



DEPARTMENT OF EDUCATION
Region X – Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre Highway, Casisang, City of Malaybalay

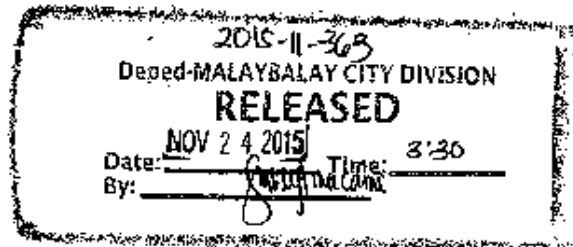


November 24, 2015

DIVISION MEMORANDUM

No. 499s. 2015

To: Public Schools District Supervisors
School Administrators
Bookkeepers and Disbursing Officers
All Other Concerned
This Division



SUBJECT: 10% SURCHARGE ON UNPAID WATER BILLS AT MALAYBALAY CITY WATER DISTRICT

For information and guidance, enclosed is a copy of the letter received from Malaybalay City Water District dated November 10, 2015 re: Imposition of 10% surcharge for non-payment of bills on time. Effective November 2015 bill, the Division Office, District Offices and Schools shall be imposed of a 10% surcharge on any unpaid amount after the due date.

Furthermore, please be reminded that any surcharge paid shall not be charged against local funds.

Immediate dissemination of this memorandum is desired.


EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



Republic of the Philippines

MALAYBALAY CITY WATER DISTRICT

Sayre Highway, Sumpung, City of Malaybalay

Tel. No. (088) 813-2552, Tel-Fax No. (088) 813-5527

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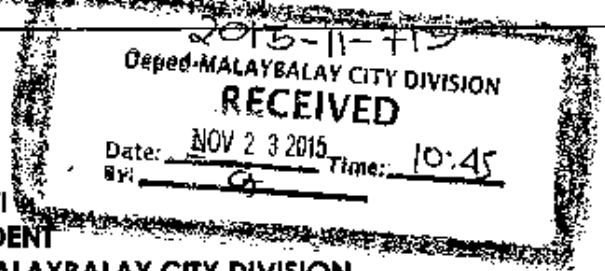
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Auditor

ATTY. JENNY G. UPLINGER
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JUANITO C. AROA
General Manager

"Water is life. save it."

November 10, 2015



EDILBERTO L. OPLENARIA CESO VI
SCHOOLS DIVISION SUPERINTENDENT
DEPARTMENT OF EDUCATION- MALAYBALAY CITY DIVISION
Malaybalay City

Sir:

One of the general policies of the water district regarding the non-payment of water bills on time states "All unpaid bills after due date shall be considered as arrears and subject to 10% penalty charge."

Since September 1991 when the Supreme Court declared that all water districts are Government Owned and Controlled Corporation (GOCC) we did not charge penalty to government institutions considering them as our partners.

However the Commission on Audit (COA) on its recent Audit Observation Memorandum (AOM) No. 2014-005 dated October 14, 2014 emphasized that "The non-imposition of 10% penalty charges for delayed settlement of water bills to government offices is contrary to the provisions of the District Water Service Contract, thus depriving the office to generate additional income..."

Hence, we are obliged to abide with the COA AOM, thus, effective November 2015 billing period, the District will be imposing the 10 % surcharge for non-payment of bills on time, that is after due date. The reading date for all government connections is the first working day of each month and falls due two weeks after the reading date.

Please advise your officer in-charge for payment of utility bills to pay your water bills on time to avoid penalty.

We look forward to your cooperation and kind consideration.

Very truly yours,


JUANITO C. AROA
General Manager