## ANNUAL REPORT

For the Period January 1, 2023 to December 31, 2023

### I. GENERAL

## A. ADMINISTRATIVE

1. Attached approved organizational about 1 mg.	
<ol> <li>Attached approved organizational charts in effect as year's end.</li> <li>Functional Chart</li> </ol>	
b. Position/Organizational Chart (Key employees only) - showing	YES
Permanent positions and incumbents	YES
7 Attach list of annuland	1E3
Attach list of employed personnel with pertinent information.  (List of Plantilla of Personnel for the Fiscal Year 2023)	
(1986) Figure 101 the Fiscal Fear 2023)	YES
The following summarizes the District's staffing	
a. Total number of employees	60
b. Number of permanent employees	69 42
c. Number of casual/temporary employees/laborers	17
<ul> <li>d. Number of employees meeting minimum qualifications per Job Description adopted by the District</li> </ul>	10
e. Number of employees not classified as casual/temporary	
who do not meet the minimum qualifications established	0
by the District	
2 Hardy Division I am	
3. Has the District adopted a policy prohibiting hiring of personnel related	
up to the fourth degree by affinity or consaguinity? (Yes or No)	Yes, CSC Rules
If not, how many of the employees are related to other employees	
of officials with the fourth degree by affinity of consaguinity?	
4. Has the District adopted rules and regulation	YES
a. Peronnel Matters	
b. Utility Customer Relations	YES
c. General Utility Operations	YES YES
	1 5 3
During the year, in how many instances (or how many times) have	
exemption to theses rules and regulations has been in special cases?	
cuses:	NONE
5. Attach list of policy - setting resolutions adopted, repealed or amended	
by the District Board including those adopting LWUA guidelines	
(Summary of Policy - Setting Resolutions)	YES
March Bratta Bratta	The state of the s
5. Has the District written and properly updated, reliable records of the following?	
(A field check may be undertaken, if necessary? Yes or no)  a. Customer Complaints	
b. Billing and Collection	YES
c. Deliquencies in Payment of Water Bills	YES YES
d. Meter Histories	YES
e. Service Connections	YES
f. Equipment Histories	YES
g. Equipment Downtime h. Bacteriological Tests	YES
i. System Pressure	YES
j. Leak Reports	YES YES
k. Unaccounted for Water	YES
I. Pump Effeciencies	YES
m. Water Production	YES
n. Water Production	YES
o. Valve and pipeline location p. General Accounting	YES
q. Stock Inventory	YES
r. Stores Usage	YES YES
s. Employees Record	YES
t. Minutes and Board Meetings	YES
For this year, Auditing has been done but he Commission	
For this year, Auditing has been done by the Commission on Audit	YES
Attach list of reports prepared regularly by the District on a monthly basis as	
required in the Commercial Practice Manual (Omit this item if the District has not yet	
installed the commercial practices system in which case, indicate that the said	
system has not yet been installed yet. (List of Reports Prepared Regularly)	
(List of Reports Frepared Regularry)	Annex E

## B. FINANCIAL/COMMERCIAL

<ol> <li>Attach the District's financial statements for the report year including a comparison of the immediate past year.</li> </ol>	Annex F
2. For the year under report, the District's total <i>budgetary outlay</i> was broken down int (Source: Approved Budget)	o: P 89,071,000.00
a. Operating Outlay	1 65,071,000.00
b. Capital Outlay	P 69,118,000.00
c. Special budgets, if any (additional budget )-Contingency	P 14,962,000.00
d. Debt Service	P 0.00
e. Reserve	P 4,091,000.00 P 900,000.00
3. For this same <i>one-year</i> period, the District's Gross Revenue was broken down into:	
(Source: Financial Report)	P 74,112,904.29
a. Collection from water sales	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
b. Other water revenues	P 70,240,663.49
c. Other non-operating income	P 3,863,823.23
d. Proceeds from LWUA loan to finance new service connections	P 8,417.57
d. Proceeds from LWOA loan to finance new service connections	
4. For this same <i>one-year</i> period, the District's expenditures was broken down into:	
(Source: Financial Report)	P 81,815,443.81
a. Operational (operation & maintenance expenses, including depreciation)	P 65,306,911.78
b. Capital Outlay	P 12,188,345.99
c. Annual Debt Servicing (Annex G - Summary of Loan Payments to LWUA)	P 4,320,186.04
s. For this same one-year period, the total salaries, wages & other emoluments paid	
for the District's employees where broken down into:	
sta bistacts employees where broken down into:	P 17,612,120.22
a. For permanent employees	P 12,368,093.86
b. For casual/temporary	P 5,244,026.36
5. Expenses for power/fuel for pumping during the year (Acct. #726, if Commercial	
Practices Accts. are in effect):	P 14,508,341.60
7. Total amount billed during the year is broken down into:	P 70,346,462.25
Residential & Govt	P 63,184,222.85
Commercial and other	
. Total amount collected (water sales only during the year is broken down into:	P 70,127,609.47
a. Current Billings	2 57 040 407 4
b. Arrears	P 67,012,497.17 P 3,115,112.30
Total amount uncollected (deliquent) at year's end excluding Bad Debts	P 0.00
0. Total reserves at year's end	
	P 2,129,793.06
1. Complaints filed, processed and settled during the year	
a. Total number filed, processed and settled during the year	3,029
b. Number dismissed for lack of merit/wothdrawn	0
c. Number investigated	3,029
d. Number settled to the satisfaction of complaints	3,029
e. Number elevated to the District Board of Directors	0
f. Number settled by the Board	0
g. Number elevated to the higher authorities	0
2. At year's end, the following water charges were in force:	
<ol><li>At year's end, the following water charges were in force: (Annex H-Approved Water Rates Schedule)</li></ol>	Annex H
	Annex H Yes

### C. TECHNICAL

1. Has the District adopted by Board Resolutions, a set of design and construction	
standard: (res or No)	VEC
If so, who prepared it?	YES
is it being adhered to strictly?	BOD YES
2 December 21 and a second	TES
2. Does the District undertake bacteriological test of its water? (Yes or No)	YES
How often are these test made per year?	Monthly
Is LWUA being furnished copies of these test reports? (Yes or No)	YES
For the report year, how many such reports were submitted to LWUA?	12
3. State the method of water treatment employed by the District, if any	
the district, if any	Chlorination
4. Does the District undertake regular pump efficiency test? (Yes or No)	
How many of these pumps does the District have in its system?	Yes
How many of these pumps are operational?	7
	7
D. OPERATIONAL	
1 Total water made to a first	
Total water production during the year in cubic metes	3,347,732
(Annex I-Summary of Water Production and Consumption)	Annex I
Total water billed in cubic meters	2,712,176
Average per capita consumption in lpd	15,292,800 LPD
2. Attach list of Water Sources (Annex J-WD Water Sources)	
Water Sources)	Annex J
3. Is the District provided with measuring devices to measure their water	
production? (Yes or No)	VEC
If yes, what type?	YES
If not, how do you measure productions	Electro Magnetic Flow Meter
A As of yearle and the Division of the same	
4. As of year's end, the District has the following existing service connection and	
related information. (Annex K-Service Connection Growth)	Annex K
a. Total number of existing connections (Active & Inactive Connection)	
b. Number of Active Connections	14,539
c. Number of Metered Connections	12,702
With functioning meters	12,702
2. With non-functioning meters	12,702
d. Number of flat rate connections	0
e. Number of connections regularly billed	0
f. Number of deliquent concessionaires	_
g. Average number of customers per connections (HH)	1,837 5
5. Estimated population of district service areas	109,549
a. Estimated population served by utility whether fully or partially	
partially	63,350
6. Because of inadequate facilities, the District had to provide partial service	
in accordance with the following average length of time each 24-hours day:	
a. Less than 6 hours service	N/A
b. 7-12 hours service	N/A
c. 13-18 hours service	N/A
d. 19-24 hours service	N/A
(Note: You may vary the number of hours as may be necessary to suit actual conditions)	
7. Attach list of major equipment and machinery (with an initial cost of at least	
P 10,000.00 including pertinent information). (Annex L-List of Major Equipments)	Annex L
	Affilex L
8. Does the District keep written record of request for service? (Yes or No)	YES
a December record should be a start of the s	
a. Does the record show the date when such requests were made and the nature	
of the service requested (Yes or No)	YES
b. On the average, how long (in days) does it take the District to respond and attend such requests?	
c. How many such reports were received during the year?	24 hours
d. How many such reports were received during the year?	3,029 3,029
	3,043
Prepared by: Approved by:	
Approved by.	

Engr. Perseverando T. Aienza General Manager

### ANNUAL REPORT

For the Period January 1, 2023 to December 31, 2023

### I. GENERAL

## A. ADMINISTRATIVE

1. Attached approved organizational description	
<ol> <li>Attached approved organizational charts in effect as year's end.</li> <li>Functional Chart</li> </ol>	
b. Position/Organizational Chart (Key employees only) - showing	YES
Permanent positions and incumbents	VEC
2 Attach list of sources	YES
<ol> <li>Attach list of employed personnel with pertinent information.</li> <li>(List of Plantilla of Personnel for the Fiscal Year 2023)</li> </ol>	
( as a serial and of the following f	YES
The following summarizes the District's staffing	
a. Total number of employees	69
b. Number of permanent employees	42
c. Number of casual/temporary employees/laborers d. Number of employees meeting minimum qualifications per	17
Job Description adopted by the District	10
e. Number of employees not classified as casual/temporary	
who do not meet the minimum qualifications established	0
by the District	
3. Has the District adopted a policy prohibiting hiring of personnel related	
up to the fourth degree by affinity or consaguinity? (Yes or No)	
the solution is a consuguint of the solution in the solution is a solution in the solution in the solution in the solution is a solution in the solution in the solution in the solution is a solution in the solution in the solution in the solution is a solution in the so	Yes, CSC Rules
If not, how many of the employees are related to other employees	
of officials with the fourth degree by affinity of consaguinity?	
4. Has the District adopted rules and regulation	
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a. Peronnel Matters	V50
b. Utility Customer Relations	YES YES
c. General Utility Operations	YES
During the year in how many instance (as here	
During the year, in how many instances (or how many times) have exemption to theses rules and regulations has been in special	
cases?	NONE
	NONE
5. Attach list of policy - setting resolutions adopted, repealed or amended	
by the District Board including those adopting LWUA guidelines (Summary of Policy - Setting Resolutions)	
(Sammary of Poncy - Setting Resolutions)	YES
6. Has the District written and properly updated, reliable records of the following?	
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g. Equipment Downtime	YES YES
h. Bacteriological Tests	YES
i. System Pressure	YES
j. Leak Reports k. Unaccounted for Water	YES
I. Pump Effeciencies	YES
m. Water Production	YES
n. Water Production	YES YES
o. Valve and pipeline location	YES
p. General Accounting	YES
q. Stock Inventory	YES
r. Stores Usage s. Employees Record	YES
t. Minutes and Board Meetings	YES
3	YES
. For this year, Auditing has been done by the Commission on Audit	YES
. Attach list of reports prepared regularly by the District on a monthly basis as	
required in the Commercial Practice Manual (Omit this item if the District has not yet	
installed the commercial practices system in which case, indicate that the said	
system has not yet been installed yet.	
(List of Reports Prepared Regularly)	Annex E

## TIAONG WATER DISTRICT ANNUAL REPORT

For the Period January 1, 2023 to December 31, 2023

## II. PROFILE

# 1. THE WATER DISTRICT & ITS PHYSICAL SYSTEM'S FACILITIES

			ACILITIES		
A. ORGANIZATION					
1. Date Formed		Nove	ember 19, 1980	Age (months) as of 12/31/23	
2. Date CCC was issued			May 4, 1981	CCC No.	506
3. Personnel		ROMAN AND AND AND AND AND AND AND AND AND A	69	CCC NO.	151
Comments: (adequa	cy, qualific	ation, per	formance & others)		
B. EXISTING SYSTEM'S FACI	LITIES				
1. Service					
1.1 Service Area					
1.2 Population of	Service Are	ea (Latest)			30 Barangay of Tiaong, Quezon
1.3 No. of Househ					109,549
1.4 No. of Persons		ld			21,910 5
1.5 Service Time (	hrs./day)				24 hours/day
Structure and Equipm     2.1 Administration					
Office Area					
Office Equipme	nt (soa List	of Major	Carrie and A		60 sq m
omec Equipme	iit (see List	OI Wajor	Equipments)		Annex L
2.2 If rented, how	much per r	month?			P5,000.00
2.3 Type of Water	Source				Deepwell
Rated Capacity	per day (cu	.m. / day)			15,292.80 m <sup>3</sup> / day
2.4 Reservoir (desc	cription, bu	ilt, dimen	sion and capacity)		
1 unit	150 c	u.m	Concrete Ground Lumingon, Tiaon	d Tank Reservoir at g, Quezon	
2 5 Water Sources	/Annou V M	VD 144 .			

## 2.5 Water Sources (Annex K-WD Water Sources)

## 2.6 Service Connections

Туре	Flat	Metered	Total
Residential Government	0	12,227	12,227
Commercial	0	442	442
Bulk	0	1	1
Total	0	12,670	12,670

2.7 Production	
Average Monthly Production	
a. Booster/Pumping (cu.m)	278,978
b. Bulk Water (cu.m)	
Production Efficiency % (average/month)	
(Total Water Utilized/Total Production)	81%
NRW % (19%) YTD	19%

## 2. CURRENT OPERATION / FINANCIAL HIGHLIGHTS

A. Existing Water Rates (Annex H-Water Rates Schedule)	Annex H
B. Operating Income/Expenses	Аппех п
Average Water Sales (average/mo)	
Average Collection (average/mo)	P 6,171,373.64
Average Expenses-O & M for the year (average/mo)	P 5,843,967.46
werage Expenses-O & Writer the year (average/mo)	P 5,638,784.63
C. Financial Highlights (rate & status)	
Current Ratio = Current Assets Current Liabilities	1.9:1
Long Term Debt/Equity Ratio	
Monthly Biling (average/mo)	0.77:1.00
Collection Efficiency-% of On-Time Payment (YTD)	P 5,862,205.18
(TD)	95%
3. COMMUNITY ECONOMIC PROFILE	
A. Total Population (covered by the Water District)	98,460
B. Average Monthly Family Income in the Area	
, and the first	9,438
C. Major Source of Income	Agricultural / Retail Trade
D. Average Monthly Family Expenditure in the Area	
E. City/Municipal Revenue (CY 2022) (IRA)	445,794,395.87
F. Average Rate of Mortality per 100,000 population due to waterborne diseases (CY 2023) (e.g. diarrh	8
G. Average Rate of Morbidity per 100,000 population due to waterborne diseases (CY 2023) (e.g. diarri	78
H. Major Agricultural. Industrial and Commercial activities	
Palay/Corn/Coconut Production, Carabao/Cattle/Swine/Goat/Livestock Production, Retai	

#### 4. OTHER INFORMATION

- 1. The District has no Bulk Water per month.
- ${\bf 2. \ The \ District \ has \ implemented \ the \ Meter \ Clustering \ System \ to \ help \ alleviate \ water \ pilferage.}$
- 3. The District has regularly monitors the Residual Chlorine in various strategic points of its water supply system.
- 4. The District has maintained its established safety programs and standard operating procedure.
- 5. The District has continued implementing the 5% discount for water bill of Senior Citizens.
- 6. The District has approved the Gender and Development Budget for CY 2023 in compliance with RA 9710.
- 7. The District has adopted and implemented the approved Strategic Performance Management System (SPMS).
- 8. The District has religiously paid the principal and interest of its various loans to LWUA.

Signed By:

ENGR PERSEVERANDO T. ATIENZA

GENERAL MANAGER