





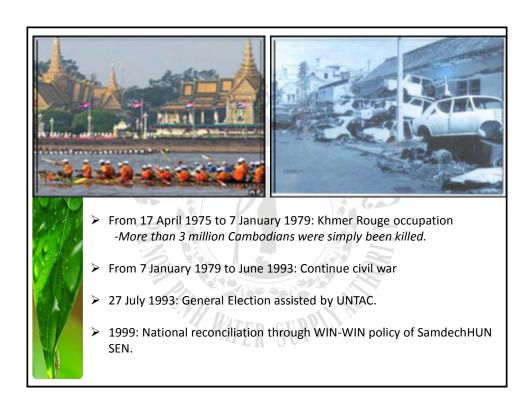


Cambodia:

Area : 181,035 km²
Population : 14.3 million
Water : 2.5% (4,520km²)
Rain : 1,368mm/year

Phnom Penh:

Area : 376.9 km²
Population : 1.7 million
Density :3,835 per/km²



PPWSA Situation in 1993

• Production below demand: 65,000m³/day (150,000)

• Old & unrepaired network: 288km (CI Pipe)

• Coverage : 20% of PP resident

• Supply duration : Intermittence (8-10hr/day)

• Supply Pressure : 0,2 bar

• Public Ground Tank : 1,945

• Unclear customer base : 25,960 / 26,881

• Collection efficiency : 50%

• Water losses (NRW) : 72%,

• Over-staff with low quality: 20 staffs / 1000 con.

Organized corruption, dilemma, nepotism,

Tariff below cost



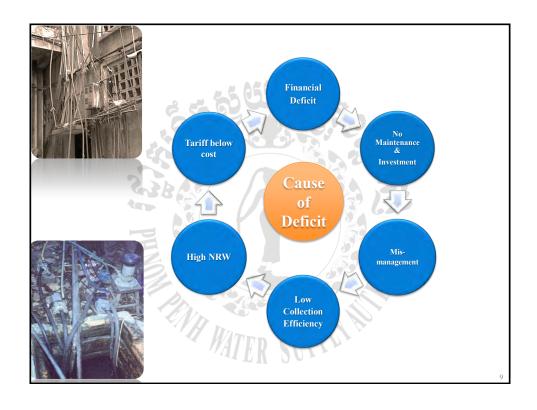


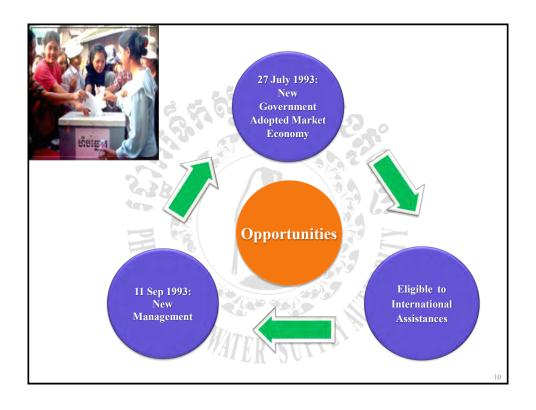


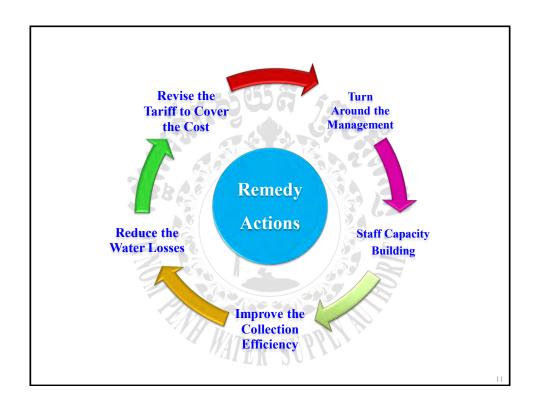


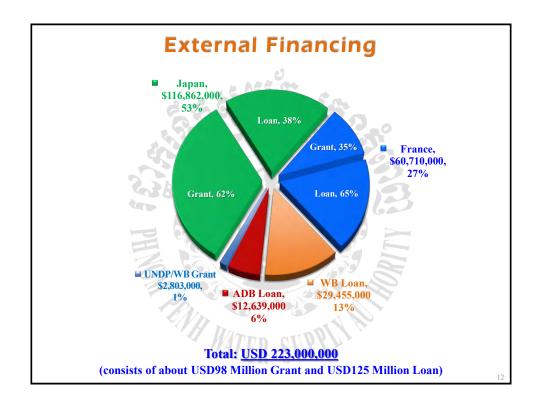
- Operation cost
- Heavily depended on Government subsidy.











Management Change

1- New Mission:

🖔 Assuring the provision of clean and affordable water for everyone in Phnom Penh.

2- New Vision:

🖔 To be the reference utility for Cambodia, and possibly for the region.

3- New Taskforce:

♦ Young dynamic staff, educated, strong will to the front line.

⋄ Inefficient old timers to the dormant roles.

4- New Organization Structure:

♥ Clear job description,

Decentralize decision maker and responsibility,

5- Change of Culture:

♥ Model from the Top.

♥ Transparence & Accountable.

⋄ Right spirit: "One cent serve is one cent earn"

Building Staff Capacity

Staff Capacity Building:

- <u>Training</u>
 - ♥ Very basic training,
 - ⋄ Local and abroad,
 - ⋄ In house and academic.

Living:

- 🖔 Eight years salary increase,
- ⋄ Healthcare program,
- Social fund.to alleviate difficulties of poorest staff

COM MATE





Improve the Collection Efficiency

1- Updated the customer base:

- \$ 1993: 25,960 there are 12,980 no water connection
- 🤟 1994: 26,881 real recorded customer

2- Metered all the connection:

- ♥ 1993: 3,391/26,881 metered
- 🔖 2001: 74, 945 connections, 100% metered with water meter cl.
- 3-1994: Train the meter readers and water bill collector,
- 4-1994: Set up incentive and penalty system,
- 5-1996: Set up the computerized billing system,
- 6-1998: Set up the "Regain Public Trust" program:
 - Convenient payment: Cashiers, bank check, ATM, internet, telephnone ...
 - ♥ Village-to-village dissemination of information,
 - Round the clock respond to Customer Call: ONE HOUR, ONE DAY, THREE DAYS, ONE WEEK.





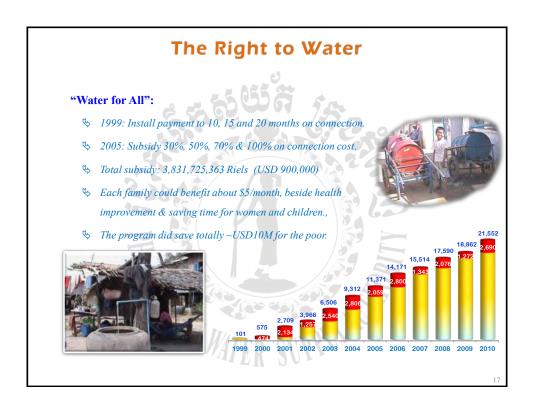


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Reduce the Water Losses

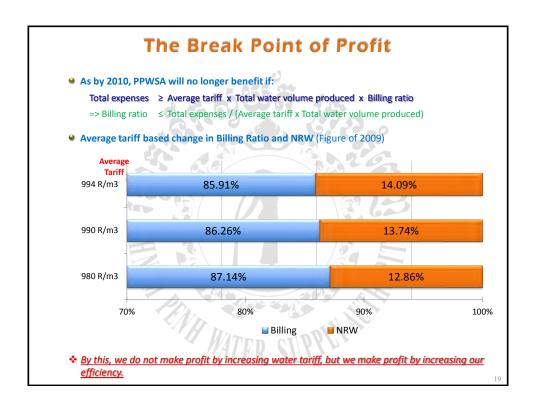
- 1- 24/7 standby leak repair team ready for action within "One hour prior information",
 - ♦ 1993: One team with 4 unskilled staffs,
 - ⋄ 1999: 4 teams with 48 skilled and well equipped staffs,
- 2- Pipe renewal by using the state of the art material:
 - ₱ 1994-1999: 288km of old pipe replacement,
 - 2000 onward: Expansion to economic potential area without overlooking the poor.
- 3- Fighting against illegal connections:
 - Apply firm and heavy penalty without favor,
 - 🖔 Educate the public with bonuses for true information.
- 4- District Metering Area (DMA) Program:
 - 🔖 2003: Introduced by Kitakyushu Water Bureau,
 - ♥ 2010: Completed 8 DMA with 66 subzones,
 - ♦ Apply internal service contract since 2003.





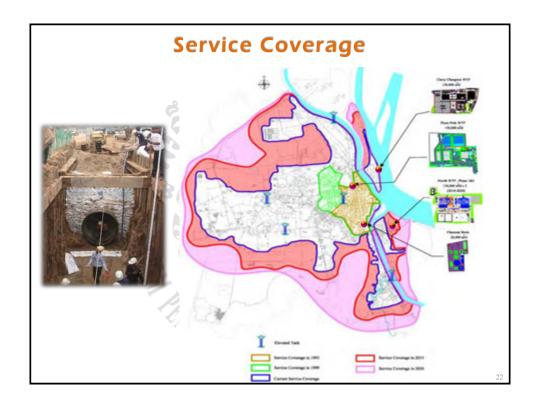
Tariff Reflect Cost & Efficiency

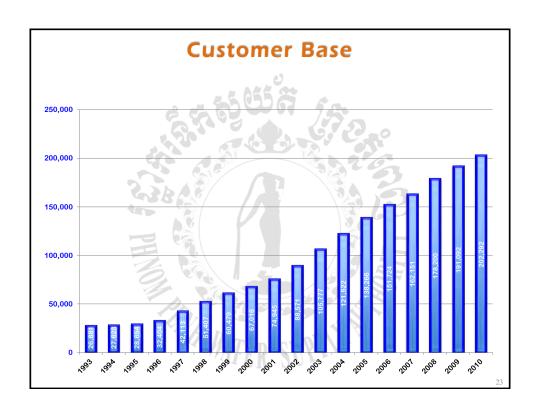
Customer Category	Domestic		Administrative		Commercial	
	Volume (m³/month)	Tariff (Riels/m³)	Volume (m³/month)	Tariff (Riels/m³)	Volume (m³/month)	Tariff (Riels/m³)
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After autonomy (1 Jan 97 – 1 Jan 01)	0 – 15	300	7	700	0 – 100	940
	16 – 30	620		940	101 – 200	1,260
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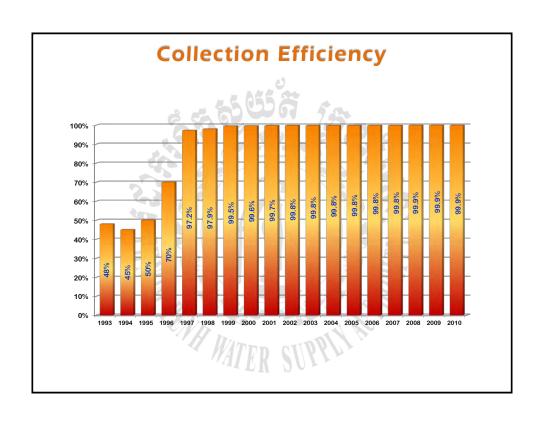


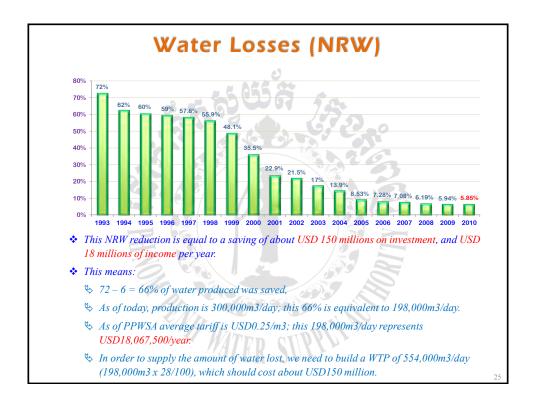


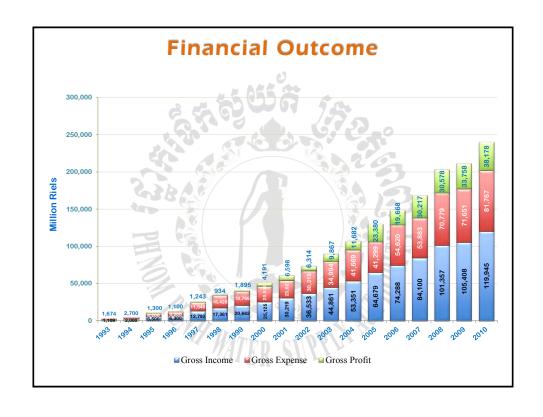


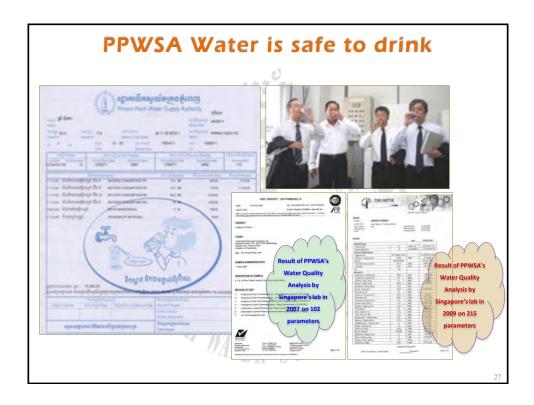












The Consolation

- ADB Water Prize (to PPWSA)
 - 🔖 February 2004, for contribution to the achievement of MDGs under the Water for All initiative,
- Ramon Magsaysay for Government Service
 - 🔖 31 August 2006, for the success in the reconstruction of ruined water supply system, providing clean water to million people in a relatively short period,
- Water Resource Hero
 - Unne 2007, by Cambodian Prime Minister, for effectively running water utility,
- * Chevalier dans l'ordre de la Légion d'Honneur
 - ♦ 01 February 2010, for great contribution to the nation,
- Stockholm Industry Water Award 2010 (to PPWSA)
 - ♦ 02 June 2010, for great contribution to the world environment sustainability.







Then & Now					
1993	INDICATORS	2010			
20	Staff / 1,000 connections	2.97			
65,000	Production capacity, m³/day	300,000			
???	Water quality	WHO			
20%	Coverage area	92%			
10 hr/d	Supply duration	24 hr/d			
0.2 bar	Supply pressure	2 bar			
26,881	Number of connections	210,000			
72%	NRW	5.85%			
48%	Collection efficiency	99.9%			
150%	Operation ratio	37.11%			
N/A	Return on revenue	26.89%			
N/A	Return on net asset	7.39%			
N/A	Current ratio	3.04 times			
N/A	Debt service coverage	3.35 times			
N/A	Accounts receivable	21 days			

Lessons Learned

- **❖** Performance = Money
 - With good performance, we could make money.
- **The matching between performance and tariff is crucial:**
 - ♥ Government: Usually weight on performance,
 - ♦ Operator: Usually weight on tariff.
- **❖** The international financial assistance should base on demand driven and in a timely manner,
- **Peer support**, learning from each other could short cut time,
- Internal effort with ownership spirit & strong commitment is the key of success:
 - ♥ Good governance: FAIR, FIRM & FAITH,
 - Transparence & Accountable to all the stake holder,
 - ♦ Proper take care staff capacity & living.







Phnom Penh Water Supply Authority

Human Resources Management Of PPWSA

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Deputy General Director

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2012



Content

- 1. Objective of HR Management
- 2. Background
- 3. Restructuring
- 4. Model Managers
- 5. Staff Capacity Building
- 6. Motivation Evaluation
- 7. Recruitment Process

1- Objective of HR Management

- To increase staff motivation and their moral
- To increase work efficiency
- To keep satisfactory service to the customers
- To keep the reasonable tariff to our people
- To keep the sustainability of water supply.

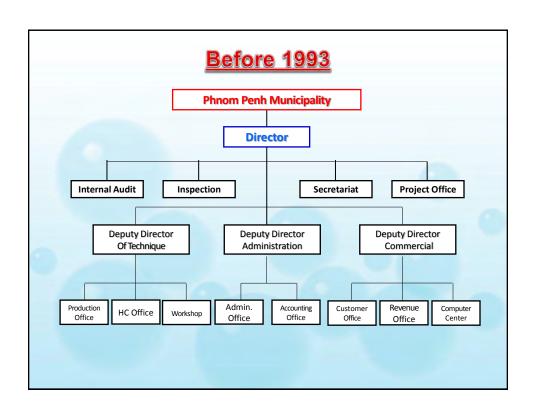
2- Background (Before 1993)

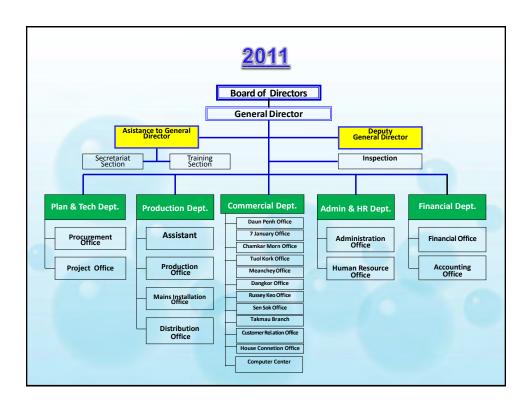
- Improper restructure
- 500 staffs (22staffs/1,000con.) with less then USD 20 salary.
- Under qualified, low discipline.
- Nepotism was widely practiced. Top managers and their cycle of men were working for self interest, abuse their power for their gains.
- · The morale of other staffs was low.

3- Restucturing

3.1 New structure

- Simple structure with level, less boss
- Proper organization chart according to actual roles.
- Promote young dynamic staff to the front line
- Remove inefficient old timers to the dormant roles
- Remove inactive manager to lower position





3- Restucturing (con.)

3.2 Set up the roles

- Clear job description of each department and offices
- Clear roles and responsibilities of each staff
- Direct respond to managers
- Update according to the actual condition.

4- Management Style

- Making effective and timely decision
- Delegate work with support and checking
- Collectivity decide, individually responsible

4.1 Building of leadership

- Manager must be the model for their subordinates
- Giving opportunity to subordinates sharing their idea

4- Management Style (con.)

4.1 Fair Firm Faith (3F)

- Know you people and look out for their well being
- Free of nepotism
- Promoting base on actual result
- On standard apply to all
- Team work spirit

5- Internal Regulation

New Rule

- Set up internal regulation with agreement from staff
- Set up discipline council with members from all department
- Provide incentive and strictly apply penalty without favor
- Hard work and good result, better pay
- Heavy penalty for bad intention.

6- Motivation and Evaluation

6.1 Living support

- Gradually increase staff's salary base on annual financial result
- Create staff relieve fund with possible contribution from all staffs
- Support the poor staff via team spirit
- Provide health care and taking care of them

6- Motivation (Con.)

6.2 Incentive

- Provide incentive to those who well perform
- Good result, better pay
- Best staff competition with remuneration
- Staff evaluation every 3 months for the basis of improvement
- Provide opportunity to contribute to leaderships
- Promotion by evaluation

6- Evaluation (Con.)

Evaluation procedure is implemented every three months for permanent execution staffs until the manager office in accordance with a certain model.

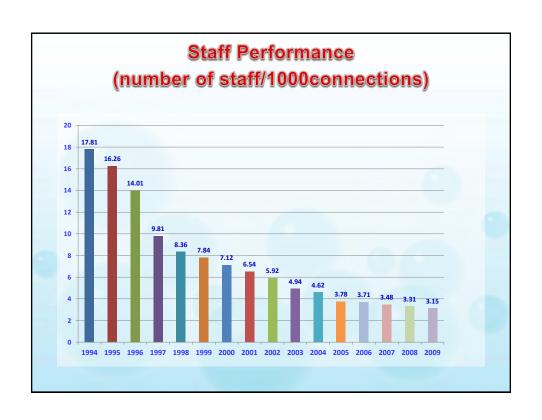
7- Recruitment Process

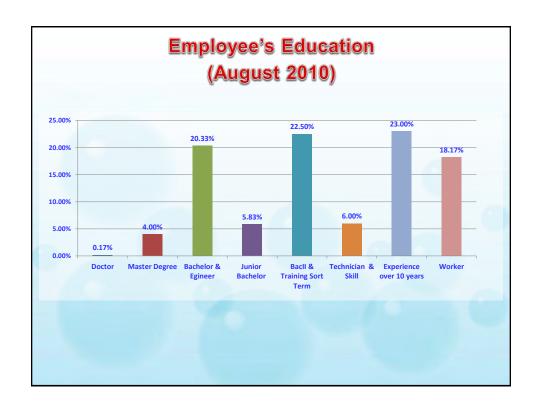
The recruitment based on

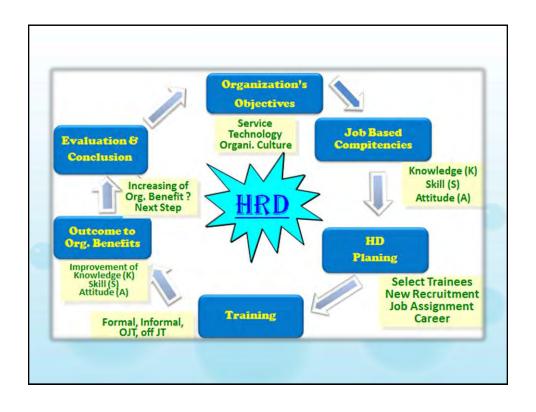
- Establishment of Recruiting Committee in accordance with personnel statute
- Criteria for permanent Employment

PPWSA complies with the following points

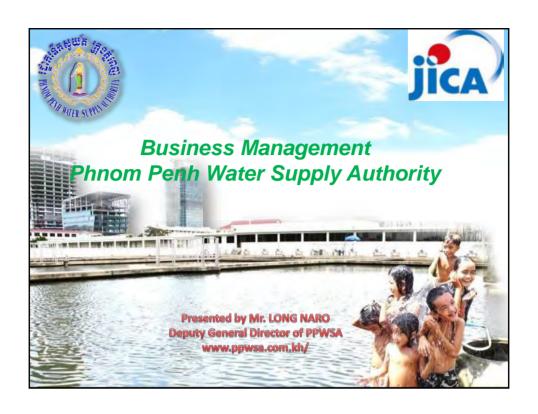
- 1. Stage 1 (Probationer/intern)
- 2. Stage 2 (Contractual Employee)
- 3. Stage 3 (Permanent Employee)

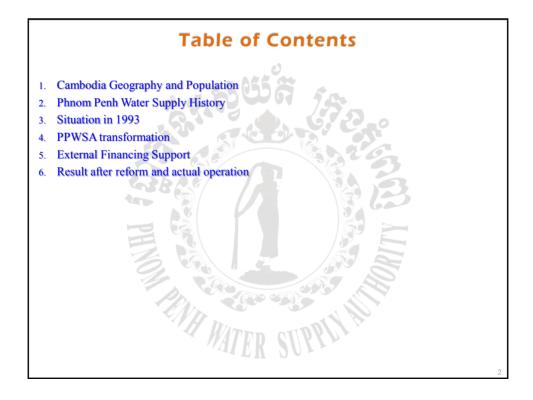


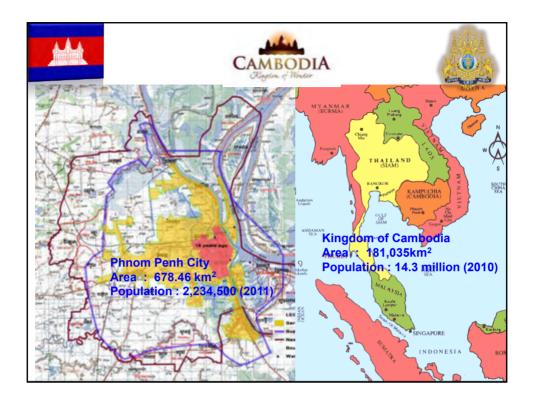












Phnom Penh's Water Supply History

- 1895: First establishment of water supply system in Phnom Penh by the Compagnie des Eaux et Electricite' de l'Indochine (CEEI).
 Construction of Chrouy Chang War Water Treatment Plant with the capacity of 15,000 m3/day and distribution network of 40 kilometers. within the Daun Penh district.
- 1957: Expansion of distribution network of 36 kilometers by Degremont
- 1958: Construction of Chamkamorn water treatment plant with the capacity of 10,000m3/day by Degremont.
- 1959: Expansion of Chrouy Chang War Water Treatment Plant with an additional 40,000 m3/day and network expansion of 32 kilometers.
- 1960: Transferring from CEEI to Regie de Eaux de Phnom Penh (RdE) by the Royal degree of King Norodom Sihanouk with the network expansion of 165 kilometers.
- 1966: Phum Prek Water Treatment Plant 1000,000m3/day by Pichchabal.
 Total capacity of 155,000 m3/day with distribution network of 233 kilometers.
- 1970-1979: Civil war. Water Supply System was abandoned.



Situation in 1993

• Production below demand : 65,000m³/150,000

Old & unrepaired network : 288km

• Coverage : 20% of PNH resident

• Supply duration : 8 to 10hr./day

Unclear customer base : 25,960 / 26,881

Collection efficiency : 50%

• Water losses (NRW) : 72%,

• Over-staff with low quality: 20 staffs / 1000 con.

Organized corruption, dilemma, nepotism,

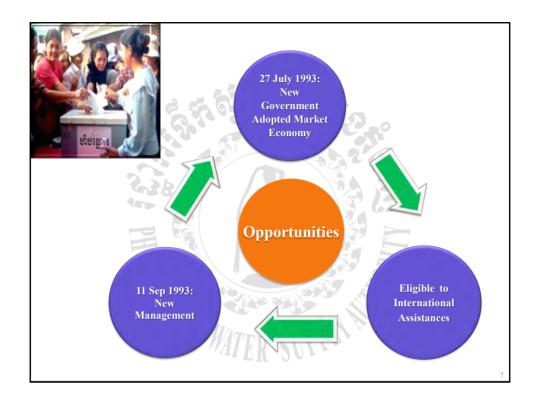
Tariff below cost

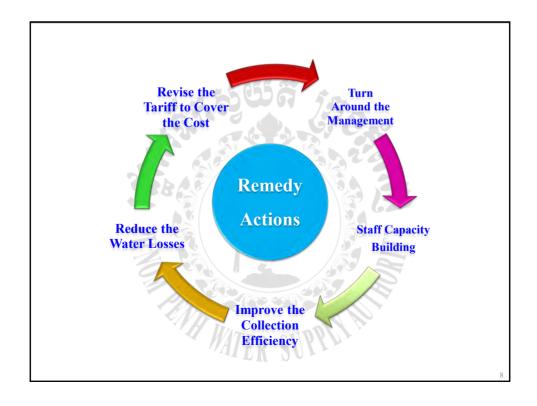
Heavily depended on Government subsidy.











PPWSA's Transformation

A- Restructuring management

- New Task force
- Established new task forces by promoting young dynamic staff, with high education, empower and equipped with new mission before sending to the front line.
- ✓ Remove inefficient old timers to dormant roles.
- ✓ Motivated the staff to become team player for the authority
- New Organization Structure
- ✓ Established new organization chart with clear role, less structure, clear job description
- ✓ Standard operation procedure (SOP) has been set up to each staff of each task.
- ✓ Decentralize decision maker and give direct responsibility to manager.
- Manager must have enough knowledge, experiences, power, flexibility, and communication
- Transforming

Phnom Penh Water Supply Authority (PPWSA) has been transformed as a public enterprise with financial and administrative autonomy under the Law on the General Status of Public Enterprise (No.0696 of 17 June 1996) and by the Sub-Decree 52 of 19 December 1996. Since that time, PPWSA has been and is operating according to the Laws of Public Enterprise.

)

B- Change of culture

- ✓ Manager must be a model for their subordinates,
- ✓ One standard apply to all (charismatic leadership)
- ✓ Collective make decision and individual is responsible.
- New vision by working for the profit of the people and be comparative with regional water utilities.
- ✓ Team work spirit, one for all and all for one.
- Establish the reward system and monitor the reward system in accordance to the appropriated ways and fairness.
- ✓ Establish the retirement system.
- ✓ Apply incentive and penalty role to the staff.

C- Self-reliance program

We have to become self-reliance program through three critical programs : Improving Collection Efficiency, Reducing NRW and Aggressively Expanding Service.

- I. Improving Collection Efficiency through:
- 1. Updating the Customer Base to Increase Water Bill Collection.
 - . Comprehensive customer survey and customer classification.
 - . New customer file has been established.
- 2. Setting a Strong Example
 - . The model comes from the top (Public statement of the Prime Minister: Everyone including government employees must pay the water bill)
- 3. Installation Water Meter
 - . Established water meter policy (Classification, Replacement, Calibration and Sizing)
 - . Standardized water meter.
- 4. Applying Incentive and Penalty System
 - . Incentive to the staff with good result
 - . Penalty with bad intention.
- 5. Computerized Billing and Accounting
 - . Providing more information and deeper analysis
 - . Increasing customer confidence.



- 6. Regain the Public's Trust Program
 - . Customer satisfaction by promoting convenient place for the customer to pay the water bill: Cashier Check, Bank Check, ATM and established of collection point.
 - . Village to Village dissemination of information.
 - . Information desk to deal with the customer complaints.
 - . Water quality and water meter control at the customers request.
 - . Response to customer calls classified into categories : one hour, one day, three day, and one week .



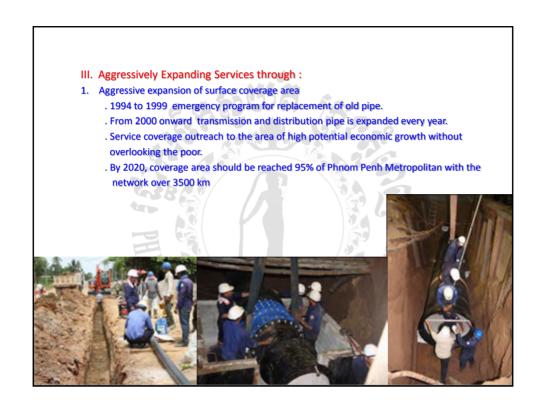
II. Reducing NRW through

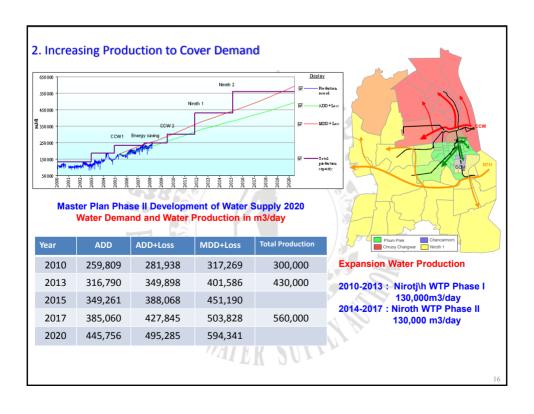
- 1. Replacing old pipes
 - . Old cast iron pipes totally replaced by 1999.
 - . Procurement of pipe material, equipment must be ensured the quality (state of the art).
 - . Zero outsourcing for the construction of pipe network. PPWSA staffs carried out the works for economic and technical reason.
- 2. Metering all connection
 - . Each customer must have water meter
 - . Until today 100% metered with class C meter.
 - . SOP developed for water meter management.
- 3. 24/7 standby teams to repair leaks
 - . Set up repair team for leak repair
 - . Repair must be completed after receiving information from the customer
 - . Keeping enough stock of repair material.
- 4. Eliminate illegal connections
 - . Creation of inspection office
 - . Strictly disciplining internal staff
 - . Customer receive incentive fro reporting on irregularities/illegal connection.
 - . Penalty applied strictly

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- 5. Discourage wholesalers in coverage area
 - . Expanded pipe network to eliminate the wholesaler.
 - . Limitation the wholesaler
- 6. District metering area (DMA) Program
 - . Established zoning system by installing district metering area (DMA)
 - . Monitoring the flow and pressure through the DMA
 - . Analysis and comparing the data through telemetry
 - . Set up team for night test and step test
 - . Applying internal service contract

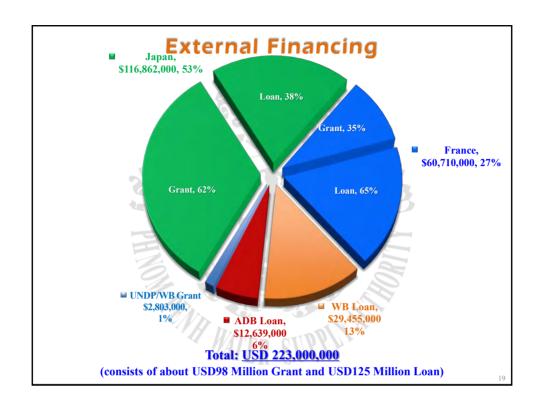




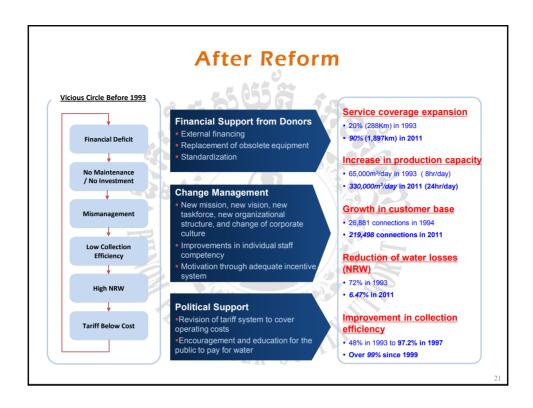


Customer Category	Domestic		Administrative		Commercial	
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PPWSA Mission and Vision

Vision

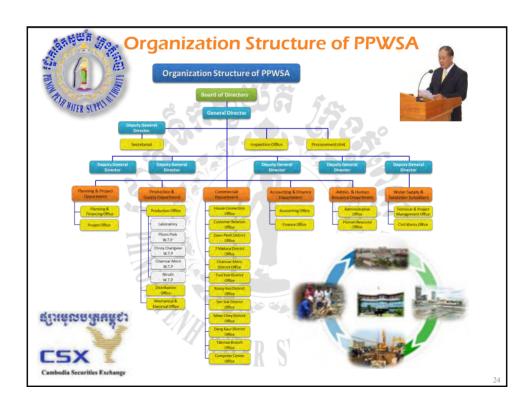
PPWSA is committed to the sustainable development of its potable water supply services, as well as providing services as a consultant and facilitator in order to ensure people in the other cities and provinces of Cambodia have access to potable water.

PPWSA is also committed to assisting other developing countries to supply potable water to their people.

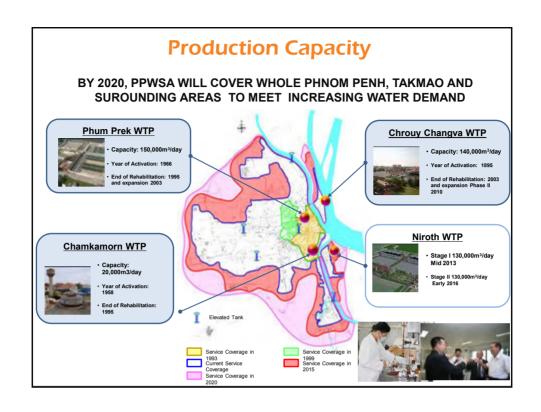
Mission

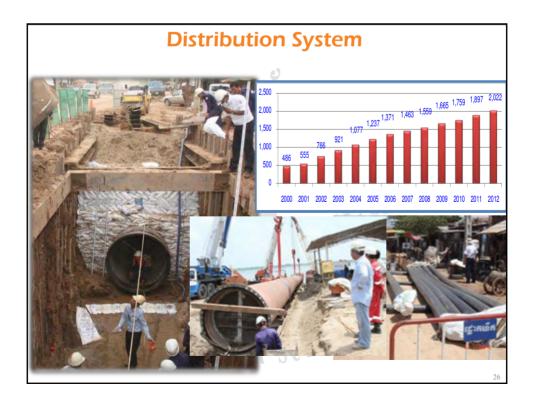
The mission of PPWSA is to ensure the supply of clean potable water 24 hours per day, 7 days per week, with adequate water pressure and at a reasonable price to the people of Phnom Penh and the urban areas of the Kandal province adjacent to Phnom Penh whilst also considering the needs of those people living in poverty. In addition, PPWSA has been sharing its experience with some provincial-city water authorities in the Kingdom of Cambodia, as well as in the region and the rest of the world.

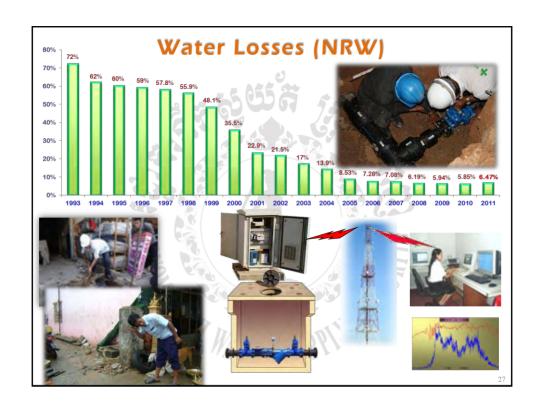
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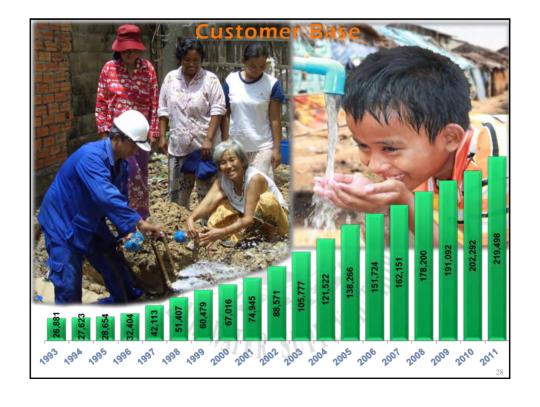


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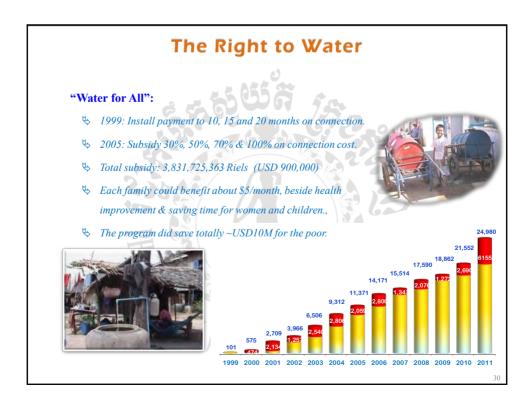


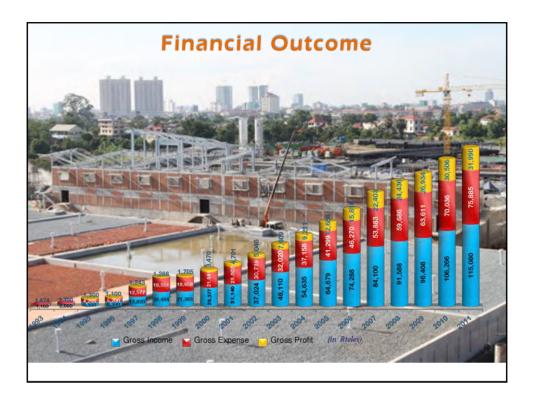












The Consolation

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- Chevalier dans l'ordre de la Légion d'Honneur
 - ♥ 01 February 2010, for great contribution to the nation,
- **Stockholm Industry Water Award 2010 (to PPWSA)**
 - ♦ 02 June 2010, for great contribution to the world environment sustainability.
- * 8th JICA's Recognition Award 2012 (to PPWSA)
 - O2 November 2012, for best organization in the region and world in operation and management of water supply service.



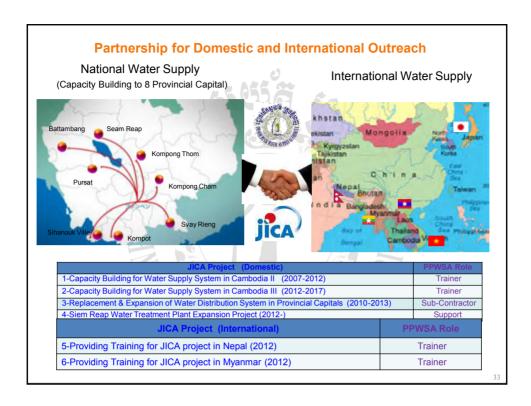












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26,881	Number of connections	210,000
288 km	Length of network	1,700 km
72%	NRW	5.85%
48%	Collection ratio	99.9%
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Phnom Penh Water Supply Authority

Water Treatment Plant

Mr. Tan Bunneth

Chief of Cham karmorn Water Treatment Plant

2012





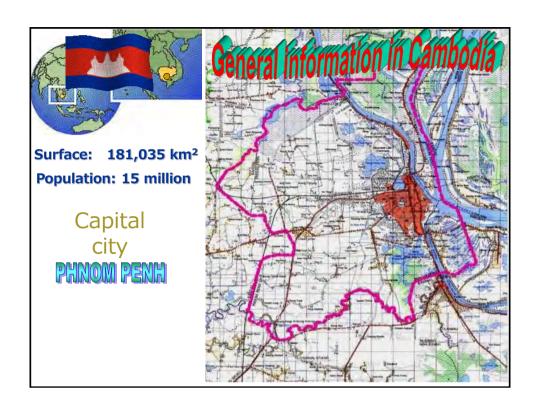


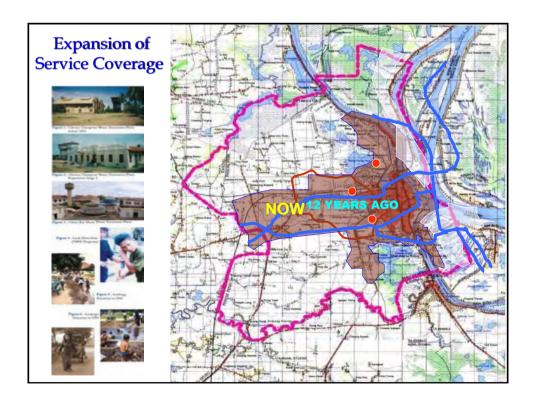


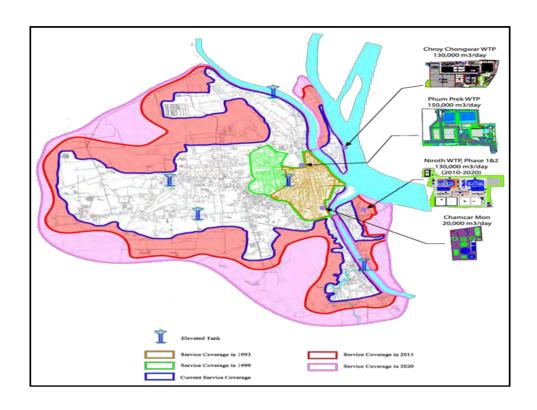


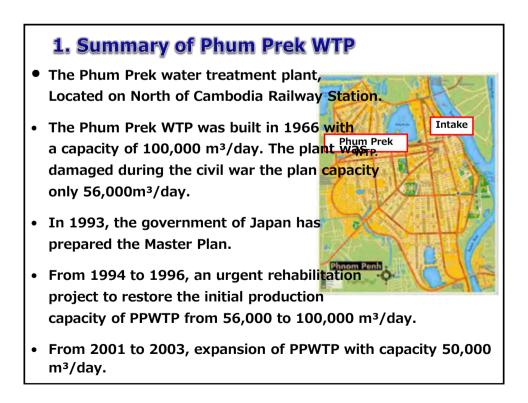
Content

- 1. Objective
- 2. Summary of Phum Prek WTP.
- 3. Summary of facilities and water flow
- 4. Summary of facilities and water flow
- 5. Maintenance manual of each facilities
- 6. Role of the staff
- 7. Check and maintenance of facilities

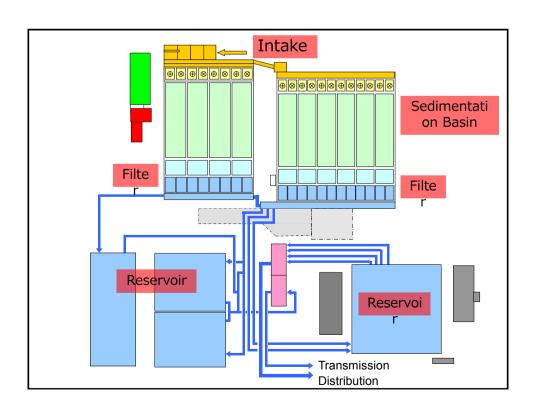






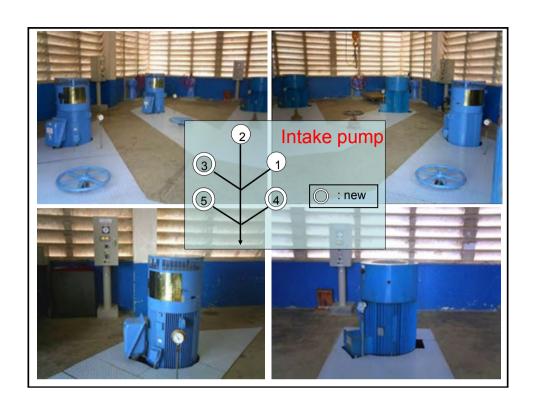




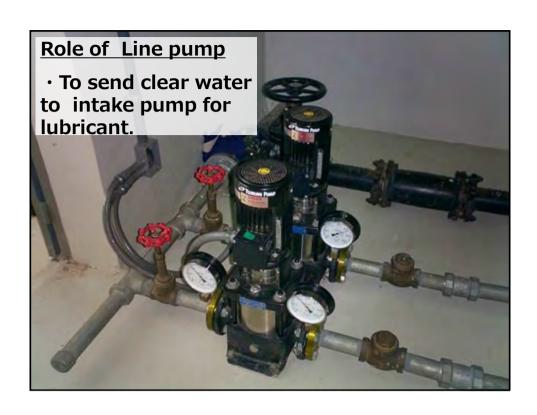


Fac	ilities	Work	details	remarks
Intake pump		check	daily, weekly ,monthly	include air compressor, vissel, lir pump
		maintenance	lubricant, gland packing	
D: 1		check	daily, weekly ,monthly	
	ion pump	maintenance	lubricant, gland packing	
Chemical dosing	Chlorine	check	daily, monthly, yearly	
08i	Chlorine	maintenance	chlorinator	disassemmble and clean
l d	PAC	check	daily, monthly	
ice	FAC	maintenance	lubricant,	
em	Lime	check	daily, monthly	
ల్	Lime	maintenance	lubricant,	
171	ulation	check	daily, monthly	
Floce	uiation	maintenance	lubricant, gland packing	
	Air	check	weekly	
	Compressor	maintenance	drain water, clean filter kit	
	Backwash	check	weekly	
ter	Pump	maintenance	Noise, Vibration, gland packing	
Filter	Air Blower	maintenance A	inlet, L ricant.	
	Siphon			
	Regulator	maintenance check	Cleaning of air inlet weekly	
Pneum	atic valve		open-close operation, leakge of air	
		maintenance	open-close operation, leakge of air	
Valve C	ontroller	check		
		maintenance	open-close operation, limit switch	
	k for Phum Pre		-	,
Con	tents	work	Irems connecting drum	remarks
Chl	orine	dosing	connecting drum disconnecting drum adjusting dosing volume	
PAC		dosing	making solution PAC adjusting dosing volume check tubility at night	
Lime Sedimentation basin Filter basin		dosing	making lime milk adjusting dosing volume	
		Cleaning	cleaning of surface draining sludge cleaning sludge	remove algae
		Backwashing	cleaning in basin surface backwashing	remove algae





Intake (Pump) Role of intake pump • To send raw water to Receiving well. · Regardless of water level of a river, Specifications opfaintly kef p<u>ሃ</u>፬ተናይ Type of pump Vertical shaft mixed flow 500 mm Size Total Head 21 m 36.7 m3/min Capacity Stace 985 min-1 Speed moter output 185 kw



1-2. Intake (Air Vessel)

Role of Air Vessel

To decrease water hammer of pipe

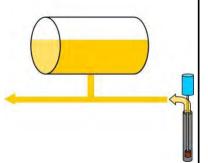
by using flexibility of air.

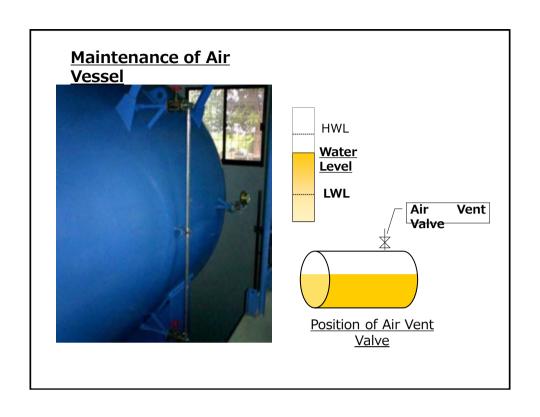
Specifications of Air

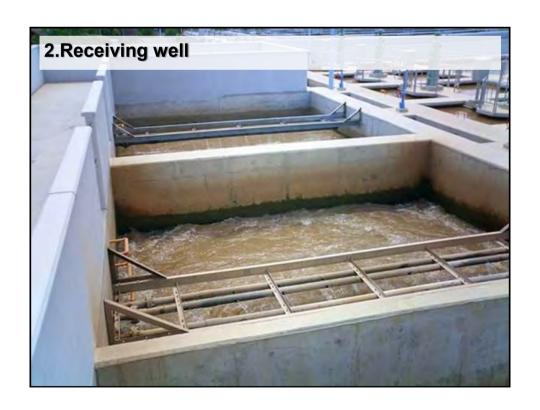
Vessel

10000	
Capacity	36 m3
Size	φ2.700 × 7.200L
Maximum Pressure	0.294 Mpa



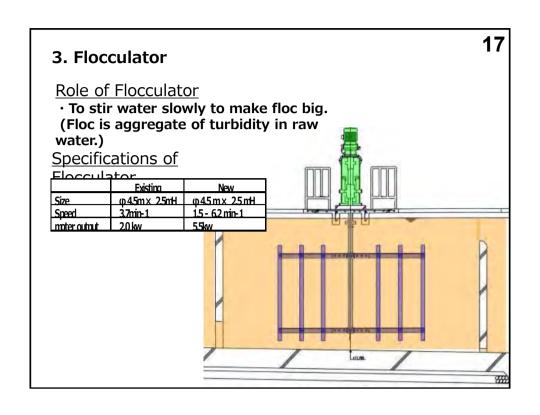




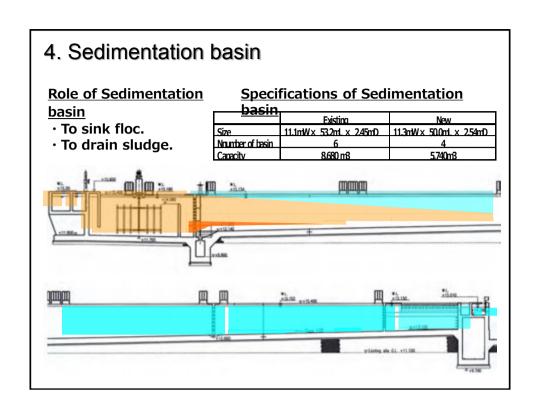


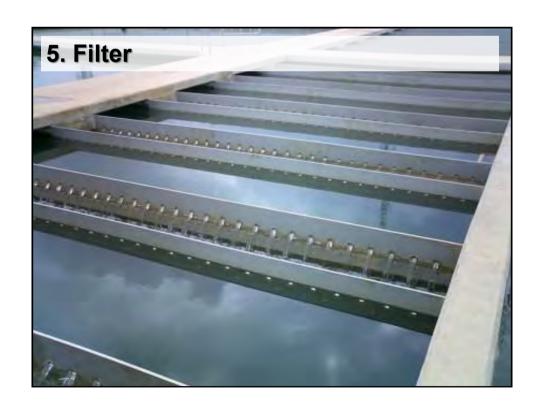
2. Receiving well Role of Receiving well To stabilize water level of raw water. To measure the quantity of raw water. To mix dosed chemicals Chlorine PAC Specifications of Receiving 2. Onl × 53mW× 56mD Caracity 650mB Lime Chlorine PAC



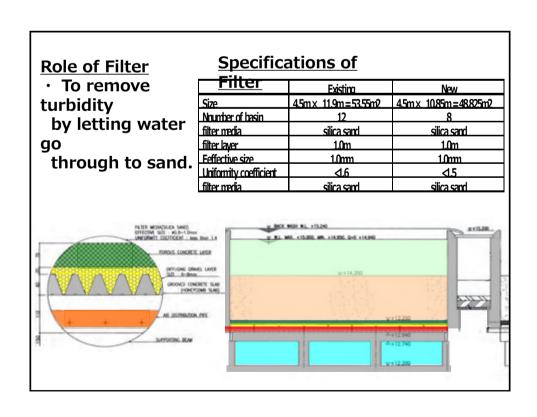


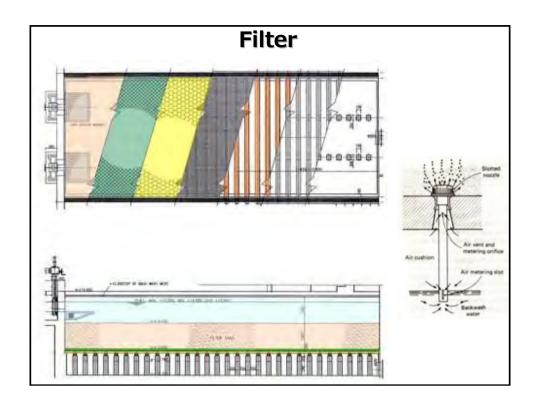


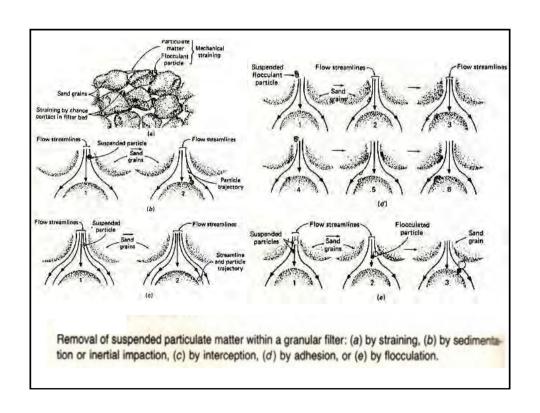




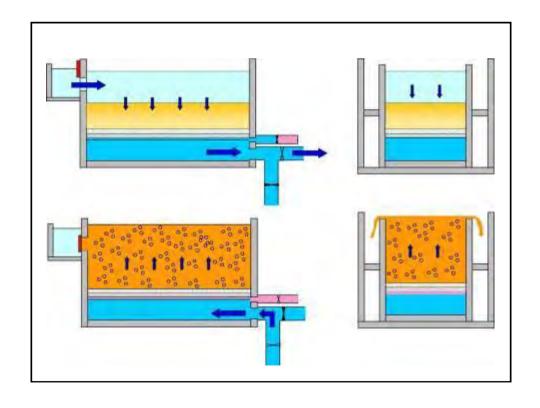












6.

Reservoir

Role of Reservoir

- · To coordinate a difference of filtrated amount and distributed amount.
- To save water for an accident and abnormality of water duality.

Reservoir	Size	Capacity	Construction	
No.1	50.0m × 50.0m × 4.0m	10.000mB	1959	
No.2-1. No.2-2	31.4m × 39.4m × 4.06m	$5.000 \text{ mB} \times 2 = 10.000 \text{ mB}$	1995	
No.3	24.8m x 66.8m x 3.1m	5.000m8	2003	





7. Distribution pump

Role of Distribution pump

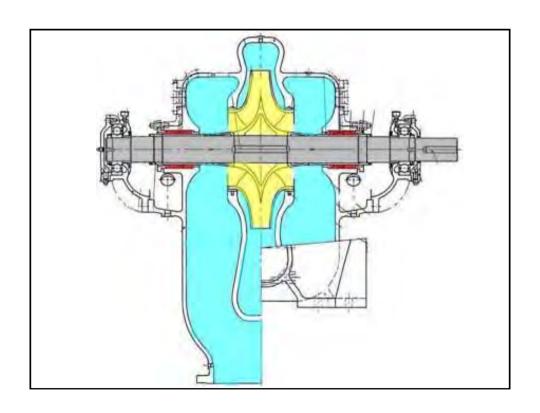
• To supply necessary quantity of water by reasonable pressure. Specifications of Distribution

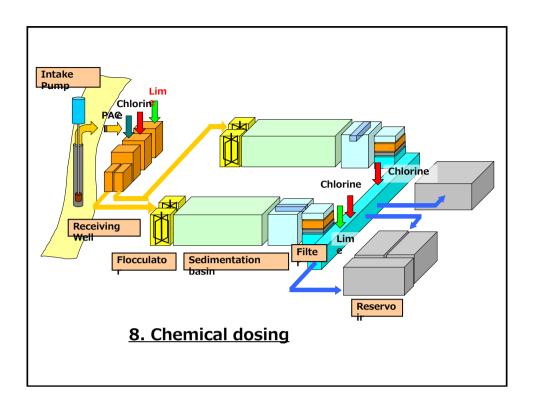
<u>ρι</u>	imp _{um}	Specification	
	DP-1.2.3	φ 500/φ 400 × 2.100m3/h × 42mH × 320kw × 3.000V	2003 kubota
	DP-4	$(0.500)(0.400 \times 2.100 \text{m}^3/\text{h} \times 42 \text{mH} \times 320 \text{kw} \times 3.000 \text{V})$	1997 ebara
	DP-5.6	(p.350/(p.200 × 1.050m3/h × 42mH × 180kw × 3.000V	1995 kubota
	DP-7	(p.350/(p.200 × 1.050m3/h × 42mH × 180kw × 3.000V	2003 kubota
	TP-1.2	φ 350/φ 200 × 1.050m3/h × 42mH × 180kw × 3.000V	1995 kubota











9. PAC feeding facility

Role of PAC dosing

 $\boldsymbol{\cdot}$ To sink small dirt in water. PAC attracts

small dirts and makes it big dirt (floc). Big

floc is easy to be sunk.

• The PAC dosing rate is determined daily

Specification of Alaberthing

Solution Tank	φ 2.200 × 2.600L × 8m3 FRP	4
Flow Control	Max 1.500 l/h	1
Alum Mixer	φ 300 × 2.500L × 295min-1 × 0.75kw	4

10. Chlorination facility Role of

• <u>Colloriination</u> s required to prechlorinate

raw water, primarily to suppress algae.

Further, it is required to postchlorinate

filtered water for disinfection.

• Chlorine solution is injected at receiving

well and filtered water respectively.
• Oktasidina tidorine in the end of

abat muct	
Telefficase 1 Equipment	Quantity
Chlorine container (Iton)	10
Vacuum regulator (MAX 40kg/h)	2
Automatic switchover module (MAX 40kg/h)	1
Feed rate control	4
Eiector ((MAX 40kg/h, 400L/min)	4





