

BUENA VISTA WATER DISTRICT

Rizal Avenue, Barangay. 3, Buena Vista, Agusan del Norte
Tele fax No. (085)343-4037; Email Address: bwd_adn@yahoo.com

EXCERPTS FROM THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS HELD ON AUGUST 7, 2017 AT BUENA VISTA WATER DISTRICT, RIZAL AVE., BARANGAY 3 BUENA VISTA, AGUSAN DEL NORTE.

BOD RESOLUTION NO.29-S.2018

“RESOLUTION APPROVING POLICY TO CONDUCT MAINTENANCE SERVICES FOR WATER METERS AGEING FIVE YEARS AND BEYOND”

WHEREAS, there is a need to create and formulate policy concerning the conduct of maintenance services for water meters ageing five years and beyond for this purpose:

1. To maintain the efficacy of the unit through the conduct of cleaning services;
2. To calibrate water meters to make sure that the unit is serviceable and;
3. To determine and identify malfunctioned water meters that needs replacement.

WHEREAS, by the conduct of this maintenance services it can be ensure that installed water meters are in good condition and functional;

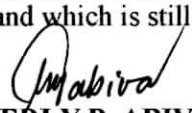
NOW THEREFORE upon motion of Dir. Florida A. Hordista and duly seconded by Dir.Laudita J. Arapan be it-

RESOLVED AS IT IS HEREBY RESOLVED to Approve Policy to Conduct Maintenance Services for Water Meters Ageing Five Years and Beyond.

RESOLVED FINALLY that this policy be furnished to all concern for their information and guidance.

ADOPTED this 7th day of August, 2018 at Buena Vista, Agusan del Norte.

I HEREBY CERTIFY to the correctness of the foregoing resolution and which is still in full force and effect and has not been recalled nor revoked or cancelled.


DIR. MERLY P. ABIVA
BOD Secretary

Attested by:


DIR. RAYMUNDO A. AVISO, JR.
BOD Chairman


Concurrence:

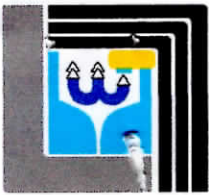

DIR. AVELINO B. DUGLAS
BOD Vice-Chairman


DIR. FLORIDA A. HORDISTA
BOD Member


DIR. LAUDITA J. ARAPAN
BOD Member

Noted:


ELISA B. ALBAY
General Manager



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BOD RESOLUTION NO.30 S.2018

“RESOLUTION APPROVING POLICY GUIDELINES ON THE SELECTION PROCESS AND HIRING OF EMPLOYEES ”

WHEREAS, this policy is created to ascertain that the district hires fairly for the best and competent applicant;

WHEREAS, the Human Resource Merit Promotion and Selection Board (HRMPSB) is the recommending body for appointments;

NOW THEREFORE upon unanimous decision and approval of the August Body be it-

RESOLVED AS IT IS HEREBY RESOLVED to Approve Policy Guidelines on the Selection Process and Hiring of Employees and this policy guidelines must be strictly observe:

- ❖ Written Examination shall be collectively prepared by the body, but only the HRMO is authorized in handling the questionnaires to conduct examination.
- ❖ Skill test will then follow to be conducted by the division representatives from where the vacant position is.
- ❖ The HRMPSB members shall and must inhibit in the event that he/she have a relative/close connection with the applicant to avoid favoritism issue

RESOLVED FINALLY that this policy be furnished to all concern for their information and guidance.

ADOPTED this 7th day of August, 2018 at Buenavista, Agusan del Norte.

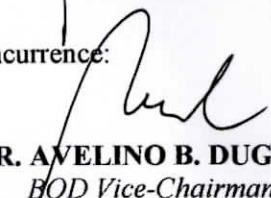
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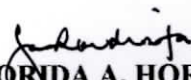

DIR. MERLY P. ABIVA
BOD Secretary

Attested by:


DIR. RAYMUNDO A. AVISO, JR.
BOD Chairman

Concurrence:


DIR. AVELINO B. DUGLAS
BOD Vice-Chairman


DIR. FLORIDA A. HORDISTA
BOD Member


DIR. LAUDITA J. ARAPAN
BOD Member

Noted:


ELISA B. ALIBAY
General Manager