

**CENTRALIZED RECORD MANAGEMENT SYSTEM FOR BARANGAY
PULONG SANTA CRUZ, SANTA ROSA CITY, LAGUNA**

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Presented to the Faculty of the
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**In Partial Fulfilment
of the Requirements for the Degree
Bachelor of Science in Information Technology**

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Barangay Pulong Santa Cruz, Santa Rosa City,
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ABSTRACT

Title of research: **Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna**

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Effective record management is crucial for maintaining organized and efficient operations in barangays. This study presents the development of a Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna, aimed at digitizing and streamlining the record-keeping process across various departments. The system integrates modules for Case Records, Certificate Issuance, Residents' Information, and Demographics Insights, allowing authorized officials to store, update, and access records from a centralized platform. Developed as a web-based application using C# and ASP.NET Core, the CRMS enhances coordination among the Barangay Captain, Secretary, Clerk, and Lupong Tagapamayaya.

The study begins by identifying the inefficiencies of the current manual record-keeping system. It then outlines the design and technical implementation of the web application, focusing on its user interface, database structure, and integration of core functionalities. The system's testing phase, including stakeholder feedback, ensures that it meets the needs of the barangay officials and supports ease of use. Finally, the project concludes by highlighting the impact of the system on improving transparency, operational efficiency, and communication between departments.

This project aims to modernize barangay operations by facilitating seamless information sharing and improving service delivery for residents. By adopting a centralized, digital platform, the system reduces manual errors, strengthens interdepartmental coordination, and empowers barangay officials with timely access to accurate data, ultimately enhancing community service delivery.

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INTRODUCTION

Project Context

In today's digital era, proper management of records is a crucial element in achieving an effective and efficient daily operation for any organization, including the Local Government Units (LGU) such as barangays to provide efficient public services. It ensures smooth transactions and helps administrators to facilitate, store, and retrieve information throughout the work cycle. According to Maya G. (2022), every organization regardless of its size, needs some type of facility to manage its records. A Records Management System (RMS) is a structured approach to storing, organizing, and retrieving documents systematically. According to the International Organization for Standardization (ISO 15489), proper records management ensures accuracy, accessibility, and security of information, which is vital for transparency and good governance (ISO, 2016). Many barangays, however, still rely on manual processes, leading to inefficiencies, data loss, and security risks. A Centralized Record Management System can address these challenges by digitizing records, improving data retrieval, and enhancing overall administrative efficiency.

Barangay Pulong Santa Cruz, located in the rapidly developing City of Santa Rosa, Laguna, is one of the most active and populous barangays in the city. It currently serves around 30,137 constituents as of 2024, across 22 puroks. Operating from 8:00 AM to 5:00 PM, Mondays to Fridays, the barangay government is headed by Hon. Christopher S. Sarmiento, who serves as the Barangay Chairman. He is supported by an estimated 800 staff members distributed across departments such as Barangay Administrator, Treasury, Lupon or Lupong Tagapamayaya—led by Secretary John Kimuel M. Regine—Barangay Tanod Unit, Certificates Section, and more. The office handles approximately 100 resident transactions daily for various certificates and permits, and records three to five complaints each day on average. Administrative functions are led by Mr. Bernardo Barrinuevo, while Ms/Mrs Marilen Sulit oversees Business and Construction Clearances. Ms/Mrs Tonia Balbieran and Ms/Mrs Claire Manubag manages cedula processing, Siong Amante is in

charge of the issuance of certificates, and Ms/Mrs Cristina Meñosa oversees solo parent and Barangay Anti-Drug Abuse Council (BADAC) which involves drug prevention and control programs.

Despite the recognized importance of digital records, Barangay Pulong Santa Cruz continues to face significant operational challenges with its current record-keeping practices. The request for certificates and other documents is done using Word documents and Excel. These are filled out and processed manually, which often results in longer turnaround times. The barangay's Lupon or Lupong Tagapamayaya department relies on manual methods for processing and storing of records. This makes organizing, retrieving, and securing complaint records time-consuming and inefficient. Additionally, the barangay lacks an integrated demographic tracking system, making it difficult to monitor population data, employment status, and other important statistics necessary for effective governance and resource allocation. While the Barangay has a database in place, it is mainly used for tracking population figures and is not utilized for other administrative tasks such as certificate processing, which limits its overall effectiveness in streamlining operations. These shortcomings mirror findings from the Philippine Statistics Authority (2023), which reported that 68% of barangays lack integrated digital systems, hindering their ability to comply with national e-governance initiatives.

In response to these issues, this study proposed the development of a Centralized Record Management System (CRMS) specifically designed for Barangay Pulong Santa Cruz to overcome these limitations. This system digitized records and centralized their management, enabling faster retrieval, improved data security, and more organized documentation. By implementing this solution, the project seeks to transform how Barangay Pulong Santa Cruz manages its critical records, serves its constituents aligned with national e-governance initiatives.

Purpose and Description

The Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna is a web-based application designed to digitalize and centralized barangay records. The system aimed to replace the manual record-keeping process with a more efficient, and organized digital solution, ensuring faster data retrieval, and streamlined operations.

The project's purpose was to enhance barangay record handling by providing a centralized platform that allowed module integration across selected departments. It offered form editing and management capabilities, enabling the barangay staff to update official documents. Additionally, the system featured demographic insights, enabling barangay officials to make well-informed decisions making and improve barangay services.

By implementing this web-based application system, the project aimed to modernize barangay operations and strengthen interdepartmental collaborations by allowing seamless information sharing. Ultimately, the system is designed to enhance the service delivery and contribute effective management of barangay records for the benefit of its residents.

Objectives

General Objective:

The objective of this study was to designed, developed and implemented a web-based Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna. The system aimed to enable record digitization, integration of modules in selected departments, form editing and management, and allow demographics insights which overall promoted efficiency in information storing, accessing, and sharing; and allow informed decision-making by having an insight of its demographics.

Specific Objectives:

1. Developed a module that allows digitization of records in Lupong Tagapamayapa which would ensure efficiency in record management, storing,

and retrieval.

2. Developed a module that allows the Barangay in monitoring demographics which would help in the program development for the residents of each purok.
3. Developed a module that provides clearances or certifications for the legitimate residents of the Barangay.
4. Developed a module that generates reports needed by the Barangay Chairman.

Scope and Limitations

The primary beneficiaries of this system are the barangay officials, particularly those responsible for managing the Lupong Tagapamayapa, Barangay Secretary, Barangay Captain, and the Issuance of Barangay Clearances and Certifications.

The system includes the following features:

Security Features

The security of the system is ensured through existing modules within the Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz. The following modules maintain data protection and system safety:

Login & Access Control Module:

This module has user authentication where only authorized personnel can use the system. There are different user roles and access levels to maintain the security of the records.

- Lupong Tagapamayapa Staff: They have access to register new complaints, modify, and update its status. They cannot access barangay certifications and demographic data.
- Barangay Certification Staff: They have access to create, validate, and release

barangay certifications and clearances.

- Barangay Captain & Secretary (Admin Role): Has broad administrative access within the system and is also responsible for managing user accounts. They have access to create, manage, and modify Lupong Tagapamayapa records, as well as the residents', and view demographic data for analysis and reporting. However, they cannot edit or issue barangay clearances and certifications.

Data Backup and Recovery Module

This module ensures secure, automated backups, and restoration of records within the system. It protects data from loss or system failure.

Log Trail

This records the date, time, and the user who accessed the system.

Other Application features

Dashboard Module:

The module to which users are automatically directed after logging in, showing data and features based on their user role:

- **Barangay Captain and Barangay Secretary:** It provides a centralized overview of essential barangay data, including total population, number of male and female residents, age distribution, and current complaint statuses.
- **The Lupong Tagapamayapa:** Displays blotter-related statistics such as the number of new blotter reports, settled cases, unsettled cases, and yearly blotter summaries, helping them monitor dispute resolution activities efficiently.
- **The Certificate Department:** Provides an overview of certificate-related activities.

Residents Module

This module is used to record and manage individual information of all residents currently living in the barangay, including renters and children, such as name, address, gender, civil status, and other relevant data.

Certificate Issuance Module

The system allows for the editing and updating of barangay clearances, certifications such as Barangay Business Permit, Business Closure, Clearance, Indigency, Residency, Guardianship, Solo Parent Certification, and Good Moral. It includes a database of predefined templates, which serve as a basis for document creation, allowing users to modify them according to the specific needs of the barangay.

Demographics Module

This module is for analyzing the barangay's population based on age, gender, and other important information. This can be used to help the barangay track population statistics, which can aid in creating targeted community programs.

Complaints Records Module

This module intends to digitize the complaints handled by the Lupong Tagapamayaya. It has the ability to encode, store, manage, and retrieve complaints more efficiently. Through this system, complaints can be recorded, with details including the Blotter No., Time and Date of when the case was filed, Names of the Complainant and Respondent, Status of the complaint, Nature of Case, Description and Disposition of the case, and attaching scanned documents for evidence. Digitization will help prevent the loss or damage of important documents and ensure that necessary records are easily accessible during investigations or when responding to complaints.

Meeting Form Module

This module allows the Barangay Captain and the Secretary to create and manage meeting details for Lupong Tagapamayaya. It includes features to edit the agenda, date, and time of

meetings to ensure proper coordination and scheduling.

Account Management Module

This module handles user registration, manages user accounts and passwords, and allows for account deactivation or deletion.

Output Generation Module

This module is used for the printing of documents and reports, such as barangay certifications (i.e., Barangay Business Permit, Business Closure, Clearance, Indigency, Residency, Guardianship, Solo Parent Certification, and Good Moral). It enables authorized users to preview, and print official documents based on encoded records in the system using pre-defined templates.

Document Scanner Module

This module allows users to scan and digitally store physical document/s required by the barangay, including a sketch of location necessary for business permit applications. By digitizing these documents, the system ensures easy access and secure storage.

Network-Based Connection

The system is designed to be accessed only in barangay through the desktop devices installed in the barangay. The transmission of data between devices will be through a wireless network-based connection. This ensures exclusive access to the barangay and enables continuous access even without the public internet.

File Maintenance Module

This module enables the users to manage the names and position of the current officials in the barangay.

Limitations of the Study

Limited to Selected Barangay Departments

The system only covers the Lupong Tagapamayapa, demographic monitoring, and issuance of clearances/certifications, as these are the primary areas requiring digitalization for more efficient record management. Other departments such as health services, waste management, and barangay treasury are not included, as they have separate processes for managing their records.

Online Verification and Application Feature

Residents must personally visit the barangay to apply for clearance and certification, as the first version of the system does not yet have an online request feature.

Automated Payment Processing

The system does not cover the automatic processing of payments for obtaining barangay clearance and certification. Necessary fees must be paid in person at the barangay.

Manual Data Entry Requirement

The old records must be manually inputted into the system, which may extend the duration of the barangay records migration process.

Restricted Data Disclosure

The data stored within the system cannot be used to answer inquiries of the residents regarding the location of the businesses or establishments situated within the barangay, and information of the residents

Unsupported Barangay Certifications

The system does not support the processing or issuance of certain barangay certifications such as Barangay Identification (ID), Health Certifications, Tricycle Legalization, and other special or less commonly requested certifications.

Review of Related Literature/Studies/Systems

Foreign

Records Management

Touray (2021) emphasized that records are vital to the efficient and economical operation of any organization. They function as the organization's memory, providing evidence of past activities and forming a foundation for future decision-making. Therefore, it is crucial that records are properly managed—created, stored, organized, maintained, and easily retrievable. This directly relates to the proposed study on Barangay Pulong Santa Cruz. By developing a system component dedicated to records management—other than their current manual filing system—the barangay can improve the efficiency and accessibility of their records. This would enable them to use these records more effectively in daily operations and long-term planning.

Data-driven Decision Making

Ooijen (2019) emphasized that data plays a critical role in policymaking and public service delivery. When utilized effectively, data empowers governments to respond swiftly to societal needs, anticipate and mitigate emerging risks, forecast future demands, and refine existing policies and services to better serve the public. Ultimately, this leads to enhanced well-being for citizens through more targeted and effective governance.

As the lowest level, and being the closest to the community, barangays should also harness the power of data to deliver similar benefits. Although the client barangay currently maintains demographic records, these are often limited to paper-based formats and typically lack historical comparisons. This absence of previous reports hinders the ability to evaluate the success and impact of past programs.

To address this limitation, the proposed system will feature a dedicated module that organizes and visualizes barangay demographic data in a clear, accessible manner. This enhancement is intended to support barangay officials in developing data-informed, evidence-based community initiatives.

Developing A Computer-Based Record Management System

Ganiron Jr. (2023), emphasizes that a computer-based record management system was developed to address the inefficiencies of traditional manual record-keeping methods in clinics. The researcher highlights that using paper-based systems leads to problems like lost data, duplicated information, and time-consuming retrieval processes. Similarly, the proposed system aims to solve the inefficiencies caused by manual processes in barangay offices. While Ganiron's system focuses on patient records in a clinical setting, the proposed Centralized Record Management System will manage the documents and track demographic data for Barangay Pulong Santa Cruz, Santa Rosa, Laguna. Both highlight the importance of digitization to ensure data accuracy, security, and easy accessibility, supporting better service delivery and operational efficiency.

Local

Records Management Practices in the Maritime Industry Authority: Basis for Enhancement

In government offices like the Maritime Industry Authority (MARINA), records management plays an important role in ensuring that information is properly handled, easy to find, and secure. Baes and Tamayo (2024), highlighted that managing records well means controlling the full life cycle of documents, from when they are created or received, maintained, used, and eventually disposed of properly. MARINA follows standards like the ISO 15489 and the guidelines of the National Archives of the Philippines, which focus on keeping records accurate, reliable, and protected to support decision-making and public accountability. However, even big offices like MARINA still face challenges, especially in areas like record appraisal, inventory, and document disposal, where improvements are needed.

Similar to the situation in Barangay Pulong Santa Cruz, where records are still mostly managed manually, MARINA's experience shows the importance of having a proper and

organized records management system. While MARINA focuses on improving existing practices, the proposed system aims to build a Centralized Record Management System (CRMS) to help Barangay Pulong Santa Cruz, Santa Rosa, Laguna digitize records, making it faster and easier to store, retrieve, and secure important information. This will not only improve daily transactions but also help the barangay to better track demographic data and comply with national e-governance standards.

Assessment of Digital Information Systems for Local Barangays

Gallera and Salvador (2023), explored how digital platforms can enhance governance and public service delivery at the barangay level. They found that digital systems promote transparency, accountability, and operational efficiency by automating processes and improving access to information. However, the study also identified barriers such as weak infrastructure, low digital literacy, and resistance to technological change. Despite these challenges, the authors argue that developing user-friendly, centralized systems is crucial for modernizing barangay operations.

This study directly aligns with the objectives of the proposed Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa, Laguna which aims to address similar inefficiencies caused by manual processes. Unlike Gallera and Salvador's broader focus on digital transformation, the CRMS project specifically targets record storage, certificate processing, and demographic tracking. Their findings provide strong support for the importance of creating secure, accessible, and scalable digital solutions in local governance.

Review of Related Systems or Studies

Foreign

Efficiency in Digitizing Records

The Minister of Health—Jacquie Petrusma under the Tasmanian Government recently (March 19, 2025) has presented the continuous health service modernization program that features up to date digitalized patients' medical records that medical professionals can

access and update whenever necessary. This system is said to have lessened administrative tasks for health workers and thus increased their time tending to patients. This has similarities in the proposed CRMS by the researchers for Barangay Pulong Santa Cruz where records that are currently manually created and stored are planned to undergo digitization. And allow users to store newly created records in a digital format. Enabling better record management, accessibility, and retrieval.

Improving overall performance

Agu, et.al (2022) found that effective records management, whether manual or through electronic means improves organizational performance. It showed efficiency in recording and accessing records, and helped employees maximize their time on other productive tasks thereby improving employee performance, among others. These results only justify that adopting electronic records management would provide significant impact in its adoption in the researchers' study or CRMS in Barangay Pulong Santa Cruz.

Case Management

Amofah (2017) developed a web-based Electronic Court Case Management System that efficiently manages court case records, including case details, locations, involved parties, and current case status. The system improved record handling, accessibility, and transparency, benefiting both registry personnel and the public.

While the Lupong Tagapamayapa in Barangay Pulong Santa Cruz handles mediated complaints rather than court cases, the study's findings remain relevant—offering valuable insights for improving record management, accessibility, and status tracking to help prevent delays in complaints' resolution.

Improving Governance with ERM

According to Kashaija (2022), a study explored the use of electronic records management (ERM) systems within local government authorities, focusing on enhancing the service delivery and governance. The study revealed several challenges that hindered the implementation of an effective ERM system, including the lack of a centralized system,

insufficiently trained personnel, and limited ICT infrastructure. In addition, the absence of formal ICT policies, guidelines, and inadequate budgeting were significant barriers to e-government readiness. To address the issues, the study proposed a framework for the adoption of an ERM system for the local authorities to address their shortcomings and improve their digital record-keeping capabilities.

This study is particularly relevant to the current study, which focuses on the development of a Centralized Record Management System (CRMS) for Barangay Pulong Santa. Cruz. The proposed system aims to overcome the challenges of traditional manual record-keeping, particularly in managing barangay certificates, Lupong Tagapamayapa records, and demographic data, critical for informed decision-making by barangay officials. Similar to the challenges identified in Kashaija's study, the Barangay Pulong Santa. Cruz faces inefficiencies in data management that hinder both governance and service delivery.

Local

Centralizing Records

Botangen, et.al (2025) have developed a web-based records management system for the Office of Senior Citizen Affairs in the Philippines. By leveraging web technologies, the project enabled streamlining the collection, storage, processing, and centralization of records including the members' information from the selected barangays in the country. This has successfully reformed the previous manual record-keeping, achieved efficiency in records management, and improved the overall operation of the office. Despite such achievement, the system however lacks records disposition—a phase in which the record is either destroyed or transferred to another department for a possible archiving of record or for other purposes, presuming that the said record is of no use to the agency or department that holds it previously (Federal Records Management, n.d.). In similarity, the researchers of CRMS for Barangay Pulong Santa. Cruz aims to centralized records which will be relevant for other departments to use other department's records for their operations. Nevertheless, the project can serve as a valuable guide for determining the

relationship of a user to another, and actions a user is permitted to do through the authors' database system model. It may also provide inclusions in selected interfaces that the authors and the researchers have similarities to.

Digitizing Barangay Processes through Web-Based Systems

Olipas (2019) developed WEB-BON: A Web-Based Barangay Information and Record Management System in Barangay Santor, Bongabon, Nueva Ecija. The system focused on digitizing barangay records and enabling faster dissemination of announcements through SMS integration. By using developmental research methods and tools such as Gantt charts, use-case models, and data flow diagrams, the study successfully enhanced barangay operations and service delivery.

In contrast, the proposed Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz also aims to digitize and centralize barangay records, with additional emphasis on tracking complaint records handled by the Lupong Tagapamayaya. While WEB-BON features a Blotter Records/File Case module, similar to the CRMS, the CRMS includes advanced demographic tracking, such as tracking persons with disabilities (PWDs), senior citizens, and solo parents, as well as monitoring population data. An additional feature of the CRMS is the Certificate Issuance Module, which is not present in WEB-BON, enabling the issuance of certificates and clearances. While both systems feature case-tracking capabilities, the CRMS places a greater emphasis on demographic data, which is highly beneficial for barangay planning and service delivery. Despite the limitations of WEB-BON, the system provides valuable insights into interface design and essential functionalities that can guide the development of the CRMS.

Synthesis

Proper records management is essential for improving efficiency, transparency, and service delivery in organizations, including government offices. Many studies highlight the limitations of manual records, such as difficulty in managing documents, loss of important data, and inconsistent record-keeping. These issues are also present in Barangay Pulong Santa Cruz, where records are still mostly paper-based. The reviewed systems also point out the benefits of having centralized, user-friendly platforms that can organize data, track records, and issue important documents. These findings are directly related to the goals of the proposed Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, which seeks to replace the current manual processes with a digital solution.

By gathering ideas and best practices from past studies, this review confirms the importance and timeliness of the Centralized Record Management System (CRMS) project. It shows that digitizing and centralizing records is not just a trend but a necessary step for improving local governance and public service in barangays.

METHODOLOGY

Technical Background

Technologies to be Used

The Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna is a web-based application designed to digitize, centralize, and streamline the management of barangay records.

The system is developed using C# as the primary programming language, with Visual Studio 2022 serving as the Integrated Development Environment (IDE). To structure the application's functionalities, the ASP.NET Core Framework is utilized, providing flexibility, improved performance, and support for modern web development standards.

For database management, the system uses SQL Server Management Studio (SSMS) to securely store, retrieve, and organize all records and user data. Additionally, the required hardware includes a printer, which will be used for generating official documents and forms issued by the barangay.

Calendar of Activities

In the first two weeks of February 2025, the researchers began brainstorming for the project. This included deciding on the project title, choosing a client based on feasibility and accessibility, and selecting a thesis adviser. During this period, the Barangay Pulong Santa Cruz was chosen as a client due to a member's connection to the barangay and the convenience of the location. The researchers also chose Engr. Cirilo S. Pagayunan Jr. as the adviser, believing that his expertise and guidance would significantly contribute to the project's development. The researchers then finalized the project title as "Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa, Laguna".

In the third week of February, the researchers began formulating questions that would help guide the system's development. These questions were carefully crafted and analyzed to ensure clarity and relevance to the project.

Data gathering started at the end of February and continued until the end of April. Alongside this, the search for suitable related literature (RRL) began in the second week of March. The extended time spent on data gathering and literature review was due to the limited availability of the client, requiring follow-up visits and additional clarification to verify important details.

From the last week of April to the second week of May, the researchers focused on analyzing the necessary hardware and software, as well as conducting system analysis, recommendations, and working on the design.

In the third week of May, the researchers presented the IT Capstone Project 1 proposal. During the same week, revisions in the project based on the suggestions, comments, and recommendations provided by the panelists were performed.

From the last week of May to the second week of July, the researchers worked on designing the proposed system.

By the last week of June, when parts of system design and features were already finalized, the development phase began. This continued until the last week of September. This overlap of activities allows the programming to start even if the system design is partially finished. Nevertheless, it ensured longer programming time of the project.

In the last week of September and third week of October, the debugging and testing was scheduled to be done to address the errors, and ensure the stability of the program before its implementation.

Further activities included conducting feedback from the client, and documentations.

Table 1. Gantt Chart of Activities

MONTH	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
ACTIVITY										
Brainstorming	■									
Formulating questions for interview		■								
Data Gathering		■	■	■	■					
Gathering RRL through the internet			■	■	■					
Analyzing the hardware and software				■	■					
Analysis, Recommendation, and Design				■	■					
IT Capstone Project 1 Proposal					■					
Revisions					■					
System design of the proposed project					■	■	■			
Programming						■	■	■	■	■
Checking for bugs								■	■	
Application Testing									■	
Revisions									■	
System Demo										■

Resources

The following resources represent the specific needs of the researchers to complete the project. This also served as the recommended hardware and software resources for the client during the system's implementation and usage.

Table 2. Hardware Requirements

Components	Specifications
Processor	Minimum: Intel Core i3 or equivalent; Recommended: Intel Core i5 or higher
Random Access Memory (RAM)	Minimum: 8 Gigabyte; Recommended: 16 Gigabyte or higher
Storage (HDD or SSD)	Minimum: 256 Gigabyte HDD; Recommended: 512 Gigabyte SSD or higher
Graphic Card	Minimum: Intel UHD Graphics or AMD Radeon Vega; Recommended: AMD Radeon RX 550
Printer	Minimum: Inkjet or Laser Printer; Recommended: All-in-One Laser Printer (with scan/copy)

Table 3. Software Requirements

Components	Specifications
Operating System (OS)	Minimum: Windows 10 (64-bit) Recommended: Windows 11 (64-bit)
Database	SQL Server Management Studio 2022
Programming Language	C#
Framework	ASP.NET Core
Integrated Development Environment (IDE)	Visual Studio 2022

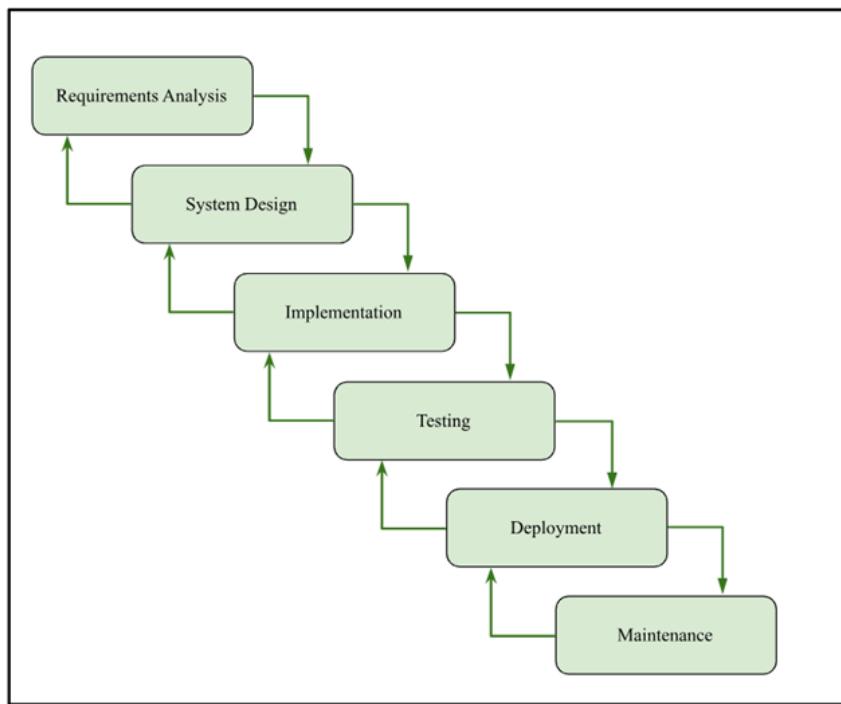


Figure 1. Modified Waterfall Model

The development of the Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz followed the Systems Development Life Cycle (SDLC) framework using the Modified Waterfall Model. This enhanced version of the traditional waterfall model addresses its limitations by allowing developers to revisit and refine the previous stages of development, ensuring continuous improvement. Although the model maintains its sequential phases, it enables iterations for necessary adjustments and enhancements.

The Modified Waterfall Model for this project began with the first phase, Requirement Analysis, where the researchers gathered and understood the system requirements, specifying the detailed needs for the CRMS. The second phase is System Design where the developers created the system architecture, database design, and user interface layouts based on the gathered requirements. After the design was finalized, the Implementation (Coding and Unit Testing) phase took place where the developers code the system components and conducted unit testing to ensure that each feature functioned correctly. Once the coding was complete, the Testing phase was performed, during which the developers test the system as a whole to identify and address any issues across the different

modules. Upon successful testing, the developers moved to the System Deployment phase, where the system was deployed for actual use in Barangay Pulong Santa Cruz. Finally, in the Maintenance phase, the developers provided ongoing support, updates, and improvements based on user feedback and system performance analysis.

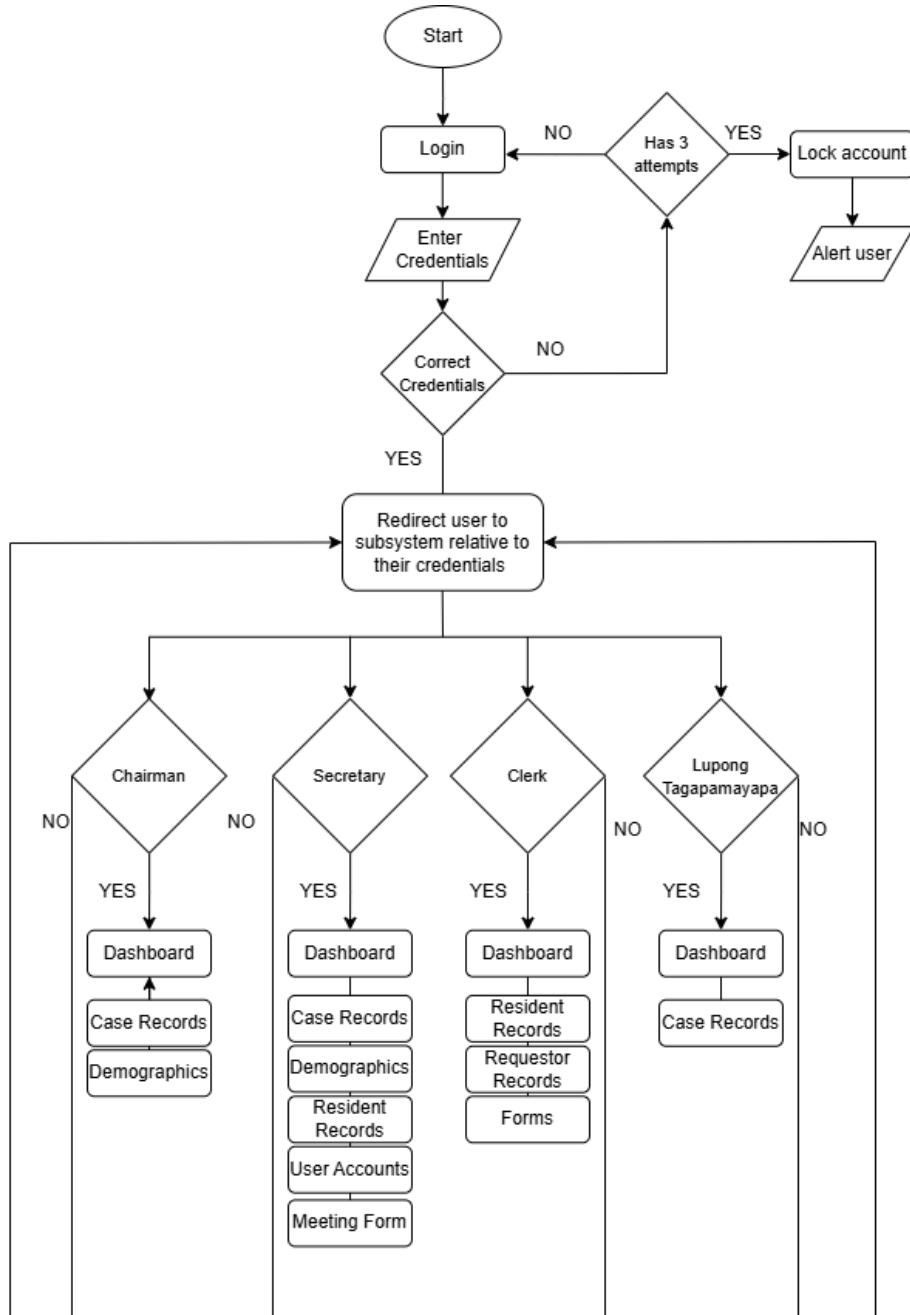


Figure 2. Flow Chart

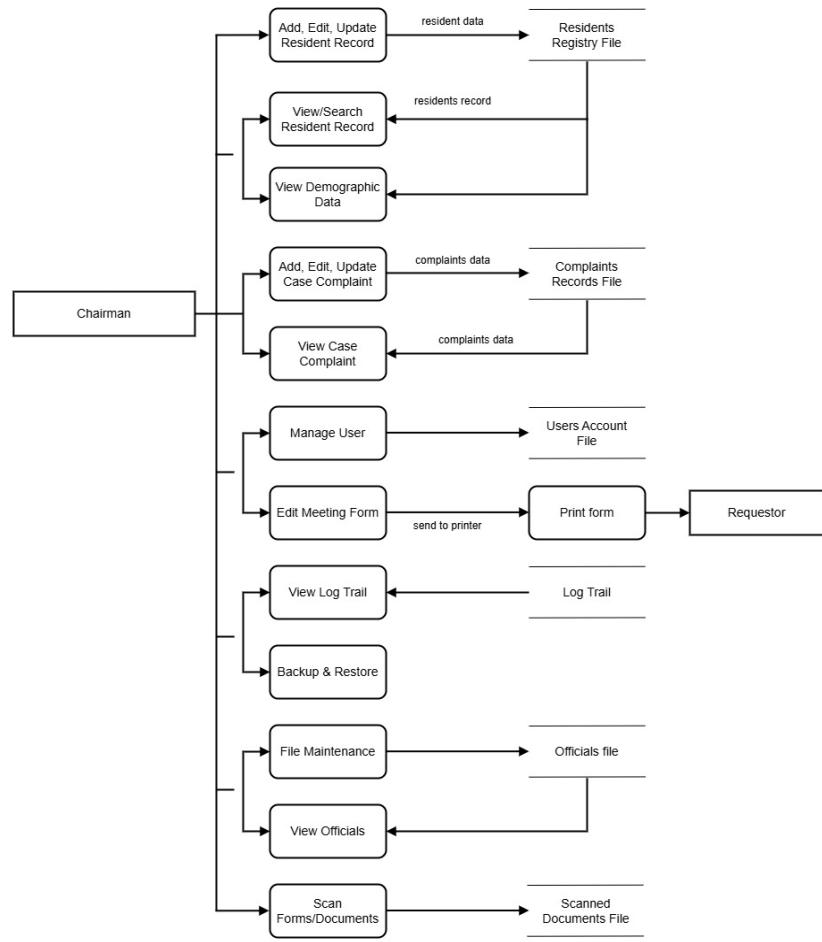


Figure 3. Data Flow Diagram for Barangay Chairman

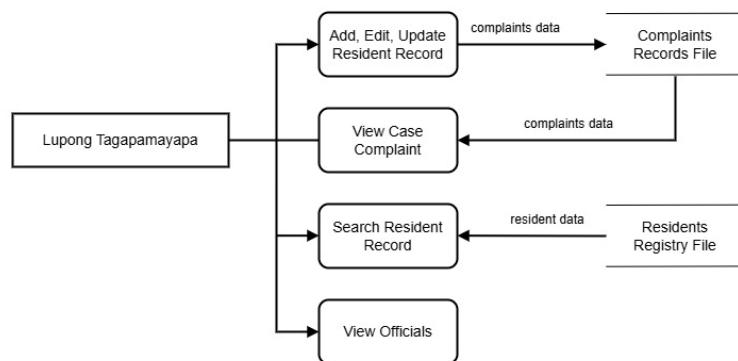


Figure 4. Data Flow Diagram for Lupong Tagapamayaya

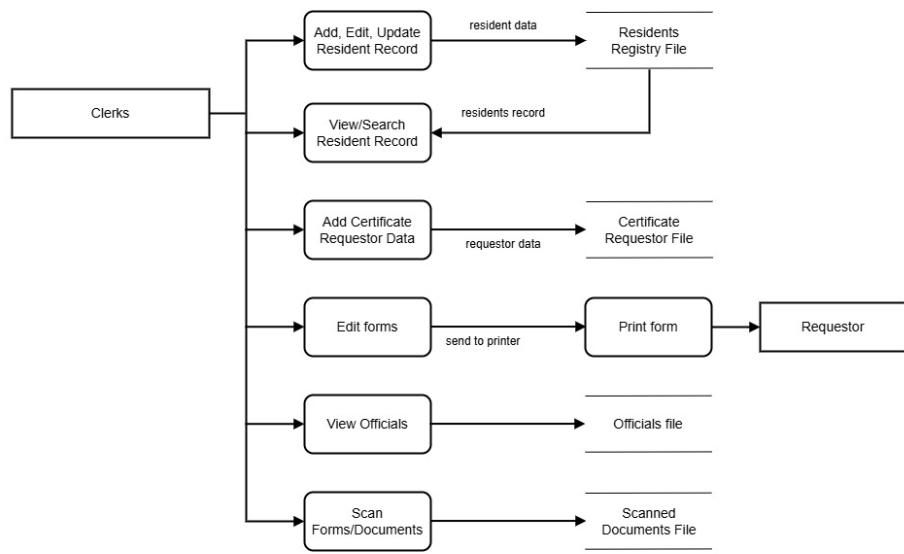


Figure 5. Data Flow Diagram for Clerk

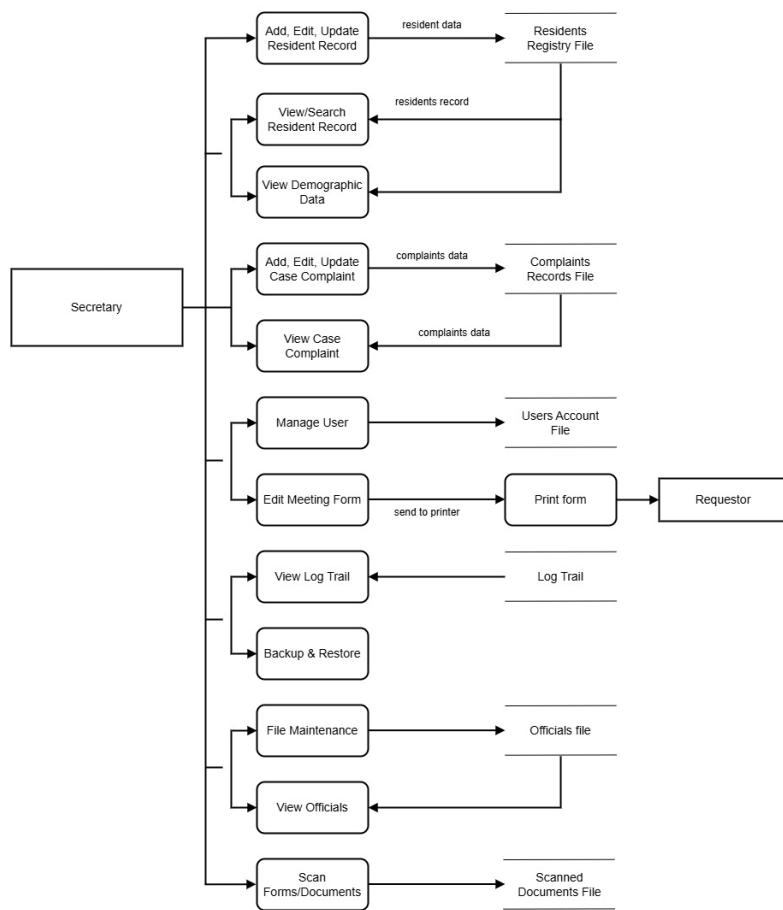


Figure 6. Data Flow Diagram for the Secretary

Requirements Analysis

The Lupong Tagapamayapa staff, barangay certifications staff, the barangay captain, and the barangay secretary conduct its operations in different offices in the barangay building. This is where all the recording, document issuance, and complaints handling takes place.

The first two departments conduct different approaches in organizing their records, and files.

Lupong Tagapamayapa, for instance, starts the process of logging in the logbook in the front desk. The Lupon Secretary which is also the barangay secretary will then assess the complaint if it is within the jurisdiction of the barangay or not. If the Lupon Secretary is not present in the barangay, the Lupon members will assess the complaint. If the complaint is proven to not fall within their jurisdiction, the complaint case will be dropped or closed, and the complainant will be advised to file directly in court. Otherwise, the complaint will be filed and recorded manually in the Blotter Book of Cases of the Lupon. Then, the complainant shall pay a certain amount to the treasury. The complaint form filed will then be submitted to the barangay chairman. The barangay chairman will then try to help the disputants (complainant and respondent) achieve amicable settlement or agreements of both parties that would solve the dispute within the course of 15 days, which will close the case if successful. Otherwise, the complainant and respondent will choose three Pangkat Tagapagkasundo from selected personnel of the Lupon. Then, the Pangkat Tagapagkasundo will try to resolve the dispute within 15 days. If either or both complainants still refuse to settle, the case will undergo arbitration process wherein a third party, which can either be the Lupon Chairperson or Barangay Chairman or the Pangkat Chairperson should lead. The third party shall decide for the disputants to resolve their disputes. If the disputants still cannot accept the resolution given to them, the case will then be escalated to the court after issuing a certificate of File to Action, otherwise, the disputants will settle on an amicable settlement. Either way, the complaint case will then be closed.

The current process of those in the department of certificates, however, involves first logging in a logbook at the front desk. Secondly, when the requestor gets to the said

department, the requestors will ask for the form needed. The clerk will then verify if the requestor is a resident by asking for their valid IDs that are addressed in the barangay. However, if the residents cannot provide one, their residency must be verified by another resident of the barangay. On the other hand, if the resident is a tenant for which have lived only for a few months in the area and still does not possess a valid ID addressed in the barangay, a Homeowner Association certificate and a valid ID will then be requested from the tenant's lessor or landlord. Then, the staff will verify if the tenant is occupying there. Alternatively, the requestors may be referred to the barangay captain for an interview, during which the captain asks why the requestor still does not own an ID addressed in the barangay. Once residency is confirmed or when the barangay captain allows, the resident will then proceed to the cashier—that is in the treasury department to pay the corresponding fees. Using the predefined template in word processing software, it will be printed and signed manually.

If the document is for business closure, the resident needs to wait for a few days while the barangay verifies if the business is indeed closed. The document will be generated again, however, if it was found with inaccuracies. Additionally, the barangay clerks record the transactions in their department through Excel application. The data recorded includes the number of clearances, cedula, first time job seeker generated per day—with the first two reflecting on the city hall.

With this, it is observed then that some of the processes currently practiced involve manual steps, and employ physical record books, or file organization; although some are moving forward to digitizing their records, the data still are stored on individual computers. It can still be implied that these can result in delay in transactions as retrieving documents or data requires checking multiple sources which can be time-consuming and may reduce overall efficiency. Manual practices may also increase the chances of having missed, damaged, or inconsistent data as a result.

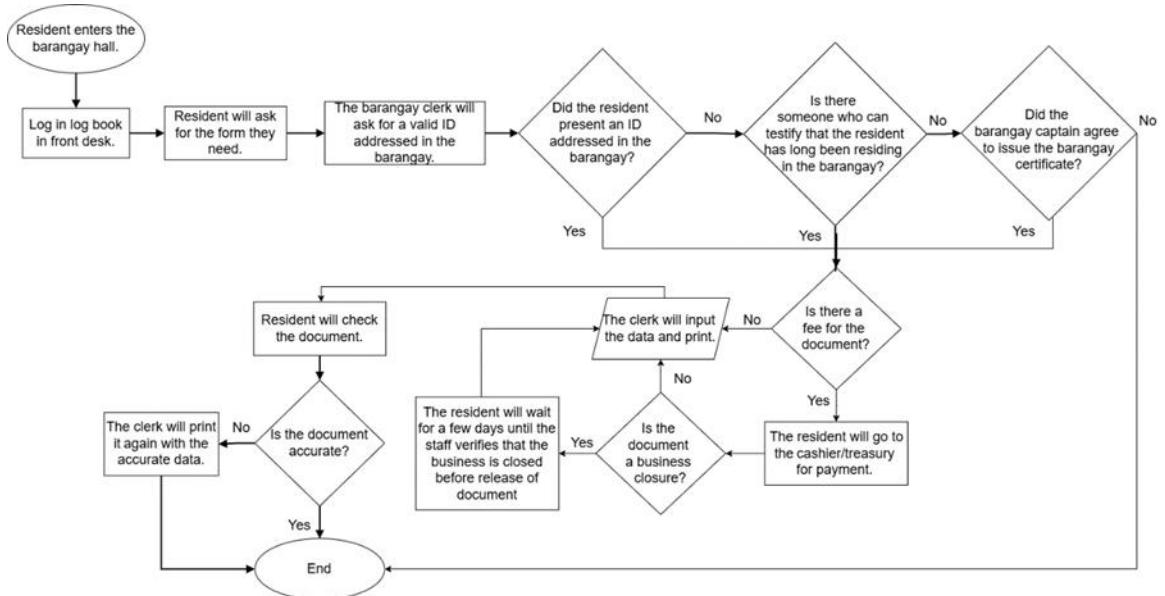


Figure 7. Flowchart of process in certificates

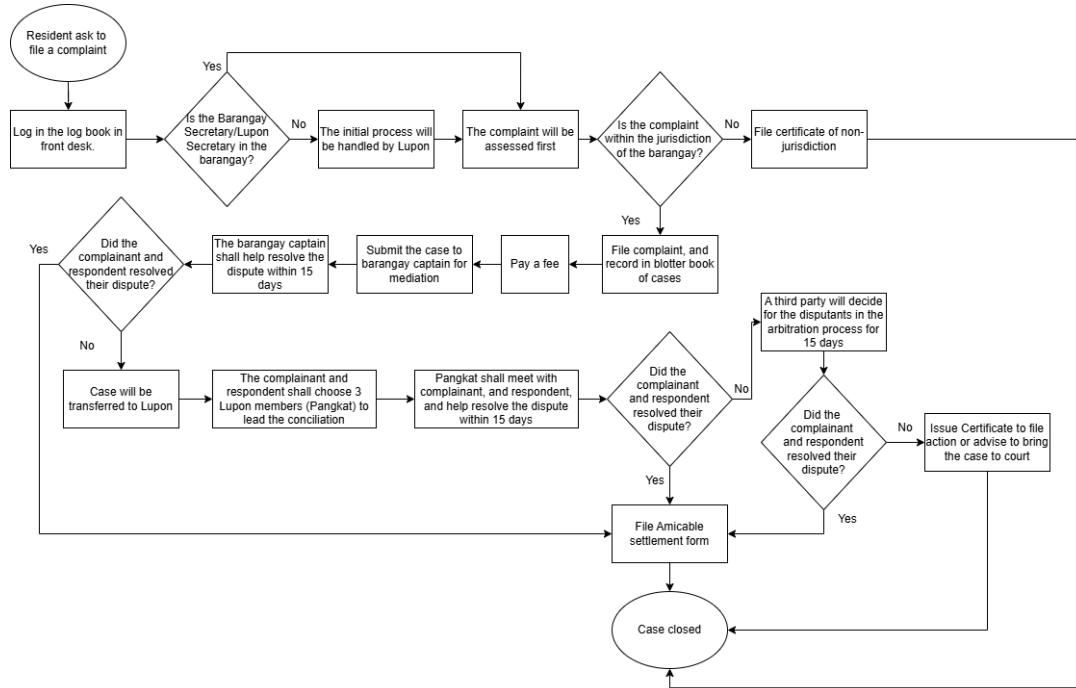


Figure 8. Flowchart of filing a complaint

Requirements Documentation

The following are the functions and features that the client and researchers agreed for the system to contain:

Record cases of complaints digitally

This served as the digital storage of the complaint records. In this, the users can add, modify or update, and archive complaint records. It included information such as blotter number, date and time filed, name and address of both the complainant and the respondent, nature of case, description and disposition of the case, and attaching scanned documents for evidence. This also contained status marks as notice whether the case is ongoing, settled, or was subject to File Action, which the user can update depending on the status of the case.

Edit and Print Meeting Form

This enabled the Barangay Captain and the Secretary to edit and print the meeting form for the monthly meeting of Lupong Tagapamayaya.

Record Resident Information in the Barangay

This contained the data of residents in the barangay. It also served as the basis data for demographics feature in the dashboard of the Barangay Captain and the Secretary; and the search feature in certifications subsystem to validate if the certificate requestor is a barangay resident.

Record Requestors of Certificates in the Barangay

It contained records of residents that requested certificates.

Search Feature to Determine if the Requestor is a Resident

This served as an alternative way to determine if a requestor is a resident in the barangay.

Edit Certificates Form

This allowed the clerks to modify forms for the requestor.

The following are the additional functions that the researchers deemed included in the system:

Demographics Insight

It features data from different groups in the population. It may include number of out-of-school youth, unemployed, senior citizen, among others.

Manage Account

It allows the Barangay Captain and the Secretary to manage accounts of staff.

File Maintenance Module

This module enables the users to manage the names and position of the current officials in the barangay.

Data Backup and Recovery Module

This module ensures secure, automated backups, and restoration of records within the system. It protects data from loss or system failure.

Log Trail

This records the date, time, and the user who accessed the system.

Document Scanner Module

This module allows the users to scan document/s, particularly a sketch of location necessary for business permit applications and store it digitally.

Design of Software, System, Product, and/or Processes

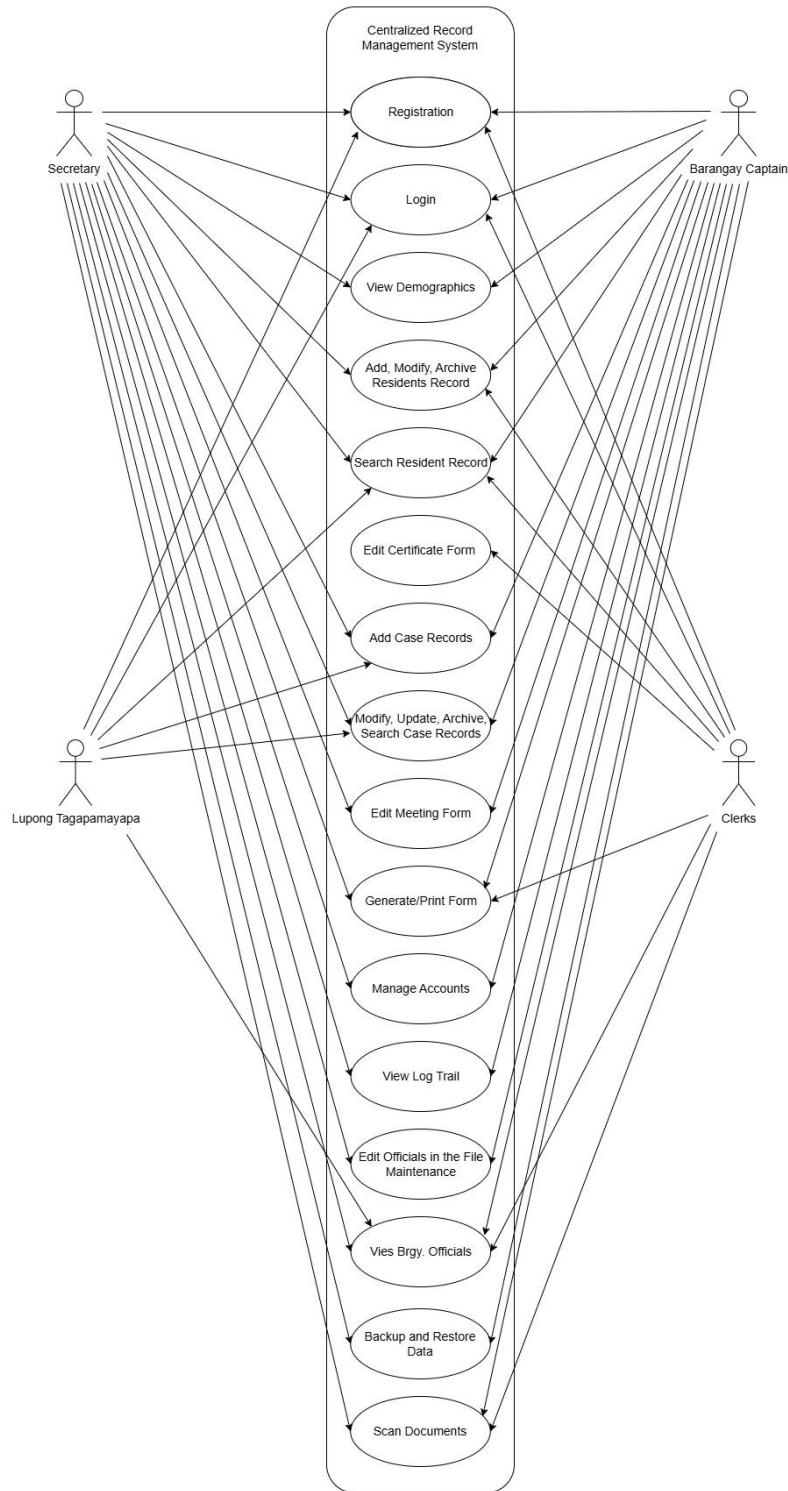


Figure 9. CRMS Use-Case

The system was developed with a simple user interface design. Readable topographies, minimal usage of colors, and uncomplicated navigation were considered in the design to reduce difficulties of users in using the system. Additionally, presenting the information in proper flow and considering the usage of icons that represent the actual context of the feature used to ensure the users can easily understand information and navigate the system efficiently.

On the other hand, the researchers utilized access controls such as login and a functionality to automatically lock the system after three (3) unsuccessful login attempts in the system to ensure only authorized users can access it.

The following are the wireframes that served as preview of the software design:

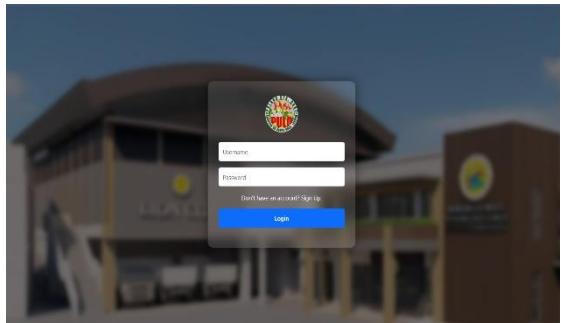


Figure 10. Login

The Login Module. The very first page that the user will see when accessing the system. It will authenticate users' credentials before granting them permissions based on their roles, ensuring only authorized users can access the system.



Figure 11. Dashboard

The Dashboard of Barangay Captain, and Secretary. It will feature graphs with demographic data, and complaints case status.

Figure 12. Add Resident

The Add Resident Page. It allows adding of new resident.

Figure 13. All Residents

The Barangay Residents Registry. It contains a list of residents in the barangay and their personal information.

Figure 14. Add Complaint Record

Add Complaint Case Page. It allows the users to add new complaint cases.

Figure 15. All Complaint Records

The Complaint Cases Registry. It displays all recorded complaint cases in the barangay.

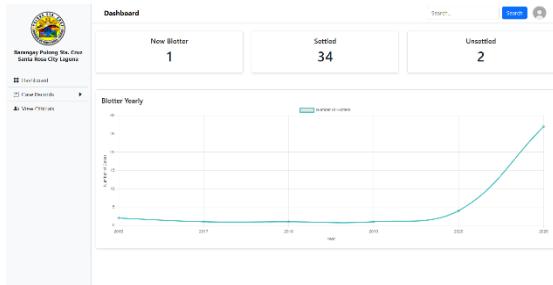


Figure 16. Lupon Dashboard

The Lupong Tagapamayapa Dashboard. This is the landing page of the said department's staffs upon successful login.

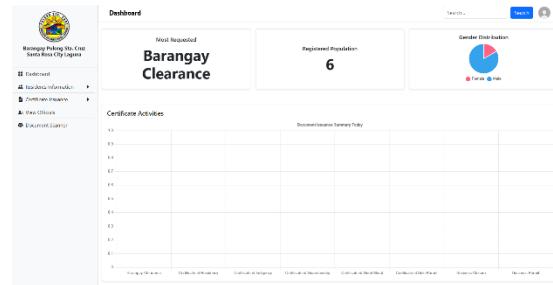


Figure 17. Clerk Dashboard

The Certificate Department Dashboard.
It contains forms and records that relates
to the users' works.

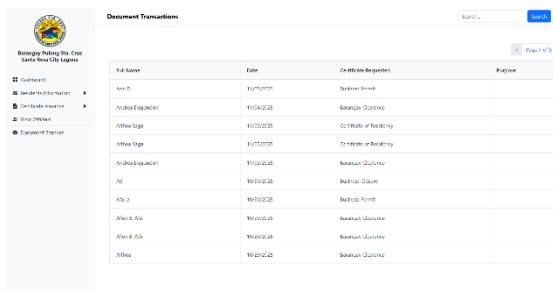


Figure 18. Document Transactions

Transaction details of requestors with the Certificate Department. It includes details such as name, the certificate requested, and the purpose of the certificate.

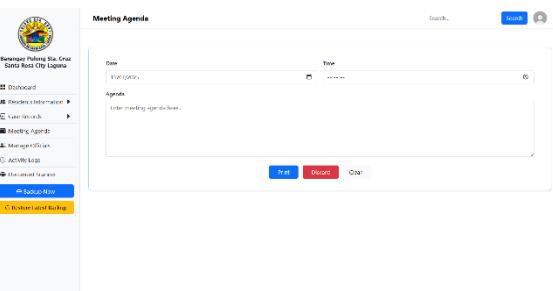


Figure 19. Meeting Form

Meeting form. It enables the secretary to edit and generate monthly meeting form for Lupong Tagapamayapa.

Development

The Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa, Laguna was developed in accordance with the information, requirements, and functional specifications provided by the barangay officials, which served as the foundation for the system's features and overall structure. The development process followed the Modified Waterfall model, which allowed the researchers to progress through structured phases while incorporating iterative refinements based on feedback. The system was developed using ASP.NET Core as the main framework, with C# for server-side scripting. This framework was chosen for its structured page-based approach, which allows separation of the interface and back-end logic, making the system more organized and easier to maintain.

The development began with setting up the project structure and creating the main modules of the system, such as Authentication, Dashboard overview, Case Records Management, and Residents Information. For the user interface, Bootstrap was utilized primarily for its built-in and reusable components for consistent styling and layout alignment. Partial layouts were employed for shared elements and modals were integrated to facilitate dynamic interactions. The design focused on clarity, simplicity, organization, and ease of navigation for the officials.

Each module was developed and tested individually to ensure functionality before integration. Page Models (.cshtml.cs) were used to handle back-end logic such as data validation, input handling, and server-side operations. SQL Server Management Studio was used to handle data management for its robustness and scalability. After integration, overall testing was conducted to verify the smooth operation of interconnected modules and to address any interface or functionality issues encountered.

RESULTS AND DISCUSSION

Testing

The researchers measured the progress by testing the individual elements of the program to evaluate the system in line with the standards of the software development. A variety of testing methods were applied to ensure the system's functionality, usability, efficiency, and maintainability which are essential for meeting the intended user requirements. The testing began with functional testing, where individual components of the software were tested to verify their correctness, such as input validation, proper error handling, accuracy of data management, and the proper data flow and functionality of each module.

The code formatting and style guidelines were also applied by the researchers to ensure that the code is easy to understand and maintain. These guidelines define how the code should be structured, including naming conventions, indentation, and spacing. Following these standards helps keep the code clear, consistent, and manageable.

Results showed that all modules and buttons functioned as intended, produced accurate outputs, and ensured that record-keeping data remained secure. The system maintains stable performance throughout the testing process. Overall, the testing results demonstrate that the system is user-friendly, performs its intended functions correctly.

Description of Prototype

The developed prototype of the Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz was designed based on the identified requirements of barangay officials, particularly those handling the Lupong Tagapamayapa, Barangay Secretary, Barangay Captain, and the Issuance of Barangay Certifications and Clearances. The prototype integrates all major modules stated in the scope of the study and functions as a web-based application accessible only within the barangay.

System Requirements

The system development complied with the hardware and software requirements which served as the technical foundation for implementing, testing, and operating the prototype:

Operating System: Windows 10/11 (64-bit)

Database Management: SQL Server Management Studio 2022

Programming Framework and Language: ASP.NET Core and C#

Integrated Development Environment: Visual Studio 2022

Minimum Hardware Specifications: Intel Core i3/i5 processor, 8–16 GB RAM, 256–512 GB storage.

Preliminary Design

The initial system included a login page, a dashboard, and the following modules:

Login and Access Control – ensures secure user authentication and role-based access privileges for barangay personnel.

Demographics – displays summarized population data categorized by age, gender, and other demographic information through graphical presentations.

Residents – manages resident information, including name, address, gender, civil status, and others, with the capability to add, edit, delete, and retrieve records from the database.

Certificate Issuance – facilitates the creation and issuance of barangay documents such as Barangay Clearance, Business Closure, Business Permit, Indigency, Residency, Good Moral, Guardianship, and Solo Parent Certificates.

Complaints Records – allows the users to register new complaints, update case statuses, and record details of complainants and respondents.

Meeting Form – enables the Barangay Captain and the Secretary to manage Lupong Tagapamayapa meetings, including the agenda, date, and time.

Administrative Account Management

This module includes two sections:

Change Requests - This section manages user-initiated requests to modify account credentials, specifically usernames and passwords. Administrators may either approve or deny these requests. Upon approval, the system automatically implements the requested change and updates the corresponding account records.

Account Status - This section displays a list of all registered users, including their full names, assigned barangay roles, and current account status (active or deactivated). Administrators can delete accounts or toggle their activation status as needed.

User Account Management - this module allows users to view and update their personal account details, including profile images, usernames, and passwords. Requests to modify usernames or passwords are routed to the administrators for approval, whereas changes to profile images are applied automatically upon saving.

Log Trail – records and monitors user activities with date, time, and user account details, to promote transparency and accountability.

Data Backup and Recovery – provides automatic data backup and restoration options in case of data loss or system failure.

Document Scanner Module – allows users to scan and upload physical documents, such as business sketches and other files or forms and attach them digitally.

File Maintenance – enables administrators to manage the list of barangay officials, including their names, pictures, and designated positions.

Output Generation – generates and prints official documents and reports based on stored data using predefined templates.

Network-Based Connection – operates within the barangay's local area network (LAN), ensuring that the system can be accessed exclusively inside the barangay even without public internet connection.

The prototype now includes every aforementioned feature and module along with the following new enhancement:

Landing Page – serves as an introductory page displaying the Barangay's Vision, Mission, and Core Values, and provides users with access to the login and registration page.

Dashboard – users can now click the Demographics section to view a more detailed page displaying population data and related statistics, and print monitoring reports.

Registration – allows users to register their own accounts within the system.

Profile Feature - this allows all users to view and manage their personal account details.

Document Transactions - this section displays a comprehensive list of all certificate-related transactions submitted by requestors to the Certificate Department.

Integrated Camera Support - the system now supports the use of a connected camera for capturing instant images, such as photos required for barangay clearance processing.

Certificate to File Action (Issued by Lupong Tagapamayapa) - the Lupong Tagapamayapa can issue a Certificate to File Action for cases handled by the Lupon. This document is used to file a case in court.

Global Search - enables users to perform a system-wide search for records, including residents, case records, and certificate transactions, without navigating to individual windows. The results displayed depend on the user's access level, ensuring that each user can only view information they are authorized to access. This feature improves efficiency and accessibility by allowing quick retrieval of information from a single search interface.

Evaluation and Testing

To ensure reliability and functionality, the prototype underwent initial testing and evaluation by the researchers. The evaluation focused on the accuracy of data handling, responsiveness of each module, and overall user experience.

Implementation Plan

The developed system, Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna, created using ASP.NET Core and C#, is designed to operate through a network-based connection, accessible only within the barangay's local area network (LAN). This setup ensures that all data transactions occur exclusively within the barangay's premises, maintaining data privacy and operational continuity even without internet access.

The implementation process began by installing a server database (SQL Server Management) in the dedicated computer server in the barangay. The project's source code will then be cloned in the computer server to help initiate the server database. Database connection string will be set in one of the project's configuration files to ensure connection. The program uses a code-first database approach; therefore, migrations are necessary to instantiate database tables. Other configurations such as granting specific permission to users for database-related activities such as backup and restore will also be executed.

After ensuring that the system connects to the database, the system will be compiled into a deployable version through the Publish feature of Visual Studio, and was used as a source

for the site that was hosted in Internet Information Services (IIS). Additionally, all the developers' source code in the server was deleted.

To run the application, the developers must ensure that IIS is installed. This IIS can be installed by toggling on the Internet Information Services in the Control Panel under its Program and Features which enables its installation. The site container was configured in IIS Manager; the compiled folders of the system were published in that container; bindings for ports, including the IP Address of the website were configured to allow clients access the website. Additionally, inbound rules for the port will be configured in the firewall manager to ensure traffic for that port is allowed.

For local area network setup, hardware such as switch(es), ethernet cables, router was used to enable connections between server and clients' computers. Network configurations such as IP Address setting, subnet mask, network rules/protocols, and other deemed necessary configurations were established to ensure the server and clients are in the same group and thus can connect to each other.

The developers were guided or accompanied by the barangay's IT Admin throughout the deployment.

Implementation Results

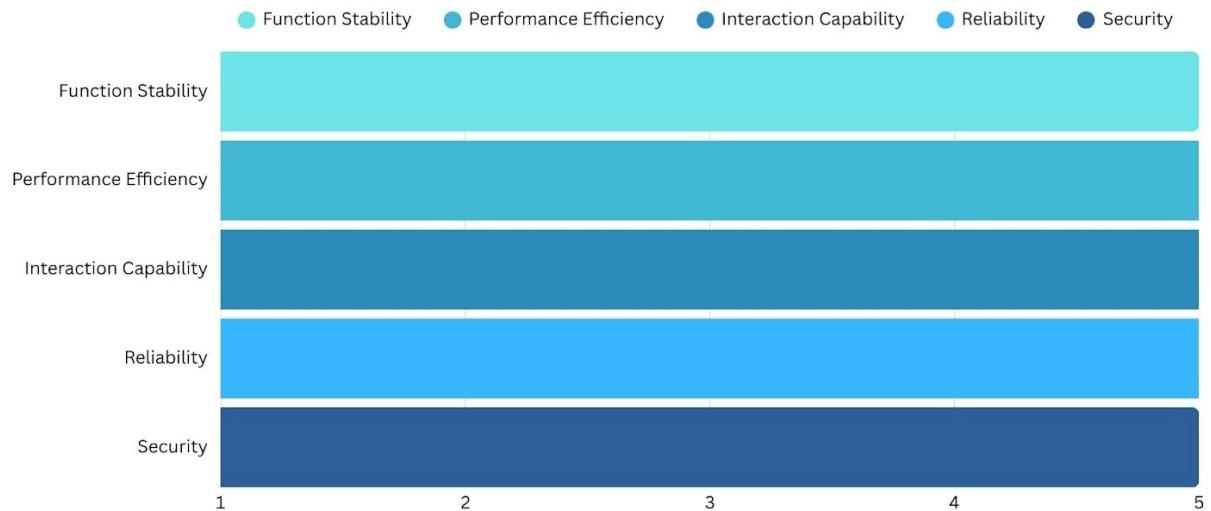


Figure 20. Survey Result - Graph

The researchers conducted a survey at the Barangay Pulong Santa Cruz, Santa Rosa City, Laguna. The respondents were six employees from the random staff of the selected department, particularly Lupong Tagapamayapa, the Barangay Secretary, the Barangay Certification and Clearance, and the Barangay Captain represented by IT Admin. The survey aimed to gather feedback from these personnel regarding their experiences with the developed system.

The results showed that the respondents rated the system's Function Stability, Performance Efficiency, Interaction Capability, Reliability, and Security as *Strongly Agree*, corresponding to a perfect score of 5 out of 5. These findings indicate that the Barangay Secretary and the IT Administrator found the system efficient, user-friendly, and reliable. Overall, the responses demonstrate a high level of satisfaction from the barangay personnel, particularly the Barangay Secretary and the IT Administrator, showing that the system effectively supports their operational needs.

CONCLUSION

The development and implementation of the Centralized Record Management System (CRMS) for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna marks a significant improvement in the barangay's record-keeping process. The system successfully transitioned manual operations to a digital platform, enhancing the efficiency, security, and accessibility of barangay records. With features such as automated record organization, demographic monitoring, report and certificate generation, and efficient data retrieval, the system has streamlined administrative processes and supported more informed decision-making.

The results of the system testing indicate that the CRMS performs its intended functions effectively and reliably. It provides accurate outputs, operates with stability, and presents a user-friendly interface suitable for the barangay personnel's daily tasks. Furthermore, the system's ability to verify resident information and generate various reports has demonstrated its potential to enhance the overall efficiency of barangay operations.

Ultimately, the Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna, has proven to be an effective and reliable tool that addresses the challenges of manual record-keeping. By automating and centralizing records management, the system not only improves operational efficiency but also supports better service delivery and decision-making. The study confirms that the system is both functionally complete and operationally stable, offering a valuable solution for the barangay's administrative needs.

Based on the findings and conclusions drawn from the study, the following recommendations are proposed to further enhance the system and its implementation:

1. Expansion to More Departments

To maximize the potential of the system, it is recommended that additional departments be integrated into the platform. This would ensure that all aspects of barangay operations benefit from digital automation, improving efficiency across the board.

2. Incorporation of More Certificate Types

The system currently supports a limited number of certificates. Expanding the system to include all relevant barangay certificate types would enhance its utility and further streamline administrative tasks.

3. Organization of File Storage

At present, certificates are saved in the default Downloads folder. It is recommended to implement a more organized file storage system, with designated folders for each certificate type, such as a specific folder for Certificates of Residency. This would improve file management and ease of access.

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APPENDICES

APPENDIX A. RESOURCE PERSONS

RESOURCE PERSONS

Mrs./Ms. Marilen A. Sulit

Administrative Aide Staff (Clerk)

- Helped the researchers by providing information regarding the daily operations of the department, their other administrative tasks, and the processes and requirements of requesting certificates.

Mr. John Kimuel M. Regine

Barangay Secretary

- Suggested that a Lupong Tagapamayapa system be made for them.
- Helped the researchers by providing information regarding information about the barangay, and the process of filing complaints in Lupong Tagapamayapa.

Location: Barangay Hall of Barangay Pulong Santa Cruz, Santa Rosa City, Laguna
Interviewee: Mrs./Ms. Marilen Sulit – Clerk staff in the barangay.



Figure 21. Barangay Hall



Figure 22. On-site Interview

APPENDIX B. RELEVANT SOURCE CODE

Relevant Source Code

```

// Licensed to the .NET Foundation under one or more agreements.
// The .NET Foundation licenses this file to you under the MIT license.
using System;
using System.Collections.Generic;
using System.ComponentModel.DataAnnotations;
using System.Linq;
using System.Threading.Tasks;
using System.Web.Http.OData.Authorization;
using BarangayCRMS.Models;
using Microsoft.AspNetCore.Authentication;
using Microsoft.AspNetCore.Identity;
using Microsoft.AspNetCore.Mvc;
using Microsoft.AspNetCore.Mvc.RazorPages;
using Microsoft.Extensions.Logging;
using SQLiteCRMS.Services;
using BarangayCRMS.Services;
using Microsoft.Extensions.Options;
namespace BarangayCRM.Areas.Identity.Pages.Account
{
    [AllowAnonymous]
    public class LoginModel : PageModel
    {
        private readonly SignInManager<ApplicationUser> _signInManager;
        private readonly ILogger<LoginModel> _logger;
        private readonly UserManager<ApplicationUser> _userManager;
        private readonly ActivityLogger _activityLogger;

        [BindProperty]
        public LoginModel(SignInManager<ApplicationUser> signInManager, ILogger<LoginModel> logger, UserManager< ApplicationUser> userManager, ActivityLogger activityLogger)
        {
            _signInManager = signInManager;
            _logger = logger;
            _userManager = userManager;
            _activityLogger = activityLogger;
        }

        /// <summary>
        /// This API supports the ASP.NET Core Identity API UI infrastructure and is not intended to be used
        /// directly from your code. This API may change or be removed in future releases.
        /// </summary>
        public InputModel Input { get; set; }

        [BindProperty]
        public IList<AuthenticationScheme> ExternalLogins { get; set; }

        [ValidateAntiForgeryToken]
        public string ReturnUrl { get; set; }

```

Figure 23. Authentication: Login

```

[Required]
[Display(Name = "Barangay Position")]
public string Position { get; set; }

    }

    public async Task OnGetAsync(string returnUrl = null)
    {
        returnUrl = returnUrl;
        ExternalLogins = await _signInManager.GetExternalAuthenticationSchemesAsync();
    }

    public async Task<ActionResult> OnPostAsync(string returnUrl = null)
    {
        returnUrl ??= Url.Content("~/");

        ExternalLogins = await _signInManager.GetExternalAuthenticationSchemesAsync();

        if (ModelState.IsValid)
        {
            var user = CreateUser();

                user.UserName = Input.Username;
                user.FullName = Input.FullName;
                user.BrgyPosition = Input.Position;
                user.CreatedAt = DateTime.Now;

                var result = await _userManager.CreateAsync(user, Input.Password);

                string redirectPage = returnUrl;

                if (result.Succeeded)
                {
                    _logger.LogInformation("User created a new account with password.");

                    //set role to user base on position
                    var userPosition = user.BrgyPosition.ToString().ToLower().Trim();

                    if (userPosition.Contains("clear"))
                    {
                        //clear user info, normalize full name
                        await _userManager.AddToRoleAsync(user, "CLEAR");
                        await _userManager.RemoveFromRoleAsync(user, "BRCRMS");

```

Figure 24. Authentication: Registration

```

1 1  using BarangayCRMS.Data;
2 2  using BarangayCRMS.Models;
3 3  using BarangayCRMS.Services;
4 4  using Microsoft.AspNetCore.Authorization;
5 5  using Microsoft.AspNetCore.Mvc;
6 6  using Microsoft.AspNetCore.Mvc.RazorPages;
7 7  using Microsoft.EntityFrameworkCore;
8 8  using NuGet.Versioning;
9 9  using System.Diagnostics;
10 10 using System.Linq;
11 11 using System.Threading.Tasks;
12 12 using System;
13 13 [Authorize(Roles = "client, admin")]
14 14 S references | Althes Saga, 6 days ago | author | changes
15 15 public class AddResidentModel : PageModel
16 16 {
17 17     private readonly ApplicationDbContext _db;
18 18     private readonly ActivityLogger _actlogger;
19 19
20 20     [BindProperty]
21 21 S references | Althes Saga, 11 days ago | author | change
22 22 public AddressModel (ApplicationDbContext db, ActivityLogger actlogger)
23 23 {
24 24     _db = db;
25 25     _actlogger = actlogger;
26 26 }
27 27
28 28 [BindProperty]
29 29 S references | Althes Saga, 11 days ago | author | change
30 30 public PersonRecord person { get; set; } = default!;
31 31
32 32 S references | Althes Saga, 1 day ago | author | change
33 33 public async Task< IActionResult> OnPostAsync(bool forceSubmit = false)
34 34 {
35 35     if (!ModelState.IsValid)
36 36     {
37 37         var errors = ModelState
38 38         .Where(x => x.Value?.Errors.Count > 0)
39 39         .ToDictionary(
40 40             kvp => kvp.Key,
41 41             kvp => kvp.Value?.Errors.Select(e => e.ErrorMessage).ToArray()
42 42 );
43 43 }
44 44 }
45 45 }

```

Figure 25. Resident's Information: Add Resident

```

1 1  using BarangayCRMS.Data;
2 2  using BarangayCRMS.Models;
3 3  using BarangayCRMS.Services;
4 4  using Microsoft.AspNetCore.Authorization;
5 5  using Microsoft.AspNetCore.Mvc;
6 6  using Microsoft.AspNetCore.Mvc.RazorPages;
7 7  using Microsoft.EntityFrameworkCore;
8 8  using Microsoft.Identity.Client;
9 9  using System;
10 10 using System.ComponentModel.DataAnnotations;
11 11 using System.Diagnostics;
12 12 using System.Reflection.Metadata;
13 13 using System.Reflection;
14 14 using System.Runtime.InteropServices;
15 15
16 16 namespace BarangayCRMS.Pages.CaseRecords
17 17 {
18 18     [Authorize(Roles = "lupon, admin")]
19 19     [BindProperties]
20 20 S references | Althes Saga, 6 days ago | author | change
21 21 public class AddRecordModel : PageModel
22 22 {
23 23     private readonly ApplicationDbContext _db;
24 24     private readonly ActivityLogger _actlogger;
25 25
26 26     [BindProperty]
27 27 S references | Althes Saga, 11 days ago | author | change
28 28 public Blotters blotters { get; set; } = default!;
29 29
30 30 S references | Althes Saga, 24 days ago | author | change
31 31 public TemporaryModels tempmodels { get; set; } = default!;
32 32
33 33 S references | Althes Saga, 24 days ago | author | change
34 34 public List<Blotters.Respo.Comp.Data> comp { get; set; } = default!;
35 35 }
36 36 }

```

Figure 26. Case: Add Record

```

1 1  using BarangayCRMS.Data;
2 2  using BarangayCRMS.Models;
3 3  using BarangayCRMS.Services;
4 4  using Microsoft.AspNetCore.Authorization;
5 5  using Microsoft.AspNetCore.Mvc;
6 6  using Microsoft.AspNetCore.Mvc.RazorPages;
7 7  using Microsoft.EntityFrameworkCore;
8 8  using Microsoft.Identity.Client;
9 9  using System;
10 10 using System.Linq;
11 11 using System.Text.RegularExpressions;
12 12 using System.Threading.Tasks;
13 13 using System.Collections.Generic;
14 14 using System;
15 15
16 16 namespace BarangayCRMS.Pages.CertificateIssuance
17 17 {
18 18     [Authorize(Roles = "client")]
19 19 S references | Althes Saga, 4 days ago | author | change
20 20 public class CertificateOfISarentModel : PageModel
21 21 {
22 22     private readonly ApplicationDbContext _db;
23 23     private readonly ActivityLogger _actlogger;
24 24
25 25     [BindProperty]
26 26 S references | Althes Saga, 4 days ago | author | change
27 27 public ChildNamesModel childnames { get; set; } = default!;
28 28
29 29 S references | Althes Saga, 4 days ago | author | change
30 30 public async Task< IActionResult> OnPostAsync()
31 31 {
32 32     // For multiple children split by comma
33 33 var childrenNamesList = separator.ChildrenNames?
34 34 .Split(new[] { "\\", "," }, StringSplitOptions.RemoveEmptyEntries);
35 35
36 36 var childrenAgesList = separator.ChildrenAges?
37 37 .Split(new[] { "\\", "," }, StringSplitOptions.RemoveEmptyEntries);
38 38
39 39 if (childrenNamesList != null && childrenNamesList.Length != childrenAgesList.Length)
40 40 {
41 41     ModelState.AddModelError(string.Empty, "Number of names and ages must match.");
42 42 }
43 43 }
44 44 }

```

Figure 27. Certificate: Solo Parent

```

1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Services;
4  using Microsoft.AspNetCore.Authorization;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.AspNetCore.Mvc.Rendering;
8  using NLog;
9  using NLog.Web;
10 using System;
11 using System.Collections.Generic;
12 using System.Linq;
13
14 namespace BarangayCRMS.Pages.CertificateIssuance
15 {
16     [Authorize(Roles = "Admin")]
17     public class CertificateOfResidencyModel : PageModel
18     {
19         private readonly ApplicationDbContext _db;
20         private readonly ActivityLogger _actLogger;
21
22         [BindProperty]
23         public CertificateOfResidency residency { get; set; } = null!;
24
25         public async Task<ActionResult> OnPostAsync()
26         {
27             if (!ModelState.IsValid)
28             {
29                 // var errors = ModelState... //ajax
30                 return Page();
31             }
32             ModelState.Clear();
33             try
34             {
35                 var templatePath = Path.Combine(Directory.GetCurrentDirectory(), "emergencymodels/CertifiedResidency.docx");
36                 // var outputPath = $"{CertificateOfResidency}(residency.Name).docx"; //ajax
37                 var outputPath = Path.Combine(Path.GetTempPath(), $"CertificateOfResidency({residency.Name}).docx");
38
39                 if (!System.IO.File.Exists(templatePath))
40                 {
41                     //return new JsonResult(new { success = false, message = $"Template not found at: {templatePath}" }); //ajax
42                     return NotFound($"Template not found at: {templatePath}");
43                 }
44             }
45         }
46     }
47 }

```

Figure 28. Certificate: Residency

```

1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Services;
4  using Microsoft.AspNetCore.Authorization;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.AspNetCore.Mvc.Rendering;
8  using NLog;
9  using NLog.Web;
10 using System;
11 using System.Collections.Generic;
12 using System.Linq;
13
14 namespace BarangayCRMS.Pages.CertificateIssuance
15 {
16     [Authorize(Roles = "Admin")]
17     public class CertificateOfIndigencyModel : PageModel
18     {
19         private readonly ApplicationDbContext _db;
20         private readonly ActivityLogger _actLogger;
21
22         [BindProperty]
23         public CertificateOfIndigency residency { get; set; } = null!;
24
25         public async Task<ActionResult> OnPostAsync()
26         {
27             if (!ModelState.IsValid)
28             {
29                 // var errors = ModelState... //ajax
30                 return Page();
31             }
32             ModelState.Clear();
33             try
34             {
35                 var templatePath = Path.Combine(Directory.GetCurrentDirectory(), "emergencymodels/CertificateOfIndigency.docx");
36                 // var outputPath = $"{CertificateOfIndigency}(residency.Name).docx"; //ajax
37                 var outputPath = Path.Combine(Path.GetTempPath(), $"CertificateOfIndigency({residency.Name}).docx");
38
39                 if (!System.IO.File.Exists(templatePath))
40                 {
41                     //return new JsonResult(new { success = false, message = $"Template not found at: {templatePath}" }); //ajax
42                     return NotFound($"Template not found at: {templatePath}");
43                 }
44             }
45         }
46     }
47 }

```

Figure 29. Certificate: Indigency

Figure 30. Certificate: Guardianship

```
CertificateOf_Oral.cshtml.cs  BusinessPermit.cshtml.cs  BusinessClosure.cshtml.cs  BarangayClearance.cshtml.cs  +_barangayCRMS.Pages.CertificateIssuance.CertificateOfGoodMoralModel.cs  + OnPostAsync()
```

```
BarangayCRMS
```

```
1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using Microsoft.AspNetCore.Mvc;
4  using Microsoft.AspNetCore.Mvc.RazorPages;
5  using Microsoft.AspNetCore.Authorization;
6  using Microsoft.AspNetCore.Mvc;
7  using Microsoft.AspNetCore.Mvc.RazorPages;
8  using Microsoft.AspNetCore.Mvc.Rendering;
9  using System;
10 using System.IO;
11 using System.Linq;
12 using System.Threading.Tasks;
13
14 namespace BarangayCRMS.Pages.CertificateIssuance
15 {
16     [Authorize(Roles = "client")]
17     public class CertificateOfGoodMoralModel : PageModel
18     {
19         private readonly ApplicationDbContext _db;
20         private readonly ActivityLogger _actLogger;
21
22         IFileLogger<ModelState> _fileLogger;
23         IActivityLogger<ApplicationDbContext> _activityLogger;
24         IActivityLogger<ActivityLog> _actLogger;
25
26         protected CertificateOfGoodMoralModel(ApplicationDbContext db, ActivityLogger actLogger)
27         {
28             _db = db;
29             _actLogger = actLogger;
30         }
31
32         [BindProperty]
33         public GoodMoral goodMoral { get; set; } = default!;
34
35         [BindProperty]
36         public string? file;
37
38         public async Task<IActionResult> OnPostAsync()
39         {
40             if (!ModelState.IsValid)
41             {
42                 if (userErrors = ModelState) //ajax
43                     return Page();
44             }
45
46             try
47             {
48                 var templatePath = Path.Combine(_dbDirectory, GetCurvenDirectoryName(), "resources/templates/CertificateOfGoodMoral.docx");
49                 if (new FileInfo(templatePath).Name != "CertificateOfGoodMoral.docx")
50                     _actLogger?.LogInformation("Template file not found at: {templatePath}");
51
52                 var tempPath = Path.Combine(_db.GetTempPath(), "CertificateOfGoodMoral_{goodMoral.Name}.docx");
53
54                 if (!System.IO.File.Exists(templatePath))
55                 {
56                     //return new JsonResult(new { success = false, message = $"Template not found at: {templatePath}" }); //ajax
57
58                     return NotFound($"Template not found at: {templatePath}");
59                 }
60
61                 using (var doc = Docx.Load(templatePath)
```

Figure 31. Certificate: Good Moral

```

BusinessPermit.cshtml.cs  □  BusinessClosure.cshtml.cs  □  BarangayClearance.cshtml.cs  □  BarangayCRMS.Pages.CertificateIssuance.BusinessPermitModel  □  _db
BarangayCRMS
1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Pages;
4  using Microsoft.AspNetCore.Authorization;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.Identity.Client;
8  using Newtonsoft.Json;
9  using System;
10 using System.Net;
11
12 namespace BarangayCRMS.Pages.CertificateIssuance
13 {
14     [Authorize(Roles = "Client")]
15     public class BusinessPermitModel : PageModel
16     {
17         private readonly ApplicationDbContext _db;
18         private readonly ActivityLogger _logger;
19
20         ILogger<BusinessPermitModel> logger => _logger;
21
22         public BusinessPermitModel(ApplicationDbContext db, ActivityLogger logger)
23         {
24             _db = db;
25             _logger = logger;
26         }
27
28         [BindProperty]
29         BusinessPermitModel? businessPermit; set; } = default;
30
31         public async Task<ActionResult> OnPostAsync()
32         {
33             if (!ModelState.IsValid)
34             {
35                 return Page();
36             }
37
38             ModelState.Clear();
39
40             try
41             {
42                 var templatePath = Path.Combine(Directory.GetCurrentDirectory(), "Template/BusinessPermit.docx");
43                 var outputPath = Path.Combine(Directory.GetCurrentDirectory(), $"BusinessPermit/{BusinessName}.docx");
44
45                 if (System.IO.File.Exists(templatePath))
46                 {
47                     return NotFound("Template not found at: {templatePath}");
48                 }
49
50                 using (var doc = Docx.Load(templatePath))
51                 {
52                     doc.ReplaceText(new StringReplaceTextOptions
53                         {
54                             SearchValue = "[BUSINESS_NAME]",
55                             ReplaceValue = BusinessName.ToString() ?? ""
56                 }
57             }
58         }
59     }
60 }

```

Figure 32. Certificate: Business Permit

```

BusinessClosure.cshtml.cs  □  BarangayClearance.cshtml.cs  □  BarangayCRMS.Pages.CertificateIssuance.BusinessClosureModel  □  _db
BarangayCRMS
1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Pages;
4  using Microsoft.AspNetCore.Authorization;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.Identity.Client;
8  using Newtonsoft.Json;
9  using System;
10 using System.Net;
11
12 using System.IO;
13
14 namespace BarangayCRMS.Pages.CertificateIssuance
15 {
16     [Authorize(Roles = "Client")]
17     public class BusinessClosureModel : PageModel
18     {
19         private readonly ApplicationDbContext _db;
20         private readonly ActivityLogger _logger;
21
22         ILogger<BusinessClosureModel> logger => _logger;
23
24         public BusinessClosureModel(ApplicationDbContext db, ActivityLogger logger)
25         {
26             _db = db;
27             _logger = logger;
28         }
29
30         [BindProperty]
31         BusinessClosureModel? businessClosure; set; } = default;
32
33         public async Task<ActionResult> OnPostAsync()
34         {
35             if (!ModelState.IsValid)
36             {
37                 return Page();
38             }
39
40             ModelState.Clear();
41
42             try
43             {
44                 var templatePath = Path.Combine(Directory.GetCurrentDirectory(), "Template/BusinessClosure.docx");
45                 var outputPath = Path.Combine(Directory.GetCurrentDirectory(), $"BusinessClosure.{BusinessName}.docx");
46
47                 Directory.CreateDirectory(Path.GetDirectoryName(outputPath));
48
49                 if (System.IO.File.Exists(templatePath))
50                 {
51                     return NotFound("Template not found at: {templatePath}");
52                 }
53
54                 using (var doc = Docx.Load(templatePath))
55                 {
56                     doc.ReplaceText(new StringReplaceTextOptions
57                         {
58                             SearchValue = "[BUSINESS_NAME]",
58             }
59         }
60     }
61 }

```

Figure 33. Certificate: Business Closure

Figure 34. Certificate: Barangay Clearance

Figure 35. Demographics Data

```

ManageAllAccounts.cshtml.cs 0 X DemographicReport.cshtml.cs
BarangayCRMS
1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Services;
4  using Microsoft.AspNetCore.Identity;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.AspNetCore.Mvc.RazorPages;
8  using Microsoft.EntityFrameworkCore;
9  using Microsoft.EntityFrameworkCore.Metadata.Internal;
10 using Microsoft.Identity.Client;
11 using System;
12 using System.Globalization;
13 using System.Linq.Expressions;
14
15 namespace BarangayCRMS.Pages.Secretary
16 {
17     [BindProperty]
18     public class ManageAllAccountsModel : PageModel
19     {
20         private readonly ApplicationDbContext _db;
21         private readonly ActivityLogger _logger;
22         private readonly UserManager<ApplicationUser> _userManager;
23
24         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
25         public ManageAllAccountsModel(ApplicationDbContext db, ActivityLogger logger, UserManager<ApplicationUser> userManager)
26         {
27             _db = db;
28             _logger = logger;
29             _userManager = userManager;
30         }
31
32         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
33         public List<ManageAllAccountsRequest> Requests { get; set; } = new List<ManageAllAccountsRequest>();
34
35         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
36         public List<ManageAccounts> Accounts { get; set; } = new List<ManageAccounts>();
37
38         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
39         public List<ApplicationUser> AllUsers { get; set; } = new List<ApplicationUser>();
40
41         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
42         public async Task OnGetAsync()
43         {
44             _logger.LogInformation("Viewed Change Requests.");
45             await ReloadRequests();
46             await ReloadAccounts();
47             await ReloadAllUsers();
48         }
49
50         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
51         public void OnGetRequestsAsync()
52         {
53             await OnGetAsync();
54         }
55
56         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
57         public async Task OnGetAccountsAsync()
58         {
59             await OnGetAsync();
60         }
61
62         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
63         public async Task OnGetAllUsersAsync()
64         {
65             await OnGetAsync();
66         }
67
68         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
69         public void OnPostAsync()
70         {
71             await OnPostAsync();
72         }
73
74         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
75         public void OnPostRequestsAsync()
76         {
77             await OnPostAsync();
78         }
79
80         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
81         public void OnPostAccountsAsync()
82         {
83             await OnPostAsync();
84         }
85
86         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
87         public void OnPostAllUsersAsync()
88         {
89             await OnPostAsync();
90         }
91
92         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
93         public void OnPostRequestsSync()
94         {
95             await OnPostAsync();
96         }
97
98         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
99         public void OnPostAccountsSync()
100        {
101            await OnPostAsync();
102        }
103
104         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
105         public void OnPostAllUsersSync()
106        {
107            await OnPostAsync();
108        }
109
110         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
111         public void OnPostRequests()
112        {
113            await OnPostAsync();
114        }
115
116         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
117         public void OnPostAccounts()
118        {
119            await OnPostAsync();
120        }
121
122         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
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902         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
903         public void OnPostRequests()
904        {
905            await OnPostAsync();
906       }

```

Figure 36. Manage All Accounts

```

ManageOfficials.cshtml.cs 0 X Login.cshtml.cs
BarangayCRMS
1  using BarangayCRMS.Data;
2  using BarangayCRMS.Models;
3  using BarangayCRMS.Services;
4  using Microsoft.AspNetCore.Identity;
5  using Microsoft.AspNetCore.Mvc;
6  using Microsoft.AspNetCore.Mvc.RazorPages;
7  using Microsoft.EntityFrameworkCore;
8  using Microsoft.EntityFrameworkCore.Metadata.Internal;
9  using Microsoft.Identity.Client;
10 using System;
11 using System.Globalization;
12 using System.Linq.Expressions;
13
14 namespace BarangayCRMS.Pages.Secretary
15 {
16     [BindProperty]
17     public class ManageOfficialsModel : PageModel
18     {
19         private readonly ApplicationDbContext _db;
20         private readonly ActivityLogger _logger;
21         public ManageOfficialsModel(ApplicationDbContext db, ActivityLogger logger)
22         {
23             _db = db;
24             _logger = logger;
25         }
26
27         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
28         public List<BrgyOfficialsViewModel> ViewOfficials { get; set; } = new List<BrgyOfficialsViewModel>();
29
30         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
31         public BrgyData brygData { get; set; } = new BrgyData();
32
33         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
34         public BrgyOfficialData teleave { get; set; } = new BrgyOfficialData();
35
36         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
37         public async Task OnGetAsync()
38         {
39             try
40             {
41                 viewOfficials = await _db.BrgyOfficials
42                     .Select(b => new BrgyOfficialsViewModel
43                         {
44                             ID = b.ID,
45                             Name = b.Name ?? "",
46                             Role = b.Role ?? "",
47                             Image = b.Image != null
48                                 ? $"{DataExtensions.GetMimeType(b.Image)}-{b.Id}_{Convert.ToString(b.Image)}"
49                                 : "/images/default-profile.jpg"
50                         })
51                     .Where(c => (c.Role ?? "").Contains("SM") ? 1 : 0)
52                     .ToListAsync();
53             }
54             catch (Exception ex)
55             {
56                 await _logger.LogErrorAsync($"Failed to load barangay officials.\nError: {ex.Message}");
57             }
58         }
59
60         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
61         public void OnPostAsync()
62         {
63             await OnPostAsync();
64         }
65
66         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
67         public void OnPostOfficials()
68         {
69             await OnPostOfficials();
70         }
71
72         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
73         public void OnPostBrgyData()
74         {
75             await OnPostBrgyData();
76         }
77
78         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
79         public void OnPostBrgyOfficialData()
80         {
81             await OnPostBrgyOfficialData();
82         }
83
84         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
85         public void OnPostTeLeave()
86         {
87             await OnPostTeLeave();
88         }
89
90         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
91         public void OnPostSync()
92         {
93             await OnPostSync();
94         }
95
96         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
97         public void OnPostSyncOfficials()
98         {
99             await OnPostSyncOfficials();
100        }
101
102         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
103         public void OnPostSyncBrgyData()
104        {
105            await OnPostSyncBrgyData();
106        }
107
108         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
109         public void OnPostSyncBrgyOfficialData()
110        {
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114         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
115         public void OnPostSyncTeLeave()
116        {
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120         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
121         public void OnPostSyncSync()
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133         public void OnPostSyncSyncBrgyData()
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138         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
139         public void OnPostSyncSyncBrgyOfficialData()
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145         public void OnPostSyncSyncTeLeave()
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150         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
151         public void OnPostSyncSyncSync()
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153            await OnPostSyncSyncSync();
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156         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
157         public void OnPostSyncSyncSyncOfficials()
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159            await OnPostSyncSyncSyncOfficials();
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162         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
163         public void OnPostSyncSyncSyncBrgyData()
164        {
165            await OnPostSyncSyncSyncBrgyData();
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168         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
169         public void OnPostSyncSyncSyncBrgyOfficialData()
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171            await OnPostSyncSyncSyncBrgyOfficialData();
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175         public void OnPostSyncSyncSyncTeLeave()
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177            await OnPostSyncSyncSyncTeLeave();
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254        {
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259         public void OnPostSyncSyncSyncSyncSyncSyncBrgyOfficialData()
260        {
261            await OnPostSyncSyncSyncSyncSyncSyncBrgyOfficialData();
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294         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
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300         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
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302        {
303            await OnPostSyncSyncSyncSyncSyncSyncSyncSync();
304        }
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306         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
307         public void OnPostSyncSyncSyncSyncSyncSyncSyncSyncOfficials()
308        {
309            await OnPostSyncSyncSyncSyncSyncSyncSyncSyncOfficials();
310        }
311
312         [Obsolete("Alpha Tags 6 days ago | Author: I change")]
313         public void OnPostSyncSyncSyncSyncSyncSyncSyncSyncBrgyData()
314        {
315            await OnPostSyncSyncSyncSyncSyncSyncSyncSyncBrgyData();
316        }

```

```

34     [TimeValue]
35     [Required(ErrorMessage = "This field is required")]
36     [Range(1, int.MaxValue, ErrorMessage = "Time must be greater than 0")]
37     public required DateOnly Data { get; set; }
38 
39     //reference | Atma.Saga 5 days ago | Author: 2 changes
40     public async Task<ActionResult> OnPostAsync()
41     {
42         try
43         {
44             DateOnly now = DateOnly.Now;
45             TimeOnly timenow = TimeOnly.FromDateTime(now);
46 
47             TimeOnly inputtime;
48             if (CancellationToken.None != CancellationToken.None)
49             {
50                 if (inputtime < timenow)
51                 {
52                     //Input time is past the current time
53                     ModelState.AddModelError("Time", "Input is past the current time.");
54                 }
55             }
56 
57             if (!ModelState.IsValid)
58             {
59                 var errors = ModelState
60                 .Where(e => e.Value.Errors.Count > 0)
61                 .ToDictionary(
62                     kvp => kvp.Key,
63                     kvp => kvp.Value.Errors.Select(e => e.ErrorMessage).ToArray());
64             }
65 
66             return new JsonResult(new { success = false, errors, message = "Please correct the errors in the form." });
67         }
68         ModelState.Clear();
69 
70         await _actLogger.LogAsync("Generated meeting agenda form.", "");
71     }
72 
73     catch (Exception ex)
74     {
75         await _actLogger.LogAsync($"Failed to generate meeting agenda \nError: {ex.Message}", "");
76     }
77 
78     return new JsonResult(new { success = true });
79 }

```

Figure 38. Meeting Form

```

13     [BindProperties]
14     public class ActivityLogsModel : PageModel
15     {
16         private readonly ApplicationDbContext _db;
17         private readonly ActivityLogger _actLogger;
18 
19         public ActivityLogsModel(ApplicationDbContext db, ActivityLogger actlogger)
20         {
21             _db = db;
22             _actLogger = actlogger;
23         }
24 
25         public List<ActivityLogItemModel> activityLog { get; set; }
26 
27         public bool HasResultsFound { get; set; } = true;
28 
29         [BindProperty(SupportsGet = true)]
30         public string SearchString { get; set; } = string.Empty;
31 
32         //reference | changes | Author: 2 changes
33         public async Task OnGetAsync()
34         {
35             await _actLogger.LogAsync("Viewed activity log.", "");
36 
37             try
38             {
39                 var logs = await _db.ActivityLog
40                     .OrderByDescending(l => l.Date_Time)
41                     .Select(l => new ActivityLogModel
42                     {
43                         Date = DateTime.ToString("yyyy-MM-dd"),
44                         Time = l.Date_Time.ToString("HH:mm:ss tt"),
45                         User = l.User,
46                         Activity = l.Activity
47                     })
48                     .AsNoTracking()
49                     .ToListAsync();
50 
51                 // Search in all Case Records
52                 var currentPage = Request.Path.Value?.ToLower(); //gets current page path
53 
54                 if (!string.IsNullOrEmpty(SearchString))
55                 {
56                     logs = logs.Where(l => l.Date_Time.ToString("yyyy-MM-dd") == currentPage);
57                 }
58             }
59             catch (Exception ex)
60             {
61                 await _actLogger.LogAsync($"Failed to retrieve activity logs \nError: {ex.Message}", "");
62             }
63         }
64     }

```

Figure 39. Log Trails (Activity Logs)

APPENDIX C. EVALUATION TOOL/TEST DOCUMENTS

EVALUATION TOOL/TEST DOCUMENTS

TRANSCRIPT OF INTERVIEW

Interviewee: Secretary John Kimuel M. Regine & Ma'am Marilen Sulit

Researchers: Janry A. Concepcion, Andrea M. Dagondon, Brenda F. Laguna, Althea P. Saga

Location of Interview: Barangay Pulong Santa Cruz, Santa Rosa Cty, Laguna

R = Researchers C = Client

Interviews with Barangay Secretary

Interview 1:

R: Ilan po yung total ng population sa barangay?

C: As of 2024, 30,137.

R: Ilan po yung total na employees sa barangay?

C: 800 (estimate)

R: Ilan po yung bilang ng departments sa barangay?

C: Treasury, (inaudible) department, desk officers, Lupon, operation linis...22 departments. Sec administrator at barangay clerk, ay admin.

R: Pwede pong makuha yung names ng barangay officials?

C: Picturan niyo yung nasa picture diyan, andun na yung pangalan. Labas kayo.

Interview 2:

R: Lahat po ba dito sa barangay ay may designated office?

C: Yung iba, wala. Tulad nito, operation linis--magwawalis ito. Wala silang office. So ang trabaho nila every saturday lang, nagwawalis sila, kung saan man sila (magwalis).

Day Care, wala silang office (dito sa barangay) pero may (office) sila sa Day Care mismo. Yung messengers, wala silang office kasi sila yung nagpapadala ng mga patawag (forms). Desk officers, meron do'n sa front desk. Sa MRF, doon sila sa STI, nase-segregate ng basura. Yung Task Force Environment wala itong office, pero sila din yung mga nagwawalis, nagbabantay sino nagtatapon ng ganyan (basura). Traffic aides, sa kalsada office nila. Human Rights, wala din ito (na office), pero gumagamit sila sa VAWC. Sa VAWC, meron silang sarili dapat ito kasi mandato dapat meron silang office. Utility workers, wala pero sila yung naglilinis dito sa barangay. Barangay Task Force, ito mga on-call lang ito--kapag may disaster sila (tinatawag). Tanod, may office. Lupong Tagapamayapa, may office sa baba. Drivers, wala pero andiyan lang sila sa labas. Disaster Team, wala itong office pero kapag may bagyo nandito sila. BNS (Barangay Nutrition Scholar), meron dun sa taas ng Health Center. Barangay Health Center, andoon sa baba. Maintenance Staff, wala--on-call lang ang mga ito kapag may nasira lang. CCTV, doon sa baba. Sec Staff, sa baba ko (first floor room, katapat ng room ng Sec). Yung Certifications do'n puro staff ko 'yon. Treasury, ayan (end room ng second floor). Admin, andoon sa barangay admin office.

R: Ilan po yung total number ng purok niyo po sa barangay?

C: 22.

R: Pwede po malaman yung total population per purok?

C: Wala kaming data.

R: Sa residents (registry) po wala kayong list ng residents?

C: Sa RBI naman ang nire-require hindi per purok. Bigay ko nalang ito sa inyo, may workforce, out-of-school youth. Meron silang age bracket, 'pag nire-require sa amin, 'di na per purok.

R: Pero yung sa listahan po talaga ng sa residents, wala po?

C: Inaayos ko pa siya, matagal pa 'yon mga isang taon pa 'yon. 'Eto, 1,300 palang nare-record 'ko.

R: Ayan po ba yung system ng barangay?

C: Ibinigay sa'min 'tong DILG.

R: Pwede po ba naming ma-interview yung nasa Lupon regarding blotters?

C: Kaya kong sagutin, ako ang Lupon Sec. Sa batas ako pa rin ang Lupon.

R: Magkaiba po ba yung complaints at blotter or same lang po sila?

C: Yung complaint, iblinotter.

R: So parang connected lang po sila. Ini-record yung complaint.

C: Ang tanod may blotter 'yan ah. Iba ang blotter ng Lupon. Kasi ang Lupong Tagapamayapa, hindi lahat ng dispute o reklamo (ay) nasa jurisdiction ng Lupon. Dapat kunyare kayong dalawa magkaaway kayo--'yan pwede 'yan, tao-sa-tao. Pero ang kumpanya at tao, hindi pwede 'yon. Pwedeng isampa sa Lupon yung taga-Balibago siya, taga-Pulo ako, pwede 'yon. Pero kung taga-Mindanao siya, hindi pwede. May Jurisdiction ang Lupon, hindi lahat ibina-blotter sa Lupon. 'Eto ang Blotter Book ng Lupon.

R: Hindi po siya digitized?

C: Hindi. Bibigyan niyo ako ng system? Kukunin ko. Gawan niyo nalang kaya kami sa Lupon.

R: Ano po bang gusto niyong mangyari sa system?

C: Computerized, kaya lang ang tatanda na ng mga Lupon ko eh.

R: 'Pag gano'n po pwede kayong maglagay ng designated employees para maghandle ng computerized system?

C: Oo. Actually, meron nang prino-propose ang DILG sa Lupon, yung system para magkaroon ng computerized sa Lupon. Kasi ang Lupon, mga bente (20) or sampu (10) yung forms na ginagamit diyan. Form 'pag nagsumpong, form 'pag pinatawag yung correspondent, form 'pag pa-abiso sa nagsumpong. Kasi 'pag nagpatawag 'yan merong

una sa kapitan muna, petition. 15 days 'yon, may forms din 'yon. Kapag 'di naayos ng kapitan saka siya bababa sa Lupon, another 15 days.

R: Kung gusto niyo po gumawa kami ng system, kasi po nagtanong kami sa baba sa department po ng certificates.

C: Meron ng gumagawa na diyan eh.

R: Opo, standalone system daw po. Tapos ang gusto po nila nung nakausap namin ay centralized. Kasi may mga ano sa Treasury na hindi nila nasasagot agad.

C: Pwede naman. Pero yung Lupon nalang kaya kunin niyo, kasi iyon, sila lang 'yon. 'Di nila (inaudible).

R: Yung Lupon po sa tao-sa-tao lang po, hindi po sa mga parang kumpanya.

C: Hindi, tao-sa-tao.

R: Ano-ano po yung information na kailangan (sa Lupon)?

C: 'Eto. [See attached image of Lupon's Blotter Book]

R: Ano po 'yon kailangan pa ng anong subject bakit nag-away sila?

C: Oo. 'Eto, kunyari si Mary Rose nagpunta sa amin kino-complain niya si Mary Rose Flores Alvarez. Ang nature of case: utang.

R: Ayan po lahat ng information na kailangan? [Referring to the template if record in Lupon Blotter Book]

C: Oo, last year 'to.

R: Pwede pong mapicturan (template record sa Lupon Blotter Book)?

C: Oo, pero confidential 'yan.

R: Opo, kami lang naman po maghahandle.

[Sec showed forms used in processing complaints/blotters. Please refer to attached documents.]

C: Ito yung ginagamit na forms. 'Pag may sumbong na ipapatawag si respondent, within 24 hours dapat nakapag (inaudible). Ang kapartner nito, "pa-abiso sa pagdinig". Kapag nagkaharap kay kap., 'eto na 'yon "Kasunduan sa Pag-aayos". Kapag hindi sila nagkasundo kay kap, bababa sa Lupon, maga-abiso naman patungkol sa pangkat, yun kung sino yung pangkat tagapagkasundo. Susundan nito, pa-abiso sa Lupon. 'Pag nagkaharap sa Lupon, babalik dito sa "Pag-aayos". 'Eto yung (inaudible) ng pag-aayos, kung ano yung napagkasunduan dapat isusulat dito. Madaming forms.

R: Ano pa po yung isa Sir yung bukod po sa nagha-handle po ng complaints?

C: Tanod. Mabilis lang yung sa tanod. Kasi ang tanod binabato din iyan sa Lupon eh.

R: Hindi po yung sa company po yung sinabi niyo po kanina.

C: 'Pag company hindi namin tinatanggap 'yon. (Inaudible) jurisdiction na 'yon.

R: Kung gumawa po kami sa Lupon (ng system), bali isa lang po makakagamit do'n?

C: Oo. Ako lang din. Hindi, pwede naman lahat ng Lupon.

R: Ilan po ang Lupon (members)?

C: Bente (20).

C: Pwedeng hindi web (-based system)?

R: Pwedeng desktop (app) lang po.

C: Pero hindi kailangan ng internet?

R: Yes po.

R: Pwede po namin makuha yung format nung form?

R: Lupon lang po pangalan ng office?

C: Lupong Tagamayapa, Barangay Justice o Katarungang Pambaranggay.

C: Dapat may blotter din ang system. Kahit wala na yung narrative. Eto lang blotter number, date and time filed, complainant/s, complainant/s address, respondents, respondent/s address, nature of case, eto disposition nalang ilagay niyo dito sa action taken.

C: Pwede ba yung nakakagawa siya ng letter of invitation sa kapwa niya Lupon. Parang i-ano lang print (inaudible). Kasi may monthly meeting ang Lupon, kasama sa administration ng Lupon na magkaroon sila ng monthly meeting. So kailangan gumawa ng letter of invitation.

R: Bali kayo po ang head ng Lupon?

C: Ako ang Sec ng Lupon, ang chairman si kapitan. Sa batas, bente dapat ang Lupon.

C: 'Eto una, sumpong. Pagkasumbong, patawag. Kasunduan sa pag-aayos, kay kap 'to. Lahat ng mapagkakasunduan, isusulat dito. Ngayon kapag hindi sila nagkasundo, magkakaroon ng--bababa sa Lupon, pag-abiso sa pagdinig. Bubuo ng pangkat eh. Kasi 'di naayos kay kap, bababa sa Lupon, yung respondent pipili kung sino dito yung magiging tagapagkasundo. Meron kaming (inaudible), tathlo pipiliin mo. 'Pag may napili na, i-invite mo yung complainant, pipili siya dito. Kapag nakapili na magpapa-abiso dun sa napiling (inaudible), tapos babalik na naman sa patawag, pa-abiso, at tagapag-ugnay.

R: Bali ang makakagamit po ng system sa Lupon, kayo po at si kap?

C: Oo, pero siyempre sa sobrang dami kong trabaho, 'di na nasusunod 'yon. Pero kung susundin mo yung flow ng Lupong Tagapamayapa, dapat gano'n.

Interview 3:

R: Yung sinabi niyo po nung nakaraan sa pasahan ng forms sa Lupon. Mula sa Lupon, kay kapitan, 'tas ibabalik po. Paano po iyon sa system nalang po yung pasahan?

C: 'Pag may dumating na kasu na magsasampa, kakausapin. Ia-assess ko yung kasu, pagka-assess ko nung kasu, kase minsan kasi may mga hindi dapat pasok sa Lupon tulad ng vehicular accident. Utang, utang ganiyan. So ia-assess ko siya, kapag pasok siya, iba-blotter ko 'yon. Pagkablitter ko, gagawan natin ng Forms 7, 8, 9 (sumpong, patawag, parabiso). Pagkatapos no'n (inaudible) kay kap.

R: Papel na po 'yon?

C: Papel 'yon.

R: Hindi po siya ipapasa sa system gano'n?

C: Kailangan siya print-out. Ipi-print-out siya kasi yung patawag bibigay mo sa respondent, sa complainant din.

R: Yung filing lang po ang digitized?

C: Gano'n

C: Nakausap niyo si Treasury 'di ba last time? Ano sabi sa inyo?

R: Ang sabi po sa'min komplikado daw po yung gusto naming gawin sa Treasury.

R: Yung sinabi niyo po na pwede po kayong magsend ng announcement sa Lupon, ano po yun SMS po ba 'yon or notif?

C: Kami, through Facebook kami, sa GC. Magre-ready ng letter tapos sa proseso kasi ng Lupon kailangan may pirma nila, na natanggap nila.

R: So sa GC niyo lang po ginagawa 'yon?

C: Hindi, meron akong letter.

R: Print-out po 'yon?

C: Print-out.

R: Bali sa system po, dun na din po kayo maga-ano (mag-edit ng form for meeting)?

C: Pwede naman. May template na dun. Change date nalang tsaka time, tsaka agenda.

R: Ilan po sa Lupon ang may access sa PC?

C: Wala. Kasi ako sa Lupong Tagapamayapa ako, ang Lupon chairman si kap. Ang Lupon Sec yung yung barangay Sec--ako 'yon. Tapos meron akong dalawampung pangkat tagapagkasundo.

R: May access po sila sa PC?

C: Pwede naman.

R: Kasi possible po na lagyan din po namin sila ng (account). Bali 'pag magfa-file po ng complaint, sa inyo po?

C: Pwede, oo, sa'kin. Sa'kin talaga. Dahil sa.. pero sa totoong buhay ('di) nangyayari 'yan, busy ako eh. Pero ako dapat talaga.

R: Bali lalagyan din po namin sila ng account?

C: Oo.

R: Bali nakalagay na din po dun yung status po ng case

C: Oo, kung ongoing, settled.

R: Hinhawakan niyo rin po ba yung VAWC?

C: Hindi, ano lang ako supervision.

R: Pa'no po 'pag may cases sa VAWC?

C: Magkaiba ang VAWC sa Lupon ha. More on family matters kasi. Womens, family.

R: Si kap po ba kailangan din kasama sa system?

C: Pwede naman, oo. Siya chairman eh.

R: Ano po possible na pwede niyang makita sa system?

C: Bago harapin ng Lupon ang isang kaso, si kap muna. 15 days. Kailangan, within 15 days mapagkaayos niya yung magkaaway. Ngayon kapag within 15 days hindi nya napagkasundo, tsaka nya ibababa sa Lupon.

R: So pwede po sa view ni kap, pwede niyang ma-update yung case kung settled na tapos maga-appear po sa inyo gano'n?

C: Oo.

R: Sama na din po namin yung sa registry ng barangay, iko-connect po namin sa clearance para malaman kung tagadito sila.

Interviews with Barangay Clerk

R: Business permit, dito rin po yun sa ano?

C: Oo

R: Ano pong requirements po non?

C: Yung sa pag ka yung bago, so ito yung form tapos DTI at saka kung nangungupahan lease of contract and then ito sketch na.

R: Pwede po namin ito mahingi?

C: Sure

R: Thank you po.

R: Paano po, bukod di ba po may para ma-verify niyo po na taga dito po yung resident hinihingan niyo po ng id?

C: Oo, for example ini-interview muna namin yung tao kunyari ikaw, san ano po kukunin niyo?, ano po kukunin niyo barangay clearance para san sa trabaho, may id po kayong ano naka-address pi dito. Pag sinabing wala, ah pag kayong kakilala mo naman yung taong iyon or may magpapatunay na kilala yung taong iyon, so okay binibigyan namin. Pero kung hindi naman, si kap yung nag-iinterview na bakit kasi usually bakit ang tagal-tagal mo na dito wala ka pa ring id na naka-address dito tumatagal ka na sa Brgy. Pulong Santa Cruz.

R: Meron po kayong ano database po ng mga residence sa barangay?

C: Ganun, barangay clearance mga kumukuha. Kasi ang barangay clearance namin may picture parang sa NBI

R: Ah sa mga nakuha lang po iyon ng barangay clearance?

C: Yes, yes po.

R: Pero yung buong lahat po ng residents po dito?

C: Ah hindi po

R: Ah wala po

C: Barangay clearance lang namin may mga picture at saka yung mga indigency namin hindi namin [inaudible]. Tapos ano yung first time job seeker yun naka-record din iyon, naka [inaudible], kung ilan yung kumukuha sa isang araw.

R: Paano po kayo nagma-manage ng record?

C: Thru computer, thru computer and files

R: Ano po iyon?

C: Filing ng docs

R: Standalone lang po iyan? Parang dito lang po nag-e-exist sa department po ninyo?

C: Dito lang kasi kanya-kanya kami ng department [inaudible], so barangay Sec lang [inaudible], and barangay clearance.

R: Sino po yung nagma-manage ng sa database niyo po?

C: Si Bertha, so sa kanya yung ayun ayun, sa kanya nakatalaga yung barangay clearance tapos yung iba mga certificate sa kanya tapos ito cedula, ako sa mga business din kanya-kanya kaming mga talaga kung ano yung mga dapat naming gawin

R: Bali ilan po lahat?

C: 1 2 3 4, kasi ito sa senior, sa ano ito eh sasa sa rehab naman ito [inaudible] hindi na ako nangingialam, sa rehab sa solo parent.

R: Pwede pong makuha yung pangalan ng nagma-manage po ng?

C: Edi wala na kaming susunod na pangalan, siya si ano meron naman kaming mga ganito sa likod ito yung may pangalan, ito sa business sa mga clearance, tapos si ate shaoli sa indigency sa residency. Basta doon lang sa amin yun lang ang barangay clearance namin pero pwede din siyang gumawa ng kahit anong certificates, except lang ang business dito lang talaga yan [inaudible] pero syempre [inaudible] tulungan sila kunyari ma'am marami doon mga residency indigency marami sa dito, so tulong-tulong para di na nag-aano yung mga tao.

R: Lahat po ng department dito may system na po?

C: Ah wala, bukod bukod [inaudible]

R: [inaudible]

C: Ang imbestigador is manual sila. Tapos pagka naman po lupon ganun din, mga ganun pero usually ang naka ano lang ito lang tsaka yung treasury Sec at treasury.

R: Pero magkahiwalay po ng system po?

C: Syempre iba yung system ng treasury more on money matter.

R: Ano pong last name niyo po [Ma'am Marilen]?

C: Sulit

R: Last name nyo po [Ma'am Siong]?

C: Ano, Amante.

R: Ano po yung last name nyo po?

C: Sino yung gusto niyong dalawa? Ito Toña Balbieran tapos Claire Manubag.
[inaudible] Cristina Meñosa.

R: Ano pong [hinahawakan na certificates ni Ma'am Cristina]?

C: Solo parent, BADAC. BADAC at saka solo parent

R: Ano pong BADAC?

C: More on ano, more on drugs rehab [inaudible].

R: Ano pong problemang nai-encounter niyo po sa pag handle po ng data?

C: Hindi usually naman pagka naman pagka sa system naman talaga usually yung magda-down yung masisira yung computer ganun lang naman.

R: Ano pong ginagawa niyo kapag nangyari 'yon?

C: Meron naman kaming technician dito pagka ano si Sir. Ron siya yung sa ano namin sa technical o kaya si sir kenneth na taga city hall.

R: Yun lang po talaga yung nag-aayos?

C: Oo, sila yung allowed para mag ano kunwari kapag may problema.

R: Wala naman po kayong nae-encounter na iba pang problem?

C: Wala naman, minsan wala naman pagdating sa computer yun lang mga pag kayong nasisira lang pagka may virus ganoon [inaudible] mag-e-error lang siya ganun, wala naman kaming masyadong ano.

R: Doon po sa nabanggit niyo po kanina na parang mga 100 tao per araw, may tendency po ba, gaano po katagal usually tine-take yung mga request nila sa isang araw ay i mean pag marami po nakakayanan po bang i-handle?

C: Kaya naman hindi naman kasi kunwari for example kukuha sila may labing limang tao kukuha ng barangay clearance, usually may oras din naman iyon sa computer kunyari mga 3 minutes lang, ganito lang o kaya seconds lang, so depende iyon sa computer, mabilis lang naman.

R: Sa system po may parang gusto niyo po bang i-improve? Or okay na po iyon sa inyo?

C: Hindi naman kung sa system kailangan talaga meron kasi syempre more on technology kailangan may upgrade din tayo.

R: Ano pong gusto niyong idagdag sa system?

C: Hindi, yung bilis yung mas mabilis pa o kaya centralized

R: Parang kunyari po magkaisang system na lang po yung treasury at saka dito.

C: Na ano na namin iyan kay sir kenneth sa IT maintenance dito. Kunyari for example may kukuha sa akin ng business, so malalaman ng treasury malalaman ko na rin kung magkano yung babayaran para pagka nagtanong yung tao “magkano po babayaran?” masasabi ko na rin, kasi minsan pagka may nagtatanong kasi sa akin “ma'am magkano po yung babayaran namin sa permit?”, hindi ko po kasi alam sa treasury yun sila pupunta. Mas maganda yung ganun at least alam na namin pagka may nagtanong yung tao, aware na sila kung magkano yung dadalhin nilang pera

R: Kung possible po next time pwede pa po ultil kaming mag-interview kasi for improvement pa po kasi itong project po namin.

C: Oo pwede naman, dapat pagka ano yung time dapat andito sa si Sir Ron para more on kasi siya yung nakakaano pag more on technology. Ron [inaudible], siya yung sa mga cctv namin tapos sa mga kung ano yung mga internet namin dito ganun.

R: Alam niya paano nangyari lahat ng process po dito?

C: Siya yung nakakaalam si Sir. Ron.

R: Ano pong schedule ni sir. Ron?

C: Si Sir. Ron hindi kasi, hindi sya ano eh [inaudible] kung ano ba talaga, kung ano pwede sa kanya.

R: Yung sinabi niyo po nung nakaraan na minsan yung document kailangan pang i-ask sa treasury kung magkano? Yun lang po iyon yung business permit [inaudible]?

C: Hindi, business permit, construction permit, business closure basta regarding na babayaran sa city hall, sa taas sa treasury office, treasury namin don sa taas [inaudible] treasury dito sa barangay.

R: Paano po yung bayad Ma'am? Doon na din po sa treasury?

C: Oo, doon din magbabayad. Ina ask lang kasi minsan ng mga client namin "magkano po yung babayaran namin?", kunyari construction permit, minsan kasi ang construction permit nagbe-base kami kung magkano yung bill of materials nya kunyari umabot siya ng 30 million hindi ko alam kung magkano computation nila, so mag-aask sila, minsan sinasabi ko punta po kayo sa treasury ask nyo po kung magkano po yung babayaran nyo para at least aware kayo kung magkano yung dadalhin niyong pera.

R: Doon na din po yun [magbabayad]?

C: Yes

R: Pero yung sa mga kunyari po barangay clearance [inaudible]

C: Ang barangay clearance meron naman kaming memorandum doon kung magkano talaga.

R: Dito po iyon magbabayad?

C: Hindi sa taas pa rin, basta laging money matter treasury.

R: Ano-ano po yung mga requirements pag kukuha ng business permit?

C: Ito yung form namin ng business permit ayan yung mga requirements pero usually [inaudible] eto DTI at saka kung nangungupahan lease of contract [inaudible] kasi yung the rest hindi na namin kailangan. Tapos pag naman construction permit, pag naman construction permit [inaudible] request, tapos project plan, contract nila tapos bill of materials.

R: Bali ang lahat po ng bayaran sa treasury?

C: Yes, basta money matters treasury, treasury office.

R: Pwede po ba naming makita yung system niyo po?

C: Paanong system?

R: Kahit yung interface lang po.

C: Ah ito sa mga permit. Meron kasi kami kunyari unang-una tayo sa business closure kung kunyari isasara na yung isang business kunyari so ito iyon tapos ito rin yung mga requirements, wala lang papalitan lang namin [inaudible], sa closure naman yung affidavit lang naman yan. Tapos kunyari sa business closure papalitan lang [inaudible], anong pangalan nung business, ilalagay mo lang certificate lang ganito lang, tapos kung kailan siya nagsara. Tapos pagka naman po construction permit ganun, kung anong pangalan nung contractor, tapos kung anong klaseng iko-construct niya, kunyari construct building tapos kunyari moseleyo, renovation ng house ganun. So ganun lang lagi yung, contractor name, ano yung gagawin niya, saang lugar iyon, name nung nagpagawa, and then ito lagi yung code number papalitan.

R: Bale wala po kayong bukod na system talaga para po magawa iyan? Kumbaga nandun na po lahat ng ano.

C: Wala ganito lang

R: Dito po sa ibang dito po kunyari sa solo parent, ganun din po?

C: [Inaudible] puro ganito lang. Edit edit lang [inaudible] mga business permit. Usually pagka kayong tapos naman nakakuha naman ang database namin ganito, kunyari ito yung

mga kumuha sa amin ng 2018 [inaudible], kung magkano siya ganun, tapos yung DTI niya [inaudible] kailan yung paso lugar ganun.

R: Yung mga ano po, like kunyari po kapag may nanghingi po [inaudible] kapag nagbigay po sila ng mga requirements nila kunyari po sa business permit [inaudible]?

C: Yes

R: Wala po siyang ano digital na storage?

C: Wala wala, basta usually basta pagkain code sa database binibigay namin kay ate Aida iyan sa admin sila yung nagke-keep.

R: Ano pong ginagawa doon?

C: Sa barangay clearance, diyan lang yun sa computer, ano naman yun ang city hall nakikita naman ng city hall kung ilan yung nagagawa namin sa isang araw, parang centralized.

R: Parang nagre-reflect po iyon sa.

C: Sa?

R: Captain po? Kay kapitan po.

C: [Inaudible] yung sa treasury, yun yung syempre money matters alam dapat. Pagka business permit tinatawag na lang ako, [inaudible].

R: Bale ang balak po kasi sana namin gagawa po kami ng system para doon na po kayo [inaudible].

C: Actually, meron na kami, unfinished due to the client being busy. Yung regarding kasi sa system, yung it namin si sir kenneth may ano siya may bagong may hindi palang niya nai-implement pero may system siya na, kunyari na-encode na dito matik makikita ng treasury tapos masasabi na rin, lalabas na rin dito kung magkano yung babayaran at least para aware na rin yung tao hindi na siya aakyat.

R: Actually, ganun po yung balak naming gawin.

C: Ganun yung kay sir kenneth, hindi pa rin siya nai-implement lang dito

R: Pero gagawin [inaudible] namin kasi yun na po yung napropose.

C: Oo sige, okay lang wala namang problema. [inaudible] matagal ng gusto ni sir kenneth, para ma-in code na. Kunyari may kumuha doon barangay clearance, at least alam namin kung sino yung taong iyon, kunyari kukuha ng indigency kumuha muna ng barangay clearance, tapos kukuha din ng indigency, sa magre-reflect na sa akin yung pangalan.

R: Pati po yung mga kinuha nila?

C: Yes

R: Yan po yung iniisip namin.

C: Si sir kenneth ganun, pero si sir kenneth, nagpropose siya nung last ano na last last year, nagpropose siya ng ganun gusto niya ganun daw yung system namin pero ang inuna muna ito barangay clearance ng centralized to city hall para alam ng city hall at saka itong sedula namin, alam ng city hall kung ilan ang kumukuha sa amin sa isang araw, magkano rin [inaudible] ilan ang nakuha sa amin ng sedula, so aware sila ganun pero the rest ano pa lang plan pa lang. Sinabi na rin kay Kap yun [inaudible]. So malay niyo diba, pwede namang mangopya pero [inaudible]. Mas maganda kasi yung ganun, at least diba aware na yung tao, at saka hindi siya yung akyat pa doon bababa aakyat, ako din minsan ayoko ng ganun pabalik-balik yung customer.

R: Sa pagkuha po ng clearance, may ano po ba parang, may mga times po bang kailangan pong i-check kung my violation po sila sa barangay?

C: Wala naman, kasi usually may forms kami, forms ng pagkuha ng barangay clearance, ng indigency sagutan mo lang yun. Ngayon pag yung sinasabi mong kunyari may kaso or may ganun malalaman lang namin pag may nagpunta dito inaudible sa imbestigador ganun may pumunta sa amin hinahanap ng taong ito kasi ganto ganto, doon lang namin (inaudible), pero yung sabihin mong makikita na may kaso (inaudible). Parang NBI lang

din, si NBI lang makaka-detect nun at saka si pulis kasi may system sila pag sa mga barabbarangay wala. Ngayon kung gusto mo parang style ng sa nbi para ma-detect na ah may kaso (inaudible).

R: Noong nakaraan tinanong po namin kung may registry po yung mga residence, registry po parang lahat ng residence.

C: Meron rbi na tinatawag ganito. Yung sinu-survey ng mga tao namin, bawat bahay-bahay nagaganan and then ini encode para sa system na alam ng city hall kung ilang population ang Pulong Santa Cruz.

R: Gusto niyo po ba ng kunyari magkaroon po kayo ng database, parang ano lang po kung sino yung mga residence dito para pagkukuha po ng clearance malalaman na din po dun kung residence po ba talaga sila dito.

C: (Inaudible) pero usually kasi ang ano namin ang ano lang namin ngayon kunyari residency, laging sinasabi nila residence sila dito, pero nanghihingi lang kami ng thru id parang patunay na taga dito ka. Ngayon kung wala naman, kunyari for example meron kaming na-encounter na ilang years na dito pero wala pang id kasi usually mga id nila sa province sila naka-address, yun naman pag walang id ganun kay Kap yun pinapupunta para makilala din nila yung kapitan namin kasi minsan pag tinatanong namin sa sobrang tagal 10years 12 years (inaudible).

R: Pero okay lang po ganun magkaroon ng registry?

C: Mas maganda kung ganun, at least detect na namin kase masilimuot iyon yun nga kasi usually ito rbi ito yung parang sine-sensus (inaudible) kunyari ikaw tumira ka dito sa pulong santa cruz, sa tingin mo ba residency ka na dito? Ano yung ano niyo na katibayan na residency siya dito thru ano. Yun kung idea niyo iyon go lang diba mas maganda nga iyon, kunyari ito gawin niyo (inaudible) gaya nito itong pulong santa cruz, kunyari (inaudible) gawin niyo muna barangay clearance para mag-proof niyo na talagang taga rito siya, yun naman ang pag-aralan niyo paano gagawin. Siguro naman bago kayo makatapos ng college tapos nyo yan.

R: May mga standards din po na parang makikilala yung taga dito talaga, kunyari 3 months na ganoon?

C: Usually dapat kasi 6 months (inaudible), usually binibigyan lang namin kasi galing sa province malalayo (inaudible) maraming pagtatrabahan dito. So depende pa rin kay Kap Yun.

R: (Inaudible)

C: Sa ngayon kasi, dati kasi ang pulo ang barangay namin hindi kami mahigpit basta kumuha ka lang (inaudible), basta ang sinabi mo taga pulo ka taga pulo ka. Pero ngayon since naghigpit na kami dahil pineke ang certificate namin ng dayo ginawa namin thru id na botante po ako dito walang dalang pagpapatunay yung stab natin diba wala namang address (inaudible) check namin kung butante siya may record kami noon akong botante siya (inaudible). Ayon po pwede rin kunwari maggagawa kayo para ma-detect (inaudible) sa voters kayo titingin kung talagang residence pero siguro sa 100% siguro mga nakatira dito sa pulo siguro mga 60% botante. Kaya lang yung iba yung ibang mga dayo napalipat na rin halos dito, especially pag nagpa-transfer na dito sa pulo kasi nga maraming (inaudible).

R: (Inaudible)

C: Maganda nga yung ganung idea at least made-detect na kunyari sample kayo dito sa amin made-detect namin na parang talagang taga rito siya, mata-track namin taga rito siya. Kulay red(inaudible), kulay pink taga rito siya, kulay puti (inaudible). Lagay niyo rin yung ano parang ilang months lang siya dito.

R: Pero magbe-base yun sa census?

C: Oo

R: Yun lang po yung mahirap.

C: Kasi nga ito yung sa rbi, bawat ano bawat bahay diba sine-sensus, paano kunyari nangungupahan yung tao 'di ba kunyare example construction inventory namin (inaudible), paano pagkatapos ng construction (inaudible).

R: Nire-register po ba yung mga bahay, yung mga nangungupahan.

C: Yung iba, dati kasi noon pagka yung may nangungupahan nagpapadala sa amin ng biodata sa barangay tapos biglang nawala (inaudible) nawala lang yung pero dati may panukalang ganun. Lahat ng nangungupahan sa apartment kailangan may biodata magpapasa sila.

R: Paano po pag nakuha kayo nito saan niyo po nilalagay or ini-store?

C: Ano lang stock lang.

R: Stock lang po? As in ganito lang po?

C: Ay hindi ini-encode iyan, DILG yan.

R: Isa-isa po ito?

C: (Inaudible) sa isang bahay isa, (inaudible) kung ilan na interview sa isang bahay.

R: Pwede po makahingi ng format po nito?

C: Sa DILG yan, (inaudible) piniprint lang namin. Fill up tapos yung iba hindi na nila nababalik kasi, yung iba kasi ito po yung ano namin survey form namin paki-fill up balikan ko mamaya pakipasa na lang po sa kakilala tapos hindi na nila naibabalik sa kakilala.

R: Sa system po na gagawin namin, kasama na din po doon yung yung sa part po niyo, kasi ang pinakita niya po sa amin naka-word so doon parang (inaudible) parang system ng forms.

C: Dapat lang talaga pagkaganun.

R: Pag ganun po ano pong gusto niyang idagdag doon? Yung nakikita niyo po sa interface po?

C: Wala naman (inaudible) basta yung kunyari sa barangay clearance (inaudible), tapos kung talagang residence magandang ngayong idea niyo eh (inaudible), para dito palang

maharang bago siya pumunta doon sa city.

R: Ayun lang naman po?

C: Maganda iyong, tapos kung residency (inaudible) halimbawa 11 years siya dito pero wala pang id o 11 years sya dito sinabi niya lang o baka mamaya (inaudible) mga ganun.

R: O kaya ka mag-anak yung 11 years.

C: O kaya ka mag-anak mo dumating lang kanina (inaudible). Mga ganong case.

R: Apakadami po, noong nakaraan po ang tinanong po namin si Sir. Kim yung secretary nasa mga 30k po yung populasyon ng pulo. Bali ang lalagyan na lang po namin ng sa additional yung pwede po kayong mag-add ng forms. Kunyari may additional po na, ay hindi ah sige. Mag-add on ulit ng forms.

C: Sa forms na lang mag-add nalang sa forms?

R: Ay hindi po ganun pa rin po yung katulad sa word, yung (inaudible).

C: Basta pag may idea kayong maganda (inaudible) gawa lang kayo ng sample pakita niyo lang pa approve niyo kay Kap.

R: Kapag may visual na po?

C: Oo, oo meron na kayo ganito po, (inaudible), kung pwede lang po sana ganun kasi sayang.

R: Magpapaalam po kami?

C: Oo kailangan iyong kasi respect iyong. Hindi tayo pupwedeng ako lang yung yung kausap niyo, papayagan ko (inaudible).

R: Pag sa system na po namin, sa part po ng certs, kunyari po kayo sa business po tapos yung iba po (inaudible), ang gusto niyo po bang mangyari doon is yung parang (inaudible) nakikita niyo lang yung tungkol sa business (inaudible) tapos yung sa kanya makikita niya lang po yung sa mga solo parent.

C: Pero usually kasi talaga, for example sa akin business lang hindi lang (inaudible). Kasi ang ginagawa namin kunyari doon masyadong busy (inaudible) except lang sa barangay clearance kasi si barangay clearance (inaudible).

R: So paano po iyon? Parang lahat na din po?

C: Lahat kami, isa dalawa tatlo basta lang kunwari indigency marami siyang ginagawa pwede akong (inaudible) indigency.

R: May mga cases po ba na parang nagpapalitan po kayo ng files po ganun?

C: Hindi

R: (Inaudible) yung mga id.

C: Hinihingi nalang, kunyari sir ano po kukunin niyo sir barangay clearance po may id po kayo, wala po ilang taon na po kayo dito (inaudible) 5 years, 5 years po bakit wala po kayong id laging sinasabi busy po kasi sa trabaho paano po iyon (inaudible) mapapatunayan na taga rito po kayo kung wala po kayon may papakita sa amin since tumatagal (inaudible) ganun (inaudible). O sige po ha pagbibigyan po namin kayo isang beses lang pero sa susunod (inaudible) documents niyo kailangan may ay id na po kayo sa amin kasi tumatagal na kayo samin.

R: (Inaudible) sa census, may iba pa po bang way para ma (inaudible) data po ng residence? Paraan kunwari po pagpunta nila dito kung dito talaga sila titira pupunta po sila sa barangay ganun kaya na lang po mag-e-end code ng data nila ganun?

C: Meron talagang aanuhin iyon si Sir. Kim before lahat ng (inaudible). Pero usually ganun talaga dapat pag pumasok encode mo parang ganun.

R: Sino pong nag-e-encode non? Si Secretary po ba?

C: Oo.

R: So pupunta pa po yung ano?

C: Oo dapat pero nung sinabi sa akin ni Sec yun maglalagay siya ng tao sa labas dalawa

bago mag-ano encode muna (inaudible).

R: Paano po kapag ano, halimbawa matagal na po ako dito mga 10 years, paano po kapag kailangan kong gawin maging official residence dito?

C: Unang-unang syempre botante, ngayon kung hindi ka botante kahit ano lang kahit id lang. Kailangan may id ka dito naka-address.

R: Sa laguna po?

C: Yes, postal id ganyan, yung national id. Ngayon kung minsan may mga national id na nakakuha na pero naka-address pa rin sa province nila (inaudible). Basta usually sinasabi ko sa kanila pagkaganun postal id, basta lang yung may proof na government id na naka-address dito.

R: Laguna po santa rosa?

C: Sa pulong santa cruz. Ganun lang, basta kunwari pinapayagan ni Kap, yung iba pinapayagan kasi minsan kakadating lang (inaudible), hindi natin malaman hindi naman sa pag-aano may kaso pala yun nagpunta dito (inaudible). Kung NBI o police clearance, yun ang maganda kasi made-detect (inaudible). Kaya lang yun nga mahirap nga. Pero magtanong ka lang kayo sa NBI.

R: Ang alam ko lang po yung NBI sa santa rosa, malapit po sa amin.

C: Iyan lang yung sa santa rosa.

R: Meron ata sa victory mall.

C: Ay ano lang naman nila iyon (inaudible). Doon kayo magtatanong mismo sa main nandun yung pinaka record (inaudible)

R: Yung sinasabi niyo po kaninang pag-e-encode sa labas ano po yun, iba po sa (inaudible)?

C: (Inaudible), yun nga ang unang project dito lahat ng tao (inaudible). Kukuha ng barangay

clearance mag-pop up na dito pupunta na siya dito parang ganun. Para made-detect (inaudible). 'Di ba usually sa NBI diba ganun pagka may kaso, babalik na lang po kayo, diba

pag-usapan niyo na lang kung anong maganda. Maganda kasi yung ganun.

R: Pwede naman po sigurong pag sa labas yung sinabi niyo pong nung nakaraan niyo nag-e-encode, like ang na ano ko po kasi doon sa sinasabi niyo yung paano po kukunin nila

dito sa inyo, pwede po kayang isama yung (inaudible).

C: (Inaudible) barangay clearance mag pop up na dito, may kukuhang barangay clearance ganun (inaudible).

R: Ano po iyon parang nakalagay na po yung pangalan, (inaudible)

C: (Inaudible) may kukuha ng barangay clearance, may kukuha ng business permit (inaudible). Less yung work at least (inaudible)

R: Pwede din po siguro isama yung encoding ng residency kunyari?

C: Oo pwede, mas maganda yung maraming choices, marami kayong include doon sa project niyo na mas (inaudible).

R: Parang po ba kayong kunyaring kailangang ipasa sa secretary or kailangan makita ni secretary?

C: Hindi usually naman pagka yung report lang (inaudible), tama po ba ito.

R: (Inaudible)

C: Kasi minsan parang may mga iko-consult (inaudible), pero kasi dapat hindi kasi nga bawat barangay iba-iba yung certification.

R: Pwede po bang next time, makahingi po kami ng forms?

C: Anong forms? Forms naming ganito?

R: Opo

C: Mga ganito.

R: Yun ay yung ano po sana soft copy ng mga ginagawa niyo po sa word.

C: (Inaudible), kunyari for example anong certificate? (inaudible).

R: Pwede po sanang makahingi ng soft copy.

C: Request muna.

R: Sa kapitan po?

C: Oo, hindi kami pwede basta-bastang magbigay ng documents ng barangay. Ganan lang.

May 19, 2025

Interviewee: Secretary John Kimuel M. Regine & Ma'am Marilen Sulit

R = Researchers C = Client

Interviews with Barangay Clerk

R: Tungkol po doon sa mga renters, pinapayagan niyo po ba sila kumuha ng barangay certificates?

C: Pwede naman, basta meron—ayun nga. Sa ngayon, sabi ng barangay namin, before, okay lang. Wala kaming hinahanap na ID. Since na-ano namin, na pineke yung mga certificate namin, so lahat ng hindi namin kilala, kailangang may ID na naka-address dito. Kaya naghigpit kami.

R: Pineke po yung mga certificates niyo?

C: Oo, yung mga certificate namin pineke. Ang ginawa ng punong barangay namin, yung former—yung dati pa, tapos yung pirma ng secretary namin hindi ganon. So na-detect 'yon.

R: Bali paano po kapag bago lang po sila dito, nagre-rent pa lang, kailangan po muna kumuha ng ID?

C: Hindi, hindi. Kunyari ikaw, kukuha ka sakin ng ID, tatanungin ka ng mga tao namin na, “Ah saan po kayo nakatira? Meron po kayong ID na naka-address dito?” Kung meron, okay bibigyan namin sila ng certificate. Pero kunyari, “May ID po kayo?” “Wala po.” “Kailan pa po kayo nandito?” “Taon na po.” “Saan po kayo nakatira?” Parang i-interview mo muna bago ano—pero kapag nandyan si Cap, siya mismo nagde-desisyon kung bibigyan ba siya.

R: Paano kapag three months pa lang po, ganon?

C: Kapag three months, kunyari pamangkin ka ni ganito, kung kilala ka naman namin, okay lang ‘yon kasi parang mapo-protektahan mo siya. Kapag nagkaroon ng problema, sayo kami magtatanong. Pero kunyari, ang landlady niya bago pa lang ay botante na rito pero hindi namin siya kilala. Minsan hinihingan namin, kapag sa mga subdivision, HOA certificate, tapos yung ID ng landlady nila na may address nila. Tinatawagan namin kung totoong doon talaga nakatira.

R: So pwede po silang pumunta doon to confirm na nakatira po sila doon?

C: Yes, o kaya HOA certificate sa mga subdivision.

R: May specific time po ba para masabi na residente po yung renter dito ng barangay?

C: Wala naman.

R: Basta po may ID na naka-address dito?

C: Oo, basta may ID. Kunyari, usually marami naman talaga dito samin na kunyari nangungupahan lang, pero may mga ID na kasi tumatagal na dito, may mga ID na. Pero hindi namin sila botante parang ganon..

R: Sino po ang naka-assign sa mga renters kapag magpro-process po, kunyari kukuha po ng certificate, sila rin po?

C: Oo, sila rin. Kunyari nangungupahan ako, hindi kami nanghihingi ng ano, kunyari nangungupahan o kaya certificate na ngungupahan sila, hindi. Kasi usually, kapag ganon—basta ID lang o kaya HOA certificate lang. Pero hindi namin sinasabi na, “Hingi kayo ng certificate namin na nangungupahan ka lang.” Ginagawa lang namin ‘yon kapag sa mga business permit na nangungupahan sa area na ‘yon. Pero sa tao, hindi.

R: Yung mga nagpapa-upa po, kunyari may bagong upa sa kanila, may kailangan po ba silang i-submit sa barangay na nagsasabi na parang “May bagong upa samin.”?

C: Before, ang ano talaga ng barangay, kapag may uupa sayo, ‘matic magdadala ka ng bio data. So ngayon ang ginagawa na lang nila, pinapakuha ng barangay clearance para may record samin. Pero kailangan may ID parin na manggagaling sakanila. Sila yung magpro-prove na tao ko ‘yan. Tapos kunyari mga construction, kailangan may certificate of employment.

R: So hindi na po kailangan mag-submit ng renters ng mga pangalan ng mga nagpapa-upa? Parang sinasabi na lang po nila sa mga umuupa sa kanila na pumunta ng barangay para magka-record sila?

C: Minsan, oo kasi kailangan nila ng barangay clearance. Kunyari para sa work nila.

R: Sino po yung mga nagbabahay-bahay para po kumuha ng mga data ng residents?

Yung sa RBI po.

C: BHW naka-assign and then Philhealth. Sila po yung naka-assign.

R: Ano po yung BHW?

C: Barangay Health Worker.

R: Bawat purok po ‘yon?

C: Oo, may naka-assign kasi marami naman sila eh.

R: So bawat purok po may kanya-kanyang naka-assign?

C: Yes, may naka-assign.

R: Lahat po ba ng bahay as in sa barangay napupuntahan po nila?

C: Oo, kahit yung mga nagre-renta. Kaya minsan alam namin, “Meron na po kami, na-interview na po kami. May RBI na po kami.” kahit nagre-rent lang sila.

R: Yung sa RBI po, yun na po yung lahat ng information na kinukuha? Pati po bata kinukuhanan rin?

C: Oo, kunyari ilang anak. ‘Di ba binigyan ko na kayo non? Sayang wala na yung sample ko. Kunyari, nakalagay doon sa RBI kasi “ilan ang pamilya mong kasama”, “ilang taon”, nakalagay doon, “ano mo siya?”.

R: Ang nagsusulat po non sa RBI ay yung tao po mismo?

C: Oo, yung tao ng barangay. Pero minsan naman, kapag kunyari madami, kasi minsan individual ‘yon ginagawa. Kunyari, lima tayo. So ikaw ang magsulat ng sayo, nung sayo, nung sayo. Kapag sa isang bahay, sampo kayo, kailangan sampo yung papel, individual.

R: Paano niyo po nave-verify kung tama po yung nakasulat doon sa RBI?

C: Through ano, kapag ine-encode na. Doon na lang nache-check.

R: Ay wala po yung parang kailangan niyo po silang hingan ng birth certificate? Para ma-check po ganon.

C: Hindi na. Hindi ko alam kung paano yung process nila eh kapag ganon. Minsan naman, siguro tinatanong kung botante ba namin dito o may birth certificate.

R: Kapag kunyari po, wrong spelling yung pangalan tapos hindi niyo po alam, nae-encode niyo po ‘yon?

C: Oo, kapag ganon kasi minsan hindi na rin nache-check. Minsan naman ang ginagawa nila, tinatawagan nila. Kunyari, “Uy! Hindi ko maintindihan yung sulat mo. Ano ba yung pangalan nito?” Ganyan.

R: So bali may contact number din po doon sa RBI?

C: Opo, nakalagay sa RBI.

R: Nagbibigay din po ba kayo ng barangay permit para sa mga commercial establishments?

C: Oo, business permit ang tawag ‘don.

R: Yung binigay niyo po na papel samin noong nakaraan, ayon na po yung lahat ng requirements para sa pag-apply po ng business permit?

C: Oo. Usually kapag ano lang naman, nagungupahan ka, yung DTI. Wala na rin naman, ganon lang. Yung contract lang, basta usually ito lang hinihingi namin. Usually itong iba sa city hall na ‘to.

R: Yung walang check po?

C: Oo.

R: Ito pong sketch po dito, inii-store niyo po ‘yan?

C: Oo, basta kunyari iche-check namin mula barangay hanggang sa inyo kung talagang doon kayo. Tapos usually may nagche-check samin.

R: Sino po yung nagche-check sa inyo?

C: Si kuya Ron.

R: Ah yung IT po?

C: Oo. Kahit yung mga closed na sinasabi na closure diyan ng mga businesses, pina-pacheck din namin kung totoong close na. Kasi usually ‘di ba sinasabi, “Closed po kami” pero paano namin papatunayan? So pupunta po kami doon sa area na ‘yon. Si kuya Ron pa rin ‘yon. Siya yung nagvi-visit. Tapos kapag sinabi, “Oh Ron kamusta na yung si ganitong business, sarado na ba?” “Ah oo ate, okay na.”

R: May parang lists po ba kayo ng mga business dito sa barangay?

C: Oo, ito. Kung bago ba siya o renew ba siya, ito siya hanggang 2018. Tapos magkano binayaran nila. Ito, business name, for renewal, business owner.

R: Ano pong date ‘yon, kung kailan po sila nag-apply?

C: Oo, nakalagay po. Kunyari nag-ano sila ng January 3, so January 3 ganyan. Sinusulat namin, pati yung cellphone number nila, kung anong klaseng business yung sakanila, sino may-ari.

R: Pwede po ulit makita yung category? Ano po yung pangalawang column?

C: Business owner, sino may-ari. Tapos anong klaseng business. Type of business ‘to. Then address tapos contact number, yung OR number, yung sa resibo ‘yon tapos kung magkano yung binayaran nila, tapos kung may DTI ba siya. Before kasi no need na namin ang DTI, hindi masyadong kailangan pero kasi since naghigpit ang city hall, kailangan kahit maliit naka-register ‘yon samin.

R: Paano po yung OR number?

C: OR, kunyari sa resibo, magkano yung binayaran nila.

C: For example, ito, kumuha siya. Ito yung format na fifill-upan niya. Yung OR number ito ‘yon, yung resibo.

R: Dito po galing ‘yan no? Kapag nagbayad.

C: Yes. Kapag nakabayad, ito ang ibibigay sayo. Tapos ang DTI nila. Tapos kung contract list nila, kung nangungupahan. Tapos kung may DTI, dapat may DTI. Kung sec naman okay lang, sec corporation.

R: Ito po yung lahat na kailangan na forms na business ganon?

C: Oo, for business ‘yan.

R: Ano po ‘yon, parang physical niyo pong inii-store, parang ino-organize or inii-scan niyo po para mai-store sa computer?

C: Hindi. Ganito lang, sa pinaka-database (excel) lang. Tapos ito, wala kini-keep lang namin. Para kapag may nagtanong, “Ma’am pa-check po ako nitong may business dito.” Usually kapag may nagtanong ganon o chini-check nila kung may business ba talaga. So dito lang kami sa database (excel). Kaya dapat laging updated yung mga business. Pero yung mga constructions, hindi namin ‘yon (nilalagay sa excel), kini-keep lang namin

'yon. Para kung may magtanong lang samin, naa-anong namin, kasi nasa isang box lang naman (naka-store).

R: May problem po ba kayong nae-encounter kapag gumagamit po kayo ng Excel at Microsoft Word?

C: Wala naman, kapag (expired) na. 'Di ba usually kapag sa license 'di ba na-aano (expired). Ayun lang, pero the rest hindi naman.

R: Kapag ka, 'di ba po may hihingi ng certificate, sini-save niyo po ba kung sino ang kumuha at ano po yung kinuha?

C: Kapag barangay clearance.

R: Sa clearance lang po?

C: Kapag barangay clearance.

R: The rest po ng certificates na kinukuha, hindi na po?

C: Hindi. Indigency, hindi. Puro ano lang 'yon, edit-edit lang.

R: Tapos hindi na po nasa-save yung file?

C: Oo, kasi pag sinave mo nang sinave 'yon, dadami na siya ng dadami. Hindi katulad ng barangay clearance, okay lang 'yan kasi naka-ano (connect) naman 'yan sa city hall. Pero ito kasi, usually katulad ng Indigency o another certificate, hindi po namin 'yan sini-save, edit-edit lang.

R: May instances po ba na parang binabalikan niyo po yung mga records na ganon or hindi po?

C: Hindi na. 'Pag ka ano, kunyari sila bumabalik kapag nagkakamali, minsan hindi nila nache-check ang pangalan, ayun lang. Spelling, hindi na-check.

R: Edi magrere-print po 'yon?

C: Oo, another ulit. Wala namang problema kapag ganon.

R: Halimbawa po magtatayo ako ng business, ano po yung unang-una kong gagawin?

C: Una bibigyan kita ng form. “Ito po yung mga forms namin, ito po yung mga kailangan ko (requirements). Nangungupahan po ba?” Kapag sinabing hindi po, “Ah okay sige. DTI lang po atsaka ito.” Tapos kung store naman, dapat po may picture ‘yan na may basurahan po kayo sa store, usually. Tapos ayan, fill-upan mo lang ‘yan tapos kung dala mo ang requirements mo, makukuha mo agad siya.

R: So lahat po ‘to nire-record niyo lang sa cabinet?

C: Kapag ka yung business permit, through database (excel) meron yan. Pero kapag ka yung construction, diyan lang yan (sa box), to keep lang ‘yan. Pero meron lang kaming record, sa file lang, sa Word lang. ‘Yon lang ang mga file namin.

R: Yung mga ganito pong sketch, hindi niyo na po ‘to parang nilalagay dyan?

C: Hindi naman. Kasi usually naman, yung inii-sketch lang, kunyari saan ang lugar para alam namin.

R: Para ma-check niyo po?

C: Oo, para kunyari nagkaroon ng problema, “Doon ‘yon sa store na ‘yan” “Saan po ‘yon banda?” “Dito.” “Ah okay.” Ganon.

R: Kunyari po na-submit ko na yung mga requirements, ano po yung mga binibigay niyo? May contract din po bang kasama ‘yon?

C: Hindi, usually nakalagay diyan oh, good for one-year lang ‘yan. Renew-han ‘yan. Nakalagay po ‘yan. Tapos kapag walang seal, kunyari binigay mo, walang seal, hindi naka-stamp, hindi ‘yan pwede. Parang sinasabi mo samin na pineke mo lang, dinaya mo lang. Kaya dapat usually, lahat ng mga ibibigay sayo na certificate kailangan sealed.

R: Mapaliit man po o mapa-laking business?

C: Yes. Good for one-year lang ‘yan.

R: Confirm ko lang po yung process ng paggawa ng certificates. ‘Di ba po maglogbook po doon, tapos kukuha po ritong form?

C: Oo, yung mga form doon sa labas.

R: Opo. Pagkatapos po fill-upan ang form, ibabalik po sa inyo?

C: Hindi, magbabayad muna sa taas. Payment muna sa taas then pagkatapos ng payment, saka lang pupunta dito, kukuha ng certificate.

R: Tapos mare-release na po ‘yon?

C: Yes. Except lang yung closure (of business). Ang closure hindi po namin nabibigay agad ‘yan, kasi chini-check pa ‘yan kung sarado na ba talaga. Ayun lang.

R: Halimbawa po, tinatanong niyo po agad ‘yon kung meron po silang ID, sa pagkuha pa lang po ng form?

C: Kunyari ikaw, “Ano po yung kukunin niyo?” “Kukuha po ng barangay clearance.” “May ID po kayo?” Kapag sinabing wala, “Wala po.” “Saan po kayo nakatira?” Parang iinterview-hin mo siya. Ngayon bakit siya walang ID? Sino ang kakilala niya dito sa barangay? Para magpro-prove sa inyo.

R: Doon po sa, halimbawa po meron na raw po siyang ID tapos saka niyo lang ba po siya bibigyan ng forms?

C: Opo. Pero kapag ka, kunyari walang ID, kunyari nag-interview. Minsan ang ginagawa namin kapag nandyan si Cap, bibigyan namin siya ng form tapos papa-pirmahan kay Cap, kung ia-approve na bibigyan siya. Minsan naman ini-interview ko, “Oh ma’am sa susunod po, yung mga documents na kukuhanin niyo kailangan meron na po kayong ID sa susunod.” So bibigyan natin ng chance kung wala pa. Ngayon kung sa second time wala pa rin, iba na’yon. Ibig sabihin parang bakasyonan niya lang ‘to, so hindi ‘yon. Ang iniingatan kasi namin yung mga certificates na minsan na kami na-peke.

R: Ano po yung certificate na tungkol sa Late Registration?

C: Ay sa birth certificate ‘yon.

C: Yung sa good moral, usually sa mga board exam o kaya sa senior o pwd na kailangan ng good moral.

R: Yung sa guardianship po?

C: Yung sa guardianship, kunyari ikaw na yung nangangaaga sakanya, may certificate ‘yon. Patunay na alam ng barangay din na ikaw na yung nangangalaga. Bago kami mag-

ano, may letter ‘yan eh. Basta meron muna siyang letter, pinapatanuyan na kunyari, “Si Myla ay aking kapatid na siya muna ang mag-aalaga kasi nasa abroad ako o nasa rehab.” Nakalagay doon.

R: Sino po yung naghahandle sa guardianship?

C: Kami lang din. Hindi ko alam kung san ko nailagay ‘yon eh (letter), basta binibigyan ako ng letter non. Usually hindi naman lagi-laging may pumupunta samin,bihira. Siguro mga tatlong tao lang pumupunta samin.

R: Yung barangay ID, dito rin po ‘yon kinukuha ‘di ba?

C: Oo, dito rin. Pero usually kapag barangay ID, kunyari pagkatapos niyang ipakita na may ID naman na siya na taga rito, magpa-payment muna sila sa taas tapos dito, tapos picturan na sila namin. Mare-release agad ‘yon. Basta may patunay na taga rito ka talaga, walang problema. Hindi mahirap. ‘Wag lang yung, ang tagal-tagal mo na, mga 20 years tapos wala ka pa ring ID. Naka-encounter kami noon.

R: Anong ID po ‘yon, parang pvc po o laminated?

C: Oo, pvc.

R: Dito rin po ‘yon?

C: Oo.

R: Yung sa solo parent po, ano pong nakalagay ‘don?

C: Ang solo parent kailangan yung mga anak lang, kung ilan ang anak nila na kailangan minor. Kunyari hanggang 22 lang yata, pero bago namin sila bigyan ng certificate ng solo, dapat na-interview muna siya sa solo parents’ office. So dapat may pirma bago dalhin sa amin. Yung form na galing sa kanila bago sa amin.

R: Hiwalay pa po pala yung office nila.

C: Oo, kasi yung office ng solo parents doon.

R: Yung sa health certification po?

C: Ang health certification sa center. Kapag regarding health, center. For example, indigency medical assistance, so dito lang ‘yon, kapag indigency ‘pag hingi ng tulong. Pero kapag regarding sa health, sa kanila po ‘yon, sa center.

R: Ano po itong No Income / No Business?

C: Ah ano ‘yan, ginagamit nila ‘yan kapag sa mga scholar.

R: Sa CEAP?

C: Oo sa CEAP, usually para sa BIR.

R: Kunyari po, pwede po ba mahingi namin yung sample data lang po ng mga residents? Para po kunyari, ilalagay po namin sa database namin for testing po. Or papasok na po siya sa data privacy?

C: Example, residency. Usually mga ganito lang kami, mga ganitong sample—kung ano ang kukuhanin mo, ayan. Tapos ayun lang edit-edit lang. Kung anong taon ka napunta dito sa Pulong Santa Cruz, kung ano address mo, gusto niyo ng sample?

R: Need pa po namin mag-request kay Cap.

C: Pero usually binibigay din namin ‘to kapag sa mga 17-year-old. Kasi hindi sila pwede ng barangay clearance. Ang barangay clearance kailangan 18 pataas. Kasi minor pa ang 17, so sa residency pa lang sila.

R: I mean, yung sa RBI pwede po kaya ‘yon o pasok na po siya sa data privacy?

C: Privacy na ‘yon. Kahit nga yung mga ganitong certificate, kailangan ire-request niyo pa ‘yan kung papayagan kayo. Kasi syempre, ano ‘yan ng barangay eh. Ayun nga, kasi iniwasan natin na magamit sa (hindi maganda).

Interview with the Barangay Secretary

R: Clarify lang po namin ang buong flow (Lupon). Gumawa po ako ng diagram base po doon sa Katarungang Pambarangay Handbook. Una po, papasok sila sa barangay, maglogbook tapos ia-assist po ng frontdesk kung saan pupunta.

C: Oo.

R: Bali ano po 'yon, sa inyo po agad?

C: Kapag? Anong intensyon niya?

R: Kunyari po magfi-file.

C: Magfi-file? Oo sakin.

R: Kunyari po wala po kayo dito sa barangay.

C: Sa Lupon.

R: 'Pag punta po sa inyo, tinatanong niyo po ba agad kung tungkol saan yung complaint?

C: Oo. Ia-assess ko 'yon eh.

R: Kapag hindi po within jurisdiction ng barangay, ia-advice niyo po na i-file sa court?

C: Oo.

R: May form po 'yon?

C: Wala. Meron, kaya lang hindi namin masyadong ginagamit ngayon. May certificate of non-jurisdiction, pagpapatunay na itong kasong idinudulog, ay hindi saklaw ng Lupong Tagapamayapa.

R: Tapos, kapag within jurisdiction naman po, magfi-file ng form.

C: Oo, iblo-blotter mo na rin, form 7, 8, 9.

R: Tapos magbabayad po, tapos ibibigay kay Cap, magkakaroon po ng hearing, form 8 and 9.

C: Oo.

R: Tapos po 'pag hindi nag-appear, 'pag wala pong justifiable na dahilan, madi-dismiss yung complain, pwede i-dismiss yung counter claim ng inaakusahan at pwede ring pagbawalan na mag-file sa korte tapos po pwede rin pong parusahan ng indirect contempt. Kapag nag-appear naman po, ire-resolve ng captain within 15 days yung dispute.

C: Kapag hindi na-resolve, ibaba sa Lupon.

R: Opo. Tapos form din po 'yon, pagtawag sa respondent.

C: Oo, tapos meron ka pang pag-abiso sa pagbuo ng pangkat.

C: Ipapakita ko sa inyo (sample flow). Ito ay 15 days. May sumborg, may (form) 8, 9, 16, minutes. Tapos ito, kung utang, automatically ganito yung magiging bayaran nila.

R: Ayan na po yung magiging amicable settlement?

C: Oo, kay Cap 'to, 15 days.

C: Ito, kapag hindi na-solve kay Cap. Hindi ba wala silang kasunduan, kapag ano, ito yung usapan. Kapag hindi (na-settle), ibaba sa pang-unang pangkat, yung sa Lupon, magbubuo ng pangkat kung sino ang haharap. Tapos pa-abiso sa napiling pangkat, kunyari kayong tatlo yung napili, aabisuhan kayo. Tapos paabiso sa pagdinig, minutes atsaka kasunduan.

C: Dalawa ang kasunduan ah, dalawang form 16. Isang si Cap ang pipirma, kapag mediation. 'Pag conciliation, ang pangkat na tagapagkasundo ang pipirma. Kasi isang set ng conciliation, isang set ng mediation. Kapag mediation, kay Cap. Kapag conciliation, hindi na-solve ni Cap.

R: Kapag sa papel po ng pangkat, pwede po ba 'yon, kunyari kamag-anak mo siya.

C: Organizational chart. Pipili yung complainant tyaka respondent, dapat magkakasundo sila 'don. Kapag hindi sila nagkasundo, draw lots na lang, bunutan.

R: Paano naman po yung sa mga tanod?

C: Ang tanod eh, taga blotter lang naman sila. Hindi sila pwedeng humarap sa mga kaso. Taga-blotter lang sila.

R: Paano po kapag wala kayo?

C: Yung Lupon. Kasi 'di ba kapag binasa mo ang local government, ako talaga ang gagalaw. Eh alangan namang ako lahat? Sa dami ng nangyayari, ayun. Pinapabayaan ko sila (Lupon) doon.

R: Yung nakalagay po doon sa Katarungang Pambarangay..

C: Nababasa niyo ba?

R: Opo, 45 cases po 'yon.

C: Paanong 45 cases?

R: Yung within jurisdiction po ng barangay, nandoon po lahat. 45 cases po 'yon, yung pagnanakaw.

C: Oo, ayon.

R: Lahat po 'yon?

C: Oo.

System Functionality Evaluation Questionnaire

Directions: Please check (✓) the appropriate response for your assessment on the proposed *Centralized Record Management System for Barangay Pulong Santa Cruz, Santa Rosa City, Laguna* in terms of system functionality characteristics.

5 — Strongly Agree

4 — Agree

3 — Neutral

2 — Disagree

1 — Strongly Disagree

Name:

Age:

Department/Position:

Function Stability	5	4	3	2	1
1. The system provides all the necessary features required for managing barangay records and operations efficiently.					
2. All system's features (e.g., Residents Information, Case Records, Certificate Issuance, etc.,) function as intended.					
3. The system provides features that are suitable and helpful for its intended users within the barangay.					
4. The system properly saves, updates, and retrieves records without losing data.					
5. The system enables users to manage and update their account information accurately and securely.					
Performance Efficiency					
6. The system processes transactions quickly.					
7. Searching and retrieving records is fast and efficient.					
8. The system's features (e.g., Case Records, Manage All Accounts, etc.) can be easily updated or modified.					

Figure 40. Survey Questionnaire

Interaction Capability					
9. The system is easy to understand and use.					
10. The buttons, menu, and other controls respond correctly when used.					
11. The overall design and layout of the system are organized and clear.					
12. The graphs and charts in the demographics module help in understanding population data.					
Reliability					
13. The data stored in the system remains correct and consistent.					
14. The backup and recovery feature functions effectively in restoring lost information.					
15. The system properly records user activities for transparency and tracking purposes.					
16. The reports and certificates generated by the system are accurate and reliable.					
Security					
17. The login process ensures that only authorized users can access the system.					
18. User accounts are properly managed according to their assigned roles.					
19. Sensitive and confidential data are protected from unauthorized access.					
20. The system ensures secure data handling within the barangay's local network.					

- What features of the system do you find most useful?

- What suggestions can you provide to further improve the system?

Figure 40.1 Survey Questionnaire

Appendix D. SAMPLE INPUT/OUTPUT/REPORTS

SAMPLE INPUT/OUTPUT/REPORTS

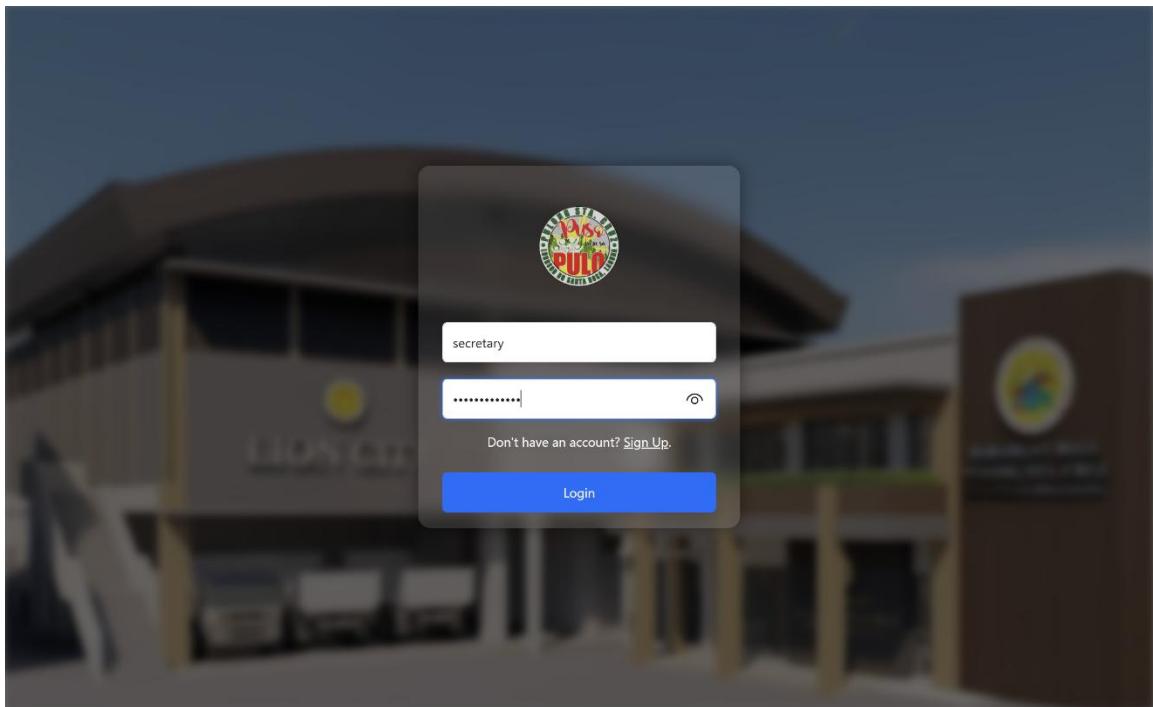


Figure 41. Login

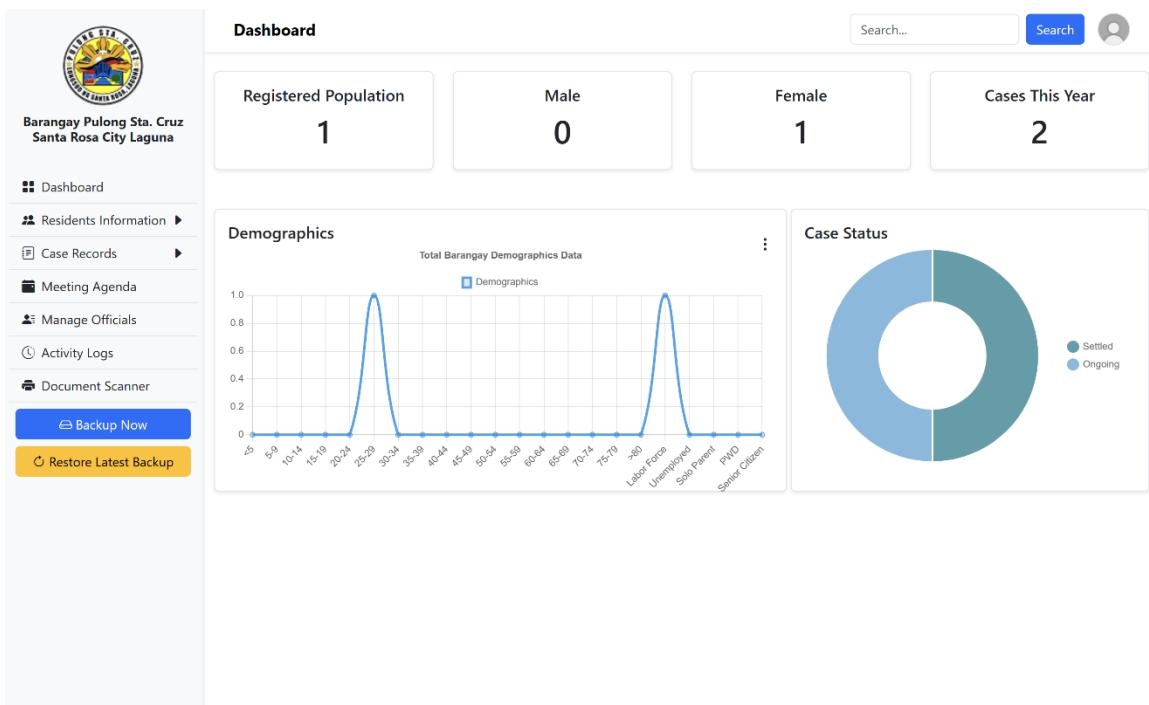


Figure 42. Dashboard Display

Add Record

Blotter No. Status

Date and Time Nature of Case

Complainant/s
Pipa Araya
[+ Add Complainant](#)

Respondent/s
Manuel Soraya
[+ Add Respondent](#)

Disposition

[Add Record](#)

Figure 43. Add Complaint Record

Add Record

Blotter No. Status

Date and Time Nature of Case

Complainant/s
Complainant Name Address
[+ Add Complainant](#)

Respondent/s
Respondent Name Address
[+ Add Respondent](#)

Disposition

[Add Record](#)

Success
Record added successfully!

Figure 44. Add Complaint Record - Success Message

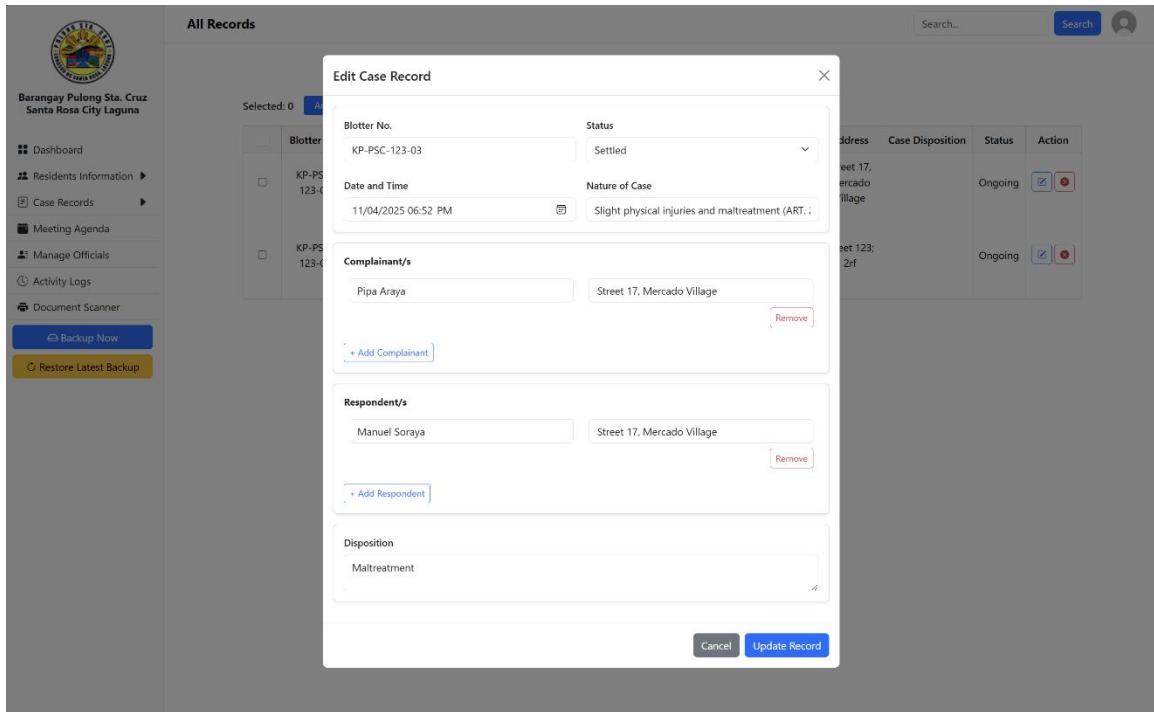


Figure 45. Edit Case Record

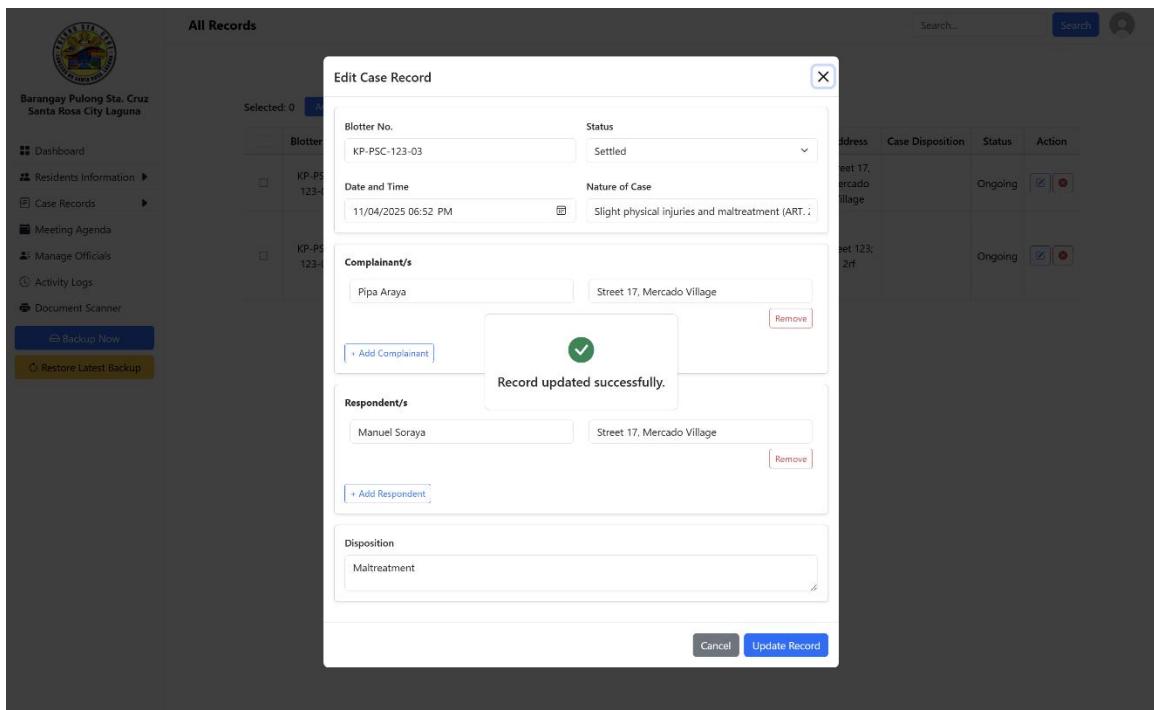
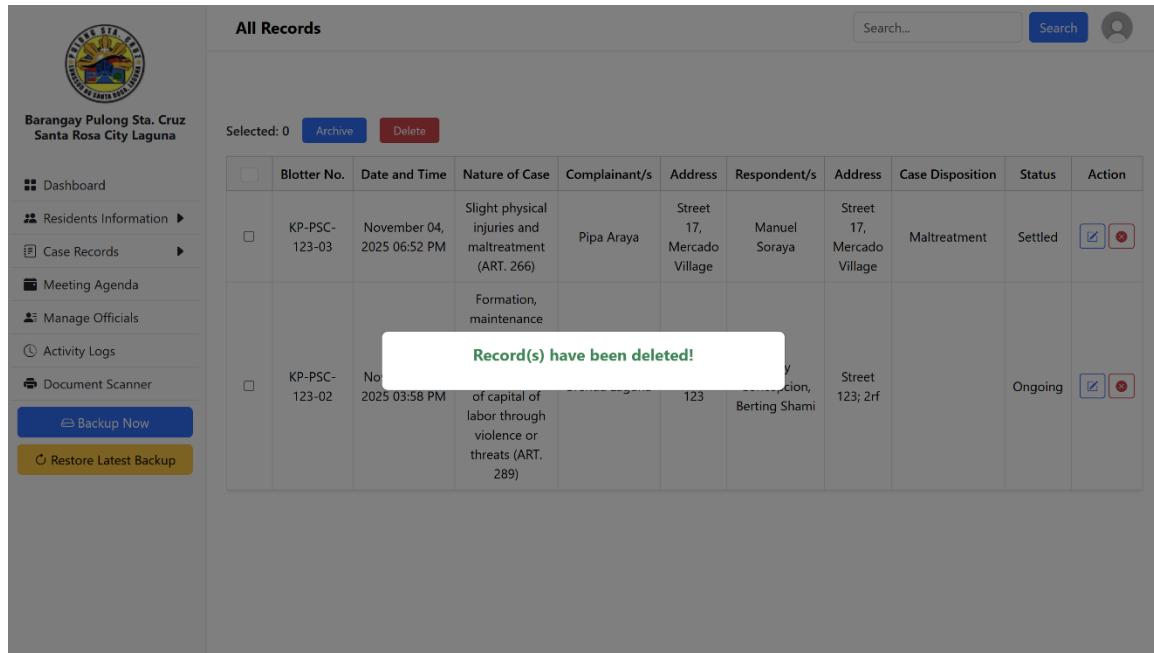


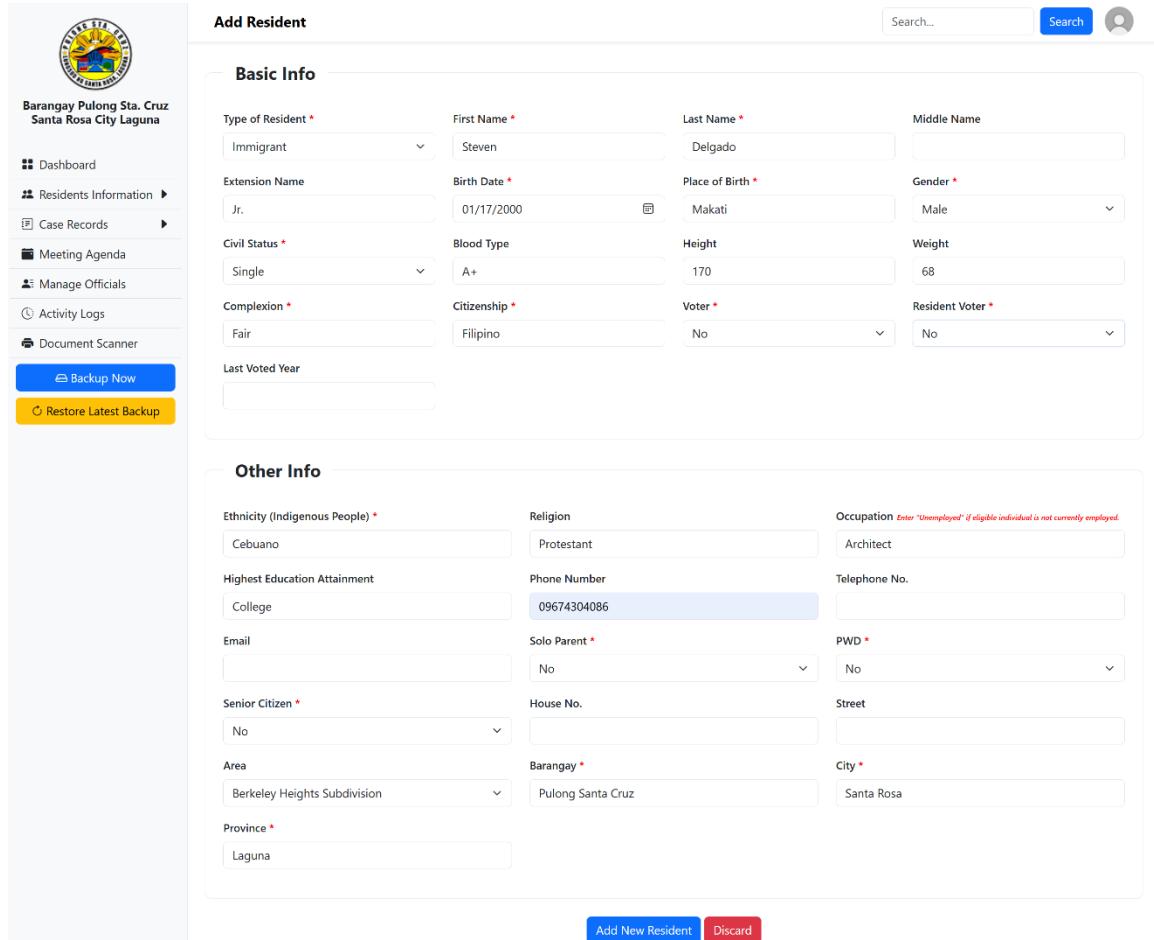
Figure 46. Edit Case Record – Success Message



The screenshot shows the 'Case Records' section of the software. On the left is a sidebar with the barangay logo and navigation links. The main area has a header 'All Records' with search and filter options. Below is a table of case records. The second row from the top is highlighted with a red border and contains a delete confirmation dialog box. The dialog box says 'Record(s) have been deleted!' and lists the details of the deleted record.

	Blotter No.	Date and Time	Nature of Case	Complainant/s	Address	Respondent/s	Address	Case Disposition	Status	Action
<input type="checkbox"/>	KP-PSC-123-03	November 04, 2025 06:52 PM	Slight physical injuries and maltreatment (ART. 266)	Pipa Araya	Street 17, Mercado Village	Manuel Soraya	Street 17, Mercado Village	Maltreatment	Settled	<input checked="" type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/>	KP-PSC-123-02	November 04, 2025 03:58 PM	Formation, maintenance of capital of labor through violence or threats (ART. 289)	Berting Shami	Street 123, 2f				Ongoing	<input checked="" type="checkbox"/> <input type="checkbox"/>

Figure 47. Delete Case Record



The screenshot shows the 'Add Resident' form. It has two main sections: 'Basic Info' and 'Other Info'. The 'Basic Info' section includes fields for Type of Resident, First Name, Last Name, Middle Name, Extension Name, Birth Date, Place of Birth, Gender, Civil Status, Blood Type, Height, Weight, complexion, Citizenship, Voter status, and Resident Voter status. The 'Other Info' section includes fields for Ethnicity, Religion, Occupation, Highest Education Attainment, Phone Number, Telephone No., Email, Solo Parent status, PWD status, Senior Citizen status, House No., Street, Area, Barangay, City, Province, and a notes field. At the bottom are 'Add New Resident' and 'Discard' buttons.

Figure 48. Add Resident

The screenshot shows the 'Add Resident' form interface. On the left sidebar, there are navigation links: Meeting Agenda, Manage Officials, Activity Logs, Document Scanner, Backup Now, and Restore Latest Backup. The main form area has sections for 'Basic Info' and 'Other Info'. In the 'Basic Info' section, fields include Civil Status (Select), Blood Type (Select), Height (Select), Weight (Select), Complexion (Select), Citizenship (Select), Voter (Select), Resident Voter (Select), and Last Voted Year (Select). Below these, there is a message box with the text 'Resident added successfully!'. The 'Other Info' section contains fields for Ethnicity (Indigenous People) (Select), Religion (Select), Occupation (Select), Highest Education Attainment (Select), Telephone No. (Select), Email (Select), Solo Parent (Select), PWD (Select), Senior Citizen (Select), House No. (Select), Street (Select), Area (Select), Barangay (Select), City (Select), Province (Select), and Province (Select). At the bottom right of the form are 'Add New Resident' and 'Discard' buttons.

Figure 49. Add Resident – Success Message

The screenshot shows the 'Edit Resident' form interface. On the left sidebar, there are navigation links: Dashboard, Residents Information, Case Records, Meeting Agenda, Manage Officials, Activity Logs, Document Scanner, Backup Now, and Restore Latest Backup. The main form area has sections for 'Basic Info' and 'Other Info'. In the 'Basic Info' section, fields include Type of Resident (Immigrant), First Name (Steven), Last Name (Delgado), Middle Name (Select), Extension Name (Jr.), Birth Date (01/17/2000), Place of Birth (Makati), Gender (Male), Civil Status (Single), Blood Type (A+), Height (170), Weight (68), Complexion (Fair), Citizenship (Filipino), Voter (Yes), Resident Voter (Yes), and Last Voted Year (2024). Below these, there is a message box with the text 'Record updated successfully!'. The 'Other Info' section contains fields for Ethnicity (Indigenous People) (Cebano), Religion (Protestant), Occupation (Architect), Highest Education Attainment (College), Phone Number (09674304086), Telephone No. (Select), Email (Select), Solo Parent (No), PWD (No), Senior Citizen (No), House No. (Select), Street (Select), Area (Berkeley Heights Subdivision), Barangay (Pulong Santa Cruz), City (Santa Rosa), Province (Leguna), and Province (Select). At the bottom right of the form are 'Cancel' and 'Save Changes' buttons.

Figure 50. Edit Resident – Success Message

Certificate of Good Moral

Resident Name: Steven Delgado

Address: Berkeley Heights Subdivision

Purpose: Work

Day: 21 Month: October Year of Issue: 2025

Generate Certificate

Figure 51. Certificate Issuance – Sample Certificate Request

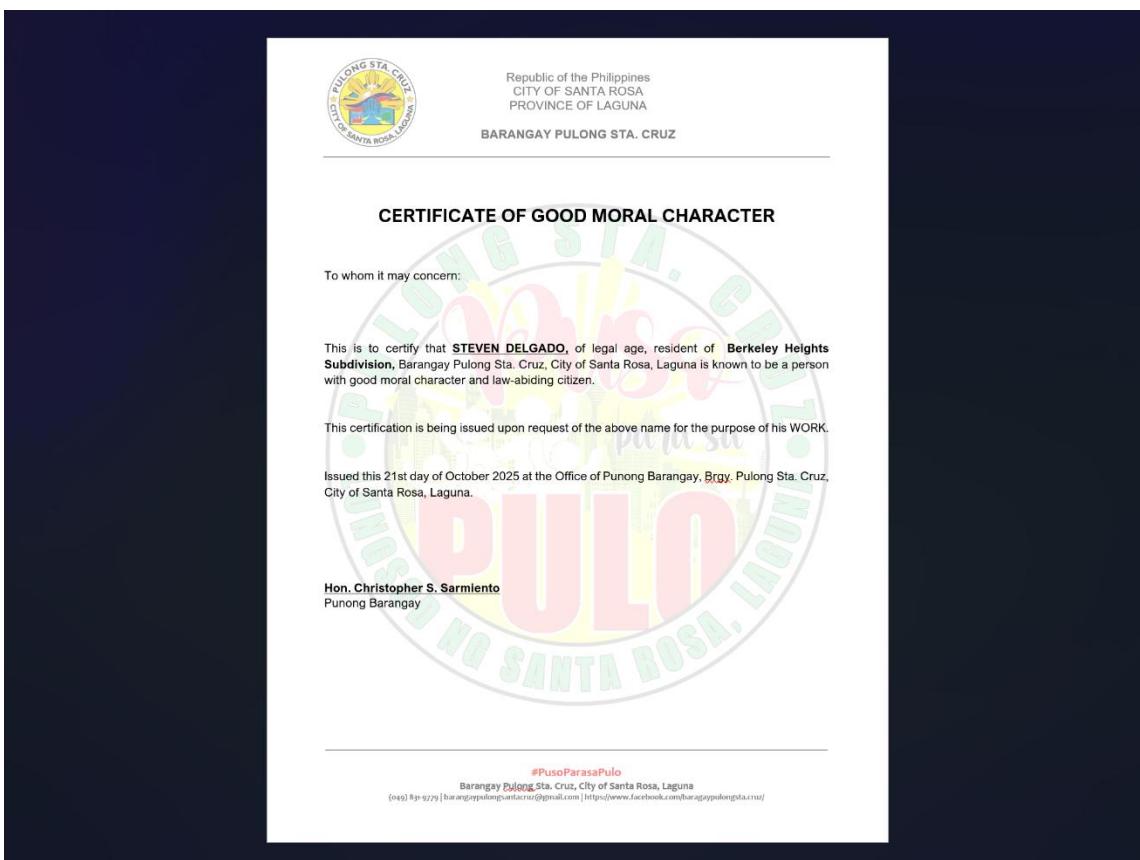


Figure 52. Certificate Issuance – Sample Certificate Request .docx file

Demographics Report

Edit Demographics Report

MONITORING REPORT

For 2nd semester of 2025

REGION: IV-A
PROVINCE: LAGUNA
CITY/MUNICIPALITY: CITY OF SANTA ROSA, LAGUNA
BARANGAY: PULONG STA. CRUZ
Total No. of Barangay Inhabitants: 2
Total No. of Households: 2
Total No. of Families: 2

INDICATORS	MALE	FEMALE	TOTAL	REMARKS
Population by Age Bracket				
Under 5 years old	0	0	0	
5-9 years old	0	0	0	
10-14 years old	0	0	0	
15-19 years old	0	0	0	
20-24 years old	0	0	0	
25-29 years old	1	1	2	
30-34 years old	0	0	0	
35-39 years old	0	0	0	
40-44 years old	0	0	0	
45-49 years old	0	0	0	

Cancel **Save Changes**

Figure 53. Edit Demographics Report

Demographics Report

Edit Demographics Report

MONITORING REPORT

For 2nd semester of 2025

REGION: IV-A
PROVINCE: LAGUNA
CITY/MUNICIPALITY: CITY OF SANTA ROSA, LAGUNA
BARANGAY: PULONG STA. CRUZ
Total No. of Barangay Inhabitants: 2
Total No. of Households: 2
Total No. of Families: 2

INDICATORS	MALE	FEMALE	TOTAL	REMARKS
Population by Age Bracket				
Under 5 years old	0	0	0	
5-9 years old	0	0	0	
10-14 years old	0	0	0	
15-19 years old	0	0	0	
20-24 years old	0	0	0	
25-29 years old	1	1	2	
30-34 years old	0	0	0	
35-39 years old	0	0	0	
40-44 years old	0	0	0	
45-49 years old	0	0	0	

Saved changes successfully.

Cancel **Save Changes**

Figure 54. Edit Demographics Report – Success Message

INDICATORS	MALE	FEMALE	TOTAL	REMARKS
Population by Age Group				
Under 5 years old	0	0	0	
5-9 years old	0	0	0	
10-14 years old	0	0	0	
15-19 years old	0	0	0	
20-24 years old	0	0	0	
25-29 years old	1	1	2	
30-34 years old	0	0	0	
35-39 years old	0	0	0	
40-44 years old	0	0	0	
45-49 years old	0	0	0	
50-54 years old	0	0	0	
55-59 years old	0	0	0	
60-64 years old	0	0	0	
65-69 years old	0	0	0	
70-74 years old	0	0	0	
75-79 years old	0	0	0	
80 years and above	0	0	0	
Population by Sector				
Agriculture	1	1	2	
Manufacturing	0	0	0	
Out of School Children (OSC) 0-14 years old	0	0	0	
Out of School Children (OSC) 15-19 years old	0	0	0	
Persons with Disabilities (PWD)	0	0	0	
Overseas Filipino Workers (OFW)	0	0	0	
Sale Person	0	0	0	
Indigenous Peoples (IP)	1	1	2	
Grid Matrix: Clerks	1	1	2	
Grid Matrix: Clerks	0	0	0	
Community: Migratory	1	1	2	
Forcast	0	0	0	

Prepared by: _____
Submitted by: _____
Barangay Secretary: _____
Date Accomplished: October 25, 2020
Note: This file from C:\xampp\htdocs\Monitoring Reports is an attachment to ELO (C:\elos\2020) as a reference for auditing in BIS-GPS.

Figure 55. Demographics – Monitoring Report File

User	Role	Status	Action
Wind	Clerk	Active	<button>Deactivate</button> <button>Delete</button>
Luffy	Barangay Captain	Active	<button>Deactivate</button> <button>Delete</button>
Pipa	Barangay Secretary	Active	<button>Deactivate</button> <button>Delete</button>
Papi poo	Lupon	Active	<button>Deactivate</button> <button>Delete</button>

Account deleted.

Figure 56. Manage All Accounts – Account Deleted

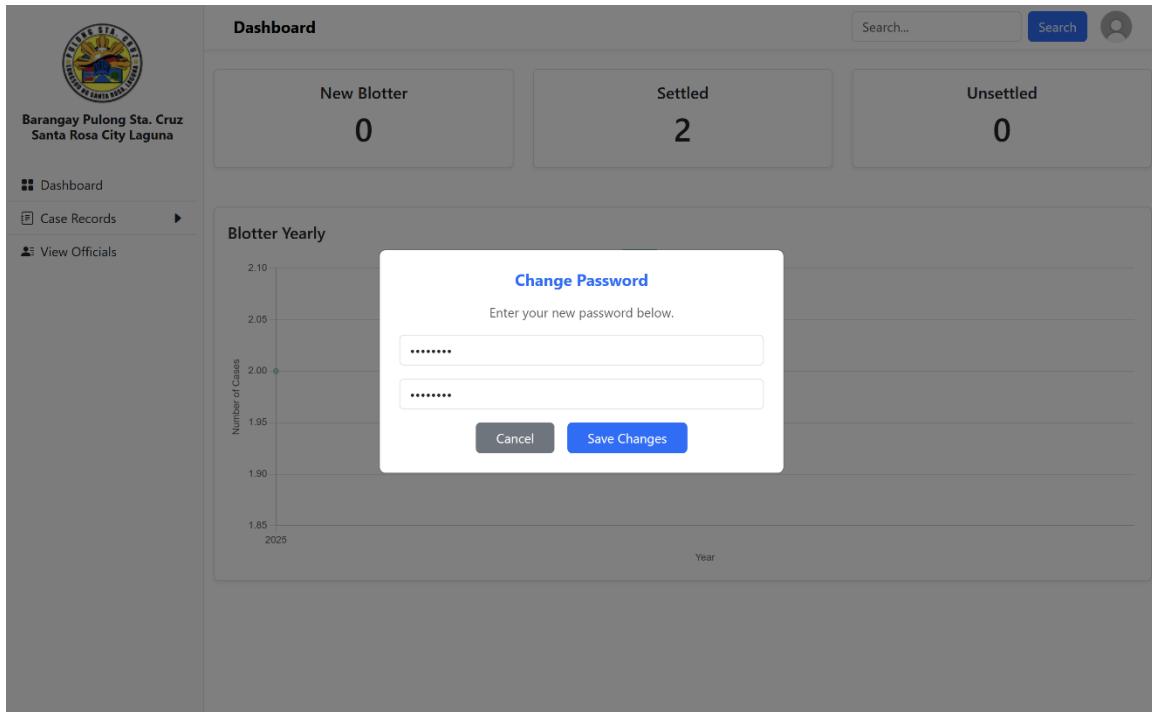


Figure 57. Change Password

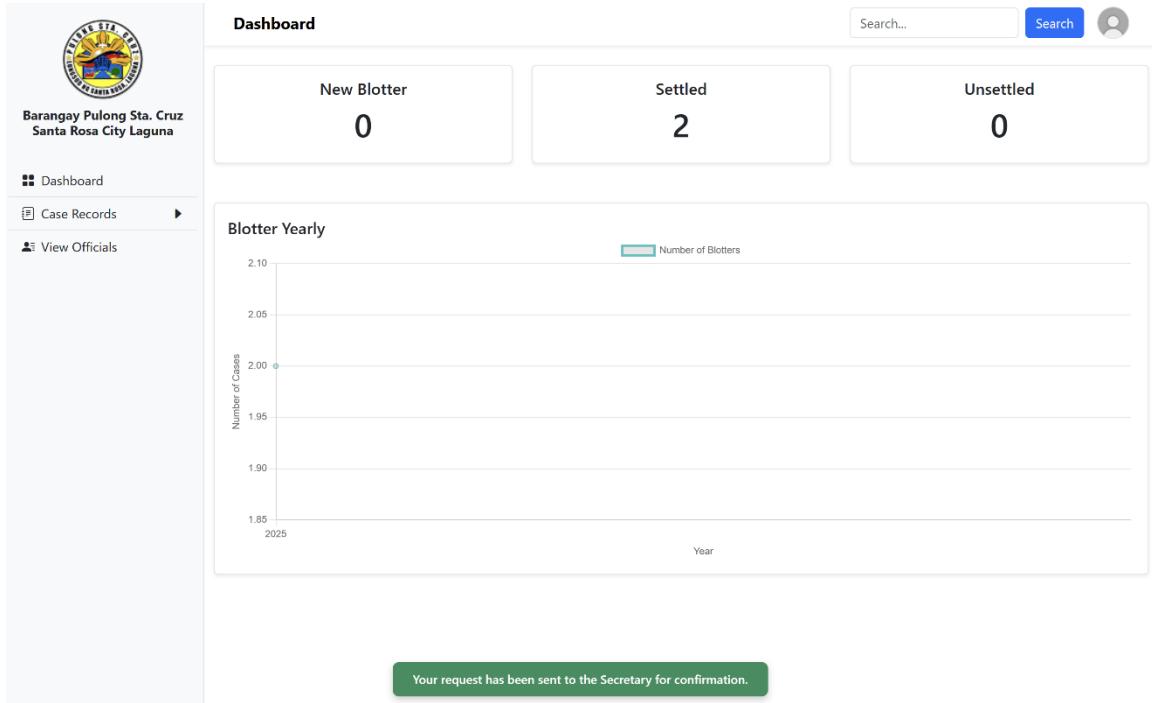


Figure 58. Change Password – Request Sent

The screenshot shows the 'Manage All Accounts' interface. At the top, there's a search bar and a user profile icon. Below the header, tabs for 'Change Requests' and 'Account Status' are visible, with 'Change Requests' being active. A message below the tabs states: 'Below is the list of user account change requests awaiting your approval or rejection.' A table with columns 'User', 'Change Type', 'Requested Value', 'Date', and 'Action' follows. A red notification box at the bottom left of the main area says: 'Request from Papi poo has been denied.'

Figure 59. Change Password - Request Denied

The screenshot shows the 'Manage Officials' interface. On the left, a sidebar lists navigation options: Dashboard, Residents Information, Case Records, Meeting Agenda, Manage Officials (which is selected), Activity Logs, and Document Scanner. It also includes 'Backup Now' and 'Restore Latest Backup' buttons. The main area is titled 'Barangay Officials'. A modal dialog is open for editing an official. It displays a circular profile picture of a man, with 'Change Picture' and 'Remove Picture' links. Below the picture are fields for 'Full Name' (Hon. Chris S. Sarom) and 'Position' (Punong Barangay). At the bottom of the dialog are 'Cancel' and 'Save Changes' buttons. In the background, other officials are listed: John Kimuel M. Regine (Barangay Secretary) and Joshua D. Madeja (Barangay Treasurer).

Figure 60. Manage Officials – Edit Official

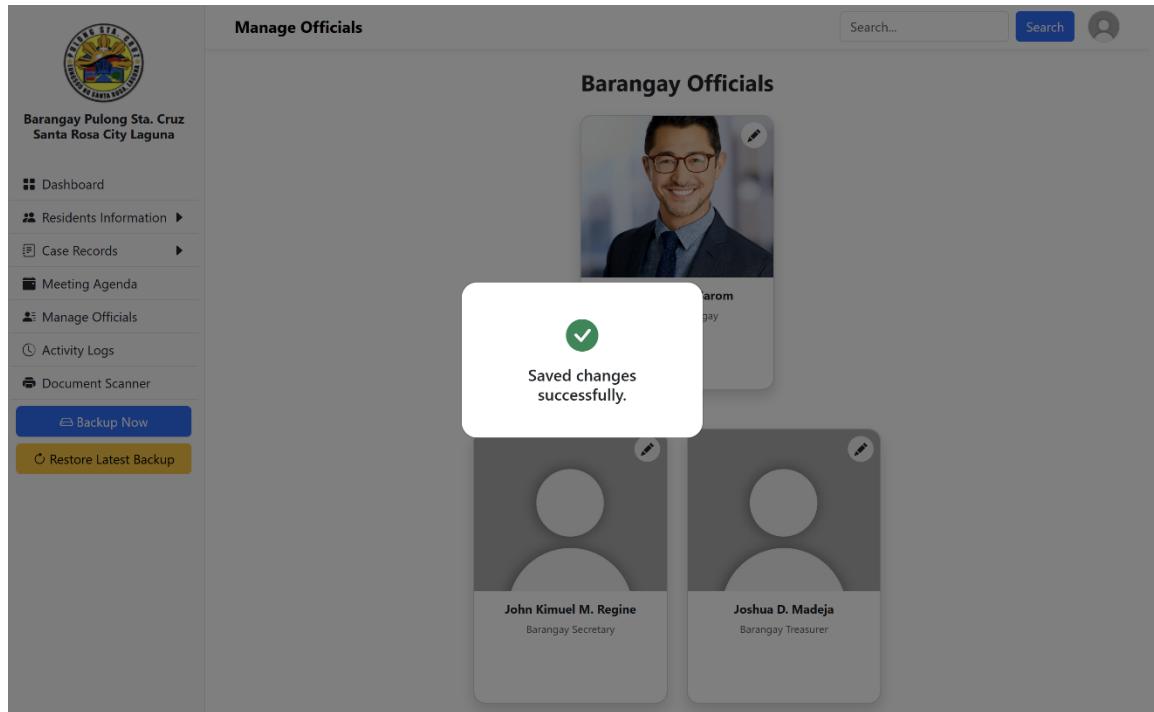


Figure 61. Edit Official - Success Message

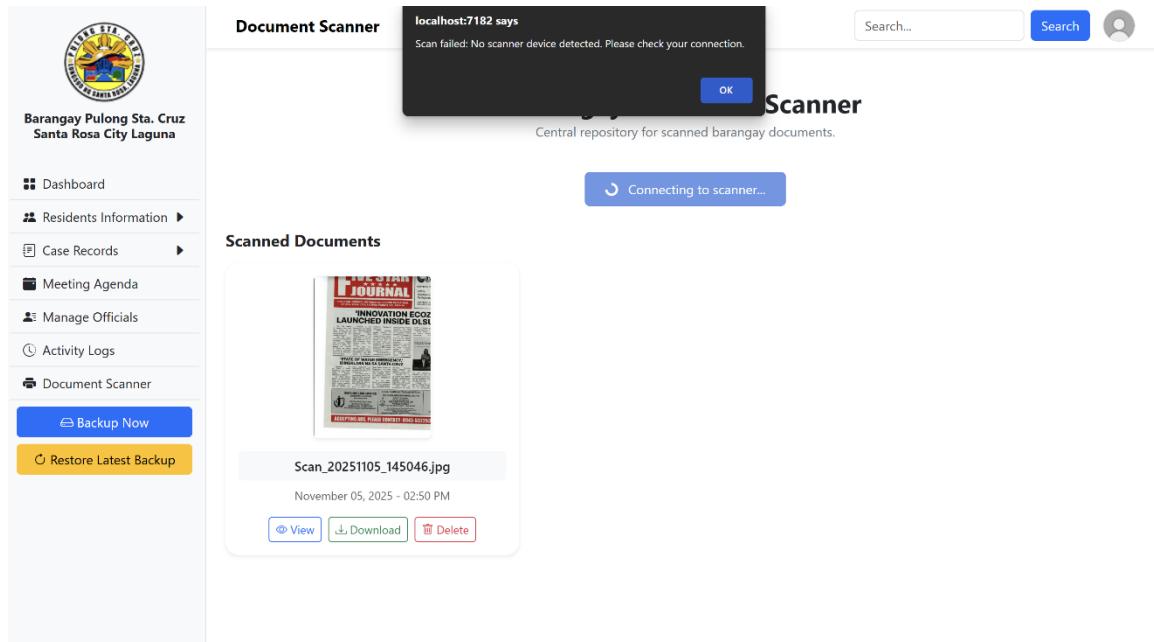


Figure 62. Document Scanner – Scan Failed; No Scanner device detected

Meeting Agenda

Date: 11/11/2025 Time: 09:30 PM

Agenda

We will be having a meeting on Friday, November 15, 2025, at 9:30 PM at the Barangay Hall. In this meeting, we'll talk about recent and ongoing cases, plan for upcoming mediation schedules, and discuss any new complaints. We'll also go over reminders about keeping things confidential and doing our duties properly. If you have anything else to add to the agenda, please let the Barangay Secretary know before the meeting.

Buttons: Print, Discard, Clear

Figure 63. Meeting Form

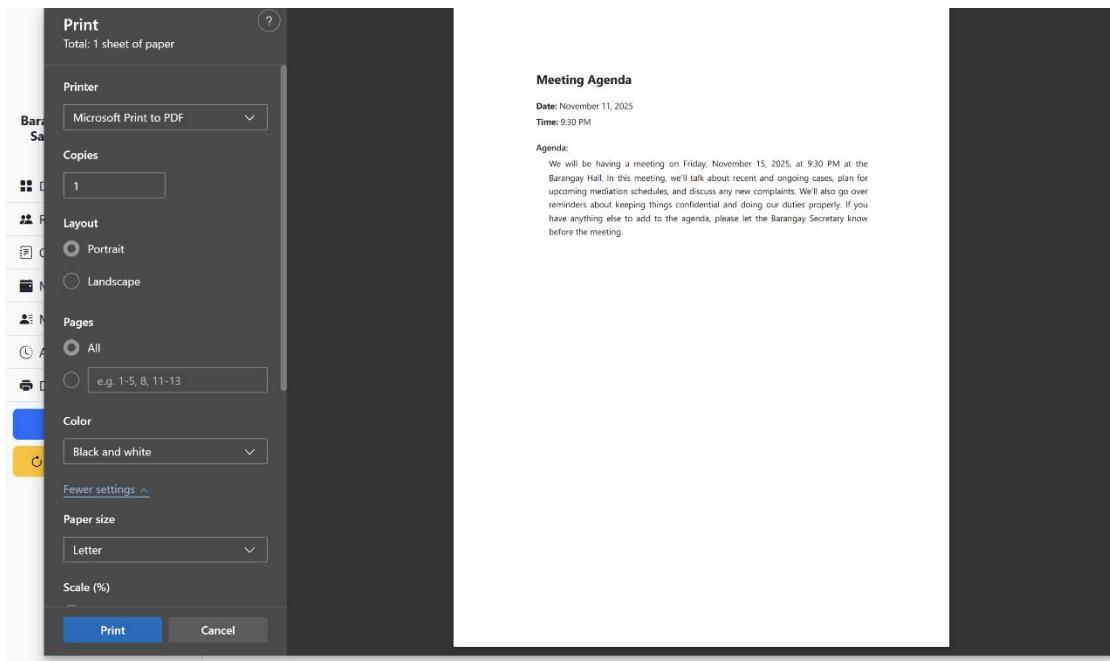


Figure 64. Print Meeting Form

APPENDIX E. USER'S GUIDE

USER'S GUIDE

Landing Page

This is the introductory page that displays the Mission, Vision, and Core Values of Barangay Pulong Santa Cruz, Laguna. It also contains the link to the system's login and registration page, serving as the user's entry point into the application.

Authentication & Logout

This is where users can login or register to access the application. Each user must enter their assigned username and password. Once logged in, the system redirects users to their designated dashboard based on their role (Barangay Secretary, Barangay Captain, Certification Staff, or Lupong Tagapamayapa Staff).

Steps to Log In:

1. Open the application, then click the Login button in the Landing Page.
2. Enter your username and password.
3. Click Login.
4. The application will redirect you to your designated dashboard based on your role.
5. If you do not have an account, click "Sign Up" on the login page to create one.

Steps for Registration:

1. Open the application.
2. Click the Sign Up button in the Landing page to open the registration form.
3. Fill out the required information such as name, username, create password, confirm password and barangay position.
4. Click the "Sign Up" button.
5. Once done, the application will redirect to the designated dashboard based on the user's role.
6. If you already have an account, proceed to the login page and enter your credentials.

Logout

This feature is located on the profile icon. Clicking this will end the session and redirect to the login form.

Note:

If a user fails to login after three attempts, the user will be locked out for three minutes and the form will be disabled.

Dashboard

This serves as the home interface after a successful login. The dashboard displays summarized data based on the user's role:

- **Barangay Captain and Secretary** – shows the registered population, number of males and females, complaint status, and demographic data.
- **Lupong Tagapamayapa Staff** – displays new blotters, settled and unsettled cases, a yearly blotter chart, and (for the Captain) demographic information.
- **Certification Staff (Clerk)** – provides an overview of the most requested certifications, registered population, and residents chart.

Icons on the navigation bar led users to different modules for data management and access. The Barangay Captain and the Secretary can click on specific dashboard sections (e.g., *Demographics*) to access detailed reports.

Note:

The Demographics chart can be filtered by the Barangay Captain and the Secretary, depending on the selected area by clicking the options button (:).

Demographics Report

This section provides analytical summaries of barangay population data, including gender and age distribution. It is primarily accessible to the Barangay Captain and Secretary, and facilitates the generation of demographic-based reports for planning and decision-making.

How to View Demographics:

1. From the dashboard, click the Demographics chart.
2. View the summarized population charts and reports.
3. Generate and print reports if needed.

Note:

- The Barangay Captain can only view demographic reports.
- The Barangay Secretary can view, edit, and print demographic reports.

Document Transactions

This section displays a comprehensive list of all certificate-related transactions submitted by requestors to the Certificate Department. Each entry includes the requestor's name, the type of certificate requested, and its stated purpose.

How to View Document Transactions:

1. From the Dashboard, click the Certificate Activities chart.
2. The application will display the full list of transaction records, including requestor details and certificate information.

Note:

This feature is only available to the Clerks.

Residents Information

This is accessed by selecting the “Residents Information” on the navigation panel. It allows authorized users, mainly the Barangay Captain, Secretary, and the Clerk, to record and manage resident information.

This feature includes a dropdown menu with the following options:

- **Add Resident** -used to add new resident information.
- **All Residents** - displays the table of all resident records. Since only limited details are shown in the table, users can click the “View” icon to see the complete resident information. This section also includes:
 - **Edit and Delete** options for each record.
 - **Select All/Deselect All** features for multiple deletion or archiving.
 - **Pagination** which shows a maximum of 10 records per page for better navigation.
- **Archive** - stores archived resident records that can be viewed or restored when needed.

The stored data, such as name, address, gender, civil status, and other details, serve as the foundation for demographic reports and certificate issuance.

Certificate Issuance

This allows authorized staff to create, validate, and print barangay certifications such as:

- Business Permit
- Business Closure
- Barangay Clearance
- Certificate of Residency
- Certificate of Good Moral
- Certificate of Guardianship
- Certificate of Solo Parent
- Certificate of Indigency

How to Issue a Certificate:

1. Click the Certificate Issuance.
2. Select the type of certificate.
3. Fill out the required resident details.
4. Click the Generate Certificate button. Once clicked, the .docx file is automatically downloaded and can be found in the downloads folder or in the browser's download section (upper right corner).
5. Print the certificate using the system's predefined format.

How to Capture a Photo (For Barangay Clearance Only):

1. Make sure the device is connected to a camera (webcam).
2. In the Barangay Clearance section, click the Start Camera button to open the camera.
3. Position the resident in front of the camera and click Capture Photo to take the picture.
4. The captured photo will appear on the side of the form for review.
5. If the picture needs to be changed, click the Retake button to take a new one.
6. Once confirmed, the photo will automatically be attached to the Barangay Clearance form and can be saved or removed as needed.

Complaints Records

This enables the Lupong Tagapamayapa Staff to encode, update, and manage complaint records efficiently.

Each record includes the following details:

- Blotter No.
- Status (e.g., Settled or Unsettled)
- Date and Time Filed
- Nature of Case

- Complainant/s and Respondent/s
- Description
- Disposition

This feature includes a dropdown menu with the following options:

- **Add Records** - used to add new complaint records.
 - **Add File feature** - allows the users to add scanned documents or images as evidence.
- **All Records** - displays the table of all complaint records. This section includes:
 - **Edit** and **Delete** options for each record.
 - **Select All/Deselect All** features for multiple deletion or archiving.
 - **Pagination** which shows a maximum of 10 records per page for better navigation.
- **Archive** - stores archived complaint records that can be viewed or restored when needed.

Certificate to File Action

The Lupong Tagapamayapa can issue a Certificate to File Action for cases handled by the Lupon. This document is used to file a case in court.

Meeting Agenda

This is accessed by the Barangay Secretary (Admin) and is used to create meetings for the Lupong Tagapamayapa. It allows users to specify the agenda, date, and time of meetings.

Steps:

1. Click the Meeting Agenda.
2. Input meeting details (date, time, and agenda).
3. Once done, choose one of the available options:
 - **Print** - generates the computer's default print preview window and allows the user to print the meeting document.

- **Discard** - Cancels the current input and clears the form.

Account Management

This feature handles all user accounts and is accessed through the profile icon.

This includes the following section:

- **Manage All Accounts (Admins Only)** - this is exclusive to the Barangay Captain and Secretary and contains two tabs:
 - **Change Requests** - displays user requests to change their username or password. Each request must be reviewed and either approved or denied by the admins.
 - **Account Status** - shows all registered accounts, both active and inactive. The admins may deactivate or permanently delete an account when necessary.
- **Profile Feature (All Users)** - this allows all users to view and manage their personal account details.

Users can:

- Change their username and password (subject to Admin approval).
- View their full name, username, and barangay position.
- Update their profile picture (optional; can be removed if needed).

Manage Officials & Staff

This page enables the Barangay Captain and the Secretary to update the names, profile pictures, and positions of current barangay officials. All changes made by the admins will reflect in the View Officials page for all users.

View Officials

This section allows users to view the list of current barangay officials, including their names and designated positions. The information displayed here is maintained and updated by the admins and is viewable to all authorized users.

Activity Logs

This records all activities performed within the system, including the date, time, and username of the person who accessed it. It is primarily used for monitoring and ensuring accountability.

Document Scanner

This enables users to scan and upload physical documents, such as business sketches and other files or forms and attach them digitally.

How to Scan and Store Documents:

1. Make sure that the device is connected to a printer or scanner.
2. Prepare the document to scan.
3. Click the Scan Document button in the application and wait for the process to complete. A confirmation message will appear once scanning is successful.
4. The scanned document will automatically appear on the page. It can be viewed, downloaded, or deleted.

APPENDIX F. PERSONAL TECHNICAL VITAE



JANRY A. CONCEPCION

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(+63) 9708258156

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	November 2025	STI College Santa Rosa
Senior High School	May 2022	St. Ignatius Academy Santa Rosa Laguna
High School	April 2020	Pagbilao Grande Island National High School
Elementary	March 2016	Polo North Elementary

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
2023	Syntax Best Forms	Representative
2024	Computer Society (ComSociety)	Treasurer Assistant

SKILLS

SKILLS	Level of Competency	Date Acquired
HTML & CSS	Basic	2025
Figma	Intermediate	2024
Canva	Intermediate	2023

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
N/A	N/A



ANDREA M. DAGONDON

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Dagondonandreamarimon13@gmail.com
(+63) 9293320824

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	July 2026	STI College Santa Rosa
Senior High School	June 2022	CITI Global College Santa Rosa Branch
High School	April 2020	Pulong Sta. Cruz National High School
Elementary	March 2020	Pulong Sta. Cruz Elementary School

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

SKILLS

SKILLS	Level of Competency	Date Acquired
HTML & CSS	Basic	2025
Figma	Basic	2024
Canva	Intermediate	2024

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
N/A	N/A



BRENDA F. LAGUNA

Block 1, Lot 25, Phase 2 Carlton Residences, Brgy. Dita, Sta. Rosa City, Laguna

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(+63) 9687357401

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	July 2026	STI College Santa Rosa
Senior High School	June 2019	San Pedro College of Business Administration
High School	March 2017	Balibago National High School – Dita Extension
Elementary	March 2013	Dita Elementary School

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
2019-2022	Layout Artist	Five Star Journal

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
May 2024	Computer Society (ComSoc)	Representative

SKILLS

SKILLS	Level of Competency	Date Acquired
Javascript	Basic	2025
HTML, CSS	Intermediate	2024
Layout Designing (Adobe Indesign)	Advance	2019

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
N/A	N/A



ALTHEA P. SAGA

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(+63) 9109204516

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	July 2026	STI College Santa Rosa
Senior High School	July 2022	Labas Senior High School
High School	March 2020	Aplaya Nation High School - APEX
Elementary	March 2016	Santa Rosa Elementary School - Central II

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

SKILLS

SKILLS	Level of Competency	Date Acquired
ASP.NET	Intermediate	2025
C#	Intermediate	2023
Database Management	Basic	2023

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
N/A	N/A

