Agency abbreviation	Agency Name	Title	Description	File Format	Available online?	Location or URL	Disclosure Type	Original Info Owner	Info Maintainer	date_released (or coverage)	frequency_of_update
Agency abbreviation	Name of agency (spelled out)	Title of the information (record/document)	Description of the information	CSV, XLS, SHP, KML, TXT, PDF, DOC, Standard (hard copy) etc.	Posted in the website (Yes/No)	Location of published information or URL for direct download	Whether the information is either of the following: - **public**: info can be disclosed for public consumption regardless of identity - **exception**: info is under the Exceptions List - **internal**: info only for agency consumption - **with fee**: info can be disclosed but with corresponding charges based on the agency's mandate/policies/business model - **limited**: info, upon verification of the requesting party's identity, can only be disclosed to specific person/s and/or entity/ies	Agency or office who originally owns/create the information	Unit responsible in storing the information (can be the same as the Data Owner)	The date when the information was initially released (YYYY-MM-DD) or year only	Daily, Annually, Biannually, Quarterly, Monthly (optional)
CSWD	Castillejos Water District	CSWD Citizen's Charter	It highlights improvements to the CSWD's internal structure designed to streamline operations and improve public service.	PDF	Yes	https://castillejoswaterdistrict.com/Uploads/citizenscharter.pdf	Public	CSWD	CSWD-ADMIN	2024	Annually
CSWD	Castillejos Water District	CSWD Organizational Structure	It highlights updates to the CSWD's organizational structure intended to improve internal coordination, transparency, and service delivery.	HTML	Yes	https://castillejoswaterdistrict.com/orgchart.html	Public	CSWD	CSWD-ADMIN	2016	Annually
CSWD	Castillejos Water District	CSWD Financial Statements	It presents the CSWD's financial statements, reflecting its financial position, performance, and accountability in the use of public funds.	PDF	Yes	https://castillejoswaterdistrict.com/FS_2025/FS-032025.pdf	Public	CSWD	CSWD-FINANC	2014	Annually
CSWD	Castillejos Water District	CSWD Annual Procurement Plan	It presents the CSWD's Annual Procurement Plan, outlining planned purchases and projects to ensure timely, transparent, and efficient use of public funds.	PDF	Yes	https://castillejoswaterdistrict.com/APP/2025-APP-NON-CSE.pdf	Public	CSWD	CSWD-ADMIN	2014	Annually
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