

STRATEGIC DEVELOPMENT PLAN (SDP)
Isabela II Electric Cooperative (ISELCO II)
Period Covered: January 2023 to December 2023

FINANCIAL ACTION PLAN

OBJECTIVES	ACTIVITIES/INITIATIVES	PERFORMANCE INDICATOR	TARGETS					SOURCE OF FUND	PROJECT IMPACT	TIMELINE	ACCOUNTABLE UNIT/PERSONNEL	
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	TOTAL					
A. Enhance Financial and operational Standards	1	Cash General Fund	Maintain one (1) month working capital by strictly following disbursement in accordance with the approved Cash Operating Budget (COB)	160,000,000	160,000,000	160,000,000	160,000,000	640,000,000	CASH ON BUDGET			All department
	2	Payment to Power Suppliers SMEC / NGCP / WESM / ANDA / NPC-SPUG	Maintain a current payment status by giving priority in disbursement of funds	Current	Current	Current	Current	Current				All department
	3	Result of Financial Operation	Maintain a positive Net Margin after RFSC by strict to follow COB. Reduce unnecessary expenditures and minimize cost.	Positive	Positive	Positive	Positive	Positive				All department
	4	Networth	The Coop shall maintain a positive networth.	Positive	Positive	Positive	Positive	Positive				All department
B. To increase the collection efficiency from 88% to 95% by the end of 2023	Collection Efficiency								CASH ON BUDGET			
	a	Enhanced the activities of Collection Planning and Action Committee (CPAC)	Enhanced activities of CPAC(collection & Disconnection) with regular Finance Dept disco team	6	6	6	6	24				Finance Mgr., & CPAC members
	b	Organized Multi-department taskforce disconnection	Organized taskforce	1	1	1	1	4				All Dept and Branches
	c	*Monthly Monitoring of delinquent consumers. All MRBC shall automatically disconnection Crew after their Collections & Meter Reading Activities.	Monitored delinquent consumers. Conduct Regular disconnection activites	7,575	7,575	7,575	7,575	30,300				All Dept and Branches
	d	Issue final demand letters to delinquent VIP's and LGU/BAPA Consumers	Issued final demand letters	94	94	94	94	376				Finance Mgr. & CPAC Members
	e	Issue disconnection notice to VIP and LGU Consumers	Issued final demand letters	1,529	1,529	1,529	1,529	6,116				Finance Mgr. & CPAC Members
	f	Monitoring of old bills subjects for write-off	Old bills monitored	3,838	3,838	3,838	3,838	15,352				Finance and Audit Dept
	g	File collection cases in proper court	Collection cases filed	2	2	2	2	8				Finance and Audit Dept
	h	Sanitize the 142 Accounts by conducting Inventory of bills and those Discrepancies will be deferred from the consumer Accounts Receivable	Discrepancies of actual with that of record Conduct Power Inventory	1	1	1	1	4				Finance & Audit Dept
	i	Remove/Reclassify the power bills under litigations to 143 Accounts charge to individual respondent.	Malversed bills	1	1	1	1	4				Finance & Audit Dept
	j	Statement of Accounts Issuance to Govt and VIP		252	252	252	252	1,008				
k	Monthly monitoring of delinquent employee, MCOs and their relatives.	Collection and disconnection/Salary deductions.	254	254	254	254	1,016			Finance & Audit Dept		

C. Enhanced On-line System on Meter Reading, Billing & Collections	a	Enhanced Bayad Center(Savemore)		1	1	1	1	4	CASH ON BUDGET			
	b	Enhanced Bayad Center (CIS Bayad Center)		1	1	1	1	4				
	c	DCTech System (on-line billing and collection)	Utility Billing Management System (UBMS)	1	1	1	1	4				
	d	Enhanced Liz.Biz. Portal eletronic collection of Land Bank.		1	1	1	1	4				
Total				160,013,047.00	160,013,047.00	160,013,047.00	160,013,047.00	640,052,188.00				

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INSTITUTIONAL SERVICES DEPARTMENT

OBJECTIVE	INITIATIVES/ ACTIVITIES	PERFORMANCE INDICATORS	TARGETS					BUDGET	SOURCE OF FUND	PROJECT IMPACT	ACCOUNTABLE UNIT/ PERSONNEL
			1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL				
To Increase Collection Efficiency	Information Drive	(Please refer to the Public Advocacy)							Cash Operating Budget (COB)	Educated and Updated Mcos re: Operation and Programs of the Coop	ISD/All Areas
	Monitoring of Barangay Power Association (BAPA)	No of BAPA monitored	10	10	10	10	40			Mitigated System Loss	ISD/ BO
	Information dissemination re: 7832 and RA 11361	No of Info Campaign conducted	6	6	6	6	24				ISD
	Monitoring and preparing of 7 Customer Service Parameters (report)	No. of Months	3	3	3	3	12				
	Employee Capacitation	No of Trainings (In-House and External)	Please refer to Human Resource Development								
HUMAN RESOURCE DEVELOPMENT											
	<u>Performance Evaluation of Officers, Management and Employees</u>								COB	ADMIN/ BOD Sec	
	Performance Evaluation of BOD	No of Directors Evaluated	9					1,500.00	COB		
	Performance Evaluation of GM	No. of Evaluated Performance	1				1			ADMIN/ BOD Sec	
	Implementation of Performance Evaluation System	No of Evaluated Regular Employees	450	450	450	450	1,800	N/A	COB	ADMIN/ Personnel Section Head	
	<u>Good Governance</u>										
	Branch/ Sub-Office Meeting	No. of Office	18		18		36	30,000.00	COB	Administrative and Member Services Division	
	Departmental Meeting	No of Departments	6		6		12	25,000.00	COB	Administrative and Member Services Division	
	Labor and Management Meeting	No of Meetings Conducted	1		1		2	20,000.00	COB	LU Officers and Management	
	ISELCO II Supervisors Association and Management Meeting	No of Meetings Conducted		1		1	2	20,000.00	COB	ISA Officers and Management	

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			1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL					
To develop an organization structure and upgrade the standards to become responsive to the demands of a new environment, where corporate culture and leadership are enhanced and competencies of human resource (BOD, management and employees) are capacitated	<u>Employee Capacitation Activities/ Programs</u>											
	In-House Trainings	No of In-House Training	2	2	2	2	8	1,000,000.00	COB	Enhanced officer/ employee professional growth, performance, attitude, welfare and productivity	ISD/ FSD	
	External Seminars and Trainings	No. of External Seminars and Trainings	5	5	5	5	20	1,500,000.00	COB			
	<u>Officers Capacitation Activities/Programs</u>											
	a) Board of Directors	No of In-Person /Webinars	5	5	5	5	20					ISD/ FSD
	b) Committee Officers (Rule 7, Section 5 of the Revised IRR of RA 9520)	No of In-Person/ Webinars			2		2					ISD/ FSD
	c) Employees	No of In-Person/ Webinars	10	10	10	10	40					ISD/ FSD
	<u>Employee Incentives/ Performance Awards and Benefits</u>											
	Loyalty Awards	No of Awardees	13					200,000.00				ISDM/ Admin/ Personnel SH/ FSD
	Workplace	No of Incentive Awards	10					200,000.00				
	Employees	No of Incentive Awardees		50								
	<u>Safety and Health</u>											
	Distribution of Safety Code	No of Copies		18				30,000.00				Admin/ Safety Officer
	Provision of PPE to Field Workers	No of Employee Recipients		300					APP			
	Monitoring of 6S on the Different Offices/ Substations	No of Offices/ Substations	18	18	18	18	72	50,000.00	COB			
	Monitoring of Proper Waste Disposal (RA 9003)	No. of Monitoring Activity	3	3	3	3	12	20,000.00	COB			
	Environmental Clean and Green Program	No of Program		1		1	2	25,000.00	COB			

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			1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL				
To ensure safety of employees and facilitate response of MCO concerns	<u>Maintenance of Service Vehicle/ Equipment</u>	No of Vehicles/ Equipment	10	10	10	10	40	2,000,000.00	COB	Safety of employees and prompt response to MCOs concerns	Admin/ GS0
To shift traditional strategies to modern mechanism thereby eliciting/ maintaining support and involvement of stakeholders on a wider scale	<u>Corporate Social Responsibility</u>									Promoted welfare of MCOs	
	Finacial Assistance (Scholarship Program; Light a Home Program	No. of Scholars	20		20		40	400,000.00	COB		Admin/ MSD
	Community Involvement	No of Participation	5	5	5	5	20	100,000.00	COB		ISD/FSD
	<u>Policy Formulation/ Revision</u>										
	Meetings - Policy Amendments/ Formulation/ Revision	No of Meetings Conducted		5		5	10	25,000.00	COB		FITAC
	<u>Salary Standardization (2018 Salary Scale- 1st Tranche)</u>			1					COB		FITAC
	<u>Structural Reorganization</u>	No of Reorganization Conducted			1		1	500,000.00	COB		FITAC

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			1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL				
PUBLIC RELATIONS AND ADVOCACY											
To enhance standards of public relations and advocacy	<u>Information and Education Campaign</u>								COB		
	Meetings/ Conferences/ Fora (SB, LNB, Barangay, BAPA, Senior Citizen, Sectoral.	No of Meetings Conducted	15	15	15	10	55	15,000.00			
	Facebook Live	No of FB Live Conducted	3	3	3	3	12	100,000.00			
	Promotional Materials	No of PM Produced	2	2	2	2	12	300,000.00			
	Customer Satisfaction Survey	No of Survey Sheets Filled Out	300	300	300	300	1200	150,000.00			
	AGMA	No of AGMA Conducted	1				1	4,000,000.00			
	Submission of Repororial Requirements (NEA, CDA)	No of RR submitted	3	3	3	3	12	5,000.00			
	Distribution of Capital Share Certificates	No. of Certificates Distributed	5000	5000	5000	5000	20000	250,000.00			
	Special District Election	No of Elections conducted	1				1	650,000.00			
	BAPA Convention	No of Convention Conducted		1			1	500,000.00			
To sanitize master list of member consumers	Master list sanitation of member consumers (brgy) a. one stop shop										
	DISTRICT II GAMU & BURGOS		16/14					16/14			
To achieve customer satisfaction on delivering service to MCO's	Monitoring Customer Satisfaction Survey								General fund	Satisfied and efficient service to our MCOs	ISD/All Area
To monitor/ reduce non-power cost	Monitoring of coop energy consumption								General fund	Increase saved energy consumption	Administrative
	DISTRICT VII STO. TOMAS & DELFIN ALBANO		27/29					27/29			FITA/ Branch
	DISTRICT II GAMU & BURGOS		16/14					16/14	General fund		FITA/ Branch
TOTAL								12,116,500			

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TECHNICAL ACTION PLAN

OBJECTIVES	ACTIVITIES/INITIATIVES	PERFORMANCE INDICATOR	TARGETS					REMARKS/ JUSTIFICATION	SOURCE OF FUND	PROJECT IMPACT	ACCOUNTABLE UNIT/PERSONNEL
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	TOTAL				
System Loss Reduction	I. Power Reliability										
	A. SAIFI		6.25	6.25	6.25	6.25	25				
	B. SAIDI		675	675	675	675	2,700				
	1. Line Inspection and Evaluation	Number of Barangay	126	126	127	127	506	Continuous activities	General Fund	Safety and Reliability Improvement	ROW Crew, Branch Office Maintenance Crew and BAPA Officers/Electricians
	2. Installation of Reclosers	No. of Recloser installed		2	2	2	6		CAPEX	Safety and Reliability Improvement	ROW Crew, Branch Office Maintenance Crew
	3. Replacement of Defective Protective Devices	No. of Protective Device installed	10	10	10	10	40	Continuous activities	General Fund/ CAPEX	Safety and Reliability Improvement	Construction Operation Maintenance Crew and Brach Office Maintenance Crew
	4 Replacement of dilapilated poles	Number of Poles	30	30	30	30	120				
	II. Power Quality										
	1. BACKBONE LINE UPGRADING										
	1.A Garita to Cubag (Double Circuit)	Circuit kilometers in kms	0.763	0.763	0.763	0.763	3.050		CAPEX/ General Fund	Power quality Improvement	Line Construction and Operation
	1.B Cubag to Ugad (Triple Circuit)	Circuit kilometers in kms	0.753	0.753	0.753	0.753	3.010		CAPEX/ General Fund	Power quality Improvement	Line Construction and Operation
	1.C Ilagan Substation to Lullutan	Circuit kilometers in kms	1.175	1.175	1.175	1.175	4.700				
	1.D Ilagan Substation To Liimglingay, Gamu	Circuit kilometers in kms	3.125	3.125	3.125	3.125	12.500				
2. ACTIVATION OF FDR 9-3 FOR TUMAUNI SUBSTATION (FOR TUMAUNI TOWN PROPER) AND CONSTRUCTION OF OUTGOING FEEDER LINE (9-2 & 9-3)	Circuit kilometers in kms			0.5	0.5	1					
3. DC MUNOZ ROXAS	Circuit kilometers in kms		1.250			1.250		General Fund/ CAPEX	Power quality Improvement	Line Construction and Operation	

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			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	TOTAL				
	5. CONSTRUCTION OF SEPARATE DISTRIBUTION LINE FOR BURGOS (UB @ 69KV Line - Masigun)	Circuit kilometers in kms	1.815	1.815	1.815	1.815	7.260				
	6. CONVERSION OF LINE										
	6.A Nampicuan to Bacnor - 1ø TO 2ø	Circuit kilometers in kms			2		2				
	6.B Villanueva to Sandiat Proper - 1ø TO 3ø		0.910	0.910	0.910	0.910	3.640				
	6.C Arellano,Quezon - 1ø TO 3ø	Circuit kilometers in kms	0.438	0.438	0.438	0.438	1.750				
		Primary Line (Kms)	2.1738	2.1738	2.1738	2.1738	8.695	Continuous activities	General Fund/ CAPEX	Power Quality Improvement	Engg., SLRP Team/Crew and Branch Maintenance
	7. EXPANSION / UPGRADING OF DX LINE										
		Underbuilt Line (Kms)	0.9925	0.9925	0.9925	0.9925	3.970	Continuous activities	General Fund/ CAPEX	Power Quality Improvement	Engg., SLRP Team/Crew and Branch Maintenance
		Secondary Line (Kms)	5.593	5.593	5.593	5.593	22.370	Continuous activities			
	8. SARVI	Number of Feeder End Monitored	36	36	36	36	144				
	III. System Efficiency										
	A. System Loss Cap										
	1. Installation of Feeder Metering (all Substation) total feeders	No. of Protective Device installed	13		1		14	Continuous activities	General Fund/ CAPEX	Safety and Reliability Improvement	Construction Operation Maintenance Crew and Brach Office Maintenance Crew
	2. Enegezation of 10MVA S/S at San Mariano/Benito Soliven	Energized and Commissioned Substation		1			1		CAPEX		Technical Mgr. and Chief Engg.
	3. Uprating of Power Transformer from 10MVA to 20MVA S/S @ San Rafael, Roxas	Energized and Commissioned Substation				1	1		CAPEX		Technical Mgr. and Chief Engg.
	4. SAN MANUEL, NAGUILIAN ROXAS, TUMAUNI and CABAGAN	PMS		5			5		General Fund/ CAPEX		
	5. Construction and Installation of 15MVA S/S at Marana, City of Ilagan	Energized and Commissioned Substation				1	1		CAPEX		Technical Mgr. and Chief Engg.

