



**JWWD**  
for NWSC Applicants

**ORIENTATION-SEMINAR**

**WELCOME**

*... a brief look at*



JWWD

## *Let's take a brief look at JWD's history!!!!!!*

**1972,** The National Waterworks and Sewerage System (NWSS) constructed the existing water supply system of Jaro.


**1979,** the water system ceased to operate due to high operation and maintenance cost. This move was also prompted by frequent breakdown of the pumping unit and the heavy damage caused by flood on the laterals of the infiltration gallery along Cabayongan River

**1983,** The LWUA Feasibility Study was partly implemented when a test well was drilled in Brgy Kalinawan to a depth of 70 m. It was converted to production well by installing 250mm string of blank and perforated casing down to 35m below GL. As constructed, the well could produce 10 litres per second.

**1992,** A soft loan amounting to P 2.2 million for the improvement of the water system. The project component consists of the following; provisions:

- For pumping facilities,
- Transmission line from the well source to reservoir,
- Pipeline extension and service connections.

The JARO-WD started its operation in November 1992 utilizing the LWUA drilled well as the lone source.



**Sept. 2000**, part of the well casing collapsed. Pumped water became turbid and excessive sand pumping was observed. As a consequence, the pump bogged down and the VWD stopped operation due to lack of fund to address these problems.

**Aug. 2001**, the VWD was granted P 700,000.00 from Lingap Fund water supply sector project. Part of the grant was used for pump repair and well rehabilitation. The water district resumed operation in September 2001 at a lower discharged (5 litter per second) to avoid sand pumping and turbidity.

**2005**, Municipal Mayor of Jaro decided to appoint a new set of Board. The real intention was for LGU to take over the Water District but the Municipal Mayor gave the new set of Board a chance to turn around the District's situation. During this period, the services of JWD were very poor. The water was rationed for 4 hours a day per sector and the pressure was very low. Funds were depleted and the loans were left unpaid for 12 years. The Municipal Mayor donated One Hundred Thousand Pesos (P100,000.00) for the development of an additional source to reinforce the deteriorating condition of the District.



## **JWD: A STORY OF SURVIVAL**

In 2005, JWD's water distribution was rationed, pressure was very low, water quality was below standard and obligations were not paid. These poor conditions led to mounting Accounts Receivables and ultimately to the technical bankruptcy of JWD. The original loan of Php 2.2 million now ballooned to Php 9 million due to non-payment of scheduled amortization resulting to more penalties. All members of the Board of Directors resigned leaving only the GM and LWUA's Advisory to manage the daily affair of JWD. The situation deteriorated further forcing the Mayor then Hon. Floro Katangatang to call the general assembly. The concessionaires were offered two options:

1. Attach JWD to Metro Carigara Water District or LMWD
2. Dissolve JWD and let the Municipal Government of Jaro operate the water system.

In all these options, it was necessary to reconstitute a new board of Directors, as only the Board of Directors can finally execute any two options. After the election of a new Board the concessionaires voted against attachment to any other Water District. A week later, the Mayor met the new Board and offered a challenge to turn around JWD. He will give full support to the bankrupt JWD. The new Board accepted the challenge



## FROM BANCURPCY TO STABILITY

After 3 months, financial and technical plans were in placed. Using the same people and the same old equipment, JWD started to move forward. Financial control and preventive maintenance were the order of the day. Board treasurer **Engr. Antonio Sorima** was appointed as Acting GM but no salary was given to him. This was a sacrifice on his part as he has to give up the supervision if his successful bake shop and store. He received only his RATA. Engr. **Egay Terrado** was appointed to head the Technical Unit together with **Jojo** and **Mark**. **Dennis Zabala** headed the Production Unit with **Alvin Horca**, **Florante** and **Jomar**. **Cookay A.** was in-charge of Water Quality. Administration is headed by **Ligay Gaquit** and cashier **Agnes Rodriguez**. This reorganization helped streamline various function and his now more efficient. Billing is now computerized.

At the Board level, **Engr. E. Salano** who replaced **Engr. Sorima** was appointed new chairman of the Board replacing **Ben Horca Jr.** and **Sir. Ising Caseria** replaced deceased BOD **Manuel Adlawan** was appointed Vice Chairman. BOD **Adelaida Calderon** replaced **Ms. Adelaida Aborita** as Secretary. **Mr. Leonides Tezon** was appointed Treasurer.



## ACKNOWLEDGEMENT

After a year, the Mayor then was so pleased of JWD's operations that he contributed his personal fund of Php 100,000.00 to augment our water source. JWD acknowledges also donations of Dr. Rudy Lastrilla for piping Lastrilla Street and the lot denoted by Ms. Ledita Lastrilla Adlauan. Also, the loan given by Gov. Icot Petilla which is now almost fully paid added impetus to the successful operation of JWD.

## CURRENT SITUATION

**To date, we have positive cash flow, updated up to 3<sup>rd</sup> tranche salary levels of our regular employees and updated our loan payments. Compared to 2005, Revenues have increased by 300% and the numbers of concessionaires have steadily increased by 35%. Collection efficiency has improved from 82% to 95%.**

**In hindsight, the financial sacrifices of the management and staff, the streamlining of functions, the continued solidarity of the Board, the generosity of our donors and the positive response of our concessionaires contributed largely to the survival of JWD. Above all, we thank our Lord for giving us the wisdom, the courage to persevere during our difficult times and the will power to survive even after we were rejected. Now we can proudly say that rejection is just a challenge that has to be overcome!**

# WATER DISTRIBUTION SERVICE

<b>OLD MANAGEMENT</b>	<b>RATIONED 4 HOURS PER SERVICE AREA</b>
<b>NEW MANAGEMENT</b>	<b>24 HOURS</b>
<b>TOTAL REVENUE IN AMOUNT</b>	
<b>OLD MANAGEMENT</b>	<b>2005 Php 1,219,716.16</b>
<b>N E W M A N A G E M E N T</b>	<b>2006 Php 1,596,111.70</b>
	<b>2007 Php 2,255,758.82</b>
	<b>2008 Php 3,183,837.32</b>
	<b>2009 Php 3,747,650.38</b>
	<b>2010 Php 4,118,609.21</b>
	<b>2011 Php 4,333,891.99</b>
	<b>2012 Php 4,702,288.51</b>
	<b>2013 Php 4,415,381.39</b>
	<b>2014 Php 6,403,305.51</b>
	<b>2015 Php 6,136,252.82</b>





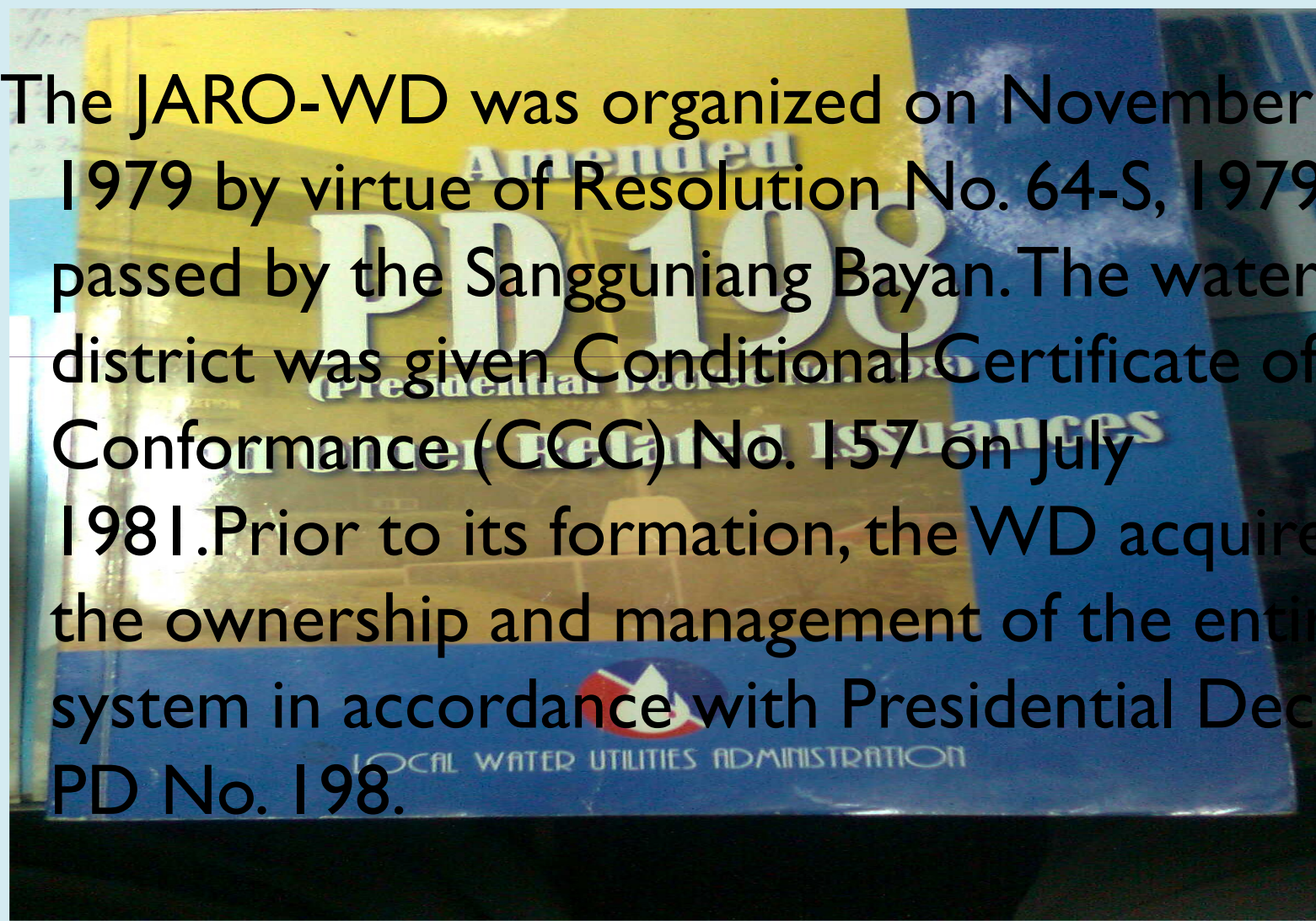
PD 198 Sec 29

The JWD is

# JWD POLICY

**Rights of Way.** The right of way is hereby granted to

The JARO-WD was organized on November 1979 by virtue of Resolution No. 64-S, 1979 passed by the Sangguniang Bayan. The water district was given Conditional Certificate of Conformance (CCC) No. 157 on July 1981. Prior to its formation, the WD acquired the ownership and management of the entire system in accordance with Presidential Decree PD No. 198.



# The JWD is...

**Civil Service Commission**

**Commission on Audit**

**Department of Budget &  
Management**

**Bureau of Internal Revenue**

**Government Service Insurance  
System**

**COA**

**BIR**

**CSC**

**GSIS**

**DBM**





*The JWD Organization, its BOD,  
Management, and Service Coverage Area*

# JARO WATER DISTRICT ORGANIZATIONAL STRUCTURE

## **BOARD OF DIRECTORS**

**ENGR. EXUPERIO A. SALANO**

Chairman

**ADELAIDA C. CALDERON**

Vice Chairman

**CLARA S. TROTA**

Secretary

**MILAGROS A. LUMPAS**

Treasurer

**MIGUELITO T. BOLECHE**

Member

**ENGR. ANTONIO G. SORIMA**

General Manager

### **ADMINISTRATIVE/ACCOUNTING DEPARTMENT**

**EMELITA M. GAQUIT**

Accounting Processor A

**AGNES A. RODRIGUEZ**

Administrative Service Aide

**LILIBELLE K. AMBAS**

Customer Service Assistant

### **TECHNICAL/PRODUCTION DEPARTMENT**

**ENGR. EDGARDO G. TERRADO**

Engineer B/ Head

**JOSELITO R. ROYO SR.**

Engineer Aide A

**JOMAR P. ROYO**

Utility Worker B

**JEFFREY C. MORFE**

Job Order

**JERAND C. SALANO**

Job Order

**DENNIS C. ZABALA**

Engineer Aide A

**ALBERTO A. HORCA**

Water Resources Facilities  
Tender B

**FLORANTE D. PORE**

J.O/ Alternate Pump Operator

**WELFREDO LEGO**

Job Order

# The Board of Directors



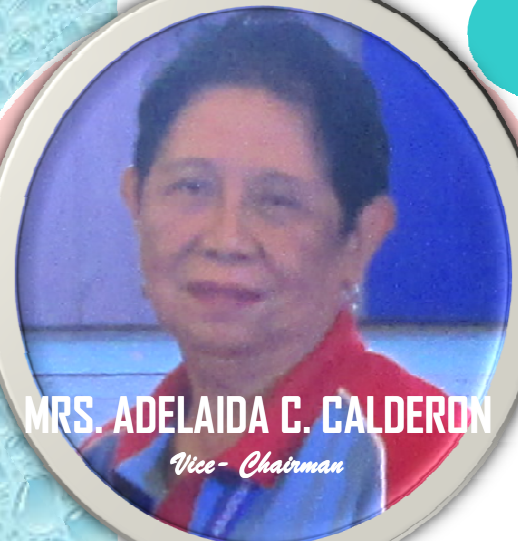
**MRS. CLARA S. TROTA**  
*Secretary*



**ENGR. EXUPERIO S. SALANO**  
*Chairman*



**MRS. MILAGROS A. LUMPAS**  
*Treasurer*



**MRS. ADELAIDA C. CALDERON**  
*Vice-Chairman*



**MR. MIGUELITO T. BOLECHE**  
*Member*

M  
A  
N  
A  
G  
E  
M  
E  
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T

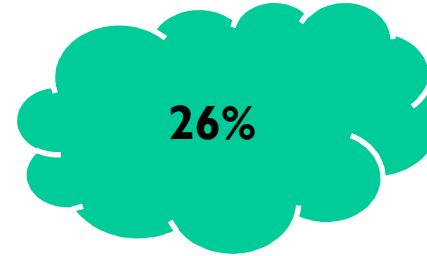


Engr.  
Antonio  
Sorima  
*General  
Manager*

Total of WSC (1,390 as of MARCH 2016 data)  
Service Coverage Area



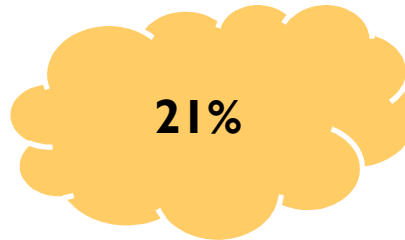
JARO



BRGY I

Zone 011 - 164

Zone 012 - 185



BRGY II

Zone 022 - 239

Zone 023 - 48

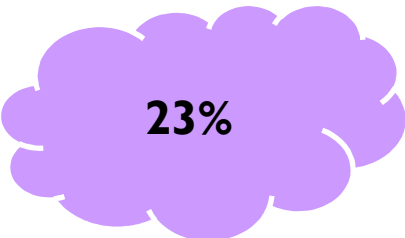


BRGY III

Zone 033 - 183

Zone 034 - 212

Zone 035 - 8



BRGY IV

Zone 044 - 170

Zone 045 - 137

File Property of Jaro Water District



✓ **SPRING SOURCE:**  
**CAPACITY 15 LPS**  
**SUBMERSIBLE/CENTRIFUGAL PUMP**



✓ **PUMPING STATION #1 (DEEP WELL):**  
**CAPACITY 10 LPS**  
**SUBMERSIBLE PUMP**

# SOURCES OF WATER

✓ **SHALLOW WELL:**  
**CAPACITY 3 LPS**  
**CENTRIFUGAL PUMP**





# JWD Reservoirs



✓ **GROUND RESERVOIR:** 200 cu. m      ✓ **ELEVATED RESERVOIR :** 186 cu. m.

**Purpose: to augment water supply during peak hours.**

# W S C

## CLASSIFICATION



Water Service  
Connection has  
Various  
Classifications...



**RESIDENTIAL**



**COMMERCIAL**



**GOVERNMENT**

**1 Cubic Meter costs P18.00**

**is equivalent to**



**5 drums**



**264 gallons**



**1000 liters**



**50 jugs**

Therefore....



**1 drum = P3.6 only**



**1 gal = P0.06 only**



**1 liter = P0.02 only**



**1 jug = P0.36 only**

**Our water is  
affordable**

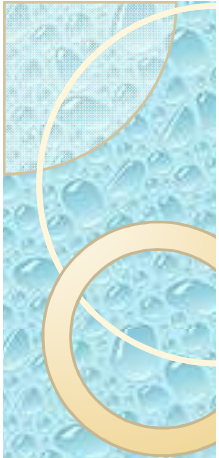
How much  
do I pay for my  
water?

How much should  
you save everyday  
for your water bill?



Example:  
Monthly  
Amortization  
**P180.00**

Set aside  
**P6.00**  
everyday



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# WATER SERVICE CONNECTION

CONNECTION

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## PAYMENT FOR NEW CONNECTION

1,000.00

Installation

1,100.00

Water Meter

500.00

Saddle Clamp/  
Clustering

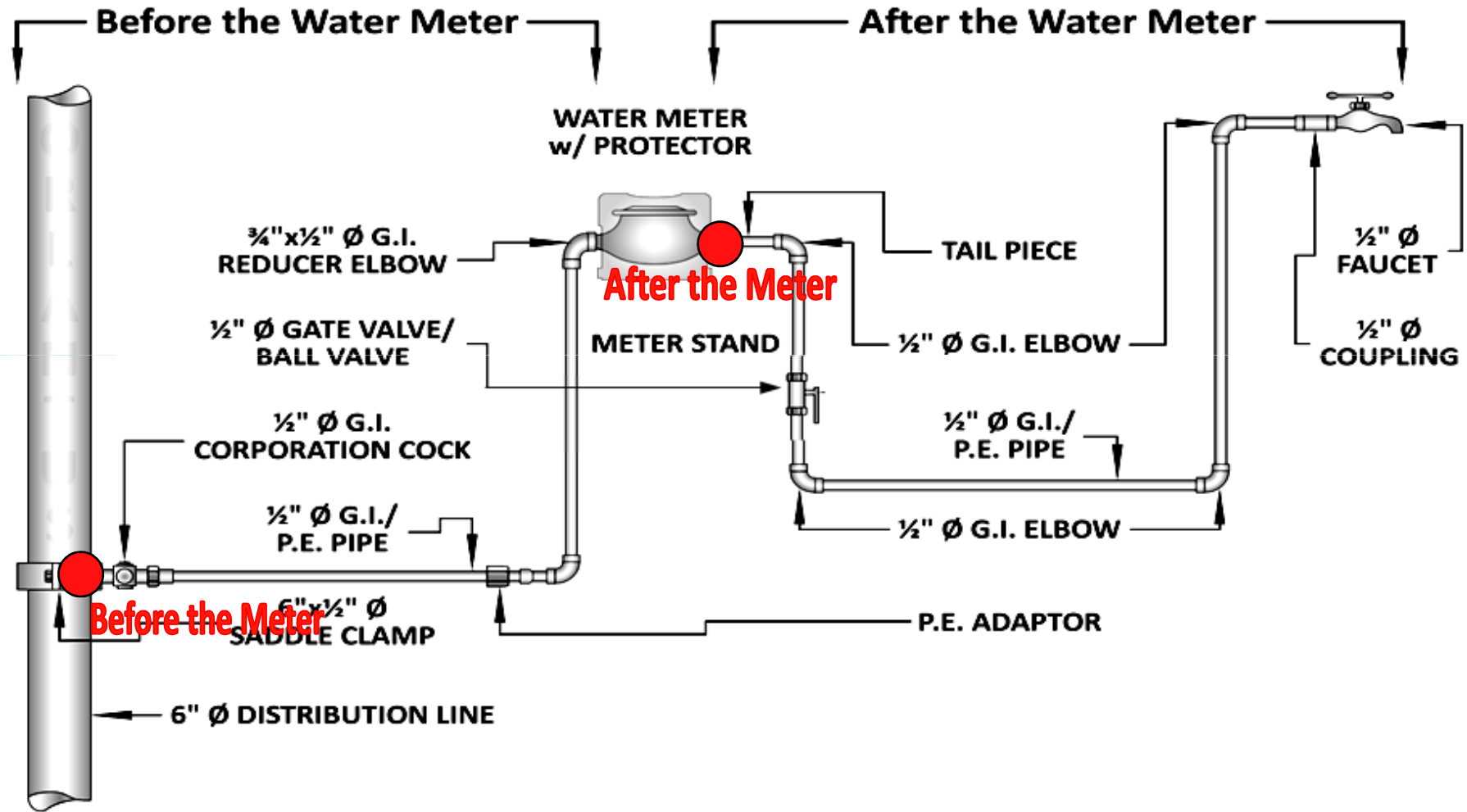
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2,600.00



# JARO WATER DISTRICT

## Jaro, Leyte



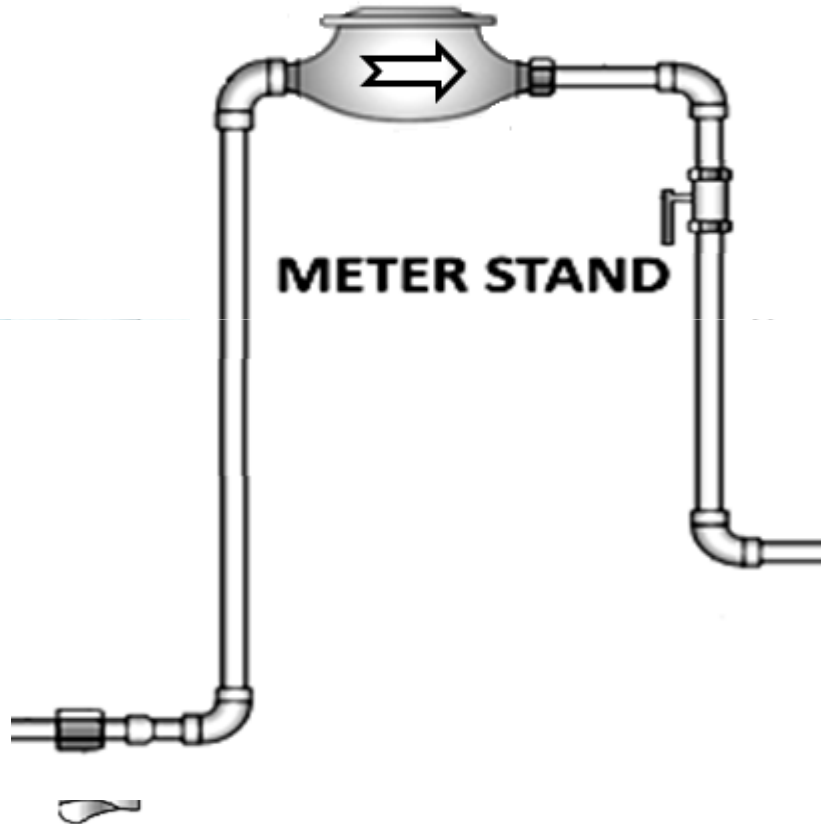
### SERVICE CONNECTION DETAILS



# JARO WATER DISTRICT

Jaro, Leyte

## WATER METER

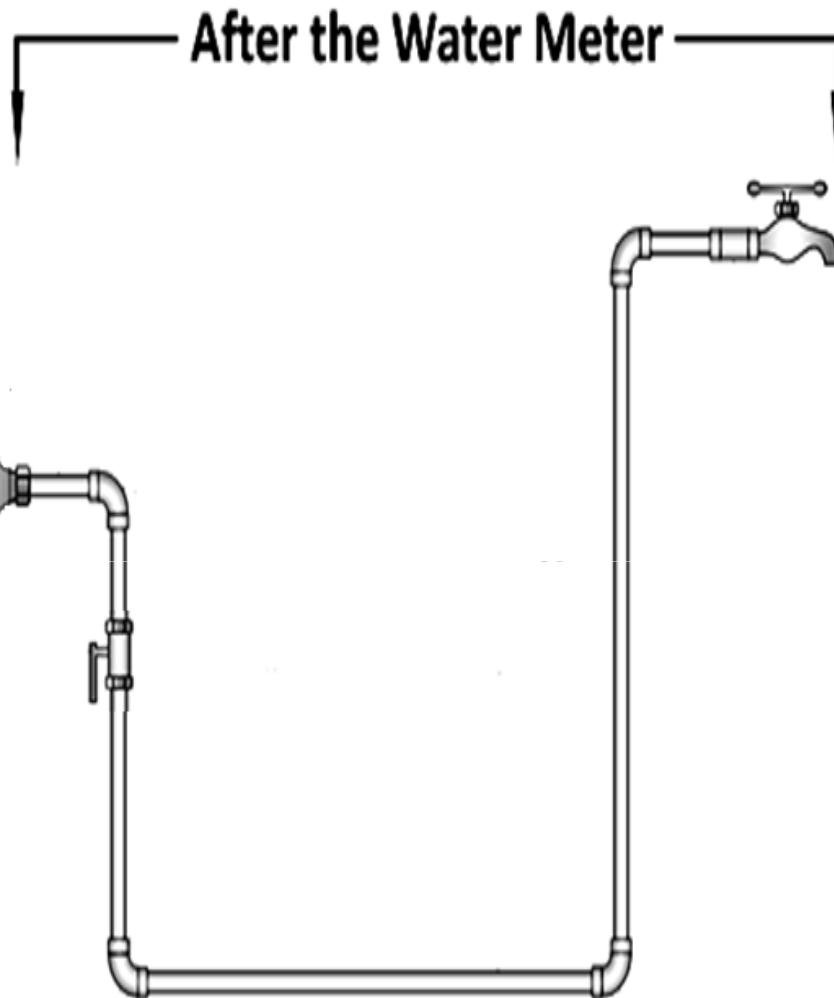


After the Water Meter

- Meter is full responsibility of Concessionaire
- Meter has a Five (5) years wear & tear
- (2) Two Kinds of Damages
  - Mechanical - Machine/Interior
  - Physical - Visible/Nakikit an the concessionaire
- Meter will be bought by the concessioner but only JWD personnel is authorized to install.

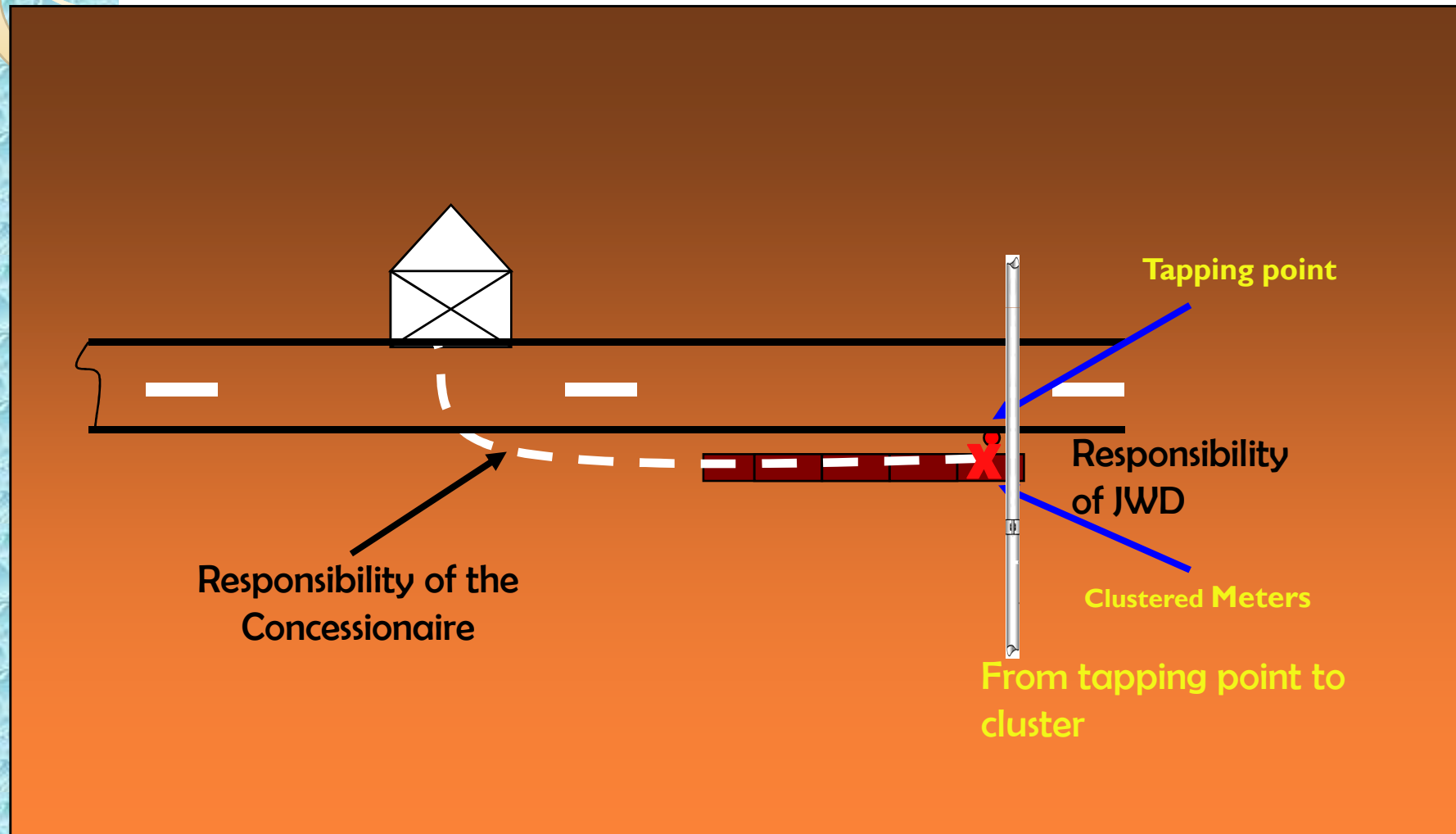
## SERVICE CONNECTION DETAILS





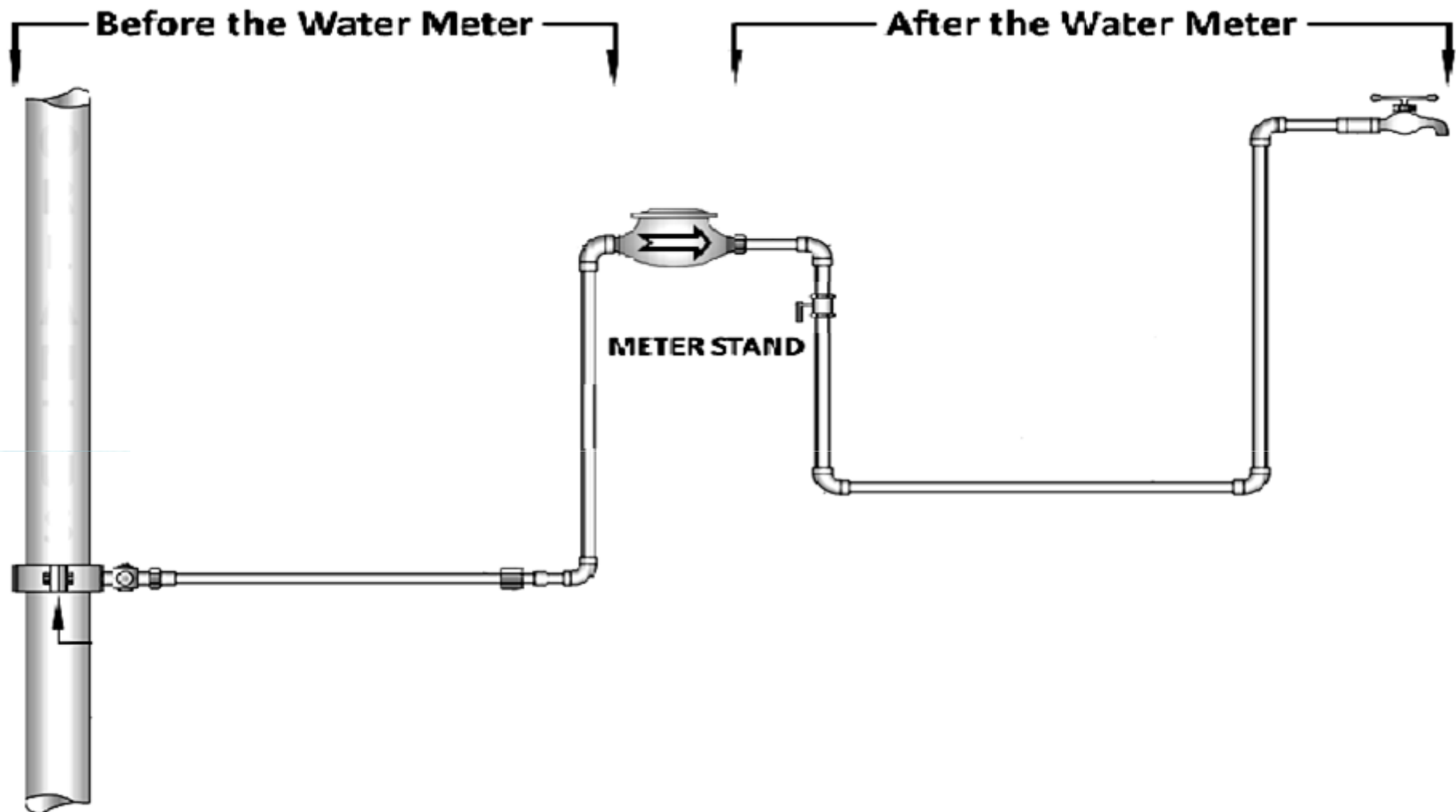
- Three (3) Affects of NWR**
- **Full responsibility of the concessionaire**
  - 1. **Water rate Increase**
  - 2. **Possible contamination**
  - 3. **Possible clogging of Line & Meter**

# Clustered Connection





**JARO WATER DISTRICT**  
Jaro, Leyte



**SERVICE CONNECTION DETAILS**

# METER READING

Starts on the  
FIRST  
WORKING  
DAY OF THE  
MONTH

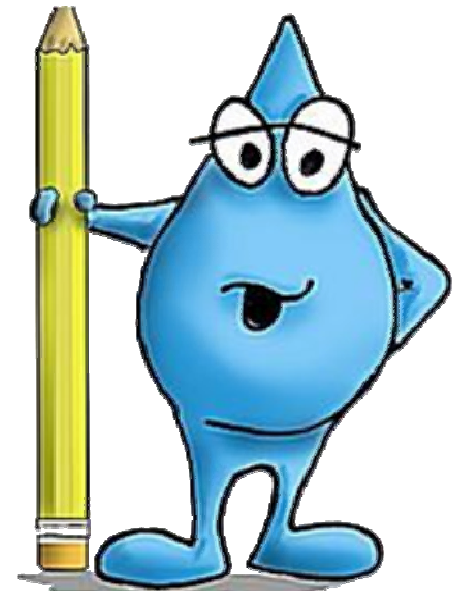
Takes 7 DAYS  
to read water  
meters in all  
zones

NO READING on  
NEW YEAR,  
GOOD FRIDAY  
(except when  
necessary)

# Reading schedule

BRGY I ZONE I	- 011	1 <sup>ST</sup> DAY OF THE MONTH
BRGY I ZONE II	- 012	2 <sup>ND</sup> DAY OF THE MONTH
BRGY 2	- 022	3 <sup>RD</sup> DAY OF THE MONTH
BRGY KALINAWAN	- 023	3 <sup>RD</sup> DAY OF THE MONTH
BRGY III A	- 033	4 <sup>TH</sup> DAY OF THE MONTH
BRGY III B	- 034	5 <sup>TH</sup> DAY OF THE MONTH
BRGY MACOPA	- 035	5 <sup>TH</sup> DAY OF THE MONTH
BRGY IV	- 044	6 <sup>TH</sup> DAY OF THE MONTH
BRGY CAGLAWAAN	- 045	7 <sup>TH</sup> DAY OF THE MONTH

**NOTE: 14 Days after reading DUE DATE**



# PAYMENTS

can be made **ONE DAY AFTER** Meter Reading....

**NOT** immediately after meter reading!!!

should be made **ONLY AT THE JWD OFFICE**....

Do not pay your water bills to any other JWD personnel!!!

**DUE DATE** falls on the **15<sup>TH</sup>** calendar day from the date of Reading....

Pay on time in order to avoid penalty and disconnection!!!!



Dennis  
Zabala



Alvin  
Horca



Jomar  
Royo

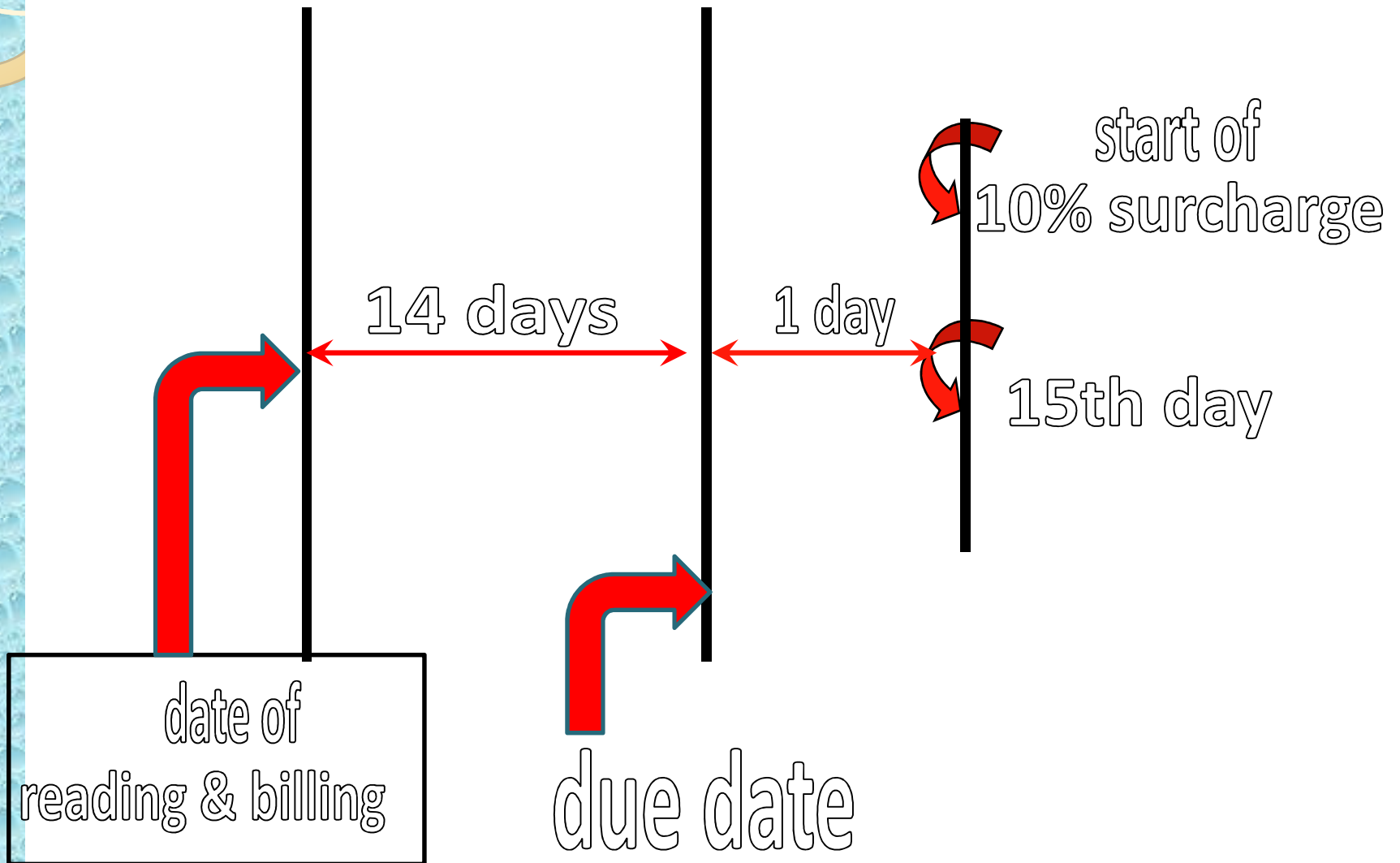


Florante  
pore

Introducing....  
the JWD Meter  
Readers & Water  
Utilities Mgt. Officer



# A.) EFFECT OF NON-PAYMENT OF WATER BILLS





# EFFECT OF NON - PAYMENT ON TIME

a. Example

## 1st BILL

**BEFORE DUE DATE**

**Php180.00**

**AFTER DUE DATE**

**+**

**10%(180)**  
**SURCHARGE**

**= Php198.00**

# 2ND BILL

## BEFORE DUE DATE

**Php180.00** 2<sup>nd</sup> BILL

+

**Php198.00** 1<sup>ST</sup> BILL

**TOTAL**

**= Php378.00**

## After due date

**+ 10%** 2<sup>nd</sup> BILL  
**surcharge**

**= Php198.00**

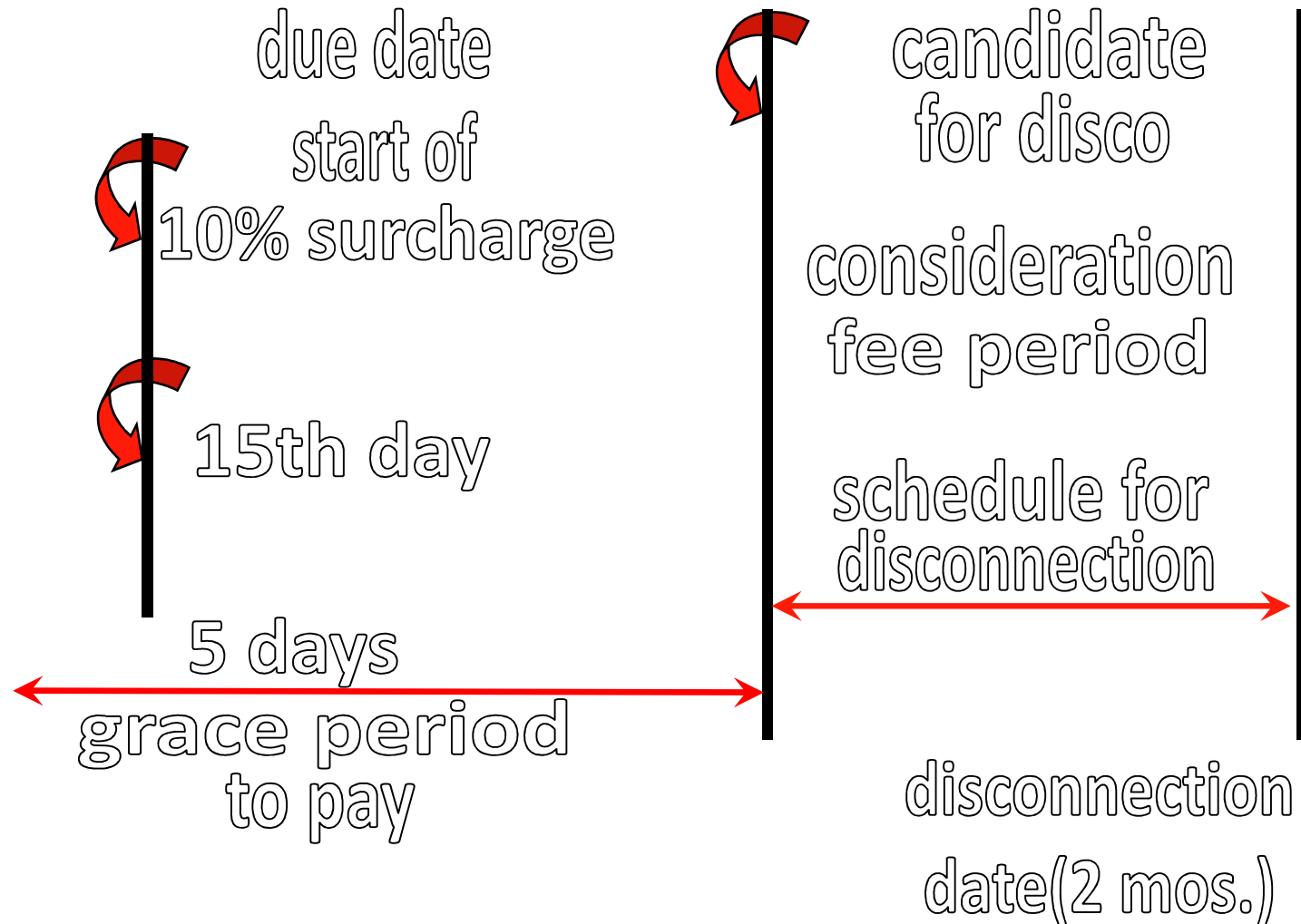
+

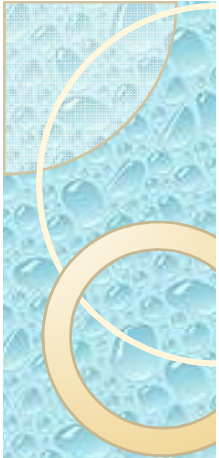
1<sup>ST</sup> BILL

**= Php396.00** DUE DATE  
2<sup>ND</sup> BILL

Note: Non payment after due date  
disconnection notice will be serve

# A.1) EFFECT OF NON-PAYMENT OF WATER BILLS





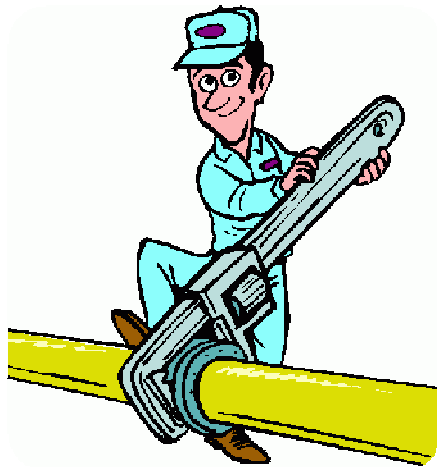
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# DISCONNECTION

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# Disconnection will be strictly implemented!!!

For delinquency in paying water bills



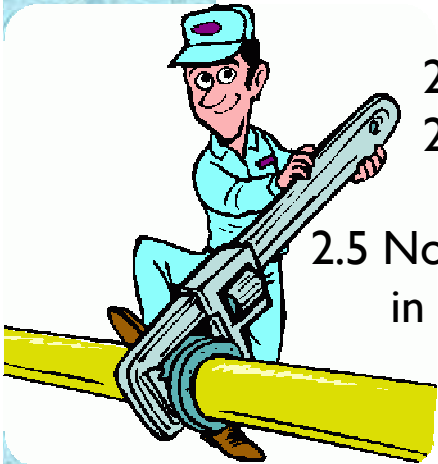
For delinquency in paying loans (materials)

Loaned materials will be retrieved

# A.2) EFFECT OF NON-PAYMENT OF WATER BILLS

## Service Interruption and Disconnection

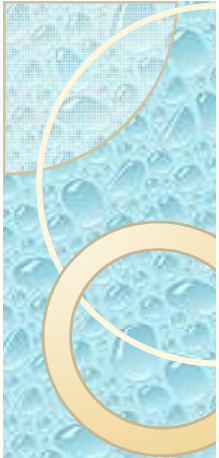
- 2.1 No concessionaire shall have more than 2 month's arrearages. Immediate disconnection must be done after due notices have been served. No disconnection, however, shall be done on Fridays.
- 2.2 Three months from disconnection, the disconnection from main line shall be implemented.
- 2.3 if no reconnection is done within six (6) months from disconnection, the concessionaire shall be considered as a new connection and shall be levied equivalent to the prevailing charges of a new connection.
- 2.4 The following charges shall be imposed for reconnection;
- |                                       |            |
|---------------------------------------|------------|
| 2.4.1 Voluntary disconnection         | Php 150.00 |
| 2.4.2 Disconnection due to arrearages | Php 300.00 |
- 2.5 No reconnection shall be effected unless the previous arrearages are paid in full.





PHC BOTTLE  
DPD TESTER  
BACTE TEST BOTTLE

# WATER QUALITY MONITORING



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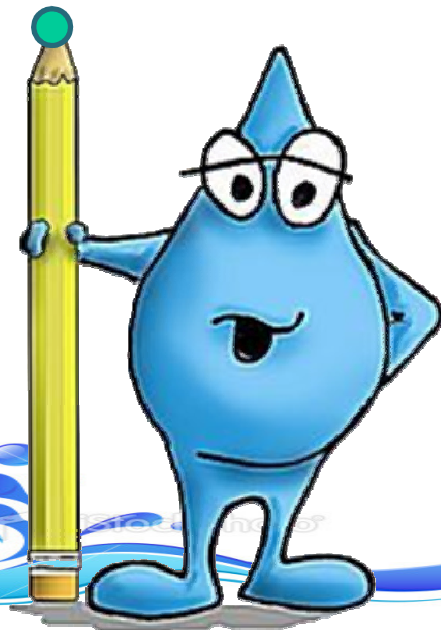
# WATER SERVICE CONTRACT

CONTRACT

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The Water Service Contract states the Concessionaire's Right to a water service and certain Responsibilities that come along with such right....





you have the  
right to avail  
of the JWD's  
water service.

**The Concessionaire shall be furnished  
with the water service connection as  
approved by the WD.**

**ONE family/household/building only per WSC!!!**



Know your  
responsibilities...

Protect and prevent the water meter from loss and damage, or any other similar acts which would render the meter useless.

Avoid tampering of the water meter.

Pay the cost of the damage to the water meter or its total cost if the water meter is lost.

Report to the JWD Office any of the abovementioned incidents immediately.



Know your  
responsibilities...

Pay religiously the monthly water bill and the loan amortization.

Pay the penalty charge if payment is made after due date.

Pay all arrearages within the given grace period.



Know your  
responsibilities...

Report any leaks occurring on the **WATER SERVICE LINE (BEFORE** the water meter) and on the transmission & distribution lines (main lines).



Know your  
responsibilities...



Refrain from allowing others to connect from your WSC.

Allow authorized JWD employees/representatives to enter premises during reasonable time to deliver water bills, obtain water samples, or to perform any other official function.



Know your  
responsibilities...



Be responsible for leaks and repairs occurring  
**AFTER** the water meter.

Pay the bill for the volume of water registered in  
the water meter, even if such is a result of such  
leaks.



Know your  
responsibilities...



In case meter reading is found to be reasonably impossible due to inaccessibility or erratic registry of the water meter, the Concessionaire shall pay the computed **AVERAGE AMOUNT** based on the immediately preceding three (3) months' consumption.





## self-help tips:

- 1. Detect leakages occurring inside your premises by checking if the water meter is running even if nobody is using water inside your premises.**
- 2. In case of turbidity boil your water before using it.**
- 3. Call the JWD Office for any queries pertaining to your water.**

# Express Lane:

We give priority to:

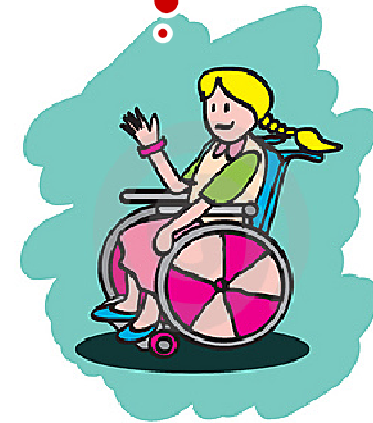
Senior  
Citizens



Pregnant  
Women



Disabled  
Persons



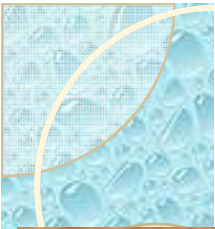


**introducing!!!**

**8:00 am-12:00nn.**

**1:00 pm-5:00 pm**

**unlimited service**



# Water Bill



```

=====
JARO WATER DISTRICT
=====
Real St. Jaro, Leyte

STATEMENT OF ACCOUNT

Account# : 011-22-00135
Name      : JARO PUBLIC MARKET
Address   : Old Public Market
RateCode  : 22
Meter No. : 1103189

Billing Month : Dec 2014
Date of Reading: 12/01/2014
Current Reading: 6357
Prev Read Date : 11/01/2014
Prev Reading   : 6189
Cons. (CUM)    : 188

CURRENT CHARGES: Php 4268.00
UNPAID BALANCE : Php 0.00
-----
TOTAL AMT DUE  : Php 4268.00
-----

=====
AFTER DUE DATE
PENALTY (10%) : Php 426.80
Total after due: Php 4694.80
-----
OTHER BALANCES : Php 0.00
(Inst fee, Materials, labor)
=====

Due Date      : 12/15/2014
Meter Reader  : Alberto Horca

To avoid 10% Penalty, Please pay
your bills before due date
THANK YOU.
=====

```

Name

Current Reading

Previous Reading

Consumption

Total payment

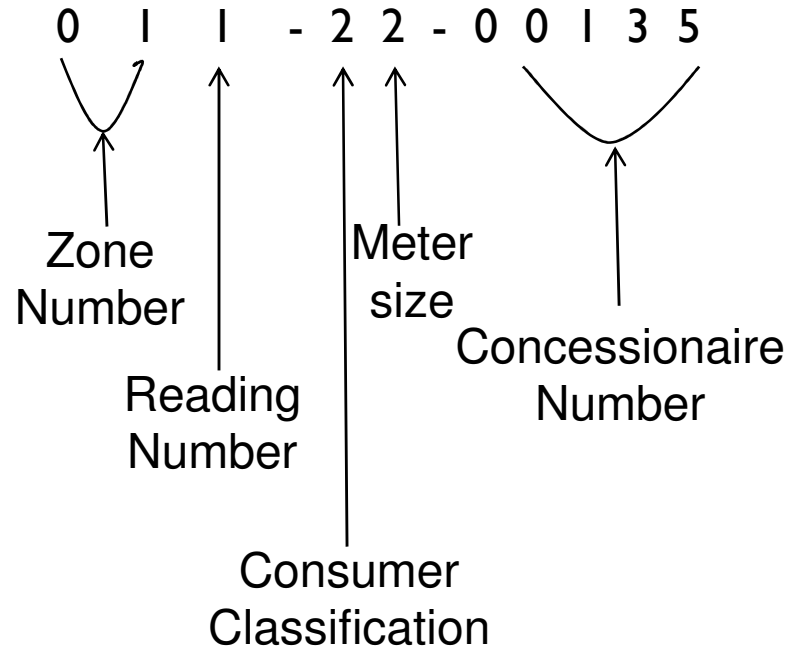
Penalty

Total w/ penalty

Due Date

Meter Reader

# CODING OF CONCESSIONAIRE ACCOUNT



Consumer Classification code

- Residential.....1
- Government.....2
- Commercial.....3
- Commercial-A...4
- Commercial-B...5
- Commercial-C...6

Meter Size Code

- 3/8" .....1
- 1/2" .....2
- 3/4" .....3
- 1" .....4
- 1-1/4" .....5
- 1-1/2" .....6
- 2" .....7
- 2-1/2" .....8
- 3" .....9



### JARO WATER DISTRICT

Real St., Jaro, Leyte (053) 541-93/541-9004  
 Non VAT Reg. TIN 002-61-457-000

**OFFICE FILE**

**No 08500**

CUSTOMER NAME				
ADDRESS				
ACCOUNT NO.		METER NUMBER		DUE DATE
PERIOD COVERED		METER READING		CONSUMED
FROM	TO	PREVIOUS	PRESENT	(CUM)

RECEIVED BY: \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

100 Bkts. (1x100) 2014  
 BIR Authority to Print No. 2AU0001226514  
 Date Issued: 04-21-2014 Valid until: 04-20-2019  
 TAC. FIVE STAR GRAFICA PRINTING PRESS INC.  
 161 P. Burgos St., Tacloban City  
 TIN: 004-300-555-000 VAT

Printer's Accreditation No. 088MP20140000000001  
 Date Issued: February 27, 2014

TOTAL AMOUNT DUE

**"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"**

***THIS OFFICIAL RECEIPT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP***



### JARO WATER DISTRICT

St., Jaro, Leyte (053) 541-5683/541-9004  
 Non VAT Reg. TIN 002-621-457-000

**OFFICIAL RECEIPT No 08500**

CUSTOMER NAME				
ADDRESS				
ACCOUNT NO.		METER NUMBER		DUE DATE
PERIOD COVERED		METER READING		CONSUMED
FROM	TO	PREVIOUS	PRESENT	(CUM)

RECEIVED BY: \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

100 Bkts. (1x100) 2014  
 BIR Authority to Print No. 2AU0001226514  
 Date Issued: 04-21-2014 Valid until: 04-20-2019  
 TAC. FIVE STAR GRAFICA PRINTING PRESS INC.  
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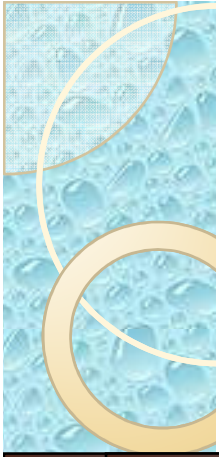
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 Date Issued: February 27, 2014

TOTAL AMOUNT DUE

**"THIS DOCUMENT IS NOT VALID FOR CLAIMING INPUT TAXES"**

***THIS OFFICIAL RECEIPT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP***

# Collectors Official Receipt (COR)




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# PROHIBITIONS

**The Water Crisis Act of 1995)  
(PD 1621 Anti-Fencing Law of 1979)**

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**Install any water connection  
without authority or  
permission from the Water  
District!**


**Tamper water meter or use  
of jumpers or other devices  
whereby water is stolen!**

**DON'T!!!!**

**Knowingly possess stolen or  
pilfered water or water  
meter!**

**Steal or pilfer water or  
water meter!**





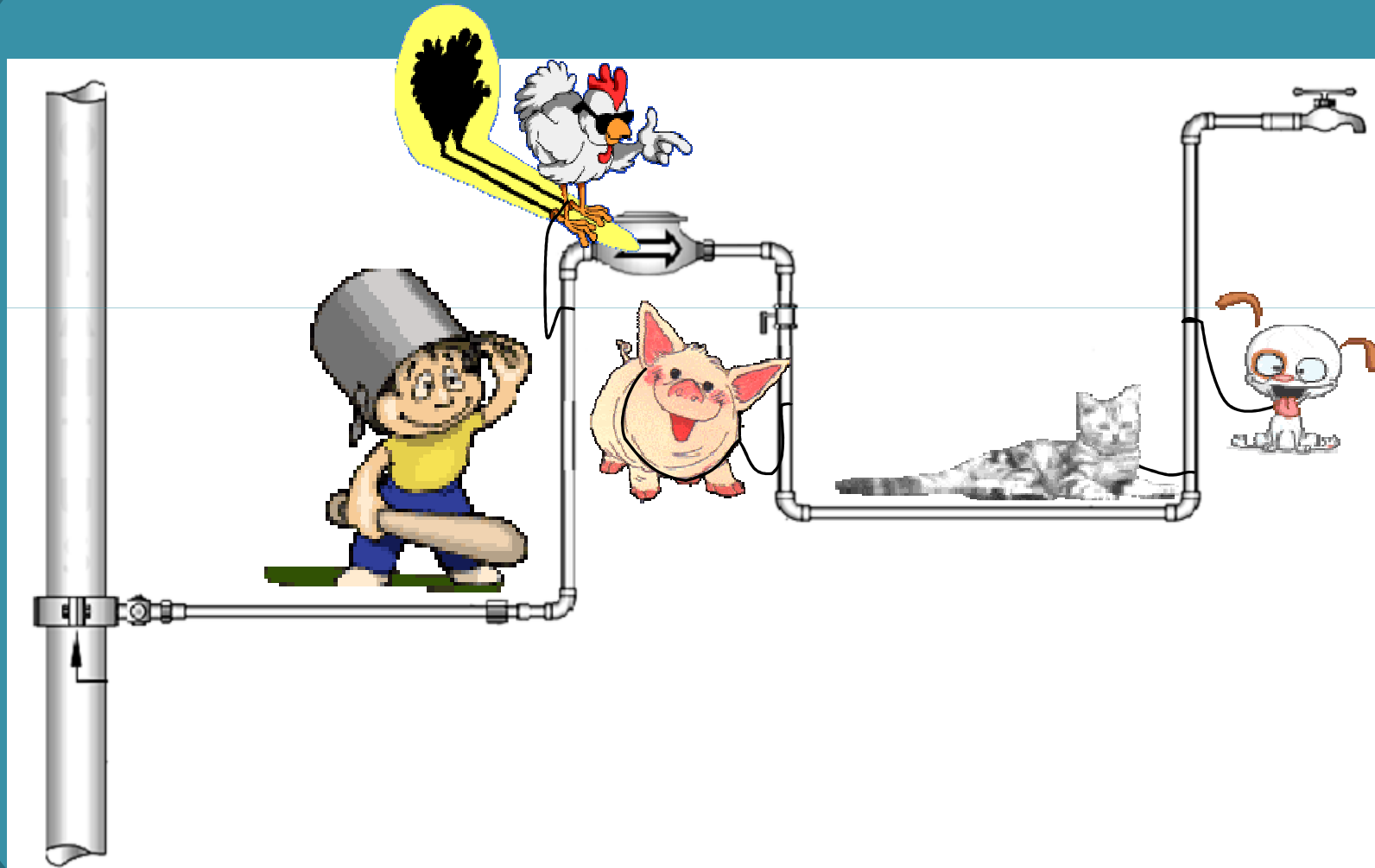
Prison correctional in its  
maximum period  
(6 years)....

# penalties

A fine ranging from  
P2,000.00 to P6,000.00 or  
both; plus charges to be  
computed by the JWD

**Warning:**

# “AVOID”



# JWD HOTLINE:

**09267275379**

Public Information and Queries





*Thank You!!!!!!*