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1. **EXECUTIVE SUMMARY**

[INSERT COMPANY NAME] is a water and wastewater provider for approximately [INSERT NUMBER OF RESIDENTS] residents in [INSERT NUMBER OF CITIES/MUNICIPALITIES/STATE]. The company delivers an average [INSERT NO. OF LITERS PER DAY] per day to these residents, with an estimated daily delivery of [INSERT NO. OF LITERS] during the months of [INSERT MONTHS], where the demand for water is at its peak.

This asset management plan will describe how the company will manage various infrastructure assets used in delivering its services and outlines the approach to asset management. By the nature of the services it provides, management of these infrastructures have environmental, social, and economic connotations. A sound asset management plan will ensure not only the company, but also its stakeholders, particularly the customers, that there is sustainable development and growth in the services that the company provides and assuring them of a continuity of these services.

1. **SCOPE**

This asset management plan encompasses the company’s infrastructure assets which have a current replacement value of USD [INSERT AMOUNT].

* Reservoirs
* Pressure reducing valves
* Disinfection facilities
* Water mains
* Hydrants
* Water services
* Water meters and valves
* Source water pump stations
* Flow control stations
* [INSERT OTHER INFRASTRUCTURE ASSET]
1. **OBJECTIVES**

The objective of this plan is to provide an efficient level of service as defined in this plan to current and future customers.

1. **LEVEL OF SERVICE**

This asset management plan measures the following level of service: (a) condition, (b) quality, (c) capacity and (d) overall service. Condition pertains to the maintenance of services in a state of good repair. Quality refers to meeting the needs of customers. Capacity points to the adequacy of services. Overall service means satisfaction of customers based on the services rendered.

1. **ASSET LIFECYCLE**

This section of the asset management plan details the company’s plan of operation, renewal, replacement, and maintenance of assets on a given level of service. It is estimated that operations, renewal, and maintenance of infrastructure asset needed for its sustainable growth for the next [INSERT NUMBER OF YEARS] years will amount to USD [INSERT AMOUNT]. The company spreads this expenditure for over [INSERT NUMBER OF YEARS] years as shown on the following tables of this section.

As a result of these expenditures, the company estimates an increase of USD [INSERT AMOUNT AND CURRENCY] to its stock asset. The said increase will also result in an estimated increase in operating, renewal, and maintenance costs for the next [INSERT NUMBER OF YEARS] years.

The table below shows the yearly current replacement value of total assets.

|  |  |
| --- | --- |
| **Asset** | **Replacement value** |
| **YEAR 1** | **YEAR 2** | **YEAR 3** | **YEAR 4** | **YEAR 5** |
| 1. Reservoirs | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 |
| 2. Pressure reducing valves |  |  |  |  |  |
| 3.Disinfection facilities |  |  |  |  |  |
| 4. Water mains |  |  |  |  |  |
| 5. Hydrants |  |  |  |  |  |
| 6. Water services |  |  |  |  |  |
| 7. Water meters and valves |  |  |  |  |  |
| 8. Source water pump stations |  |  |  |  |  |
| 9. Flow control stations |  |  |  |  |  |
| 10. [INSERT OTHER INFRASTRUCTURE ASSET]  |  |  |  |  |  |
| 11. [INSERT OTHER INFRASTRUCTURE ASSET] |  |  |  |  |  |

The company has 90% assets with remaining useful life of over 80%, which suggest that the assets are in relatively good condition. Assets falling below 20% of their remaining useful life will be subjected to assessments to determine if their condition would require replacement.

The table below shows the value of assets in relation to their remaining useful life.

|  |  |
| --- | --- |
| **Remaining Useful Life** | **Asset Value** |
| 100% | USD 0.00 |
| 90% |  |
| 80% |  |
| 70% |  |
| 60% |  |
| 50% |  |
| 40% |  |
| 30% |  |
| 20% |  |
| 10% |  |

Operational expenses are expenses that are continually incurred in order to meet the level of service to the customers. Maintenance expenses are those that are necessary to keep an asset to its prescribed level of service. The table below shows a forecast of operating and maintenance expenses which also reflects the increases attributable to the acquisition of new assets, estimated growth in demand, and changes in risk management measures. The projection is spread over a 5-year planning period.

|  |  |
| --- | --- |
| **Asset** | **Operational Expenses** |
| **YEAR 1** | **YEAR 2** | **YEAR 3** | **YEAR 4** | **YEAR 5** |
| 1. Reservoirs | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 |
| 2. Pressure reducing valves | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 |
| 3.Disinfection facilities |  |  |  |  |  |
| 4. Water mains |  |  |  |  |  |
| 5. Hydrants |  |  |  |  |  |
| 6. Water services |  |  |  |  |  |
| 7. Water meters and valves |  |  |  |  |  |
| 8. Source water pump stations |  |  |  |  |  |
| 9. Flow control stations |  |  |  |  |  |
| 10. [INSERT OTHER INFRASTRUCTURE ASSET]  |  |  |  |  |  |
| 11. [INSERT OTHER INFRASTRUCTURE ASSET] |  |  |  |  |  |

|  |  |
| --- | --- |
| **Asset** | **Maintenance Expenses** |
| **YEAR 1** | **YEAR 2** | **YEAR 3** | **YEAR 4** | **YEAR 5** |
| 1. Reservoirs | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 |
| 2. Pressure reducing valves |  |  |  |  |  |
| 3.Disinfection facilities |  |  |  |  |  |
| 4. Water mains |  |  |  |  |  |
| 5. Hydrants |  |  |  |  |  |
| 6. Water services |  |  |  |  |  |
| 7. Water meters and valves |  |  |  |  |  |
| 8. Source water pump stations |  |  |  |  |  |
| 9. Flow control stations |  |  |  |  |  |
| 10. [INSERT OTHER INFRASTRUCTURE ASSET]  |  |  |  |  |  |

Asset renewal is the restoration and rehabilitation of an existing asset to its original required service condition. Related cost varies according to the actual condition of the asset to be renewed. The table below shows a projected average asset renewal expenditure over a 5-year planning period.

|  |  |
| --- | --- |
| **Asset** | **Renewal costs** |
| **YEAR 1** | **YEAR 2** | **YEAR 3** | **YEAR 4** | **YEAR 5** |
| 1. Reservoirs | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 | USD 0.00 |
| 2. Pressure reducing valves |  |  |  |  |  |
| 3.Disinfection facilities |  |  |  |  |  |
| 4. Water mains |  |  |  |  |  |
| 5. Hydrants |  |  |  |  |  |
| 6. Water services |  |  |  |  |  |
| 7. Water meters and valves |  |  |  |  |  |
| 8. Source water pump stations |  |  |  |  |  |
| 9. Flow control stations |  |  |  |  |  |
| 10. [INSERT OTHER INFRASTRUCTURE ASSET]  |  |  |  |  |  |

1. **IMPROVEMENT AND MONITORING**

This plan will be monitored on a regular basis and will be amended accordingly in order to reflect and meet the changes made on the service levels and relevant budget decisions of the company. The table below is a matrix of designated tasks and responsibilities necessary for the success of this plan.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task No.** | **Task** | **Department Responsible** | **Personnel Responsible** | **Timeline** |
| 1 | Improve accuracy of data collection | [INSERT RESPONSIBLE DEPARTMENT | [INSERT FULL NAME] | [INSERT YEAR/MONTH] to [INSERT YEAR/MONTH] |
| 2 | Implementation of asset management system |  |  |  |
| 3 | [INSERT OTHER TASKS] |  |  |  |