



## **IRIGA CITY WATER DISTRICT**

RUFINO LLAGAS SR. ST., SAN ROQUE, IRIGA CITY

Tel. Nos. (054) 299-6504\*Telefax (054) 299-5709

January 13, 2017

FLORDELIZA A. ELLA  
Local Water Utilities Administration  
MWSS-LWUA Compound  
Katipunan Road, Balara  
Quezon City, Metro Manila

Dear Madam:

We are pleased to submit to you the ICWD's Form A (Performance Accomplishment) and Form A-1 (Details of Delivery Unit/Office Performance Indicators and Accomplishments) in the operation year 2016 for your reference and evaluation.

Thank you very much.

Very truly yours,

  
ROMULO M. CORPORAL, JR.  
General Manager

*Send via email  
April 26, 2017  
C. 10:00 AM*

**FORM A**  
**PERFORMANCE ACCOMPLISHMENT**  
**FY 2016**

**LWD NAME: IRIGA CITY WATER DISTRICT**

MFOs AND PERFORMANCE INDICATOR (1)		FY 2015 ACTUAL ACCOMPLISHMENT (2)	FY 2016 TARGET (3)	RESPONSIBLE OFFICE/UNIT (4)	FY 2016 ACTUAL ACCOMPLISHMENT (5)	ACCOMPLISHMENT RATE (6)	REMARKS (7)
<b>A. Water Facility Service Management</b>							
<b>2016 BUDGET</b>							
PI 1 (Quantity) Access to potable water	Percentage of barangay with access to potable water against the total number of barangays within the coverage of the LWD	63.9% of Barangay w/ access to potable water	63.9% of Barangay w/ access to potable water	Technical Division	63.9% of 36 Barangay w/ access to potable water	100%	
PI 2 (Quality) Reliability of service	Percentage of household connections receiving 24/7 supply of water	97% of household connection received 24/7 supply of water	97% of household connection received 24/7 supply of water	Technical Division	12,262 is 97% of household connection received 24/7 supply of water	100%	
PI 3 (Timeliness) Adequacy	Source Capacity of LWD to meet demands for 24/7 supply of water	1.772:1	1.804:1	Technical Division	1.837:1	102%	
<b>B. Water Distribution Service Management</b>							
<b>2016 BUDGET</b>							
PI 1 (Quantity) NRW	Percentage of unbilled water to water production	27% NRW	25% NRW	Technical Division	25% NRW	100%	
PI 2 (Quality) Potability	Average deviation from PNSDW (chlorine residual requirements) from January 1 to December 31	.30ppm	0 deviation; to attain residual chlorine $\geq$ 0R = to 0.3 ppm	Technical Division	0 deviation; to attain residual chlorine $\geq$ 0.3 ppm	100%	
PI 3 (Timeliness) Adequacy/reliability of service	Average response time to restore service when there are interruptions based on the Citizen's Charter of LWD proposed for approval by CSC	Service conn. Complaint-24hrs Minor Repair-12 hrs. & Major repair-48hrs	Service Connection Complaint - 24 hrs. Minor repair- 12 hrs. Major repair - 48 hrs.	Technical Division	Service Connection Complaint - 24 hrs. Minor repair - 12 hrs. Major repair - 48 hrs.	100%	

MFOs AND PERFORMANCE INDICATOR (1)		FY 2015 ACTUAL ACCOMPLISHMENT (2)	FY 2016 TARGET (3)	RESPONSIBLE OFFICE/UNIT (4)	FY 2016 ACTUAL ACCOMPLISHMENT (5)	ACCOMPLISHMENT RATE (6)	REMARKS (7)
Support to Operation (STO)							
2016 BUDGET							
PI 1	<b>Staff Productivity Index</b> The Staff Productivity Index of one (1) position for every one hundred (100) service connections for Category D, and one hundred twenty (120) service connection for Categories A to C, shall be strictly observed in the determination of the total number of positions in an LWD - PI3	1:141 staff Productivity Index	1:135 staff Productivity Index	Administrative Division	1:148 staff Productivity Index	110%	
PI 2 affordability	<b>Reasonableness/Affordability</b> of water rates to consumers with access connections. Water rate for the 1 <sup>st</sup> cu.m. must not exceed 5% of the average income of LIG.	Minimum Charge: ₱214.95 /427.44 = 50% of 5% LIG.	Minimum Charge: ₱214.90 2.4% of LIG (₱9,000.00)	Commercial Division	Minimum Charge: ₱214.95 is 2.4% of LIG (₱ 9,000.00)	100%	5% of LIG of 9,000 is ₱450.00
PI 3	<b>Customer Satisfaction</b> Percentage of Customer Complaints acted upon against received complaints	100% of customers complaints acted upon	100% of customers complaints acted upon	Technical & Commercial Division	100% of 1,116 customers complaints acted upon	100%	
General Administration and Support Services (GASS)							
2016 BUDGET							
PI 1	Financial viability & sustainability of LWD operations (Collection Ratio, Operating Ratio, Current Ratio)	Collection Ratio-90%  Operating Ratio - 74.3%  Current Ratio - 2.30:1	Collection Ratio - 90%  Operating Ratio - 75%  Current Ratio- 1.804:1	Commercial & Finance Division	Collection Ratio - 91%  Operating Ratio -74.6 %  Current Ratio - 2.53:1	101%  99.5%  141%	



MFOs AND PERFORMANCE INDICATOR (1)		FY 2015 ACTUAL ACCOMPLISHMENT (2)	FY 2016 TARGET (3)	RESPONSIBLE OFFICE/UNIT (4)	FY 2016 ACTUAL ACCOMPLISHMENT (5)	ACCOMPLISHMENT RATE (6)	REMARKS (7)
PI 2	<p>a. Compliance with COA reporting requirements in accordance with content and period of submission.</p> <p>Submission of five financial reports i.e. Balance Sheet, Statement of Income &amp; Expenses, Statement of Cash Flows, Statement of Government Equity, Notes for Financial Statement, Report on Ageing of Cash Advance</p>	<p>Submission of required COA reports as of Dec. 31, 2015</p> <p>Financial Report as of Dec. 31, 2015 submitted to COA dated February 15, 2016.</p> <p>Report on Ageing of Cash Advance as of Nov. 15, 2015 submitted to COA dated December 01, 2015</p>	<p>Submission of required COA reports to wit:</p> <p>Financial Report on or before March 31</p> <p>Report on Ageing of Cash Advance (Cut-off Nov. 15) on or before Dec. 01</p>	Admin. & Finance Division	<p>Submission of required COA reports as of Dec. 31, 2016</p> <p>Financial Report as of Dec. 2016 submitted to COA dated February 14, 2017</p> <p>Report on ageing of Cash Advance as of Nov. 15, 2016 submitted to COA Dec. 01, 2016</p>	<p>100%</p> <p>100%</p>	




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	b. Compliance with LWUA reporting requirements in accordance to content and period of submission	Submission of required LWUA report to wit:	Submission of required LWUA report to wit:	Admin. & Tech Division	Submission of required LWUA reports to wit:		
	i.e. Monthly Data Sheet, Balance Sheet, Income Statement, Cash Flow Statement, Microbiological/Physical/Chemical/Chlorine residual report, Approved WD budget w/ Annual Procurement Plan, Annual Report.	<b>FS/MDS -</b> As of December 31, 2015 submitted to LWUA Jan. 12, 2016	<b>FS/MDS -</b> Not later than 30 <sup>th</sup> day of the ensuing month	Admin. & Finance Division	<b>FS/MDS as of Dec. 31, 2016</b> submitted to LWUA Jan. 26, 2017	100%	
		<b>Bacti-Test -</b> As of December 2015 submitted to LWUA dated Dec. 28, 2015	<b>Bacti-Test -</b> Not later than 15 days upon receipt of the result.	Technical Division	<b>Bacti-Test as of December 2016</b> submitted to LWUA dated Dec. 28, 2016	100%	
		<b>Physical &amp; Chemical</b> annual submission of raw water test to LWUA dated December 28, 2015	<b>Physical &amp; Chemical</b> annual submission of raw water test to LWUA on or before January 30, 2017	Technical Division	<b>Physical &amp; Chemical</b> annual submission to LWUA dated March 16, 2016	100%	
		<b>Approved Budget 2016</b> submitted to LWUA dated January 12, 2016	<b>Approved Budget 2017</b> submission not later than Jan. 30	Admin. Div. Comm. Div. Tech. Div.	<b>Approved Budget 2017</b> submitted to LWUA dated January 15, 2017	100%	
		<b>Annual Procurement Plan (APP) 2016</b> submitted to DBM/Philgeps dated November 11, 2016	<b>Annual Procurement Plan (APP) 2017</b> submission every 1 <sup>st</sup> month of the year	Admin. Div. Comm. Div. Tech. Div.	<b>Annual Procurement Plan (APP) 2017</b> submitted to DBM/Philgeps dated December 29, 2016	100%	






MFOs AND PERFORMANCE INDICATOR (1)	FY 2015 ACTUAL ACCOMPLISHMENT (2)	FY 2016 TARGET (3)	RESPONSIBLE OFFICE/UNIT (4)	FY 2016 ACTUAL ACCOMPLISHMENT (5)	ACCOMPLISHMENT RATE (6)	REMARKS (7)
	Annual Report 2015 submitted January 15, 2016	Annual Report - 2016 submitted not later than June 30	Admin. Div. Comm. Div. Tech. Div.	Annual Report 2016 to be submitted on or before June 30, 2017	100%	

Recommending Approval:

ENGR. AMALIA D. RARIZA  
Planning Officer

date

Prepared by:

SALVADOR D. ALCOMENDAS  
Budget Officer

date

Approved by:

ROMULO M. CORPORAL, JR.  
Agency Head

date

FORM A-1  
DETAILS OF DELIVERY UNIT/OFFICE PERFORMANCE INDICATORS AND ACCOMPLISHMENTS

LWD NAME: IRIGA CITY WATER DISTRICT

Major Final Outputs/Responsibl e Bureaus (1)	Performance Indicator 1 (2)	FY 2016 TARGET for Performance Indicator 1 (3)	FY 2016 ACCOMPLISHMEN T for Performance Indicator 1 (4)	Performance Indicator 2 (5)	FY 2016 TARGET for Performance Indicator 2 (6)	FY 2016 ACCOMPLISHMEN T for Performance Indicator 2 (7)	Performance Indicator n (8)	FY 2016 TARGET for Performance Indicator n (9)	FY 2016 ACCOMPLISHMEN T for Performance Indicator n (10)	Remark s (11)
<b>A. Major Final Output</b>										
Tech. Division	Quantity - Access to potable water	63.9% of Barangay w/ access to potable water	63.9% of 36 Barangay w/ access to potable water	Quality and Reliability of Service	97% of household connection received 24/7 supply of water	12,262 is 97% of household connection received 24/7 supply of water	Timeliness - Adequacy	1.804:1	1.337:1	
<b>B. Support to Operation (STO)</b>										
Tech. Division	Quantity - Non Revenue Water	25% NRW	25% NRW	Quality - Potability	0 deviation to attain residual chlorine > or = to 0.3ppm	0 deviation to attain residual chlorine > 0.3 ppm	Timeliness - Adequacy Reliability of Service	Service Connection complaint - 24 hrs.  Minor Repair -12 hrs.  Major Repair - 48 hrs.	Service Connection Complaint - 24 hrs.  Minor repair - 12 hrs.  Major repair - 48 hrs.	
<b>C. Support to Operations (STO)</b>										
Admin. Div./ Finance Div./ Comm. Div./ Technical Div.	Staff Productio n Index	1:135 Staff Productivit y Index	1:148 staff Productivity Index	Affordabilit y	Minimum Charge: ₱214.95/450 = 48% of 5% LIG	Minimum Charge of ₱ 214.95 is 2.4% of LIG (₱9,000.00)	Customer Satisfactio n	100% of customers complaint s acted upon	100% of 1,116 customers complaints acted upon	

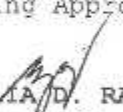
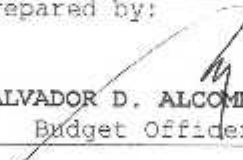



D. General Administration and Support Services (GASS)

Admin. Div./ Finance Div./ Comm. Div./ Technical Div.	Financial Viability & Sustainability of LWD operation	Collection Ratio - 90%  Operating Ratio - 75%  Current Ratio - 1.804:1	Collection Ratio - 91%  Operating Ratio -74.6%  Current Ratio-2.53:1	Compliance with COA reporting requirements in accordance with contents and period of submission.  Submission of five (5) Financial Reports i.e. Balance Sheet, Statement of Income and Expenses, Statement of Cash flow, Statement of Government Equity, Notes to Financial Statement.  Report on Ageing of Cash Advance (cut- off Nov. 15) on or before Dec. 01, 2016	Submission of required COA reports.  Submission of required Financial Report as of December 31, 2016 not later than March 31 of the succeeding year.	COA Reports  Financial Report as of Dec. 31, 2016 submitted Feb. 14, 2017  Ageing of Cash Advance as of Nov. 15, 2016 submitted Dec. 01, 2016.	Compliance of LWUA reporting requirements in accordance to contents & period of submission.	Submission of required LWUA reports on the following schedule:  MDS/FS- submitted not later than 30 days of the ensuing month.  Bacti-Test - Not later than 15 days upon receipt of the result.  Physical & Chemical annual submission of raw water test to LWUA on or before January 30, 2017.	Submitted required reports to LWUA:  MDS/FS as of Dec. 31, 2016 submitted January 26, 2017.  Bacti-test as of December 2016 submitted to LWUA dated December 28, 2016  Physical & Chemical annual submission to LWUA dated March 16, 2016
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								Approved Budget 2017 - Not later than January 30  Annual Procurement Plan (APP) 2017 submission every 1 <sup>st</sup> month of the year.  Annual Report 2016 - Submitted not later than June 30	Approved Budget 2017 submitted to LWUA dated January 15, 2017  Annual Procurement Plan (APP) 2017 submitted to DBM/Philgeps dated December 29, 2016.  Annual Report 2016 to be submitted on or before June 30, 2017	
Recommending Approval:  <b>ENGR. AMALIA D. RARIZA</b> Planning Officer			Prepared by:  <b>SALVADOR D. ALCOMENDAS</b> Budget Officer			Approved by:  <b>ROMULO M. CORPORAL, JR.</b> Agency Head				