Special Order No. _114_

Series 2015

TO: HAZEL A. GAMENG   Study Leader
     IAN VAL P. DELOS REYES   Member
     MARIANNIE A. REBORTERA   Member
     ARIEL O. GAMAO   Member
     IAN JAY T. PADIOS   Member
     ROGELIO A. MASANGKAY   Member

SUBJECT: **APPOINTMENT AS STUDY LEADER AND MEMBERS**

You are hereby appointed as Study Leader and Members of the Project entitled **"E-Barangay Information System"** with a total funding Twenty Five Thousand Two Hundred Pesos (25,200.00 Php) from **DNSC**. As such, you are directed to implement the project from November 2015 to October 2016 to comply with its deliverables.

In the implementation of the project, see to it that it is consistent with the project proposal and COA rules and regulation. In addition, you are required to submit quarterly and terminal reports to the REP Office and to present the status of the project during the Annual Agency-In-House-Review (AIHR). Please refer to the TOR of Project implementers (REP Manual Chapter III, Article 7-9).

Before implementing the project, kindly coordinate and secure permits from concerned agencies.

Please comply accordingly.

JONATHAN A. BAYOGAN
College President

Funds Available:

MARIA BONJEAVEM G. LABOR
Finance Director

Republic of the Philippines
DAVAO DEL NORTE STATE COLLEGE
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BASIC INFORMATION

Research Title   E- Barangay Information System

Study Leader   Hazel A. Gameng
Study Members   Ian Val P. Delos Reyes
                       Mariannie A. Rebortera
                       Ariel A. Gamao
                       Ian Jay T. Padios
                       Rogelio A. Masangkay

Implementing Agency

      a. Lead Agency – Davao del Norte State College

      b. Lead Institute – Institute of Information Technology

      c. Project Site – Davao del Norte State College

Funding Agency   Davao del Norte State College

Duration   12 months (Sep 2015- August 2016)

      a. Date Started – November 2015

      b. Date of Completion –October 2016

Project Cost   P25,200.00

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RESEARCH PROPOSAL

RESEARCH TITLE: E- Barangay Information System

I.   INTRODUCTION

The Businessdictionary.com (2013) mentioned that MIS offer an organized approach to the study of the information needs of an organization's management at every level in making operational, tactical, and strategic decisions. Its objective is to design and implement procedures, processes, and routines that provide suitably detailed reports in an accurate, consistent, and timely manner.

An archive retrieved from the HUD.gov (2012) states that local government today is slowly coping with modernization through the use of computerized systems that would help aid their operations. In other words, manual operation is out. The United States of America uses Integrated Disbursement Information System (IDIS). It is a real-time mainframe-based computer application so it provides up-to-date information. It lets you enter, maintain, and report on projects and activities that support the four U.S. Department of Housing and Urban Development (HUD) Office of Community Planning and Development (CPD) formula grant programs: Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). IDIS streamlines the disbursement and control of funds and produces reports on the actual use of these funds for participants, HUD HQ, and Field Office staff. The system brings to users several other benefits such as reduces paperwork, reduces year-end processing, tracks funding and drawdowns by activity and grant and records progress of activities.

Objectives:

General Objective:
The study aims to develop an E- Barangay Information System.

Specific Objectives

Specifically, the aims to develop resident profiling, clearance, dispute and record keeping and provide solutions through the following objectives:

1.   Record basic information or profile of barangay residents;
2.   Record and monitor cases and activities involved in Katarungang Pambarangay;
3.   Recording of payments such as garbage collections, permits and taxes;

4. Monitor and process papers issued and certifications related to barangay operations;
5. Provide archives of scanned minutes, resolutions, and other pertinent documents;
6. Record donations and directly placing it in the subsidy or barangay income;
7. Generates reports in compliance with the requirements of the New Government Accounting System; and
8. Generate summaries and reports of barangay population through chart and text forms.

II. REVIEW OF RELATED LITERATURE

As stated by Kunis et al. (2007), application of e-government solutions is a vital objective in the modernization process of authorities. It aids in supporting interaction between citizens and authorities at the same manner that it increases the efficiency of the government processes. Government processes rely on the high handling and transfer of documents, thus, uses a flexible document management system (DMS) is considered necessary. However, the majority of the existing document management system in the market is not designed to perform the distinctive requirements for e-government applications. In line with this, Kunis et al. introduced a fresh approach for a document management model that is suitable to the needs of e-government applications. The said model was built with two new concepts that extend common document management facilities; hierarchical process folders and security levels. These concepts are implemented as part of the reference architecture for e-government (RAfEG) software system

In Philippines, the study conducted by Charlemagne G. Lavina (2006) on the "Acceptability of Multipurpose Community Information and Telecenter (MCIT) Prototype by Barangays in selected Municipalities" revealed that 60.97 percent of barangays are dependent on other government agencies in acquiring information. On the other hand, 26.46 percent are self-dependent and rely on their own information made possible through ordinances while 9.12 percent have no initiative in information acquisition. Generally these practices have negative effects on the integrity of documents released by barangays.

The over-all level of ICT usage of barangays is low. The results show that there is a significant difference on the extent of ICT utilization among barangays from the different classes of municipalities. The study concluded that the present information management practices of most barangays are inadequate. This is the reason why, official documents released by the barangays do not earn the approbation of the different public and private assemblage of the society. Due to low ICT usage of barangays, and low priority of barangay officials, social inclusion through Information and Communication Technology had a slim chance of fulfillment if the initiative of local officials is to be looked forward to.

III. METHODOLOGY

A. System Planning and Selection

The researchers will conduct series of interviews with the Barangay Captain of Barangay New Visayas, Panabo City and other barangay key personnel to be able to know all daily transactions done in the BLGU and how there manual-based operations will be automated specifically on profiling, dispute, record keeping and clearance system of the BLGU.

B. System Analysis

In this stage will be the environmental scanning through actual observance of the operations of the daily transactions and gathering of data and sample forms to gather the necessary data in order to meet the objectives of the project, which therefore essential to understand the flow of their transactions. Financial, profiling and disputes forms and reports are to be gathered to better understand the requirements and the processes.

The researchers will also identify ideal solution plans and actions which are also a way for them to develop the Integrated Information Systems. The requirements specification of the system including the background of the project, significance, the specific objectives and the scope and the limitations of the project are to be documented.

C. System Design

The researchers have formulated logical design of the Integrated Information System and the processes and techniques needed for the development of the Integrated Information System and discussed on how to make the system convenient to its users making its graphical user interface (GUI) user-friendly and appropriate for the business environment of the barangay.

This stage also involves coding the system where the the software's Graphical User Interface (GUI) was developed under NetBeans IDE 7.3.1 through hardcode. An open source programming language will served as the primary coding language in developing all the system's function. Furthermore, in adding and retrieving data, database is involved. Databases is used in storing data.

D. Implementation and Testing

The researchers of the software will conduct process monitoring to test the efficiency of the system and modifying defects which maybe be found in the system during the deployment stage. The end-users will then evaluate and check the functionality, efficiency, accuracy and effectiveness of the software.

I. Appendices

1. Work plan / Schedule of Activities

Activities	Months
1. System Planning and Selection	Month 1 – Month 2 Nov 2015 – Dec 2015
2. System Analysis	Month 2 – Month 3 Dec 2015 – Jan 2016
3. System Design	Month 3 – Month 10 Jan 2016 – Aug 2016
4. Implementation and Testing	Month 10 – Month 12 Aug 2016 – Oct 2016

2. Budgetary Requirements

Quantity	Unit	Particulars	Unit Price	Amount
A. Meeting/Travel				
		Travelling expenses		1,000.00
B. System development assistants for 1 pax in 2.5 months (55 days)				
				18,000.00
C. Others				
		Meals and Snacks		5,000.00
		Supplies		1,200.00

3. Work and Financial Plan

   Duration: Nov 2015 – Oct 2016
   Budget Cost
           Budget Year 1 (Nov 2015 – Dec 2015):   10,600.00
           Budget Year 2 (Jan 2016 – Oct 2016):   14,600.00

Major Activities	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct
System Planning and Selection	600	1000										
System Analysis		9000	1000									
System Design				4000	4000	2000	500	500	500			
Implementation and Testing										500	500	
Final Documentation / Presentation												1100

4. Project Activities, Outputs and Outcomes

	Objectives	Activities	Outputs	Verifiable Indicators	Outcomes
1.	Record basic information or profile of barangay residents;	Systems Analysis Phase Activities	Profiles	Number of profiles recorded	Recorded Profiles of Stakeholders
2.	Record and monitor cases and activities involved in Katarungang Pambarangay;	Systems Analysis Phase Activities	KP Cases	Number of KP Cases recorded	Recorded KP Cases
3.	Recording of payments such as garbage collections, permits and taxes;	Systems Analysis Phase Activities	Payments	Number of Payment transactions recorded	Payment transactions recorded
4.	Monitor and process papers issued and certifications related to barangay operations;	Systems Analysis Phase Activities	Printed Certifications	Number of printed and released certifications	Recorded transactions for printed and released certifications
5.	Provide archives of scanned minutes, resolutions, and other pertinent documents;	Systems Analysis Phase Activities	Scanned documents	Electronically Archived documents	Electronically Archived documents
6.	Record donations and directly placing it in the subsidy or barangay income;	Systems Analysis Phase Activities	Donations recorded	Amount of donations recorded	Recorded donations
7.	Generates reports in compliance with the requirements of the New Government Accounting System; and	Systems Analysis Phase Activities	Financial reports	Recorded financial records	Financial records and reports saved and printed
8.	Generate summaries and reports of barangay population through chart and text forms	Systems Analysis Phase Activities	Printed charts and documents for population reports	Charts and documents for population reports	Printed Charts and documents for population reports