



SAN RAFAEL WATER DISTRICT  
Poblacion, San Rafael, Bulacan

EXCERPTS FROM THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
SAN RAFAEL WATER DISTRICT HELD AT SAN RAFAEL WATER DISTRICT MAIN OFFICE, POBLACION,  
SAN RAFAEL, BULACAN ON DECEMBER 9, 2016.

PRESENT:

Dir. Socorro V. Valdecantos	-	Board Chair
Dir. Leonila G. Ramos	-	Vice-Chair
Dir. Marivic V. Vergel de Dios	-	Board Secretary
Dir. Manuel I. Vasallo, Jr.	-	Board Auditor
Dir. Evelyn E. Dionisio	-	Board Member

OTHERS PRESENT:

Engr. Numeriano M. Castañeda Jr.	-	General Manager
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**BOARD RESOLUTION NO. 2016-61**  
**SERIES OF 2016**

**"A BOARD RESOLUTION APPROVING THE ANNUAL BUDGET OF SAN RAFAEL WATER DISTRICT FOR  
THE CALENDAR YEAR 2017".**

WHEREAS, the Management presented to the Board of Directors the proposed Annual Budget of  
San Rafael Water District for the Calendar Year 2017 for approval;

WHEREAS, after a careful and thorough study and review of the proposed 2017 Budget of San  
Rafael Water District, the Board of Directors found out that it is appropriate and necessary to the  
interest of the Water District and the public as well;

NOW THEREFORE, upon motion of Vice-Chair Leonila G. Ramos, duly seconded by  
Dir. Marivic V. Vergel de Dios and unanimously approved by all the members of the Board of Directors  
present; it is

RESOLVED, as it is hereby resolved, to approve the Annual Budget of San Rafael Water District  
for Calendar Year 2017;

RESOLVED FINALLY, that copies of this resolution be furnished all authorities concerned for their  
information and reference.

UNANIMOUSLY APPROVED.

SGD SOCORRO V. VALDECANTOS  
Board Chair

SGD LEONILA G. RAMOS  
Vice-Chair

SGD MARIVIC V. VERGEL DE DIOS  
Board Secretary

SGD MANUEL I. VASALLO, JR.  
Board Auditor

SGD EVELYN E. DIONISIO  
BoardMember

Certified Correct:

  
SOCORRO V. VALDECANTOS  
Board Chair

  
MARIVIC V. VERGEL DE DIOS  
Board Secretary

**PROPOSED BUDGET FOR CY 17**
**Budgetary Items**

<b>PERSONAL SERVICES</b>		<b>Admin/Fin.</b>	<b>Commercial</b>	<b>Operation/Prod</b>	<b>BOD</b>	<b>Total</b>
<b>SALARIES AND WAGES</b>						
Salaries and Wages	701	4,585,976.50	3,131,379.50	4,667,208.00	-	12,384,564.00
					-	-
<b>Total</b>		<b>4,585,976.50</b>	<b>3,131,379.50</b>	<b>4,667,208.00</b>	<b>-</b>	<b>12,384,564.00</b>
<b>OTHER COMPENSATION</b>						
Personnel Economic Relief Allowance (PERA)	711	312,000.00	288,000.00	432,000.00	-	1,032,000.00
Representation Allowance (RA)	713	162,000.00	60,000.00	60,000.00	-	282,000.00
Transportation Allowance (TA)	714	162,000.00	60,000.00	60,000.00	-	282,000.00
Clothing/Uniform Allowance	715	65,000.00	60,000.00	90,000.00	-	215,000.00
Other Bonuses and Allowances	719	651,357.38	421,632.00	683,786.23	-	1,756,775.61
Honoraria	720	8,000.00	20,000.00	32,000.00	-	60,000.00
Overtime and Night Pay	723	40,000.00	75,172.08	480,534.84	-	595,706.92
Cash Gift	724	65,000.00	60,000.00	90,000.00	-	215,000.00
Year End Bonus	725	387,978.00	261,018.00	395,527.00	-	1,044,523.00
<b>Total</b>		<b>1,853,335.38</b>	<b>1,305,822.08</b>	<b>2,323,848.07</b>	<b>-</b>	<b>5,483,005.53</b>
<b>PERSONNEL BENEFIT CONTRIBUTIONS</b>						
Life and Retirement Insurance Contributions	731	550,317.18	375,765.54	560,064.96	-	1,486,147.68
PAG-IBIG Contributions	732	15,600.00	14,400.00	21,600.00	-	51,600.00
PHILHEALTH Contributions	733	45,375.00	34,650.00	53,175.00	-	133,200.00
ECC Contributions	734	15,600.00	14,400.00	21,600.00	-	51,600.00
<b>Total</b>		<b>626,892.18</b>	<b>439,215.54</b>	<b>656,439.96</b>	<b>-</b>	<b>1,722,547.68</b>
<b>OTHER PERSONNEL BENEFITS</b>						
Other Personnel Benefits	749	560,931.22	377,374.86	571,845.42	-	1,510,151.50
<b>Total</b>		<b>560,931.22</b>	<b>377,374.86</b>	<b>571,845.42</b>	<b>-</b>	<b>1,510,151.50</b>
<b>TOTAL PERSONAL SERVICES</b>		<b>7,627,135.28</b>	<b>5,253,791.98</b>	<b>8,219,341.45</b>	<b>-</b>	<b>21,100,268.71</b>



**SAN RAFAEL WATER DISTRICT  
PROPOSED BUDGET FOR CY 2017**

**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commercial</b>	<b>Operation/Prod</b>	<b>BOD</b>	<b>Total</b>
<b>SUBSCRIPTION EXPENSES</b>						
Subscription Expenses	786	5,000.00				5,000.00
<b>Total</b>		<b>5,000.00</b>	-	-	-	<b>5,000.00</b>
<b>PROFESSIONAL SERVICES</b>						
Legal Services	791	46,000.00				46,000.00
Auditing Services	792	150,000.00				150,000.00
General Services	795	-	-	158,995.00		158,995.00
Security Services	797	144,000.00				144,000.00
Other Professional Services\	799	500,000.00				500,000.00
Council /Board of Members Benefits	800				1,278,270.00	1,278,270.00
<b>Total</b>		<b>840,000.00</b>	-	<b>158,995.00</b>	<b>1,278,270.00</b>	<b>2,277,265.00</b>
<b>REPAIRS AND MAINTENANCE</b>						
Repairs and Maintenance - Land Improvements	802			18,000.00		18,000.00
Repairs & Maint- Other Structures	815			45,000.00		45,000.00
Repairs and Maintenance - Other Leasehold Improvements	819			60,000.00		60,000.00
Repairs and Maintenance - Office Equipment	821			20,000.00		20,000.00
Repairs and Maintenance - Furniture and Fixtures	822			5,000.00		5,000.00
Repairs and Maintenance - IT Equipment and Software	823			25,000.00		25,000.00
Repairs & Maint-Machinery	826			50,000.00		50,000.00
Repairs and Maintenance - Medical, Dental and	833			40,000.00		40,000.00
Repairs and Maintenance - Other Machinery and Equipment	840			10,000.00		10,000.00
Repairs and Maintenance - Motor Vehicles	841			185,000.00		185,000.00
Repairs and Maintenance - Other Property, Plant and Equipment	850			350,000.00		350,000.00
Repairs & Maintenance-Pumping Station	854			50,000.00		50,000.00
Repairs & Maintenance -Waterways	857			456,000.00		456,000.00
<b>Total</b>		-	-	<b>1,314,000.00</b>	-	<b>1,314,000.00</b>

**SAN RAFAEL WATER DISTRICT**  
**PROPOSED BUDGET FOR CY 2017**  
**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commercial</b>	<b>Operation/Prod</b>	<b>BOD</b>	<b>Total</b>
Other Maintenance & Operating Expenses 969		594,000.00				594,000.00
<b>Total</b>		<b>594,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>594,000.00</b>
<b>TRAVELING EXPENSES</b>						
Traveling Expenses - Local	751	60,000.00	57,600.00	28,800.00	50,000.00	196,400.00
<b>Total</b>		<b>60,000.00</b>	<b>57,600.00</b>	<b>28,800.00</b>	<b>50,000.00</b>	<b>196,400.00</b>
<b>TRAINING AND SCHOLARSHIP EXPENSES</b>						
Training Expenses	753	200,000.00	100,000.00	100,000.00	600,000.00	1,000,000.00
<b>Total</b>		<b>200,000.00</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>600,000.00</b>	<b>1,000,000.00</b>
<b>SUPPLIES AND MATERIALS EXPENSES</b>						
Office Supplies Expenses	755	70,000.00	70,000.00	60,000.00		200,000.00
Accountable Forms Expenses	756	9,480.00	307,500.00	-		316,980.00
Medical, Dental and Laboratory Supplies	760			613,000.00		613,000.00
Gasoline, Oil and Lubricants Expenses	761		-	500,000.00		500,000.00
Other Supplies Expense	765	100,000.00	200,000.00	-		300,000.00
Cooking Gas Expense	768	5,600.00		-		5,600.00
Water Expense	766	18,000.00				18,000.00
<b>Total</b>		<b>203,080.00</b>	<b>577,500.00</b>	<b>1,173,000.00</b>	<b>-</b>	<b>1,953,580.00</b>
<b>UTILITY EXPENSES</b>						
Electricity Expenses	767		-	8,000,000.00		8,000,000.00
<b>Total</b>		<b>-</b>	<b>-</b>	<b>8,000,000.00</b>	<b>-</b>	<b>8,000,000.00</b>
<b>COMMUNICATION EXPENSES</b>						
Postage and Deliveries	771	20,000.00				20,000.00
Telephone Expenses - Landline	772	40,200.00				40,200.00
Telephone Expense-Mobile	773	93,944.00	-	-	-	93,944.00
Advertising Expense	780	25,000.00				25,000.00
Internet Expenses	774	49,744.00		-		49,744.00
<b>Total</b>		<b>228,888.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>228,888.00</b>
<b>MEMBERSHIP DUES AND CONTRIBUTION TO ORGANIZATIONS</b>						
Membership Dues and Contribution to	778	47,200.00			-	47,200.00
<b>Total</b>		<b>47,200.00</b>				<b>47,200.00</b>
<b>RENT EXPENSES</b>						
Rent Expenses	782	300,612.33				300,612.33
<b>Total</b>		<b>300,612.33</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,612.33</b>
<b>DONATIONS</b>						
Donations	878	50,000.00				50,000.00
<b>REPRESENTATION EXPENSES</b>						
Representation Expenses	783	607,000.00			-	607,000.00
Extraordinary Expense	883	98,400.00				98,400.00
<b>Total</b>		<b>755,400.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>755,400.00</b>



**SAN RAFAEL WATER DISTRICT  
PROPOSED BUDGET FOR CY 2017**

**Budgetary Items**

<b>MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>Admin/Fin.</b>	<b>Commercial</b>	<b>Operation/Prod</b>	<b>BOD</b>	<b>Total</b>
<b>TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>						
Taxes, Duties and Licenses	891	1,408,198.89				1,408,198.89
Fidelity Bond Premiums	892	100,000.00				100,000.00
Insurance Expense	893	84,300.00				84,300.00
<b>Total</b>		<b>1,592,498.89</b>	-	-	-	<b>1,592,498.89</b>
<b>NON-CASH EXPENSES</b>						
Bad Debts expense	901			87,867.83		87,867.83
<b>Total</b>		-	-	<b>87,867.83</b>	-	<b>87,867.83</b>
<b>DEPRECIATION</b>						
Depreciation -Land Improvement	902	21,600.00		-		21,600.00
Depreciation-Other Structures	915	126,000.00				126,000.00
Depreciation-Leasehold Improvements	919	96,000.00				96,000.00
Depreciation -Office Equipment	921	60,000.00				60,000.00
Depreciation -Furnitures & Fixtures	922	30,000.00				30,000.00
Depreciation -IT Equip & Software	923	249,600.00				249,600.00
Depreciation -Machinery	926	320,400.00				320,400.00
Depreciation -Communication	929	62,400.00				62,400.00
Depreciation-Med.Dental&labEquip	933	52,800.00				52,800.00
Depreciation -Other Machinery & Equip	940	18,000.00				18,000.00
Depreciation-Motor Vehicles	941	360,000.00				360,000.00
Depreciation-Other Plnt, & Equip.	950	5,100,000.00				5,100,000.00
<b>Total</b>		<b>6,496,800.00</b>	-	-	-	<b>6,496,800.00</b>
<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>11,323,479.22</b>	<b>735,100.00</b>	<b>10,862,662.83</b>	<b>1,928,270.00</b>	<b>24,849,512.05</b>
<b>FINANCIAL EXPENSES</b>						
Interest Expenses	975	2,187,334.97				2,187,334.97
<b>TOTAL FINANCIAL EXPENSES</b>		<b>2,187,334.97</b>	-	-	-	<b>2,187,334.97</b>
<b>GRAND TOTAL</b>		<b>21,137,949.47</b>	<b>5,988,891.98</b>	<b>19,082,004.28</b>	<b>1,928,270.00</b>	<b>48,137,115.73</b>

**Prepared by:**

Analiza Mendoza  
Admin Serv.Asst.A

**Checked by:**

M.V. Suarez/J. Inductivo/J. Viola  
Admin/Finance /Oper/Comm

**Recommended by:**

Numeriano Castañeda Jr.  
General Manager

**Approved by:**

Socorro Valdecantos  
Chairman -BOD

By Board Action: As per Board Res. No. 2014-01

12-9-2014