



## BALANGA WATER DISTRICT

St. Joseph St., Poblacion, Balanga City, Bataan 2100

Tel. No. (047) 237-3491

Fax No. (047) 237-3868

E-mail: [balanga\\_water@yahoo.com](mailto:balanga_water@yahoo.com)

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### Annex A

#### CERTIFICATION of COMPLIANCE

*Pursuant to Republic Act 9485: An Act to Improve Efficiency in the Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Therefor*

I, **ENGR. CHARLITO G. RODRIGUEZ**, Filipino, of legal age, General Manager of the *Balanga Water District*, being responsible and accountable in ensuring compliance with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, hereby declare and certify the following facts:

- 1) The *Balanga Water District* has established its service standards known as the Citizen's Charter that enumerates the following:
  - a. Vision and mission of the agency
  - b. Frontline services offered
  - c. Step-by-step procedure in availing of frontline services
  - d. Employee responsible for each step
  - e. Time needed to complete the procedure
  - f. Amount of fees
  - g. Required documents
  - h. Procedure for filing complaints
- 2) The Citizen's Charter is posted as information billboards in all the service offices of *Balanga Water District* that deliver frontline services.
- 3) The Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said service offices.
- 4) The Citizen's Charter is written either in English, Filipino, or in the local dialect and published as an information material (e.g. booklet or brochure).
- 5) The Citizen's Charter is uploaded in the agency's website and accessible to the public.
- 6) The agency has undertaken self-assessment and reporting of improvements in its existing Citizen's Charter.
- 7) The Citizen's Charter shows the process improvements, specifically on the streamlining of procedures and shortened turnaround time, on the most availed frontline services:



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Frontline Service	Process Improvement	Action Taken to Improve Process	Results/Benefits
New Connection	Faster response and accomplishment time	Reduced Response and Accomplishment time	Reduced processed time for New accounts, satisfied customers
Reconnection	Faster response and accomplishment time	Reduced Response and accomplishment time	Reduced processed time for reconnection, satisfied customers
Disconnection	Faster response and accomplishment time	Reduced Response and accomplishment time	Reduced processed time for disconnection, satisfied customers
Payment of Water Bill	Faster response and accomplishment time	Reduced Response and accomplishment time	Increased payment collection due to faster processing of payments.
Request for Repairs: Meter Leaks (Above the ground)	Faster response and accomplishment time	Reduced Response and accomplishment time	Reduced NRW, leaks and wasted water
Request for Repairs: Meter Leaks (Underground)	Faster response and accomplishment time	Reduced Response and accomplishment time	Reduced NRW, leaks and waste wasted water.



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This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS HEREOF, I have hereunto set my hand this 7<sup>th</sup> of JUNE, 2017 in Balanga City, Bataan, Philippines.

**ENGR. CHARLITO G. RODRIGUEZ**

General Manager  
Balanga Water District

SUBSCRIBED AND SWORN to before me this JUN 07 of 2017 in Balanga City, Bataan, Philippines, with affiant exhibiting to me his/her DL No. COI-80-003159 issued on 2017/12/13 at \_\_\_\_\_.

Doc. No. 191  
Page No. 28  
Book No. 284  
Series of 284

**ATTY JORESCEL S. DANGANIBAN**  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2017  
PTR OR. NO. 2309153; 1/3/2017  
ROLL OF ATTORNEYS NO. 13690  
IBP LIFETIME NO. 01590  
MCLE COMPLIANCE NO. V-0024969 - March 9, 2017