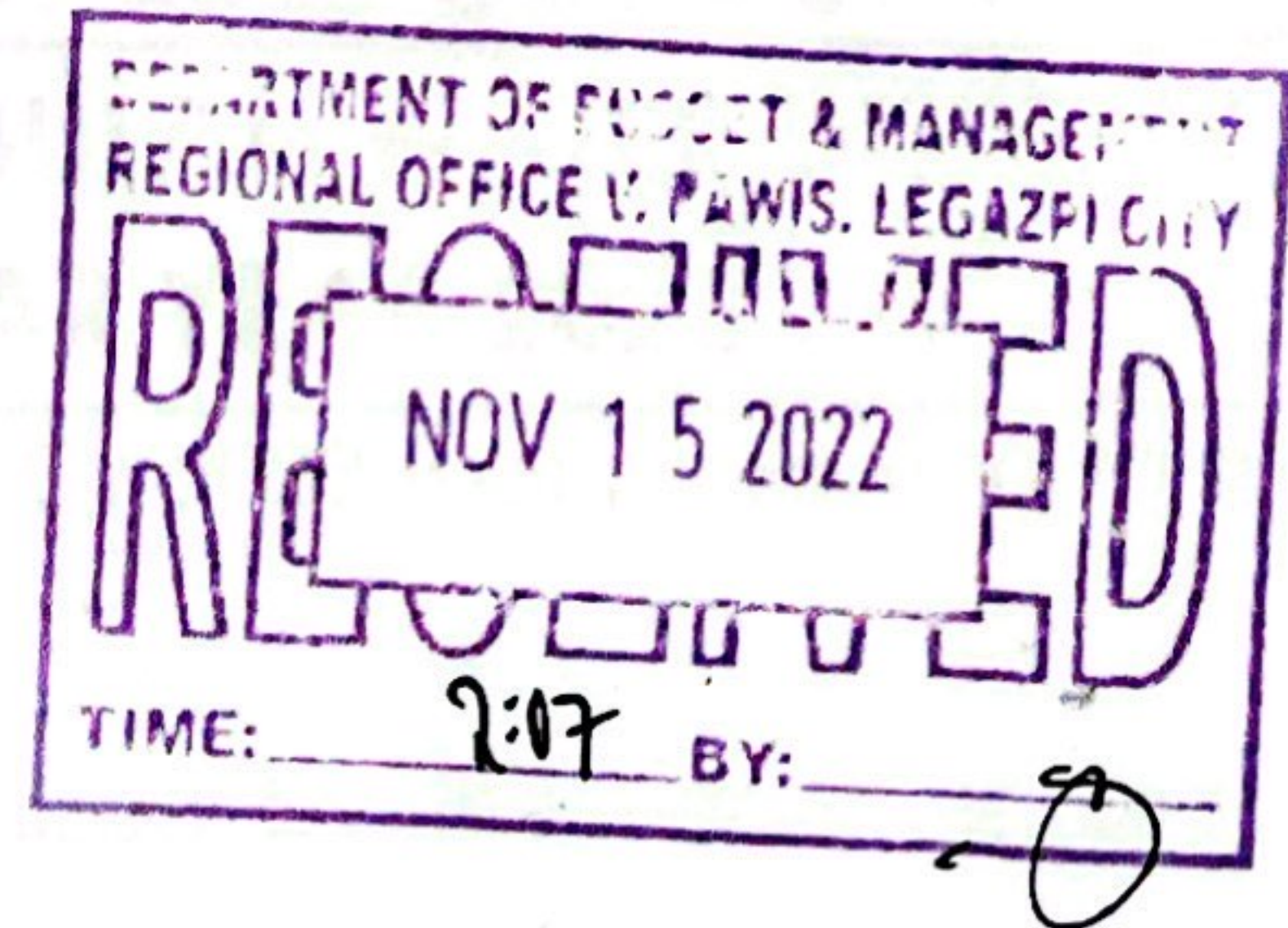


Republic of the Philippines  
**BULAN WATER DISTRICT**  
De Vera St., Zone-4, Bulan, Sorsogon  
Tel No: (056) 555-2605  
Email: [bulanwaterdistrict@gmail.com](mailto:bulanwaterdistrict@gmail.com)



**Director : Maria Angelita C. Cells**  
DBM Region V - Bicol Region  
Regional Center Site,  
Rawis, Legazpi City 4500  
Avaya Local Nos.: 8815, 8816  
Tel. No. : +63 (052) 482-0175



Madam:

Greetings of Peace!

We, the Bulan Water District, a local water district under the supervision of the Local Water Utilities Administration (LWUA) hereby submit a copy of the Approved Budget for CY 2023 per Resolution No. 40 Series of 2022 Code 09 dated October 11, 2022

In connection with this, we would like to ask if the Bulan Water District is already included to the DBM Corporate Budget Circular No. 24 dated November 4, 2022 in which a Format for Budget Proposal shall be implemented and if the Bulan Water District shall comply with the format; does the Agency will have to create the Excel Files for the given format or is there soft copies of the Budget Preparation.

We are hoping for your clarification on this matter.

Thank you and God Bless!

Respectfully yours:

**ENGR. REY DENNIS L. GILBAS**  
General Manager C



# BOARD OF DIRECTORS

## EXCERPT FROM MINUTES OF MEETING OF THE MEMBERS OF THE BOARD OF DIRECTORS HELD AT THE BRGY. LAJONG WATER TREATMENT FACILITY, DATED OCTOBER 11, 2022

### Present:

Dr. Maria Paz G. Bajaro	-	Chairperson
Mr. Dandy E. Brenches	-	Vice-Chairperson
Christopher G. Armengol	-	Member/Secretary
Mary Ann G. Hizo	-	Member
Dr. Randy D. Evangelista	-	Member
Rey Dennis L. Gilbas	-	General Manager
Shari G. Brenches	-	Recorder

## RESOLUTION 040 SERIES OF 2022 CODE 09

### RESOLUTION APPROVING THE BULAN WATER DISTRICT BUDGET FOR CALENDAR YEAR 2023

**WHEREAS**, the Bulan Water District Budget for CY 2023 was presented to the Board by the Management last September 27, 2022

**WHEREAS**, the proposed budget was scrutinized by the Board of Directors and it appears that

<b>Total Income</b>	-	P 41,404,724.15
<b>Total Expenses</b>	-	P 40,367,802.49
<b>Income from Operation</b>		<u>P 1,036,921.66</u>

**WHEREAS**, after a thorough study, the Board deemed it proper and approve it;

**RESOLVED**, as it hereby resolved, **APPROVING THE BULAN WATER DISTRICT BUDGET CALENDAR YEAR 2023**

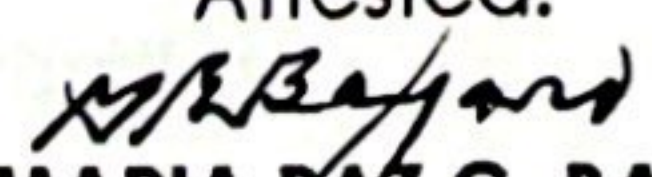
**THEREFORE**, on unanimous accord, the Board in session BE IT...

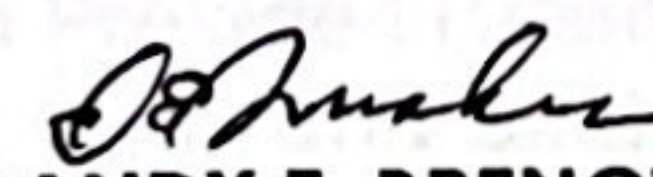
Approved this 11<sup>th</sup> day of October 2022.

Certified correct:

  
**SHARI MARIE FRANCINE G. BRENCHES**  
BOD Recorder

Attested:

  
**DR. MARIA PAZ G. BAJARO**  
Chairperson

  
**DANDY E. BRENCHES**  
Vice-Chairperson

  
**MARY ANN G. HIZO**  
BOD Member

  
**CHRISTOPHER G. ARMENGOL**  
Member/Secretary

  
**DR. RANDY D. EVANGELISTA**  
BOD Member



## CASH FLOW BUDGET FOR CALENDAR YEAR 2023

### Cash Flows from Operating Activities:

#### Cash Inflows:

Water Sales (96% Collection Efficiency)	37,985,311.68
Collection of Arrears (80%)	1,760,665.06
Fines and Penalties	1,519,412.47
Other Business Income	1,900,000.00
Interest Revenues	30,000.00

#### Total Cash Inflows

**43,195,389.21**

#### Cash Outflows:

Payment of Salaries	9,940,338.00
Payment of Other Personal Services	5,865,850.61
Payment of Maintenance & Other Operating Expenses	14,824,375.07
Purchase of Office Supplies	147,963.74
Purchase of Accountable Forms	115,000.00
Purchase of Other Supplies	63,000.00
Purchase of Construction Materials	2,207,426.00
Purchase of Chemicals	1,325,000.00
Reserve/Equity Build-up	1,000,000.00

#### Total Cash Outflows

**35,488,953.42**

#### Total Cash Provided (Used) by Operating Activities

**7,706,435.79**

### Cash Flows from Investing Activities:

Purchase of Office & IT Equipments	376,000.00
Purchase of Other Property, Plant & Equipments	85,400.00
Purchase of Communication Equipment	90,000.00
Purchase of Motor Vehicles	160,000.00
Purchase of Water Supply Systems	210,000.00
Capital Expenditure	3,500,000.00
Total Cash Outflows	<b>4,421,400.00</b>

#### Total Cash Provided (Used) by Investing Activities

**4,421,400.00**

### Cash Flows from Financing Activities

#### Cash Outflows:

Payment of Domestic Loans (DBP)	2,239,384.93
Payment of Domestic Loans (LWUA3-M)	673,744.00
Total Cash Outflows	<b>2,913,128.93</b>

#### Total Cash Provided (Used) by Investing Activities

**2,913,128.93**

#### Cash Provided (Used) by Operating, Investing & Financing Activities

**371,906.86**

#### Add: Cash and Cash Equivalents-Beginning (Ending Bal. As of August, 2022)

**7,885,147.41**

#### Cash and Cash Equivalents-Ending

**8,257,054.27**

Prepared by:

MARY JOYCE B. PENOS  
Senior Corporate Accountant B

Noted by:

REY DENNIS L. GILBAS  
General Manager C

APPROVED PER BOARD RESOLUTION NO. 40 S. 2022 CODE NO. 09 DATED Oct. 11, 2022.

DR. MARIA PAZ G. BAJARO  
Chairman

DANDY E. BRENCHES  
Vice-Chairman

CHRISTOPHER G. ARMENGOL  
Member/Secretary

MARY ANN G. HIZO  
Member

DR. RANDY D. EVANGELISTA  
Member



Republic of the Philippines  
**BULAN WATER DISTRICT**  
Bulan, Sorsogon

**CASH REQUIREMENT BUDGET FOR CY 2023**

**PERSONAL SERVICES**

50101010	Salaries and Wages - Regular	P	7,322,418.00
50101020	Salaries and Wages - Casual/Contractual		2,617,920.00
50102010	Personal Economic Relief Allowance		600,000.00
50102020	Representation Allowance		102,000.00
50102030	Transportation Allowance		102,000.00
50102040	Clothing/Uniform Allowance		144,000.00
50102990	Other Bonuses and Allowances		2,027,757.45
50102150	Cash Gift		130,000.00
50102140	Year End Bonus		633,473.00
50102160	Mid Year Bonus		586,930.00
50103010	Retirement and Life Insurance Premiums		878,690.16
50103020	Pag-ibig Contributions		30,000.00
50103030	Philhealth Contributions		136,000.00
50103040	Employees Compensation Insurance Premiums		30,000.00
50104990	Other Personnel Benefits		450,000.00
	Group Insurance		15,000.00
	<b>TOTAL PERSONAL SERVICES</b>		<b>15,806,188.61</b>

**MAINTENANCE AND OTHER OPERATING EXPENSES**

50201010	Travelling Expenses		1,000,000.00
50202010	Training Expenses		150,000.00
50203010	Office Supplies Expenses		147,963.74
50203020	Accountable Forms Expenses		115,000.00
50203080	Medical, Dental & Laboratory Supplies Expense		1,325,000.00
50203090	Fuel, Oil & Lubricants Expenses		600,000.00
50203990	Other Supplies and Materials Expenses		63,000.00
50204020	Electricity Expenses		5,000,000.00
50205010	Postage and Courier Services		8,000.00
50205020	Telephone Expenses		91,800.00
50205030	Internet Subscription Expenses		44,400.00
50205040	Cable, Satellite, Telegraph, and Radio Expenses		35,000.00
50299060	Membership Dues and Contributions to Organizations		115,000.00
50206010	Awards/Rewards Expenses		10,000.00
50299010	Advertising, Promotional and Marketing Expenses		20,000.00
50299020	Printing and Publication Expenses		110,000.00
50299030	Representation Expense		580,000.00
50207010	Survey Expenses		300,000.00
50299040	Transportation and Delivery Expenses		100,000.00
50211010	Legal Services		10,000.00
50211020	Auditing Services		100,000.00
50211990	Other Professional Services		10,000.00
50299120	Directors & Committee Members' Fees		491,400.00
	<b>SUB - TOTAL</b>	P	<b>10,426,563.74</b>



**BALANCE FORWARDED**

P 10,426,563.74

50213030	Repairs and Maintenance - Infrastructure Assets	2,050,000.00
50213040	Repairs and Maintenance - Buildings & Other Structures	25,000.00
50213050	Repairs and Maintenance - Machinery & Equipment (office equipt.)	30,000.00
50213070	Repairs and Maintenance - Furniture and Fixtures	10,000.00
50213220	Repairs and Maintenance - Semi-expendable F & F & Books (IT equipt)	50,000.00
50213050	Repairs and Maintenance - Machinery & Equipment	30,000.00
50213060	Repairs and Maintenance - Transportation Equipment	100,000.00
50213990	Repairs and Maintenance - Other Property, Plant and Equipment	25,000.00
50213020	Repairs and Maintenance - Land Improvements	50,000.00
50299080	Donations	20,000.00
50215010	Taxes, Duties and Licenses	890,500.00
50215020	Fidelity Bond Premiums	50,000.00
50215030	Insurance Expenses	35,000.00
50299990	Other Maintenance and Operating Expenses	215,000.00
<b>TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES</b>		<b>P 14,007,063.74</b>

**FINANCIAL EXPENSES:**

50301040	Bank Charges	P 10,000.00
50301020	Interest Expense	2,458,275.07
<b>TOTAL FINANCIAL CHARGES</b>		<b>P 2,468,275.07</b>

**TOTAL PERSONAL SERVICES, MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) & FINANCIAL EXPENSES**

P 32,281,527.42

**OTHERS:**

10698990	Other Property, Plant & Equipment	85,400.00
10603040	Water Supply Systems	210,000.00
10605020	Office Equipment	110,000.00
10605030	Information & Communication Technology Eqt	266,000.00
10605070	Communication Equipment	90,000.00
10606010	Motor Vehicles	160,000.00
10404130	Construction Materials Inventory	2,207,426.00
20102040	Loans Payable-Domestic (DBP)	2,239,384.93
20102040	Loans Payable-Domestic (LWUA-3M)	673,744.00
10207010	Reserve/Equity Build-up (3% of Billings)	1,000,000.00
10603040	Capital Expenditure	3,500,000.00

**TOTAL**

P 10,541,954.93

**TOTAL CASH REQUIREMENT FOR CY 2023**

P 42,823,482.35

Prepared by:

**MARY JOYCE B. PENOS**  
Senior Corporate Accountant B

Noted by:

**ENGR. REY DENNIS L. GILBAS**  
General Manager

APPROVED PER BOARD RESOLUTION NO. 40 S. 2022 CODE NO. 09 DATED Oct. 11, 2022.

**DR. MARIA PAZ G. BAJARO**  
Chairman

**DANDY E. BRENCHES**  
Vice-Chairman

**CHRISTOPHER G. ARMENGOL**  
Secretary/Member

**MARY ANN G. HIZO**  
Member

**DR. RANDY D. EVANGELISTA**  
Member



Republic of the Philippines  
BULAN WATER DISTRICT  
Bulan, Sorsogon

INCOME STATEMENT BUDGET  
FOR CALENDAR YEAR 2023

**BUSINESS INCOME**

Income from Waterworks Systems	P	37,985,311.68	
Other Business Income		1,900,000.00	
Fines and Penalties - Business Income		1,519,412.47	
<b>TOTAL BUSINESS INCOME</b>			<b>P 41,404,724.15</b>

**OTHER GENERAL INCOME**

Interest Income	P	30,000.00
<b>TOTAL OTHER GENERAL INCOME</b>		

**TOTAL INCOME**

**P 41,404,724.15**

**EXPENSES**

Personal Services	P	15,806,188.61	
Maintenance and Other Operating Expenses		18,593,338.81	
Financial Expenses		2,468,275.07	
Capital Outlay		3,500,000.00	
<b>TOTAL EXPENSES</b>			<b>P 40,367,802.49</b>

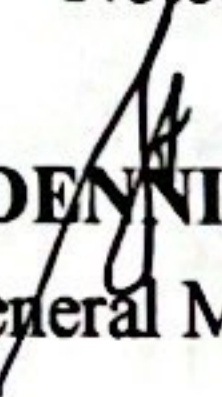
**INCOME FROM OPERATION**

**P 1,036,921.66**

Prepared by:

  
**MARY JOYCE B. PENOS**  
Senior Corporate Accountant B


Noted by:

  
**REY DENNIS L. GILBAS**  
General Manager C

APPROVED PER BOARD RESOLUTION NO. 40 S. 2022 CODE NO. 09 DATED Oct. 11, 2022.

  
**DR. MARIA PAZ G. BAJARO**  
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Member/Secretary

  
**MARY ANN G. HIZO**  
Member

  
**DR. RANDY M. EVANGELISTA**  
Member



Republic of the Philippines  
BULAN WATER DISTRICT  
Bulan, Sorsogon

**SUMMARY OF EXPENSES FOR BUDGET CY 2023**

**PERSONAL SERVICES**

50101010	Salaries and Wages - Regular	P	7,322,418.00
50101020	Salaries and Wages - Casual/ Contractual		2,617,920.00
50102010	Personal Economic Relief Allowance		600,000.00
50102020	Representation Allowance		102,000.00
50102030	Transportation Allowance		102,000.00
50102040	Clothing/Uniform Allowance		144,000.00
50102990	Other Bonuses and Allowances		2,027,757.45
50102150	Cash Gift		130,000.00
50102140	Year End Bonus		633,473.00
50102160	Mid Year Bonus		586,930.00
50103010	Retirement and Life Insurance Premiums		878,690.16
50103020	Pag-ibig Contributions		30,000.00
50103030	Philhealth Contributions		136,000.00
50103040	Employees Compensation Insurance Premiums		30,000.00
50104990	Other Personnel Benefits		450,000.00
	Group Insurance		15,000.00
<b>TOTAL</b>			<b><u>15,806,188.61</u></b>

**MAINTENANCE AND OTHER OPERATING EXPENSES**

50201010	Travelling Expenses		1,000,000.00
50202010	Training Expenses		150,000.00
50203010	Office Supplies Expenses		147,963.74
50203020	Accountable Forms Expenses		115,000.00
50203080	Medical, Dental & Laboratory Supplies Expense		1,325,000.00
50203090	Fuel, Oil & Lubricants Expenses		600,000.00
50203990	Other Supplies and Materials Expenses		63,000.00
50204020	Electricity Expenses		5,000,000.00
50205010	Postage and Courier Services		8,000.00
50205020	Telephone Expenses		91,800.00
50205030	Internet Subscription Expenses		44,400.00
50205040	Cable, Satellite, Telegraph, and Radio Expenses		35,000.00
50299060	Membership Dues and Contributions to Organizations		115,000.00
50206010	Awards/Rewards Expenses		10,000.00
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50207010	Survey Expenses		300,000.00
50299040	Transportation and Delivery Expenses		100,000.00
50211010	Legal Services		10,000.00
50211020	Auditing Services		100,000.00
50211990	Other Professional Services		10,000.00
50299120	Directors & Committee Members' Fees		491,400.00
<b>SUB - TOTAL</b>			<b>P <u>10,426,563.74</u></b>



**BALANCE FORWARDED**

P 10,426,563.74

50213030	Repairs and Maintenance - Infrastructure Assets	2,050,000.00
50213040	Repairs and Maintenance - Buildings and Other Structures	25,000.00
50213070	Repairs and Maintenance - Furniture and Fixtures	10,000.00
50213220	Repairs and Maintenance - Semi-Expendable Furniture, Fixtures	50,000.00
50213050	Repairs and Maintenance - Machinery and Equipment (office eq	30,000.00
50213050	Repairs and Maintenance - Machinery and Equipment	30,000.00
50213060	Repairs and Maintenance - Transportation Equipment	100,000.00
50213990	Repairs and Maintenance - Other Property, Plant and Equipmen	25,000.00
50213020	Repairs and Maintenance - Land Improvements	50,000.00
50299080	Donations	20,000.00
50215010	Taxes, Duties and Licenses	890,500.00
50215020	Fidelity Bond Premiums	50,000.00
50215030	Insurance Expenses	35,000.00
50503020	Impairment Loss-Loans & Receivable	60,000.00
50501030	Depreciation-Infrastructure Assets	1,700,000.00
50501040	Depreciation-Buildings and Other Structures	3,000.00
50501070	Depreciation-Furniture, Fixtures and Books	15,000.00
50501050	Depreciation-Machinery and Equipment	110,000.00
50501060	Depreciation-Transportation Equipment	30,000.00
50501990	Depreciation-Other Property Plant and Equipment	200,000.00
50299990	Other Maintenance and Operating Expenses	215,000.00
50301040	Bank Charges	10,000.00
50301020	Interest Expenses	2,458,275.07

**TOTAL****18,593,338.81****GRAND TOTAL**P **34,399,527.42**

Prepared by:

**MARY JOYCE B. PENOS**  
Senior Corporate Accountant B

Noted by:

**REY DENNIS L. GILBAS**  
General Manager C

APPROVED PER BOARD RESOLUTION NO. 40 S. 2022 CODE NO. 09 DATED Oct. 11, 2022.

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