

### DAILY ACCOMPLISHMENT REPORT

(5( ) (7)		INIPLISHIVIENT I EAKAGE REPAIR	REPURI								
1973 ILC	,	EARAGE REPAIR	DAI	R No.:							
Water Accessibility - Our Priority!											
		Date Reporte		_							
Location:		Date Issued:									
DMA: Contractor:		Date Started: Date Finished		Time: Tme:							
Contractor.		Date Fillished									
		LEAK REPAIR WORKS									
Mainline Repair			Service Connection F	Repair							
Size of Mainline: Make :	:	Size of SC:	Make :								
Nature of Leak:		Nature of Leak:									
Pinhole / Point Repair	Service Connection	on Line	Gasket	Valve Meter Area							
Using Blank Saddle	Longitudir		Meter Coupling	Cluster Line							
Using Split Sleeve	Transverse		Standpipe Other Remarks	Stub-out							
Using Repair Clamp  Leak From Joint	Pipe Cut  Service Connection		Other Remarks  Under Soft Ground	Restoration  Damaged by							
Longitudinal Crack	Saddle Cla		Under Concrete	COWD Installation							
Corrosion Holes / Rusting	Corporation	· _	Exposed pipe	Specify:							
Leak From Flange	B.I. Coupli	ng	Under Asphalt								
Transverse Crack	Control Va	alve	Damaged by Contracto	r							
Pipe Cut	Reflared										
<u>On Roadway</u>	On Sidewalk		On Roadway	On Sidewalk							
Length Replaced:Im	nlm	Length Replaced:	Im	Im							
Depth of Mainline: m		Depth of Mainline:	m								
			l								
Section Lead During Density	MATERIALS USED		Nome and	JOB ACTED BY:							
Materials Used During Repair:  Materials Size	Qty Materia	als Size	Qty 1	Signature:							
IVIALEI IAIS SIZC	Qty iviatoria	315 3120	Qiy 1								
<del>                                     </del>											
<del>                                     </del>			2	_							
			3								
			4								
			5								
<del>                                     </del>			<del></del>	.i .							
<del>                                     </del>			Conforme	d :							
			<u> </u>	Signature/Date							
	MAI	D		Signature/ Date							
	Itini										
Prepared by: Ch	necked by:	Noted by:	GIS	Updated by:							
Team Leader/Leadman	Supervisor	Division Ma	anager	GIS Staff							



### JOB ORDER REQUEST LEAKAGE REPAIR & SERVICE CONNECTION REHABILITATION

J.O. No.	Date	
Complaint/Nature of Job	Recvd by	
Name	Acct #	
Location		

				MATERIALS	NEEDED				
Material	Size	Qty	Unit		Material	Size	Qty	Unit	Referenc

Prepared by	Requested by	Recommending Approval	Approved by
			EDCARDO D. TUNIULA
			EDGARDO D. TUVILLA
NRW Staff	Team Leader/Leadman	Division Manager	Department Manager

FM-MNT-02 00 XX-XX-XXXX

# Water Accessibility - Our Priority!

### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT

### JOB ORDER REQUEST LEAKAGE REPAIR & SERVICE CONNECTION REHABILITATION

water Accessionity - our Friority:		
J.O. No.	Date	
Complaint/Nature of Job	Recvd by	
Name	Acct #	
Location		

				MATERIALS N	IEEDED				
Material	Size	Qty	Unit	Reference	Material	Size	Qty	Unit	Referenc

Prepared by	Requested by	Recommending Approval	Approved by
			EDGARDO D. TUVILLA
NRW Staff	Team Leader/Leadman	Division Manager	Department Manager



FM-MNT-03

#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT

#### PIPELINE LEAKAGE CONTROL DIVISION

### ADVICE SLIP LEAKAGE COMPLAINTS



#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT

#### PIPELINE LEAKAGE CONTROL DIVISION

### ADVICE SLIP LEAKAGE COMPLAINTS

J.O NO. :  NAME :	DATE: TIME:	J.O NO. : NAME :	DATE: TIME:
LOCATION:	FORW A PREFE	LOCATION:	FORWA BRIDE
FINDINGS:	FORWARDED:	FINDINGS:	FORWARDED:
For Leak Detection	Leakage Team	For Leak Detection	Leakage Team
Under Concrete Pavement	S.C Rehab	Under Concrete Pavement	S.C Rehab
Inside Private property()	Metering	Inside Private property()	Metering
Inside Private Property (Under Negotiation)	Engineering	Inside Private Property (Under Negotiation)	Engineering
Schedule Repair	Transmission & Appurtunance	Schedule Repair	Transmission & Appurtunance
Excavation Permits		Excavation Permits	
Press Release		Press Release	
No fittings		No fittings	
No Equipments,Device,Vehicle& Others		No Equipments, Device, Vehicle & Others	
OTHERS SPECIFY:		OTHERS SPICIFY:	-
REMARKS :		REMARKS :	
-		-	
PREPARED BY:	RECEIVED BY:	PREPARED BY: RECEIVED	BY:
Team Leader	CONCESSIONARE/DATE	Team Leader C	ONCESSIONARE/DATE
FM-MNT-03 00	XX-XX-XXXX	FM-MNT-03 00	XX-XX-XXXX
CAGAYAN DE ORO CITY WAT  MAINTENANCE DEPARTM  PIPELINE LEAKAGE CONTROL	MENT	CAGAYAN DE ORO CITY WAT	MENT
Water Accessibility - Our Priority!  LEAKAGE COMPLAINT		Water Accessibility - Our Priorityl  ADVICE SLI  LEAKAGE COMPI	P
Water Accessibility · Our Priority! ADVICE SLIP	DATE:	Water Accessibility - Our Priority!  ADVICE SLI	P
Water Accessibility - Our Priority! ADVICE SLIP LEAKAGE COMPLAINT	rs	Water Accessibility - Our Priority!  ADVICE SLI  LEAKAGE COMPI	P LAINTS
J.O NO. :  NAME	DATE:	Water Accessibility - Our Priority!  J.O NO.  NAME	P LAINTS DATE:
J.O NO. : NAME : LOCATION:	DATE: TIME:	Water Accessibility - Our Priority!  J.O NO. :  NAME :  LOCATION:	P LAINTS  DATE: TIME:
Water Accessibility - Our Priority!  J.O NO. : NAME : LOCATION: FINDINGS:	DATE:TIME:FORWARDED:	Water Accessibility - Our Priority!  J.O NO. :  NAME : LOCATION:  FINDINGS:	P LAINTS  DATE: TIME: FORWARDED:
J.O NO. : NAME : LOCATION: FINDINGS: For Leak Detection	DATE:TIME: FORWARDED:Leakage Team	Water Accessibility - Our Priority!  J.O NO. : NAME : LOCATION: FINDINGS:  For Leak Detection	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team
J.O NO. : NAME : LOCATION: FINDINGS: For Leak Detection Under Concrete Pavement	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab
J.O NO. :  NAME : LOCATION:  FINDINGS:  For Leak Detection  Under Concrete Pavement  Inside Private property()	DATE:TIME:  FORWARDED:Leakage TeamS.C RehabMetering	Water Accessibility - Our Priority!  J.O NO. : NAME : LOCATION: FINDINGS:  For Leak Detection  Under Concrete Pavement  Inside Private property()	P LAINTS  DATE: TIME:  FORWARDED: Leakage TeamS.C RehabMetering
J.O NO. :	DATE:TIME:  FORWARDED:Leakage TeamS.C RehabMeteringEngineering	Water Accessibility - Our Priority!  J.O NO. : NAME : LOCATION: FINDINGS:  For Leak Detection  Under Concrete Pavement  Inside Private property (Under Negotiation)	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering
J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &
J.O NO. :  NAME : LOCATION:  FINDINGS:  Inside Private property (Under Negotiation)  Schedule Repair  Excavation Permits	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	J.O NO. : NAME : LOCATION: FINDINGS:  For Leak Detection  Under Concrete Pavement  Inside Private property (Under Negotiation)  Schedule Repair  Excavation Permits	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &
J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &
Water Accessibility - Our Priority!  J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED: Leakage Team S.C Rehab Metering Engineering Transmission & Appurtunance
J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED: Leakage Team S.C Rehab Metering Engineering Transmission & Appurtunance
Water Accessibility - Our Priority!  J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission & Appurtunance
J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission & Appurtunance
J.O NO. :	DATE:TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission &	Water Accessibility - Our Priority!  J.O NO. :	P LAINTS  DATE: TIME:  FORWARDED:  Leakage Team  S.C Rehab  Metering  Engineering  Transmission & Appurtunance

XX-XX-XXXX

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FM-MNT-03

XX-XX-XXXX

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### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT DAILY ACCOMPLISHMENT & MATERIALS STATUS REPORT

**AREA: EAST** 

RIS N	lo.:	RIS DATE:			D	ate Accomp	lished:													
		DA	TE						MATERIA	LS										
JOB OI NUM		RECEIVED	ACTED	LOCATION	REPAIRED BY LEAKAGE TEAM									TYPE OF REPAIR	MAKE	SIZE	NATURE OF DAMAGE	OTHERS REMARKS	TIME ACCOMP	REMARKS
										1										
					<del> </del>	1 1														
	TOTAL																			
	Prepared by:				Checked by:												Noted by			
-	NRW Staff	_			Division Manager												Department	Manager		



#### MaintenanceDepartment

#### **LEAKAGE CONTROL DIVISION**

#### MAINLINE LEAKAGE REPAIR RESPONSE TIME SUMMARY EAST

'For the month of:

					MAINLINE LEAR	AGE REPAIR (NORM	1AL)						
	Description	Date Reported	Job Order No.	Date JO Received	REPAIR D	URATION	PIPE I	DATA	Repair Response Time	Nature of Damaged	No. of JO's		Remarks
		Date Neported	702 0.40. 110.	from CCSD	Start	Finish	Depth	Reference Point	Actual/Hrs.	rature of Burnagea	Received	Database	
Quarter	2021												
Qua	1)												
	2)												
	3)												
	4)												
	5)												
	6)												
	Average Repair Response Time, Hours												
	Remark :												
	Recommendation :												
Pre	pared & Submitted by :										Noted	lby:	
	NELSIE M. SALCEDO	_											
	Sr. Water/Sewerage Maint. Man A											Departmen	t Manager

FM-MNT-05 00 XX-XX-XXXX



#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT PIPELINE & LEAKAGE CONTROL DIVISION

### SUMMARY OF SERVICE CONNECTION LEAKAGE REPAIR JOBS - EAST MARCH 2021

	LOCATION									TYPE C	F REPAII	R									GRAND	TOTAL	RANK
	LOCATION	AM	CA	CONS	DRAIN	DUP	ENGG	FC	ML	NF	NL	OTHERS	PROD	REF	REP	RESTO	RP	SC	SO	V-M	TOTAL	REPAIRED	
1	AGUSAN																						
2	BALOY																						
3	BUGO																						
4	CAMAMAN-AN																						
5	CONSOLACION																						
6	CUGMAN																						
7	GUSA																						
8	LAPASAN																						
9	MACABALAN																						
10	MACASANDIG																						
11	NAZARETH																						
12	POBLACION																						
13	PUERTO																						
14	PUNTOD																						
15	TABLON																						
16	TAGOLOAN																						
	TOTAL																						

Prepared & Submitted by:	Noted by:
Sr. Water/Sewerage Maint. Man A	Acting Mgr., Maintenance & NRW Management Dept.

FM-MNT-06 00 XX-XX-XXXX



WATER DISTRIBUTION DIVISION APPURTENANCE MAINTENANCE UNIT

### JOB ORDER REQUEST PROPOSED / REHABILITATION OF ISOLATION VALVE, BOV AND FH

						DAT	E:	
JOB ORDER NO.	: <u> </u>							
REFERENCE	: <u> </u>							
DDOLECT NAME	_							
PROJECT NAME LOCATION	: —							
CHARGE TO	: <del>-</del>	EXPEN	CE C	CA	PEX			
MATERIALS NEEDED :	•	EAPEIN	JL	J CA	IFEX			
Materials		Size	Qty	Unit	Materials	Size	Qty	Unit
Widterials		0.20	۷٠,	-	· · · · · · · · · · · · · · · · · · ·	5.20	٦٠,	0
REMARKS:								
PREPARED BY:			СНЕСЬ	KED BY:		APPROVED:		
 Team Leader/Leadman	-		 Divisio	n Manager		Department Man	ager	
EM MATE OF				00			XX X	
FM-MNT-07				00			λλ-λ	X-XXXX
IN DE OA		CAGAYAI	N DE OI	RO CITY	WATER DISTRI	ICT		
S C					PARTMENT			
					ON DIVISION			
TOTAL TOTAL TREE		APP	URTENAI	NCE MAIN	TENANCE UNIT			
Water Accessibility - Our Priority!								
			JOB (	ORDER RE	QUEST			
	PROP	OSED /REHA	BILITATI	ON OF ISC	LATION VALVE, BC	V AND FH		
						DAT	E:	
JOB ORDER NO.	:					<u></u>		
REFERENCE	:							
DDOJECT NAME	_							
PROJECT NAME LOCATION	: -							
CHARGE TO	: —	EXPEN	SF	СА	PEX			
MATERIALS NEEDED:	•	EXI EIV	J	ل و				
Materials		Size	Qty	Unit	Materials	Size	Qty	Unit
				<del>                                     </del>				
REMARKS:								
REMICHICA.								
PREPARED BY:			CHECK	KED BY:		APPROVED:		
					-			
Team Leader/Leadman			Divisio	n Manager		Department Man	ager	



MAINTENANCE DEPARTMENT WATER DISTRIBUTION DIVISION Appurtenances Maintenance Unit

#### **DAILY ACCOMPLISHMENT REPORT**

JOB ORDER NO. (year/month/#)					DATE & TIME ACCOMPLISHED:				
DATE					STARTED				
LOCATION					FINISHED				
					1				
			ACTUAL M	ATERIALS USED					
Materials	Size	Qty	Reference	Materials	Size	Qty	Reference		
		1					l		
ACTUAL JOB	PERFORME	:D	Size	JOB ACTED BY: (Name & Signature)	SCORE	SCOF	RING:		
Retrieve/Install Isolation Valve				1		Outstanding	5		
Clean/Replace Air Release Val				2		Very Satisfactory	4		
Re-painted exposed pipelines				3		Satisfactory	3		
Re-painted / cleaned FIRE HYD	DRANTS			4		Unsatisfactory	2		
Re-painted / cleaned MSO				5		Poor	1		
Rehabilitated FH/BOV (10 uni Rehabilitated Transmission/ D				6		Rated / Sup	ervision by:		
Mains @ least 3 sites				7					
Demolition & Restoration	on			8					
Others:				9		Name & S	signature		
			SKET	L CH PLAN:					
Submitted by:		Checked I	oy:		Noted by:				
Team Leader/Leadman			Super	visor	Division Manager				



Cagayan de Oro City

MAINTENANCE DEPARTMENT

PR COPY

#### REQUEST FOR A PRESS RELEASE

CONTROL NO. DATE PREPARED	: _		
PURPOSE/PROJECT TITLE	:_		
PROJECT OF (DEPT.) PROJECT LOCATION AREAS AFFECTED			
DATE FOR PRESS RELEASE	: _	TIME:	
PREPARED BY:		APPROVED BY:	
Maint. Staff			AGM-Designate for Operations
NOTED BY:			
Department Manager			
FM-MNT-09		00	XX-XX-XXXX
Water Accessibility - Our Priority!		CAGAYAN DE ORO CITY WATER DIS  Cagayan de Oro City  MAINTENANCE DEPARTMENT  SERVICE AREA:   EAST  REQUEST FOR A PRESS RELEASE	
CONTROL NO. DATE PREPARED	: _		
PURPOSE/PROJECT TITLE	:		
PROJECT OF (DEPT.) PROJECT LOCATION AREAS AFFECTED	: -		
DATE FOR PRESS RELEASE	: _	TIME:	
PREPARED BY:		APPROVED BY:	
Maint. Staff		_	AGM-Designate for Operations
NOTED BY:			
Department Manager			

FM-MNT-09 00 XX-XX-XXXX



Team Leader/Leadman

#### **CAGAYAN DE ORO CITY WATER DISTRICT**

#### MAINTENANCE DEPARTMENT

### WATER DISTRIBUTION DIVISION VALVE OPERATION TEAM

#### **ACCOMPLISHMENT REPORT**

	MAINLINE FLUSHING										
	□ Day Shift Duty	□ Night S	hift Duty	•							
	JOB ACTED BY: (Name & Si	gnature)									
1							l	Date:			
3				•							
4				•							
5											
6											
7 NO	LOCATION	BARANGAY	Kind of Valve	TIME STARTED		ESTIMATED VOLUME FLUSHED		REMARKS			
			BOV/ RFH / SO	OTARTED	FINISHED		psi	m	(gal.)	(cu.m.)	
	Prepared by:			Checked	l by:						

Division Manager



### MAINTENANCE DEPARTMENT WATER DISTRIBUTION DIVISION

		DAIL	Y ACC	<b>OMPLISHMEN</b>	IT REPORT FOR	VALVE C	PE	RATION	
						DATE: TIME:			
	TYPE OF REQUEST:								
NO.	NAME	SIGNATURE	SCORE	SCORING	SCOPE OF WORK/A	CTIVITIES		REMARKS	
1									
2									
3									
4									
5									
6									
7									
Dren	ared by:			Checked by:		Noted:			
						ivoted.			
TEAM LEADER/LEADMAN SUPERVISOR								DIVISION MANAGER	
FM-N	1NT-11				00			XX-X	x-xxxx 



#### **CAGAYAN DE ORO CITY WATER DISTRICT**

MAINTENANCE DEPARTMENT WATER DISTRIBUTION DIVISION

		DAIL	Y ACC	<mark>OMPLISHMEN</mark>	NT REPORT FOR	VALVE C	PE	RATION
			DATE:					
			TIME:					
	TYPE OF REQUEST:				Regular Time			
		·	1					Night shift
NO.	NAME	SIGNATURE	SCORE	SCORING	SCOPE OF WORK/A	ACTIVITIES		REMARKS
1								
2								
3								
4								
5								
6								
7								
Prep	ared by:			Checked by: Noted:				
	TEAM LEADER/LEADMAN SUPERVISOR							DIVISION MANAGER



MAINTENANCE DEPARTMENT WATER DISTRIBUTION DIVISION VALVE OPERATION TEAM

#### **DAILY ACCOMPLISHMENT REPORT**

#### **VALVE EXERCISE / OPERATION**

		_
ι )Δ	11	٠.

חחום	-•								
NO.	L	OCATION	SIZE OF	KIND OF VALVE	ACTUAL NO. OF	STA	TUS OF	VALVE	REMARKS
	ADDRESS	BARANGAY	VALVE		TURNS	OPEN	CLOSE	THROTTLE	NEW MAS
JOB A	ACTED BY: (Nan	ne & Signature)							
1			_						
2		<u>.</u>							
3		Prepared by:						Checked by:	
4			_						

FM-MNT-12	00	XX-XX-XXXX

Division Manager

Team Leader/Leadman



#### **CAGAYAN DE ORO CITY WATER DISTRICT**

MAINTENANCE DEPARTMENT WATER DISTRIBUTION DIVISION VALVE OPERATION TEAM

#### **DAILY ACCOMPLISHMENT REPORT**

#### VALVE EXERCISE / OPERATION

DATE:

NO.	LOCATION		SIZE OF			STATUS OF VALVE			REMARKS
	ADDRESS	BARANGAY	1 \ / \ 1 \ / \ \ 1 \ \ / \ \ 1		NO. OF TURNS	OPEN   CLOSE   THROTTLE		THROTTLE	

JOB A	CTED BY: (Nan	ne & Signature)						
1			_					
2			-					
3			='	Prepared by:				Checked by:
4			-					
5			-					
6				Team Leader/	Leadman	ı		Division Manager
7			<u>-</u> '					
			•					



Maintenance Department

Kauswagan, Cagayan de Oro City

#### PRESSURE MONITORING DATA

\_\_\_\_\_ SERVICE AREA

For the Month of \_\_\_\_\_ 20\_\_

#### AVERAGE in mH₂O

NO.	BARANGAY	LOCATION	PRESSURE (mH <sub>2</sub> O)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
LEGEND:	0 - 3 mH <sub>2</sub> OE	4 - 7 mH <sub>2</sub> O	8 mH <sub>2</sub> O ABOVE
Prepared	by:	Checked by:	
-		-	
			 Division Manager
		Noted:	
			Department Manager



### CAGAYAN DE ORO CITY WATER DISTRICT Maintenance Department

#### REHABILITATION & RESTORATION DIVISION

#### **ADVICE SLIP**

*NO WATER / LOW PRESSURE COMPLAINTS* 

J.O. NO.	<u>:</u>		DATE	<u>:</u>
NAME	<u>:</u>		TIME	:
LOCATION	<u>:</u>	EINDINGS	<u> </u>	
	Clogged up Service Connection	FINDINGS		
	Control Valve			
	Low Pressure			
	No Water			
	Service Connection Leakage			
	Stub-out Low Pressure			
	Stub-out No Water			
	Realign Service Connection			
REMARKS:	Rediigii Service Connection			
REIVIARRS.				
	JOB ACTED BY:		RECEIVED BY:	
	TEAM LEADER/LEADMAN		NAME OF CON	CESSIONAIRE / DATE
FM-MNT-14		00		XX-XX-XXXX
Water Acce	REHABILITATION  REHABILITATION  RESIDENT OF Priority!	nance Departn	nent ON DIVISION	
J.O. NO.	:		DATE	:
NAME	:		TIME	:
LOCATION	<u>:</u>		<u></u>	
		FINDINGS		
	Clogged up Service Connection			
	Control Valve			
	Low Pressure			
	No Water			
	Service Connection Leakage			
	Stub-out Low Pressure			
	Stub-out No Water			_
	Realign Service Connection			_
REMARKS:				
	JOB ACTED BY:		RECEIVED BY:	

TEAM LEADER/LEADMAN

NAME OF CONCESSIONAIRE / DATE



Maintenance Department

#### REQUEST FORM FOR EXCAVATION PERMIT/RESTORATION

Date of Request	·
For	: Engineering Department
Type of Request	Excavation Permit  Restoration  Rough Road  Concrete Road
Location	:
Requested by	: Department Manager
Purpose	:
Sketch	:



#### Maintenance Department

### JOB ORDER ACCOMPLISHMENT REPORT NO WATER COMPLAINT

J.O. No.						DATE	& TIME	ACTED	
Date				START					
Location				FINISH					
					On OT		On reg	gular time	
			ACT	I IIAI MATE	RIAL USED		1011108	Garar tirric	
N 4 - 4 - 11 - 1	C:	Ot.	1	ı		C:	Otro	pf	
Material	Size	Qty.	Reference	IVIa	terial	Size	Qty.	Kei	erence
							<del> </del>		
			REAS	SONS FOR	NO WATER				
CLOGGED UP SERVICE CO	ONNECTION		NO WATER				STUB - 0	OUT NO WATER	
AFTER THE MI	ETER		24 HOU	RS				24 HOURS	
SERVICE LINE			ADJUST	MENT OF VAI	LVE			DAYTIME	
DIRTY WATER			AFTER T	HE METER				PEAKHOUR	
CONTROL VALVE			BEND /	EMBEDDED S	SERVICE CONN	ECTION			
CLOSED			DAYTIM					DUPLICATED J.O.	
DEFECTIVE			ELEVATI	ED AREA				1	
NOT FULLY OF	PEN		HIT BY C	CONTRACTOR	1			NOT FOUND	
LOW PRESSURE			<b>—</b>		SERVICE CONN	IFCTION		1	
24 HOURS			PEAK HO		SERVICE COIVI			REALIGNMENT O	: s c
ADJUSTMENT	ΟΕ VALVE		SERVICE CONN		ζΔGF			INCACIONIVICITI O	3.0.
AFTER THE MI				HE METER	WAGE.			TRANSFER TO S.O	/MAINLINE
BEND / EMBE		^ONN		THE METER				J 111ANSI EN 10 3.0	., WAINLINE
	DDED SERV. (	COMM.	STUB - OUT LO					SUBCONNECT TO	s.c
DAYTIME	- Δ				=			SOBCONNECTIO	3.C.
ELEVATED ARI			24 HOU					NODODVIC HOME	
HIT BY CONTR			DAYTIM		NOBODY'S HOME				
OLD / OVERLO	DADED SERV.	CONN.	PEAK HO	JUR					
PEAK HOUR									
OTHERS _				AFFECTED D	ADTIEC				
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TOTAL POINTS EARN	ED								
	mitted by			Recomme	nding Appro	oval		Approve	d by
00.0								7.66.010	c,



TOT JOs ACCOMPLISHED (of released)

Prepared & Submitted by:

#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT

#### STATUS OF JOB ORDERS FOR N MONTH YEAR

(SERVICE AREA)

C JOs

total

comp p

Noted by:

JOs RELEASED

F JOs

TOTAL CCSD JOs NRW JOs

AGGREGATE SUMMARY as of

DATE

PARTICULAR	T1	T2	T3	T4	T5	T6	OTHERS	TOTAL
TOTAL JOs								
CCSD JOs								
NRW Jos								
TOTAL ACCOMPLISHED								
TOTAL LINACCOMPLISHED								

SUMMARY PER DAY BASED ON RELEASES

UNACCOMPL ISHED JOs CHECKING

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TOTAL											
AVE											
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-	Data Controller	Division Manager	Department Manager
FM-MNT-17		00	XX-XX-XXXX

Checked by:



Water Accessibility - Our Priority! DMA: Job Order No.: Account Name.: Account No.: Location:	CAC		ACCOM ter & Serv	1PLISHN vice Conne	VATER D MENT REP ection Main Date Issued: Date Started Date Finishe	ORT tenance	Time:Time:
			JOB T	YPE			
Water Met	er Maintena	<u>nce</u>			Service Con	nection M	<u>aintenance</u>
Meter Brand:	Serial			Size o			Material:
Meter Size:  Reason for JO Request:  NRW Program Concessionaire Reques  Meter Reader Reques	rst t	Nature of Job: Change / Stolen M Transfer, Meter Te Others:	Replace eter Elev. Meter		Rehab Stub-out Transfer Service Subconnect to	t Length Used t / Service Co e Connection Service Conn t Length Used tub-out	d innection to Stub-out / Mainline ection
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☐ Individual ☐ Dual ☐ Stub-out ☐ Cluster	Horizor Inclined	dd	egress egress		Others:		
		N	/IATERIAL	SUSED			JOB ACTED BY:
Actual Materials Used:		-					Name and Signature:
METER TEST RESULT: TEST READING FINAL INITIAL DIFFERENCE % ERROR  < ± 5% REMARKS:	1ST TRIAL  PASSEI	Qty	Mate	2ND TRIAL	>±5% F	Qty ————————————————————————————————————	1
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repared by:	Checke			Approved by:			GIS Updated by:
Team Leader/Leadman		Supervisor			Division Man	ager	GIS Staff



#### WATER LOSS CONTROL DIVISION

#### ADVICE SLIP METER TEST

J.O. NO.	<u>:</u>	DATE <u>:</u>
NAME	<u>:</u>	TIME <u>:</u>
LOCATION	<u>:</u>	<u> </u>
	FINDINGS	
	Angle valve has padlock	
	Buried water meter, needs to elevate/transfer outside property  House/meter location not found	
	Job Order was already accomplished (pls. refer to previous job order)	
	Meter hard to pull-out, fixed connection before and after the meter	
	Meter is inside property, needs to transfer outside	
	Meter is located inside property. No people around/nobody's home	
	Meter was embed in concrete, for schedule to elevate the meter first	
	Meter was inside steel grills/padlock	
	No proper sketch	-
	No available portable equipment for testing of big meters	-
	No water during accuracy test	
	No water auring accuracy test  No water meter available as of to date	
	Stuck-up water meter, needs to change	
	Vacant house, no occupant	
REMARKS:	vacant nouse, no occupant	
	JOB ACTED BY:	RECEIVED BY:
FM-MNT-19	TEAM LEADER/LEADMAN	NAME OF CONCESSIONAIRE / DATE xx-xx-xxxx
25		741,741,741
	Water Accessibility - Our Priority!  ADVICE SLIP  METER TEST	
J.O. NO.	<u>:</u>	DATE :
NAME	<u>:</u>	
LOCATION	<u>:</u>	<u> </u>
	FINDINGS	
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	Angle valve has padlock Buried water meter, needs to elevate/transfer outside property	
	House/meter location not found	
	Job Order was already accomplished (pls. refer to previous job order)	
	Meter hard to pull-out, fixed connection before and after the meter	
	Meter is inside property, needs to transfer outside	
	Meter is located inside property. No people around/nobody's home	
	Meter was embed in concrete, for schedule to elevate the meter first	
	Meter was inside steel grills/padlock	
	No proper sketch	
	No available portable equipment for testing of big meters	
	No water during accuracy test	
	No water meter available as of to date	
	Stuck-up water meter, needs to change	
REMARKS:	Vacant house, no occupant	
WEINIWIKS:		
	IOD ACTED BY.	DECEMEN DV.
	JOB ACTED BY:	RECEIVED BY:
	TEAM LEADER/LEADMAN	NAME OF CONCESSIONAIRE / DATE



#### WATER LOSS CONTROL DIVISION

#### ADVICE SLIP CHANGE METER

NAME LOCATION	<u>:</u> :	TIME :
LOCATION		
	Analo valvo has padlock	
	Angle valve has padlock  Buried water meter, needs to elevate/transfer outside property, for re-schedule	
	House/meter location not found	-
	Job Order was already accomplished (pls. refer to previous job order)	
	Meter hard to pull-out, fixed connection before and after the meter, for re-schedule	
	Meter not stuck-up, not in-use, no occupant	
	Meter was embed in concrete, for re-schedule	
	Meter was inside steel grills/padlock	
	Meter was repaired only	
	No people around/nobody's home	
	No proper sketch	
	No water meter available as of to date	
	Vacant house, no occupant	
REMARKS:		
	JOB ACTED BY: RECEIVED BY:	
	TEAM LEADED/LEADMAN	CONCESSIONAIDE / DATE
FM-MNT-20	TEAM LEADER/LEADMAN NAME OF 0	CONCESSIONAIRE / DATE xx-xx-xxxx
	CACAVAN DE ODO CITY MATER DICTRICT	
	CAGAYAN DE ORO CITY WATER DISTRICT	
	CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT	
	MAINTENANCE DEPARTMENT	
	Water Accessibility - Our Priority! WATER LOSS CONTROL DIVISION	
	Water Accessibility - Our Priority! WATER LOSS CONTROL DIVISION  ADVICE SLIP	
	Water Accessibility - Our Priority! WATER LOSS CONTROL DIVISION	
J.O. NO.	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER	DATE :
	MAINTENANCE DEPARTMENT  Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  :	DATE <u>:</u> TIME :
NAME	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  : :	
NAME	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  : :	
NAME	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  : :	
NAME	MAINTENANCE DEPARTMENT  Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock	
NAME	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  : : : : : :  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule	
NAME	Water Accessibility - Our Priority!  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found	
NAME	WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  : : : : : : : : : : : : : : : : : :	TIME :
NAME	Water Accessibility - Our Priority! WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule	TIME :
NAME	### MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER   FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter not stuck-up, not in-use, no occupant	TIME :
NAME	### MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter not stuck-up, not in-use, no occupant Meter was embed in concrete, for re-schedule	TIME :
NAME	### MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock	TIME :
NAME	WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only	TIME :
J.O. NO. NAME LOCATION	### MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home	TIME :
NAME	### MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home No proper sketch	TIME :
NAME	WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was repaired only No people around/nobody's home No proper sketch No water meter available as of to date	TIME :
NAME LOCATION	MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home No proper sketch No water meter available as of to date Vacant house, no occupant	TIME :
NAME	MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home No proper sketch No water meter available as of to date Vacant house, no occupant	TIME :
NAME LOCATION	MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home No proper sketch No water meter available as of to date Vacant house, no occupant	TIME :
NAME LOCATION	MAINTENANCE DEPARTMENT  WATER LOSS CONTROL DIVISION  ADVICE SLIP CHANGE METER  FINDINGS  Angle valve has padlock Buried water meter, needs to elevate/transfer outside property, for re-schedule House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter hard to pull-out, fixed connection before and after the meter, for re-schedule Meter was embed in concrete, for re-schedule Meter was inside steel grills/padlock Meter was repaired only No people around/nobody's home No proper sketch No water meter available as of to date Vacant house, no occupant	TIME :



#### WATER LOSS CONTROL DIVISION

### ADVICE SLIP TRANSFER/ELEVATE METER - CONCESSIONAIRES' REQUEST

IAME :		DATE :
_		TIME :
OCATION <u>:</u>	FINDINGS	
Г	Angle valve has padlock	
	Concessionaire requested for re-schedule due to personal matters	
	House/meter location not found	
	Job Order was already accomplished (pls. refer to previous job order)	
	Meter was inside steel grills/padlock	
	Meter was installed in stub-out & needs to be rehab	
	Meter was transferred already	
	No fittings after the meter from the concessionaire, for re-schedule	
	No people around/nobody's home	
	No proper sketch	
MARKS:	Request is not transfer meter but transfer tapping	
J	OB ACTED BY:	RECEIVED BY:
_	TEAM LEADER/LEADMAN	NAME OF CONCESSIONAIRE / DATE
-MNT-21	00	XX-XX-XXXX
	ADVICE SLIP TRANSFER/ELEVATE METER - CONCESSIO	NAIRES' REQUEST
NO ·	TRANSFER/ELEVATE METER - CONCESSIO	DATE :
_	TRANSFER/ELEVATE METER - CONCESSIO	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSIO	DATE :
AME :	TRANSFER/ELEVATE METER - CONCESSIO	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSIO	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSIO	<u>:</u>
AME :	FINDINGS  Angle valve has padlock	<u>:</u>
AME :	FINDINGS  Angle valve has padlock  Concessionaire requested for re-schedule due to personal matters	<u>:</u>
AME :	FINDINGS  Angle valve has padlock  Concessionaire requested for re-schedule due to personal matters  House/meter location not found	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSION  FINDINGS  Angle valve has padlock  Concessionaire requested for re-schedule due to personal matters  House/meter location not found  Job Order was already accomplished (pls. refer to previous job order)	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSION  FINDINGS  Angle valve has padlock  Concessionaire requested for re-schedule due to personal matters  House/meter location not found  Job Order was already accomplished (pls. refer to previous job order)  Meter was inside steel grills/padlock	<u>:</u>
AME :	TRANSFER/ELEVATE METER - CONCESSION  FINDINGS  Angle valve has padlock  Concessionaire requested for re-schedule due to personal matters  House/meter location not found  Job Order was already accomplished (pls. refer to previous job order)  Meter was inside steel grills/padlock  Meter was installed in stub-out & needs to be rehab	<u>:</u>
AME :	FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already	<u>:</u>
AME :	FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already No fittings after the meter from the concessionaire, for re-schedule	<u>:</u>
ME :	TRANSFER/ELEVATE METER - CONCESSION  FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already No fittings after the meter from the concessionaire, for re-schedule No people around/nobody's home	<u>:</u>
AME :	FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already No fittings after the meter from the concessionaire, for re-schedule No people around/nobody's home No proper sketch	<u>:</u>
AME : CATION :	FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already No fittings after the meter from the concessionaire, for re-schedule No people around/nobody's home No proper sketch	<u>:</u>
D. NO. :  AME : DCATION :	FINDINGS  Angle valve has padlock Concessionaire requested for re-schedule due to personal matters House/meter location not found Job Order was already accomplished (pls. refer to previous job order) Meter was inside steel grills/padlock Meter was installed in stub-out & needs to be rehab Meter was transferred already No fittings after the meter from the concessionaire, for re-schedule No people around/nobody's home No proper sketch Request is not transfer meter but transfer tapping	DATE : TIME :



NUMBER

TESTED BY:

METER MAKE

#### CAGAYAN DE ORO CITY WATER DISTRICT

MAINTENANCE DEPARTMENT

SERIAL NUMBER

TOTALIZER

Accomplishment Report for Meter Accuracy Test 2021 **POSITION TITLE** 

YEAR

INSTALLED

TEST SHEET NO.	
METER SIZE	
TEST DATE	

Qt

+/- 5%

Qmin

REMARKS

-100.0% -100.0% -100.0% -100.0% STUCK-UP final 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 nitial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 initial -100.0% -100.0% -100.0% -100.0% %error STUCK-UP final 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 nitial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error final 0.00 initial 11 -100.0% -100.0% -100.0% -100.0% %error STUCK-UP final 0.00 12 initial -100.0% -100.0% -100.0% -100.0% STUCK-UP %error PREPARED BY: CHECKED BY: NOTED BY: NRW - STAFF SUPERVISOR/MANAGER DEPARTMENT MANANGER FM-MNT-22

PERMISSIBLE ERROR

FLOW RATE (L/H)

TEST VOLUME (L)

final

initial

%error

Qmax

L/H 100

Qn

L/H 100

SEAL

(BROKEN/

INTACT)

AGE

0.00



### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT Water Loss Control Division

### SUMMARY OF DEFECTIVE WATER METERS TURNED-OVER TO PROPERTY SECTION

	For the Month of	MONTH YEAR	
	TYPE OF METER	SIZE	No. of pcs.
	1 2 3 4 5 6 7 8 9	Total	
Prepared and Submitted by:	Checked by:		Noted by:
Received by : Date & time :	Division Man	ager	Department Manager



### MAINTENANCE DEPARTMENT COMMERCIAL LOSS CONTROL SECTION SERVICE AREA

#### SUMMARY OF **NEW** WATER METER WITHDRAWALS, RELEASES AND BALANCES

	FROM	BEG.		RELEASES	TO ENGINE	ERING-NE	W INSTA	LLATION		RELEAS	SES TO RECC	NN			RELE	ASES TO N	/IETERIN	G		TOTAL	END.
DATE	PROP	BAL BAL							Sub- total				Sub- total						Sub- total	RELEAS ES	BAL
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				-															<u> </u>		<b></b>
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																			<u> </u>		<b></b>
																			$\vdash$		<del>                                     </del>
																			$\vdash$		<del>                                     </del>
																				<u> </u>	<b></b>
																					<u> </u>
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				1	-		<del> </del>										1		$\vdash$	$\vdash \vdash \vdash$	┼
TOTAL							-												$\vdash$	$\vdash \vdash \vdash$	
IUIAL			<u> </u>		l											l			<u></u>		1

Prepared by:	Checked by	Noted by:
NRW Staff	Division Manager	Department Manager



#### MAINTENANCE DEPARTMENT

#### COMMERCIAL LOSS CONTROL SECTION

SERVICE AREA

#### SUMMARY OF OLD WATER METER WITHDRAWALS, RELEASES AND BALANCES

	Fom		RELEASE	S TO ENGIN	IEERING-	NEW INST	ALLATION		RE	LEASES T	O RECONI	N		RELEA	SES TO N	1ETERING			TOTAL	END
DATE	discon. &	BEG						Sub-				Sub-						sub-	RELEASES	
	mtrng	BAL						total				total						total	TTELL/TOLO	DAL
																				<b>├</b> ──
																				<del>                                     </del>
																	1			
																				<del></del>
TOTAL																				

Prepared by:	Checked by		Noted by:
NRW Staff	Division Manager		Department Manager
FM-MNT-25	'00	•	



Received by:

FM-MNT-26

Issued by:

00

#### CAGAYAN DE ORO CITY WATER DISTRICT

Water Accessibility - Our Priority!	GATEPASS (METERING)		Water Accessibility - Our Priority!	ATEPASS (METERING)	
	DATE	_		DATE	<u> </u>
	CONTROL NO			CONTROL NO	
TO: Security Guard,			TO: Security Guard,		
Please a	llow Mr./Ms		Please allow M	nr./Ms ing Water Meter/s and materials:	
to bring outside the	tollowing water Meter/s and materials:		to bring outside the follow	ing water Meter/s and materials:	
		_			<u> </u>
		_ _ _			<u> </u>
		_			<u> </u>
		_			<del>_</del> 
		_			_
Received by:	Issued by:		Received by:	Issued by:	
FM-MNT-26	00	XX-XX-XXXX	FM-MNT-26	00	XX-XX-XXXX
CA	GAYAN DE ORO CITY WATER DI	ISTRICT		N DE ORO CITY WATER DIS	TRICT
Water Accessibility - Our Priority!	GATEPASS (METERING)		Water Accessibility - Our Priority!	ATEPASS (METERING)	
	DATE	_		DATE	
TO: Security Guard,	CONTROL NO		TO: Security Guard,	CONTROL NO	<u></u>
	llow Mr./Ms	_	Please allow N	nr./Ms. ing Water Meter/s and materials:	
to bring outside the	ionowing water meterys and materials.		to bring outside the follow	ing water meterys and materials.	
		_			
		_			_
		_			<u> </u>
		_			<u> </u>
		_			<del></del>

Received by:

FM-MNT-26

XX-XX-XXXX

Issued by:

XX-XX-XXXX

00

**CAGAYAN DE ORO CITY WATER DISTR** 



Kauswagan, Cagayan de Oro City MAINTENANCE DEPARTMENT

#### SUMMARY RESPONSE TIME OF METER TEST FOR THE MONTH OF (MT)

NO:	NAME	ACCOUNT NO.	AREA	ADDRESS	JO	NO.	COMPLAINTS	STATUS OF ACTUAL JOB PERFORMED	JOB DONE	DATE RECEIVED	DATE ACCOMP	REMARKS	RES. TIME	M. NUMBER	READ.	METER BRAND	Others Remarks	METER ORIENTATION	Accomplished by:
_																			
_																			
_																			
Щ.	Others / NA																		

Others / NA		•										
Unaccomplished												
Change Meter												
Accomplished MT												
Total												
Prepared by :		Ch	necked b	\ <i>r</i> :				Noted by:				
Frepared by .		Cit	iecked b	y.				Noted by.				
Water Maint. General Foreman		Die	ivision Ma	maaor				Department M	anaaor			
vvater maint. General Toleman		Di	ivision Mu	inager				Deparement M	unuyer			

FM-MNT-27 00 XX-XX-XXXX



Kauswagan, Cagayan de Oro City MAINTENANCE DEPARTMENT

#### SUMMARY RESPONSE TIME OF CHANGE METER FOR THE MONTH OF APRIL 2019 ( CM )

			30111	IVIAINT NEST OF	13L 111	VIL OI V	CHAITGE WILLE	K FOR THE WONTH	יטו או	MIL ZOI	J ( CIVI )							
NC	: NAME	ACCOUNT NO.	AREA	ADDRESS	JO	NO.	COMPLAINTS	STATUS OF ACTUAL JOB PERFORMED	ACTUAL JOB DONE	DATE RECEIVED	DATE ACCOMP	REMARKS	RES. TIME M. NUMBER	READ.	METER BRAND	Others Remarks	METER ORIENTATION	Accomplished by:
-																		
-														<u>.</u>				
-														t				
-																		
-																		
-																		
Щ.	NOTE:																	

NOTE:											
Others / NA											
Unaccomplished											
REPAIRED											
Change Meter (CM)											
Total											
Prepared by :			Checked by:			Noted by:					
Water Maint. General Foreman			Division Manager			Department :	Manai	aer			
FM-MNT-28				00		- · <sub>F</sub> · · · · · · ·		y-·		XX-XX-XXXX	

Kauswagan, Cagayan de Oro City

#### MAINTENANCE DEPARTMENT

TRANSFER METER SUMMARY OF CONCESSIONAIRES' REQUEST FOR THE MONTH OF \_\_\_\_\_\_ (EM/TM)

NO	NAME	ACCOUNT NO.	AREA	ADDRESS	JO	NO.	COMPLAINT	Reasons for TM/EM	ACTUAL JOB DONE	DATE ACCOMP		METER NUMBER	RDG.	BRAND	REMARKS	TEAM
1																
2																
3																
4																
5																
6																
7																
8																
9																
10	·														·	·

Prepared by :	Checked by:	Noted by:	
Water Maint. General Foreman	Division Manager	Department Manager	
FM-MNT-29	00	Department Manager	XX-XX-XXXX



#### MAINTENANCE DEPARTMENT KAUSWAGAN CAGAYAN DE ORO CITY

#### WATER LOSS CONTROL DIVISION

#### MONTHLY ACCOMPLISHMENT REPORT ON FIX CUTTING AND APPREHENDED ILLEGAL REPORTS

ACCOMPLISHMENT ON FIX CUTTING AND APPREHENDED ILLEGAL REPORT
--

SERVICE AREA	DATE ACCOMPLISHED :

				, IIVD , III T INETIENDE							02/11/02					III EISTIED :					
N	Э.	JOB ORDER No.	NAME OF CONCESSIONAIRE	ACCOUNT No.	ADDRESS	CUT-OFF DATE	NATURE	CCSD	DATE NRW Mar Depar		RESPONSE TIME	INSPECTION REPORT	ACTION TAKEN	REMARKS	MATERIALS RETRIEVED	MATERIAL USED	WATER METER	BRAND	READING	SIZE	STATUS
								RECEIVED	RECEIVED	ACTED							SERIAL NO.				
-	+																				
	_																				
-	+																				
	1																				

YEAR OF CUT OFF	NUMBER OF JO'S	FIXED CUT	RECONNECTED/ACTIVE
TOTAL	0	0	0

MATERIAL USED	QUANTITY
PLASTIC END CAP CTS 25mm	
G.I. PLUG 20mm	
P TO P CTS 25mm	
REP. PC. CTS 25mm	
G.I. BUSHING 25mmx20mm	
PLASTIC COUPLING 25mm	
G.I. PLUG 25mm	
PLASTIC END CAP CTS 20mm	
TEFLON TAPE 25mm	

Prepared by:	Checked by:	Noted by:
Instrument Technician B.	Division Manager	Department Manager

FM-MNT-30 00 XX-XX-XXXX

MAINTENANCE DEPARTMENT

WATER LOSS CONTROL DIVISION

WATER METER ACCOUNTABILITY - CHANGE METER

Water Accessibility - Our Priority!

WATER METER INSTALLATION **PULLED-OUT METER** Name of **REMARKS to** | **REQ** | Accomplished Meter Remarks from Serial No. Brand Size RDG Address Reading Brand Size Serial No. Date Installed Account No. **Date Received** Date acted e time Receipt metering Concessionaire CSSD BY by in days

Prepared:

NRW Staff
FM-MNT-31

Division Manager

Checked by:

Noted by:



#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT WATER LOSS CONTROL DIVISION

Daily Accomplishment Report on Meter test

			CSSD DATA							METERING DA	ATA					
	J.O. No.	DATE	CONCESSIONAIRE	ADDRESS	AREA	NATURE OF COMPLAINT	Account No.	Brand	Size	Serial No.	Reading	Date Received	Date Accmp.	RESPONSE TIME IN DAYS	REMARKS	Accomplished by
1																
2																
3																
4																
5																
6															 	
7																
8						i   	i   								i   	
9																
10																

Prepared by :		Checked by :		Noted by :	
-	NRW Staff	Division	Manager	_	Department Manager
Received by :					
Date & time					



FM-MNT-33

#### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT WATER LOSS CONTROL DIVISION DAILY ACCOMPLISHMENT REPORT ON TRANSFER/ELEVATE METER

Date Prepared :

				DATE	(Maint)														MA	TERIALS									
Jol Ord No	COOD	NAME OF CONCESSIONAIRES	Account No.	RCV.	ACTED	respo nse time in	time accompli shed	LOCATION	AREA	TRANSFER/E LEVATE & STOLEN METER	REPAIRED BY Transfer / Elevated & Stolen mtr.	Seal tape	Brass check valve swing type	angle valve w/ Lockwin g	ISO P to P	CTS rep. Pc.	ISO rep. Pc.	ISO PE tube	ISO PE tube	GS bushing fte- mte	GS straight elbow fte- mte	GS elbow FTE	Brass straight ball valve w/ lockwing	Plastic bend elbow FTE	Female adaptor 90" push- in	GS nipple MTE	GS nipple MTE	REMARKS	request ed by
						days						25x.07 5 mm	15X15 mm	15x20 mm	25 mm	25 mm	20 mm	20 mm	25 mm	15 x 20 mm	15x15 mm	15x15 mm	15x15 mm	15 x 20 mm	20x25 mm	15x100 mm	15x500 mm		
		TOTAL																											
	Prepared	by:							Che	ecked by :											N	loted by	<b>/</b> :						
		Senior Inst	., tech. B	_							Divis	sion M	anager											De	epartment	Manag	jer		
	Received	by:		-																									
	Date & tim	ne		<del>-</del>																									



Date & time

### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT WATER LOSS CONTROL DIVISION

#### DAILY ACCOMPLISHMENT REPORT TRANSFERRED WATER METER TO OUTSIDE PROPERTY LINE

Date Prepared: MATERIALS REM REPAIRED ARK TRANSFER Brass Brass DATE Plastic Female BY ISO CTS rep. rep. Pc. Pc. ISO ISO PE PE NO. OF PCS. ELEVATE check straight J.O. RCVD NAME OF DATE TIME valve w/ ISO P REMARKS bend straight adaptor nipple MTE AREA LOCATION AND valve bushing elbow ball valve nipple FRO Account No. Transfer / NO. CONCESSIONAIRES Lockwin to P elbow 90" FROM NRW FROM ACTED ACTED tape elbow fteswing tube tube fte-mte FTE MTE STOLEN М Elevated & FTE push-in CCSD METER type ccs Stolen mtr. 15x15 mm 15 x 20 20x25 15x100 15x500 20 25 20 25 15 x 20 15x15 15x15 mm mm mm mm mm mm mm mm 25x.075 15X15 15x20 25 mm D mm mm mm mm TOTAL Prepared by : Checked by : Noted by: Senior Inst., Tech. B Division Manager Department Manager Received by:

FM-MNT-34 00 XX-XX-XXXX

#### Republic of the Philippines

### CAGAYAN DE ORO CITY WATER DISTRICT

Office of the General Manager Cagayan de Oro City 1981

East

### **Water Meter Receipt**

Nº 196794

TIM	EXIMEO B M	TITL B W A W !	COSTORIOS
9 0 9	NAV B-B B B NAV B		CONCERN:
A	AA TURE	I H IVECTOR	CALLE BANK A

day of Size onnel of the Cagayan de Oro er installed in the premises ho th seal) installed herein is in ge for the damage and loss of sa nd Regulations Section 6) to v vice and connections extending the District. All pipes and fixed ntained by the owner of the pro- promulgated by the District rel f which rules and regulations to	City Water District and ouse/building and that the cood running condition. aid water meter, in accordit:  g from the water main to tures extending from the operty.  levant to the installation
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promulgated by the District rel f which rules and regulations	levant to the installation
f which rules and regulations	
	fullioned do in writing.
20 of	
	4
(Signa	ature of Customer)
()	Name in Print)
Acct. Bk.	
Record Bk. No.	
Carded By:	
JO #:	
SC #:	
	AND THE RESIDENCE OF THE PROPERTY OF THE PARTY AND ADDRESS OF THE PARTY.

Office of the General Manager Cagayan de Oro City 1981

West

BNº 202749

### Water Meter Receipt

#### TO WHOM IT MAY CONCERN: by duly authorized personnel of the Cagayan de Oro City Water District and that; receipt thereof of same is hereby acknowledged. I HEREBY AGREE to the location of the water meter installed in the premises house/building and that the water meter (complete with top and glass cover, nipples with seal) installed herein is in good running condition. I HEREBY CERTIFY further, that I am responsible for the damage and loss of said water meter, in accordance with the Cagayan de Oro City Water District Rules and Regulations Section 6) to wit: Maintenance of Services and Connection - The Service and connections extending from the water main to the meter, and including the meter shall be maintained by the District. All pipes and fixtures extending from the meter or lying beyond the meter shall be installed and maintained by the owner of the property. And all other rules and regulations which shall be promulgated by the District relevant to the installation, keeping and maintenance to the said meter and the copies of which rules and regulations furnished us in writing: Done this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_, 20 \_\_\_\_ at \_\_\_\_\_ (Signature of Customer) FM-NRW 36 00 09-15-2017 (Name in Print) NOTE: Installed By: Acct. Bk. Sealed By: Record Bk. No. Initial Reading: Carded By: Noted by Meter Reader: SC #: \_\_\_\_\_ Verified By:



### CAGAYAN DE ORO CITY WATER DISTRICT MAINTENANCE DEPARTMENT WATER LOSS CONTROL DIVISION

### WATER METER ACCOUNTABILITY - REPLACEMENT OF STOLEN METER (SERVICE AREA) For the Month of MONTH YEAR

	WATER METER INSTALLATION PULLED-OUT METER																					
No. Of pcs.	Serial No.	Brand		Meter Receipt	RDG	Date Installed	Account No.	Remarks from metering	Date received	Date acted	reponse time	Address	AREA	Name of	Brand	Size	Serial	Age of meter (yrs)	Remarks from CSSD	REQ BY	45,	Remarks/stub out/cluster/si ngle line
1																						
2																						
3																						
4																						

repared by:	Checked by:	Noted by:
Senior Inst. Tech. B	Division Manager	Department Manager



## CAGAYAN DE ORO CITY WATER DISTRICT GIS Facilities Survey Report

Accomplished by:	Sheet N	۱o:
Facility / Location Name:	Page	of
SKETCH:		



### CAGAYAN DE ORO CITY WATER DISTRICT GIS CUSTOMER CENSUS SURVEY REPORT

Date of Survey:			Property:	☐ Owned	☐ Rent				
Data Reference No:			Cluster/Stub-out No.:						
Customer Name:			Water Meter Number:						
Account Number:			Water Meter Reading:						
Address:	House No.:		Street:						
Address.	Barangay:		City:						
Contact Details:	Tel. No.:		Name of Actual User:		S Supplied by pump System Pressure Others: None				
Contact Details.	Cell. No.:								
Assembly Type:		Readability:	Name of Establishmen	t:					
☐ Individual		□ Good							
□ Dual		☐ Poor	Is there a water tank?	☐ Yes If <b>Yes</b>	$\square$ Supplied by pump				
☐ Cluster		Sealed:	is there a water talk:	□ No	☐ System Pressure				
Number of water me	eters:	□ Yes	Other water sources	☐ Deepwell	$\square$ Others:				
☐ Stub-out		□ No	used?	$\square$ Spring	□ None				
Number of water me	eters:		Sketch:						
Meter Size:		Orientation:							
□ 13mm □	40mm	☐ Horizontal							
□ 15mm □	50mm	☐ Vertical							
□ 20mm □	75mm	$\square$ Inclined by:							
□ 25mm □	Large meter:	☐ Tilted by:							
☐ 32mm	Size:	_							
Meter Brand:									
☐ Actaris ☐	Far	$\square$ Schlumberger							
☐ Anchor ☐	Itron	□ TD88							
☐ Aqua jet ☐	Jet	☐ Toyokeiki							
☐ Arad ☐	Kent	$\square$ YT							
☐ Asahi ☐	Keumsung	$\square$ Others							
☐ Asiam ☐	Kumho	Brand:							
□ E-jet □	Liberty								
□ Ever □	Ningbo								
☐ Evjet ☐	Powogaz		]						
Meter Location:									
☐ Inside the pro	perty								
☐ Outside the pr	operty								
Customer Type:									
1 🗆 Residential									
2 Government	t								
3   Commercial									
4 □ Bulk									
7 🗆 Special Rate	Residential								
8 🗆 Special Rate									
9 🗆 Special Rate	Commercial		Remarks:						
Others:									
Number of people in									
		No							
Source of Information		,							
Service connection of		nage/map:							
☐ As seen in the									
☐ Using the LOG	ICAL connection	n	6						
Others:		<u> </u>	Surveyed by:						



### CAGAYAN DE ORO CITY WATER DISTRICT GIS Field Survey Report

DATA F	REF No.					DATE:				
STREET:										
COORDINATES FROM HANDHELD GPS LAT: LONG: LONG:										
	STATUS: 🗆 F									
ASSET	□ VALVE	HYDRANT	BLOWOFF	BULKMETER	☐ PRV	☐ AIRVALVE	FITTINGS	☐ PIPE		
TYPE	BUTTERFLY	BARREL	BLOWOFF	□ INSERTION	SINGLE	SINGLE	☐ ENDCAP	☐ HDPE		
	GATE	SPRING	□ во∨	☐ FULLBORE	$\square$ DUAL		☐ TEE	$\square$ MDPE		
	☐ CHECK	☐ STANDPIPE	Others	$\square$ ultrasonic	$\square$ FLOWMOD	$\square$ Others	REDUCER	□ PVC		
	$\square$ stopcock	□ NO-		$\square$ MECHANICAL	☐ PRESSUREMOD		□ РМР	$\square$ ST		
	$\square$ wheel	HYDRANT		☐ VENT	Others		$\square$ Others	$\square$ GS		
	☐ BALL	HEAD		$\square$ Others				□ сі		
	Others	$\square$ Others						$\square$ AC		
								$\square$ DI		
								$\square$ unk		
								☐ Others		
Size (mm)	)	•	•	•						
□ 15	□ 20   □ 2!	5 🗌 32	□ 40	50 🗆 63	□ 75 □ 90	□ 100 □	110 🗌 125	□ 140		
					□ 300 □ 350					
MANUFA	CTURER:		MODEI	L:	SERIAL					
COVER T	YPE: SURFA	ACE BOX C		Others			FOUND			
VALVE SP	INDLE DEPTH =		HYDRA	ANT HEIGHT =			d with reference	e to:		
	7 🛧	<u></u>		<b>♣</b> ↑		☐ As-built	t			
/	/ / \		l ∉	<u></u>		☐ AutoCA				
/	\ \		an l	<b>M</b>		☐ Others	:			
			174							
	月頁 \					☐ Asset n	ot reflected on	the		
						docume	ents/references	mentioned		
						above				
LOCATION	N SKETCH:									
						SUR	VEYED BY			



Corrales Avenue, Cagayan de Oro City

#### DATA LOGGING FIELD INFORMATION

PMA:					
TPMP#	LOGGER I.D.	DATE & TIME INSTALLED	DATE & TIME DISMOUNTED	LOCATION	REMARKS

CONDUCTED BY:	Checked by:
	 OIC, PNRW



Corrales Avenue, Cagayan de Oro City

#### ZERO PRESSURE TEST FIELD INFORMATION

Location:						Date:	
Valves	No. of Turns	Valve Status	Time Started Opening	Time Opened	Time Started Closing	Time Closed	Remarks
Prepared by:			Checked by:				
NRV	V Staff		OIC, PNRW	-			



#### Republic of the Philippines CAGAYAN DE ORO CITY WATER DISTRICT Cagayan de Oro City

#### MAINTENANCE DEPARTMENT

NRW MONITORING OF DMAS FOR CY \_\_\_\_\_

#### **WEST AREA**

			Jan-21					February 2021					March	2019		Aţ	pril 2021	
DMA	No. of Active Accounts		NRW	Remarks / Interventions	NRW Management Performance Category	No. of Active Accounts		NRW	Remarks / Interventions	NRW Management Performance Category	No. of Active Accounts		NRW	Remarks / Interventions	NRW Management Performance Category	No. of Active Accounts	NR\	w
Silver Creek (Phase 2)		%	l/conn./day				%	l/conn./day				%	l/conn./day				%	
Bellevue																		
Silver Creek (Phase 1)																		
Golden Village																		_
SDA																		
Landfill																		

#### **EAST AREA**

			January 2019				February 2019			March 2019					April 2019			
DMA	No. of Active Accounts		NRW	marks / Interventic	NRW Management Performance Category	No. of Active Accounts		NRW	marks / Interventi	NRW Management Performance Category	No. of Active Accounts		NRW	marks / Interventio	NRW Management Performance Category	No. of Active Accounts	NRV	v
Limketkai		%	l/conn./day				%	l/conn./day	l/conn./day			%	l/conn./day				%	
Dacudao																		

Prepared by:	Checked by:	Noted by:	Approved by:
OIC, PNRW	Department Manager	AGM - Designate for Operation	General Manager

FM-MNT-42 00 XX-XX-XXXX