

007 Poblacion 8, Midsayap, Cotabato (North) Province

Annual Development Plan for the CY 2023

Ref	MAJOR FINAL OUTPUT	Target/s	Primary Responsible		Time Frame		Budget		Hardcore	Legal Reference
2	WATER DISTRIBUTION SERVICE MANAGEMENT									
2.1	Water Loss Reduction and Management									
2.1.1	To reduce NRW to at least 20%									
2.1.1.1	Provide, replace and maintain equipment that will be used for monitoring water production									
2.1.1.1.01	Provide spare production meters for all PSs. Recommend purchase of production meter spare for all PSs. Regularly clean production meters.	At least one (1) production meter is available in case production meter breaks down within the year. Production meters in all pump stations are in 100% good working condition	PED-PWQS	JCT, RADS, JFT, JGSA, NRDT, OIM	Within the year	September	68,000.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2022 Section 27
2.1.1.1.02	Upgrade water calibration equipment.	Calibration equipment is 100% upgraded	PED	JCT, BVR, NRDT, OIM	Within the year	June	10,000.00	NSP	Duly Accomplished Purchase Order with supporting documents	GAA 2017 Section 23 (in ref DBM NBC517)
2.1.1.1.03	Install District Metering for NRW reduction	Installed District Metering (by zone isolation) - at least 2 barangays	PED-PWQS	JCT, JFT, JGSA, NRDT	Monthly	January to December	250,000.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2022 Section 81
2.1.1.1.04	Installation of Automatic floater Valve for MMWD Water Reservoir	To maintain water supply at Midsayap and Libungan area	PED-PWQS	JCT, JFT, JGSA, NRDT	Monthly	January to December	360,000.00	NSP	Monitoring Logbook for Pump Stations' Operations	GAA 2022 Section 81
2.1.1.2	Leak detection and illegal connection action program									
2.1.1.2.01	Change and correct old and dilapidated pipelines and appurtenances and regularly conduct inspection on pipelines and repaint permanently exposed pipes	Old and dilapidated service pipelines are 90% upgraded	PED-ECS	BVR, GSF, RAN, DTC, JMM, RMA, PBD, RCM, RLNG, ABP, AJAD, EMA, MGVG	Monthly	January to December	-	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.1.2.02	Calibrate and paint all new and good retrieved water meters	Water meters (new and retrieved) are 100% calibrated and painted	PED-ECS	OIM, BVR	Monthly	January to December	-	NSP	Duly accomplished water meter calibration form	GAA 2022 Section 81
2.1.1.2.03	Disconnect at the tapping point all service connections not reconnected within three (3) months	Service connections not reconnected within three (3) months are 100% disconnected from the tapping point	PED-ECS	BVR, GSF, RAN, DTC, JMM, RMA, PBD, RCM, RLNG, ABP, AJAD	Monthly	January to December	-	NSP	Actual Report of Disconnected SC supported with duly accomplished SR	PD 198 Title II, Chapter VII, Section 31 (c)
2.1.1.2.04	Conduct regular foot patrol and immediate repair	Foot patrol conducted twice a week	PED-ECS	BVR, JMM, PBD, ABP, RCM, GSF, RLNG	Twice a Week	Tuesday and Thursday	-	NSP	Foot Patrol Schedule and Incidental Report	PD 198 Title II, Chapter VII, Section 31 (d)

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2.1.1.2.05 DRMP, WSP	Upgrade and provide additional tools and equipment for construction and repair and maintenance	At least one (1) set of upgraded plumbing tools per year will be recommended for NRW reduction programs	PED-ECS	BVR	Within the year	January to December	1,011,100.00	NSP	Accomplished Recommendation Form for the GM	GAA 2022 Section 81
2.1.1.2.06 WSP	Provide materials for excellent workmanship in all plumbing installation and repairs	Repair and maintenance materials are 100% available	PED-ECS	BVR	Within the year	January to December	-	NSP	Duly Accomplished Purchase Order with supporting documents	GAA 2017 Section 23 (in ref DBM NBC517)
2.1.1.2.07 DRMP, WSP	Provide list of water meters for relocation to the standard location as stipulated in the URR (Section 21)	List of water meters for relocation are 100% provided/reported as prescribed in the URR (Section 21)	ACD-CS	DAD, KYA	Monthly	January to December	-	NSP	List of water meters for relocation / Service Request	GAA 2022 Section 81
2.1.1.2.08 DRMP, WSP	Relocate all water meters and service lines to the standard locations as stipulated in the UR&R Section 21	All water meters are installed in accordance with the UR&R Section 21	PED-ECS	BVR, GSF, RAN, DTC, JMM, RMA, PBD, RCM, RLNG, ABP, AJAD, JGR, GPAE	Monthly	January to December	-	NSP	Actual Report of Disconnected SC supported with duly accomplished SR	PD 198 Title II, Chapter VII, Section 31 (c)
2.1.1.2.09 WSP	Conduct investigation with legal procedures on the reported illegal connections	All reported illegal connections are investigated in accordance to legal procedures	PED-ECS	BVR, GSF, RAN, DTC, JMM, RMA, PBD, RCM, RLNG, ABP, AJAD	Monthly	As necessary	-	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
2.1.1.2.10 WSP	Conduct investigation on high/low consumption	Conducted investigation on high/low consumption	PED-ECS ACD-CS	BVR, DAD	Monthly	January to December	-	NSP	Investigation Report	GAA 2022 Section 81
2.1.1.2.11 WSP	Re-categorize service connection to its appropriate classification	Service connections re-categorized to its appropriate classification	ACD-CS	DED, DAD, KYA, JEPV	Monthly	January to December	-	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
2.1.1.2.12 WSP	Investigate disconnected/dormant accounts as to their present source of water	Investigated disconnected/dormant accounts at least twenty (20) per month	ACD-CS	DED, DAD, HVF, FBP	Monthly	January to December	-	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
2.1.1.2.13 WSP	Regularly monitor the different zones for leakages and illegal connections	100% leakages and illegal connections are monitored and reported upon detection	ACD-CS	DED, DAD, BBP, CAC, FBP, HVF, VMT	Monthly	January to December	-	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
2.1.1.2.14 WSP	Coordinate with barangay officials on reported illegal connections	Illegal connections are 100% coordinated with barangay officials	ACD-CS PED-ECS	DED, DAD, KYA, JEPV, BVR	Monthly	As necessary	24,000.00	NSP	Investigation Report	PD 198 Title II, Chapter VII, Section 31 (d)
2.1.1.2.15 WSP	Prepare SR's on all reported leakages and other complaints	SRs are 100% forwarded to ECS daily	ACD-CS	DED, DAD, FBV, KYA, JEPV, FBP, JPMM	Monthly	January to December	-	NSP	Duly accomplished SR	GAA 2022 Section 81
2.1.1.2.16 WSP	Monitor, account and record all water withdrawals from the fire hydrants and blow-offs to accurately compute the NRW	Water withdrawals are 100% accounted for all internal and external requests	PED-ECS	JCT, BVR, GSF, NRDT	Monthly	As necessary	-	NSP	Monitoring logbook for NRW	GAA 2022 Section 81

2.1.1.3

Monitor the effectiveness and efficiency of water meters and appurtenances installed

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2.1.1.3.01 WSP	Schedule change water meters beyond 5 years or with 2,500 cu. meters reading and above	Scheduled at least ten (10) WMs for CWM monthly	ACD-CS	DED, DAD, KYA, JEPV	Monthly	January to December	-	NSP	Duly accomplished SR	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.1.3.02 WSP	Schedule removal/pull-out water meters after two (2) months of discontinued water service (DWS)	Scheduled at least fifteen (15) WMs with two (2) months discontinued WS monthly	ACD-CS	DED, DAD, KYA, JEPV, VMT, CAC, BBP	Monthly	January to December	-	NSP	List of DWS and Service Request	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.1.3.03 WSP	Schedule Change Water Meter (CWM) due to the following reasons; • WM is not moving • Consumption for two consecutive months is lower than its monthly average consumption • With erratic reading/consumption	Scheduled 100% change water meter upon reported	ACD-CS	DED, DAD, KYA, JEPV, CAC, BBP	Monthly	January to December	300,000.00	NSP	Accomplished SR Monitoring Form	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.1.3.04 WSP	Posting of accomplished SR done by maintenance men and report to CS Personnel for feed backing to customers	100% accomplished SR are posted and reported to CS Personnel within the day	ACD-CS PED-ECS	DED, DAD, KYA, JEPV, FBV, RLR, JPMM	Monthly	January to December	-	NSP	Accomplished SR Monitoring Form	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.2	To ensure water quality and safety									
2.1.2.1	<i>Monitor and ensure that the water provided to customers are safe and free from harmful elements</i>									
2.1.2.1.01 WSP	Ensures availability of spare re-agents for water quality monitoring	At least one (1) pack of spare re-agents for water quality monitoring is available	PED-PWQS	JCT, RADS, NRDT, OIM	Monthly	January to December	-	NSP	PED-PWQS Laboratory Supply Ledger	GAA 2022 Section 81
2.1.2.1.02 WSP	Conducts chlorine residual test daily randomly collected six samples in Midsayap and six samples in Libungan	At least 12 samples are taken, tested, monitored and recorded per day	PED-PWQS	RADS, NRDT, OIM	Monthly	January to December	-	NSP	Chlorine residual monitoring logbook	PD 198 Title II, Chapter VII, Section 26
2.1.2.1.03 WSP	Collects water samples randomly collected at Midsayap and Libungan and submit to accredited Laboratory for Bacteriological testing (at least 5 samples in Midsayap and 5 samples in Libungan)	At least ten (10) water samples are collected and tested for the month	PED-PWQS	RADS, NRDT	Monthly	January to December	84,000.00	NSP	Micro-Bacteriological Testing Result	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.2.1.04 WSP	Collects water samples for every water source and submit to accredited Laboratory for Physical Chemical Examination	At least ten (10 = 9 PSs and 1 BWS) water samples are collected and tested annually	PED-PWQS	RADS, NRDT	Twice a year	January to December	300,000.00	NSP	Physical Chemical Analysis	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.2.1.05 WSP	Provide Laboratory Equipment at Villarica	Laboratory equipments are 100% provided	PED-PWQS PED-ECS GMO-GSO	BVR, NRDT, JGR, GPAE	Within the year	February to April	787,000.00	NSP	As-Built Plan and Completion Report	PD 198 Title II, Chapter VII, Section 31 (a)
2.1.2.1.06 WSP	Submit water samples for testing/analysis to Davao City (including attendance to other office errands)	At least once a month attendance to Davao City office errands	PED-PWQS PED-ECS	RADS, GSF, JFT, JGSA, OIM, PBD, RMA	Monthly	January to December	243,200.00	NSP	Certificate of Travel Completed	EO 248, EO 298

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2.1.2.1.07 WSP	Conducts flushing at blow-off every water interruption	Conducted flushing every after scheduled water interruption	PED-ECS	BVR, GSF, RAN, DTC, JMM, RMA, PBD, RCM, RLNG, ABP, AJAD	Monthly	As necessary	-	NSP	Duly accomplished request for flushing form	GAA 2022 Section 81
2.1.2.1.08 WSP	Regularly collects water sample at BWS and get production reading	Collect water sample and production reading daily	PED-PWQS	RADS, JFT, JGSA, OIM, NRDT	Monthly	January to December	-	NSP	Monitoring Logbook for Bulk Water Supply's' Operations	GAA 2022 Section 81
2.1.2.1.09 WSP	Ensure availability of HTH chlorine granules	At least four (4) container of spare HTH chlorine granule for water treatment is available	PED-PWQS	JCT, RADS, JFT, JGSA, NRDT, OIM	Monthly	January to December	-	NSP	PED-PWQS Laboratory Supply Ledger	GAA 2022 Section 81
2.1.2.1.10 WSP	Ensure availability of metering pump and accessories	At least one (1) unit of spare chlorinator/ metering pump for water treatment is available	PED-PWQS	JCT, RADS, NRDT, OIM	Within the year	January to December	243,000.00	NSP	PED-PWQS Laboratory Supply Ledger	GAA 2022 Section 27
2.1.2.1.11 WSP	Provide PPE's for Pump Operators	Pump operators are 100% provided with protective equipments	PED-PWQS	JCT, NRDT	Within the year	February to March	44,700.00	NSP	Accomplished Recommendation Form for the GM	GAA 2022 Section 81