

## MONTHLY DATA SHEET

LWUA Memorandum Circular [No. 012.20](#) requires all water districts to regularly submit monthly data sheet (MDS) reports to LWUA through email using the standardized template in Microsoft Excel form (see following sheet). For a more systematic and efficient way of transmittal, storage, retrieval, processing of data for the generation of monitoring outputs for evaluation and analyses, may we suggest the following:

- a. Fill-out the yellow colored blank cells in the template sheet and let the other cells in the sheet remain protected. Do not alter/modify the template by adding, deleting or hiding any column or row, or merging /unmerging cells.
- c. Rename or "save as" the template using the naming convention as:  
*"MDS\_Water District Name\_Province\_Month Year.xls"*

Example: [MDS\\_Balanga\\_Bataan\\_January 2021.xls](#)

- b. The MDS reports shall be submitted to LWUA through the following email addresses:

udev1.wsudd@lwua.gov.ph - for Regions 1, 2, 3 & CAR  
udev2.wsudd@lwua.gov.ph - for Regions 4-A, 4-B & 5  
udev3.wsudd@lwua.gov.ph - for Regions 6, 7 & 8  
udev4.wsudd@lwua.gov.ph - for Regions 9, 10, 11, 12, CARAGA & BARMM  
  
databank.tad@lwua.gov.ph - for all regions  
rcd.gsd@lwua.gov.ph - for all regions

Example: [udev3.wsudd@lwua.gov.ph](#); [databank.tad@lwua.gov.ph](#); [rcd.gsd@lwua.gov.ph](#)

- for Regions 6, 7, & 8

## MONTHLY DATA SHEET

For the Month Ending **October** **2022**

<b>Name of Water District :</b>	<b>BATAC</b>
<b>Province :</b>	<b>Ilocos Norte</b>
<b>Region :</b>	<b>1</b>
<b>CCC No. :</b>	<b>250</b>
<b>Email Address :</b>	<b>atacwaterdistrict@yahoo.com</b>
<b>Website, if any:</b>	<b>batacwd.gov.ph</b>
<b>Contact Nos. (mobile):</b>	<b>09052460282</b>
<b>(landline) :</b>	<b>(077) 792-3026</b>
<b>Geo Coordinates of WD Office(Longitude,Latitude) :</b>	
<b>Under Joint Venture Agreement? (Yes/No):</b>	<b>Yes</b>

### 1. MUNICIPAL DATA/SERVICE COVERAGE

	Municipality(ies) Served		Total No. of Brgys.	No. of Brgys Served	Percent (%) Served to Total Brgys.
	Name of Municipality(ies)	Mun. Class			
Main Mun.:	City of Batac	5th	43	25	58.1%
Annexed:					
Annexed:					
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### 2. SERVICE CONNECTION DATA:

2.1	Total Service (Active + Inactive)	3,524			
2.2	Total Active	1,723			
2.3	Total metered	1,723			
2.4	Total billed	1,723			
2.5	Ave. Persons/Conn.	5.0			
2.6	Population Served (2.2 x 2.5)	8,615			
2.7	Growth in Service Connections (S. C.)		<u>This Month</u>	<u>Year-to-Date</u>	
	New		5	53	
	Reconnection		17	162	
	Disconnected		4	266	
	Increase (Decrease) in S. C.		18	(51)	
2.8	No. of Customers in Arrears	105	( 6.1% )		
2.9	No. of Active Connections		<u>Metered</u>	<u>Unmetered</u>	<u>Total</u>
	Residential/Domestic	1,510			1,510
	Government	34			34
	Commercial/Industrial	178		-	178
	Full Commercial	13			13

Commercial A	104		104
Commercial B	28		28
Commercial C	33		33
Commercial D			-
Bulk/Wholesale			-
<b>Total</b>	<b>1,722</b>	<b>-</b>	<b>1,722</b>

**3. PRESENT WATER RATES:**

3.1 Date Approved (mm/dd/year):                      Effectivity (mm/dd/year): 5/1/2006

3.2 Water Rates

CLASSIFICATION	MINIMUM	COMMODITY CHARGES					
	CHARGES	11-20 CUM	21-30 CUM	31-40 CUM	41-50 CUM	51-60 CUM	61 & Above
Domestic/Government	P 300.00	P 31.30	P 32.70	34.25	P 36.30	P 36.30	P 36.30
Commercial/Industrial	600.00	62.50	65.40	68.50	72.60	72.60	72.60
Commercial A	525.00	54.75	57.20	59.90	63.50	63.50	63.50
Commercial B	450.00	46.95	49.05	51.35	54.45	54.45	54.45
Commercial C	375.00	39.10	40.85	42.80	45.35	45.35	45.35
Commercial D							
Bulk Sales							

**4. BILLING & COLLECTION DATA:**

	This Month	Year-to-Date
4.1 BILLING (Water Sales)		
a. Current - metered	P 1,053,418.39	P 8,717,416.28
b. Current - unmetered		
c. Penalty Charges	35,586.27	319,887.46
d. Less: Senior Citizen & PWD Discount	2,199.88	17,645.25
<b>Total</b>	<b>P 1,086,804.78</b>	<b>P 9,019,658.49</b>

4.2 BILLING PER CONSUMER CLASS:		
e Residential/Domestic	P 815,019.34	P 6,868,627.16
f Government	51,294.57	355,189.34
g Commercial/Industrial	220,490.87	1,795,841.99
h Bulk/Wholesale		
<b>Total</b>	<b>P 1,086,804.78</b>	<b>P 9,019,658.49</b>

4.3 COLLECTION (Water Sales)		
a. Current account	P 987,590.05	P 8,212,961.65
b. Arrears - current year	58,715.29	419,573.55
c. Arrears - previous years	3,252.47	14,945.14
<b>Total</b>	<b>P 1,049,557.81</b>	<b>P 8,647,480.34</b>

4.4 ACCOUNTS RECEIVABLE-CUSTOMERS (Beginning of the Yr.): 755,783.96

		<u>This Month</u>		<u>Year-to-Date</u>
4.5	ON-TIME-PAID, This Month			
	<u>4.3a</u>			
	(4.1a) + (4.1b) - (4.1d)	X 100 =	93.9%	
4.6	COLLECTION EFFICIENCY, Y-T-D			
	<u>(4.3a) + (4.3b)</u>	X 100 =	<u>8,632,535.20</u>	=
	4.1 Total		9,019,658.49	95.7%
4.7	COLLECTION RATIO, Y-T-D			
	<u>4.3 Total</u>	=	<u>8,647,480.34</u>	=
	4.1 Total + 4.4		9,775,442.45	88.5%

**5. FINANCIAL DATA:**

		<u>This Month</u>		<u>Year-to-Date</u>
5.1	REVENUES			
a.	Operating Revenues	P	409,625.67	P
b.	Non-Operating revenues			
	Total	P	409,625.67	P
				4,660,749.24
5.2	EXPENSES			
a.	Salaries and wages	P	134,671.00	P
b.	Pumping cost (Fuel, Oil, Electric)			
c.	Chemicals (treatment)			
d.	Other O & M Expense		133,972.08	1,717,500.54
e.	Depreciation Expense		44,504.06	443,820.60
f.	Interest Expense		15,330.89	158,146.29
g.	Others		82,019.79	895,589.18
	Total	P	410,497.82	P
				4,561,766.61
5.3	NET INCOME (LOSS)	P	(872.15)	P
				98,982.63
5.4	CASH FLOW STATEMENT			
a.	Receipts	P	413,225.67	P
b.	Disbursements		363,921.45	4,784,720.89
c.	Net Receipts (Disbursements)		49,304.22	4,450,520.16
d.	Cash balance, beginning		1,399,429.87	334,200.73
e.	Cash balance, ending		1,448,734.09	1,114,533.36
				1,448,734.09
5.5	MISCELLANEOUS (Financial)			
a.	Loan Funds (Total)		-	-
	1. Cash in Bank	P		P
	2. Cash on Hand			
b.	WD Funds (Total)		1,448,734.09	1,448,734.09
	1. Cash on hand	P		P

2. Cash in bank		999,583.88		999,583.88
3. Special Deposits		187,421.52		187,421.52
4. Investments				
5. Working fund		5,000.00		5,000.00
6. Reserves				
6.1 WD-LWUA JSA		256,728.69		256,728.69
6.2 General Reserves				
c. Materials & Supplies inventory	P		P	
d. Accounts Receivable		745,148.15		745,148.15
1. Customers	P	745,148.15	P	745,148.15
2. Materials on loans				
3. Officers & Employees				
e. Customers' deposits		238,770.06		238,770.06
f. Loans payable		1,385,470.00		1,385,470.00
g. Payable to creditors eg. suppliers				

5.6 FINANCIAL RATIOS	This Month		Year-to-Date	
a. Operating Ratio ( benchmark = $\leq 0.75$ )				
<u>Operating Expenses</u>	313,147.14	=	3,508,031.14	=
<u>Operating Revenues</u>	409,625.67	0.76	4,660,749.24	0.75
b. Net Income Ratio				
<u>Net Income (Loss)</u>	(872.15)	=	98,982.63	=
<u>Total Revenues</u>	409,625.67	(0.00)	4,660,749.24	0.02
c. Current Ratio ( benchmark = $\geq 1.5$ )				
<u>Current Assets</u>			1,817,448.07	=
<u>Current Liabilities</u>			427,604.98	4.25

## 6. WATER PRODUCTION DATA:

6.1 SOURCE OF SUPPLY	Total Rated Capacity			Basis of Data
	Number	(In LPS)	or (in Cum/Mo)	
a. Wells	8	27.91	72,553	
b. Springs				
c. Surface/River				
d. Bulk purchase				
Total	8	27.91	72,553	

Conversion: 1 LPS ~ 2,600 cum/mo

6.2 WATER PRODUCTION (m3)	This Month	Year-to-Date	Method of Measurement
a. WD-Owned Sources			
1 Gravity			
2 Pumped	72,553.0	510,937.0	
Sub-Total	72,553.0	510,937.0	

b. External Source/s			
Total	72,553.0	510,937.0	

### 6.3 WATER PRODUCTION COST

	This Month	Year-to-Date
a. Total power consumption for pumping (KW-Hr)	21,288.00	186,821.00
b. Total power cost for pumping (PHP)	369,761.59	2,807,111.95
c. Other energy cost (oil, etc.) (PHP)	38,846.00	54,884.48
d. Total Pumping Hours (motor drive)		
e. Total Pumping Hours (engine drive)		
f. Total Chlorine consumed (Kg.)	240.00	2,123.00
g. Total Chlorine cost (PHP)	34,425.60	281,925.23
h. Total cost of other chemicals (PHP)		
Total Production Cost	P 443,033.19	P 3,143,921.66

### 6.4 ACCOUNTED FOR WATER (m3)

a. Total Billed Metered Consumption (m3)	27,208.0	224,397.0
Residential	22,234.0	188,635.0
Government	1,336.0	9,258.0
Commercial/Industrial (Total)	3,638.0	26,504.0
Full Commercial	1,348.0	7,107.0
Commercial A	1,135.0	8,896.0
Commercial B	712.0	7,372.0
Commercial C	443.0	3,129.0
Commercial D		
Bulk/Wholesale		
b. Unmetered billed		
c. Total billed	27,208.0	224,397.0
d. Metered unbilled		
e. Unmetered unbilled		
f. Total Accounted	27,208.0	224,397.0

### 6.5 WATER USE ASSESSMENT

a. Average monthly consumption/connection (m3)	15.8	
Residential (m3/conn/mo.)	14.7	
Government (m3/conn/mo)	39.3	
Commercial/Industrial (m3/conn/mo)	20.4	
Bulk/Wholesale (m3/conn/mo)		
b. Average liters per capita/day (lpcd)	98.2	
c. Accounted for water (%)	37.5%	43.9%
d. Revenue Producing Water (%)	37.5%	43.9%
e. Percent Non-revenue Water (%)	62%	56%
f. 24/7 Water Service (Y/N)	No	

## 7. STORAGE FACILITIES

No.of Units	Total Capacity (m3)
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a. Elevated Reservoir(s)	2	342
b. Ground Reservoir(s)		

**8. MISCELLANEOUS**

**8.1 EMPLOYEES**

a. Total	12
b. Regular	8
c. Casual	
d. Job-order/COS	4
e. Number of active connections/employee	215
f. Average monthly salary/employee	34,862.59

**8.2 BOARD OF DIRECTORS**

		Number of Meetings Attended					
		This Month			Year-to-Date		
		Special/			Special/		
	Name	Regular	Emergency	Total	Regular	Emergency	Total
1	MRS. PERLA C. MARDERS	2	1	3	14	6	20
2	DR. MIRAMAR D. BUMANGLAG	2	1	3	13	6	19
3	DR. FRANELIA N. CALUYA	2	1	3	14	6	20
4	MRS. FREYA ANNE R. YAPO	2	1	3	14	6	20
5	MR. PHILIP D. CHUA	0	1	1	8	6	14
6							

		This Month	Year-to-Date
a.	No. of Resolutions passed		6
b.	No. of Policies passed		4
c.	Directors fees paid	P 24,480.00	174,600.00
d.	Meetings:		
	1. Held	3	20
	2. Regular	2	14
	3. Special/Emergency	1	6

**9. STATUS OF VARIOUS DEVELOPMENT:**

**9.1 ON-GOING PROJECTS**

	DESCRIPTION (e.g. Comprehensive Project, Source Dev., Expansion, Rehab., Water Quality, etc)	PROJECT COST (PHP x 1,000)	FUNDING SOURCE	PERCENT ACCOMPLISHMENT
a.	Colo Deepwell #10	on-going	PrimeWater	66%
b.				
c.				
d.				
e.				
f.				
g.				

h.				
i.				
j.				
k.				
l.				
m.				
n.				
o.				

9.2 CURRENT FINANCIAL ASSISTANCE/LOANS/GRANTS

	LOAN AMOUNT (PHP)	ARREARAGES, Beginning of the year	MONTHLY AMORTIZATION (PHP)	PAYMENTS MADE, YTD	TERMINAL YEAR OF AMORTIZATION
a. Loans from LWUA					
1	4430577	0	52959	529590	2025
2					
3					
4					
5					
	Total				
b. Loans from Other Fund Sources					
1	4833320	0		322661.83	2022
2	2000000	0	40000	400000	2022
3					
4					
5					
	Total				

10. INSTITUTIONAL DEVELOPMENT/REVIEWS:

10.1 LWUA REVIEW AND SYSTEMS INSTALLATION

Year when Last installed /reviewed

a. CPS I Installation	1989
b. CPS II Installation	2004
c. Water Rates Review	
d. Water Safety Plan Review	2022
e. Business Plan Review	
f. Groundwater Data Bank Installation	
g. Computerized Billing & Collection System	
h. Computerized Read & Bill	
i. Computerized Accounting System	
j. Computerized Inventory System	

11. KEY PERFORMANCE INDICATORS:

Actual

KPI Monitoring Benchmark



a.	Non-Revenue Water (%) - YTD	56%	≤ 20%
b.	Collection Efficiency (%) - YTD	95.7%	≥ 90%
c.	S.Conn. Market Growth - YTD	(51)	946
d.	Capex (Php) - YTD	63385.66	204000
e.	LWUA-WD JSA Reserves (%) - YTD	2.97	≥ 3% of Item 5.1
f.1	Water Quality Compliance - Bacti (Y/N)	Y	Y
f.2	Water Quality Compliance - Phychem (Y/N)	Y	Y
f.3	Water Quality Compliance -Residual Chlorine (Y/N)	Y	Y
g.	Current Ratio - YTD	4.25	≥ 1.5
h.	Average Monthly Net Income (Php)	9898.26	positive
i.	Staff Productvity Index	215	100
j.	24/7 Water Service (% of Active S Conn)	N	Y
k.	With Sanitation Facilities (Yes or No)	Y	Y

Prepared by:

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Certified Correct:

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General Manager