



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

ANNUAL REPORT
For the period January 1 to December 31, 2018

I- GENERAL

A. ADMINISTRATIVE

1. Attached approved organizational charts in effect as of year's end
 - a. Position/Organizational Chart Annex A

2. Attached list of employed personnel with pertinent information
(List of Plantilla of Personnel for the Fiscal Year 2018) Annex B
The following summarizes the District' staffing:
 - a. Total number of employees 5
 - b. Number of permanent employees 5
 - c. Number of casual/temporary employees/laborers 0
 - d. Number of employees meeting 5
 - e. Number of employees not 0

3. Has the District adopted a policy prohibiting hiring of personnel related up to the fourth degree by affinity of consanguinity? (Yes or No) None

if not, how many of the employee are related to other employees of officials with the fourth degree by affinity of consanguinity? None

4. Has the District adopted rules and regulations regarding the following: Yes
 - a. Personnel Matters Yes
 - b. Utility Customer Relations Yes
 - c. General Utility YesDuring the year, in how many instances Five (5)



LEMERY WATER DISTRICT
 Carnero Subd., Barangay Sangalang
 Lemery, Batangas

5. Attached list of policy-setting resolutions adopted, repealed or amended by the District Board including those adopting LWUA guidelines (Summary Of Policy-Setting Resolutions) Annex C

6. Has the District monitored the written and reliable records properly updated of the following:

a. Customer Complaints	<u>Yes</u>
b. Billing and Collection	<u>Yes</u>
c. Delinquencies in payment of water bill	<u>Yes</u>
d. Meter Histories	<u>Yes</u>
e. Service Connections	<u>Yes</u>
f. Equipment Histories	<u>Yes</u>
g. Equipment Downtime	<u>Yes</u>
h. Bacteriological Tests	<u>Yes</u>
i. System Pressure	<u>Yes</u>
j. Leak Reports	<u>Yes</u>
k. Unaccounted for Waters	<u>Yes</u>
l. Pump Efficiencies	<u>Yes</u>
m. Water Production	<u>Yes</u>
n. Water Consumption	<u>Yes</u>
o. Valve and Pipeline Locations	<u>Yes</u>
p. General Accounting	<u>Yes</u>
q. Stock Inventory	<u>Yes</u>
r. Stores Usage	<u>Yes</u>
s. Employees Record	<u>Yes</u>
t. Minutes of Board meetings	<u>Yes</u>

7. For this year, auditing has not yet been done by the COA Not Yet

8. Attached list of reports being prepared regularly by the district on monthly basis. Annex D

- a. Monthly Data Sheet
- b. Income Statement (Condensed and Detailed)
- c. Cash Flow Statement



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

- d. Statement of Changes in Equity
- e. Bank Reconciliation Statement

B. FINANCIAL

1. Attach the District's financial statements for the report year including a comparison of the immediate past year. Annex E

2. For the year under report, the District's total budgetary outlay were broken down into:
 - a. Operating Outlay Php7,281,231.91
 - b. Capital Outlay Php30,000.00
 - c. Reserved Budgets Php0.00

3. For this same one-year period, the District's Gross Revenue were broken down into:
 - a. Collection from Water sales Php0.00
 - b. Other Water Revenue Php 0.00
 - c. Other Non-Operating Income Php10,312,033.35
 - d. Proceeds from LWUA loan to finance new service Connections Php0.00

4. For this same one-year period, the district's expenditure was broken down into:
 - a. Operational (operation & Maintenance Expenses, including depreciation) Php10,540,184.85
 - b. Capital Outlay Php0.00

 - c. Annual Debt Service (Summary of Loan Payments of LWUA) Php1,217,616.87

5. For this same one-year period, the total salaries, wages and other emoluments paid for the district's employees were: Php2,533,788.00

This is broken down into:



LEMERY WATER DISTRICT
 Carnero Subd., Barangay Sangalang
 Lemery, Batangas

a.	For permanent employees	<u>Php 2,533,788.00</u>
b.	For casual/contractual employees	<u>Php 0.00</u>
6.	Expenses for power/fuel for pumping during the year	<u>Php 0.00</u>
7.	Total amount billed during the year	
	This is broken down into:	
a.	Total Billings (Current & Old Accounts)	<u>Php 81,993,865.07</u>
b.	Old Accounts	<u>Php 00.00</u>
8.	Total amount collected (water sales only) during the year	<u>Php 80,322,482.78</u>
	This is broken down into:	
a.	Current Billings	<u>Php 80,286,853.34</u>
b.	Arrears	<u>Php 35,629.44</u>
9.	Total amount uncollected (delinquent) at year's end excluding Bad Debts	<u>Php 0.00</u>
10.	Total Reserve at Year's end	<u>Php 3,067,316.96</u>
11.	Complaints filed, processed and settled during the year	<u>0</u>
a.	Total number filed	<u>0</u>
b.	Number dismissed due to lack of merit/withdrawn	<u>0</u>
c.	Number investigated	<u>0</u>
d.	Number settled to the satisfaction of complaints	<u>0</u>
e.	Number elevated to the District's Board of Directors	<u>0</u>
f.	Number settled by the Board	<u>0</u>
g.	Number elevated to the higher authorities	<u>0</u>
12.	At year's end, the following water rate charges were enforced:	<u>Yes</u>
	Had these rates been submitted to LWUA for review? Yes or No	<u>Yes</u>
C.	TECHNICAL	
1.	Has the district adopted, by Board Resolution, asset of design and construction standard? (Yes or No)	Yes



LEMERY WATER DISTRICT
 Carnero Subd., Barangay Sangalang
 Lemery, Batangas

	If so, who prepared it?	Primewater
	Is it being adhered to strictly? (Yes or No)	Yes
2.	Does the District undertake bacteriological tests of its water? (Yes or No)	Yes
	How often are these tests 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 method of water treatment employed by the district, if any?	Chlorination
4.	Does the district undertake regular pump efficiency tests? (Yes or No)	Yes
D. OPERATIONAL		
1.	Total water production during the year in cubic meters	<u>3,926,926</u>
	Total water billed in cubic meters	<u>2,862,088</u>
	Average in capita consumption in cubic meter	
2.	Attach list of Water Sources	<u>Annex F</u>
3.	Is the district provided with measuring devices to measure water production? (Yes or No)	Yes
	If yes? What type?	Flow meter
4.	As of year's end, the district has the following existing service connections and related information: (See Annex G-Service Connection Growth)	
		<u>Annex G</u>
a.	Total number of existing connections	<u>13,131</u>
b.	Number of Active Connections	<u>11,329</u>
c.	Numbered of Metered Connections	
	1. With functioning meters	<u>11,329</u>
	2. With non-functioning meters	<u>0</u>
d.	Number of flat rate connections	<u>0</u>
e.	Number of connections regularly billed	
f.	Number of delinquent concessionaires	
g.	Average number of customers per connection (HH)	<u>5</u>
5.	Estimated population of the District's service area	<u>93,157</u>
	a. Estimated population served by	<u>54,455</u>
6.	The following operational hours is observed:	
	a. 7-12 hours service	
	b. 13-18 hours of service	



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

c. 19-24 hours of service

(Note: You may vary the number)

7. Attach List major equipment and machinery Annex H
8. Does the District keep written record of request for services? (Yes or No) Yes
- a. Do the record show the date when such requests were made and the nature of the service requested? Yes
- b. On the average, how long does it take the district to respond and attend of the service requested?
- | | |
|---------------------------------|------------|
| Maintenance | ½ to 1 day |
| Service Connection/Installation | 1-3 days |
- c. How many such reports were received during the year?
- d. How many of these reports were attended during the year?



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

II. PROFILE

I. THE WATER DISTRICT & ITS SYSTEM FACILITIES

A. ORGANIZATION:

1. Date Formed	<u>August 08, 1981</u>	Age (months)	<u>37 (444)</u>
2. Date CCC was Issued	<u>November 17, 1981</u>	CCC No.	<u>169</u>
3. Personnel	<u>Five (5)</u>		

Comments: (adequacy, qualification, performance & others)

B. EXISTING SYSTEM FACILITIES

I. Service

1.1 Service Area	<u>39 brgys.</u>
1.2 Population of Service Area (Latest Census)	<u>93,157</u>
1.3 Number of Persons/Household	<u>5</u>
1.4 Service Time (hours/day)	<u>24</u>

2. Structure and Equipment

2.1 Administrative Building	
Office Area	<u>431sq. m.</u>
Parking Area	<u>434sq. m.</u>
2.2 Type of Water Source	<u>Deepwells</u>
Rated capacity per day (cu m/day)	<u>10,5000 cu m/day</u>
2.3 Reservoir (description, built, dimension and capacity)	

1 unit	5,000	Gals	Elevated Steel Tank reservoir at Barangay Dita, Lemery, Batangas
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2.5 Water Sources - (LEWAD Water Sources)



LEMERY WATER DISTRICT
 Carnero Subd., Barangay Sangalang
 Lemery, Batangas

2.6 Service Connection

Type	Flat	Metered	Total
Residential/Govt	N/A	10,116	10,116
Commercial/Industrial	N/A	968	968
Semi-Commercial A	N/A		
Semi-Commercial B	N/A	245	245
Semi-Commercial C	N/A		
Total		11,329	11,329

2.7 Production

Average Monthly Production

a. Booster / Pumping Station (cu m)	<u>316,035</u>
b. Bulk Water (cu m)	<u>0</u>

Production Efficiency % (average per month)	<u>221,958</u>
(Total water utilized/total production)	<u>68%</u>
NRW% YTD	<u>29.37%</u>

C. CURRENT OPERATION/FINANCIAL HIGHLIGHTS

A. Existing water rates (Water Rates Schedule)	<u>ANNEX I</u>
B. Operating Income / Expenses	
Average Water Sales (ave. Per month)	<u>5,324,133.80</u>
Average Collection (ave. Per month)	<u>5,108,248.37</u>
Average Expenses - O & M for the year	
(ave. Per month)	<u>529,576.00</u>
C. Financial Highlights (rate % status)	



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

Current Assets

Current Ratio = Current liabilities 2.97:1

Long Term Debt/Equity ratio 0.13

Monthly Billing (ave. Per month) 4,893,925.66

Collection Efficiency- % of On-Time Payment (YTD) 97%

D. COMMUNITY ECONOMIC PROFILE

(Based on the latest MPDC data)

A. Total Population (covered by the Water District)

54,455

B. Average Monthly Family Income in the Area

C. Major Source of Income

Fishery & Agriculture

D. Average Monthly Family Expenditure in the Area (2011)

E. Municipal Revenue (CY 2012)

142,118,902.65

F. Average Rate of Mortality per 100,000 population
due to water borne

0

G. average Rate of Morbidity per 100,000 population
due to water borne

0

H. Major Agricultural, Industrial & Commercial Activities
Coconut/fruit/Vegetable production;



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

MAJOR ACCOMPLISHMENTS TO DATE:

A. ALL HEART'S DAY.





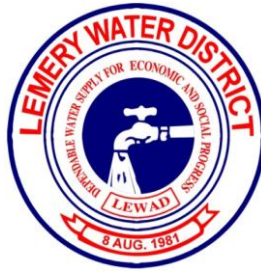
LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas



LEWAD and PRIMEWATER employees shared and gathered for a simple Valentine's breakfast at the Board of Directors Office on February 13, 2018. All employees were given flowers and chocolates. The activity aimed to promote good camaraderie and bonding among employees.

B. COASTAL CLEAN-UP





LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas



EVERY September, the Lemery Water District and Primewater Lemery participated in the Coastal Cleanup (ICC) organized by the Municipal Government of Lemery, Lemery, Batangas which provides opportunity to make a difference in the deterioration of our oceans.

The Coastal Clean-up was conducted along the coastline of Barangay Sambal Ibaba, Lemery, Batangas, which aims to further protect ocean waters, marine wildlife and habitat, human health and safety.

The Coastal Clean-up in order to get rid of trash, provide information and raise environmental awareness. It is expected to have an output that involves local stakeholders to have a better appreciation on the importance of dedicating efforts to have a trash free-seas, coasts, and other significant water bodies.

Furthermore, its objectives are to involve various sectors within the municipality for the protection of rivers, coasts and waterways; to campaign for clean waterways, rivers and coastal areas; to support the worldwide campaign to beat plastic pollution; and more importantly to encourage the participation of the people.



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

C. TEAMBUILDING ACTIVITIES.



LEWAD and Primewater Lemery conducted a Team Building Activity 2018 that focused on “capacitating” workforce on the importance of everyday workplace collaboration for a better service held on April 2018 at Taal Maranan’s Farmville, Taal, Batangas.



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

The objectives of the said activity were to assess the effects of team-building on communication and teamwork among **LEWAD and Primewater Lemery** male and female staff, to build and serve on high- performance, effective teams and to help meet **agency's** goals and objectives.

To have a better workplace, workforce should be able to evolve in an environment that promotes their well-being and compliment with other employees.

“Small dreams are reached alone, Great dreams require others, You cannot succeed alone no matter how talented or skillful you are” – Francis Kong.

D. PARTICIPATION IN THE PARADE OF BUSINESS ESTABLISHMENT.

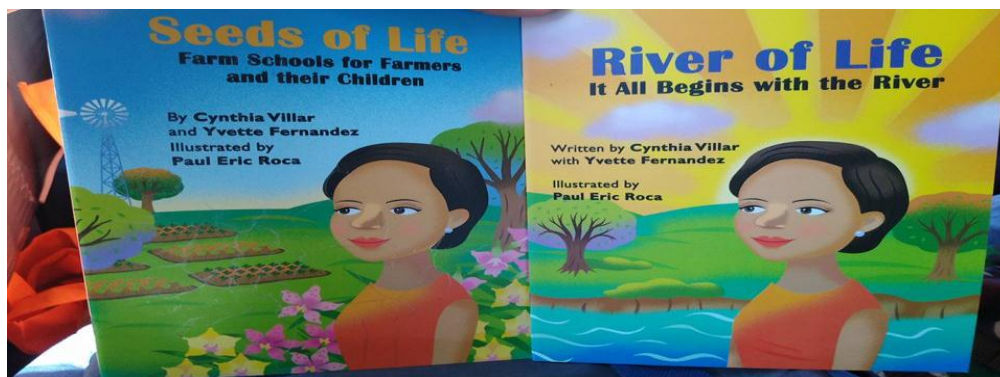


The Lemery Water District and Primewater Lemery participated in the Parade of Business Establishment on August 13, 2018.



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

E. LAKBAY ARAL: VISIT AT VILLAR SIPAG FARM SCHOOL, INC





LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

The STAWD Summit delegates joined the Lakbay-Aral activity during the second day as we visited the 10 hectares Villar Sipag farm at Las Pinas which is being undertaken under the Villar Sipag Foundation. It is a non-stock, non-profit organization which aims to support projects geared toward helping our less fortunate countrymen break free from the clutches of poverty.

Villar SIPAG is committed to the preservation and conservation of the environment and ensuring the sustainability of its environmental programs through the establishment of social enterprises that will lead the path towards economic independence for every Filipino.

Lakbay Aral as an activity administered by Villar SIPAG through Senator Cynthia Villar's initiative provides livelihood learning and awareness to all of the visitors from the different corners of our country.

This on-site visit program exposes the visitors to the different livelihood programs of the City. The program also aims to impart knowledge that these trashes which cause pollution, can create jobs, manufacture products, and sustain lives.

Among the livelihood projects of Villar SIPAG are the **Water Lily handicrafts**, **Citronella Massage Oils**, and **Charcoal Briquettes** production at the Las Pinas Arts and Crafts Center; Production of **Compost Fertilizers** from kitchen wastes; Handloom Weaving; Coco Coir Factory; School Chairs production at the Plastic Waste Recycling Facility; and the **Villar SIPAG Urban Farm School**.



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

F. ANNUAL CHRISTMAS CELEBRATION





LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

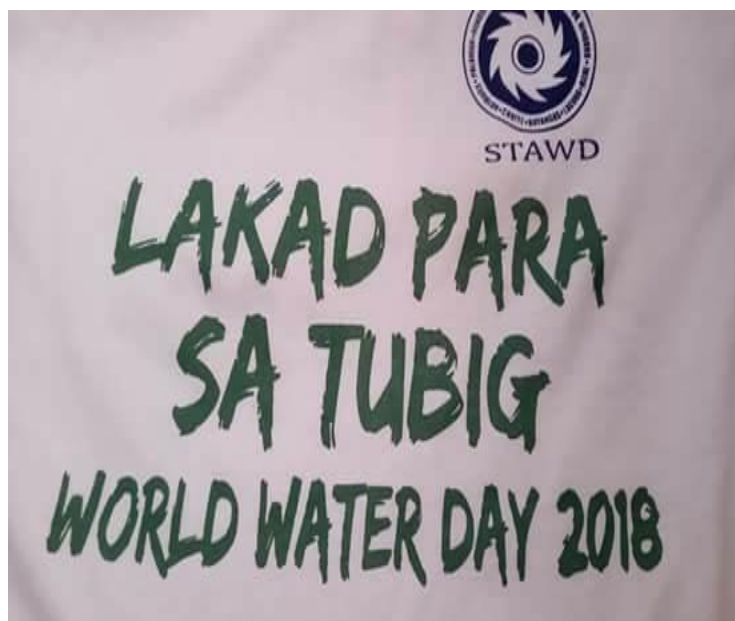
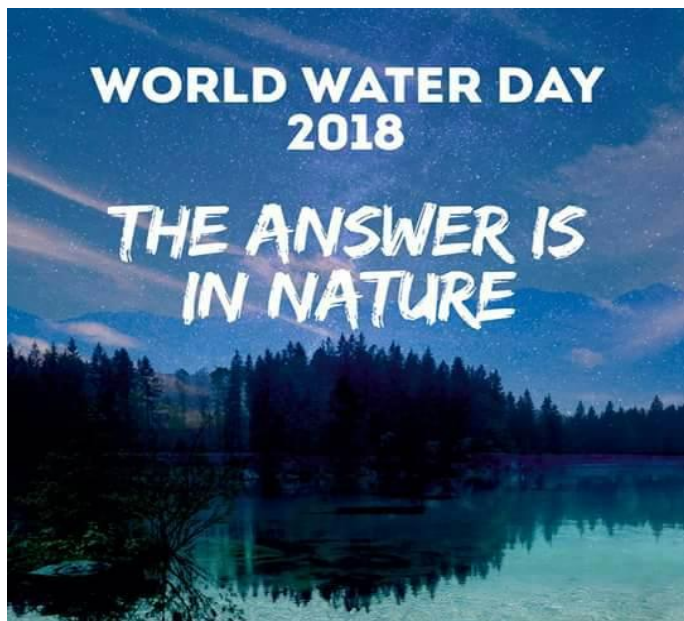
LEWAD and Primewater Lemery's employees showed they know how to have fun with a Broadway Musical-inspired Christmas Party on December 4, 2018 at the Giardino Event Place, Barangay Palanas, Lemery, Batangas.

The event's highlight was the dance contest, which pitted the agency's different offices against each other. Dressed in colorful Broadway-inspired costumes, employees tried to out-dance competing teams and showed who are the best Broadway musical dance crews of the night.

In the end, the Billing and Customer Service Division proved to be too much of a competition to handle as it emerged First Place in a dance number followed by Administrative Division and the Technical and Engineering Division ranked third.

This is part of rewarding LEWAD and Primewater Lemery staff and recognizing their hard work and dedicated service to the agency.

STAWD LAKAD PARA SA TUBIG (World Water Day 2018)





LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas



In participation with the WORLD WATER DAY CELEBRATION, the Southern Tagalog Association of Water Districts (STAWD) organized an **ALAY-LAKAD 2018** with the theme “STAWD Lakad Para sa Tubig”. This activity was conducted on **MARCH 23, 2018, FRIDAY** hosted by CALAMBA WATER DISTRICT. **Thousands of participants from different water district were assembled at around 5:00 in the morning at the PLAZA in CALAMBA CITY, LAGUNA.**



LEMERY WATER DISTRICT
Carnero Subd., Barangay Sangalang
Lemery, Batangas

G. SPIRITUAL ACTIVITIES DURING LENTEN SEASON

