

**REPUBLIC OF THE PHILIPPINES**  
**City of San Carlos**  
**Negros Occidental**  
**SANGGUNIANG PANLUNGSOD**

**ORDINANCE NO. 07-06**

**AN OMNIBUS ORDINANCE REGULATING THE OPERATION OF WATERWORKS SYSTEMS FOR THE CITY OF SAN CARLOS, NEGROS OCCIDENTAL, AND FOR ITS BARANGAYS, AND PROVIDING FOR THE RATES THEREOF AND FOR OTHER RELATED PURPOSES**

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Introduced by Hons. DIZON, JC.L. VILLARANTE and SANTIAGO

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*Be it ordained by the Sangguniang Panlungsod of the City of San Carlos, Negros Occidental, in regular session assembled, that :*

**ARTICLE I**  
**TITLE**

This ordinance shall be known and referred to as **AN OMNIBUS ORDINANCE REGULATING THE OPERATION OF WATERWORKS SYSTEMS FOR THE CITY OF SAN CARLOS, NEGROS OCCIDENTAL, AND FOR ITS BARANGAYS, AND PROVIDING FOR THE RATES THEREOF AND FOR OTHER RELATED PURPOSES.**

**ARTICLE II**  
**DEFINITION OF TERMS**

As used in this ordinance, the following words and terms shall have the meaning herein set forth, unless a different meaning clearly appears for the context.

1. **Abandonment** - There is abandonment if the consumer fails to settle his water bill/accounts within sixty (60) calendar days from disconnection date.
2. **Alteration** – refers to a change either in the consumer's record or in his waterline, or a change to both of the same.
3. **Bulk Sales** – the sale of water in bulk through water service connection with meter size bigger than 2" or the sale of water in bulk other than through the ordinary and usual course of business.
4. **City Waterworks Department** - an economic enterprise of the City Government entrusted to regulate the operation of the Water System.
5. **Commodity Charge** – the charge per unit cubic meter of water consumed in excess of the certain maximum water consumption.
6. **Consumer** – one who in accordance with this ordinance has obtained a water service connection.
7. **Delinquency interest** - payment of 2% additional charges per month imposed not only on the amount of water billed but also on the surcharge imposed thereon when the consumer fails to pay said bill after thirty (30) days from disconnection date.
8. **Disconnection date** - the day after due date.
9. **Due date** – the last day of the payment period without penalty.
10. **Effective disconnection** - means that no water runs through the waterline after the lockwing has been padlocked.

11. **Filing Fee** – a fee for the cost of filing such as application forms and its incidental forms and attachments.
12. **Flat rate** – a fixed monthly charge for the service paid independently on the amount of water used, usually applied to defective meter connectors. It is based on some factors, parameters or other physical features as the basis of charge.
13. **Illegal Tapping** – an act by the consumer of extending his waterline to a house or building belonging to another person, or an act of tapping on a CWD's waterline by any person without securing the necessary requirements.
14. **Independent Water Provider (IWP)** – a person, natural or juridical, other than the city government or the CWD engage in the business of providing water.
15. **Inspection Fee** – the cost of investigation and inspection before a waterline has been installed in which case it is called pre-installation inspection or the cost of investigation or inspection of an in-house plumbing system upon request of the consumer in which case it is called post-installation inspection.
16. **Installation Fee** – the cost of installing the consumer's water meter and lockwing.
17. **Minimum service charge** - the base rate charged per consumer for a certain maximum water consumption in cubic meters and below it per meter size of connection respectively.
18. **New connection** – refers to a new water service connection having a separate water meter with an approved application irregardless of whether or not the applicant has other existing water service connections.
19. **Old CWD consumers** – refer to CWD water service connectors before the effectivity of this ordinance.
20. **Orientation fee** – the cost for the conduct of an orientation the purpose of which is to furnish the consumer the necessary information regarding his responsibilities, limitations and obligations as well as basic knowledge on the salient features of the water ordinance and other applicable laws governing and regulating the operations of the CWD.
21. **Payment Period Without Penalty** – The period between the bill distribution period and the disconnection date.
22. **Penalty period** - the period starting from disconnection date until payment of the over due bill has been made.
23. **Permanent disconnection** – the pulling out of the water meter beyond the Reconnection Period by reason of non-payment of water bill (involuntary) or the pulling out of the water meter after a written request has been formally filed by the consumer before the CWD and upon payment of all his accounts should there be any (voluntary).
24. **Production cost** – the total cost of producing potable water.
25. **Re-application** - a remedy available to a water consumer whose water service connection has been permanently disconnected.
26. **Reconnection** - a remedy available to a water consumer whose water service connection has been temporarily disconnected.
27. **Reconnection period** – the sixty (60) day period from disconnection date.
28. **Registration Fee** – a regulatory fee for the registration of a consumer in relation to a particular waterline or for each and every waterline he has applied and installed.

- 29. Sector** – a composition of barangays or service areas grouped together for a particular billing or collection period.
- 30. Security Deposit** - an amount paid by the consumer during his application or re-application for water service connection to secure and subsequently answer any amount of delinquency after he is permanently disconnected for failure to pay his water bill/account.
- 31. Service Connection** – a line that joins or fastens together a circuit.
- 32. Stub-out allocation cost** – a regulatory fee imposed upon every consumer/applicant to be one among the limited number of consumers connected to a particular stub-out
- 33. Surcharge** – an additional sum added to the sales value of water consumed.
- 34. Temporary disconnection** – an effective disconnection made within the Reconnection Period as defined under this article.
- 35. Water Bill** - a statement of fees or charges of the sales or value of water consumed.
- 36. Water Meter** – an instrument that records the quantity of water passing through a pipe.
- 37. Waterworks** – a water system which includes reservoirs, tanks, buildings, pumps, pipes and other appurtenances.
- 38. Water Rate** – the cost or value of water per cubic meter.

**ARTICLE III  
SCOPE OF COVERAGE**

This ordinance shall include and cover all waterworks installations of the City Waterworks Department within the territorial jurisdiction of San Carlos City, Negros Occidental.

**ARTICLE IV  
RATES**

**Section 1. The following rates for water consumption shall hereby be adopted:**

**A. For Barangays 1, 2, 3, 4, 5, 6, Palampas, Punao, and Rizal**

CLASSIFICATION	SERVICE CHARGE	COMMODITY CHARGES PER CUBIC METER									
		Meter Size (inches)	MIN.( 10 CU.M.)	11-20	21-30	31-40	41-50	51-60	61-60	71-80	81-90
½"	80.00	9.50	10.00	10.50	11.00	11.50	12.00	12.50	13.00	13.50	14.00
¾"	170.00	9.50	10.00	10.50	11.00	11.50	12.00	12.50	13.00	13.50	14.00
1"	220.00	10.00	10.50	11.00	11.50	12.00	12.50	13.00	13.50	14.00	14.50
1½"	295.00	10.00	10.50	11.00	11.50	12.00	12.50	13.00	13.50	14.00	14.50
2"	395.00	10.50	11.00	11.50	12.00	12.50	13.00	13.50	14.00	14.50	15.00

(Greater than 2") BULK/WHOLESALE	P 40.00 per cu.m.
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**B. For Barangay Buluangan**

WATER METER SIZE	WATER RATE Per cubic meter
1/2"	P 25.00

**C. For Barangays Quezon and Codcod**

CLASSIFICATION	SERVICE CHARGE	COMMODITY CHARGES PER CUBIC METER										
		MIN.( 10 CU.M.)	11-20	21-30	31-40	41-50	51-60	61-60	71-80	81-90	91-100	101-UP
Meter Size (inches)												
1/2"	30.00	3.50	4.00	4.50	5.00	5.50	6.00	6.50	7.00	7.50	8.00	
3/4"	75.00	3.50	4.00	4.50	5.00	5.50	6.00	6.50	7.00	7.50	8.00	
1"	105.00	3.50	4.00	4.50	5.00	5.50	6.00	6.50	7.00	7.50	8.00	
1 1/2"	150.00	3.50	4.00	4.50	5.00	5.50	6.00	6.50	7.00	7.50	8.00	
2"	210.00	3.50	4.00	4.50	5.00	5.50	6.00	6.50	7.00	7.50	8.00	
(Greater than 2") BULK/WHOLESALE	P 9.00 per cu. m.											

**C-1. Ten percent (10%) share for Barangays Codcod and Quezon.** Barangays Codcod and Quezon shall each have a 10% share of the gross receipts of sale of commodities within their respective territorial jurisdictions. This 10% share to each of said barangays shall be allocated as aid for the development and maintenance of their water system and for other related purposes.

**ARTICLE V  
SERVICE CONNECTION**

**Section 1. Application for Water Service Connection:**

- a. **Any person may apply for water service connection.** Any person, whether natural or juridical, whether as owner or lessee or in legal possession of a house or building, may apply for water service connection. Provided that where the applicant is a lessee or in legal possession otherwise than an owner consent of the latter shall be secured.
- b. **City Mayor must approve.** All applications shall be filed before the Office of the City Waterworks Department, duly approved by the City Mayor and upon payment of the required fees as follows:

**b.1. For Barangays 1, 2, 3, 4, 5, 6, Palampas, Punao, and Rizal**

- i) Registration Fee - Fifty Pesos P 50.00
- ii) Installation Fee - One Hundred Pesos P 100.00
- iii) Stub-out Allocation Cost - Five Hundred Pesos P 500.00
- iv) Inspection Fee - One Hundred Pesos P 100.00
- v) Filing Fee - Ten Pesos P 10.00
- vi) Orientation Fee - Thirty Pesos P 30.00
- vii) Security deposit - in an amount equivalent to three (3) months minimum service charge

depending upon the size of the water meter used as provided for in Sec. 1(A), Art. IV of this ordinance, but in no case shall it be lesser than P300.00.

**b.2. For Barangay Buluagan.**

- i) Registration Fee - Fifty Pesos P 50.00
- ii) Installation Fee - One Hundred Pesos P 100.00
- iii) Stub-out Allocation Cost - Five Hundred Pesos P 500.00
- iv) Inspection Fee - One Hundred Pesos P 100.00
- v) Filing Fee - Ten Pesos P 10.00
- vi) Orientation Fee - Thirty Pesos P 30.00
- vii) Security deposit - Three Hundred Pesos P300.00

**b.3. For Barangays Quezon and Codcod**

- i) Registration Fee - Fifty Pesos P 50.00
- ii) Installation Fee - One Hundred Pesos P100.00
- iii) Inspection Fee - One Hundred Pesos P100.00
- iv) Filing Fee - Ten Pesos P 10.00
- v) Orientation Fee - Thirty Pesos P 30.00
- vi) Security deposit - in an amount equivalent to three (3) months minimum service charge depending upon the size of the water meter used as provided for in Sec. 1(C), Article IV of this ordinance, but in no case shall it be lesser than P100.00.

The security deposit herein referred shall be placed in a TRUST FUND ACCOUNT of the City Waterworks Department (CWD). Beyond sixty (60) calendar days to be counted from disconnection date and the consumer fails to pay his water bill or settle all his accounts, such deposit shall, in accordance with accounting and auditing rules and procedures, be considered as income of the CWD.

- c. **One application for each service connection.** No water service connection shall be had unless an application to that effect shall have been filed in accordance with the provisions of letter “b” of this Section.
- d. **Several houses/buildings. One compound. One owner.** A consumer who owns more than one house or building on a lot or compound may opt to install one (1) service connection to serve all said houses or buildings therein. PROVIDED That if he applies for separate connections for each or any of such houses or buildings, he shall comply with the requirements provided under letter “a” and “b” of this Section.
- e. **Several houses/buildings. One compound. Different owners.** Where there are several houses or buildings owned by different persons within the same compound, each owner shall have his own separate service connection. No owner can tap water service connection from another owner.
- f. **Necessity of consent of appropriate government authority/ies on service connection applications for a government building or facility.** An applicant for water service connection who is only a lessee or tenant of a government building or facility who intends to have a water service connection thereto shall secure the written consent of the appropriate government authority/ies.
- g. **Installation of water service connection must be within ninety (90) calendar days.** The applicant whose application has been approved by the City Mayor shall within ninety (90) calendar days from the date of said

approval cause the installation of his water service connection. Failure on the part of the applicant to cause the installation of the same within the said period of time shall automatically cancel his or her approved application and the filing fee he or she has paid shall be forfeited in favor of the CWD.

- h. ***When installation traverses or passes another's property consent of property owner is necessary.*** Where the installation would traverse or pass a lot/s or property/ies not owned by the applicant, the latter shall secure the permission of the owner by letting said owner sign in the application form. In the event the lot or property owner intends or claims to use the lot or property upon which the installation passes or traverses it shall be obligatory upon the consumer to inform the CWD to effect the reading of the water consumption and disconnection or whatever appropriate alterations or changes necessary in the subject installation.

Failure by the consumer to inform the CWD shall not alter the records of the latter and the consumer shall not be free of whatever liability proceeding from his inaction.

**Section 2. *Water meter and lockwing installations exclusive to CWD plumbers.*** To ensure that the consumer's water meter and lockwing are properly installed, only CWD plumbers are authorized to install the same.

**Section 3. *Verified protest against proposed installation.*** Any person who may be adversely affected by a proposed installation may file a verified protest with the CWD before whom the application was filed.

**Section 4. *Alteration of Service Connection. Written request must be filed.***

- a. ***City Mayor's approval necessary.*** Alteration of water service connection which shall pass along City streets, lanes or plazas, shall be subject to the approval of the City Mayor, through the City Engineer's Department (CED) upon payment of an amount to be determined by the latter.

Alteration of connections which shall pass along a national road may be possible only upon approval by the District Engineer's Office and subject to such costs or fees that the said office may require.

- b. ***CWD's approval sufficient.*** With a written request duly filed before the CWD, and except for letter b.4. of the immediately succeeding paragraph which is free of charge, alterations or changes of all other types of service connection shall be charged a service fee of Two Hundred Pesos (=P200.00).

Said alterations or changes shall include but not limited to the following:

- b.1. change of billing address or location
- b.2. change of name of consumer
- b.3. change of size of service connection
- b.4. permanent disconnection
- b.5. replacement of damaged or defective water meter

For Barangays Codcod and Quezon, due to their distance from the city and the expenses of fuel that the CWD may incur, all alterations or changes of all other types of service connection referred hereof shall be charged a service fee of Three Hundred Pesos (=P 300.00)

**ARTICLE VI  
DISCONNECTION AND RECONNECTION  
OF WATER SERVICES**

**Section 1. Kinds of Disconnection.** Disconnection of water services may either be temporary or permanent.

It is temporary if, within the Reconnection Period, the consumer's water service connection is effectively disconnected for nonpayment of water bill or of all his accounts.

It is permanent if after the Reconnection Period the consumer's water service connection is disconnected by the pulling out of the water meter for nonpayment of water bill/accounts in which case it is called involuntary permanent disconnection, or where the consumer's water service connection is disconnected upon his filing of a written request for permanent disconnection and upon payment of all his accounts should there be any, in which case it is called voluntary permanent disconnection.

**Section 2. Grounds for temporary disconnection.** A temporary disconnection may be done on the basis of any of the following grounds:

- a. Failure to pay water bill/accounts within the Payment Period without Penalty;
- b. Allowing another to tap from his or her water service connection;
- c. Where by reason of a defective waterline or water meter resulting to a water loss or prejudice to the city government or the CWD, the consumer fails to cause the repair, recalibration, or change of the same within 30 calendar days after the CWD has served him an advice/notice in writing;
- d. Any cause that may prejudice the interest of the city government or the CWD; and
- e. Any violation of this ordinance.

**Section 3. Grounds for permanent disconnection.** A permanent disconnection may be done on the basis of any of the following grounds:

- a. Abandonment;
- b. Approved request of consumer for permanent disconnection and upon payment of all his accounts should there be any; and
- c. Repeated violations of the ordinance.

**Section 4. Effect of temporary disconnection.** The following are the effects of temporary disconnection, to wit:

- a. No water service;
- b. No water bill shall be charge after the consumer has been effectively disconnected;
- c. Shall not pay any minimum service charge except that he shall pay for the water consumption before being effectively disconnected.

**Section 5. Effect of permanent disconnection.** After being permanently disconnected for nonpayment of water bill/accounts, the consumer's security deposit shall answer for such bill/accounts. And should the same be not enough, the effectively disconnected consumer shall pay the difference.

However, should the amount of security deposit is bigger than the actual account balance of the consumer such amount in excess of the consumer's account balance shall be returned to the consumer in accordance with auditing and accounting procedures.

**Section 6. How disconnection shall be instituted.** Within thirty (30) calendar days from disconnection date, disconnection shall be effected by the use of a padlock. Beyond thirty (30) calendar days from disconnection date and the water bill/account remains unpaid, disconnection shall be done by means of pulling out the water meter.

**Section 7. Effect of failure to claim water meter after being permanently disconnected.** Water meters acquired by the consumer, whether from the CWD or from outside, and in the case of the former, whether fully or partially paid, when pulled out by reason of permanent disconnection for failure to pay water bill/accounts shall be placed under the custody of the City Waterworks Department.

Failure on the part of the consumer to claim his pulled out water meter within thirty (30) calendar days from such pulling out, and failure to settle his accounts within the same period shall free the CWD from any liability with regard to such water meter.

**Section 8. Reconnection Fee.** Water services disconnected by reason of nonpayment of water bill or violation of the provisions of this ordinance shall only be reconnected upon payment of all arrears, surcharges, penalties, interest and a reconnection fee of Fifty Pesos (P50.00).

For reasons of fairness to all those who have been disconnected on disconnection date, payments made during the reconnection period by those whose water services were not disconnected on disconnection date shall also be imposed a reconnection fee of Fifty Pesos (P50.00).

**Section 9. Re-Application Fees.** In case a permanently disconnected consumer desires to have his installation reconnected, he shall file an appropriate application therefore and shall pay, in addition to the settlement of all his previous dues/accounts to the City Waterworks Department should there be any, the following fees:

- |                     |   |         |
|---------------------|---|---------|
| a. Registration Fee | - Fifty Pesos   | P 50.00 |
| b. Installation Fee | - One Hundred Pesos   | P100.00 |
| c. Filing Fee       | - Ten Pesos   | P 10.00 |
| d. Calibration Fee  | - The amount as determined in Section 20 of Article VII hereof. |         |
| e. Security deposit | - The amount applicable as provided for under this ordinance.   |         |

**Section 10. Applicability of security deposit to old consumers.** Old CWD consumers after being permanently disconnected for failure to pay his water bill/accounts during the Reconnection Period shall, upon reapplication, pay the applicable security deposit.

**Section 11. Re-application.** The remedy of re-application is available to a water consumer whose water service connection has been permanently disconnected.

The CWD reserves the right to recommend for disapproval the re-applications of consumers who were deemed involuntarily and permanently disconnected should after investigation of the attendant circumstances surrounding the cause or causes of his or her involuntary disconnection warrant.

## ARTICLE VII COLLECTION AND PAYMENT OF WATER BILL AND OTHER CHARGES

**Section 1. Grouping of barangays or service areas.** Except for Barangays Buluangan, Codcod and Quezon, the following barangays or service areas are grouped into three (3) sectors, to wit:

- a. Sector "A" is composed of Barangays 1, 3, and Punao;
- b. Sector "B" is composed of Barangays 2, 4, and Palampas; and
- c. Sector "C" is composed of Barangays 5, 6, and Rizal.

**Section 2. Billing Period.**

<u>Sector or Barangay</u>	<u>Period</u>
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- |                      |   |
|----------------------|---|
| a. Sector "A"        | - 21st day of the month to the 20 <sup>th</sup> day of the following month    |
| b. Sector "B"        | - 1st day of the month to the end of the month                                |
| c. Sector "C"        | - 11th day of the month to the 10 <sup>th</sup> day of the following month    |
| d. Buluangan-        | 16th day of each month up to the 15 <sup>th</sup> day of the succeeding month |
| e. Codcod and Quezon | - 1st day of the month to the end of the month                                |



**Section 3. Meter Reading and Posting Period.**

<u>Sector or Barangay</u>	<u>Period</u>
a. Sector "A"	- every 21 <sup>st</sup> day to the 23 <sup>rd</sup> day of the month
b. Sector "B"	- every 1 <sup>st</sup> day to the 3 <sup>rd</sup> day of the month
c. Sector "C"	- every 11 <sup>th</sup> day to the 13 <sup>th</sup> day of the month
d. Buluagan	- 16 <sup>th</sup> to the 18 <sup>th</sup> day of each month
e. Codcod and Quezon	- 1 <sup>st</sup> day of the month to the 3 <sup>rd</sup> day of the same month

**Section 4. Encoding and Bill Printing.**

<u>Sector or Barangays</u>	<u>Period</u>
a. Sector "A"	- 22 <sup>nd</sup> day of the month to the 24 <sup>th</sup> day of the same month
b. Sector "B"	- 2 <sup>nd</sup> day of the month to the 4 <sup>th</sup> day of the same month
c. Sector "C"	- 12 <sup>th</sup> day of the month to the 14 <sup>th</sup> day of the same month
d. Buluagan	- 17 <sup>th</sup> day of the month to the 19 <sup>th</sup> day of the same month
e. Codcod and Quezon	- 2 <sup>nd</sup> day of the month to the 4 <sup>th</sup> day of the same month

**Section 5. Distribution of Water Bills.**

<u>Sector or Barangays</u>	<u>Period</u>
a. Sector "A"	- 24 <sup>th</sup> day of the month to the 28 <sup>th</sup> day of the same month
b. Sector "B"	- 4 <sup>th</sup> day of the month to the 8 <sup>th</sup> day of the same month
c. Sector "C"	- 14 <sup>th</sup> day of the month to the 18 <sup>th</sup> day of the same month
d. Buluagan	- 19 <sup>th</sup> day of the month to the 23 <sup>rd</sup> day of the same month
e. Codcod and Quezon	- 4 <sup>th</sup> day of the month to the 7 <sup>th</sup> day of the same month

**Section 6. Payment Period Without Penalty.**

<u>Sector or Barangays</u>	<u>Period</u>
a. Sector "A"	- 29 <sup>th</sup> day of the month to the 10 <sup>th</sup> day of the following month
b. Sector "B"	- 9 <sup>th</sup> day of the month to the 20 <sup>th</sup> day of the same month
c. Sector "C"	- 19 <sup>th</sup> day of the month to the end of the same month
d. Buluagan	- 24 <sup>th</sup> day of the month to the 5 <sup>th</sup> day of the following month.
e. Codcod and Quezon	- 8 <sup>th</sup> day of the month to the 19 <sup>th</sup> day of the same month

The consumer shall pay his account to the City Waterworks Department who shall issue the corresponding official receipts based on the water bill duly prepared and issued to the consumer.

**Section 7. Due Date.**

<u>Sector or Barangays</u>	<u>Period</u>
a. Sector "A"	- 10 <sup>th</sup> day of the month
b. Sector "B"	- 20 <sup>th</sup> day of the month
c. Sector "C"	- End of the Month (EOM)
d. Buluagan	- 5 <sup>th</sup> day of the month
e. Codcod and Quezon	- 19 <sup>th</sup> day of the month

**Section 8. Disconnection Period.**

<u>Sector or Barangays</u>	<u>Period</u>
a. Sector "A"	- 11 <sup>th</sup> day of every month

- b. Sector "B" - 21<sup>st</sup> day of every month
- c. Sector "C" - 1<sup>st</sup> day of every month
- d. Buluangan - 6<sup>th</sup> day of every month
- e. Codcod and Quezon - 20<sup>th</sup> day of every month

**Section 9. Bill, as much as possible, should be received by the consumer before due date.** The CWD shall ensure that as much as possible the consumer could receive his bill/statement of account before due date.

**Section 10. Stages from billing period to disconnection date summarized.** The above-stated provisions are herein presented in table form, to wit:

Sector	Barangay	Billing Period	Meter Reading & Posting Period	Encoding and Bill Printing	Distribution Of Water Bills	Payment Period without penalty	Due Date	Disconnection Date
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
A	1, 3, and Punao	21 <sup>st</sup> day of the month to the 20 <sup>th</sup> day of the following month	every 21 <sup>st</sup> day to the 23 <sup>rd</sup> day of the month	22 <sup>nd</sup> day of the month to the 24 <sup>th</sup> day of the same month	24 <sup>th</sup> day of the month to the 28 <sup>th</sup> day of the same month	29 <sup>th</sup> day of the month to the 10 <sup>th</sup> day of the following month	10 <sup>th</sup> day of the month	11 <sup>th</sup> day of every month
B	2, 4, and Palampas	1 <sup>st</sup> day of the month to the end of the month	every 1 <sup>st</sup> day to the 3 <sup>rd</sup> day of the month	2 <sup>nd</sup> day of the month to the 4 <sup>th</sup> day of the same month	4 <sup>th</sup> day of the month to the 8 <sup>th</sup> day of the same month	9 <sup>th</sup> day of the month to the 20 <sup>th</sup> day of the same month	20 <sup>th</sup> day of the month	21 <sup>st</sup> day of every month
C	5, 6, and Rizal	Every 11 <sup>th</sup> day of the month to the 10 <sup>th</sup> day of the following month	every 11 <sup>th</sup> day to the 13 <sup>th</sup> day of the month	12 <sup>th</sup> day of the month to the 14 <sup>th</sup> day of the same month	14 <sup>th</sup> day of the month to the 18 <sup>th</sup> day of the same month	19 <sup>th</sup> day of the month to the end of the same month	End of the Month	1 <sup>st</sup> day of every month
	Bluuangan	16 <sup>th</sup> day of each month up to the 15 <sup>th</sup> day of the succeeding month.	16 <sup>th</sup> to the 18 <sup>th</sup> day of each month	17 <sup>th</sup> day of the month to the 19 <sup>th</sup> day of the same month.	19 <sup>th</sup> day of the month to the 23 <sup>rd</sup> day of the same month.	24 <sup>th</sup> day of the month to the 5 <sup>th</sup> day of the following month.	5 <sup>th</sup> day of the month	6 <sup>th</sup> day of every month.
	Codcod and Quezon	1 <sup>st</sup> day of the month to the end of the month	1 <sup>st</sup> day of the month to the 3 <sup>rd</sup> day of the same month.	2 <sup>nd</sup> day of the month to the 4 <sup>th</sup> day of the same month.	4 <sup>th</sup> day of the month to the 7 <sup>th</sup> day of the same month.	8 <sup>th</sup> day of the month to the 19 <sup>th</sup> day of the same month	19 <sup>th</sup> day of the month	20 <sup>th</sup> day of every month

**Section 11. When last day of payment period without penalty/ies falls on a Saturday, Sunday, Holiday or a non-working day.** Should the last day of payment period

without penalty/ies falls on a Saturday, Sunday, Holiday or a non-working day, the next working day shall be the last day of payment period without penalty/ies.

**Section 12. Penalties for late payment.** Payment made during the penalty period which starts from disconnection date shall be imposed the following penalties, to wit:

- a. Disconnection date - 25% surcharge + disconnection
- b. Within 30 days from - 25% surcharge + disconnection  
from disconnection date + P50.00 reconnection fee  
(disconnected or not)
- c. After 30 days from - 25% surcharge + pulling out of  
disconnection date meter + 2% monthly delinquency  
interest of the water bill and  
surcharge

**Section 13. Fifty percent (50%) discount to Centers for Special Privileged Persons** or any building or structure used by Special Privileged Persons as their office or for a similar purpose shall be entitled to a fifty percent (50%) discount on every cubic meter of water consumed. These Special Privileged persons shall have been those that are covered and qualified by existing laws.

**Section 14. Official receipt for every payment.** All payments to the CWD from consumers shall be issued an official receipt.

**Section 15. Endorsement to the City Legal Office of overdue accounts thru the City Mayor's Office.** The CWD shall endorse to the City Legal Office thru the City Mayor's Office for whatever legal action the latter may deem appropriate the overdue account of the consumer after demand by the CWD has been made and yet the consumer fails to pay.

**Section 16. Purchase of CWD materials including water meter.** The cost of materials for installations acquired or purchased from the CWD shall differ in two (2) instances:

- a. Cash basis - prevailing market price
- b. Installments - prevailing market price plus 15%

Provided that where the purchase of materials is purchased on installment basis the City Waterworks Department reserves the right to require the applicant full payment upon the outcome of a background investigation as it may deem necessary.

**Section 17. Cost of Water Meter.** The applicant/consumer has the option to buy his water meter from outside the CWD or from the CWD itself, provided that where the consumer has opted to buy the same from the latter, it shall be installed only upon full payment or payment of at least ten percent (10%) of the installment price and the balance payable within twelve (12) months.

In case the water meter is not fully paid at the time of installation, ownership of the same shall likewise belong to the consumer subject to the following conditions:

- a. That should the consumer intends to sell, donate, convey or by any means transfer the ownership of the water meter to any person he must notify the CWD and settle all unpaid obligations if there is any so that the latter or its representative may read the water meter to determine the water consumption for billing and cause water service disconnections therewith.
- b. That if after the 12<sup>th</sup> month period from installation and the consumer has not fully paid yet the cost of the water meter, a surcharge at 2% shall be imposed on the unpaid balance per month until such time that said account is fully paid.
- c. That in case of damage to or loss of the water meter in the course of or after installing, the same shall be borne by the consumer.

- d. That should the water meter subsequent to its installation becomes or is found or discovered to be defective or beyond repair such that a water loss is incurred or the reading of the same is impossible to the prejudice of the City Government, the consumer shall cause the repair, recalibration or change of the water meter within thirty (30) calendar days **after notice in writing** by the City Waterworks Department (CWD) shall have been served to him.

That failure by the consumer to cause the repair, recalibration or change of his defective water meter within the period aforementioned after the advice to repair, recalibrate or notice to change the same has been served to him shall constitute a ground for disconnection.

- e. Any unpaid balance on an amortized water meter that has become defective before the 12<sup>th</sup> month period shall remain to be for the account of the water service connector.

**Section 18. Cost of Materials other than water meter.** Other than water meter, the applicant/consumer has the option to buy his water service connection materials from outside the CWD or from the CWD itself, provided that where the consumer has opted to buy the same from the latter, it shall be installed only upon full payment or payment of at least ten percent (10%) of the installment price and the balance payable within twelve (12) months.

That in case the materials referred hereof are not fully paid at the time of installation, ownership of the same shall likewise belong to the consumer subject to the following conditions:

- a. That should the consumer intends to sell, donate, convey or by any means transfer the ownership of the materials to any person he must notify the CWD and settle all unpaid obligations if there is any so that the latter or its representative may read the water meter to determine the water consumption for billing and cause water service disconnections therewith.
- b. That if after the 12<sup>th</sup> month period from installation and the consumer has not fully paid yet the cost of the materials he has amortized, a surcharge of 2% shall be imposed on the unpaid balance per month until such time that said account is fully paid.
- c. That in case of damage to or loss of the materials in the course of or after installing, the same shall be borne by the consumer.
- d. That should there be any leakage in his installation or waterline, whether before or after the water meter, the consumer shall have it fixed the soonest time possible and the cost of water wasted shall be for his account.
- e. Any unpaid balance on amortized materials that have become defective before the 12<sup>th</sup> month period referred hereof shall remain to be for the account of the water service connector.

**Section 19. Consumer bears loss of or damage to materials after receiving.** After the consumer has received the materials he has purchased from the CWD, any damage to or loss of the same shall be borne by him.

**Section 20. Water Meter Calibration Fee.** All water meters, whether bought from outside the CWD or from the CWD itself, shall before installation be calibrated by the CWD and the consumer shall pay for such purpose the amount corresponding to the size of the water meter as hereinafter provided, to wit:

- |              |                                   |         |
|--------------|-----------------------------------|---------|
| a. 1/2"      | - One Hundred Twenty-Five Pesos   | P125.00 |
| b. 3/4"      | - One Hundred Seventy-Five Pesos  | P175.00 |
| c. 1"        | - Two Hundred Twenty-Five Pesos   | P225.00 |
| d. 1 1/2"    | - Two Hundred Seventy-Five Pesos  | P275.00 |
| e. 2" and up | - Three Hundred Twenty-Five Pesos | P325.00 |

However, a water meter purchased from the CWD to serve as the consumer's first water meter shall be calibrated by the CWD free of charge. It is therefore understood that a replacement does not fall under this privilege.

**Section 21. Unpaid materials/water meter in case of permanent disconnection or abandonment.** In case the consumer abandons or is permanently disconnected without having fully paid the amortized materials/water meter, he shall be deemed to have waived his rights over the same and entitles the CWD to pull out said materials/water meter without prejudice to the filing of any legal action whenever appropriate for the purpose of collecting any unpaid account/balance if there be any.

**Section 22. Unpaid accounts prior to January 1, 2006 must be paid within twelve (12) successive months after the effectivity of this ordinance.** All unpaid account balances prior to January 1, 2006, whether proceeding from unpaid water consumption or from unpaid materials bought by installment from the CWD shall be paid within twelve (12) successive months after the effectivity of this ordinance. Beyond this period and where the said account balances remain unpaid, aside from cutting off of water service connections even if the consumer has been paying regularly his water bill from January 1, 2006, a two percent (2%) interest per month of delinquency on any unpaid account balance shall be imposed until the same shall have been fully paid.

The disconnection referred in this section is deemed involuntary permanent disconnection and the remedy of the consumer to secure back water service is by reapplication subject to the right of the CWD to recommend for disapproval should after investigation the attendant circumstances surrounding the cause or causes of his or her involuntary disconnection warrant.

**Section 23. Other Fees.** The City Waterworks Department is authorized to collect the following fees:

- a. **Bill re-issuance Fee.** Those requesting re-issuance of water bills shall be charged Ten Pesos (=P10.00) per bill;
- b. **Laboratory Service Fee.** Those requesting for services of the laboratory shall be charged fees corresponding to the nature of services rendered. Hereunder are the following test together with the appropriate charges;

NAME OF TEST	AMOUNT
1. BACTERIOLOGICAL EXAMINATION (Potability Test)	P 250.00
2. CHLORIDE TEST	P 187.50
3. TOTAL HARDNESS TEST	-P 187.50
4. pH TEST	P 62.50
5. TOTAL DISSOLVE SOLIDS TEST (TDS)	-P 62.50

- c. **Certification/Authentication Fee.** Clients requesting for certification or authentication of documents related to CWD concerns or area of authority shall be charged Thirty Pesos (=P 30.00) per certification issued/authentication made;
- d. **Inspection Fee.** Consumers requesting for investigation of their *in-house plumbing system* shall file a written request before the CWD in a form to be provided by the latter and shall be charged the amount of One Hundred Pesos (=P100.00) for such services rendered.

Request for services beyond investigation of a consumer's in-house plumbing system is not the responsibility of the CWD and the consumer may employ the services of private individuals.

## **ARTICLE VIII ILLEGAL USE OF WATER**

**Section 1. *Prohibited acts.*** It is hereby declared unlawful for any person, whether natural or juridical, public or private, to:

- a. Tap either from the consumer's water service connection or from any of the city waterworks' main line or make or cause to be made any connection without authority in violation of Sec. 1(a & b), Article V of this Ordinance;
- b. Tamper, install, use or continue using a tampered, damaged or defective water meter, despite knowledge or notice of the same, which interferes with the proper or accurate registry or otherwise results in its diversion in a manner whereby water is stolen or wasted; and
- c. Damage or destroy a water meter, water pipes or allow any of these to be so damaged or destroyed as to interfere with the proper or accurate registration of water consumption.

## **ARTICLE IX REVOCATION, CANCELLATION AND/OR SUSPENSION OF APPLICATION FOR WATER SERVICE CONNECTIONS**

**Section 1. *Grounds for revocation, cancellation and/or suspension of applications.*** Approved application for water service connections may be revoked, cancelled and/or suspended on any of the following grounds:

- a. Findings of misrepresentation in the application;
- b. To prevent or control the spread of disease due to inadequate facilities upon recommendation of City Health authorities; and
- c. When the interest of the City or the public so demands.

## **ARTICLE X WATERSHED DEVELOPMENT AND ENVIRONMENTAL PROTECTION FUND**

**Section 1. *Environmental Fee.*** A special levy of P 0.75 on every cubic meter of water billed shall be set aside as Environmental Fee *and is imposable only on Barangays 1, 2, 3, 4, 5, 6, Buluangan, Punao, Palampas and Rizal.* This amount is already included in the water rates imposed on the consumers provided under Article IV of this ordinance.

**Section 2. *Proceeds of the Environmental Fee.*** The proceeds of the special levy for Environmental Fee shall accrue to a special account known as the "Watershed Development and Environmental Protection Fund".

**Section 3. *Disbursement of Environmental Fee.*** The funds accrued in the Watershed Development & Environmental Protection Fund can only be disbursed in conformity with the Implementing Rules and Regulations governing said funds to be submitted by the City Waterworks Department and approved by the Sanggunian.

## **ARTICLE XI GENERAL PROVISION**

**Section 1. *Water Meter necessary for all water service connections.*** All service connections shall each have a water meter.

**Section 2. *Size of connection to be determined by CWD.*** The size of the connection to be installed to the consumers shall be determined by the City Waterworks Department.

**Section 3. *Request for permanent disconnection.*** In case of voluntary disconnection, the consumer shall fill up a request for disconnection form available at the City Waterworks Department and submit the same to said office. Provided no such request shall be granted unless all arrears, surcharges, penalties, and interests, if there is any, shall have been fully paid.

**Section 4. *Penal Provision.*** Without prejudice to the criminal prosecution under the Revised Penal Code and other laws, any violation of this ordinance shall be ground for disconnection and in addition shall be administratively penalized with a fine in the amount of:

First offense	- Two Hundred Fifty Pesos	P 250.00
Second offense	- Five Hundred Pesos	P 500.00
Third and succeeding offenses	- One Thousand Pesos	P1,000.00

This penal provision applies to any CWD employee who is found to have violated this ordinance individually or in connivance with another person, whether such person is also a CWD employee or not.

**Section 5. *Repealing Clause.*** All ordinances, resolutions, local executive orders, rules and regulation or part thereof, in conflict or inconsistent with this ordinance, are hereby repealed or modified accordingly.

**Section 6. *Separability Clause.*** If for any reason any section or provisions of this ordinance, or any portion thereof, or the application of such section, provision or portion thereof to any person, group or circumstance is declared invalid or unconstitutional, the remainder of this ordinance shall not be affected by such declaration.

**Section 7. *Effectivity.*** This ordinance shall take effect on the day after compliance of the required 10-day posting of the approved ordinance in the bulletin at the entrance of the City Hall and in at least two (2) conspicuous places within San Carlos City. The posting shall have commenced not later than five (5) days after its approval.

**ENACTED: March 29, 2007**, by the affirmative votes of Hons. QUISUMBING, JC.L. VILLARANTE, CARMONA, SANTILLAN, CABILI, CATURAY, DIZON, SANTIAGO, ONGTIAOBOK and LEDUNA.