



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

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**2019 ANNUAL REPORT**

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### **BRIEF HISTORY**

The Lemery Water District (LEWAD) is a government- owned and controlled corporation established on August 08, 1981 by virtue of PD 198, as amended, otherwise known as the Provincial Water Utilities Act of 1973.

On November 17, 1981, a Conditional Certificate of Conformance No. 169 was issued by Local Water Utilities Administration (LWUA) to promote the development of water districts.

LEWAD was categorized by LWUA as Category “C” water district effective March 30, 2012.

The LEWAD has entered into a Contractual Joint Venture Agreement with PrimeWater Infrastructure Corporation (Primewater) for the Financing, Development, Rehabilitation, Expansion, Improvement, Operation and Maintenance of the Water Supply System of Lemery, which commenced on April 1, 2014. The undertaken aimed improve the water supply system of the Municipality, is in consonance with the Pubic Private Partnership (PPP) program being espoused by the national government.

The New Organizational Structure of LEWAD is composed of Five (5) members of the Board of Directors and the Contract Monitoring Unit (CMU).

The present members of the Board of Directors are:

Board Chairman	:	Dr. Ferdinand M. Macababbad
Vice Chairman	:	Mr. Ricarte A. Punzalan
Board Secretary	:	Mrs. Hide Malabanan-Aguila
Board Treasurer	:	Mrs. Alicia G. Mangubat
Board Member	:	Mr. Casimiro A. De Guia, Jr.

The Contract Monitoring Unit is composed of the following:

General Manager	:	Engr. Hydee Dela Luna-Ramirez
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Member : Maria Cecilia M. Mendoza  
Member : Aldwin O. Bandalaria  
Member : Josephine S. Manabat  
Member : Christopher O. Serrano

Considering that revision of the structure cannot yet be acted upon by the Department of Budget and Management (DBM), LEWAD still operates under its last approved POP and structure for Category C water district.

The policy-making functions remains with the Board of Directors, and the general supervision and control with the General Manager. The Contract Monitoring Unit (CMU), per JVA, as its name suggests, monitors the adherence of the Primewater to the Joint Venture Agreement, compliance with the service obligations stipulated thereto, conducts detailed review, impose compliance measures upon PrimeWater to make good its obligation with respect to the management of the JV assets, and to resolve customer concerns/complaints.

**OUR VISION**

A more progressive self-reliant, independent, economically, stable water district, committed to provide safe, potable, adequate, dependable and affordable water supply for economic and social progress.

**OUR MISSION**

The Lemery Water District is committed to provide safe and potable, adequate, affordable, reliable, sustainable piped water supply to domestic, commercial, industrial, agricultural and other uses within the boundaries of Lemery, Batangas.



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### **OUR CORE VALUES**






**Lemery Water District** embraces this phrase to encourage its employees maintain their momentum towards its growth and development. Also, the phrase is an acronym for the following core values that LEWAD employees shall possess:

#### ***LEWAD***

***Listening to Every WAtter Drop...***

***"We give hope"***

***Many people depend on us; Let us work  
hand in hand for them.***

-  *Citizen Centric*
-  *People Oriented*
-  *Citizen focused and Citizen driven*
-  *High priority for Customer Service and Customer Satisfaction*
-  *Officer's staff easily accessible and willing to listen.*

### **PERFORMANCE PLEDGE**

We, the Officials and employees of Lemery Water District (Batangas), pledge to carry out our duties and responsibilities with efficiency, effectiveness, enthusiasm, and genuine concern to service. As such, we commit promptly, courteously, compassionately, and adequately act on your request, comments, suggestions and complaint through our Public Assistance Counter (PAC) available from Monday to Friday starting 8:00 AM to 5:00 PM,



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no noon break and on your very urgent concerns through our “ON CALL SKELETAL FORCE” available 24/7.”

**ANNUAL REPORT**  
**For the period January 1 to December 31, 2019**

**I. GENERAL**

**A. ADMINISTRATIVE**

1. Attached approved organizational charts in effect as of year's end
  - a. Functional Chart – showing unit board functions. Annex A
  - b. Position/Organizational Chart Annex B
  
2. Attached list of employed personnel with pertinent information  
(List of Plantilla of Personnel for the Fiscal Year 2019) Annex C  
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) No  
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 or No)



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- |  |                     |
|--|---------------------|
| a. Personnel Matters                   | <u>Yes</u>          |
| b. Utility Customer Relations          | <u>Yes</u>          |
| c. General Utility operations          | <u>Yes</u>          |
| During the year, in how many instances | <u>Fifteen (15)</u> |
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 D
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>None</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>  |





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- t. Minutes of Board meetings Yes
7. For this year, auditing has been done by the COA Yes
8. Attached list of reports being prepared regularly by the district on monthly basis. Annex E
- B. FINANCIAL**
1. Attach the District's financial statements for the report year including a comparison of the immediate past year. Annex F
2. For the year under report, the District's total budgetary outlay were broken down into:
- a. Operating Outlay **Php8,071,062.95**
  - b. Capital Outlay **Php120,000.00**
  - c. Reserved Budgets **Php1,739,941.27**
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 **Php11,005,696.22**
  - c. Other Non-Operating Income **Php 78,468.02**
  - 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) **Php10,949,870.69**
  - b. Capital Outlay **Php120,000.00**



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c. Annual Debt Service (Summary of Loan Payments of LWUA)		<b>ANNEX G</b> <b><u>Php1,074,492.00</u></b>
5.	For this same one-year period, the total salaries, wages and other emoluments paid for the district's employees were:	
	This is broken down into:	
	a. For permanent employees	<b><u>Php2,824,980.00</u></b>
	b. For casual/contractual employees	<u>Php 0.00</u>
6.	Expenses for power/fuel for pumping during the year	<b><u>Php17,749,974.60</u></b>
7.	Total amount billed during the year	
	This is broken down into:	
	a. Total Billings (Current & Old Accounts)	<b><u>Php89,319,064.82</u></b>
	b. Old Accounts	<u>Php 00.00</u>
8.	Total amount collected (water sales only) during the year	
	This is broken down into:	
	a. Current Billings	<b><u>Php83,021,649.87</u></b>
	b. Arrears	<b><u>Php 3,018,126.21</u></b>
9.	Total amount uncollected (delinquent) at year's end excluding Bad Debts	<b><u>Php1,456,312.50</u></b>
10.	Total Reserve at Year's end	<b><u>Php3,092,987.04</u></b>
11.	Complaints filed, processed and settled during the year	<u>0</u>
	a. Total number filed	<u>0</u>



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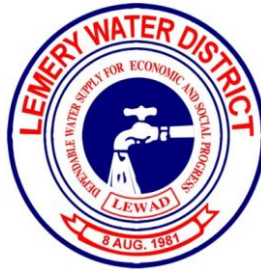
b. Number dismissed due to lack of merit/withdrawn	<u>0</u>
c. Number investigated	<u>0</u>
d. Number settled to the satisfaction of complaints	<u>0</u>
e. Number elevated to the District's Board of Directors	<u>0</u>
f. Number settled by the Board	<u>0</u>
g. Number elevated to the higher authorities	<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>
<b>C. TECHNICAL</b>	
1. Has the district adopted, by Board Resolution, asset of design and construction standard? (Yes or No)	Yes
If so, who prepared it?	LEWAD
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 including Lemery Municipal Health Office	
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
<b>D. OPERATIONAL</b>	
1. Total water production during the year in cubic meters	<b><u>4,006,890.0</u></b>
Total water billed in cubic meters	<b><u>2,937,965.0</u></b>
Average in capita consumption in cubic meter	<b><u>124.20 lpcd</u></b>
2. Attach list of Water Sources	<b><u>Annex H</u></b>



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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) **Annex I**
  - a. Total number of existing connections 13,875
  - b. Number of Active Connections 11,922
  - c. Numbered of Metered Connections 11,957
    1. With functioning meters
    2. With non-functioning meters 0
  - d. Number of flat rate connections 0
  - e. Number of connections regularly billed **11,922**
  - f. Number of delinquent concessionaires **1,234**
  - g. Average number of customers per connection (HH) 5
5. Estimated population of the District's service area 93,157
  - a. Estimated population served by 59,610
6. The following operational hours is observed:
  - a. 7-12 hours service
  - b. 13-18 hours of service
  - c. 19-24 hours of service
 (Note: You may vary the number)
7. Attach List major equipment and machinery **Annex I**
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



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- c. How many such reports were received during the year? 3,860
- d. How many of these reports were attended during the year? 3,860



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**II. PROFILE**

**I. THE WATER DISTRICT & ITS SYSTEM FACILITIES**

**A. ORGANIZATION:**

- |                        |                          |                               |
|------------------------|--------------------------|-------------------------------|
| 1. Date Formed         | <u>August 08, 1981</u>   | Age (months ) <u>38 (456)</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>10,500 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)**

**2.6 Service Connection**

Type	Flat	Metered	Total
Residential/Govt	N/A	10,608	10,608
Commercial/Industrial	N/A	1,314	1,314
Full Commercial	N/A	254	254
Semi-Commercial A	N/A	685	685
Semi-Commercial B	N/A	30	30
Semi-Commercial C		345	345
Bulk		1	1
<b>Total</b>		<b>11,923</b>	<b>11,923</b>

**2.7 Production**

Average Monthly Production

a. Booster / Pumping Station (cu m) **333,907**

b. Bulk Water (cu m) 0

Production Efficiency % (average per month) \_\_\_\_\_

(Total water utilized/total production) \_\_\_\_\_

NRW% YTD 25%



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**C. CURRENT OPERATION/FINANCIAL HIGHLIGHTS**

A. Existing water rates (Water Rates Schedule)	<b><u>ANNEX K</u></b>
B. Operating Income / Expenses	
Average Water Sales (ave. Per month )	<b><u>Php7,443,255.40</u></b>
Average Collection (ave. Per month)	<b><u>Php7,169,981.34</u></b>
Average Expenses - O & M for the year (ave. Per month)	<b><u>Php912,489.22</u></b>
C. Financial Highlights (rate %status)	
<u>Current Assets</u>	
Current Ratio = Current liabilities	<b><u>3.40 : 1</u></b>
Long Term Debt/Equity ratio	<b><u>11.72%</u></b>
Collection Efficiency	<b><u>96.3%</u></b>
% of On-Time Payment (YTD)	<b><u>91.5%</u></b>

**D. COMMUNITY ECONOMIC PROFILE**

(Based on the latest MPDC data)

A. Total Population (covered by the Water District)	<b><u>93,157</u></b>
B. Average Monthly Family Income in the Area	
C. Major Source of Income	<b><u>Fishery &amp; Agriculture</u></b>
D. Average Monthly Family Expenditure in the Area (2011)	
E. Municipal Revenue (CY 2012)	<b><u>142,118,902.65</u></b>
F. Average Rate of Mortality per 100,000 population due to water borne	<b><u>0</u></b>
G. average Rate of Morbidity per 100,000 population due to water borne	<b><u>0</u></b>
H. Major Agricultural, Industrial & Commercial Activities Coconut/fruit/Vegetable production;	





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**LEWAD ACCOMPLISHMENTS TO DATE:**

**A. I LOVE FITNESS**

LEWAD and PRIMEWATER employees shared and gathered for a simple Pre-Valentine's celebration on February 13, 2019. All employees were given cookies and chocolates. "I Love FITNESS (Love your body this Valentine's day)" is a one (1) day activity which aimed to promote good camaraderie and bonding among employees by having a Zumba Activity with a theme "*Forming Incredible Teams 2019*"





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**B. EARTHQUAKE DRILL**

Lemery Water District in coordination with the Bureau of Fire Protection Lemery participates in implementing the Earthquake Drill to prepare all employees of LEWAD and Primewater as well for occurrences of earthquakes.

The objective of the drill is to raise the awareness of the employees on what to do before, during and after an earthquake. BFP recognizes the importance of community preparedness. Thus, it is establishing procedures to follow during emergencies like earthquakes.

Being that the proper orientation and information to employees before the drill is BFP's primary concern, floor-plan dissemination is prioritized and the "Duck, Cover and Hold-On" practice has been demonstrated. They had effectively imparted the mandates of earthquake drill.







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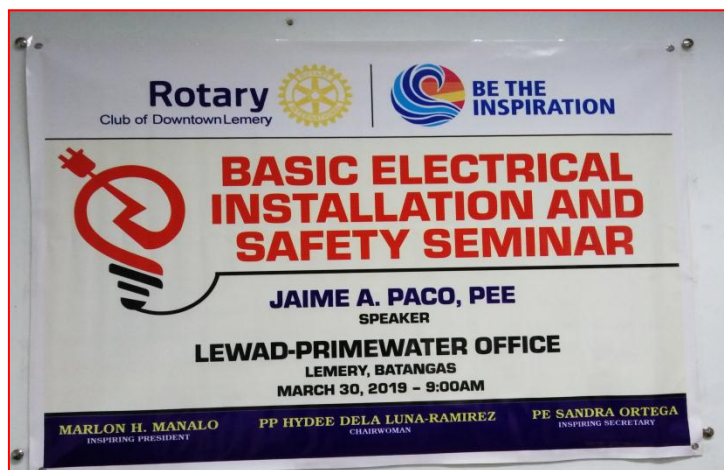
### **C. BASIC ELECTRICAL INSTALLATION AND SAFETY SEMINAR**

The Rotary Club of Downtown Lemery (RCDL) in partnership with Lemery Water District conducted a One (1) day BASIC ELECTRICAL INSTALLATION AND SAFETY SEMINAR held on March 30, 2019 at the LEWAD Board of Directors Office, Lemery, Batangas.

Engr. Jaime A. Paco, PEE is the Resource Speaker wherein he imparted foundational understanding of how electricity works in commercial and industrial settings.

In this seminar, attendees are immersed in practical, real world examples that illustrate how electricity is distributed and used in their plants and facilities. They had learned how to use electrical test equipment in their everyday jobs. The goal of this basic electrical training course is to teach attendees how to reduce electrical equipment downtime, improve overall efficiency and safety, and fix problems they've been unable to solve on their own.

Attendees were given Certificate of Attendance at the end of the seminar.





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#### **D. TEAMBUILDING ACTIVITY**

LEWAD and Primewater Lemery conducted a Team Building Activity 2019 that focused on “capacitating” workforce on the importance of everyday workplace collaboration for a better service held on March 31, 2019 at Villa Ronar Resort and Agri-Tourism Farm, Sta. Teresita, Batangas.

The objectives of said activity is to tighten team spirit, as well as improve communication within the team, stimulate collaboration, increase trust amongst members of the team, motivate and improve team synergy, encourage team strategy, increase team productivity and efficiency, and encourage sharing of a common vision and stimulate creativity, improve leadership, and demonstrate the importance of the contribution of each team member.

Each of the games and challenges are specially selected according to the goals you have for your team.

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





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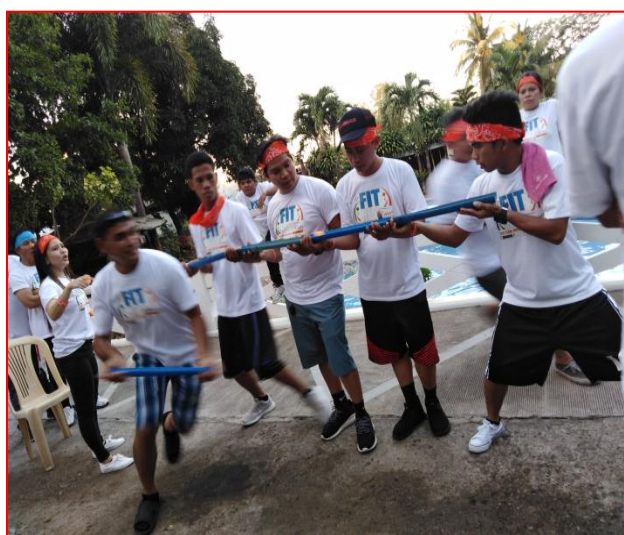
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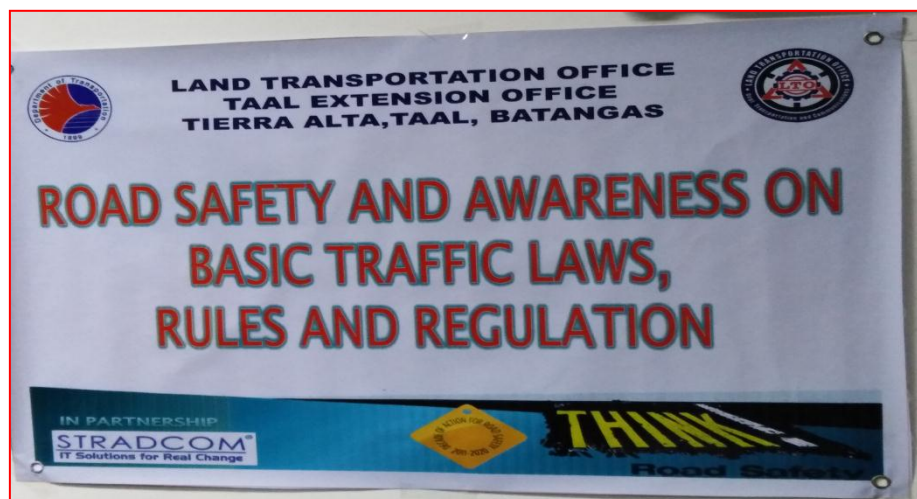
### **E. ROAD SAFETY AND AWARENESS ON BASIC TRAFFIC LAWS, RULES AND REGULATION**

The LEWAD and Primewater employees (Lemery and Agoncillo) participated in the Road Safety Awareness activity held at LEWAD Board of Directors Office on June 14, 2019.

The Land Transportation Regional Office in coordination with its Taal Extension Office held the awareness campaign activity as part of the Land Transformation Safety Month which is being celebrated in all their regional offices with safety advocacy program simultaneously with the different sectors in partnership with the local government units, line agencies and other law enforcement agencies.

This is to promote and increase awareness of road users about basic understanding of land transport laws, rules and regulations.

“The activity is done for people to be aware of road safety. It is about saving lives, it is transference of knowledge and a reminder of simple preventive acts such as the value of obeying traffic rules and regulation,” she said.





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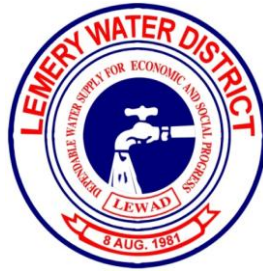


**F. SPIRITUAL ACTIVITIES DURING LENTEN SEASON**

Every Lenten Season, LEWAD and Primewater Lemery conducted Spiritual Activities by visiting different churches and go through the Stations of the Cross. This year, LEWAD and Primewater visited Regina Rosarii Institute for Contemplation in Asia at Tanay, Rizal on April 4, 2019.







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## **G. NEW LEWAD BUILDING INAUGURATED**

August 8, 2019 was indeed an auspicious day for all at Lemery Water District and Primewater Lemery. The blessing and inaugural function of the LEWAD building was held today.

Some Local Government Unit Officials, General Managers of different water districts, Primewater and LEWAD officials and employees graced the inauguration of the new Lemery Water District Office Building. Vice Mayor Geraldine Ornales together with Chairman Ferdinand Macababbad, GM Hydee Ramirez and Ms. Joy Fernandez led the ribbon-cutting ceremony. Reverent Father Eugene Peñalosa blessed the new edifice. The LEWAD family took pride of the three-storey building, with a total floor area of square meters.

GM Ramirez during her speech stressed that LEWAD will continuously strive to deliver a decent, effective and efficient public service. The new building will serve as an inspiration for the agency to attain greater heights.

VM Ornales extended her congratulatory message to the LEWAD and Primewater family for its relentless pursuit to provide the best facility and at par with the best water districts in Batangas Region.

Other highlights were the blessing of the New Water Truck for water service delivery of the district as the need arises and the awarding of Plaque of Recognition to Engr. Hydee Dela Luna-Ramirez for her 30 long years of diligent service to the District.





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## **H. WORLD ENVIRONMENTAL HEALTH DAY**

The LEWAD participated in the celebration of World Health Environmental Health Day with the theme, **“MALUSOG NA KAPALIGIRAN, SANDIGAN NG TUNAY NA KAUNLARAN”** on September 26, 2019 at the Hotel H2O, Manila.

The LEWAD was also awarded the Certificate of Water Safety Plan Acceptance by Department of Health (DOH) and Local Water Utilities Administration (LWUA) and likewise approved in compliance with the requirements for acceptability pursuant to the DOH AO No. 2017-0006 entitled “Guidelines for the Review and Approval of the Water Safety Plans of Drinking Water service providers”.







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## **I. WEAP TREE PLANTING ACTIVITY**

In line with the annual Tree Planting Activity of the Water Environment Association of the Philippines in cooperation with the Local Government of Lubao, Lubao Water District and Primewater Lubao held a tree-planting activity right across the Lubao Bamboo Hub in Barangay Sta. Catalina early October 10, 2019.

The activity aims to imbibe to every participant the importance of planting trees in mitigating the effects of flooding.

The planting site lies just across the bamboo hub and is hoped to become another attraction of the ecopark that has become known for its lush bamboo clumps and other family amenities.



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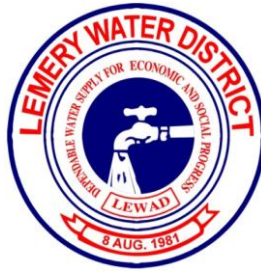
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**J. WALK THE LINE ACTIVITY**

LEWAD and Primewater believe that the best way to communicate with its consumers is to meet them face to face. The General Manager and Branch Manager assigned three (3) teams to the service areas regularly perform "***Walk-the-Line campaign***", whereby all teams will walk the entire length of its pipeline network to check leakages and other concerns and fixing them. It is a special service in the neighborhood where they can get to know consumers complaints and get feedback on the services and address concerns in a faster manner.





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#### **K. INTERNATIONAL COASTAL CLEAN-UP**

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.

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.





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**L. LAKBAY-ARAL AT TARLAC CITY WATER DISTRICT**

The Lemery Water District had visited Tarlac City Water District (TCWD) to learn its Septage Management Program last November 07, 2019.

Led by the Chairman of the Board, Dr. Ferdinand M. Macababbad and General Manager, Engr. Hydee Dela Luna-Ramirez, the Contract Monitoring Unit had visited TCWD to learn its Septage Management Program (STP) as part of their Lakbay-Aral employee enhancement under their Gender and Development Program.

TCWD together with Ms. Lala Fabella presented short orientation about TCWD and the detailed presentation on SMP held at its new Septage Treatment Plant Conference Room. The delegation also witnessed the actual treatment of collected raw septage at the TCWD Septage Treatment Plant.







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## **M. PARTICIPATION IN THE PARADE OF BUSINESS ESTABLISHMENT.**

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





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**N. Halloween Celebration**

It is one of the Primewater's annual activities wherein their employees had to wear Halloween costumes, do some office decorations and encourage them to work together to decorate their shared work area.







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## **O. ANNUAL CHRISTMAS CELEBRATION**

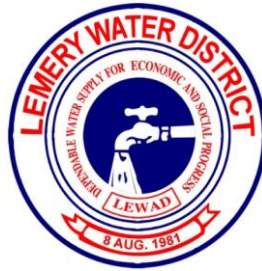
LEWAD and Primewater Lemery's employees showed they know how to have fun with a JV VINTAGE Christmas Party on December 10, 2019 at the roof top of New LEWAD Office Building, Lemery, Batangas.

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

In the end, the Technical Team proved to be too much of a competition to handle as it emerged First Place in a dance number followed by Billing and Collection Team ranked second.

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





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