



# Muñoz Water District

Bayuga St., Science City of Muñoz

Tel. No. (044) 4560-599 e-mail: munozwaterdistrict@yahoo.com

December 21, 2017  
Board Resolution No. 24, S-2017  
**APPROVE 2018 BUDGET**

**WHEREAS**, there is a need to approve the MWD 2018 Budget to fund its operations proportionate to its financial viability;

**WHEREAS**, the 2018 Budget serves as financial plan of the district to attain MWD mission and goal;

**WHEREAS**, the 2018 Budget was presented and deliberated in the previous meetings and revisions were made to some items as discussed during deliberation;

**Now therefore**, on motion duly seconded and unanimously approved by all directors present, be it;

**Resolve as it is hereby resolved**, to approve the Muñoz Water District 2018 Budget.

APPROVED UNANIMOUSLY:

EDGARDO S. DELA CRUZ  
Vice Chairman of the Board

ROSARIO B. DE GUZMAN  
Director

RENATO C. VERGARA  
Chairman of the Board

MARIETA M. RECOMETA  
Director – Board Secretary

ANGELITTA F. GARCIA  
Director

MUÑOZ WATER DISTRICT  
**PROJECTED BALANCE SHEET**  
 December 31, 2018

**ASSETS**

<b>CURRENT ASSETS</b>		
Cash in Bank		2,091,089.32
Receivables:		
Accounts Receivables	1,552,257.84	
Less: Allowance for Doubtful Accts.	242,254.09	
Net - Accounts Receivable	1,310,003.75	
Notes Receivable	16,045.00	
Other Receivables	47,700.00	1,373,748.75
Inventories		8,264,119.36
Other prepayments		240,000.00
<b>Total Current Assets</b>		11,968,957.43
<b>NON-CURRENT ASSETS</b>		
Sinking Fund		
LWUA - MWD JSA	3,443,563.28	
Contingency fund	1,175,073.81	
Personnel Benefits reserve	3,905,944.72	
Guaranty deposits	2,495,236.69	11,019,818.50
Property, Plant & Equipment	80,253,240.18	
Less: Accumulated Depreciations	34,143,586.74	
Net: Property, plant and equipment	46,109,653.44	
Construction work in progress	12,348,963.63	58,458,617.07
<b>Total Non-Current Assets</b>		69,478,435.57
<b>OTHER ASSETS</b>		
Other Assets		903,262.54
<b>TOTAL ASSETS</b>		82,350,655.54


**LIABILITIES & EQUITY**


<b>CURRENT LIABILITIES</b>		
Accounts payable	383,772.92	
Due to BIR	110,042.36	
Guaranty deposits payable	2,040,821.03	
Guaranty/Security deposits payable	34,039.38	2,568,675.69
<b>Total Current Liabilities</b>		
<b>LONG TERM LIABILITIES</b>		
Loans Payable - Domestic	4,392,346.67	
Provisions (leave benefits)	3,872,503.22	8,264,849.89
<b>DEFERRED CREDITS</b>		
Deferred credits		775,738.53
<b>EQUITY</b>		
Retained Earnings		70,741,391.43
<b>TOTAL LIABILITIES &amp; EQUITY</b>		82,350,655.54

Recommending approval:

Approved as **Per Board Resolution No. 24 S. 2017** dated  
**December 21, 2017.**


  
 ENGR. ROGELIO L. MIGUEL  
 General Manager

  
 ANGELITA F. GARCIA  
 Director

  
 ROSARIO B. DE GUZMAN  
 Director

  
 MARIETA M. RECOMETA  
 Director

  
 EDGARDO S. DELA CRUZ  
 Director

  
 ENGR. RENATO VERGARA  
 Chairman of the Board

Munoz Water District  
 CASH BUDGET  
 FOR THE BUDGET YEAR 2018

	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>Cash Flows from operating Activities</b>					
Cash inflows:					
Collection of receivables	35,688,600.00	25,458,745.06	5,802,000.00	31,260,745.06	4,427,854.94
Collection of income	549,500.00	1,394,246.53	272,100.00	1,666,346.53	(1,116,846.53)
Collection of fines and pernalties	1,079,800.00	789,848.14	174,600.00	964,448.14	115,351.86
Collection of guaranty deposit	174,600.00	221,800.00	18,200.00	240,000.00	(65,400.00)
Collection of Notes receivable		28,405.00		28,405.00	(28,405.00)
Collection of meter maintenance fee	610,100.00			-	610,100.00
Refund of cash advances		8,372.06		8,372.06	(8,372.06)
<b>Total Cash inflows</b>	<b>38,102,600.00</b>	<b>27,901,416.79</b>	<b>6,266,900.00</b>	<b>34,168,316.79</b>	<b>3,934,283.21</b>
Cash Outflows					
Payment of Operating expenses	26,833,400.00	18,543,462.63	5,138,346.13	23,681,808.76	3,151,591.24
Remittance of GSIS/PAGIBIG/Wtaxes	1,397,700.00	931,484.95	180,169.92	1,111,654.87	286,045.13
Purchase of supplies	6,463,600.00	3,200,486.21	1,061,066.00	4,261,552.21	2,202,047.79
<b>Total Cash Outflows</b>	<b>34,694,700.00</b>	<b>22,675,433.79</b>	<b>6,379,582.05</b>	<b>29,055,015.84</b>	<b>5,639,684.16</b>
<b>Total Cash provided by operating activities</b>	<b>3,407,900.00</b>	<b>5,225,983.00</b>	<b>(112,682.05)</b>	<b>5,113,300.95</b>	<b>(1,705,400.95)</b>
<b>Cash flows from Investing Activities</b>					
Cash inflows					
Interest income	102,000.00	13,593.36	15,000.00	28,593.36	73,406.64
Transfer of reserve to cash fund	7,000,000.00	-	-	-	7,000,000.00
<b>Total Cash inflows</b>	<b>7,102,000.00</b>	<b>13,593.36</b>	<b>15,000.00</b>	<b>28,593.36</b>	<b>7,073,406.64</b>
Cash Outflows:					
CAPEX	10,612,600.00	1,504,634.26	2,088,536.00	3,593,170.26	7,019,429.74
Transfer of cash fund to (LWUA-JSA) 3%	1,143,078.00	834,209.77	187,116.00	1,021,325.77	121,752.23
Transfer of cash fund to (cont. fund) 3%	1,143,078.00	834,209.77	187,116.00	1,021,325.77	121,752.23
Transfer of CF to PS reserve 4% of payroll	414,816.00	104,300.00	57,800.00	162,100.00	252,716.00
Transfer of cash fund to guaranty deposit	610,100.00	260,388.72	18,200.00	278,588.72	331,511.28
<b>Total Cash Outflows</b>	<b>13,923,672.00</b>	<b>3,537,742.52</b>	<b>2,538,768.00</b>	<b>6,076,510.52</b>	<b>7,847,161.48</b>
<b>Total Cash provided by investing Activities</b>	<b>(6,821,672.00)</b>	<b>(3,524,149.16)</b>	<b>(2,523,768.00)</b>	<b>(6,047,917.16)</b>	<b>(773,754.84)</b>
<b>Cash flows from Financing Activities</b>					
Cash inflows					
-					
Cash Outflows:					
Payment of domestic loan	787,200.00	653,133.00	131,200.00	784,333.00	2,867.00
Payment of accounts payable	1,730,000.00	-	-	-	1,730,000.00
Payment of other payable	453,900.00	-	-	-	453,900.00
Other bank charges	-	-	2,000.00	2,000.00	(2,000.00)
<b>Total Cash Outflows</b>	<b>2,971,100.00</b>	<b>653,133.00</b>	<b>133,200.00</b>	<b>786,333.00</b>	<b>2,184,767.00</b>
<b>Total Cash provided by Financing Activities</b>	<b>(2,971,100.00)</b>	<b>(653,133.00)</b>	<b>(133,200.00)</b>	<b>(786,333.00)</b>	<b>(2,184,767.00)</b>
<b>Cash provided by Operating, Investing and Financing</b>	<b>(6,384,872.00)</b>	<b>1,048,700.84</b>	<b>(2,769,650.05)</b>	<b>(1,720,949.21)</b>	<b>(4,663,922.79)</b>
<b>Add: Cash and Cash equivalents - beginning</b>	<b>8,475,961.32</b>	<b>10,196,910.53</b>	<b>11,245,611.37</b>	<b>10,196,910.53</b>	<b>(1,720,949.21)</b>
<b>Cash and Cash equivalents - ending</b>	<b>2,091,089.32</b>	<b>11,245,611.37</b>	<b>8,475,961.32</b>	<b>8,475,961.32</b>	<b>(6,384,872.00)</b>

Recommending Approval

ENGR. ROGELIO L. MIGUEL  
 General Manager

Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.

ANGELITA F. GARCIA  
 Director

MARIETA M. RECOMETA  
 Director

ROSARIO B. DE GUZMAN  
 Director

EDGARDO S. DELA CRUZ  
 Director

ENGR. RENATO VERGARA  
 Chairman of the Board


Munoz Water District  
 INCOME STATEMENT BUDGET  
 FOR THE BUDGET YEAR 2018

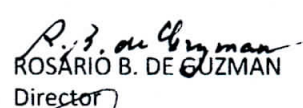
	Projected				Increase (Decrease)
	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Nov.-Dec., 2017	Total 2017	
Business Income	37,397,700.00	27,520,570.67	6,122,500.00	33,643,070.67	3,754,629.33
Less - Operation and Maintenance Expenses:					
Personal Services	9,872,400.00	6,547,224.73	1,446,400.00	7,993,624.73	1,878,775.27
Other Compensation	3,894,900.00	1,630,571.30	1,120,406.00	2,750,977.30	1,143,922.70
Personnel benefits contribution	1,397,700.00	911,235.70	180,169.92	1,091,405.62	306,294.38
Other Personnel benefits	2,312,100.00	1,033,289.21	468,400.00	1,501,689.21	810,410.79
Travelling Expenses	306,000.00	290,899.73	41,798.50	332,698.23	(26,698.23)
Training expenses	764,400.00	436,250.00	200,788.50	637,038.50	127,361.50
Supplies and materials expenses	1,002,600.00	708,553.13	132,012.20	840,565.33	162,034.67
Semi-expendable expenses	306,600.00	8,000.00	50,700.00	58,700.00	247,900.00
Utility Expenses	3,443,700.00	2,808,475.29	591,584.92	3,400,060.21	43,639.79
Communication Expenses	303,600.00	224,108.39	52,006.98	276,115.37	27,484.63
Extraordinary and Miscellaneous Expenses	156,000.00	54,220.50	20,281.00	74,501.50	81,498.50
Professional Services	306,000.00	84,800.00	19,000.00	103,800.00	202,200.00
General Services	921,700.00	686,522.82	164,000.00	850,522.82	71,177.18
Repairs and maintenance	1,542,800.00	551,355.63	279,831.56	831,187.19	711,612.81
Taxes, insurance Premiums and Other Fees	1,014,600.00	787,768.49	157,200.00	944,968.49	69,631.51
Other Maintenance and Operating Expenses	1,859,600.00	690,086.26	531,948.67	1,222,034.93	637,565.07
Financial Expenses	16,500.00	24,518.00	5,500.00	30,018.00	(13,518.00)
Non Cash Expenses	706,000.00	457,185.14	591,800.00	1,048,985.14	(342,985.14)
Depreciation expenses	3,966,000.00	2,928,615.71	591,800.00	3,520,415.71	445,584.29
<b>Total Operation and Maintenance Exp.</b>	<b>34,093,200.00</b>	<b>20,863,680.03</b>	<b>6,645,628.25</b>	<b>27,509,308.28</b>	<b>6,583,891.72</b>
Utility operating income	3,304,500.00	6,656,890.64	(523,128.25)	6,133,762.39	(2,829,262.39)
Add - Other income					
Interest income		85,423.18	15,000.00	100,423.18	(100,423.18)
Miscellaneous income	379,200.00	290,327.01	152,400.00	442,727.01	(63,527.01)
<b>Total Other Income</b>	<b>379,200.00</b>	<b>375,750.19</b>	<b>167,400.00</b>	<b>543,150.19</b>	<b>(163,950.19)</b>
<b>Net income (loss)</b>	<b>3,683,700.00</b>	<b>7,032,640.83</b>	<b>(355,728.25)</b>	<b>6,676,912.58</b>	<b>(2,993,212.58)</b>
Operating Ratio:	91%	76%	109%	82%	
Income Ratio	10%	26%	-6%	20%	
Net Income/Operating Revenues	10%	10%	10%	10%	

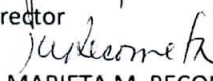
Recommending Approval

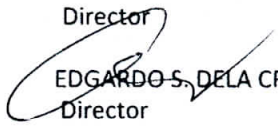
Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.


  
 ENGR. ROGELIO L. MIGUEL  
 General Manager

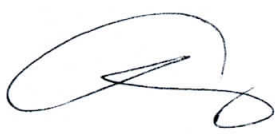
  
 ANGELITA F. GARCIA  
 Director

  
 ROSARIO B. DE GUZMAN  
 Director

  
 MARIETA M. RECOMETA  
 Director

  
 EDGARDO S. DELA CRUZ  
 Director

  
 ENGR. RENATO VERGARA  
 Chairman of the Board




MUNOZ WATER DISTRICT  
REVENUES BUDGET  
FOR THE BUDGET YEAR 2018

	Total Budgeted 2018	Total Actual Jan.-Oct. 2017	Projected Nov.-Dec, 2017	Total	Increase (Decrease)
<b>OPERATING REVENUES</b>					
1. Water Sales	36,045,600.00	26,048,276.00	5,828,200.00	31,876,476.00	4,169,124.00
2. Other Business Income					
Service connection fee	170,300.00	673,935.00	119,700.00	793,635.00	(623,335.00)
Interest Income	102,000.00	85,423.18	15,000.00	100,423.18	1,576.82
Fines and Penalties- Business Income	1,079,800.00	798,359.67	174,600.00	972,959.67	106,840.33
Total	1,352,100.00	1,557,717.85	309,300.00	1,867,017.85	(514,917.85)
3. Total Operating Revenues	37,397,700.00	27,605,993.85	6,137,500.00	33,743,493.85	3,654,206.15
<b>NON OPERATING REVENUES:</b>					
1. Miscellaneous Income	379,200.00	290,327.01	152,400.00	442,727.01	(63,527.01)

**BASIC ASSUMPTIONS:**


1. Service connection fee is computed at P300 per new service connection with average of 25 new service connection per month for the first quarter. Additional service connection for the succeeding months are based on the projected extension projects completed.
2. Fines - Penalties - business income is computed at 3% of water sales
3. Miscellaneous income is computed at P800.00 per new service connection.

Recommending Approval:

  
ENGR. ROGELIO L. MIGUEL  
General Manager

Approved as per Board Resolution No. 24 S. 2017 dated December 21, 2017.

  
ANGELITTA F. GARCIA  
Director

  
ROSARIO B. DE GUZMAN  
Director

  
MARIETA M. RECONMETA  
Director

  
EDGARDO S. DE LA CRUZ  
Director

  
ENGR. RENATO VERGARA  
Chairman of the Board

MUNOZ WATER DISTRICT  
ESTIMATED WATER SALES, COLLECTIONS AND PRODUCTION  
FOR THE BUDGET YEAR 2018

	Total Budgeted 2018	Total Actual Jan.-Oct. 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>WATER SALES</b>					
Service connection, beginning	4,874.00	4,503.00	4,804.00	4,503.00	371.00
Net additional connections	474.00	301.00	70.00	371.00	103.00
No. of connection, end	5,348.00	4,804.00	4,874.00	4,874.00	474.00
Average consumption per connection					
Effective Water Rate	22.00	22.00	22.00	22.00	
Cubic Meter Billed	26.80	26.60	26.60	26.60	
Cubic Meter Produced	1,343,650.00	936,247.00	217,250	1,153,497.00	190,153.00
Water Sales - Active Connections	1,575,425.00	1,199,345.00	264,939.00	1,464,284.00	111,141.00
Water Sales - Office	36,009,600.00	26,024,590.00	5,822,200.00	31,846,790.00	4,162,810.00
Total Water Sales	36,000.00	23,686.00	6,000.00	29,686.00	6,314.00
	36,045,600.00	26,048,276.00	5,828,200.00	31,876,476.00	4,169,124.00

**COLLECTION**

Collection on Current Month Billing (OTP=85%)	30,788,200.00	22,211,035.94	4,948,900.00	27,159,935.94	3,628,264.06
Collection of Arrears (CY = 82%)	4,665,000.00	3,191,899.76	862,900.00	4,054,799.76	610,200.24
Collection of Arrears (PY = 5%)	847,100.00	540,302.89	89,200.00	629,502.89	217,597.11
Total Collection	36,300,300.00	25,943,238.59	5,901,000.00	31,844,238.59	4,456,061.41
Less: Discount (2% of OTP)	611,700.00	457,185.14	99,000.00	556,185.14	55,514.86
Total Collection	35,688,600.00	25,486,053.45	5,802,000.00	31,288,053.45	4,400,546.55

**ACCOUNTS RECEIVABLE**


Accounts Receivable, Beginning	1,842,957.84
Accounts Receivable, End	1,552,257.84
Bad Debts Provision	94,300.00


Recommending Approval:

  
ENGR. ROGELIO L. MIGUEL  
General Manager

Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.

  
ANGELITA F. GARCIA  
Director

  
ROSARIO B. DE GUZMAN  
Director

  
MARIETA M. RECOMETA  
Director

  
EBGARDO S. DELA CRUZ  
Director

  
ENGR. RENATO VERGARA  
Chairman of the Board

MUNOZ WATER DISTRICT  
BUDGET APPROPRIATION FOR PERSONNEL SERVICES  
FOR THE BUDGET YEAR 2018

	Average Monthly Budget	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>1. Salaries and Wages Regular</b>	822,700.00	9,872,400.00	6,547,224.73	1,446,400.00	7,993,624.73	1,878,775.27
<b>2. Other Compensation:</b>						
Personnel Economic Relief Allowance	73,000.00	876,000.00	574,000.00	116,000.00	690,000.00	186,000.00
Representation Allowance	20,500.00	246,000.00	185,000.00	37,000.00	222,000.00	24,000.00
Transportation Allowance	20,500.00	246,000.00	185,000.00	36,228.00	221,228.00	24,772.00
Clothing Allowance	14,000.00	168,000.00	145,000.00		145,000.00	23,000.00
Honoraria			15,500.00		15,500.00	(15,500.00)
Hazard pay	18,250.00	219,000.00	143,500.00	29,000.00	172,500.00	46,500.00
Longevity Pay	833.33	10,000.00	15,000.00	10,000.00	25,000.00	(15,000.00)
Overtime and night pay	35,150.00	421,800.00	367,571.30	75,800.00	443,371.30	(21,571.30)
Year End Bonus	72,016.67	864,200.00		651,378.00	651,378.00	212,822.00
Cash Gift	16,250.00	195,000.00		165,000.00	165,000.00	30,000.00
Productivity enhancement incentives	16,250.00	195,000.00				195,000.00
Performance based bonus	37,825.00	453,900.00				453,900.00
Total other compensation	324,575.00	3,894,900.00	1,630,571.30	1,120,406.00	2,750,977.30	1,143,922.70
<b>3. Personnel Benefits Contribution</b>						
Life and Retirement Insurance Cont.	98,850.00	1,186,200.00	784,648.20	155,569.92	940,218.12	245,981.88
PAGIBIG Contributions	3,625.00	43,500.00	28,700.00	5,600.00	34,300.00	9,200.00
PHILHEALTH Contributions	10,375.00	124,500.00	69,187.50	13,400.00	82,587.50	41,912.50
ECC Contributions	3,625.00	43,500.00	28,700.00	5,600.00	34,300.00	9,200.00
Total	116,475.00	1,397,700.00	911,235.70	180,169.92	1,091,405.62	306,294.38
<b>4. Other Personnel Benefits</b>	192,675.00	2,312,100.00	1,033,289.21	468,400.00	1,501,689.21	810,410.79
<b>5. Total Personnel Services Budget</b>	1,456,425.00	17,477,100.00	10,122,320.94	3,215,375.92	13,337,696.86	4,139,403.14

*Allocation for Other Personnel Benefits includes:*  
 Anniversary Bonus - P3,000.00 per existing employee  
 Annual Physical Examination - P2,000 per employee existing employee  
 Mid Year Bonus equivalent to (1) month salary  
 Monetization of Leave Credits for 25 days (unused portion will be transferred to Personnel Benefits Fund at the end of the year)  
 Program on Awards and Incentive for Service Excellence (PRAISE) - 5% of salaries and wages  
 Performance Based Bonus

- Allocation for 2017 PBB charged to 2017 expenses and credited to other payables

Recommending Approval

ENGR. ROGELIO L. MIGUEL  
General Manager

Approved as per Board Resolution No. 24 S. 2017 dated December 21, 2017.

ANGELITTA F. GARCIA  
Director

RODARIO B. DE GUZMAN  
Director

MARILETA M. RECOMIETA  
Director

EDGARDO S. DELA CRUZ  
Director

ENGR. RENATO VERGARA  
Chairman of the Board

MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR MAINTENANCE, OPERATING AND OTHER EXPENSES  
 FOR THE BUDGET YEAR 2018

	Average Monthly Budget	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>5. Utility Expenses</b>						
Water expenses	2,800.00	33,600.00	23,686.00	4,800.00	28,486.00	5,114.00
Electricity(power used for pumping)	265,175.00	3,182,100.00	2,612,361.08	550,648.61	3,163,009.69	19,090.31
Electricity(power used for office)	19,000.00	228,000.00	172,428.21	36,136.31	208,564.52	19,435.48
<b>Total</b>	<b>286,975.00</b>	<b>3,443,700.00</b>	<b>2,808,475.29</b>	<b>591,584.92</b>	<b>3,400,060.21</b>	<b>43,639.79</b>
<b>6. Communication Expenses</b>						
Postage and courier services	2,000.00	24,000.00	415.00	7,000.00	7,415.00	16,585.00
Telephone expenses - mobile, office	6,400.00	76,800.00	63,999.74	12,144.62	76,144.36	655.64
Telephone expenses - mobile, BOD	2,500.00	30,000.00	25,000.00	5,000.00	30,000.00	-
Telephone expenses - landline	7,500.00	90,000.00	67,939.27	14,043.36	81,982.63	8,017.37
Internet Expenses	6,400.00	76,800.00	62,974.38	12,819.00	75,793.38	1,006.62
Cable, Satellite, telegraph and radio expenses	500.00	6,000.00	3,780.00	1,000.00	4,780.00	1,220.00
<b>Total</b>	<b>25,300.00</b>	<b>303,600.00</b>	<b>224,108.39</b>	<b>52,006.98</b>	<b>276,115.37</b>	<b>27,484.63</b>
<b>7. Extraordinary and miscellaneous expenses</b>						
Extraordinary and miscellaneous expenses	13,000.00	156,000.00	54,220.50	20,281.00	74,501.50	81,498.50
<b>8. Professional Services</b>						
Legal Services	3,000.00	36,000.00	800.00	6,000.00	6,800.00	29,200.00
Auditing Services	10,000.00	120,000.00	-	-	-	120,000.00
Other Professional services	12,500.00	150,000.00	84,000.00	13,000.00	97,000.00	53,000.00
<b>Total</b>	<b>25,500.00</b>	<b>306,000.00</b>	<b>84,800.00</b>	<b>19,000.00</b>	<b>103,800.00</b>	<b>202,200.00</b>
<i>Other professional services includes provision for the following:</i>						
<i>- Water quality Analysis (bacteriological analysis) - P78,000.00</i>						
<i>- Physical and Chemical test - P60,000.00</i>						
<i>- Maintenance of billing system - P 12,000.00</i>						
<b>9. General Services</b>						
General Services	76,808.33	921,700.00	686,522.82	164,000.00	850,522.82	71,177.18
<i>General services includes provision of (11) Job Orders for all divisions and DOLE-SPEs Program</i>						

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MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR MAINTENANCE, OPERATING AND OTHER EXPENSES  
 FOR THE BUDGET YEAR 2018

1. Travelling Expenses - Local

Travelling expenses - Office  
 Travelling expenses - BOD  
 Total

Includes Provision for:

PAWD Convention (February)  
 RCPO Convention (March)  
 PWWA Convention(October)

2. Training Expenses

Training expenses - office  
 Training expenses - BOD  
 Total

Training expense office include provisions for:

- Seminar Conducted by other agencies  
 - In house training  
 - Short course (Certified Procurement Specialist)

3. Supplies and Materials Expenses

Office Supplies expenses - office  
 Office Supplies expenses - BOD  
 Accountable form expenses  
 Gasoline, Oil and Lubricant Expenses (pumping)  
 Gasoline, Oil and Lubricant Expenses (Vehicle)  
 Chemicals and filtering supplies expense  
 Other supplies expenses

4. Semi Expendable Expenses

Semi-expendable expenses

	Average Monthly Budget	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
Travelling expenses - Office	18,500.00	222,000.00	221,480.50	24,560.00	246,040.50	(24,040.50)
Travelling expenses - BOD	7,000.00	84,000.00	69,419.23	17,238.50	86,657.73	(2,657.73)
Total	25,500.00	306,000.00	290,899.73	41,798.50	332,698.23	(26,698.23)
<b>OFFICE</b>						
PAWD Convention (February)	30,000.00	30,000.00				
RCPO Convention (March)	18,000.00					
PWWA Convention(October)	30,000.00	30,000.00				
<b>BOD</b>						
Training expenses - office	61,200.00	734,400.00	363,000.00	190,788.50	553,788.50	180,611.50
Training expenses - BOD	2,500.00	30,000.00	73,250.00	10,000.00	83,250.00	(53,250.00)
Total	63,700.00	764,400.00	436,250.00	200,788.50	637,038.50	127,361.50
<b>Training expense office include provisions for:</b>						
- Seminar Conducted by other agencies	172,000.00					
- In house training	274,000.00					
- Short course (Certified Procurement Specialist)	288,000.00					

Office Supplies expenses - office	22,000.00	264,000.00	167,840.02	22,800.00	190,640.02	73,359.98
Office Supplies expenses - BOD	3,700.00	44,400.00	400.00	7,400.00	7,800.00	36,600.00
Accountable form expenses	2,300.00	27,600.00	5,667.16	4,600.00	10,267.16	17,332.84
Gasoline, Oil and Lubricant Expenses (pumping)	6,250.00	75,000.00	43,873.00	21,707.20	65,580.20	9,419.80
Gasoline, Oil and Lubricant Expenses (Vehicle)	33,500.00	402,000.00	316,860.73	36,105.00	352,965.73	49,034.27
Chemicals and filtering supplies expense	14,800.00	177,600.00	144,993.97	-	144,993.97	32,606.03
Other supplies expenses	1,000.00	12,000.00	28,918.25	39,400.00	68,318.25	(56,318.25)
	83,550.00	1,002,600.00	708,553.13	132,012.20	840,565.33	162,034.67

Semi-expendable expenses	25,550.00	306,600.00				306,600.00
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*X.A.*

*[Signature]*

*W. Williams Jr*

*[Signature]*

MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR MAINTENANCE, OPERATING AND OTHER EXPENSES  
 FOR THE BUDGET YEAR 2018

Taxes, duties and licenses includes the following:

a. Franchise tax	718,900.00	d. Registration of Service Vehicle	28,800.00
b. Annual Registration to BIR	500.00	e. Property Tax	24,000.00
c. Annual Registration to NWRB/ERC	32,400.00		

12. Other Maintenance and Operating Expenses

Advertising expenses	35,500.00	426,000.00	41,043.94	47,018.67	88,062.61	337,937.39
Printing and publication expenses	5,200.00	62,400.00			-	62,400.00
Representation expenses	27,000.00	324,000.00	226,187.32	353,730.00	579,917.32	(255,917.32)
Membership dues and contribution to org.	2,000.00	24,000.00	12,730.00	6,000.00	18,730.00	5,270.00
Subscription expenses	1,200.00	14,400.00	4,775.00	2,400.00	7,175.00	7,225.00
Directors and committee members fee	61,400.00	736,800.00	405,350.00	122,800.00	528,150.00	208,650.00
Major Events and conventions fee	22,666.67	272,000.00			-	272,000.00
	154,966.67	1,859,600.00	690,086.26	531,948.67	1,222,034.93	637,565.07

Advertising expenses Includes provision for the following:

- Promotional items (anniversary token) 30,000.00
- Information dissemination - message cast 84,000.00
- Christmas raffle promo 300,000.00

Printing and Publication expenses includes provision for Printing of Customers handbook and calendar  
 Representation expenses includes the following items:

- Board meeting expenses - P72,000.00
- MWD Participation to sports activities (LGU/NEWADA) - P60,000.00
- MWD Anniversary Celebration - P60,000.00
- MWD Christmas party - P60,000.00

Directors and Committee Members fee includes allocation for PBI  
 Major events and conventions fee includes the following items:

- Attendance to the following conventions
- a. PAWD National Convention - P30,000.00
- b. PWMWA Convention - P72,000.00
- c. RCPO Convention - 19,000.00

d. Luzonwide HRMP Convention - P19,000.00

- Attendance to NEWADA General Assembly and Teambuilding Games - P132,000.00

P. J. R.






Richard



MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR MAINTENANCE, OPERATING AND OTHER EXPENSES  
 FOR THE BUDGET YEAR 2018

	Average Monthly Budget	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>10. Repairs and Maintenance</b>						
R & M - office buildings	3,000.00	36,000.00	8,148.75	3,220.00	11,368.75	24,631.25
R & M - pumphouse	2,200.00	26,400.00	16,871.40	6,400.00	23,271.40	3,128.60
R & M - other structures	2,000.00	24,000.00	9,753.49	4,000.00	13,753.49	10,246.51
R & M - office equipment	3,000.00	36,000.00		7,000.00	7,000.00	29,000.00
R & M - IT eqpt. and software	4,000.00	48,000.00	23,920.00	10,495.00	34,415.00	13,585.00
R & M - other equipment - power generating equipment	5,500.00	66,000.00	4,937.62	14,000.00	18,937.62	47,062.38
R & M - other equipment - pumping equipment	5,500.00	66,000.00	31,035.00	24,570.00	55,605.00	10,395.00
R & M - other equipment - water treatment equipment	4,500.00	54,000.00		3,000.00	3,000.00	51,000.00
R & M - Motor Vehicles	1,000.00	12,000.00	5,110.00	6,000.00	11,110.00	890.00
R & M - furniture and fixture	24,366.67	292,400.00	85,793.79	53,326.56	139,120.35	153,279.65
R & M - production well	1,000.00	12,000.00		4,180.00	4,180.00	7,820.00
R & M - reservoir and tank	38,000.00	456,000.00		500.00	500.00	455,500.00
R & M - trans. and dist'n. mains	6,000.00	72,000.00	1,915.00	500.00	2,415.00	69,585.00
R & M - services	500.00	6,000.00	226,755.15	75,400.00	302,155.15	(296,155.15)
R & M - meters	2,500.00	30,000.00	22,640.07	12,640.00	35,280.07	(5,280.07)
R & M - hydrants	22,500.00	270,000.00	52,169.36	16,000.00	68,169.36	201,830.64
Total	3,000.00	36,000.00	62,306.00	38,600.00	100,906.00	(64,906.00)
	128,566.67	1,542,800.00	551,355.63	279,831.56	831,187.19	711,612.81
<i>R &amp; M - office equipment includes maintenance of (2) photocopier</i>						
<i>R &amp; M - IT equipment and Software includes provision maintenance of CCTV</i>						
<i>R &amp; M Transmission and distribution mains includes replacement and repainting of butterfly valve for discharge line , fittings for mainline leak</i>						
<b>11. Taxes Insurance Premiums and Other fees</b>						
Taxes, duties and licenses	67,050.00	804,600.00	650,099.00	131,200.00	781,299.00	23,301.00
Fidelity Bond Premiums	1,400.00	16,800.00	12,187.50	2,800.00	14,987.50	1,812.50
Insurance Expenses	16,100.00	193,200.00	125,481.70	23,200.00	148,681.70	44,518.30
Total	84,550.00	1,014,600.00	787,768.20	157,200.00	944,968.20	69,631.80

*R.A.B.*  
*W. Bernhardt*  
  
  


MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR MAINTENANCE, OPERATING AND OTHER EXPENSES  
 FOR THE BUDGET YEAR 2018

	Average Monthly Budget	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>13. Financial Expenses</b>						
Interest expense	875.00	10,500.00	24,518.00		24,518.00	(14,018.00)
Other Financial Charges	500.00	6,000.00	-		-	6,000.00
<b>Total</b>	<b>1,375.00</b>	<b>16,500.00</b>	<b>24,518.00</b>	<b>-</b>	<b>24,518.00</b>	<b>(8,018.00)</b>
<b>15. Non Cash Expenses</b>						
Bad debts expenses	7,858.33	94,300.00	-	88,000.00	88,000.00	6,300.00
Other Discounts	50,975.00	611,700.00	457,185.14	99,000.00	556,185.14	55,514.86
<b>Total</b>	<b>58,833.33</b>	<b>706,000.00</b>	<b>457,185.14</b>	<b>187,000.00</b>	<b>644,185.14</b>	<b>61,814.86</b>
<b>16. Depreciation expenses</b>	<b>330,500.00</b>	<b>3,966,000.00</b>	<b>2,928,615.71</b>	<b>591,800.00</b>	<b>3,520,415.71</b>	<b>445,584.29</b>
<b>18. TOTAL MOOE</b>	<b>1,384,675.00</b>	<b>16,616,100.00</b>	<b>10,733,358.80</b>	<b>2,969,252.33</b>	<b>13,702,611.13</b>	<b>2,913,488.87</b>

Total MOOE includes provision for Gender and Development Plan for 2018

Recommending Approval  
 ENGR. ROGELIO L. MIGUEL  
 General Manager

Approved as per Board Resolution No. 24 S. 2017 dated December 21, 2017.  
 ANGELITA F. GARCIA  
 Director

ROSA R. de Guzman  
 ROSARIO B. DE GUZMAN  
 Director

MARIETA M. RECOMETA  
 Director  
 ENGR. RENATO VERGARA  
 Chairman of the Board

EDGARDO S. DELA CRUZ  
 Director


MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR CAPEX and PURCHASE OF MATERIALS AND SUPPLIES  
 FOR THE BUDGET YEAR 2018

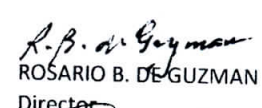
	Total Budgeted 2018
1. Pumping Station	
a. CCTV for pumping station	200,000.00
2. Infrastructure Projects	1,616,500.00
a. Site Development and Construction of	
3. Installation of various pumping/chlorinating equipments	
a. Electromechanical Equipment/Power generating set	2,666,100.00
b. Chlorinating equipment complete with accessories	120,000.00
c. PICO Box with complete accessories	100,000.00
4. Installation of outside electricals	2,886,100.00
5. Pipeline Extension	800,000.00
a. Purok 1, Brgy. Magtanggol to Purok 1, Brgy. Licaong	550,000.00
b. Purok Bayabasan, Brgy. Catalanacan	120,000.00
c. Purok Acacia, Brgy. Gabaldon	220,000.00
d. Asuncion Subdivision, Purok Maligaya, Pob. North	70,000.00
e. Tomas Subd. Pob. East - parallel pipes	400,000.00
f. Purok Briones, Brgy. Bical	120,000.00
g. Purok Nagsabaran, Brgy. Bical	450,000.00
h. Purok Maginhawa, Brgy. Bagong Sikat-De Vera Compound, Brgy. f	150,000.00
i. Purok Matulungin, Brgy. Bagong Sikat - Purok Saranay, Brgy. Balan	330,000.00
j. Purok Maligaya, Brgy. Bagong Sikat - Purok 2, Brgy. Cabisuculan	350,000.00
k. Purok 4, Brgy. Cabisuculan	450,000.00
l. Purok 5, Brgy. Cabisuculan	450,000.00
6. Replacement of 3" GI pipes along Catalanacan Bridge	3,660,000.00
6. Installation of blow-off/hydrants barricade	200,000.00
7. Plumbing Tools and Equipment	150,000.00
a. Surveyor's wheel	30,000.00
b. Pipe threading machine	400,000.00
d. Various Plumbing hand tools	50,000.00
8. Service Vehicles	480,000.00
a. 1 unit Motorcycle for meter reader	50,000.00
b. 2 units Motorcycle for maintenance with sidecar/trailer	225,000.00
9. Other Purchases	275,000.00
a. MS Office Software/ Anti-virus software/software for AR	150,000.00
b. Desktop CPU	45,000.00
c. Laptop Computer	50,000.00
d. 2 units Scanner	40,000.00
e. Office Chairs	60,000.00
<b>TOTAL CAPEX</b>	<b>10,612,600.00</b>
Monthly allocation	<b>884,383.33</b>
<b>PURCHASE OF SUPPLIES</b>	
1. Office Supplies	
Commercial Division	180,000.00
Admin-Finance Division	60,000.00
Office of BOD	44,400.00
Production/Maintenance/Engineering	24,000.00
2. Materials for service connection/Palit Metro	308,400.00
3. Water Treatment Supplies	5,977,600.00
<b>TOTAL Purchases</b>	<b>177,600.00</b>
Monthly allocation	<b>6,463,600.00</b>
	<b>538,633.33</b>

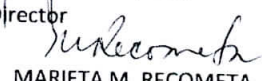
Recommending Approval

  
 ENGR. ROGELIO L. MIGUEL  
 General Manager


Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.

  
 ANGELITA F. GARCIA  
 Director

  
 ROSARIO B. DE GUZMAN  
 Director

  
 MARIETA M. RECOMETA  
 Director

  
 EDGARDO S. DELA CRUZ  
 Director

  
 ENGR. RENATO VERGARA  
 Chairman of the Board

MUNOZ WATER DISTRICT  
 BUDGET APPROPRIATION FOR PAYMENT OF LOANS AND ACCOUNTS PAYABLE  
 FOR THE BUDGET YEAR 2018

	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Nov.-Dec., 2017	Total 2017	Increase (Decrease)
<b>PAYMENT OF LONG TERM LOANS</b>					
<b>1. LWUA Regular Loan</b>					
Principal	227,100.00	146,097.00	33,200.00	179,297.00	47,803.00
Interest	10,500.00	24,518.00	6,400.00	30,918.00	(20,418.00)
Total	237,600.00	170,615.00	39,600.00	210,215.00	27,385.00
<b>2. LWUA NLIF</b>					
	549,600.00	458,000.00	91,600.00	549,600.00	-
<b>3. Total Payment of Long Term Loans</b>					
	787,200.00	628,615.00	131,200.00	759,815.00	27,385.00

**PAYMENT OF ACCOUNTS PAYABLE AND OTHER PAYABLES**

Payment of Accounts Payable	1,730,000.00	-	-	-	1,730,000.00
Payment of 2017 PBB	453,900.00	-	-	-	453,900.00

Recommending Approval: Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.

ENGR. ROGELIO L. MIGUEL  
 General Manager

ANGELITA F. GARCIA  
 Director

ROSARIO B. DE GUZMAN  
 Director

MARILETA M. RECOMETA  
 Director

EDGARDO S. DELA CRUZ  
 Director

ENGR. RENATO VERGARA  
 Chairman of the Board

	Total Budgeted 2018	Total Actual Jan.-Oct., 2017	Projected Oct.-Dec., 2017	Total 2017	Increase (Decrease)
1. Cash Fund to LWUA - JSA (3% of Cash Collection)	1,143,078.00	834,209.77	187,116.00	1,021,325.77	121,752.23
2. Cash Fund to Contingency Fund (3% of Cash Collection)	1,143,078.00	834,209.77	187,116.00	1,021,325.77	121,752.23
3. Cash Fund to Personnel Benefits Reserve (4% of Payroll)	414,816.00	104,300.00	57,800.00	162,100.00	252,716.00
4. Cash Fund to Guaranty Deposit Reserve	610,100.00	260,388.72	18,200.00	278,588.72	331,511.28
<b>Total</b>	<b>3,311,072.00</b>	<b>2,033,108.26</b>	<b>450,232.00</b>	<b>2,483,340.26</b>	<b>827,731.74</b>
5. Transfer of fund from Reserve to Cash Fund					
a. LWUA - JSA	3,500,000.00				3,500,000.00
B. Contingency fund	3,500,000.00				3,500,000.00
<b>Total</b>	<b>7,000,000.00</b>				<b>7,000,000.00</b>

Recommending Approval:

*le U*  
ENGR. ROGELIO L. MIGUEL  
General Manager

*[Signature]*  
ANGELITA F. GARCIA  
Director

*[Signature]*  
EDGARDO S. DELA CRUZ  
Director

*R.S. on signman*  
ROSARIO B. DEGUZMAN  
Director

*[Signature]*  
ENGR. RENATO VERGARA  
Chairman of the Board

*[Signature]*  
MARIETA M. RECOMETA  
Director

Approved as Per Board Resolution No. 24 S. 2017 dated December 21, 2017.

3,500,000.00  
3,500,000.00  
7,000,000.00