

METRO MIDSAYAP WATER DISTRICT

007 Poblacion 8, Midsayap, Cotabato (North) Province

Annual Development Plan for the CY 2018

Ref #	MAJOR FINAL OUTPUT		Target/s	Primary Responsible		Time Frame		Budget		Hardcore Evidence Requirement	Legal Reference
	Key Results Area			Office (Division, Section Group)	Personnel	Frequency	Target Date	Amount	Type (HBC or NSP)		
	Objectives										
	Strategies										
Programs and Activities											
1	WATER FACILITY SERVICE MANAGEMENT										
1.1	Service Expansion and Improvement										
1.1.1	To provide 24/7 water service to customers										
1.1.1.1	<i>Ensure provision of water service 24/7 and maintain a desirable water pressure from pump stations</i>										
1.1.1.1.01	DRMP, WSP	Provide budget for power consumption at Pump Stations (PSs) and Booster Pumps (BPs). Monitor and ensure payment of the monthly power consumption of PSs and BPs.	At least 90% of the pump stations' operation will not be interrupted due to non-monitoring of electricity consumption	PED-PWQS	RADS, JFT, JGSA	Monthly	January to December	3,768,000.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2017 Section 73
1.1.1.1.02	DRMP, WSP	Provide budget for fuel of generator sets. Monitor and ensure availability of fuel of generator sets.	At least 90% of black-out period are powered with generator sets	PED-PWQS ACD-AS-PMG	RADS, JFT, JGSA, JOS	Monthly	January to December	250,800.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2017 Section 73
1.1.1.1.03	DRMP, WSP	Provide budget for the maintenance of generator sets. Conducts regular maintenance check-up, change oil and filter of every generator sets.	At least once per quarter, generator sets are maintained	PED-PWQS ACD-AS-PMG	RADS, JFT, JGSA, JOS	Quarterly	As scheduled	90,000.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2017 Section 73
1.1.1.1.04	DRMP, WSP	Conduct regular predictive maintenance of pumping facilities.	At least once per semester-all pumps and motors of active pump stations are scheduled for preventive maintenance pull-out	PED-PWQS PED-ECS	RADS, JFT, JGSA, PBD, RMA, ABP, OIM, RLR	Semestral	As scheduled	25,200.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2017 Section 73
1.1.1.1.05	DRMP, WSP	Maintenance and upgrading of pull-out tools and equipment. Purchase additional and regularly clean pull-out tools and equipment.	Pull-out tools, equipment and appurtenances for pump stations are 100% available and serviceable	PED-PWQS	RADS, JFT, JGSA	Within the year	As scheduled	58,200.00	NSP	PWQS Tools, Equipment and Appurtenances Maintenance Card	GAA 2017 Section 73
1.1.1.1.06	DRMP, WSP	Provide spare for all pumping facilities. Purchase spare pump, motor and accessories	At least 90% of the spare equipment are available as needed	PED ACD-AS-PMG	JCT, JOS, Bids and Awards Committee	Within the year	As scheduled	899,000.00	NSP	Accomplished Recommendation Form for the GM/BOD	GAA 2017 Section 23

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1.1.1.1.07 DRMP, WSP	Provide standby power/generator sets to all PSs and BPs. Recommend purchase of generator sets to all PSs and BPs.		At least two generator sets will be recommended for provision to active small PSs	PED ACD-AS-PMG	JCT, JOS, Bids and Awards Committee	Within the year	As scheduled	1,200,000.00	NSP	Accomplished Recommendation Form for the GM/BOD	GAA 2017 Section 23
1.1.1.1.08	Purchase a new computer set of PED Division Manager.		Purchase a new computer set of PED Division Manager.	PED ACD-AS-PMG	JCT, JOS, Bids and Awards Committee	Within the year	April	35,000.00	NSP	Duly Accomplished Purchase Order with supporting documents	GAA 2017 Section 23 (in ref DBM NBC517)
1.1.1.2	<i>Ensure that sufficient water supply and desirable water pressure is maintained</i>										
1.1.1.2.01 WSP	Closely monitor activities of Supplier for Bulk Water Supply to ensure delivery of supply of water. Increase the minimum volume supplied by the BWS from 2500cmd to 4300cmd		BWS production are 100% recorded and monitored	PED-PWQS	RADS, JFT, JGSA	Monthly	January to December	17,012,090.98	NSP	Monitoring Logbook for Bulk Water Supply's' Operations	GAA 2017 Section 73
1.1.1.2.02 DRMP, WSP	Close coordination with the plant supervisor so that any water interruption will be forwarded to CS for announcement		BWS water interruption are 100% forwarded to CS for announcement	PED-PWQS	RADS, JFT, JGSA	Monthly	As necessary	-	NSP	Monitoring Logbook for Bulk Water Supply's' Operations	GAA 2017 Section 73
1.1.1.2.03 WSP	Drilling of Additional Water Source at Lower Cabaruyan (Sitio Landing)		Increase water supply going to Lower Cabaruyan	PED-PWQS	JCT, RADS, JFT, JGSA	Within the year	January to March	1,021,000.00	NSP	Completion Report	GAA 2017 Section 73
1.1.1.2.04 WSP	Drilling of Additional Water Source at Kiwanan (Rodriguez Lot)		Increase water supply going to Lower Kiwanan	PED-PWQS	JCT, RADS, JFT, JGSA	Within the year	February to April	1,255,000.00	NSP	Completion Report	GAA 2017 Section 73
1.1.1.2.05 WSP	Drilling of Additional Water Source at Sadaan (Back of abandoned Terminal)		Increase water supply going to Sadaan	PED-PWQS	JCT, RADS, JFT, JGSA	Within the year	April to July	1,121,000.00	NSP	Completion Report	GAA 2017 Section 73
1.1.1.2.06 WSP	Conduct well-rehab and activation of SHPS to improve water supply at Kiwanan Area.		Rehab and activation of SHPS is 100% completed	PED-PWQS	JCT, RADS, JFT, JGSA	Within the year	June	100,000.00	NSP	Completion Report	GAA 2017 Section 73
1.1.1.2.07 WSP	Conduct Water Rationing/Water Delivery		Deliver water to affected areas during interruptions	PED-PWQS	JCT, RADS, JFT, JGSA	Within the year	March	367,000.00	NSP	Duly Accomplished Purchase Order with supporting documents	GAA 2017 Section 73

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1.1.1.2.08 WSP	Payment of annual dues to NWRB for APS1, APS2, APS3, and submit application of water permit for Kiwanan, Sadaan, Cabaruyan and Abaga.		Submission of duly accomplished water permit application together with the payment thru the Postal Money Order	PED-PWQS	JCT, DLLB	Within the year	January to December	38,000.00	NSP	Transmittal Letter with photocopies of the Postal Money Order, duly accomplished water permit application and courier company's photocopy of official receipts and NWRB acknowledgment receipt	PD 198 Title II, Chapter VII, Section 26
1.1.1.3	<i>Ensure that pump stations and other water service equipment are properly safeguarded and upgraded</i>										
1.1.1.3.01 DRMP, WSP	Repair of perimeter fence of DPS, LPS2, APS1, AST		Repaired perimeter fence at DPS, LPS2, APS1, AST	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	June to December	510,794.20	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.1.3.02 DRMP, WSP	Reconstruct LPS1 pump station		Reconstructed LPS1 pump station	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	July	46,436.73	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.1.3.03 DRMP	Construct Guard House at APS1		Constructed Guard House at APS1	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	September	22,941.80	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.1.3.04 DRMP	Construct Pipe Storage House at APS1		Constructed Pipe Storage House at APS1	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	October	371,269.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.1.3.05 DRMP, WSP	Construct gate at APS3		Construct gate at APS3	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	November	20,000.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.1.3.06 DRMP, WSP	Apply power connection with COTELCO for Silver Homes Pumping Station		Applied power connection with COTELCO for Silver Homes Pumping Station	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	June	65,000.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31

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1.1.1.3.07 DRMP,WSP	Secure pumping stations and facilities		Pump stations are 100% secured	GMO-GSO PED-ECS	CST, JCT, BVR, NRDT, Outsourced Labor	Within the year	January to December	67,000.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31
1.1.2	To closely monitor service line information and consistent updating for reference										
1.1.2.1	<i>Update pipeline maps to have exact and accurate reference in locating valves and pipeline for operational and tactical use</i>										
1.1.2.1.01 DRMP, WSP	Updating of maps and sketch plans of the existing water supply system distribution		Updating of maps and sketch plan is 100% provided and available	PED-ECS	BVR, PJMP, NRDT	Within the year	January	1,500.00	NSP	Blueprint of the MMWD water supply system	GAA 2017 Section 73
1.1.2.1.02 WSP	Provide updated zone map with pipelines and households		Updated maps and sketch plans of existing water supply system inclusive of pump stations, booster pumps, reservoirs, and transmission and distribution lines within the year	PED-ECS	BVR, PJMP	Within the year	January to December	-	NSP	Blueprint of the MMWD water supply system	GAA 2017 Section 73
1.1.2.1.03 DRMP, WSP	Keep detailed records that indicate location, pipe diameter and type of leak as well as date and duration of repair		Repairs are 100% recorded and monitored with complete pertinent information of the requesting party and duly acknowledged by the MMWD ECS personnel	PED-ECS	BVR, PJMP	Monthly	As necessary	-	NSP	Blueprint of the MMWD water supply system	GAA 2017 Section 73
1.1.2.1.04 WSP	Plot map to determine active, disconnected service connections and households without service connections with MMWD, for marketing purposes		Plotted map at least one (1) zone per month	ACD-CS	DAD, FBP, FBV, NAC, VMT	Monthly	January to December	-	NSP	Blueprint of the MMWD water supply system	GAA 2017 Section 73
1.1.3	To provide for extension and expansion of water services to unserved barangays and waterless communities										
1.1.3.1	<i>Upgrade and expand the pipelines in selected areas at Midsayap and Libungan</i>										
1.1.3.1.01 WSP, GAD	Upgrading of pipelines going to Silver Homes, Midsayap (2" dia. uPVC-355 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	March	68,945.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.02 WSP, GAD	Upgrading of pipelines going to Poblacion 6 (MAVI), Midsayap (2" dia. uPVC-270 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	March	62,088.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.03 WSP, GAD	Upgrading of pipelines going to Poblacion 6 (Corner Store) , Midsayap (2" dia. uPVC-480 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	April	99,360.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26

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1.1.3.1.04 WSP, GAD	Upgrading of pipelines going to Poblacion 5 (SCC Farm to Irrigation) , Midsayap (2" dia. uPVC-282 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	May	57,910.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.05 WSP, GAD	Upgrading of pipelines going to Brgy Sadaan (Purok Two Lovers) , Midsayap (2" dia. uPVC-324 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	May	64,600.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.06 WSP, GAD	Upgrading of pipelines going to Poblacion 7 (Muslim Community) , Midsayap (2" dia. uPVC-575 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	June	128,485.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.07 WSP, GAD	Laying of pipelines going to Brgy. Sadaan (CLC/Habitat) Midsayap, (2" dia. uPVC- 1,030 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	June	217,270.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.08 WSP, GAD	Upgrading of pipelines going to Brgy. Gumaga (NGCP Tower) , Libungan(2" dia. uPVC-282 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	July	58,045.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.09 WSP, GAD	Upgrading of pipelines going to Upper Poblacion (Old Municipal Hall) , Libungan(2" dia. uPVC-120 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	July	35,457.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.10 WSP, GAD	Upgrading of pipelines going to Brgy.Cabaruyan (Near Capt. Bonao Res.) , Libungan(2" dia. uPVC-270 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	July	58,620.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.11 WSP, GAD	Upgrading of pipelines going to Poblacion (Martin back of Antao), Libungan(2" dia. uPVC-264 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	August	59,285.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.12 WSP, GAD	Upgrading of pipelines going to Poblacion (back of New Municipal Hall), Libungan(2" dia. uPVC-438 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	August	75,530.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26
1.1.3.1.13 WSP, GAD	Laying of pipelines going to Sitio Abacanhon, Cabaruyan, Libungan (3" and 2" dia. uPVC-3000 meters)		Pipelines are laid 90% as programmed	PED-ECS	BVR, PJMP, NRDT, GSF, OIM, AJAD	Within the year	August	554,100.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 26

1.1.3.2 *Installation of New Service Connections*

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	Objectives										
	Strategies										
Programs and Activities											
1.1.3.2.01 WSP	Conduct inspection and estimate in the area of applicants for New Service Connections		NSC application estimates are 100% conducted	PED-ECS	BVR, PJMP	Monthly	January to December	-	NSP	Accomplished Estimate Form	GAA 2017 Section 73
1.1.3.2.02 WSP	Ensure quality of materials and excellent workmanship in pipe, service line and water meter installation		Plumbing works are 100% in accordance with the standard operating procedures	PED-ECS	BVR, Accredited Plumber	Monthly	January to December	2,896,740.00	NSP	Accomplished NSC Form	GAA 2017 Section 73
1.1.3.2.03 WSP	Conduct inspection on the newly installed service connections.		All newly installed service connections is 100% inspected	PED-ECS	BVR, PJMP	Monthly	January to December	-	NSP	Accomplished Estimate Form	GAA 2017 Section 73
1.1.4	To increase the number of service connections and expand the number of barangays served in Midsayap and Libungan										
1.1.4.1	<i>Intensify marketing campaign and conduct surveys to targeted barangays</i>										
1.1.4.1.01 WSP	Conduct Barangayan for potential service areas in Midsayap and Libungan		Conduct barangayan at least 6 times in a year either in Midsayap or Libungan	ACD-CS	DED, DAD, JDT, BBP, CAC, FBV, VMT	Monthly July - December	As scheduled	15,000.00	NSP	Accomplishment Report	GAA 2017 Section 73
1.1.4.1.02 WSP	Conduct survey for proposed service lines expansion either in Midsayap or Libungan		At least 4 barangays will be surveyed / marketed either in Midsayap or Libungan	ACD-CS	DED, DAD, JDT, BBP, CAC, FBV, VMT	Four Times in a year	As scheduled	43,379.00	NSP	Accomplished Survey Forms	GAA 2017 Section 73
1.1.4.1.03	Launch a Promotion to increase NSC and activate dormant accounts		Promotion launched at least once a year to increase NSC	ACD-CS	DED, DAD, JDT, BBP, CAC, FBV, HVF, FBV, VMT	Monthly	As scheduled	19,800.00	NSP	Program Design	GAA 2017 Section 73
1.1.4.1.04 WSP	Investigate buildings and apartments with single Water Service Connection (WSC) and encourage them to apply for individual NSC		At least two (2) buildings or apartments will be investigated in a month	ACD-CS	DED, DAD, BBP, CAC, VMT	Monthly	As scheduled	-	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
1.1.4.1.05	Follow up/visit or call pending applications for NSC		Follow-up/visited or call 100% of pending applications for NSC in a month	ACD-CS	DED, DAD, FBV, FBP	Monthly	January to December	-	NSP	Accomplished NSC Application Forms	GAA 2017 Section 73
1.1.4.1.06	Encourage those with disconnected or dormant service connections (SC) to apply for re-opening		At least two (2) SCs in a month will be encouraged in a month to apply for re-opening of account	ACD-CS	DED, DAD, FBV, FBP, HVF, CAC, BBP, VMT	Monthly	January to December	28,800.00	NSP	Accomplished Reconnection Form	GAA 2017 Section 73
1.1.4.1.07	Reduce processing time from application to estimate of materials & labor		Reduced processing time of NSC application estimate from 5 days to 3 days	ACD-CS	DED, DAD, FBV, JDT, FBP	Monthly	January to December	-	NSP	Accomplished Estimate Form and NSC Application Forms	GAA 2017 Section 73