



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION I

DMS Reference No. 2020-ROI-0122397

December 29, 2020

MR. JUAN T. CASTRO

General Manager B
Binmaley Water District
Luna St., Binmaley
2417 Pangasinan

Re: FY 2021 Corporate Operating Budget (COB)

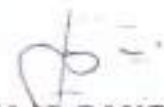
Dear **Mr. Castro:**

This is to acknowledge receipt of your transmittal letter dated December 23, 2020, which was received by this Office on December 28, 2020, submitting your FY 2021 COB for review, evaluation, and approval pursuant to Executive Order No. 518, series of 1979.

Please be informed that the review, evaluation and approval of your COB shall be held in abeyance pending issuance of appropriate guidelines, specific for Local Water Districts, by the Department of Budget and Management. In the meantime, the Board-approved COB of the LWDs shall be used for accounting and budgeting purposes.

For information and guidance, please. Thank you.

Very truly yours,


RIA V. BANSIGAN
OIC – Director IV
gt me



cc: The COA Resident Auditor

Customer's Entry



1496 8724 7231

THIS SERVES AS AN OFFICIAL RECEIPT
 NIN : 10002013004392724
 Sig : 700 : 0001461-50002020004
 Official Receipt No : 100020130000101705

WITNESSES:

COMS: GAGE
And "Of" same off

BINMALEY WATER DISTRICT

Address: LUNA ST., POBLACION

BIRMINGHAM, ENGLAND

Contact No. (s): 5400854 / 92094853199

Card Number: 540085
TIN

BANSIGAN, RIA V

Address: OIC DBM REGIONAL OFFICE 1 GOVERNMENT CENTER
B. SMITH

R SEVILLA

SON FERNANDO, I.O. UNION

Contact No. (s): 900000000

Courier N-Pouch SS

Origin	MLR-LANDY-BIRMINGHAM
Trans Date	12/24/2008 11:00 AM
Delivery Date	12/26/2008 - 12/29/2008
Area Desc	North London
Trans Type	Delivery
Cut-Off	02:45 PM
Actual Wt (Kil.)	0.00

WT-Tax(Freight)	178.52
WT-Banner	8.00
WT Zero-Rated	0.00
100% Pickup Fee	0.00
Discount	0.00
Total Sales	178.52
2% VAT	21.43
Amount Due	200.00
Mode	CASH

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SHIPPER WARRANTS THAT THE SHIPMENT HAS NO CARS- INHON CLAIMS OF CARGO ARE
LIMITED UP TO ACTUAL DECLARED VALUE ONE.
I hereby agree to be bound with the terms and conditions written at the
back set forth by LBC EXPRESS.

CHARLENE SHYON TIO
Sister of Robert

MINORITY WATER DISTRICT
Signature of Chairman

09 Series No L986210000000000001 to L986210000000000009 NIN Final PTUS APPROVAL-126-MISSING-00000
NIN Registration No: 127080036210.015060310 Date Issued: 06/28/2015 valid until: 07/31/2020
THIS INVOICE/RECEIPT SHALL BE VALID FOR FIVE(5) YEARS FROM THE DATE OF FINAL PERMIT TO USE



BINMALEY WATER DISTRICT

Luna St., Binmaley, Pangasinan

website: binmaleywaterdistrict.gov.ph

e-mail address : biwad_79@yahoo.com

Telefax: (075)540-0054 ; Tel.Nos. (075)540-0057 to 58

December 23, 2020

MS. RIA V. BANSIGAN

Officer-in-Charge

DBM Regional Office 1

Government Center, Sevilla, San Fernando City

La Union

Dear **Madam**;

We are pleased to submit herewith District's Corporate Operating Budget for the year 2021, together with the proposed Plantilla of Personnel and Position allocation List for your review and evaluation.

Thank you and our best regards.

MERRY CHRISTMAS.

Very truly yours;

JUAN T. CASTRO

General Manager

BINMALEY WATER DISTRICT
Binmaley, Pangasinan

ASSUMPTIONS FOR 2021 BUDGET

- I :
- a) Targeted total service connections at the end of the year is 12,850 households or equivalent to 77,100 number of population
 - b) Average residential consumption is 23 cubic meters .
 - c) 4% increase to water sales/ operating revenues
 - d) Penalty charges is computed at 4.4% of total water sales
 - e) Collection efficiency is projected at 95% .
 - f) No water rates increase.

II : An average increase of 4% is allocated to operation and maintenance expenses.

III : Fund reserve allocation is 3% of total water sales .

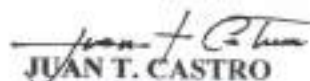
IV : Capital expenditures include the following :

- a) Construction of ground reservoir at Naguilayan, Linoc & Gayaman
- b) Rehabilitation of distribution & transmission lines, installation of parallel lines & interconnection of existing transmission lines to newly drilled sources.
- c) Lot acquisition for drilling of production well within the vicinity of Sta Rosa and Caloocan Sur
- d) Drilling of two (2) production well at Sta Rosa/Calit and Caloocan Sur
- e) Acquisition of 1,500 water meters for new service connections and replacement of defective WM.
- f) Repair & improvement of office buildings & existing pumphouses.
- g) Construction of pump house and perimeter fence at Sta. Rosa/Calit and Caloocan Sur
- h) Acquisition of new office equipment, upgrading of computer software and hardware including upgrading of billing & collection system & acquisition of new technology.
- i) Acquisition of Pick-up Truck & motor cycles & major repairs of existing fleet of service vehicles.
- j) Acquisition of pumping equipment and electro-mechanical accessories for Sta. Rosa/Calit & Cal. Sur including replacement/ rehabilitation of existing water system facilities
- k) Procurement of generator sets for Sta. Rosa/Calit & Caloocan Sur
- l) Acquisition & improvement of water treatment equipment & accessories
- m) Acquisition of construction & maintenance tools & equipment
- n) Air Scouring services for water pipelines
- o) Site development of Linoc & Nagpalangan lots

Prepared by:


MANUELA D. DE VERA
Division Manager B
Administrative & Finance Division

Recommending Approval:


JUAN T. CASTRO
General Manager B

Approved by:

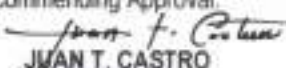

ANITA U. URBANO
BOD Chairman
Board Res. No. 32 s. 2020
Date : December 11, 2020

BINMALEY WATER DISTRICT
Binmaley, Pangasinan
2021 CAPITAL EXPENDITURES

A/N	ACCOUNT TITLE	Particulars	2021 Budget
203-08	Reservoir	a) Construction of a ground reservoir with a capacity of 200m3 at Linoc	6,000,000.00
		b) Construction of steel bolted ground reservoir with a capacity of 200 m3 within the vicinity of Gayaman.	6,000,000.00
		b) Construction of ground reservoir with a capacity of 500m3 within the vicinity of Naguilayan, with booster pump & other appurtenances	15,000,000.00
203-09	Transmission & Distribution of Mains	a) Rehabilitation of distribution & transmission lines, installation of parallel lines and interconnection of existing transmission lines to newly drilled sources.	2,500,000.00
		b) Air scouring for water pipelines	2,000,000.00
203-12	Meters	a) Acquisition of 1,500 water meters for new service connection and replacement of defective water meters	1,500,000.00
204-02	Structure & Improvement (Pumping Plant)	a) Lot acquisition for drilling of production well at Sta. Rosa/Calit	800,000.00
		b) Lot acquisition for drilling of production well at Caloocan Sur	1,000,000.00
		c) Lot acquisition for construction of ground reservoir @ Gayaman	800,000.00
		d) Site development and improvement (landfilling of Linoc & Nagpalangan)	1,500,000.00
		e) Drilling of two (2) production wells at Sta. Rosa/Calit & Cal Sur	12,000,000.00
204-05	Structures & Improvement (General Plant)	a) Repair & improvement of office buildings and pump houses	700,000.00
		b) Construction of pump houses and perimeter fence at Sta. Rosa/Calit	1,000,000.00
		c) Construction of perimeter fence at Caloocan Sur	1,000,000.00
		d) Georesistivity	700,000.00
207 / 210	Office Furniture & IT Equipment	a) Acquisition of new office equipment, upgrading of computer software and hardware	500,000.00
		b) Upgrading of Billing and collection System including acquisition of new technology.	200,000.00
214	Land Transport Equipment	a) Acquisition of 2 units motorcycle with sidecar and one unit Pick-up Truck	2,000,000.00
		b) Major repairs of existing fleet of service vehicles	200,000.00
225-02	Pumping Equipment	a) Acquisition of pumping equipment & electro-mechanical accessories for Sta. Rosa/Calit & Caloocan Sur including replacement/rehabilitation of existing water system facilities.	5,000,000.00
		b) Procurement of generator sets for Sta. Rosa/ Calit & Caloocan Sur Pump Station	2,000,000.00
225-03	Water Treatment Equipment	a) Acquisition and improvement of water treatment (disinfection) equipment and accessories	1,000,000.00
225-07	Tools, Shops & Garage Equipment	a) Acquisition of construction and maintenance tools and equipment (Tripod,etc.)	200,000.00
		T O T A L	63,600,000.00

Prepared by:

MANUELA D. DE VERA
 Division Manager B
 Administrative & Finance Division

Recommending Approval:

JUAN T. CASTRO
 General Manager

Approved by:

ANITA U. URBANO
 BOD Chairman
 Board Res. No. _____, s.2020
 Date Approved: December _____, 2020



**EXCERPT FROM THE MINUTES OF THE REGULAR MEETING
 OF THE BOARD OF DIRECTORS OF BINMALEY WATER DISTRICT
 HELD AT THE DISTRICT'S OFFICE ON DECEMBER 11, 2020**

Present:

Mrs. Anita U. Urbano	-----	Chairman
Mrs. Teoly A. Ramos	-----	Vice-Chairman
Mr. Apolinario S. Fabia	-----	Board Secretary
Mr. Amado L. Aquino	-----	Member
Mrs. Leonor C. Delos Angeles	-----	Member
Mr. Juan T. Castro	-----	General Manager

**RESOLUTION NO. 31
 Series 2020**

**RESOLUTION ADOPTING THE PROPOSED PLANTILLA OF PERSONNEL
 AND POSITION ALLOCATION LIST FOR THE YEAR 2021
 AND AUTHORIZING THE CREATION OF ADDITIONAL POSITIONS,
 RECLASSIFICATION OF EXISTING POSITIONS INCLUDING ABOLITION OF UNFILLED
 POSITIONS**

WHEREAS, Binmaley Water District, with its 100% service connection coverage of all barangays of the community, including nearby barangays of the Municipality of Lingayen, San Carlos City and Dagupan City, entails increased in duties, workloads and responsibilities;

WHEREAS, creation or upgrading of positions is necessary to achieve proportion of the district's manpower to the size of its service population;

WHEREAS, the district, with the number and quality of its workforce, aims to efficiently serve the consuming public by readily responding to its increasing water service demands;

WHEREAS, the proposed Plantilla of Personnel and Position Allocation List includes creation of additional positions, reclassification of existing positions and abolition of unfilled/vacated positions after five years or more;

a. Reclassification:

FROM				TO			
No.	Position Title	SG	Step	No.	Position Title	SG	Step
2	Division Manager B	23	2	2	Department Manager C	24	1
1	Division Manager B	23	1	1	Department Manager C	24	1
1	Water/Sewerage Maintenance Foreman	14	7	1	Water/Sewerage Maintenance Man Head	16	1

b. Creation:

Item No/s.	Position Title	Basic salary		
		SG	Step	Amount
65, 66, 68, 69	Housekeeping Services Assistant	6	1	16,200.00
67	Storekeeper C	6	1	16,200.00

c. Abolition:

Item No.	Position Title	Basic salary		
		SG	Step	Amount
19	Minutes/Agenda Officer B	11	1	22,316.00
3	Water Utilities Management Development Officer A	16	1	36,628.00
52	Plant/Electric Mechanic B (CTI)	10	1	20,219.00

WHEREAS, the district's budget is sufficient for the creation and reclassification of the aforesaid positions;

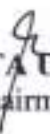
WHEREFORE, on motion duly made and seconded, **BE IT** ____;

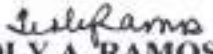
RESOLVED, as it is hereby **RESOLVED**, to adopt the Proposed Plantilla of Personnel and Position Allocation List for the year 2021;

RESOLVED FURTHER, to approve the creation and reclassification of the above mentioned positions which are included in the said plantilla for smooth operation of the district;

RESOLVED FINALLY, to furnish a copy of this resolution to the Department of Budget and Management (DBM) for its information and approval.

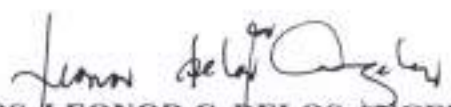
"UNANIMOUSLY APPROVED"


MRS. ANITA D. URBANO
Chairman


MRS. TEOLY A. RAMOS
Vice- Chairman


MR. APOLINARIO S. FABIA
Board Secretary


MR. AMADO L. AQUINO
Member


MRS. LEONOR C. DELOS ANGELES
Member



Binmaley Water District

Binmaley, Pangasinan

Tel. (ex) (075)841-0054; Tel. (ex) (075)541-0072

Email Add: binwad_79@yahoo.com

EXCERPT FROM THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BINMALEY WATER DISTRICT HELD AT THE DISTRICT'S OFFICE ON DECEMBER 11, 2020.

Present:

Mrs. Anita U. Urbano	----- Chairman
Mrs. Teoly A. Ramos	----- Vice-Chairman
Mr. Apolinario S. Fabia	----- Board Secretary
Mr. Amado L. Aquino	----- Member
Mrs. Leonor C. Delos Angeles	----- Member
Mr. Juan T. Castro	----- General Manager

RESOLUTION NO. 32

Series 2020

"RESOLUTION ADOPTING THE 2021 BUDGET FOR BINMALEY WATER DISTRICT AS PROPOSED BY THE MANAGEMENT."

WHEREAS, budget preparation is an important tool of management which calls for regeneration of revenues and fixing of expenses to achieve smooth operation of the district;

WHEREAS, water rates and targeted service connections are the basis for the computation of target revenues;

WHEREAS, disbursements include operation and maintenance expenses, capital expenditures, among others, thus a little higher than the budget of the current year (2020);

WHEREAS, the 2021 Plantilla of Personnel and Position Allocation List is included in the 2021 proposed budget;

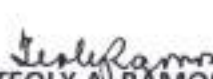
WHEREAS, all aspects were included in the preparation of the said proposed budget;

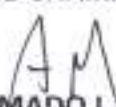
WHEREFORE, after careful study and deliberation of the data presented in the 2021 proposed budget and on motion duly made by Dir. Leonor Delos Angeles and seconded by Dir. Apolinario Fabia;

BE IT RESOLVED, as it is hereby **RESOLVED**, to adopt the 2021 Budget as proposed by the management.

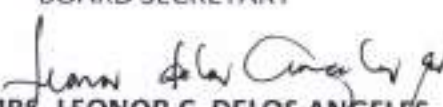
"UNANIMOUSLY APPROVED"


MRS. ANITA U. URBANO
CHAIRMAN


MRS. TEOLY A. RAMOS
VICE-CHAIRMAN


MR. AMADO L. AQUINO
MEMBER


MR. APOLINARIO S. FABIA
BOARD SECRETARY


MRS. LEONOR C. DELOS ANGELES
MEMBER

ESTIMATED WATER SALES AND COLLECTIONS
For The Budget Year 2021

	Total Budgeted Monthly Ave.	Total Budgeted 2021	Total Budgeted 2020	Increase (Decrease)	Percent Increase (Decrease)
WATER SALES:					
Metered Sales to General Customers:					
Domestic/Residential	5,631,228.00	67,574,744.00	66,166,541.00	1,408,203.00	2%
Government	146,016.00	1,752,192.00	1,752,192.00	-	0%
Commercial B	167,509.00	2,010,096.00	2,010,096.00	-	0%
Commercial	371,600.00	4,459,200.00	3,121,440.00	1,337,760.00	4%
TOTAL	6,316,353.00	75,796,232.00	73,050,269.00	2,745,963.00	4%
Others:					
Penalty Charges	277,920.00	3,335,034.00	3,214,212.00	120,822.00	4%
TOTAL WATER SALES	6,594,273.00	79,131,266.00	76,264,481.00	2,866,785.00	4%
COLLECTIONS:					
Metered Sales to General Customers:					
Domestic/Residential	5,349,666.00	64,196,006.00	62,858,214.00	1,337,792.00	2%
Government	138,715.00	1,664,583.00	1,664,583.00	-	0%
Commercial B	159,134.00	1,909,591.00	1,909,591.00	-	0%
Commercial	353,020.00	4,236,240.00	2,965,368.00	1,270,872.00	0%
TOTAL	6,000,535.00	72,006,420.00	69,397,756.00	2,608,664.00	4%
Others:					
Penalty Charges	264,024.00	3,168,282.00	3,053,501.00	114,781.00	4%
TOTAL COLLECTIONS	6,264,559.00	75,174,702.00	72,451,257.00	2,723,445.00	4%
Percent of Collections: 95%					

Note: PENALTY CHARGES is computed at 4.4% of Metered Sales to General Customers

Prepared by:

JACQUELINE F. TERRADO
Division Manager B
(Commercial Division)

Recommending Approval:

JUAN T. CASTRO
General Manager

Approved By:

MS. ANITA U. URBANO
Chairman, Board of Directors
Board Resolution No. _____
Date Approved: _____

BINMALEY WATER DISTRICT
Binmaley , Pangasinan

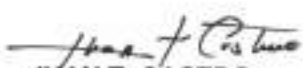
OPERATING REVENUES BUDGET
For The Year 2021

		Total Budgeted Monthly Ave.	Total Budgeted 2021	Total Budgeted 2020	Increase (Decrease)	% of Inc./Dec.
OPERATING REVENUES:						
a) Generation, Transmission & Distribution Income:						
4-02-02-090	> Waterworks System Fees	6,316,352.67	75,796,232.00	73,050,269.00	2,745,963.00	4%
b) Other Business & Service Income :						
4-02-02-210	> Interest Income	8,000.00	96,000.00	96,000.00	-	0%
4-02-01-990	> Other Service Income (Misc. Fees)	30,000.00	360,000.00	360,000.00	-	0%
4-06-03-990	> Miscellaneous Income (MNOR)	26,250.00	315,000.00	315,000.00	-	0%
4-02-02-230	> Fines & Penalties- Business Income	277,919.50	3,335,034.00	3,214,212.00	120,822.00	4%
Total Other Business & Service Income		342,169.50	4,106,034.00	3,985,212.00	120,822.00	3%
TOTAL OPERATING REVENUES FOR 2021		6,658,522.17	79,902,266.00	77,035,481.00	2,866,785.00	4%

Prepared by:

Recommending Approval :


MANUELA D. DE VERA
Division Manager B
(Administrative & Finance Division)


JUAN T. CASTRO
General Manager B

Approved by :


ANITA U. URBANO
Chairman- Board of Directors
Board Resolution No. 32 , s. 2020
Date Approved : December 11 , 2020

PROPOSED PLANTILLA PERSONNEL and POSITION ALLOCATION LIST

For the Year 2021

Prepared in accordance with the DBM Approved Position Allocation List

Department/Agency : BINMALEY WATER UTILITIES
Category : "B"

Address : Luna St., Binmaley, Pangasinan
Tel. Nos. : (075) 540-0054 ; 540-0057 to 58

Item No.	NAME OF INCUMBENT	2020 DBM Approved POP-PAL POSITION TITLE	Basic Salary			2021 Proposed POP-PAL POSITION TITLE	Basic Salary		
			Grade	Step	Amount		Grade	Step	Amount
			SSL V Second Tranche				(Proposed)		
	> OFFICE OF THE BOARD OF DIRECTORS:								
19	VACANT	Minutes/ Agenda Officer B	11	1	22,318.00	To be abolished			
	> OFFICE OF THE GENERAL MANAGER:								
1	JUAN T. CASTRO	General Manager B	27	1	123,839.00	General Manager B	27	1	126,627.00
	> ADMINISTRATIVE AND FINANCE DIVISION:								
2	MANUELA D. DE VERA	Division Manager B	23	2	76,563.00	Department Manager C (For Reclassification)	24	1	86,742.00
4	JONATHAN B. CRUZ	Cashier A	16	1	35,106.00	Cashier A	16	1	36,628.00
5	VACANT	Accounting Processor A	8	1	17,505.00	Accounting Processor A	8	1	18,251.00
6	MARY VIRGINIA A. AGUSTIN	Accounting Processor B	6	1	15,524.00	Accounting Processor B	6	1	16,200.00
7	VACANT	Clerk Processor C	4	1	13,807.00	Clerk Processor C	4	1	14,400.00
9	TRISTAN JUNYLL P. MANUEL	Administrative Services Aide	4	1	13,807.00	Administrative Services Aide	4	1	14,400.00
27	VACANT	Property/Supply Officer B	12	1	24,495.00	Property/Supply Officer B	12	1	26,052.00
33	VACANT	Utility Worker B	1	1	11,551.00	Utility Worker B	1	1	12,034.00
37	VACANT	Senior Accounting Processor A	12	1	24,495.00	Senior Accounting Processor A	12	1	26,052.00
41	VACANT	Senior Corporate Accountant A	18	1	42,159.00	Senior Corporate Accountant A	18	1	43,881.00
45	VACANT	Administrative/General Services Officer B	14	1	29,277.00	Administrative/General Services Officer B	14	1	30,799.00
59	BEVERLY M. RAMOS	Administrative Services Aide	4	1	13,807.00	Administrative Services Aide	4	1	14,400.00
61	VACANT	Utility Worker A	3	1	13,019.00	Utility Worker A	3	1	13,572.00
65	PROPOSED					Housekeeping Services Assistant	6	1	16,200.00
66	PROPOSED					Housekeeping Services Assistant	6	1	16,200.00
67	PROPOSED					Storekeeper C	6	1	16,200.00
Total Per Office					477,270.00	Total Per Office	528,438.00		

PROPOSED PLANTILLA PERSONNEL and POSITION ALLOCATION LIST

For the Year 2021

Prepared in accordance with the DBM Approved Position Allocation List

Agency : BINMALEY WATER UTILITIES
"B"

Address : Luna St., Binmaley, Pangasinan
Tel. Nos. : (075) 540-0054 ; 540-0057 to 58

B		2020 DBM Approved POP-PAL POSITION TITLE		Basic Salary		2021 Proposed POP-PAL POSITION TITLE		Basic Salary			
NAME OF INCUMBENT				Grade	Step	Amount	Grade	Step	Amount		
				SSL V Second Tranche			(Proposed)				
> COMMERCIAL DIVISION :											
JACQUELINE F. TERRADO		Division Manager B		23	2	76,563.00	Department Manager C (For Reclassification)		24	1	86,742.00
V A C A N T		Water Utilities Development Officer A		16	1	35,106.00	To be abolished		16	1	36,628.00
8	V A C A N T	Clerk Processor C		4	1	13,807.00	Clerk Processor C		4	1	14,400.00
10	V A C A N T	Utilities / Customer Services Assistant A		12	1	24,495.00	Utilities / Customer Services Assistant A		12	1	26,052.00
11	DANIEL V. MAMARIL	Water / Sewerage Maintenance Man B		6	1	15,524.00	Water Resources Facilities Operator B		6	1	16,200.00
18	V A C A N T	Utility Worker B		1	1	11,551.00	Utility Worker B		1	1	12,034.00
20	V A C A N T	Computer Operator		9	1	16,794.00	To be abolished				
21	GINA C. DE GUZMAN	Utility Worker A		3	1	13,019.00	Utility Worker A		3	1	13,572.00
22	TERESA C. FERRER	Water/Sewerage Maintenance Man C		4	1	13,807.00	Water/Sewerage Maintenance Man C		4	2	14,511.00
23	JUAN L. MONTES	Senior Water/Sewerage Maintenance Man A		12	5	25,663.00	Senior Water/Sewerage Maintenance Man A		12	5	27,210.00
26	V A C A N T	Utility Worker A		3	1	13,019.00	Utility Worker A		3	1	13,572.00
39	CANDIDO T. MEJIA	Water/Sewerage Maintenance Man A		8	1	17,505.00	Water/Sewerage Maintenance Man A		8	1	18,251.00
46	JOE P. IBASAN	Senior Water/Sewerage Maintenance Man A		12	1	24,495.00	Senior Water/Sewerage Maintenance Man A		12	1	26,052.00
47	ARIEL F. IBASAN	Senior Water/Sewerage Maintenance Man A		12	1	24,495.00	Senior Water/Sewerage Maintenance Man A		12	1	26,052.00
53	RHODORA F. QUINTO	Senior Data Encoder		9	1	16,784.00	Senior Data Encoder		9	1	19,552.00
54	HAZEL D. SORIANO	Utilities / Customer Services Assistant C		8	5	18,146.00	Utilities / Customer Services Assistant C		8	5	18,920.00
60	AL-HAMDY A. DE GUZMAN	Administrative Services Aide		4	1	13,807.00	Administrative Services Aide		4	1	14,400.00
68	P R O P O S E D						Housekeeping Services Assistant		6	1	16,200.00
69	P R O P O S E D						Housekeeping Services Assistant		6	1	16,200.00
		Total Per Office		378,560.00			Total Per Office				416,548.00

[Signature]

PROPOSED PLANTILLA PERSONNEL and POSITION ALLOCATION LIST

For the Year 2021

Prepared in accordance with the DBM Approved Position Allocation List

Agency: BINMAYET WATER DISTRICT
"B"

Address: Luna St., Binmaley, Pangasinan
Tel. Nos.: (075) 540-0054 ; 540-0057 to 58

NAME OF INCUMBENT	2020 DBM Approved POP-PAL POSITION TITLE	Basic Salary			2021 Proposed POP-PAL POSITION TITLE	Basic Salary		
		Grade	Step	Amount		Grade	Step	Amount
		SSL V	Second Tranche					(Proposed)
OPERATION & TECHNICAL SERVICES DIVISION:								
LOUELLA A. CANO	Division Manager B	23	1	75,359.00	Department Manager C (For Reclassification)	24	1	86,742.00
a) Water System Maintenance Section:								
BONY R. CARRERA, SR.	Water / Sewerage Maintenance Foreman	14	7	31,405.00	Water / Sewerage Maintenance Head (For Reclassification)	15	1	35,526.00
FRANCIS F. DE VERA	Water/Sewerage Maintenance Man B	6	1	15,524.00	Water/Sewerage Maintenance Man B	6	1	16,200.00
JOHNNY C. FLORES	Water/Sewerage Maintenance Man B	6	1	15,524.00	Water/Sewerage Maintenance Man B	6	1	16,200.00
RODEL C. ARAGONA	Utility Worker B	1	1	11,551.00	Utility Worker B	1	1	12,034.00
VACANT	Utility Worker B	1	1	11,551.00	Utility Worker B	1	1	12,034.00
DELFIN B. MORALES	Senior Water/Sewerage Maintenance Man A	12	5	25,553.00	Senior Water/Sewerage Maintenance Man A	12	5	27,210.00
VACANT	Water/Sewerage Maintenance Man A	8	1	17,505.00	Water/Sewerage Maintenance Man A	8	1	18,251.00
VACANT	Water/Sewerage Maintenance Man A	8	1	17,505.00	Water/Sewerage Maintenance Man A	8	1	18,251.00
EDWIN B. PEREZ	Senior Water/Sewerage Maintenance Man A	12	3	25,067.00	Senior Water/Sewerage Maintenance Man A	12	3	26,524.00
VACANT	Engineering Assistant A	10	1	20,219.00	Engineering Assistant A	10	1	21,205.00
RENATO D. MANAOIS	Senior Water/Sewerage Maintenance Man A	12	3	25,067.00	Senior Water/Sewerage Maintenance Man A	12	3	26,524.00
FELIX C. BARROZO	Senior Water/Sewerage Maintenance Man A	12	3	25,067.00	Senior Water/Sewerage Maintenance Man A	12	3	26,524.00
LIBERATO C. SORIANO	Senior Water/Sewerage Maintenance Man A	12	2	24,779.00	Senior Water/Sewerage Maintenance Man A	12	2	26,336.00
VACANT	Engineer B	12	1	24,455.00	Engineer B	12	1	26,052.00
VACANT	Engineering Assistant B	8	1	17,505.00	Engineering Assistant B	8	1	18,251.00
VACANT	Utility Worker A	3	1	13,019.00	Utility Worker A	3	1	13,572.00
	Total Per Office			396,795.00	Total Per Office			428,838.00

PROPOSED PLANTILLA PERSONNEL and POSITION ALLOCATION LIST

For the Year 2021

Prepared in accordance with the DBM Approved Position Allocation List

Agency : BINMALET WATER UTILITIES
"B"

Address : Luna St., Birmalely, Pangasinan
Tel. Nos. : (075) 540-0054 ; 540-0057 to 58

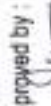
	NAME OF INCUMBENT	2020 DBM Approved POP-PAL POSITION TITLE	Basic Salary			2021 Proposed POP-PAL POSITION TITLE	Basic Salary		
			Grade	Step	Amount		Grade	Step	Amount
			SSL V Second Tranche				(Proposed)		
	b) Production Section :								
	VACANT	Water Resources Facilities Operator A	8	1	17,505.00	Water Resources Facilities Operator A	8	1	18,251.00
12	JONATHAN E. DORIA	Water Resources Facilities Operator C	4	1	13,807.00	Water Resources Facilities Operator C	4	1	14,400.00
13	JONALD L. SORIANO	Water Resources Facilities Operator C	4	1	13,807.00	Water Resources Facilities Operator C	4	1	14,400.00
24	VACANT	Water Resources Facilities Operator C	4	1	13,807.00	Water Resources Facilities Operator C	4	1	14,400.00
25	VACANT	Utility Worker B	1	1	11,551.00	Utility Worker B	1	1	12,034.00
34	VACANT	Utility Worker B	1	1	11,551.00	Utility Worker B	1	1	12,034.00
35	VACANT	Utility Worker A	3	1	13,019.00	Utility Worker A	3	1	13,572.00
36	VACANT	Utility Worker A	3	1	13,019.00	Utility Worker A	3	1	13,572.00
38	AVELINO T. AWANIN	Water Resources Facilities Operator B	6	1	15,524.00	Water Resources Facilities Operator B	6	1	16,200.00
42	EMILIANO S. MELENDEZ JR.	Water Resources Facilities Operator B	6	1	15,524.00	Water Resources Facilities Operator B	6	1	16,200.00
43	MICHAEL E. BRIJAN	Water Resources Facilities Operator B	6	1	15,524.00	Water Resources Facilities Operator B	6	1	16,200.00
50	MARLON C. VALDEZ	Water Resources Facilities Operator A	8	1	17,505.00	Water Resources Facilities Operator A	8	1	18,251.00
51	NARDO T. AQUINO	Water Resources Facilities Operator A	8	1	17,505.00	Water Resources Facilities Operator A	8	1	18,251.00
52	ABOLISHED	Plant/Electrician Mechanic B (CTI)	10	1	20,219.00	Abolished	10	1	-
		Total Per Office	209,887.00			Total Per Office	197,765.00		

Prepared by:

MANUEL D. DE VERA
Division Manager B
(Administrative & Finance Division)

Recommending approval:

JUAN T. CASTRO
General Manager

Approved by:

ANITA U. URBANO
BQD Chairman
Board Res. No. 3-2, s. 2020
Date Approved : December 11, 2020

BINMALEY WATER DISTRICT

Binmaley, Pangasinan

**PROJECTED INCOME STATEMENT BUDGET
For The Year 2021**

	Budgeted Amount	% of Total Income
REVENUES:		
Waterworks System Fees	75,796,232.00	94.83%
Fines & Penalties - Business Income	3,335,034.00	4.17%
Other Service Income	360,000.00	0.47%
Miscellaneous Income	315,000.00	0.41%
Interest Income	96,000.00	0.12%
TOTAL REVENUES	79,902,266.00	100.00%
EXPENSES:		
Personal Services:		% of Total Expenses
Salaries & Wages	15,052,746.00	21.98%
Other Compensation	2,474,442.00	5.50%
Other Personnel Benefits	5,962,683.00	9.33%
Personnel Benefit Contributions	2,050,528.00	3.02%
Maintenance & Operating Expenses:		
Travelling Expenses	301,200.00	0.47%
Training Expenses	504,000.00	1.24%
Supplies & Material Expenses	7,951,753.00	11.69%
Utility Expenses	17,287,000.00	25.45%
Communication Expenses	330,000.00	0.53%
Professional Services	2,516,272.00	1.80%
Membership Dues & Donations	331,200.00	0.51%
Representation Expenses	636,900.00	0.99%
Extraordinary & Miscellaneous Expenses	300,000.00	0.46%
Taxes, Duties & Licenses	1,586,288.00	2.36%
Insurance Premiums	285,000.00	0.44%
Repairs & Maintenance:		
Land & Building Improvements	215,000.00	0.33%
Office Equipment, Furnitures & Fixtures	247,500.00	0.38%
Motor Vehicles	206,000.00	0.32%
Other Machinery & Equipment	341,000.00	0.68%
Other Property, Plant & Equipment	540,000.00	0.77%
Non-Cash Expenses:		
Impairment Loss - Loans & Receivables	308,520.00	0.48%
Depreciation	7,488,000.00	11.15%
Other Losses	100,000.00	0.12%
Financial Expenses:		
Interest Expense	-	0.00%
TOTAL EXPENSES	67,016,032.00	100.00%
NET INCOME	12,886,234.00	19.23%

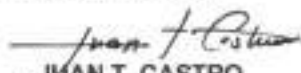
Prepared By:

MANUELA D. DE VERA

Division Manager B

(Administrative & Finance Division)

Recommending Approval:


JUAN T. CASTRO
General Manager B

Approved By:


ANITA U. URBANO
Chairman

Board Res. No. 32, s.2020

Date: December 11, 2020

BINMALEY WATER DISTRICT
Binmaley, Pangasinan

CASH FLOW BUDGET
For the Year 2021

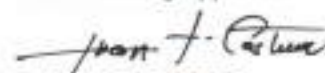
		AMOUNT	% to Total
CASH RECEIPTS :			
Collection of Waterbills	P	75,174,702.00	95.73%
Other Collections :			
Other Service Income (Miscellaneous Fees)		360,000.00	0.46%
Customer Deposits		480,000.00	0.61%
Other Receivables		360,000.00	0.46%
Sale of Materials		1,440,000.00	1.83%
Miscellaneous Income (MNOR)		315,000.00	0.40%
Refund of Advances		180,000.00	0.23%
Interest Income		96,000.00	0.12%
Other Revenues		120,000.00	0.15%
T O T A L		78,525,702.00	100.00%
CASH DISBURSEMENTS :			
Salaries		14,300,109.00	11.54%
Power Cost		15,180,000.00	12.25%
Other Operation & Maintenance Exp.		28,542,645.00	23.04%
Debt Service		-	0.00%
Capital Expenditures		63,600,000.00	51.33%
Fund Reserve		2,273,887.00	1.84%
T O T A L		123,896,641.00	100.00%
CASH INFLOW (OUTFLOW)		(45,370,939.00)	
CASH BALANCE , BEGINNING		66,907,925.00	
CASH BALANCE, ENDING		21,536,986.00	

Prepared by:


MANUELA D. DE VERA

Division Manager B
(Administrative & Finance Division)

Recommending Approval:


JUAN T. CASTRO
General Manager B

Approved by:


ANITA U. URBANO
Chairman- Board of Directors
Board Res. No. 32 s. 2020
Dated: December 11 , 2020

BINMALEY WATER DISTRICT
Binmaley, Pangasinan

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

I- PERSONAL SERVICES (5-01-):

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
A- COMPENSATIONS:							
01-010	Salaries & Wages (Regular)		1,222,595.50	14,671,146.00	13,840,704.00	830,442.00	6%
01-020	Salaries & Wages (Contractual)		31,800.00	381,600.00	360,000.00	21,600.00	6%
	Total Salaries & Wages		1,254,395.50	15,052,746.00	14,200,704.00	852,042.00	6%
02-010	PERA/ADCOM		90,000.00	1,080,000.00	1,080,000.00	-	0%
02-020	Representation Allowance		23,500.00	282,000.00	282,000.00	-	0%
	a. GM B (8,500.00 x 12 months)	102,000.00					
	b. DM B (5,000.00 x 3 x 12 mos.)	180,000.00					
02-030	Transportation Allowance		23,500.00	282,000.00	282,000.00	-	0%
	a. GM B (8,500.00 x 12 months)	102,000.00					
	b. DM B (5,000.00 x 3 x 12 mos.)	180,000.00					
02-040	Clothing & Uniform Allowance (P6,000.00 x 40 employees)		20,000.00	240,000.00	240,000.00	-	0%
02-130	Overtime & Night Pay		69,203.50	830,442.00	830,442.00	-	0%
02-140	Year-End Bonus		135,216.33	1,622,596.00	1,553,392.00	69,204.00	4%
	a. 13th Month Pay (1 month of BS)	1,222,596.00					
	b. Cash Gift (P10,000.00/EE)	400,000.00					
02-990	Other Bonuses & Allowances		218,106.92	2,617,283.00	2,427,127.00	190,156.00	8%
	a. MYFA or 14th Month Pay (1 month of BS)	1,222,596.00					
	b. PBB (as scheduled)	794,687.00					
	c. PEI (5,000.00/EE)	400,000.00					
	d. Anniv. Bonus (P5,000.00/EE)	200,000.00					

BINMALEY WATER DISTRICT
Binmaley, Pangasinan

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

I- PERSONAL SERVICES (5-01-):

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
B- PERSONNEL BENEFIT CONTRIBUTIONS:							
03-010	Retirement & Life Insurance Premiums a. ER = BS x 12% b. EE = BS x 9%		146,711.00	1,760,532.00	1,660,884.00	99,648.00	6%
03-020	PAG-IBIG Contribution a. ER = 2% of P5,000.00 b. EE = (BS + Allow) * 2%		4,500.00	54,000.00	54,000.00	-	0%
03-030	PhilHealth Contribution (Per Schedule)		13,666.33	163,996.00	163,996.00	-	0%
03-040	EEs Compensation Ins. Premiums (1% of BS but not to exceed P 100.00/EE)		6,000.00	72,000.00	72,000.00	-	0%
04-030	Terminal Leave Benefits CF = .0478087 (BS x # of days x CF)		41,667.00	500,004.00	500,004.00	-	0%
04-990	Other Personnel Benefits a. Tokens b. Other Personnel Benefits		81,900.00	982,800.00	1,310,400.00	(327,600.00)	-25%
TOTAL PERSONAL SERVICES			2,128,366.58	25,540,399.00	24,656,949.00	883,450.00	4%

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

II- OPERATING EXPENSES :

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
01-010	Travelling Expenses - Local		25,100.00	301,200.00	301,200.00	-	0%
02-010	Training Expenses		42,000.00	504,000.00	504,000.00	-	0%
	a. Seminar Expenses (P17,000.00/mo.)						
	b. GAD Programs (P300,000.00)						
03-010	Office supplies Expense (40,000.00/month)		33,166.67	398,000.00	398,000.00	-	0%
03-020	Accountable Forms Expenses		71,375.00	856,500.00	856,500.00	-	0%
	a. Waterbill- Statement of Account						
	b. Waterbill- Official Receipt						
	c. ORs - Other collections						
	d. Notice of Disconnection						
	e. Provisional Receipt						
	f. Disbursement Checks						
03-090	Fuel, Oil & Lubricants Expenses (Service Vehicles & BODs)		45,150.00	541,800.00	541,800.00	-	0%
03-130	Chemical & Filtering Supplies Expenses		496,621.08	5,969,453.00	5,675,670.00	283,783.00	5%
	a. PAC (150 bags @ P1,600.00/bag)						
	b. Sodium Hypo (10mt x P15,000.00/mt)						
	c. Others						
03-990	Other Supplies & Materials Expense (Groceries, LPG, etc)		15,333.33	184,000.00	184,000.00	-	0%
04-020	Electricity (Office & Reservoir)		40,583.33	487,000.00	463,050.00	23,950.00	5%
05-010	Postage & Deliveries		500.00	6,000.00	6,000.00	-	0%
05-020	Telephone Exp.- Landline		13,000.00	156,000.00	156,000.00	-	0%
99-060	Membership Dues & Cont. to Org.		12,600.00	151,200.00	151,200.00	-	0%
99-020	Printing & Publication Expenses		1,000.00	12,000.00	12,000.00	-	0%

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

II- OPERATING EXPENSES :

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
99-010	Advertising, Promotional & Mktg. Exp.		14,000.00	168,000.00	168,000.00	-	0%
	a. Radio Broadcasting Fee (P6,000.00/month)	72,000.00					
	b. Souvenir Programs (P8,000.00/month)	96,000.00					
99-030	Representation Expenses		53,075.00	636,900.00	636,900.00	-	0%
	a. BOD & Visitors' meals	378,000.00					
	b. Manaoag Pilgrimage	20,000.00					
	c. Educational Trip	50,000.00					
	d. Anniversary Expenses	70,000.00					
	e. Christmas Party	100,000.00					
99-120	Directors & Committee Members' Fees		89,856.00	1,078,272.00	1,078,272.00	-	0%
	a. Per Diems:						
	(C- 6,912.00 x 2 x 12)	165,888.00					
	(M- 5,760.00 x2x4x12)	552,960.00					
	b. PBI (65% of annual GMs BMS)	411,538.00					
09-010	Generation, Transmission & Distribution Exp.		1,400,000.00	16,800,000.00	15,980,000.00	820,000.00	5%
	a. Power Cost for Pumping						
	b. Fuel Cost for Pumping						
	c. Water Treatment Operations Exp. (Laboratory Expenses)						
	c.1. Water sampling fees						
	c.2. Physical/Chemical analysis fees						
11-020	Auditing Services		11,833.33	142,000.00	142,000.00	-	0%
	a. Audit Fees						
	b. Incidental Expenses						
12-030	Security Services		80,000.00	960,000.00	951,600.00	8,400.00	1%
	(4 Security Guards @ P24,000.00/SG)						

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

II- OPERATING EXPENSES :

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
11-990	Other Professional Services		28,000.00	336,000.00	168,000.00	168,000.00	100%
	a. MIREX (6,000.00/mo)	72,000.00					
	b) Technical Consultant	240,000.00					
	b. Web Developer	24,000.00					
10-030	Extraordinary & Miscellaneous Expenses		25,000.00	300,000.00	300,000.00	-	0%
	a. EME (GM : P10,000.00/month)						
	b. Legal Services fee (P5,000.00/month)						
	c. Other Expenses (gen./janitorial exp. etc)						
15-010	Taxes, Duties & Licenses (2% of Gross Water Sales)		132,190.67	1,586,288.00	1,519,512.00	66,776.00	4%
15-030	Insurance Premiums		23,750.00	285,000.00	285,000.00	-	0%
	a. SV Insurance	65,000.00					
	b. SV Registration	50,000.00					
	c. BRWAD Properties	90,000.00					
	d. Fidelity Bond	20,000.00					
	e. Indemnities & Other Claims	60,000.00					
99-080	Donations		15,000.00	180,000.00	180,000.00	-	0%
TOTAL OPERATING EXPENSES			2,627,134.42	32,029,613.00	30,658,704.00	1,370,909.00	4%

BINMALEY WATER DISTRICT
Binmaley, Pangasinan

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

III- MAINTENANCE EXPENSES :

Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
13-030	R & M - Land Improvement		5,416.67	65,000.00	65,000.00	-	0%
13-040	R & M - Bldgs. & Other Structures a. Pump Stations b. Gen. Adm. Structures Improvements		12,500.00	150,000.00	150,000.00	-	0%
13-051	R & M - Office Equipment		6,562.50	78,750.00	78,750.00	-	0%
13-052	R & M - IT Equipment		6,562.50	78,750.00	78,750.00	-	0%
13-053	R & M - Medical Equipment		2,500.00	30,000.00	30,000.00	-	0%
13-054	R & M - Other Machinery & Equipment a. Pumping Equipment b. Water Treatment c. Communication Equipment d. Tools, Shops & Garage Equipment e. Sports Equipment		28,416.67	341,000.00	341,000.00	-	0%
13-060	R & M - Motor Vehicles		17,166.67	206,000.00	206,000.00	-	0%
13-070	R & M - Furniture & Fixtures		5,000.00	60,000.00	60,000.00	-	0%
13-990	R & M - Infrastructure Assets (UPIS) a. Reservoir & Tanks b. Trans. & Dist. Of Mains c. Services d. Meters e. Hydrants f. Other Plants	70,000.00 170,000.00 70,000.00 50,000.00 50,000.00 130,000.00	45,000.00	540,000.00	500,000.00	40,000.00	8%
TOTAL MAINTENANCE EXPENSES			129,125.00	1,549,500.00	1,509,500.00	40,000.00	3%

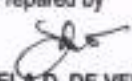
BINMALEY WATER DISTRICT
Binmaley, Pangasinan

BUDGET APPROPRIATION REQUEST
For The YEAR 2021

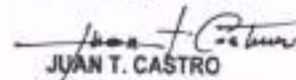
Account Code	ACCOUNT NAME		2021		2020 Appropriation	Increase (Decrease)	% of Inc. (Decrease)
			Monthly	Annual			
			Appropriation				
IV- NON-CASH EXPENSES:							
990	Impairment Loss- Loans & Receivables		25,710.00	308,520.00	308,520.00	-	0%
902	Depreciation		624,000.00	7,488,000.00	7,200,000.00	288,000.00	4%
TOTAL NON-CASH EXPENSES			649,710.00	7,796,520.00	7,508,520.00	288,000.00	4%
V- OTHER OPERATING & MAINTENANCE EXPENSES:							
	Water Supplies & Material Expenses		8,333.33	100,000.00	72,000.00	28,000.00	39%
TOTAL OOME			8,333.33	100,000.00	72,000.00	28,000.00	39%
VI - FINANCIAL EXPENSES:							
987	Interest Expenses		-	-	-	-	0%

SUMMARY :

I	Personal Services	2,128,366.58	25,540,399.00	24,656,949.00	883,450.00	4%
II	Operation Expenses	2,668,134.42	32,029,613.00	30,658,704.00	1,370,909.00	4%
III	Maintenance Expenses	129,125.00	1,549,500.00	1,509,500.00	40,000.00	3%
IV	Non- Cash Expenses	649,710.00	7,796,520.00	7,508,520.00	288,000.00	4%
V	Other Operating & Maintenance Expenses	8,333.33	100,000.00	72,000.00	28,000.00	39%
VI	Financial Expenses	-	-	-	-	0%
TOTAL 2021 PROJECTED EXPENSES		5,584,669.33	67,016,032.00	64,405,673.00	2,610,359.00	4%

Prepared by

MANUELA D. DE VERA
Division Manager B
Administrative & Finance Division

Recommending Approval:


JUAN T. CASTRO
General Manager B

Approved by :


ANITA U. URBANO
Chairman- Board of Directors
Board Res. No. 32 S. 2020
Date Approved: December 11, 2020