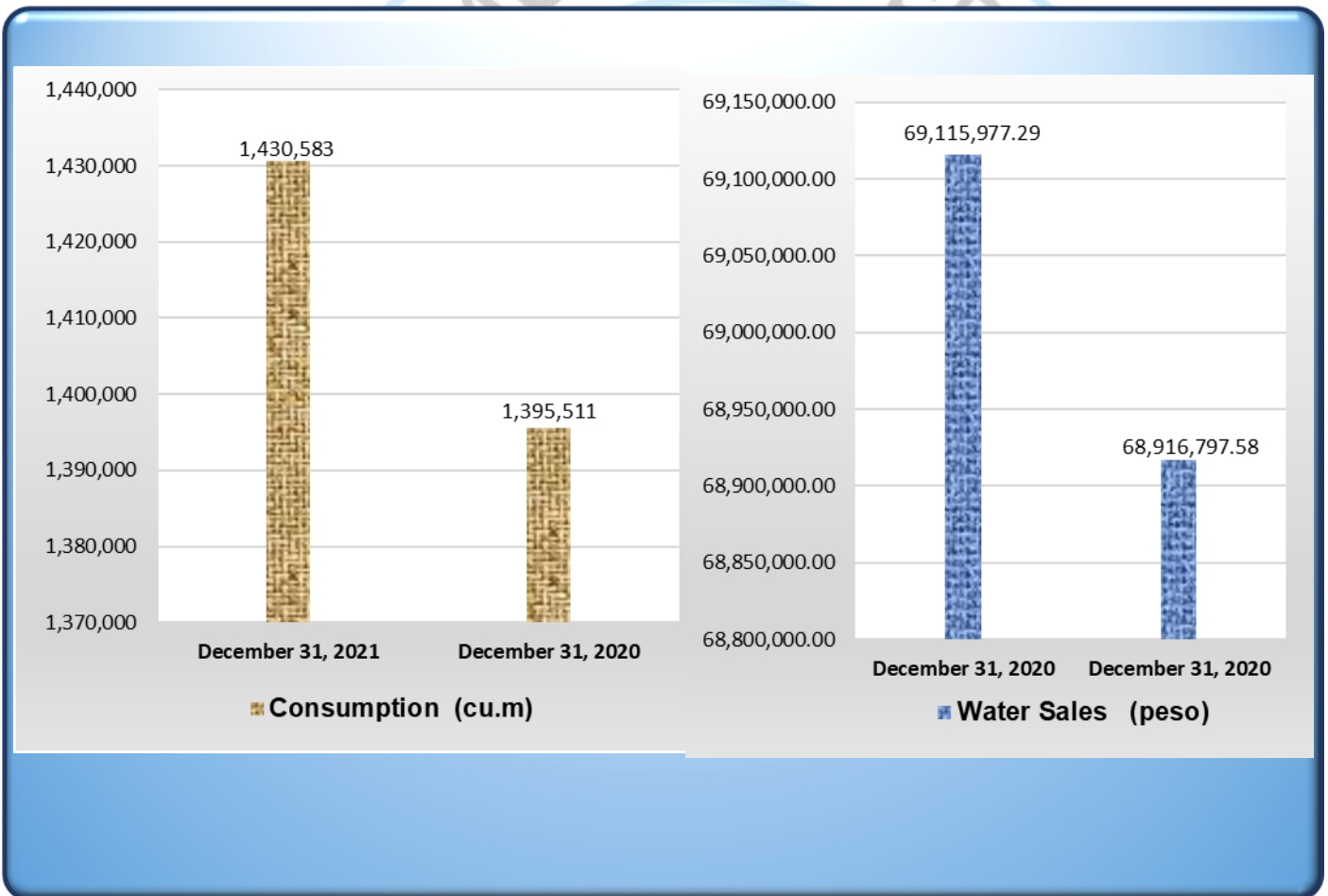


CITY OF ILAGAN WATER DISTRICT  
CCC 090  
Brgy. Osmeña, City of Ilagan, Province of Isabela

**Consolidated Statement of Billing**

For the Year End December 31, 2021 & December 31, 2020

PARTICULARS	December 31, 2021	December 31, 2020
Consumption (cu.m)	1,430,583	1,395,511
Water Sales (peso)	69,115,977.29	68,916,797.58



As per 2021 Billing and Water Sales, there is slight increase on the consumption and water sales compared to 2020. The CIWD has attributed the increase to the resumption of economic activities within the City of Ilagan.

## CITY OF ILAGAN WATER DISTRICT

CCC 090

**TWO (2) YEAR COMPARATIVE BILLED SERVICE CONNECTIONS PER BARANGAY**

For the year 2020 &amp; 2021

<b>Name of Barangay Served</b>	<b>2021</b>	<b>2020</b>	<b>Variance</b>
1. Calamagui 1st	469	451	18
2. Calamagui 2nd	498	494	4
3. Guinatan	272	266	6
4. Sto. Tomas	36	35	1
5. Osmeña	309	302	7
6. San Vicente	397	400	(3)
7. Baligatan	600	593	7
8. Camunatan	83	81	2
9. Sta. Barbara	159	157	2
10. Centro	133	134	(1)
11. Baculud	534	533	1
12. Bagumbayan	267	262	5
13. Bliss	457	431	26
14. San Felipe	464	375	89
15. Alibagu	905	874	31
16. Alinguigan 2nd	302	268	34
17. Alinguigan 3rd	163	141	22
18. Marana 1st	239	222	17
19. Marana 2nd	24	17	7
20. Marana 3rd	86	80	6
21. San Andres	108	108	-
22. San Isidro	83	87	(4)
23. Tangcul	111	111	-
24. Sipay	88	87	1
25. Lullutan	90	65	25
26. Naguilian Sur	45	42	3
27. Nagulian Norte	56	49	7
<b>TOTAL</b>	<b>6,978</b>	<b>6,665</b>	<b>313</b>

The water system of CIWD covers a total of 27 barangays with an increase billed service connections of 6,665 in 2020 to 6,978 in 2021.

**CITY OF ILAGAN WATER DISTRICT  
CONDENSED STATEMENT OF FINANCIAL POSITION  
(ALL FUNDS)**

As at December 31, 2021  
(With Comparative Figures for CY 2020)

<b>ASSETS</b>	<b>NOTE</b>	<b>2021</b>	<b>2020</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	5	5,453,133.46	6,220,845.44
Receivables	7	12,436,902.06	12,300,041.65
Inventories	8	4,122,157.54	4,032,800.73
<b>TOTAL CURRENT ASSETS</b>		<b>22,012,193.06</b>	<b>22,553,687.82</b>
<b>NON-CURRENT ASSETS</b>			
Investments	6	625,000.00	625,000.00
Property, Plant and Equipment	9	70,065,599.67	72,233,813.23
Intangible Assets	10	252,668.00	356,894.00
<b>TOTAL NON-CURRENT ASSETS</b>		<b>70,943,267.67</b>	<b>73,215,707.23</b>
<b>TOTAL ASSETS</b>		<b>92,955,460.73</b>	<b>95,769,395.05</b>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Financial Liabilities	11	6,565,530.97	9,390,759.40
Inter-Agency Payables	11	1,310,186.19	1,214,435.80
Trust Liabilities	11	3,446,304.37	3,048,592.37
Deferred Credits	11	1,476,021.62	1,476,021.62
<b>TOTAL CURRENT LIABILITIES</b>		<b>12,798,043.15</b>	<b>15,129,809.19</b>
<b>NON-CURRENT LIABILITIES</b>			
Financial Liabilities	11	11,248,008.57	19,175,816.79
<b>TOTAL LIABILITIES</b>		<b>24,046,051.72</b>	<b>34,305,625.98</b>
<b>EQUITY</b>			
Government Equity		15,850,159.15	15,850,159.15
Retained Earnings/(Deficit)		53,059,249.86	45,613,609.92
<b>TOTAL EQUITY</b>		<b>68,909,409.01</b>	<b>61,463,769.07</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>92,955,460.73</b>	<b>95,769,395.05</b>

<b>CITY OF ILAGAN WATER DISTRICT</b>			
<b>DETAILED STATEMENT OF COMPREHENSIVE INCOME</b>			
<b>(ALL FUNDS)</b>			
For the Year Ended December 31, 2021			
(With Comparative Figures for CY 2020)			
		2021	2020
<b>REVENUE</b>			
<b>Service and Business Income</b>			
<b>Service Income</b>			
Registration Fees		997,393.81	1,024,840.12
Other Service Income		1,102,179.00	1,196,833.61
<b>Total Service Income</b>		<b>2,099,572.81</b>	<b>2,221,673.73</b>
<b>Business Income</b>			
Waterworks System Fees		67,417,933.00	68,303,746.37
Interest Income		4,299.55	4,675.33
Fines and Penalties-Business Income		2,001,509.00	1,425,263.59
Other Business Income		504,336.05	467,615.66
Total Business Income		<b>69,928,077.60</b>	<b>70,201,300.95</b>
<b>Total Service and Business Income</b>		<b>72,027,650.41</b>	<b>72,422,974.68</b>
<b>LESS: CURRENT OPERATING EXPENSES</b>			
<b>Personnel Services</b>			
<b>Salaries and Wages</b>			
Salaries and Wages-Regular		(13,702,172.21)	(13,261,336.67)
<b>Total</b>		<b>(13,702,172.21)</b>	<b>(13,261,336.67)</b>
<b>Other Compensation</b>			
Personnel Economic Relief Allowance (PERA)		(1,221,733.33)	(1,209,545.45)
Representation Allowance (RA)		(277,750.00)	(242,000.00)
Transportation Allowance (TA)		(277,750.00)	(242,000.00)
Clothing/Uniform Allowance		(294,000.00)	(306,000.00)
Honoraria		-	-
Overtime and Night Pay		(1,221,676.72)	(1,409,084.62)
Year End Bonus		(1,129,761.25)	(1,110,272.40)
Cash Gift		(255,750.00)	(253,000.00)
Mid-Year Bonus		(1,100,508.00)	(1,115,630.00)
Directors and Committee Members' Fees		(582,671.00)	(911,903.20)
Other Bonuses and Allowances		(1,371,912.20)	(1,922,216.72)
<b>Total</b>		<b>(7,733,512.50)</b>	<b>(8,721,652.39)</b>
<b>Personnel Benefit Contributions</b>			
Retirement and Life Insurance Premiums		(1,613,730.45)	(1,577,009.77)
Pag-BIG Contributions		(60,700.00)	(60,500.00)
Philhealth Contributions		(189,274.00)	(183,347.12)
Employees Compensation Insurance Premiums		(60,100.00)	(60,600.00)
<b>Total</b>		<b>(1,923,804.45)</b>	<b>(1,881,456.89)</b>
<b>Other Personnel Benefits</b>			
Retirement Gratuity		(400,000.00)	(829,279.26)
Terminal Leave Benefits		(499,515.53)	(996,727.79)
Other Personnel Benefits		(638,888.24)	(489,564.59)
<b>Total</b>		<b>(1,538,403.77)</b>	<b>(2,315,571.64)</b>
<b>Total Personnel Services</b>		<b>(24,897,892.93)</b>	<b>(26,180,017.59)</b>

<b>Maintenance and Other Operating Expenses</b>			
<b>Travelling Expenses</b>			
Travelling Expenses		(706,217.00)	(766,459.30)
<b>Training and Scholarship Expenses</b>			
Training Expenses		(68,800.00)	(36,500.00)
<b>Supplies and Materials Expenses</b>			
Office Supplies Expenses		(265,076.00)	(256,693.00)
Accountable Forms Expenses		(175,566.68)	(189,850.59)
Medical, Dental and Laboratory Supplies Expenses		(119,171.22)	(56,011.00)
Fuel, Oil and Lubricants Expenses		(174,779.70)	(519,416.27)
Chemical and Filtering Supplies Expenses			(865,226.00)
Semi-Expendable Machinery and Equipment Expenses		(200,542.50)	(759,679.72)
Semi-Expendable Furniture, Fixtures and Books Expenses		(38,027.00)	(232,108.02)
Other Supplies and Materials Expenses		(193,337.92)	(102,088.15)
<b>Total Supplies and Materials Expenses</b>		<b>(1,166,501.02)</b>	<b>(2,981,072.75)</b>
<b>Utility Expenses</b>			
Water Expenses		(52,589.75)	(108,297.00)
Electricity Expenses		(499,649.62)	(10,777,919.73)
<b>Total Utility Expenses</b>		<b>(552,239.37)</b>	<b>(10,886,216.73)</b>
<b>Communication Expenses</b>			
Postage and Courier Services		(7,588.00)	(8,626.20)
Telephone Expenses		(235,146.94)	(231,355.42)
Internet Subscription Expenses		(165,644.98)	(173,308.56)
Cable, Satellite, Telegraph and Radio Expenses		(3,500.00)	(3,500.00)
<b>Total Communication Expenses</b>		<b>(411,879.92)</b>	<b>(416,790.18)</b>
<b>Awards/Rewards, Prizes and Indemnities</b>			
Awards/Rewards Expenses		-	-
Indemnities		(2,408.00)	-
<b>Total Awards/Rewards, Prizes and Indemnities</b>		<b>(2,408.00)</b>	<b>-</b>
<b>Survey, Research, Exploration and Development Expenses</b>			
Survey Expenses		(16,800.00)	-
Research, Exploration and Development Expenses		(1,500.00)	-
<b>Total Survey, Research, Exploration and Development Expenses</b>		<b>(18,300.00)</b>	<b>-</b>
<b>Generation, Transmission and Distribution Expenses</b>			
Generation, Transmission and Distribution Expenses		(18,584,181.49)	(4,612,498.61)
<b>Confidential, Intelligence and Extraordinary Expenses</b>			
Extraordinary and Miscellaneous Expenses		(89,903.17)	(88,047.86)
<b>Professional Services</b>			
Legal Services		(31,400.00)	(41,900.00)
Auditing Services		(49,940.15)	(43,669.50)
Consultancy Services			-
<b>Total Professional Services</b>		<b>(81,340.15)</b>	<b>(85,569.50)</b>
<b>General Services</b>			
Security Services		(382,000.00)	(358,000.00)
Other General Services		(5,500.00)	(13,755.00)
<b>Total General Services</b>		<b>(387,500.00)</b>	<b>(371,755.00)</b>
<b>Repairs and Maintenance</b>			
Repairs and Maintenance-Land Improvements		(95,539.75)	(102,212.38)
Repairs and Maintenance-Infrastructure Assets		(2,014,186.89)	(3,958,671.87)
Repairs and Maintenance-Buildings and Other Structures		(213,131.94)	(398,136.91)
Repairs and Maintenance-Machinery and Equipment		(437,475.55)	(842,342.27)
Repairs and Maintenance-Transportation Equipment		(230,490.00)	(139,483.00)
Repairs and Maintenance-Furniture and Fixtures		(10,060.00)	(51,247.50)
<b>Total Repairs and Maintenance</b>		<b>(3,000,884.13)</b>	<b>(5,492,093.93)</b>

<b>Taxes, Insurance Premiums and Other Fees</b>			
Taxes, Duties and Licenses	(973,309.97)	(1,017,858.83)	
Fidelity Bond Premiums	(20,250.00)	(20,250.00)	
Insurance/Reinsurance Expenses	(125,217.53)	(180,996.74)	
<b>Total Taxes, Insurance Premiums and Other Fees</b>	<b>(1,118,777.50)</b>	<b>(1,219,105.57)</b>	
<b>Labor and Wages</b>			
Labor and Wages	(425,002.25)	(416,202.94)	
<b>Other Maintenance and Operating Expenses</b>			
Advertising, Promotional and Marketing Expenses	(17,000.00)	(41,869.00)	
Printing and Publication Expenses	(17,973.00)	(27,910.00)	
Representation Expenses	(99,362.60)	(40,040.05)	
Rent/Lease Expenses	(1,463,520.87)	(1,620,074.63)	
Membership Dues and Contributions to Organizations	-	-	
Donations	(899,089.35)	(1,943,195.56)	
Other Maintenance and Operating Expenses	(79,679.75)	(819,771.00)	
<b>Total Other Maintenance and Operating Expenses</b>	<b>(2,576,625.57)</b>	<b>(4,492,860.24)</b>	
<b>Total Maintenance and Other Operating Expenses</b>	<b>(29,190,559.57)</b>	<b>(31,865,172.61)</b>	
<b>Financial Expenses</b>			
<b>Financial Expenses</b>			
Interest Expenses	(2,069,630.69)	(466,316.69)	
Bank Charges	(1,250.00)	(650.00)	
Other Financial Charges	(88.00)	-	
<b>Total Financial Expenses</b>	<b>(2,070,968.69)</b>	<b>(466,966.69)</b>	
<b>Non Cash Expenses</b>			
<b>Depreciation</b>			
Depreciation-Land Improvements	(95,998.56)	(95,998.56)	
Depreciation-Infrastructure Assets	(3,930,609.49)	(3,755,401.98)	
Depreciation-Buildings and Other Structures	(573,922.84)	(614,094.75)	
Depreciation-Machinery and Equipment	(3,710,761.77)	(4,573,616.42)	
Depreciation-Transportation Equipment	(21,264.00)	(22,407.50)	
Depreciation-Furnitures, Fixtures and Books	(17,012.60)	(13,448.63)	
<b>Total</b>	<b>(8,349,569.26)</b>	<b>(9,074,967.84)</b>	
<b>Amortization</b>			
Amortization-Intangible Assets	(104,226.00)	(132,512.40)	
<b>Impairment Loss</b>			
Impairment Loss-Loans and Receivables	(35,845.12)	(79,665.15)	
<b>Total Non Cash Expenses</b>	<b>(8,489,640.38)</b>	<b>(9,287,145.39)</b>	
<b>Total Expenses</b>	<b>(64,649,061.57)</b>	<b>(67,799,302.28)</b>	
<b>Net Income /(Loss)</b>	<b>7,378,588.84</b>	<b>4,623,672.40</b>	



**CITY OF ILAGAN WATER DISTRICT**  
**DETAILED STATEMENT OF CASH FLOWS**  
**(ALL FUNDS)**

For the Year Ended December 31, 2021  
(With Comparative Figures for CY 2020)

	2021	2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Cash Inflows</b>		
<i>Proceeds from Sale of Goods and Services</i>	70,755,069.36	66,142,560.21
Collection of service and business income	70,755,069.36	66,142,560.21
<i>Trust Receipts</i>	398,586.00	437,432.00
Receipts of customer's deposits	398,586.00	437,432.00
Collection of Receivables	45,740.00	
Collection of receivable from audit disallowances and/or charges	45,740.00	-
<i>Other Receipts</i>	16,733.55	66,003.56
Receipt of refund of overpayment of maint & other operating expen:	6,600.00	-
Receipt of refund of cash advances	5,834.00	11,638.45
Other miscellaneous receipts	4,299.55	54,365.11
<b>Cash Inflows</b>	<b>71,216,128.91</b>	<b>66,645,995.77</b>
<b>Cash Outflows</b>		
<i>Payment of Expenses</i>	37,912,924.75	37,589,892.37
Payment of personnel expenses	16,446,746.65	18,251,768.34
Payment of maintenance and other operating expenses	21,466,178.10	19,338,124.03
<i>Purchase of Inventories</i>	486,710.62	898,070.92
Purchase of inventory held for consumption	486,710.62	898,070.92
<i>Grant of Cash Advances</i>	1,827,382.06	2,679,214.50
Advances to officers and employees	1,827,382.06	2,679,214.50
<i>Payment of Account Payables</i>	9,441,005.42	6,514,605.10
<i>Remittance of Personnel Benefit Cont. &amp; Mandatory Cont.</i>	9,056,898.48	8,803,422.87
Remittance of taxes withheld	2,365,145.73	2,343,945.26
Remittance of GSIS/Pag-IBIG/Philhealth/SSS	5,262,168.05	4,280,215.78
Remittance of other payables	1,429,584.70	2,179,261.83
<i>Other Disbursements</i>	11,482.63	9,478.00
Refund of customers' deposit	874.00	2,800.00
Other disbursements	10,608.63	6,678.00
<b>Total Cash Outflows</b>	<b>58,736,403.96</b>	<b>56,494,683.76</b>
<b>Net Cash provided by/(Used in) Operating Activities</b>	<b>12,479,724.95</b>	<b>10,151,312.01</b>

<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>Cash Inflows</b>			
Proceed from Short-Term Investments			
<b>Total Cash Inflows</b>		-	-
<b>Cash Outflows</b>			
<i>Investment in Joint Venture</i>		-	-
<i>Purchase/construction of Property, Plant and Equipment</i>	2,750,206.48	1,747,938.25	
Purchase/Construction of Infrastructure Assets		51,923.91	
Purchase of Machinery & Equipment	527,193.81	588,607.01	
Purchase of Transportation Equipment		44,718.74	
Development in Progress		33,250.00	
Construction In Progress-Infrastructure Assets	2,223,012.67	1,029,438.59	
<b>Total Cash Outflows</b>	<b>2,750,206.48</b>	<b>1,747,938.25</b>	
<b>Net Cash provided by/(Used in) Investing Activities</b>	<b>(2,750,206.48)</b>	<b>(1,747,938.25)</b>	
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>Cash Inflows</b>			
<i>Proceeds from Domestic &amp; Foreign Loans</i>		-	-
<b>Total Cash Inflows</b>		-	-
<b>Cash Outflows</b>			
<i>Payment of Loan Amortization</i>	8,426,261.76	6,306,601.64	
Payment of Domestic Loans	8,426,261.76	6,306,601.64	
<i>Payment of interest on Loans &amp; Other Financial Charges</i>	2,070,968.69	466,966.69	
<b>Total Cash Outflows</b>	<b>10,497,230.45</b>	<b>6,773,568.33</b>	
<b>Net Cash provided by/(Used in) Financing Activities</b>	<b>(10,497,230.45)</b>	<b>(6,773,568.33)</b>	
<b>INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(767,711.98)</b>	<b>1,629,805.43</b>	
<b>ADD: CASH AND CASH EQUIVALENTS, JANUARY 1</b>	<b>6,220,845.44</b>	<b>4,591,040.01</b>	
<b>CASH AND CASH EQUIVALENTS, DECEMBER 31</b>	<b>5,453,133.46</b>	<b>6,220,845.44</b>	

**CITY OF ILAGAN WATER DISTRICT  
STATEMENT OF CHANGES IN EQUITY  
(ALL FUNDS)**

For the Year Ended December 31, 2021  
(With Comparative Figures for CY 2020)

	Cumulative Translation Adjustment	Cumulative Changes in Fair Value of Investments	Revaluation Surplus	Retained Earnings/ (Deficit)	Contributed Capital	Share Capital	Share Premium	Government Equity	Total
Balance at December 31, 2019	-	-	-	38,059,279.86	14,517,549.15	-	-	234,000.00	52,810,829.01
Changes in Equity for 2020									
Add/(Deduct):									
Issuances of Share Capital									
Additional Capital from National Government									
Members' Contribution				4,623,672.40					4,623,672.40
Comprehensive Income for the year				2,930,657.66	1,098,610.00				4,029,267.66
Dividends									
Other Adjustments									
Balance at December 31, 2020	-	-	-	45,613,609.92	15,616,159.15	-	-	234,000.00	61,463,769.07
Changes in Equity for 2021									
Add/(Deduct):									
Issuances of Share Capital									
Additional Capital from National Government									
Members' Contribution									
Comprehensive Income for the year				7,378,588.84					7,378,588.84
Dividends									
Other Adjustments				67,051.10					67,051.10
Balance at December 31, 2021	-	-	-	53,059,249.86	15,616,159.15	-	-	234,000.00	68,909,409.01

## **OPERATIONS & TECHNICAL DIVISION**

The Operations and Technical Division continuously prioritized its goal to improve the technical operations and management performances through enhanced services that can definitely deliver positive impact to the CIWD's (City of Ilagan Water District) valued water consumers. This year remains a challenging one when delivery of safe and potable water to the consumers is concern, especially this Covid-19 pandemic period. Challenges always come in a day-to-day scenario, wherein consistency in the delivery of potable and sufficient water is always a major concern, worthy of needed responses and necessary actions; like sectional flushing, isolation valve manipulation, mainline and service connection leak repairs. The shortest time to response, address, monitor and control problems in the distribution of water supply will post positive results to the ever expecting and relying consumers.

The production team, under the Operations and Technical Division, foresee the need of additional water sources to increase the existing collective water output of all the production wells, to fill-in increasing water usages, especially during peak-demand water utilization. Through the approval of the CIWD Board and CWD Management, two additional production wells were added to the existing one, for a total of 23 active wells. Alibagu Elementary School Pumping Production Well No. 2 was commissioned on February 20, 2021, while, the San Isidro Pumping Station went operational on October 1, 2021. These two production wells, has a combined output of 16 LPS (liters per second), which modestly improves water pressures at Barangays; Alibagu, Baligatan, San Isidro, Marana 1<sup>st</sup> and Tangcul.

On the other hand, demand for safe and potable water from the CIWD (City of Ilagan Water District) was projected to increase year-on-year due to: growing population, sprouting businesses, housing projects by the LGU and private entities like, California Homes Subdivision, pipeline expansion projects at Barangays Lullutan, Baligatan, San Felipe and Alinguigan 3<sup>rd</sup>. This trend will goes on, but the goal to deliver adequate and potable water is always a challenge, and it will be greater as long as CIWD (City of Ilagan Water District) continuously rely on its twenty three (23) water pumping stations.

The much-awaited Water Treatment Plant project, to be constructed under the joint venture project between the CIWD and Filipinas Water, a subsidiary of Manila Water, has finally started this year with the drilling of an exploratory production well. Though, this project is expected to be fully operational after two years construction period, this is a welcome development and good starting point towards realization of our goal for sustainable and PNSDW (Philippine National Standard for Drinking Water) compliant water supply.

Non-Revenue Water (NRW) reduction is always a primary concern of the Operations and Technical Division, to ensure achievement of profitability that can satisfy management expectations. This year the Engineering & Construction Team initiated 36 meters, 6"Ø UPVC pipelines replacement from Pagatpatan Park up to Alibagu Pumping Station aimed to address frequent mainline leakages due to old and dilapidated pipelines which resulted to high NRW. A 373 meters UPVC pipeline upgrade from 1½ "diameter to 3" diameter was also implemented on February 1, 2021, covering from Delos Santos residence up to PENRO office due to DPWH road-widening works and likewise to address growing water demand in the area. Replacements and relocation of twenty four (24) defective gate valves was completed to address water losses and other factors affecting normal delivery of water to consumers. Scheduling of water meter replacements per business billing zone was also religiously implemented for poorly functioning (slow-moving) water meters which is advantageous for more reliable and accurate billing.

Distribution pipeline expansion was also accomplished this year: Barangay Lullutan - 472 meters, 2"Ø UPVC, Barangay Alinguigan 3<sup>rd</sup> - 250 meters, 1"Ø HDPE, Barangay San Felipe - 100 meters, 1"Ø HDPE, Barangay Baligatan - 240 meters, 1"Ø HDPE and PNP Regional Training Center (Tabacalera), Brgy. San Vicente - 138 meters, 3"Ø UPVC to address water demands in these areas.

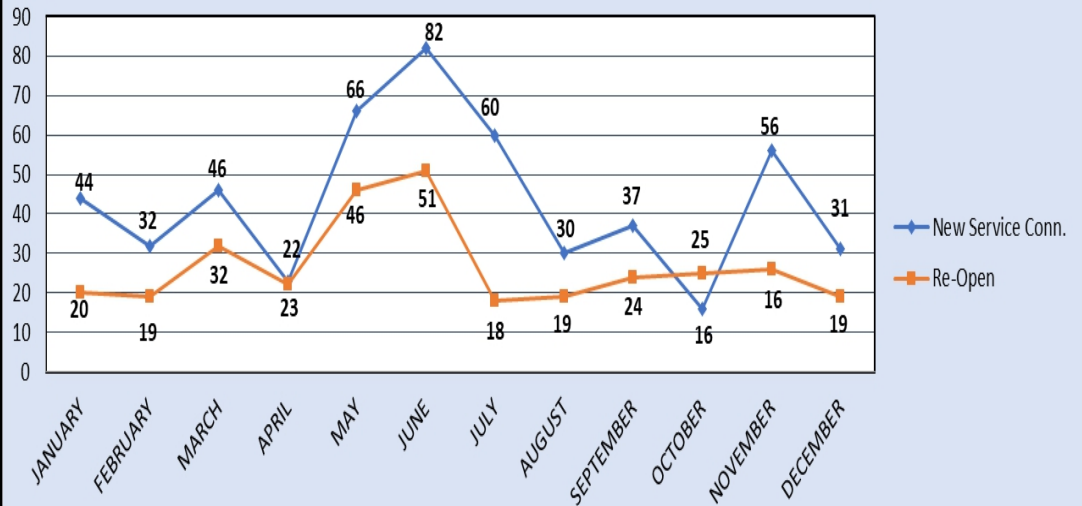
Despite facing challenges this year, Operations and Technical Division maintain its dedication and commitments towards achieving its goals, through application of best practices and mitigating measures to prevent the contamination of the source and ensure that the final quality of water delivered to the consuming public are routinely monitored.

CITY OF ILAGAN, ISABELA

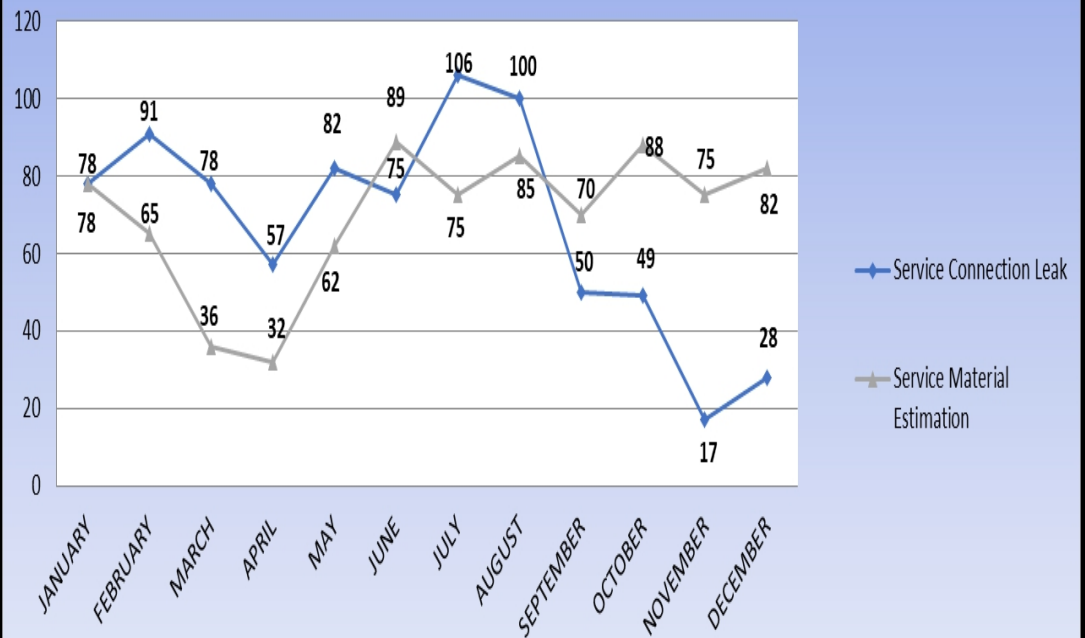
## ENGINEERING AND CONSTRUCTION UNIT ACCOMPLISHMENT REPORT FY 2021

DESCRIPTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
NEW SERVICE CONNECTION INSTALLED	44	32	46	23	66	82	60	30	37	16	56	31	523
RE-OPEN	20	19	32	22	46	51	18	19	24	25	16	19	321
DISCONNECTION	64	113	22	25	24	25	56	24	51	49	109	30	592
MAIN LINE LEAK	43	25	23	9	35	10	20	24	13	11	2	7	222
SERVICE CONNECTION LEAK	78	91	78	57	82	75	106	100	50	49	17	28	811
SERVICE MATERIAL ESTIMATION	78	65	36	32	62	89	75	85	70	88	75	82	837
INSPECT METER/ METER	150	55	63	30	79	33	80	134	22	74	7	50	777
CLEANING/METER CALIBRATION/ STUCK UP METER													
RELOCATE METER/RE-TAP/TRANSFER CONNECTION	33	16	5	8	15	3	17	15	7	8	2	90	219
CHANGED METER	50	54	22	14	36	5	52	50	49	13	45	37	427
DIRTY WATER	35	75	4	5	13	17	22	33	11	14	12	10	251
LOW PRESSURE/ NO WATER	36	27	15	9	21	31	22	11	2	1	2	1	178
ILLEGAL CONNECTION	6	1	3	1	4	1	1	4	2	1	1	0	25

### New Service Connection and Re-Open Chart



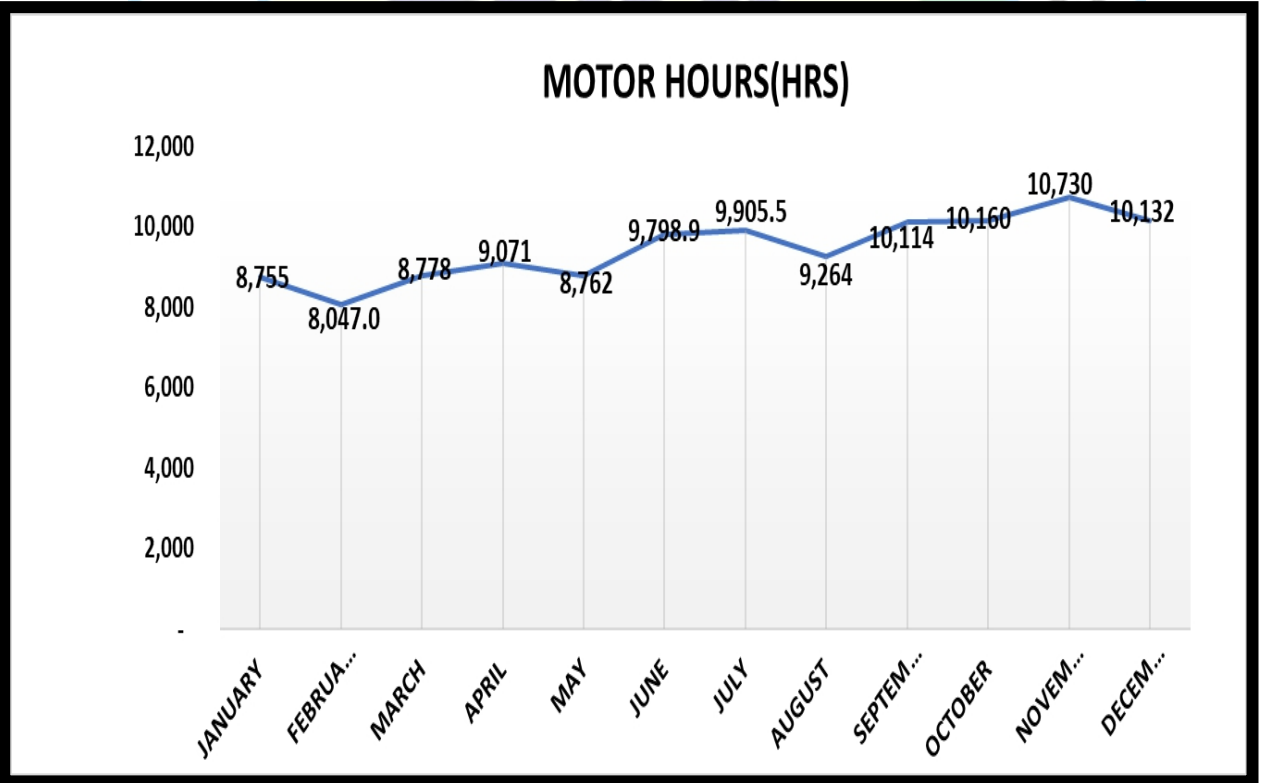
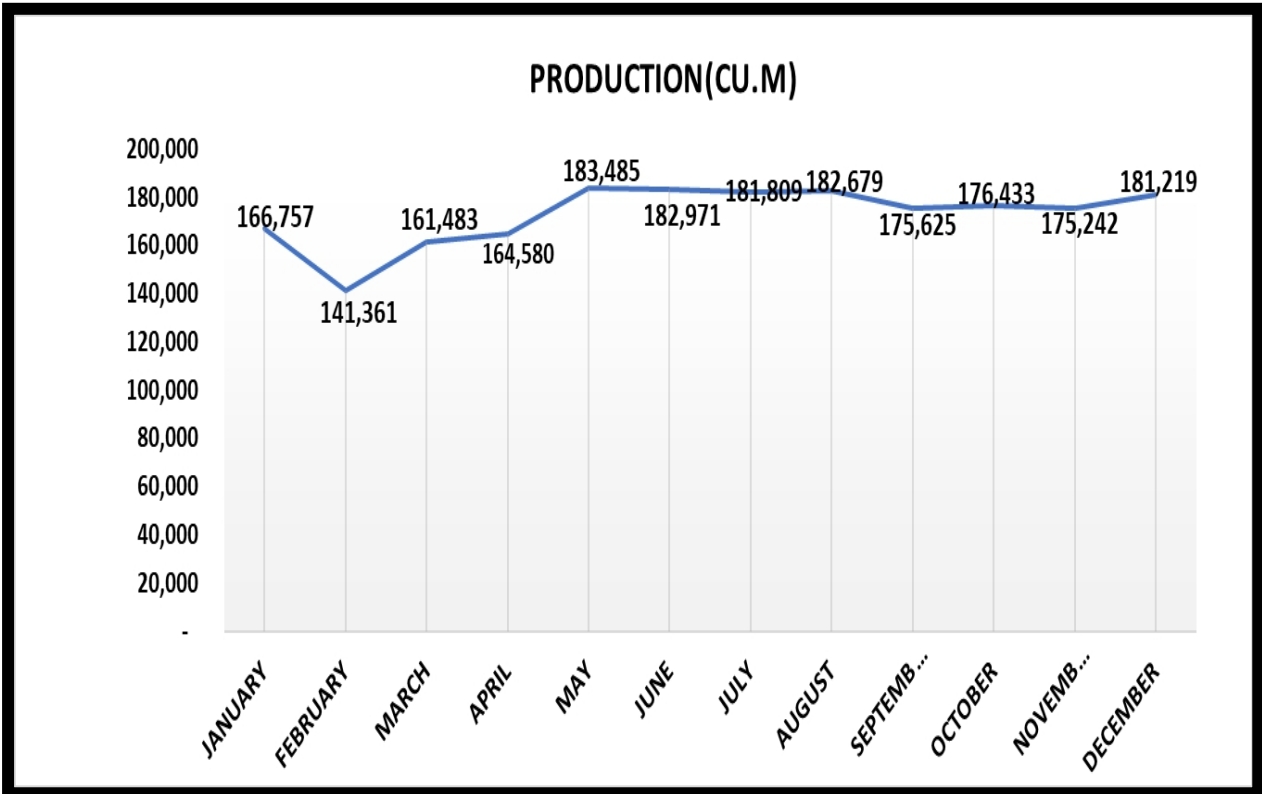
### Maintenance Chart

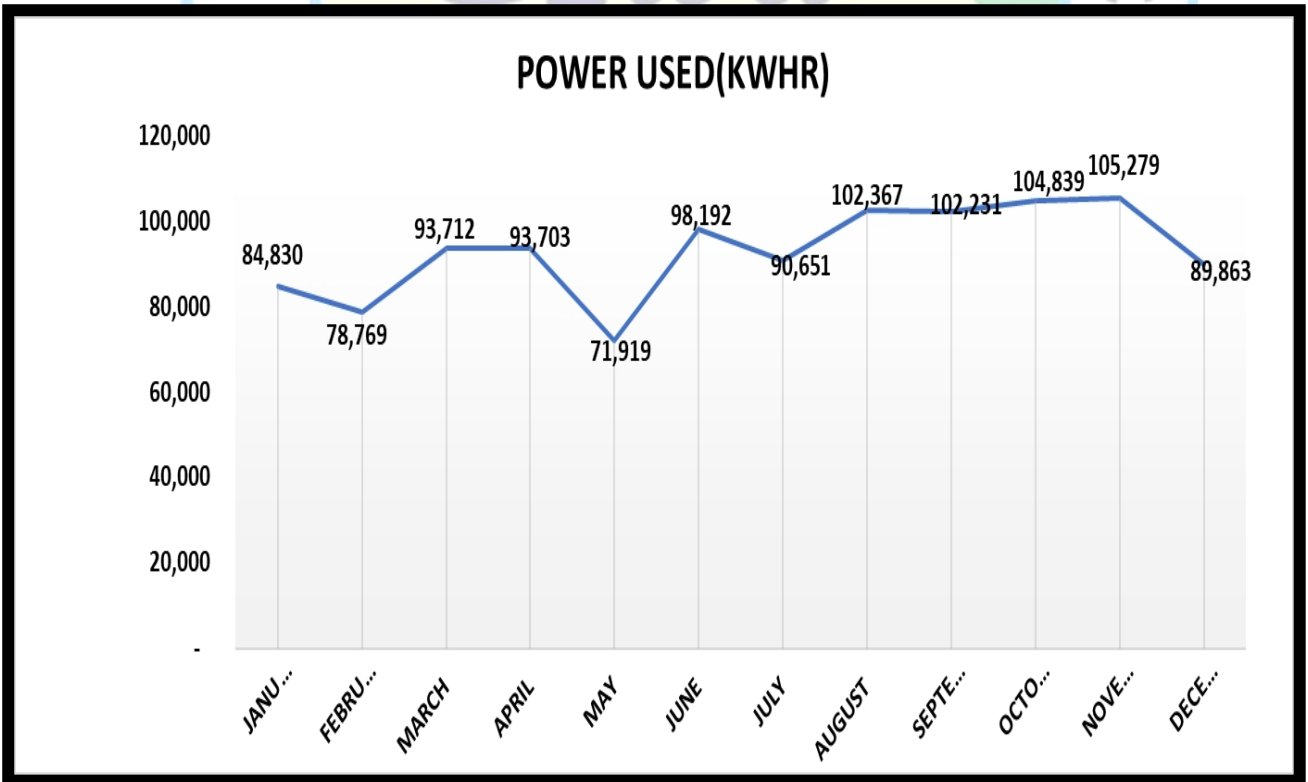
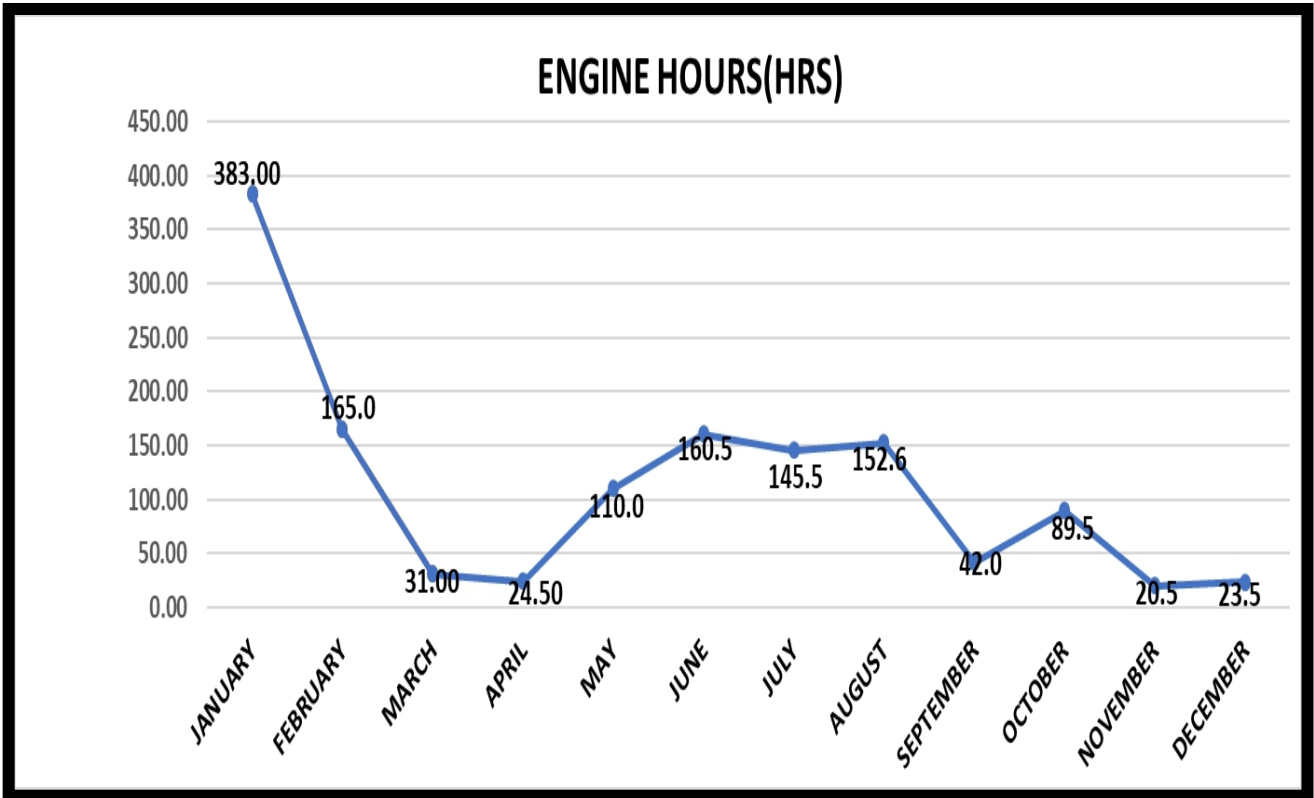


**PRODUCTION AND WATER QUALITY UNIT  
ASSESSMENT REPORT  
WELL CAPACITY-PRODUCTION-BILLED WATER-OPERATING HOURS  
JANUARY TO DECEMBER 2021**

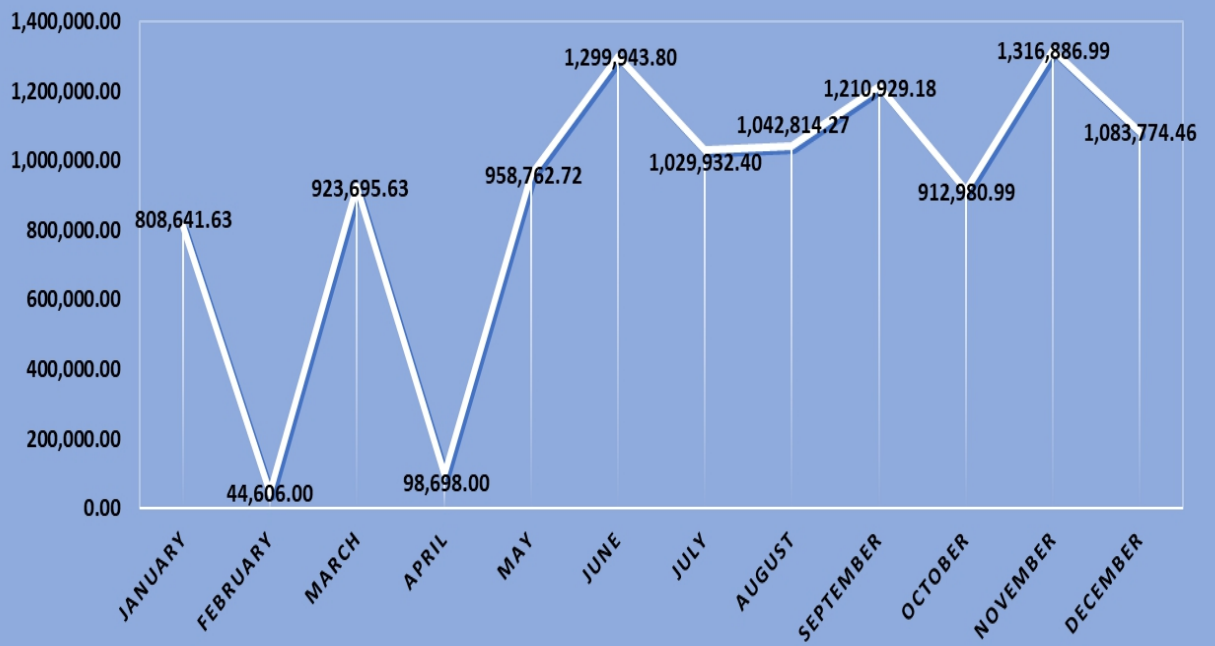
PARTICULARS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
PRODUCTION (CU.M.)	166,757	141,361	161,483	164,580	183,485	182,971	181,809	182,679	175,625	176,433	175,742	181,219	2,073,644
MOTOR HOURS (HRS)	8,755	8,047	8,778	9,070.5	8,762	9,798.9	9,905.5	9,264	10,114	10,160	10,730	10,132	113,517
ENGINE HOURS (HRS)	383	165	31	24.5	110	160.5	145.5	152.55	42	89.5	20.5	23.5	1,347.55
POWER USED (KWHR)	84,430	78,769	93,712	93,703	71,919	98,192	90,651	102,367	102,231	104,839	105,279	89,863	1,116,355
POWER COST (PESO)	808,641.63	44,606	923,695.6	98,698	958,762.72	1,299,943.	1,029,932.40	1,042,814.	1,210,929.18	912,980.99	1,316,886.99	1,083,774.46	10,731,666.
FUEL USED (LITERS)	2334	1150	201	170	744	1,096	997	993	316	610	162	176	8,949
FUEL COST (PESO)	87,291	44,606	7,638	6,460	28,262	44,936	44,865	42,699	14,220	29,890	8,200	2,448	361,586
TOTAL OPERATING COST (PESO)	895,932.63	89,212	931,333.6	105,158.00	987,024.72	1,344,879.	1,074,868.4	1,085,513.	1,225,149.18	942,870.99	1,325,086.99	1,086,222	11,093,252.
			3			80		27					1



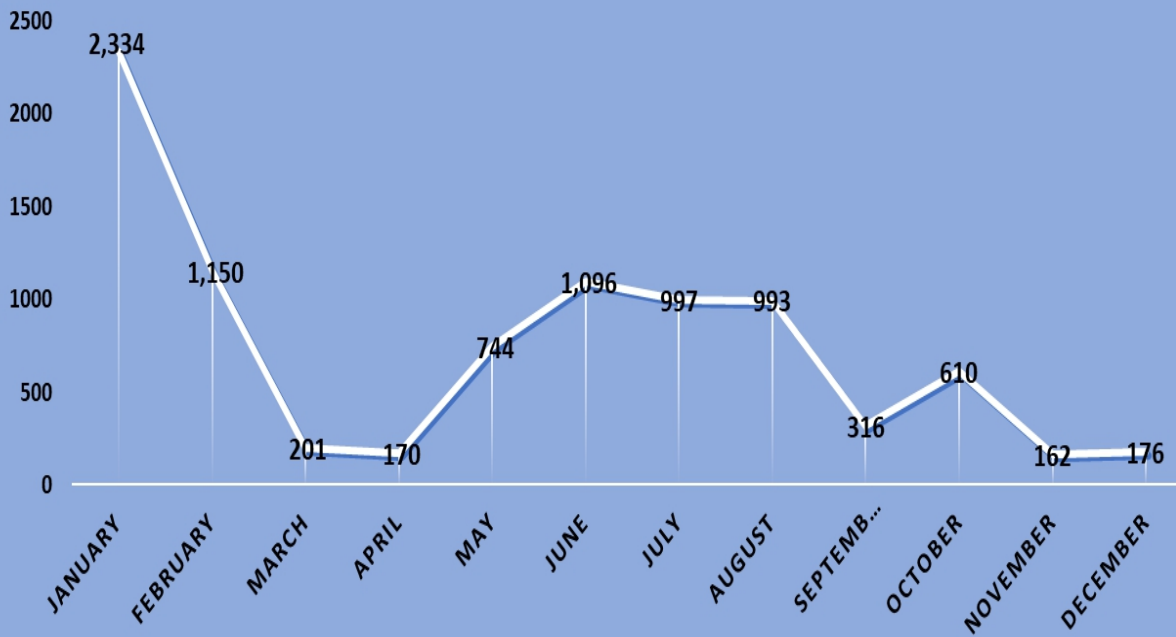


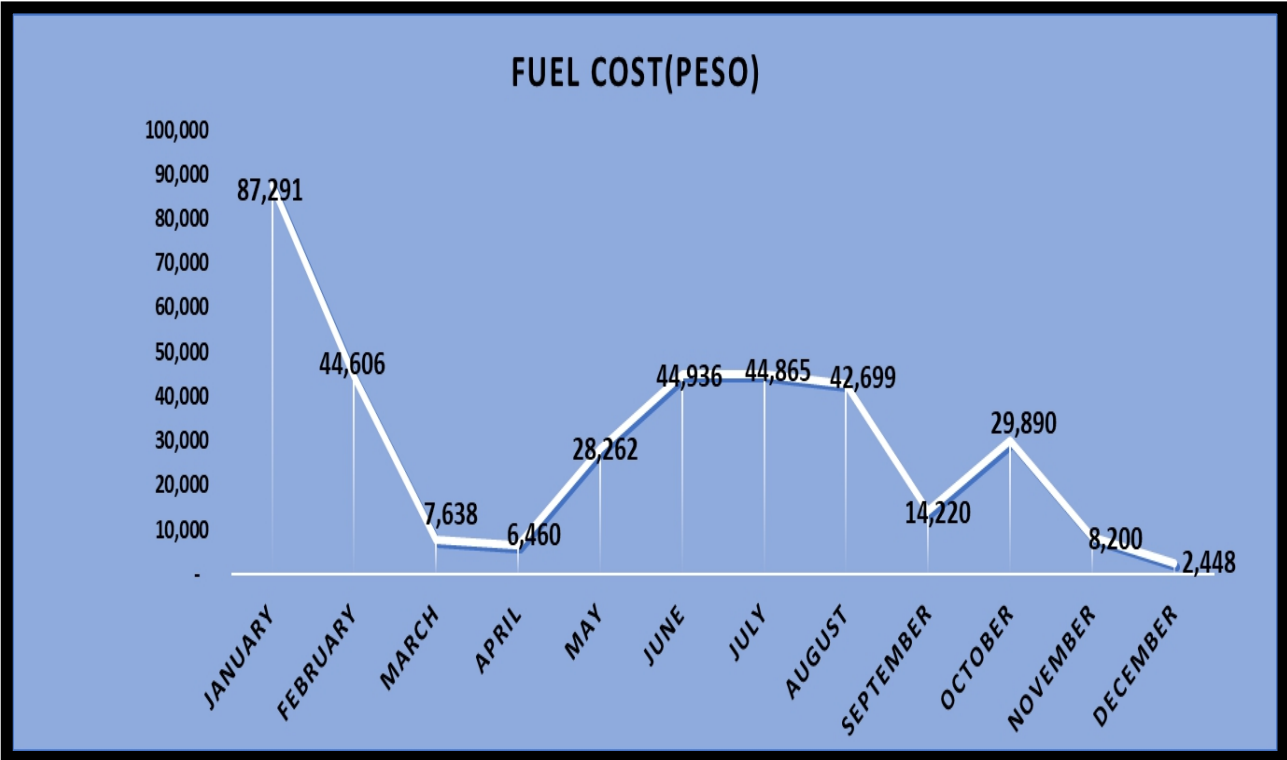


### POWER COST(PESO)



### FUEL USED(LITERS)



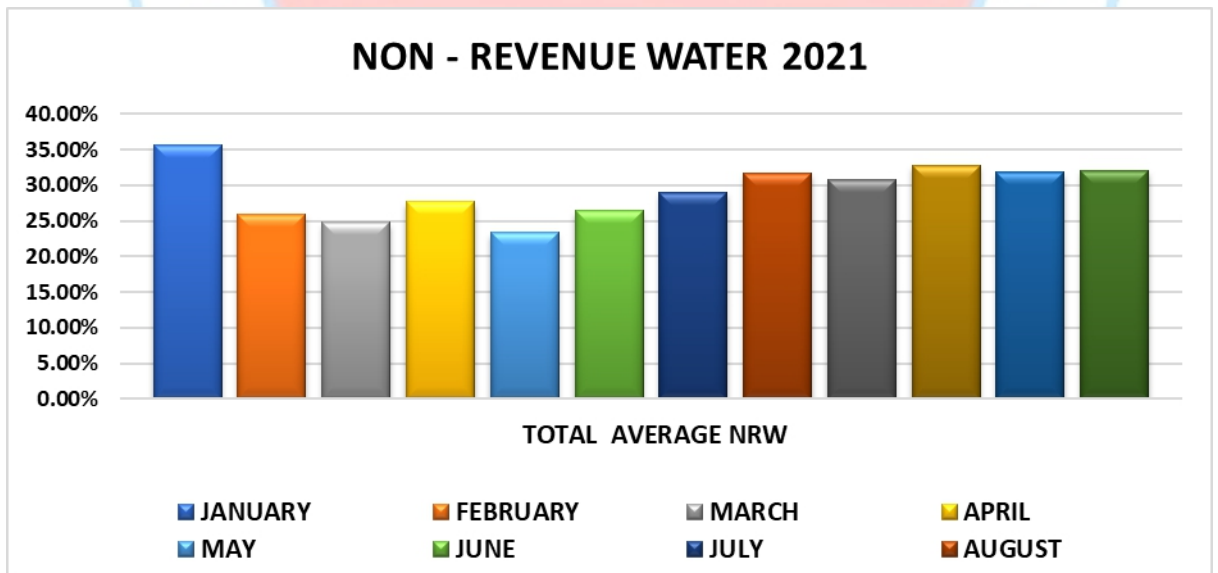
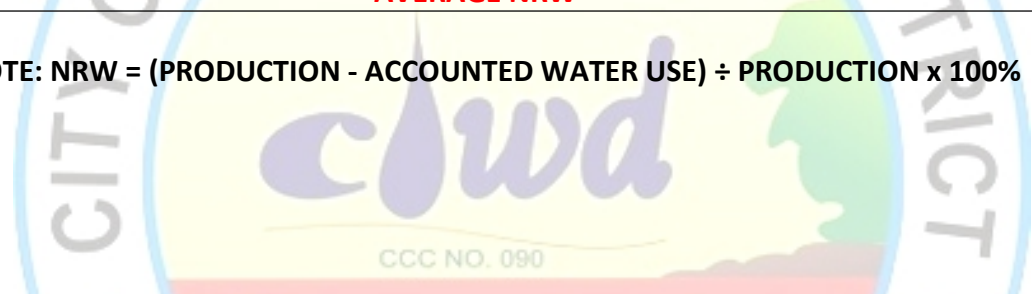


## NON-REVENUE WATER (NRW) REPORT

*For the Year 2021*

MONTH		PRODUCTION A <i>(cu.m)</i>	BILLED WATER B <i>(cu.m)</i>	UNBILLED WATER C <i>(cu.m)</i>	ACCOUNTED WATER USE B+C <i>(cu.m)</i>	NRW (%)
1	JANUARY	166,757	100,592	6,614	107,206	35.71%
2	FEBRUARY	141,361	98,099	6,543	104,642	25.98%
3	MARCH	161,483	117,113	4,350	121,463	24.78%
4	APRIL	164,580	115,764	2,395	118,973	27.71%
5	MAY	183,485	136,938	3,764	140,703	23.32%
6	JUNE	182,971	127,794	6,865	134,659	26.40%
7	JULY	181,809	126,654	2,393	129,047	29.02%
8	AUGUST	182,679	122,168	2,624	124,792	31.69%
9	SEPTEMBER	175,625	119,228	2,404	121,632	30.74%
10	OCTOBER	176,433	115,598	2,999	118,597	32.78%
11	NOVEMBER	175,242	114,637	4,793	119,430	31.85%
12	DECEMBER	181,219	117,986	4,926	123,108	32.07%
<b>AVERAGE NRW</b>						<b>29.33%</b>

**NOTE: NRW = (PRODUCTION - ACCOUNTED WATER USE) ÷ PRODUCTION x 100%**



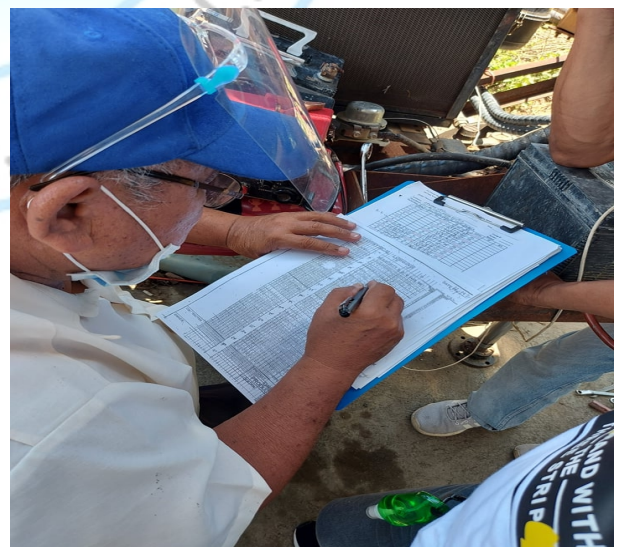
## ANNUAL MICROBIOLOGICAL TEST REPORT 2021

DESCRIPTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
1. Population actually served by utility	39,395	39,085	39,375	39,480	39,925	40,110	40,210	40,310	40,375	Lockdown	40,245	39,385
a. Number of total service connections	7,879	7,817	7,875	7,896	7,985	8,022	8,042	8,062	8,075	---0---	8,049	7,877
b. Average no. of persons/service connection	5	5	5	5	5	5	5	5	5	---0---	5	5
2. Required Minimum no. of Samples Monthly (1 sample for every 5,000 population)+2 samples	10	10	10	10	10	10	10	11	11	---0---	11	11
3. Sample Requirement												
a. Number of Samples Examined	10	10	10	10	10	10	10	11	11	---0---	11	11
b. Percent to minimum required(3a/2x100)	100%	100%	100%	100%	100%	100%	100%	100%	100%	---0---	100%	100%
4.1 Multiple Tube Fermentation Technique												
a. No. of samples showing presence of coliform	0	0	0	0	0	0	0	0	0	---0---	0	0
b. Percent (%) to samples examined	0%	0%	0%	0%	0%	0%	0%	0%	0%	---0---	0%	0%
4.2 Fecal Coliform Test (FCT)												
a. Number of samples showing presence of fecal organisms with mpn /100ml.value of 1.10 more	0	0	0	0	0	0	0	0	0	---0---	0	0
b. Meets Standard	YES	YES	YES	YES	YES	YES	YES	YES	YES	---0---	YES	YES
4.3 Heterotrophic Plate Count (HPC)												
a. Number of HPC tests conducted	10	10	10	10	10	10	10	11	11	---0---	11	11
b. No. of samples w/HPC value of <500CFU/ml.	10	10	10	10	10	10	10	11	11	---0---	11	11
c. Meets Standard(if c is 100%or more,)	YES	YES	YES	YES	YES	YES	YES	YES	YES	---0---	YES	YES

# WELL DRILLING IN ALIBAGU SCHOOL WELL # 2 PUMPING STATION DATE OPERATIONAL: FEBRUARY 21, 2021



**WELL DRILLING IN SAN ISIDRO  
PUMPING STATION  
DATE OPERATIONAL OCTOBER 1, 2021**





# PIPELINE REPLACEMENT BRGY. ALIBAGU ALONG NATIONAL HIGHWAY



# PIPELINE EXPANSION BRGY. LULLUTAN



# PIPELINE EXPANSION NEW PNP REGIONAL TRAINING CENTER (TABACALERA), BRGY. CENTRO



**B.I. PIPELINE REPLACEMENT  
PALALI BRIDGE  
BRGY. SAN ISIDRO**



WATER DISTRICT  
UNIVERSITY OF ILAGAN

# PREVENTIVE MAINTENANCE ALIBAGU ELEMENTARY SCHOOL PUMPING STATION



# ALINGUIGAN 3<sup>RD</sup> PUMPING STATION



# NHA I PUMPING STATION



# BLISS PUMPING STATION





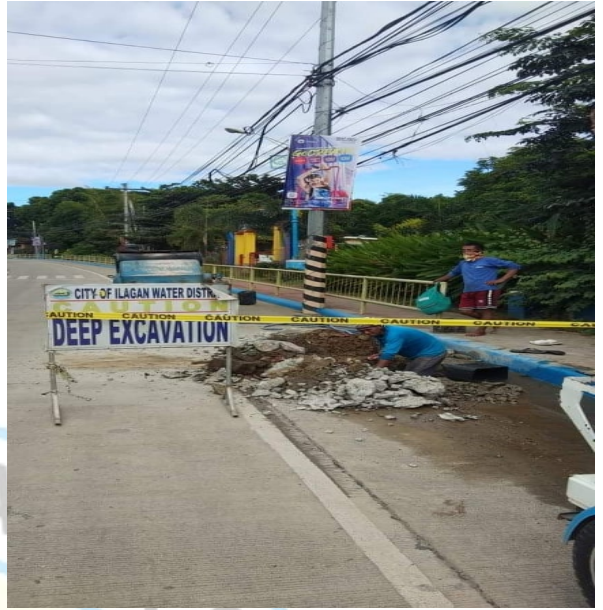
# MAINLINE AND SERVICE CONNECTION LEAK REPAIR

## BALIGATAN INFRONT OF LIMAH JOY HOTEL



## INFRONT OF ALIBAGU ELEMENTARY SCHOOL PUMPING STATION





**BESIDE ILAGAN SOUTH CENTRAL SCHOOL CALAMAGUI 1<sup>ST</sup>**



# DAILY MONITORING OF DOSING PUMP OPERATION

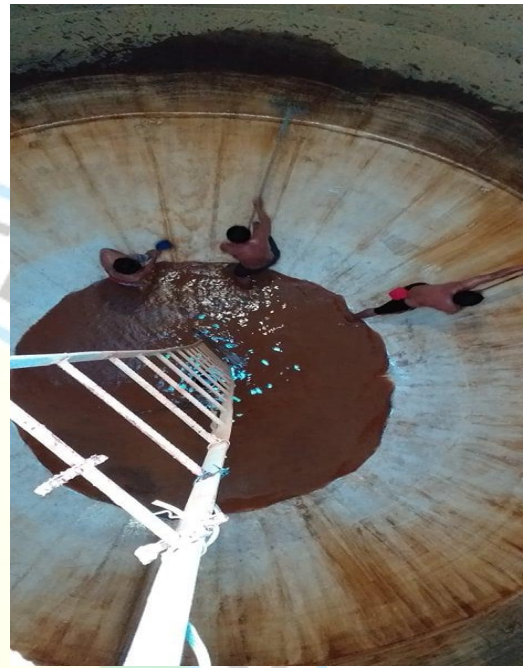
SAN ISIDRO PUMPING STATION

ILAGAN EAST PUMPING STATION



# STORAGE TANK CLEANING AND COLLECTION OF WATER SAMPLES

## NHA I ELEVATED TANK CLEANING



## RANDOM WATER SAMPLING



**FLUSHING ACTIVITIES  
INFRONT OF MORMON CHURCH, BRGY. CENTRO**



**MABINI ST.**

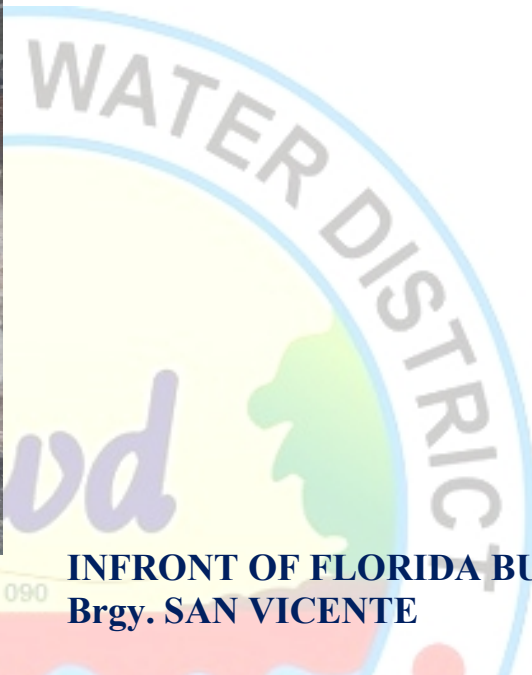


**PLARIDEL ST.  
Brgy. BAGUMBAYAN**



# INSTALLATION, REPLACEMENT AND REPAIR OF GATE VALVE

NEAR JD BRIDGESIDE RESTAURANT  
Brgy. SAN VICENTE



INFRONT OF FLORIDA BUS STA.  
Brgy. SAN VICENTE

