

Management Information System (MIS)

The Management Information System (MIS) is the total process by which data are collected, summarized or processed and reported with the emphasis on the ultimate reporting to management. Its primary concern is information for decision-making and usually in the form of reports.

It involves the creation of the databank which shall serve as a repository of all information requirements of LCE and other officials of the LGU. This databank provides information necessary for users to execute their daily functions through the provision of accurate timely and relevant information.

Functions:

Provides information to the Local Chief Executives, planners and decision makers for faster and smarter ways of organizing, retrieving, maintaining and updating LGU's vital data/information which are necessary to the day-today transactions.

Features:

- Data/information can be accessed through a network of computers and has built-in access through multi-level password and security.
- Eliminates the manipulation of data/ information
- Involves the creation of database that will allow a more efficient and effective management of data resources at the local level.

Reports Generated :

A total of 73 reports can be generated from the system through the following modules:

- Political Units
- Fiscal Matters
- Programs and Services Offered/ Rendered
- Population Number of voters per Barangay/Precinct
- Sanggunian Panlalawigan/Panlungsod/ Bayan Matters
- Barangay Matter
- Financial Institutions
- NGOs/POs/PS

- Peace and Order Matters
- Land Use and Zoning
- Public Utilities
- Personnel Matters

HARDWARE/SOFTWARE REQUIREMENTS:

LGUs who wish to avail the system **must** meet the following hardware and software requirements before software installation and/or technical assistance are extended:

Hardware Requirements (minimum configuration):

1. 1GHz Pentium IV Processor or higher
2. 526 MB of RAM or higher
3. 80 GB HD or greater
4. VGA Colored Monitor
5. One (1) 3.5 Floppy Disk Drive.
6. One (1) CD-ROM Drive
7. One (1) CD-Writer (for backup)
8. AVR-500W
9. Printer-any brand
10. Uninterrupted Power Supply (UPS)

Software Requirements:

1. Windows XP (SP 2) Professional Edition
2. MS Office 2000 or higher (Professional Edition with MS Access)

