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# **Information Systems Strategic Plan of the Cagayan de Oro City Government (2014 – 2016)**

## **Investment Enabling Environment (INVEST) Project**

Submitted to:

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## **INFORMATION SYSTEMS STRATEGIC PLAN (ISSP)** For the period 2014 to 2016

**CITY GOVERNMENT OF CAGAYAN DE ORO**

Prepared by : **ICT Team**

Scope: **Department-Wide**

Recommended by:

**EILEEN ESCOBAR - SAN JUAN**  
Local Economic and Investment Promotions Officer  
Investment Promotions Center

Approved by:

**OSCAR S. MORENO**  
City Mayor



Republic of the Philippines  
Cagayan de Oro City

## OFFICE OF THE CITY MAYOR



## MESSAGE

Information and Communications Technology plays a vital role in an organization. For the City Government of Cagayan de Oro, ICT will help increase revenue generation, provide better financial management and greatly improve management and frontline services especially to the general public and stakeholders. Information and Communications Technology does not only limit its usefulness within the City Government, within the City of Cagayan de Oro, but goes beyond time and location, reaching its stakeholders anytime and anywhere through the Internet.

This Information Systems Strategic Plan of the City Government of Cagayan de Oro will serve as a blue print and guide for implementing automation and computerization of the City Government's operations and services, providing fast, efficient and transparent services to the general public and stakeholders.

Allow me to say my congratulations for the first ever ISSP of the City Government of Cagayan de Oro, to the USAID INVEST together with the Local Economic and Investment Promotions Office for recommending and initiating on the formulation of this plan, to all office representatives who provided their invaluable inputs and to the ICT-GIS team for formulating this plan.

16 June 2014, Cagayan de Oro City, Philippines

**OSCAR S. MORENO**  
City Mayor

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## ACRONYMS

<b>AIS</b>	Accounting Information System
<b>AMS</b>	Asset Management System
<b>BIS</b>	Budget Information System
<b>BPLS</b>	Business Permits and Licensing System
<b>BPS</b>	Building Permits System
<b>CMS</b>	Content Management System
<b>CPS</b>	Centralized Payroll System
<b>CRIS</b>	Civil Registry Information System
<b>DB</b>	Database
<b>DTS</b>	Document Tracking System
<b>EDMS</b>	Equipment Depot Management System
<b>EIS</b>	Executive Information System
<b>GIS</b>	Geographic Information System
<b>HIS</b>	Hospital Information System
<b>HRIS</b>	Human Resource Information System
<b>ICT</b>	Information and Communications Technology
<b>IS</b>	Information Systems
<b>IT</b>	Information Technology
<b>LAN</b>	Local Area Network
<b>LGU</b>	Local Government Unit
<b>LIS</b>	Legislative Information System
<b>MRMS</b>	Motorela Registration Management System
<b>NGA</b>	National Government Agency
<b>NGO</b>	Non-Government Organization
<b>PESOIS</b>	Public Employment Services Office Information System
<b>PMIS</b>	Project Monitoring Information System
<b>RCS</b>	Revenue Collection System
<b>RPTAS</b>	Real Property Tax Assessment System
<b>RTIS</b>	Roads and Traffic Information System
<b>SWIS</b>	Social Welfare Information System
<b>TOMS</b>	Treasury Operations Management System
<b>UTP</b>	Untwisted Pair
<b>WAN</b>	Wide Area Network



## DEFINITION OF TERMS

The terms and phrases used in the ISSP shall be understood to mean as follows:

1. Application System - refers to a group of related activities or processes designed to support a very specific function (e.g. Payroll System, Accounting System, etc.). It is referred to as “computer-based information system” prepared for the organization to process tasks that are unique to the particular needs or “tailor fit” for the particular operation.
  2. Business Process- a collection of business transactions between business partners and/or internal activities within one business. These transactions and/or activities together support the objective of the business process.
  3. Computing Scheme - may be classified into two, namely stand-alone or independent systems, and networked systems.
    - A. Stand-alone or Independent Systems – a computing scenario wherein a computer system runs an application system or IS independent of other systems. The operating system, application program and database are resident in the same computer and not dependent on other computer systems.
    - B. Networked Systems – a computing scenario wherein computers, printers and other devices are linked together, allowing users to exchange and share information and resources. Networking is classified as follows:
      - B.1. Local Area Network (LAN) – which is confined to moderate sized geographic areas such as one office, building, warehouse or campus. LAN can operate in different computing scenarios, namely:
        - B.1.1 Centralized - is a networking characterized by:
          - One site supplying all information processing
          - Information integrated at one location
          - Development of software and control are integrated at one location
        - B.1.2. Centralized-Distributed – where the database in a central server is divided into disjoint (non-overlapping) partitions. Each partition (also called a fragment) is assigned to a particular remote site. In this scenario, the data is moved closer to local users and is more accessible.
        - B.1.3 Open Systems - can be ported across a wide range of systems and inter-operate with other application on local and remote systems and interact with other users, which facilitates user portability.
        - B.1.4 Client-Server – the most recent approach in networking wherein the logic of the application is divided between a front-end computer (called the client) and a back-end computer (called a server). The client generally provides and uses information while the server retrieves, selects, sorts, calculates, sends only needed data and manages the database.
      - B.2. Wide Area Network (WAN) – which usually consists of a series of complex packet switches interconnected by communication lines and spans large geographical distances.
5. Content Management System – a software used to manage the content of the website and consists of two (2) elements: the content management application (CMA) and the content delivery application (CDA). It enables one to add/or manipulate content on a website. (p.5 NCC Government Website Workshop Manual)
7. Data Archiving - an effort to avoid database chaos, intended to let organizations cull old data from their rational databases in a way that allows it to be easily restored if necessary. This could be in the form of: (1) print media like records, photos, films and negatives; (2) electronic media like videos, diskettes, magnetic tape, databases, CD-ROM and Web page snap shots. Archiving, in general, is a process that will ensure that information is preserved against technological obsolescence and physical damage. It will also help conserve very expensive resources and ensure that the research potential of the information is fully exploited. In the Philippines Statistical System (PSS), the adoption of archiving measures has been identified by the NSCB through Resolution No. 11 (s. 1997) as a key policy to ensure the preservation, systematic storage and retrieval of statistical data including records on their methodology, concepts and other metadata.
8. Database (DB) - an organized group or set of inter-related information about a subject that can be processed, retrieved, analyzed and used in drawing conclusions and making decisions.



9. Firewall – a system designed to prevent unauthorized access to or from a network. Firewalls can be implemented in both hardware and software, or a combination of both. Firewalls are frequently used to prevent unauthorized Internet users from accessing private networks connected to the Internet, especially Intranets.
10. *Hardware - the electronic and physical components, boards, peripherals and equipment that make up a computer system as distinguished from the programs (software) that tell these components what to do. It is the physical component consisting of the input devices, central processor, output devices and storage devices.*
11. *Information and Communications Technology (ICT) - is the totality of the electronic means employed to systematically collect, process, store, present and share information to end-users in support of their activities. It consists of computer systems, office systems, consumer electronics and telecommunications technologies, as well as networked information infrastructure the components of which include the telephone system, the Internet, fax machines, computers and its accompanying methodologies, processes, rules and conventions. A combination of computer technology, microelectronics applications, and communications and information techniques and methods. It encompasses the use of computers, data communications, office systems technologies, as well as any technology that deals with modern day application of computing and/or communication. It can also be seen as the marriage of information technology and data communication.*
12. *Information System (IS) - a system of major processes or operations which facilitates the storage, processing, retrieval and generation of information for decision-making, planning, controlling and monitoring purposes. It also refers to a group of related processes (manual or computerized) designed to generate information for the exclusive support of a major functional area of an organization (e.g. Personnel Management Information System, Logistics Management Information System, Financial Management Information System, etc.).*
13. *Information Systems Planner (IS Planner) – designated by the department secretary/agency head who shall work with the management and Chief Information Officer (CIO) and mainly responsible for the formulation, development and implementation of an Information Systems Strategic Plan (ISSP).*
14. *Information Systems Strategic Plan (ISSP) - refers to a three (3) to five (5) year computerization framework of an agency which describes how the organization intends to strategically use ICT in pursuit of its mission and functions. A written expression of how an agency intends to use ICT to support its data processing and decision-making processes.*
15. In-house Development - the user (within the agency) is involved in the design and operations of IS, actively participates in the change process and the user's knowledge and expertise is incorporated.
16. Internet - a worldwide interconnection of millions of computer networks and databases. It is popularly referred to as the Information Superhighway, the Web, or simply as the Net.
17. Management Information Systems – information systems which include external information in addition to the internal information about the agency's operation. This information will be used for goal setting, and decision-making purposes of the different levels of management in the organization.
18. Mission-Critical Frontline Services - basically transactional, customer-driven business processes designed to provide direct public access to government services, reduce the processing and approval time of government transactions with the public, electronically organize and store vital data/information for easy retrieval or updating, processing, and sharing with government monitoring or statistical agencies; and ensure greater transparency, accountability and integrity of government operations and transactions.
19. Modem – a device that converts digital signals from the computer into analog signals to be transmitted over communication media to be transmitted back to digital signals read by computer. It can be either external or internal. It is an electronic device that makes possible the transmission of data to or from a computer via telephone or other communication lines.
20. Network - a computer-based communication and data exchange systems created by electronically connecting two or more computers/workstations. It is composed of two or more computers that can communicate with each other.
21. Network Layout – the logical or physical diagram of both the existing and proposed interconnection of computers and associated devices to provide end-users with a means of communicating and receiving information electronically without being limited by geographical distance.
22. Office Automation System (OAS) – collect, process, store and transmit information in the form of electronic office communications.
23. Online Systems – real-time processing systems that process data immediately after they are generated and can provide immediate output to users.



24. Operating System – software that supervises and controls tasks on a computer. The software that directs a computer's operations, as by controlling and scheduling the execution of other programs and managing storage and input/output.
25. Outsource – an arrangement in which one company provides services for another company. (*“What is?Com’s Encyclopedia of Technology Terms; Que Publishing 2002”*)
26. Printer – a device that prints text or illustrations on paper. There are many different types of printers. In terms of technology utilized, printers are categorized into the following: (1) daisy wheel, (2) dot matrix, (3) ink-jet, (4) laser, (5) line printer, and (6) thermal printer.
27. Router – a device that physically connects two networks, or a network to the Internet, converting address and sending on only the message that need to pass to other network.
28. Server – a computer that shares its resources, such as printers and files, with other computers on the network, an example of this is a Novell Network Server which shares its disc space with a workstation that does not have a disk drive of its own. A computer that makes services, as access to data files, programs and peripheral devices, available to workstations on a network.
29. Software - a set of instructions to a computer (and its peripheral equipment) to execute a command or process data. It uses a computer-understandable language. The non-physical components, which maybe an operating system, a development language, database management system, network management software, set of computer tools and utilities, or an application package, as well as the machine coded instructions that direct and control the different hardware facilities.
30. Software License - agreement between a user and a software house, giving details of the rights of the user to use or copy software ([www.petercollin.com](http://www.petercollin.com)); a legal right granted for a company/agency to run a software program. For every software program used, a license is needed and granted to the user (company or agency) and is documented in a license agreement ([www.microsoft.com/indic/licensing](http://www.microsoft.com/indic/licensing)).
31. Software Packages – or “canned program” is a set of programs prepared for applications that are common to the needs of many organizations. This is made available to users by the software manufacturer to include the operating instructions and documentation of the programs as part of the packages.
32. Telecommunication – refers to the transmission of electronic signals; electronic transmission of any type of electronic information (voice, image, video, data, etc.). The movement of information in the form of voice, text, image, video or all of these multimedia using electrical, electromagnetic wave and light technology.
33. Web Hosting – the business of housing, serving, and maintaining files for one or more websites (*“What is?Com’s Encyclopedia of Technology Terms; Que Publishing 2002”*).
34. Workstation – a networked personal computing device with more power than a standard IBM PC or Macintosh. Typically, a workstation has an operating system such as UNIX that is capable of running several tasks at the same time. It has several megabytes of memory and a large high-resolution display.



## **PART I. ORGANIZATIONAL PROFILE**

### **A. DEPARTMENT/AGENCY VISION/MISSION STATEMENT**

#### **A.1 Mandate**

##### **A.1.a Legal Basis :**

Starting 1946, Misamis Congressman Pedro S. Baculio lobbied in the Philippine Congress so that Cagayan de Misamis, which was reeling from the ashes of war, would be declared a city. On December 17, 1949, the new Congressman Emmanuel Pelaez introduced House Bill No. 54, entitled "An Act Creating the City of Cagayan de Oro". President Elpidio Quirino signed the city charter at 11:30 am, June 15, 1950. Pelaez appended "de Oro" to "Cagayan" in recognition of gold mining in the hinterland barrios known to Spanish explorers in 1500s.(<http://heritage.elizaga.net/history/page2.html>)

##### **A.1.b Functions :**

RA 7160 (Local Government Code of 1991), Rule 1-Policy and Application, Article 3 (d) states that "Every LGU shall exercise the powers expressly granted, those necessary implied there from, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare. Within their respective territorial jurisdictions, LGUs shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balance ecology, encourage and support the development of appropriate and self-prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants.

#### **A.2 Vision Statement**

Cagayan de Oro the strategic and prime development hub of the South.

#### **A.3 Mission Statement**

We are committed to best serve all Stakeholders through:

- the empowerment of the citizenry
- humane, efficient and transparent participatory governance
- the delivery of services that respond to stakeholder's' needs
- Compassionate adherence to the rule of law and
- the transformation of Cagayan de Oro city as the prime city of convergence of the South.

## A.4 Major Final Outputs

### 8-Point Agenda for Cagayan de Oro City best identified as PRIMEHAT

#### Peace & Order and Poverty Alleviation

- Employment generation and jobs placement
- Cooperative development
- Access to livelihood opportunities
- Strengthened partnership with law enforcement agencies
- Implement Rule of Law
- Setting up of an effective 911-type emergency response

#### Revenue Generation and Resettlement

- Efficiency in the collection efforts, increasing revenues without necessarily increasing or adding taxes.
- Strategic relocation of residents in high risk areas and informal communities, serving as the catalyst for the development of new growth areas.

#### Infrastructure and Investments

- Proper urban planning
- Enhancement of support infrastructures
- Balanced and equitable investment in infrastructure throughout the city
- Infrastructure support to establish new growth centers in the city
- Investments are well-directed to respond to the city's growth and potentials
- Cagayan de Oro to serve as "The Hub".

#### Metropolization

- Cagayan de Oro as a catalyst to regional growth
- Cagayan de Oro as the center of Northern Mindanao

#### Education and Environment Protection

- Cagayan de Oro to pursue and enhance its role as the educational center of Northern Mindanao
- Promote and develop eco-tourism
- To ensure the city's sustainability by putting in place measures that will protect its natural environment, especially Cagayan de Oro and Iponan Rivers
- To institute solid waste, septage and wastewater management measures.

#### Health and Hospital Services

- One of the means of liberating the poor from the bondage of traditional politics is to upgrade the health and hospital services.
- Upgrade the JR Borja Memorial Hospital and strategic health centers.
- Provision of universal health insurance coverage for indigent families

#### Agricultural Productivity

- Effective farm to market road networks
- Availability of farm support implements
- Identify new markets for farm products
- Tying up with cooperatives to expand economic reach of farmers
- Increasing the productivity of the farmers and fisher folks
- Institute measures that will ensure sustained food security
- Strengthened partnerships with external instrumentalities to promote agriculture



Traffic, Teamwork and Tourism

- Enhance competence of the bureaucracy
- Enhancing existing tourist destinations
- Development of new tourist spots
- Improvement and upgrading of traffic management capabilities
- Meaningful collaboration with all stakeholders in the effective and efficient delivery of social services
- Ensure engagement of all stakeholders in disaster risk reduction management and community-based climate change resiliency initiative

**B. DEPARTMENT/AGENCY PROFILE**

**B.1 Name of Designated IS Planner**

- ZELFRED ANTHONY T. COCON
- Supervising Administrative Officer
- City Accounting Department
- zatcocon@yahoo.com
- 09261277653

**B.2 Current Annual ICT Budget**

Office/Department	ICT Project	Budget (2014)
City Chief Executive	Purchase of computers and accessories	200,000.00
Community Affairs Division	Purchase of computers and accessories	140,000.00
City Tourism and Cultural Affairs	Purchase of computers and accessories	125,000.00
Community Improvement Office	Purchase of computers and accessories	75,000.00
Roads and Traffic Administration Department	1 lot Computerization of Traffic Citation Ticket(TCT),Records and Data Processing complete with accessories	1,500,000.00
Human Resource Management Office	Purchase of computers and accessories	90,000.00
City Planning and Development Office	Geographic Information System	1,442,500.00
	Purchase of computers and accessories	145,000.00
Office of the Building Official	Building Permit Automation System	2,300,000.00
City Civil Registry Office	Records Preservation	866,240.00
	Purchase of computers and accessories	160,000.00
City General Services Department	Computerized Asset Registry	970,000.00
	Purchase of computers and accessories	70,000.00
City Accounting Department	Financial Management Information System Improvement(FMISI)	500,000.00
	Information Technology Literacy Program	100,000.00
	Office Automation and Records Management Improvement	3,978,500.00
	Upgrading of LAN and Computers	500,000.00
	Computerization of Barangay Financial Records	100,000.00
City Finance Department	Revenue Computer Upgrading including markets(3,000,000.00)	3,000,000.00
City Assessment Department	Computerization on RPT Mapping by using GIS process and upgrading RPTS to e-TRACS	1,500,000.00
City Information Office	Purchase of computers and accessories	165,000.00
City Legal Office	Purchase of computers and accessories	80,000.00
City Public Services Office	Purchase of computers and accessories	40,000.00



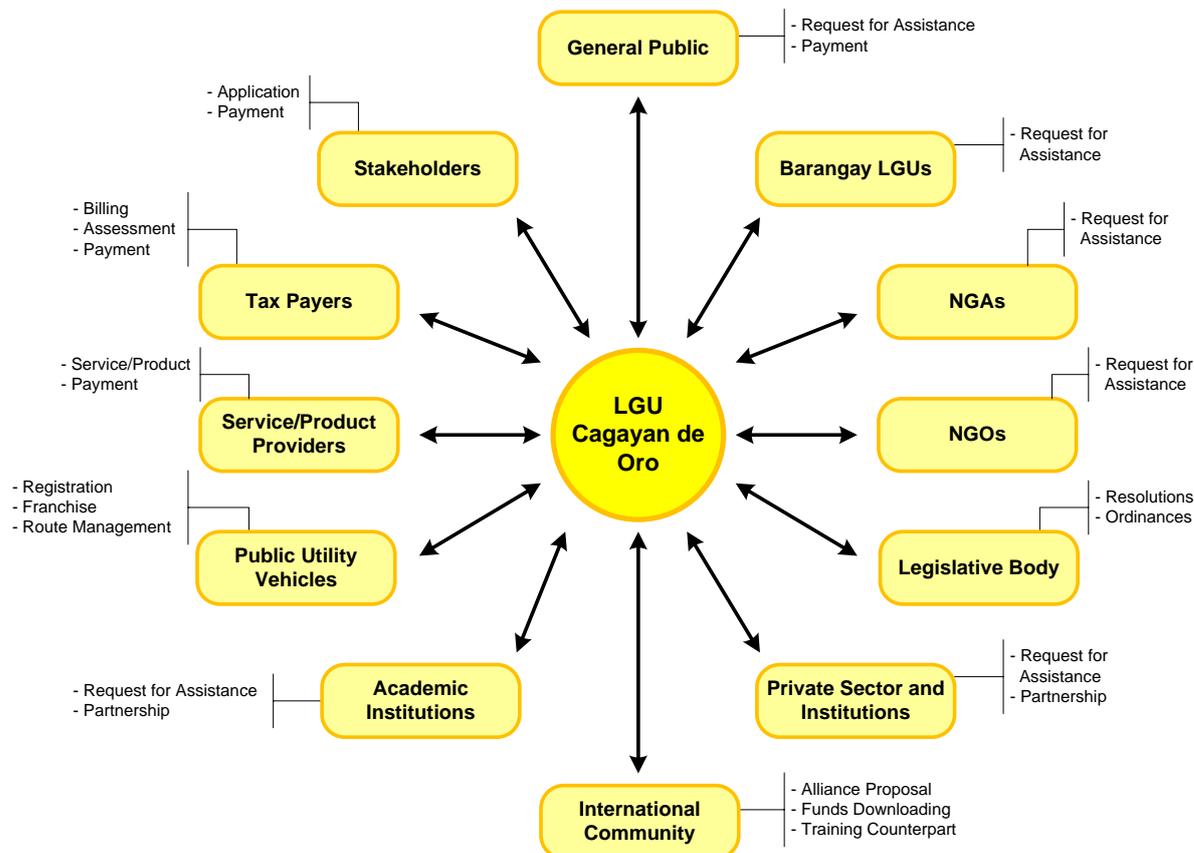
City Local Environment and Natural Resources	Purchase of computers and accessories	60,000.00
Department of Engineering and Public Works	Purchase of computers and accessories	60,000.00
City Economic Enterprise Department	Cogon/Agora Market - Purchase of computers and accessories	70,000.00
	Carmen Market - Purchase of computers and accessories	120,000.00
West Bound Terminal & Public Market	Purchase of computers and accessories	40,000.00
<b>TOTAL</b>		<b>18,397,240.00</b>

SOURCE : Cagayan de Oro City Executive Annual Budget CY 2014

**B.3 Organizational Structure**

Permanent	2,425
Elected	27
Co-terminus	25
Casual	415
<b>Total No. of Employees</b>	<b>2,892 (as of December 31, 2013)</b>

**C. THE CITY GOVERNMENT AND ITS ENVIRONMENT**





## D. PRESENT ICT SITUATION (STRATEGIC CHALLENGES)

### D.1 Revenue Generation

The City Finance Department developed and implemented its Business Permits and Licensing System in 1995 using a client-server architecture in a local area network. The sub-systems involved in the BPLS are not integrated. The Real Property Tax Assessment System was also developed in-house to automate the computation of the property tax based on the property assessment. The Motorela Management System which monitors motorela ownership is also operational in the Permits and Licensing Division of the Office of the City Mayor. The systems have no Geographic Information System (GIS) component.

### D.2 Financial Management

For easy management of its financial transactions in the City Government, the City Finance Department also computerized its operations, especially the collection by developing in-house sub-systems such as the Cash Receipts and Remittance Monitoring System which monitors cash remittance of the collectors, Fund Control and Disbursement System which monitors appropriation, allotment, obligations, income, expenditures, disbursements, Market Rental and Collection System which monitor stallholders, rentals, payments, and Motorela Management System which monitors Motorela ownership and payments. The City Accounting Department also computerized its operations by also developing in-house systems such as the Bookkeeping System which records all collections and deposits, cash and check disbursements, General Journal, Generates JEV, Financial Reports of the City Government, Payroll System which prepares all claims related to salaries, wages, allowances, and other benefits of the City Government employees, Fund Control System which records all appropriation, allotment releases, supplemental budgets, and obligations to individual ledgers, and the Barangay Bookkeeping System which records all barangay collections and deposits, cash and check disbursements, General Journal, Generates JEV and Financial Reports. The City Budget Office also developed a Budget Execution and Control System to record allotment releases.

### D.3 Management Services

Other offices in the City Government with IT capable personnel developed application systems that automates their day to day operations. The Human Resource Management Office developed a Personnel Service Record System which monitor personnel information such as Personnel Data Sheet, Employment History, Trainings, Service Records and has a Leave monitoring module for leave application and leave balances. The City General Services Department also developed an Inventory System which keeps record of the inventory of property of the City Government. The City Government is also capable of Geographic Information System being handled by the City Planning and Development Office but the GIS data is under-utilized.

### D.4 Strategy

The City Government has no Information and Communication Technology (ICT) Office or Team that manages and evaluates ICT implementations. All existing Application Systems may need enhancement making it also available online and redevelopment to keep up with updated technologies for integration with other proposed application systems. Since ICT was not supported by the previous administrations, only 30% of the City Government is knowledgeable in terms of ICT projects and program



implementations. The official website of the City Government is available but the City Government does not host and managed the website, that is why it is seldom updated.

The enhancement and development of Information Systems for Revenue Generation, Financial Management and Management Services will greatly improve the operations and services of the City Government, standardizing on a single platform, programming language, operating system, relational management database system, network strategy, application access, integration strategy and communications method. The Implementation of ICT projects and programs will not only depend on the ICT Budget of City Government but on other source of funds such as grants or partnerships with other organizations especially the International Community.

### E. STRATEGIC CONCERNS FOR ICT USE

MAJOR FINAL OUTPUT	CRITICAL MANAGEMENT/ OPERATING/ BUSINESS SYTEMS	AGENDA OBJECTIVES	INTENDED USE OF ICT
<p><b>Peach &amp; Order and Poverty Alleviation</b></p>	<ul style="list-style-type: none"> <li>• Job Placement</li> <li>• Social Services</li> </ul>	<ul style="list-style-type: none"> <li>• Employment generation and jobs placement</li> <li>• Cooperative development</li> <li>• Access to livelihood opportunities</li> <li>• Strengthened partnership with law enforcement agencies</li> <li>• Implement Rule of Law</li> <li>• Setting up of an effective 911-type emergency response</li> </ul>	<ul style="list-style-type: none"> <li>• PESO Information System</li> <li>• Social Welfare Information System</li> <li>• Geographic Information System (GIS)</li> </ul>
<p><b>Revenue Generation and Resettlement</b></p>	<ul style="list-style-type: none"> <li>• Real Property Assessment</li> <li>• Business Permit Application</li> <li>• Building Permit Application</li> <li>• Public Market Operations</li> <li>• Civil Registry</li> </ul>	<ul style="list-style-type: none"> <li>• Efficiency in the collection efforts, increasing revenues without necessarily increasing or adding taxes.</li> <li>• Strategic relocation of residents in high risk areas and informal communities, serving as the catalyst for the development of new growth areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Business Permits and Licensing System</li> <li>• Real Property Tax Assessment System</li> <li>• Building Permits System</li> <li>• Civil Registry System</li> <li>• Geographic Information System (GIS)</li> </ul>
<p><b>Infrastructure and Investments</b></p>	<ul style="list-style-type: none"> <li>• Building Permit Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Proper urban planning</li> <li>• Enhancement of support infrastructures</li> <li>• Balanced and equitable investment in infrastructure throughout the city</li> <li>• Infrastructure support to establish new growth centers in the city</li> <li>• Investments are well-directed to respond to the city's growth and potentials</li> </ul>	<ul style="list-style-type: none"> <li>• Building Permit System</li> <li>• Geographic Information System (GIS)</li> </ul>



		<ul style="list-style-type: none"> <li>• Cagayan de Oro to serve as “The Hub”.</li> </ul>	
<b>Metropolization</b>	<ul style="list-style-type: none"> <li>• Investment Promotion</li> </ul>	<ul style="list-style-type: none"> <li>• Cagayan de Oro as a catalyst to regional growth</li> <li>• Cagayan de Oro as the center of Northern Mindanao</li> </ul>	<ul style="list-style-type: none"> <li>• Geographic Information System (GIS)</li> </ul>
<b>Education and Environment Protection</b>	<ul style="list-style-type: none"> <li>• Protection and conservation, maximum utilization, application of appropriate technology and other matters related to the environment and natural resources</li> </ul>	<ul style="list-style-type: none"> <li>• Cagayan de Oro to pursue &amp; enhance its role as the educational center of Northern Mindanao</li> <li>• Promote and develop eco-tourism</li> <li>• To ensure the city’s sustainability by putting in place measures that will protect its natural environment, especially Cagayan de Oro &amp; Iponan Rivers</li> <li>• To institute solid waste, septage and wastewater management measures.</li> </ul>	<ul style="list-style-type: none"> <li>• Geographic Information System (GIS)</li> </ul>
<b>Health and Hospital Services</b>	<ul style="list-style-type: none"> <li>• Hospital Services</li> </ul>	<ul style="list-style-type: none"> <li>• One of the means of liberating the poor from the bondage of traditional politics is to upgrade the health and hospital services.</li> <li>• Upgrade the JR Borja Memorial Hospital and strategic health centers.</li> <li>• Provision of universal health insurance coverage for indigent families</li> </ul>	<ul style="list-style-type: none"> <li>• Hospital Information System</li> </ul>
<b>Agricultural Productivity</b>	<ul style="list-style-type: none"> <li>• Provide techniques, procedures, and practices for agricultural promotion and production and coordinate agricultural projects and activities of the city government</li> </ul>	<ul style="list-style-type: none"> <li>• Effective farm to market road networks</li> <li>• Availability of farm support implements</li> <li>• Identify new markets for farm products</li> <li>• Tying up with cooperatives to expand economic reach of farmers</li> <li>• Increasing the productivity of the farmers and fisher folks</li> <li>• Institute measures that will ensure sustained food security</li> <li>• Strengthened partnerships with external instrumentalities to promote agriculture</li> </ul>	<ul style="list-style-type: none"> <li>• Geographic Information System (GIS)</li> </ul>

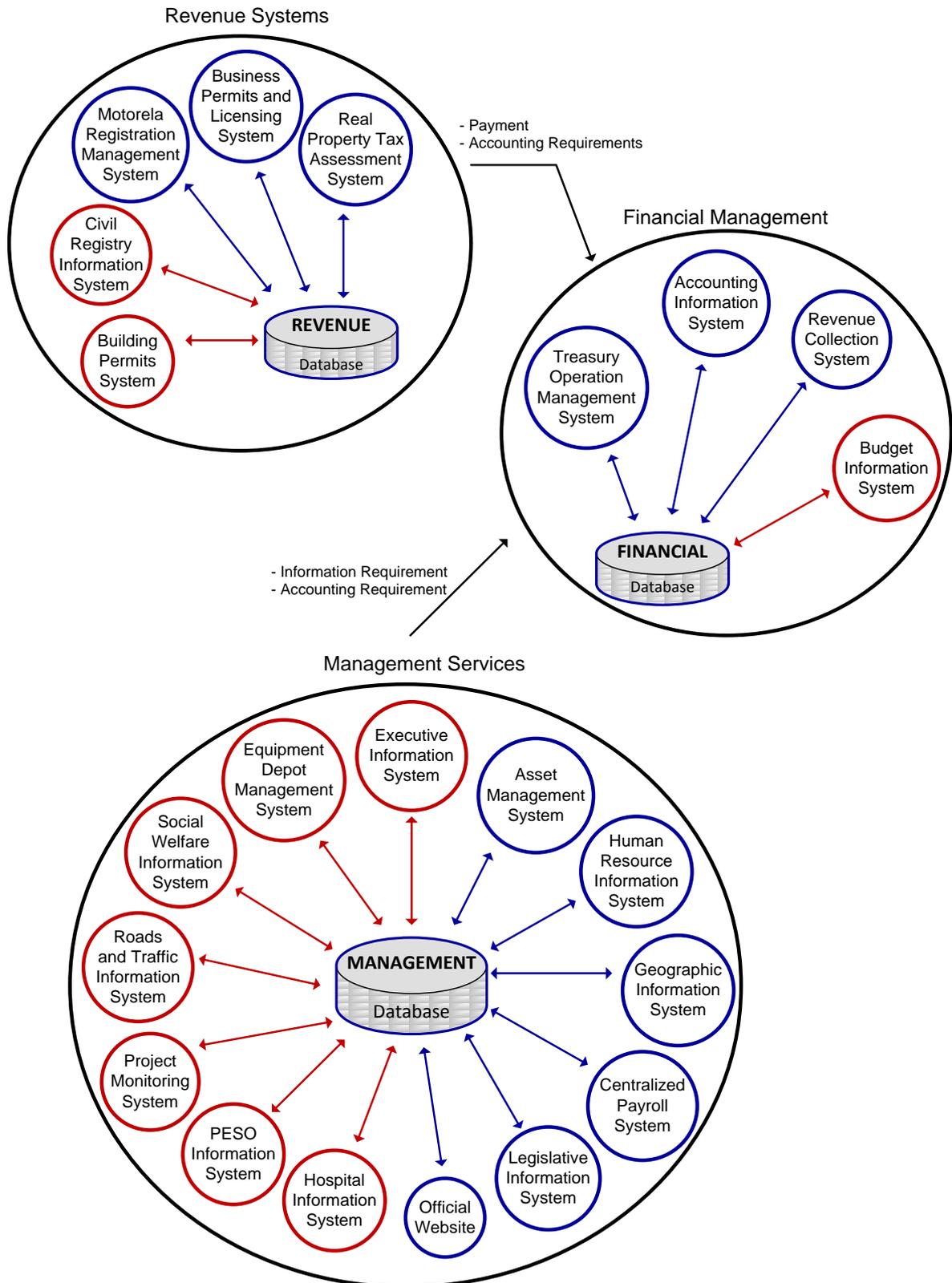


<b>Traffic, Teamwork and Tourism</b>	<ul style="list-style-type: none"><li>• Management of the City Government</li></ul>	<ul style="list-style-type: none"><li>• Enhance competence of the bureaucracy</li><li>• Enhancing existing tourist destinations</li><li>• Development of new tourist spots</li><li>• Improvement and upgrading of traffic management capabilities</li><li>• Meaningful collaboration with all stakeholders in the effective and efficient delivery of social services</li><li>• Ensure engagement of all stakeholders in disaster risk reduction management and community-based climate change resiliency initiative</li></ul>	<ul style="list-style-type: none"><li>• Accounting Information System</li><li>• Budget Information System</li><li>• Treasury Operations Management System</li><li>• Revenue Collection System</li><li>• Executive Information System</li><li>• Document Tracking System</li><li>• Asset Management System</li><li>• Equipment Depot Management System</li><li>• Human Resource Information System</li><li>• Centralized Payroll System</li><li>• Project Monitoring System</li><li>• Geographic Information System (GIS)</li><li>• Official Website</li><li>• Legislative Information System</li></ul>
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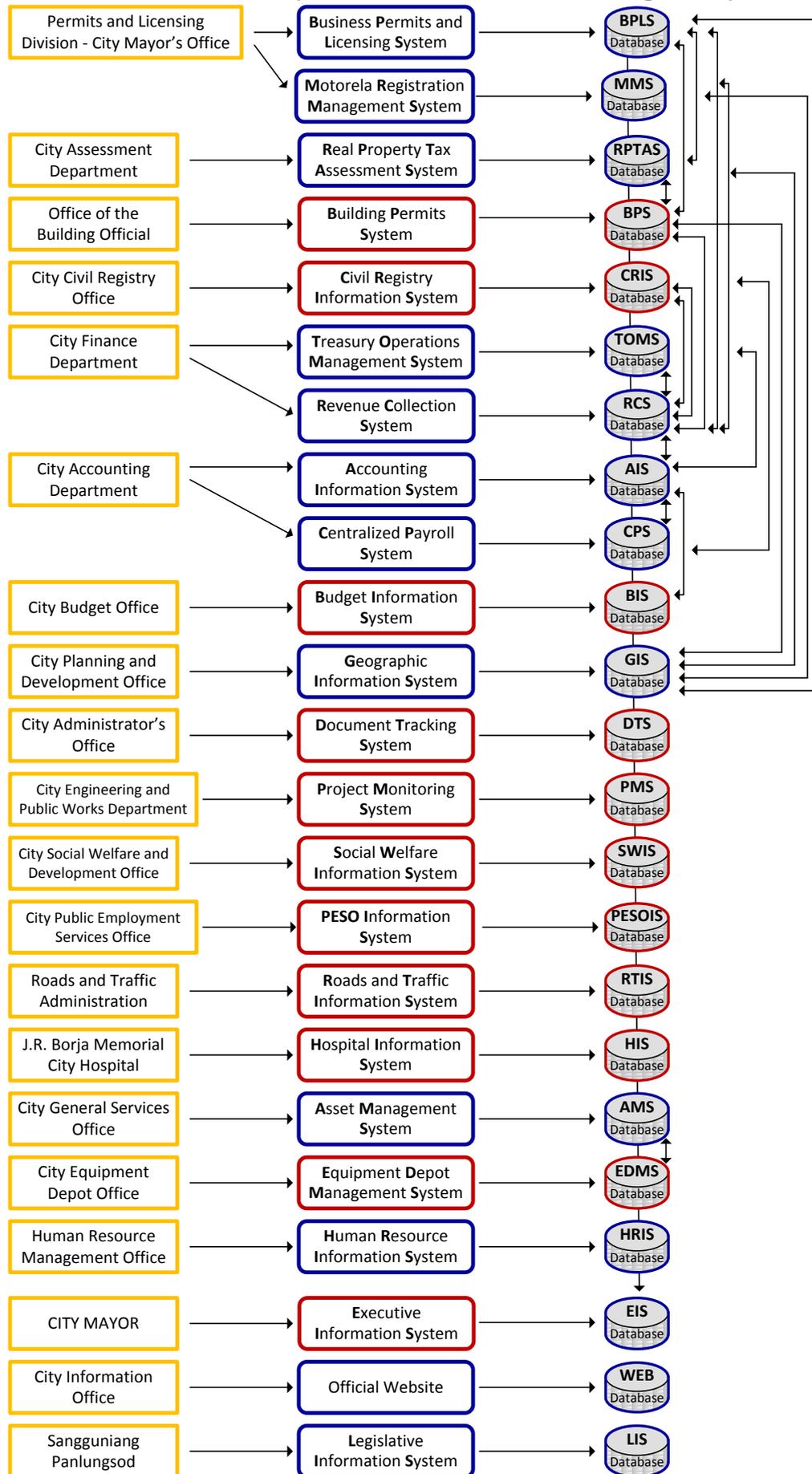
## PART II. INFORMATION SYSTEMS STRATEGY

### A. CONCEPTUAL FRAMEWORK FOR INFORMATION SYSTEMS

#### A.1 Summary of IS Interface



### A.2 Detailed IS Interface (IS Owner and Database Integration)





## B. DETAILED DESCRIPTION OF PROPOSED INFORMATION SYSTEMS

### B.1 REVENUE GENERATION SYSTEMS

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Business Permits and Licensing System (BPLS) (1)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Module for the Office of the Building Official is not operational. Module for the City Health Department is not integrated in the main system. Cannot correct/update data without cancelling the certificate number. Cannot sort categories with exact details and number of businesses. Reporting needs improvement. No online capability (online business permit application and online billing). No GIS capability (location of business establishments)
<b>DESCRIPTION</b>		Automates application and generation of Mayor's Permit and other permits, computation of taxes and fees, billing, payment, and collection liquidation processes. Handles multiple tax-year billings and payments while maintaining transaction and payment histories. Generates management and statistical information that can be used to increase revenues, cut costs, increase efficiency, and detect deficiency. Facilitates the enforcement of collection remedies through tagging and cross-referencing with permits applications of businesses inspected or issued with notices of delinquency. GIS capabilities such as thematic mapping and visualization with GIS-enabled search engine.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Finance Department, Permits and Licensing Division, Office of the Building Official, City Health Department, City Planning and Development Office
	<b>EXTERNAL</b>	Bureau of Fire Protection, Business Owners, Stakeholders
<b>OWNER</b>		Permits and Licensing Division - City Mayor's Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Motorela Registration Management System (MMS) (22)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Cannot generate printed reports. No online capability where the Roads and Traffic Administration can also access needed information available in the system. No GIS capability that maps out the routes of the registered motorela.
<b>DESCRIPTION</b>		Automates the registration and issuance of motorela franchises including the printing of motorela operator's permits and other transaction reports. Includes digital



		geographic information such as road network showing authorized routes and terminals for easier analysis. Matches motorela ownerships vis-à-vis franchise holders, and flags potential illegal transfers or sales of franchises – thus avoiding "colorum" operators.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Finance Department, Permits and Licensing Division, Office of the Building Official, Roads and Traffic Administration Department
	<b>EXTERNAL</b>	Motorela Operators, Land Transportation Franchising and Regulatory Board
<b>OWNER</b>		Permits and Licensing Division - City Mayor's Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>	Real Property Tax and Assessment System (RPTAS) (2)
<b>LIMITATIONS OF EXISTING SYSTEM</b>	Not integrated with GIS to provide accurate verification and identification of real property location, technical description and other relevant information. Assessment value of properties can be change manually by the user. System does not restrict if assessed value is lower based on criteria. The City Assessor Department which is the owner of the database cannot update real property information. Users does not know the full capability of the system. No online capability (online billing). No GIS capability (location of real properties)
<b>DESCRIPTION</b>	Automates all real property transactions (transfer, reclassification, subdivision, consolidation, etc.); assessment, billing, payment, and collection liquidation processes; general revision of assessments; and public auction of delinquent real properties. Handles multiple tax-year billings and payments while maintaining transaction and payment histories. Generates management and statistical information that can be used to increase revenues, cut costs, increase efficiency, and detect deficiency. Enables rapid and accurate forecasting and implementation of actual or hypothetical legislative or regulatory changes on valuation or revenue. GIS capabilities such as thematic mapping and visualization with GIS-enabled search engine.
<b>STATUS</b>	For enhancement
<b>DEVELOPMENT STRATEGY</b>	In-house/Outsourcing
<b>COMPUTING SCHEME</b>	Client-Server



<b>USERS</b>	<b>INTERNAL</b>	City Assessment Department, City Finance Department, Office of the Building Official
	<b>EXTERNAL</b>	Real Property Owners
<b>OWNER</b>		City Assessment Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Building Permits System (BPS) (3)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Loss of data. Takes time to retrieve records. Less accurate data and difficult to verify. Fees/Assessment not standardized. Takes time to prepare reports.
<b>DESCRIPTION</b>		Automates the assessment, billing, and collection of engineering fees. Automates the processing and issuance of building, occupancy and other related permits. Automates record updates based on field inspection Provides table-based schedule of fees in accordance with the National Building Code and local ordinances. Links dynamically with RPTAS for cross validation and to facilitate declaration and assessment of buildings. Integrates with the automated fees collection and payment. GIS capability of inspected buildings.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	Office of the Building Official, City Finance Department, City Assessment Department, City Planning and Development Office, City Engineering and Public Works Departments
	<b>EXTERNAL</b>	Building Owners, Commercial Building Occupants
<b>OWNER</b>		Office of the Building Official

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Civil Registry Information System (CRIS) (10)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Printing of Certifications of births, marriages with remarks or marginal annotations is not allowed ,issues certifications (Form1-A, Form2-A and Form3-A) with remarks using Microsoft Word/Excel. Data pertaining to religion (Baptist, Pentecostal, IFI, Christian, etc.) which are stated in the Birth Certificate or Marriage Contract could not be entered in the system because they are not found among the suggested list of religions found in the system. Data for religion is left blank due to this limitation.  * Existing system is PHILCRIS provided by the Philippine Statistics Authority - National Statistics Office under a Memorandum of Agreement
<b>DESCRIPTION</b>		Automates processing of civil registry documents and judicial decrees. Enables instant search and retrieval of civil registry documents. Automates issuance of certified copies of registered documents, and assessment of fees. Generates reports and documents for the civil registrar-general and the NSO, various demographic and statistical reports, and revenue or collection reports. Integrates with



		the automated fees collection and payment.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Civil Registrar, City Finance Department, City Social Welfare and Development Office
	<b>EXTERNAL</b>	General Public, National Statistics Office
<b>OWNER</b>		City Civil Registrar

**B.2 FINANCIAL MANAGEMENT SYSTEMS**

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Treasury Operations Management System (TOMS) (20)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Not fully integrated with Accounting Information System and Budget Information System
<b>DESCRIPTION</b>		Provides reliability, timeliness and transparency on treasury operations and functions. It keeps a record in all of the details of the transaction including the source of funds as to where the cash is being charged, and the actual monitoring of cash flows of the entire LGU. The system has three (3) main sub-module the verification of cash availability, approval of cash availability made by the treasurer and the preparation of check and disbursement.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Finance Department, City Budget Office, City Accounting Department
	<b>EXTERNAL</b>	Bureau of Local Government and Finance
<b>OWNER</b>		City Finance Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Revenue Collection System (RCS) (21)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Does not accept cashless payment. No online capability for online payment/mobile payment
<b>DESCRIPTION</b>		Accept and record all types of payments and collections from taxes, fees and charges from revenue generating operations and economic enterprises, such as real property and business permits and licensing taxes and fees; fees and user charges from inspections, public market stalls, civil registry, engineering permits (occupancy/building permit), police clearances, vehicle registrations, slaughterhouses, cemeteries, legal services, health permits, barangay clearances, community tax certificates; and other miscellaneous fees and charges collected by the LGU. Accept and record all



		types of non-income receipts, payments and collections from local and external income sources, such as internal revenue allotments (IRA), donations, proceeds from auctions, sale of assets, proceeds from loans, benefits or fund-raising activities. Accepts other forms of payment and also accepts online payment.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house/outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Finance Department
	<b>EXTERNAL</b>	Tax payers, General Public
<b>OWNER</b>		City Finance Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Accounting Information System (AIS) (4)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Not fully integrated with Treasury Operations Management System and Budget Information System
<b>DESCRIPTION</b>		Provides correctness, reliability, completeness and timeliness in recording government financial transactions and to generate financial reports in accordance with the policies and procedures of the New Government Accounting System. Enables automatic posting to books of accounts and subsidiary ledgers as well as automatic generation of financial reports.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Accounting Department, City Finance Department, City Budget Office
	<b>EXTERNAL</b>	Barangay LGUs, Commission on Audit
<b>OWNER</b>		City Accounting Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Budget Information System (BIS) (11)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Budget is only monitored once it is used. Takes time to retrieve needed budget information. Takes time to generate reports.
<b>DESCRIPTION</b>		Ensures correctness, reliability, completeness and timeliness in allotment and budgeting government financial needs and to generate budget reports in accordance with the policies and procedures. Automates the consolidation of the budgets of all offices in the City Government and produces reports such as Projected Cash Flow Statements.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing



<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Budget Office, all other offices of the City Government
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>		City Budget Office

**B.3 MANAGEMENT SERVICES SYSTEMS**

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Executive Information System (EIS) (5)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Concerned offices submit reports from time to time to the Local Chief Executive where the said reports takes time to prepare.
<b>DESCRIPTION</b>		The Executive Information System will access the data of the application systems in order to provide management with easy-to-understand summary information. The EIS also provides the facility to drill down for more detailed data as needed. The EIS makes it possible for decision-makers to see both the big picture and little details. It allows the Local Chief Executive and LGU officials to quickly access vital information. GIS viewing capability.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Mayor
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>		City Mayor

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Geographic Information System (GIS) (12)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		GIS maps are not in geo-database format where it can be centrally shred to all concerned offices.
<b>DESCRIPTION</b>		A computer system designed to capture, store, manipulate, analyze, manage, and present all types of geographical data. Provides spatial data entry, management, retrieval, analysis, and visualization functions
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>		City Planning and Development Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Document Tracking System (DTS) (9)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		No proper monitoring on the status of routed documents (location and document status)



<b>DESCRIPTION</b>		Track and monitor the status of documents that is being routed between offices of the City Government. Archive documents to store a digital copy for reference.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government
	<b>EXTERNAL</b>	Clients
<b>OWNER</b>		City Administrator's Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Project Monitoring System (PMS) (13)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Takes time to update project status. Takes time to generate reports concerning the status of projects.
<b>DESCRIPTION</b>		Monitoring the progress of different activities of construction projects from planning to execution and completion. GIS capability, geo referenced locations of projects.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Engineering and Public Works Department, City Budget Office, City Accounting Department
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>		City Engineering and Public Works Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Social Welfare Information System (SWIS) (8)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Loss of Data. Takes time to retrieve records. Less accurate data and difficult to verify. Takes time to prepare reports.
<b>DESCRIPTION</b>		The information system holds critical data on social sensitive records intervene by the city government.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	City Social Welfare and Development Office
	<b>EXTERNAL</b>	Barangay LGUs
<b>OWNER</b>		City Social Welfare and Development Office



<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		PESO Information System (PESOIS) (14)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		Only Job Applicants are available in the system. No filtering in generating reports according to employers job qualifications. No filtering for generating Active and Inactive applicants. List of Competencies, Course and School is no updated. No "overseas" category in searching for applicants  * PESO is currently using the National Skills Registry System, an online system being manage by the Department of Labor and Employment
<b>DESCRIPTION</b>		Employers can post job openings including required qualifications. Job-matching with the qualifications of applications and a notification system through e-mail and SMS if there is a match. Also keeps records of hired applications. Keeps records of blacklisted employers and applicants. Keeps records of status of employment of constituents in every barangay of the City.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	Public Employment Services Office
	<b>EXTERNAL</b>	Employer, Job Applicant, Barangay LGUs
<b>OWNER</b>		Public Employment Services Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Roads and Traffic Information System (RTIS) (15)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Repeat traffic violators are not properly monitored. Takes time to generate reports.
<b>DESCRIPTION</b>		Keeps records of roads and traffic violators with automated citation ticketing. Keeps track of routes of public vehicles. Record keeping on permits for traffic assistance, road advertisement and tourism. Location of accidents and violation using GIS.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	Roads and Traffic Administration Department, City Finance Department
	<b>EXTERNAL</b>	General Public, Stakeholders, Land Transportation Office
<b>OWNER</b>		Roads and Traffic Administration Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Hospital Information System (HIS) (19)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		No immediate access to patients medical history. No immediate update of current inventory of hospital supplies. No immediate update on availability of medicines. Takes time to prepare needed reports
<b>DESCRIPTION</b>		Provides automated, networked and reliable computer-based management on entire Hospital Operations.



		Automating, standardizing, and simplifying processes. Electronic tools can assist healthcare professionals in performing common tasks, creating legible medical records, organizing and using data, accessing and sharing of data, and more.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	J.R. Borja Memorial City Hospital, City Health Department
	<b>EXTERNAL</b>	Patients
<b>OWNER</b>		J.R. Borja Memorial City Hospital

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Asset Management System (AMS) (7)
<b>LIMITATIONS OF EXISTING SYSTEM</b>		System is a stand-alone system
<b>DESCRIPTION</b>		Keep track record of the Assets of the LGU and its whereabouts. The system at the same time enables to calculate depreciation and also enables to find out the cost, accumulated depreciation and asset maintenance history. The AMS covers the life cycle of an from commissioning through assignment, use/operation, maintenance and repair, inspection and evaluation to disposal. Buildings, grounds, equipment, vehicles and tools are some of the LGU assets to be monitored and managed.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government Offices
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>		City General Services Department

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Equipment Depot Management System (EDMS) (16)
<b>PROBLEMS WITH NON-AUTOMATED/NON-COMPUTERIZED OPERATIONS</b>		Delayed retrieval of records. No proper monitoring of inventory of light and heavy equipment and stock level.
<b>DESCRIPTION</b>		Records management for supplies monitoring for equipment spare parts and components, keeps track of job order requests such as repairs, maintenance and spare parts applied, procurement management of spare parts, components and supplies, equipment inventory, utilization and fault report information and management.
<b>STATUS</b>		For development
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government Offices
	<b>EXTERNAL</b>	NONE



<b>OWNER</b>	Equipment Depot Office
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<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>	Human Resource Information System (HRIS) (17)	
<b>LIMITATIONS OF EXISTING SYSTEM</b>	No online capability (leave credits availability, leave application)	
<b>DESCRIPTION</b>	The computerized Human Resource Management System is designed to provide accurate, comprehensive and timely production of records, as well as in the generation of corresponding reports and individual appointments.	
<b>STATUS</b>	For enhancement	
<b>DEVELOPMENT STRATEGY</b>	In-house/Outsourcing	
<b>COMPUTING SCHEME</b>	Client-Server	
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>	Human Resource and Management Office	

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>	Centralized Payroll System (CPS) (18)	
<b>LIMITATIONS OF EXISTING SYSTEM</b>	No online capability for employee deduction updating. Not integrated with Withholding Tax Alphalist. Cannot generate Disbursement Vouchers for individual claims of compensation.	
<b>DESCRIPTION</b>	Provides automated and comprehensive financial record of regular employees' salaries, wages, bonuses, net pays, and deductions. Prepares all claims related to salaries, wages, allowances, and other benefits. Generates remittance reports	
<b>STATUS</b>	For enhancement	
<b>DEVELOPMENT STRATEGY</b>	In-house/Outsourcing	
<b>COMPUTING SCHEME</b>	Client-Server	
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government
	<b>EXTERNAL</b>	NONE
<b>OWNER</b>	City Accounting Department	

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>	Official Website (OW) (6)
<b>DESCRIPTION</b>	Uses a Content Management System that provides website authoring, collaboration, and administration tools designed to allow users to create and manage website content with relative ease. Provides the foundation for collaboration, offering users the ability to manage documents and output for multiple author editing and participation. Uses a database to store page content, metadata, and other information assets that might be needed by the system.



<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	All Offices of the City Government
	<b>EXTERNAL</b>	General Public
<b>OWNER</b>		City Information Office

<b>NAME OF INFORMATION SYSTEM/ SUB-SYSTEM</b>		Legislative Information System (LIS) (23)
<b>DESCRIPTION</b>		Automates the storage and retrieval of Legislative Information and Documentations such as Ordinances and Resolutions.
<b>STATUS</b>		For enhancement
<b>DEVELOPMENT STRATEGY</b>		In-house/Outsourcing
<b>COMPUTING SCHEME</b>		Client-Server
<b>USERS</b>	<b>INTERNAL</b>	Sangguniang Panlungsod
	<b>EXTERNAL</b>	General Public
<b>OWNER</b>		Sangguniang Panlungsod

### C. DATABASES REQUIRED

<b>NAME OF DATABASE</b>	Revenue Database	
<b>GENERAL CONTENTS/ DESCRIPTION</b>		
<ol style="list-style-type: none"> <li><b>Business Permits and Licensing System Database</b> : Records of LGU's business/mayor's permit and establishment master files. It also contains data on business permit-related transactions which include: new applications and renewals of business permits, and closure of business establishments.</li> <li><b>Motorela Registration Management System Database</b> : Records of registered motorela operating in the city</li> <li><b>Real Property Tax Assessment System Database</b>: Records of Real Properties (Land, Building and Machinery) of Cagayan de Oro City including Section Maps as GIS Database</li> <li><b>Business Permits Systems Database</b>: Records of buildings, electrical, occupancy approved permits and scanned building and electrical plans</li> <li><b>Civil Registry Information System Database</b>: Records of civil registry (birth, marriage and death) and other registrable documents like marriage license, marriage application, Court Decrees on Adoption, declaration of presumptive death, annulment/nullity of marriage, recognition of divorce issued by foreign courts , divorce for Muslim issued by the SHARIA court, Correction of Entries, (change of first name under Republic Act 9048, correction of gender, correction of date of birth under Republic Act 10172)</li> </ol>		
<b>STATUS</b>		
<ol style="list-style-type: none"> <li><b>BPLS DB</b> : Existing</li> <li><b>MRMS DB</b> : Existing</li> <li><b>RPTAS DB</b> : Existing</li> <li><b>BPS DB</b> : For build-up</li> <li><b>CRIS DB</b> : For build-up</li> </ol>		
<b>INFORMATION SYSTEMS SERVED</b>		
<ol style="list-style-type: none"> <li><b>BPLS DB</b> : BPLS, RCS</li> </ol>		



<ol style="list-style-type: none"> <li>2. <b>MRMS DB</b> : MMS, RCS</li> <li>3. <b>RPTAS DB</b> : RPTAS, BPLS, RCS</li> <li>4. <b>BPS DB</b>: BPS, RPTAS, RCS</li> <li>5. <b>CRIS DB</b> : CRIS, RCS</li> </ol>	
<b>DATA ARCHIVING/STORAGE MEDIA</b>	Electronic Media (all databases)
<b>USERS</b>	
<b>INTERNAL</b>	
<ol style="list-style-type: none"> <li>1. <b>BPLS DB</b> : City Finance Department, Permits and Licensing Division, Office of the Building Official, City Health Department, City Planning and Development Office</li> <li>2. <b>MRMS DB</b> : Permits and Licensing Division - City Mayor's Office, City Finance Department, Roads and Traffic Administration Department</li> <li>3. <b>RPTAS DB</b> : City Assessment Department, City Finance Department, Office of the Building Official, City Planning and Development Office, City General Services Department</li> <li>4. <b>BPS DB</b> : Office of the Building Official, City Finance Department</li> <li>5. <b>CRIS DB</b> : City Civil Registry Office, City Finance Department</li> </ol>	
<b>EXTERNAL</b>	
<ol style="list-style-type: none"> <li>1. <b>BPLS DB</b> : Business Owners, Stakeholders, Department of Trade and Industry, Social Security System, Bureau of Internal Revenue, Bureau of Fire Protection</li> <li>2. <b>MMS DB</b> : Motorela Operators, Land Transportation and Franchising Regulatory Board</li> <li>3. <b>RPTAS DB</b> : Real Property Owners, Bureau of Internal Revenue, Registry of Deeds</li> <li>4. <b>BPS DB</b> : Building Owners, Bureau of Fire Protection, City Engineering and Public Works Department</li> <li>5. <b>CRIS DB</b> : General Public, National Statistics Office</li> </ol>	
<b>OWNER</b>	
<ol style="list-style-type: none"> <li>1. <b>BPLS DB</b> : City Finance Department</li> <li>2. <b>MMS DB</b> : Permits and Licensing Division - City Mayor's Office</li> <li>3. <b>RPTAS DB</b> : City Assessment Department</li> <li>4. <b>BPS DB</b> : Office of the Building Official</li> <li>5. <b>CRIS DB</b> : City Civil Registrar Office</li> </ol>	

<b>NAME OF DATABASE</b>	Financial Database
<b>GENERAL CONTENTS/ DESCRIPTION</b>	
<ol style="list-style-type: none"> <li>1. <b>Revenue Collection System Database</b> : Records of payments and collections from taxes, fees and charges from revenue generating operations and economic enterprises, and other miscellaneous fees and charges collected by the LGU</li> <li>2. <b>Treasury Operations Management System Database</b> : Records of financial expenditures of the City Government. Records all of the details of the transaction including the source of funds as to where the cash is being charged, and the actual monitoring of cash flows of the entire LGU</li> <li>3. <b>Accounting Information System Database</b> : Records of accounting and financial transactions</li> <li>4. <b>Budget Information System Database</b> : Records of approved budget of each office, thus information on budget balances and variances between budgeted amounts and actual expenditures.</li> </ol>	



<b>STATUS</b>	
1. <b>RCS DB</b> : Existing	3. <b>AIS DB</b> : Existing
2. <b>TOMS DB</b> : Existing	4. <b>BIS DB</b> : For build-up
<b>INFORMATION SYSTEMS SERVED</b>	
1. <b>RCS DB</b> : RCS, BPLS, RPTAS, BPS, CRIS, PMIS, RTIS, AIS, EIS	
2. <b>TOMS DB</b> : TOMS, IAS, BIS, EIS	
3. <b>AIS DB</b> : AIS, TOMS, BIS, EIS	
4. <b>BIS DB</b> : BIS, AIS, TOMS, EIS	
<b>DATA ARCHIVING/STORAGE MEDIA</b>	Electronic Media (all databases)
<b>USERS</b>	
<b>INTERNAL</b>	
1. <b>RCS DB</b> : City Finance Department	
2. <b>TOMS DB</b> : City Finance Department, City Accounting Department, City Budget Office	
3. <b>AIS DB</b> : City Accounting Department, City Finance Department, City Budget Office	
4. <b>BIS DB</b> : City Budget Office, City Accounting Department, City Finance Department	
<b>EXTERNAL</b>	
1. <b>RCS DB</b> : General Public	
2. <b>TOMS DB</b> : Bureau of Local Government Finance, Department of Interior and Local Government	
3. <b>AIS DB</b> : Commission on Audit, Department of Interior and Local Government	
4. <b>BIS DB</b> : Department of Budget and Management, Department of Interior and Local Government	
<b>OWNER</b>	
1. <b>RCS DB</b> : City Finance Department	
2. <b>TOMS DB</b> : City Finance Department	
3. <b>AIS DB</b> : City Accounting Department	
4. <b>BIS DB</b> : City Budget Office	

<b>NAME OF DATABASE</b>	Management Database
<b>GENERAL CONTENTS/DESCRIPTION</b>	
1. <b>Executive Information System Database</b> : Consolidated information of all existing information systems relevant for the local chief executive	
2. <b>Geographic Information System Database</b> : Records of raster and vector maps converted into a geodatabase	
3. <b>Document Tracking System Database</b> : Records of documents routed between office and scanned copy of the documents	
4. <b>Project Monitoring System Database</b> : Details of all project, package, sub-work and all data are to be stored	
5. <b>Social Welfare Information System Database</b> : Records of constituents availing the services of the City Government through the City Social Welfare and Development Office	
6. <b>PESO Information System Database</b> : Records of available local and foreign job openings and accepted applicants, employed, non-employed, kasambahay constituents by barangay level.	
7. <b>Roads and Traffic Information System Database</b> : Records of roads and traffic information such as traffic violators, public transport route, permits for road advertisements	
8. <b>Hospital Information System Database</b> : Hospital records (Patients Information, Medical Records, Laboratory Results, Hospital Supplies	



- Inventory, Medicine Inventory.
9. **Asset Management System Database** : Records of property of the City Government, inventory of property, employee/office responsible to each property
  10. **Equipment Depot Management System Database** : Records of technical feature, usage, repair and maintenance of heavy equipment and vehicle, inventory of light and heavy equipment, spare parts stock level
  11. **Human Resource Information System Database** : Records of employee personal data based on the Personal Data Sheet, service records, leave credits, appointments
  12. **Centralized Payroll System Database** : Records of employee salary, deductions and remittances. Records of history of salaries and benefits received.
  13. **Official Website Database** : Records of page content, metadata, and other information assets that might be needed by the system
  14. **Legislative Information System Database** : Records of legislative queries, agenda, minutes of sessions, schedule of committee hearing and public hearing, approved resolutions and ordinances, committee reports, status of proposed ordinances and resolutions

STATUS	
1. <b>EIS DB</b> : For build-up	8. <b>HIS DB</b> : For build-up
2. <b>GIS DB</b> : Existing	9. <b>AMS DB</b> : Existing
3. <b>DTS DB</b> : For build-up	10. <b>EDMS DB</b> : For build-up
4. <b>PMS DB</b> : For build-up	11. <b>HRIS DB</b> : Existing
5. <b>SWIS DB</b> : For build-up	12. <b>CPS DB</b> : Existing
6. <b>PESOIS DB</b> : For build-up	13. <b>OW DB</b> : For build-up
7. <b>RTIS DB</b> : For build-up	14. <b>LIS DB</b> : For build-up

INFORMATION SYSTEMS SERVED
1. <b>EIS DB</b> : EIS
2. <b>GIS DB</b> : GIS, RPTAS, BPLS, CRIS, AMS, SWIS, EDMS, PMS, EIS
3. <b>DTS DB</b> : DTS, EIS
4. <b>PMS DB</b> : PMS, EIS
5. <b>SWIS DB</b> : SWIS, EIS
6. <b>PESOIS DB</b> : PESOIS, EIS
7. <b>RTIS DB</b> : RTIS, RCS, EIS
8. <b>HIS DB</b> : HIS, AMS, RCS, EIS
9. <b>AMS DB</b> : AMS, EDMS, AIS, EIS
10. <b>EDMS DB</b> : EDMS, AMS, EIS
11. <b>HRIS DB</b> : HRIS, CPS, EIS
12. <b>CPS DB</b> : CPS, AIS, EIS
13. <b>OW DB</b> : OW
14. <b>LIS DB</b> : LIS

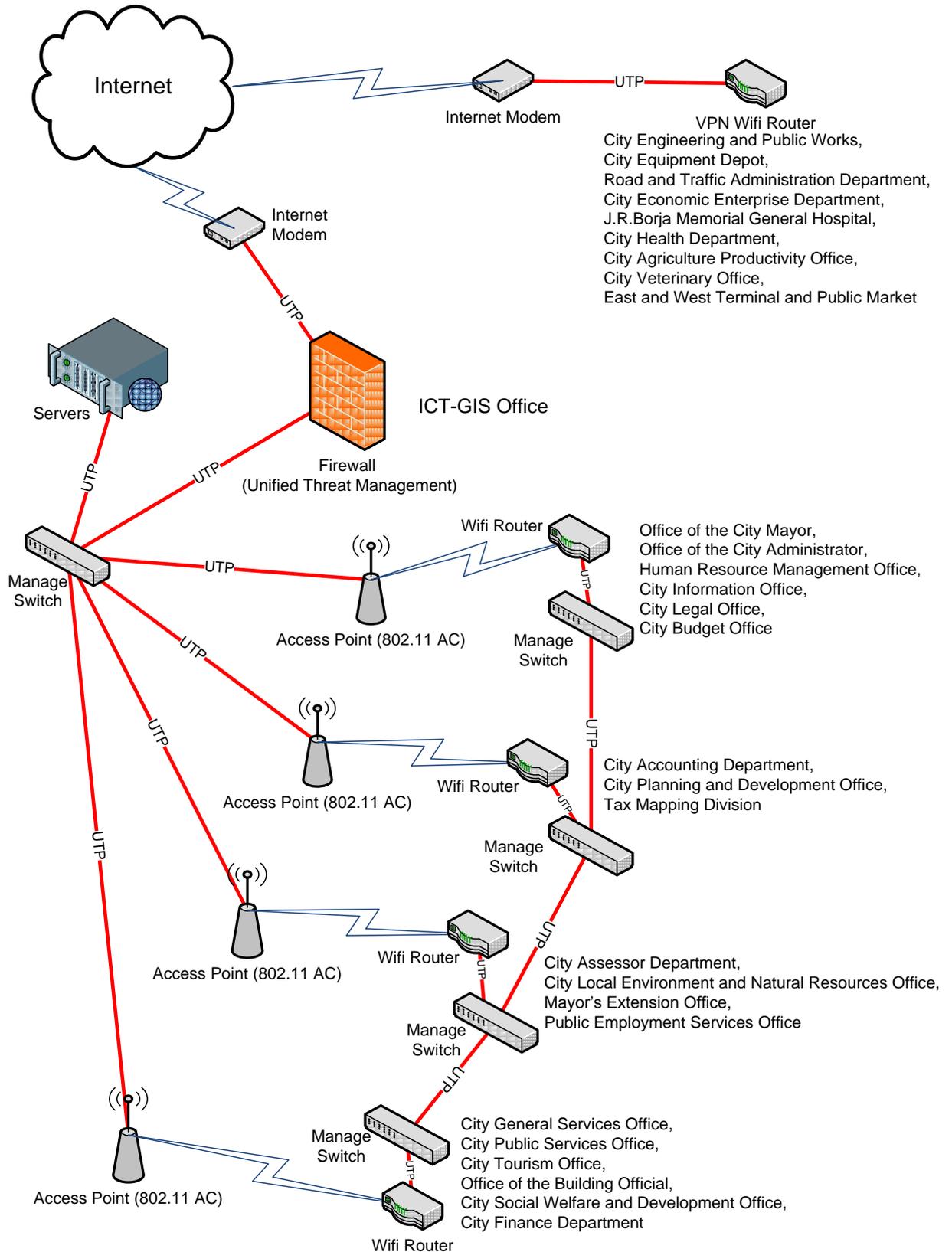
<b>DATA ARCHIVING/STORAGE MEDIA</b>	Electronic Media (all databases)
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USERS
<b>INTERNAL</b>
1. <b>EIS DB</b> : City Mayor
2. <b>GIS DB</b> : All Offices of the City Government
3. <b>DTS DB</b> : All Offices of the City Government
4. <b>PMS DB</b> : City Engineering and Public Works Department
5. <b>SWIS DB</b> : City Social Welfare and Development Office
6. <b>PESOIS DB</b> : City Public Employment Services Office
7. <b>RTIS DB</b> : Roads and Traffic Management Department, City Finance



<p>Departments</p> <ol style="list-style-type: none"><li>8. <b>HIS DB</b> : J.R. Borja Memorial City Hospital, City Health Department</li><li>9. <b>AMS DB</b> : All Offices of the City Government</li><li>10. <b>EDMS DB</b> : All Offices of the City Government</li><li>11. <b>HRIS DB</b> : All Offices of the City Government</li><li>12. <b>CPS DB</b> : All Offices of the City Government</li><li>13. <b>OW DB</b> : All Offices of the City Government</li><li>14. <b>LIS DB</b> : Sangguniang Panlungsod</li></ol>
<p><b>EXTERNAL</b></p> <ol style="list-style-type: none"><li>1. <b>EIS DB</b> : NONE</li><li>2. <b>GIS DB</b> : Stakeholders</li><li>3. <b>DTS DB</b> : Transacting Public and Clients</li><li>4. <b>PMS DB</b> : Contractors, Commission on Audit</li><li>5. <b>SWIS DB</b> : Department of Social Welfare and Development, NGOs, Foreign Aide</li><li>6. <b>PESOIS DB</b> : Employers, Job Seekers, Barangay LGUs, Department of Labor and Employment</li><li>7. <b>RTIS DB</b> : Land Transportation Office, Land Transportation Franchising and Regulatory Board</li><li>8. <b>HIS DB</b> : Patients, other Hospitals</li><li>9. <b>AMS DB</b> : Commission on Audit</li><li>10. <b>EDMS DB</b> : Commission on Audit</li><li>11. <b>HRIS DB</b> : Civil Service Commission, Department of Interior and Local Government</li><li>12. <b>CPS DB</b> : NONE</li><li>13. <b>WO DB</b> : General Public</li><li>14. <b>LIS DB</b> : General Public</li></ol>
<p><b>OWNER</b></p> <ol style="list-style-type: none"><li>1. <b>EIS DB</b> : City Mayor</li><li>2. <b>AMS DB</b> : City General Services Office</li><li>3. <b>EDMS DB</b> : City Equipment Depot Office</li><li>4. <b>SWIS DB</b> : City Social Welfare and Development Office</li><li>5. <b>RTIS DB</b> : Roads and Traffic Management Department</li><li>6. <b>CPS DB</b> : City Accounting Department</li><li>7. <b>PESOIS DB</b> : City Public Employment Services Office</li><li>8. <b>HRIS DB</b> : Office of the Human Resource Management</li><li>9. <b>HIS DB</b> : J.R. Borja Memorial City Hospital</li><li>10. <b>PMS DB</b> : City Engineering and Public Works</li><li>11. <b>GIS DB</b> : City Planning and Development Office</li><li>12. <b>DTS DB</b> : ICT-GIS Office</li><li>13. <b>OW DB</b> : City Information Office</li><li>14. <b>LIS DB</b> : Sangguniang Panlungsod</li></ol>

### D. NETWORK LAYOUT



**PART III. DETAILED DESCRIPTION OF ICT PROJECTS****A. INTERNAL ICT PROJECTS**

<b>NAME/TITLE</b>	ICT Team and Office Project
<b>OBJECTIVES</b>	Creation of the ICT-GIS Team that will oversee the ICT-GIS projects and programs implementations and implement computerization on the operations of all offices in the City Government.
<b>DURATION</b>	2014
<b>DELIVERABLES</b>	<ul style="list-style-type: none"> <li>Established ICT Team and Office</li> </ul>

<b>NAME/TITLE</b>	Office Inter-Connectivity Project
<b>OBJECTIVES</b>	Inter-connecting all offices in the City Government through a network backbone using wired and wireless technology including remote offices using Virtual Private Network technology.
<b>DURATION</b>	2014-2016
<b>DELIVERABLES</b>	<ul style="list-style-type: none"> <li>Inter-Connectivity between offices through LAN and WAN</li> </ul>

<b>NAME/TITLE</b>	Office Automation Project
<b>OBJECTIVES</b>	Automation of the operations of all offices in the City Government using ICT.
<b>DURATION</b>	2014-2016
<b>DELIVERABLES</b>	<ul style="list-style-type: none"> <li>IT Equipment</li> <li>Training on Basic Computer Literacy</li> <li>Formulation of Operations Manual</li> </ul>

<b>NAME/TITLE</b>	Revenue Generation Enhancement Project
<b>OBJECTIVES</b>	Improve and enhance existing automated application systems to conform with the latest technology and integrated the same with other application systems. Develop new application systems for revenue operations of the City Government.
<b>DURATION</b>	2014-2016
<b>DELIVERABLES</b>	<ul style="list-style-type: none"> <li>Business Permits and Licensing System (BPLS)</li> <li>Real Property Tax Assessment System (RPTAS)</li> <li>Building Permits System (BPS),</li> <li>Civil Registry Information System (CRIS)</li> <li>Revenue Database</li> <li>Users Training for the respective application systems</li> </ul>



<b>NAME/TITLE</b>	Financial Management Project
<b>OBJECTIVES</b>	Unify all functions of the three finance offices namely Budget, Treasurer and Accounting. This unified access features fast tracking and centralized monitoring of financial flows and transactions.
<b>DURATION</b>	2014-2016
<b>DELIVERABLES</b>	<ul style="list-style-type: none"><li>• Revenue Collection System (RCS)</li><li>• Treasury Operations Management Information System (TOMS)</li><li>• Accounting Information System (AIS)</li><li>• Budget Information System (BIS)</li><li>• Financial Database</li><li>• Users Training for the respective application systems</li></ul>

<b>NAME/TITLE</b>	Management Services Project
<b>OBJECTIVES</b>	Automate all operations and services that will improve the City Government with the use of ICT programs and projects. To create a database of relevant information that can assist decision makers.
<b>DURATION</b>	2014-2016
<b>DELIVERABLES</b>	<ul style="list-style-type: none"><li>• Executive Information System</li><li>• Geographic Information System</li><li>• Document Tracking System</li><li>• Project Monitoring System</li><li>• Social Welfare Information System</li><li>• PESO Information System</li><li>• Roads and Traffic Information System</li><li>• Hospital Information System</li><li>• Asset Management System</li><li>• Equipment Depot Management System</li><li>• Human Resource Information System</li><li>• Centralized Payroll System</li><li>• Official Website Database</li><li>• Legislative Information System</li><li>• Financial Database</li><li>• Users Training for the respective application systems</li></ul>



## PART IV. RESOURCE REQUIREMENTS

### A. DEPLOYMENT OF ICT EQUIPMENT AND SERVICES

#### A.1 ICT - GIS OFFICE

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>Establishment of ICT-GIS Office</b>				
<b>HARDWARE : Server</b>				
Server Intel® Xeon 6C	ICT-GIS Office	1	1	0
UPS 2200VA	ICT-GIS Office	1	0	0
Firewall (Hardware)	ICT-GIS Office	1	0	0
Server Cabinet	ICT-GIS Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i7	ICT-GIS Office	3	1	1
Workstation CPU Intel i5	ICT-GIS Office	5	2	2
Laptop i7	ICT-GIS Office	3	1	1
Tablet UltraPortable Laptop i3	ICT-GIS Office	3	1	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	ICT-GIS Office	3	0	0
Scanner A3 Document Feeder	ICT-GIS Office	1	0	0
Scanner A1 Sheet feed	ICT GIS Office	0	1	0
LCD Projector Set 2500 Lumens	ICT-GIS Office	1	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	ICT-GIS Office	2	0	0
Wireless Dongle	ICT-GIS Office	8	3	3
<b>SOFTWARE</b>				
ArcGIS License	ICT-GIS Office	1	0	0
Anti-Virus License	ICT-GIS Office	0	1	1
<b>OTHERS</b>				
Internet Subscription 8Mbps	ICT-GIS Office	1	1	1

#### A.2 INTER-OFFICE CONNECTIVITY

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>Inter-Office Connectivity</b>				
Manage Switch (24 Port)	ICT-GIS Office	1	0	0
Wireless Access Point (802.11 AC)	City Hall Compound	10	2	2
UTP Cat 6e	City Hall Compound	5	0	0
RJ 45	City Hall Compound	200	0	0
Wireless Router 802.11 ac	Office of the City Mayor	1	0	0
	Community Affairs Division	1	0	0
	City Tourism and Cultural Affairs	1	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	1	0	0
	City Administrator's Office	1	0	0
	City Planning and Development Office	1	0	0



	Office of the City Building Official	1	0	0
	City Civil Registry Office	1	0	0
	City General Services Department	1	0	0
	City Budget Office	1	0	0
	City Accounting Department	1	0	0
	City Finance Department	1	0	0
	City Assessment Department	1	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	1	0	0
	City Local Environment and Natural Resources Office	1	0	0
	Public Employment Services Office	1	0	0
	City Investment Promotions Office	1	0	0
	Office of the City Vice Mayor	1	0	0
	Sangguniang Panlungsod	1	0	0
Wireless Router 802.11 ac with VPN	City Engineering and Public Works	1	0	0
	City Equipment Depot	1	0	0
	Road and Traffic Administration Department	1	0	0
	City Economic Enterprise Department	3	0	0
	J.R. Borja Memorial General Hospital	1	0	0
	City Health Department	1	0	0
	City Agriculture Productivity Office	1	0	0
	City Veterinary Office	1	0	0
Internet Subscription 4Mbps	East West Terminal and Public Market	2	0	0
	City Engineering and Public Works	1	0	0
	City Equipment Depot	1	0	0
	Road and Traffic Administration Department	1	0	0
	City Economic Enterprise Department	3	0	0
	J.R. Borja Memorial General Hospital	1	0	0
	City Health Department	1	0	0
	City Agriculture Productivity Office	1	0	0
City Veterinary Office	1	0	0	
East West Terminal and Public Market	2	0	0	

**A.3 OFFICE AUTOMATION**

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>Office Automation</b>				
Workstation CPU Intel i5	City Chief Executive	4	4	4
	Community Affairs Division	2	2	2
	City Tourism and Cultural Affairs	2	2	2
	Community Improvement Office	2	2	2
	Roads and Traffic Administration Department	4	4	4
	Department of Interior and Local Government	2	2	2
	Human Resource Management Office	3	3	3
	Office of the City Vice Mayor	2	2	2
Office of the Sangguniang Panlungsod	5	5	5	



	City Administrator's Office	3	3	3
	City Planning and Development Office	2	2	2
	Office of the City Building Official	3	3	3
	City Civil Registry Office	4	4	4
	City General Services Department	2	2	2
	City Budget Office	3	3	3
	City Accounting Department	20	10	10
	City Finance Department	20	10	10
	City Assessment Department	10	5	5
	City Auditor's Office	2	2	2
	City Information Office	3	3	3
	City Legal Office	2	2	2
	City Health Department	10	5	5
	City Public Services Office	2	2	2
	City Social Welfare and Development Office	5	5	5
	City Agriculture Office	2	2	2
	City Veterinary Office	2	2	2
	City Local Environment and Natural Resources Office	2	2	2
	Department of Engineering and Public Works	2	2	2
	City Equipment Depot	2	2	2
	City Economic Enterprise Department	5	5	5
	Public Employment Services Office	2	2	2
	East West Terminal and Public Market	2	2	2
Laptop i5	City Chief Executive	1	0	0
	Community Affairs Division	1	0	0
	City Tourism and Cultural Affairs	1	0	0
	Community Improvement Office	1	0	0
	Roads and Traffic Administration Department	1	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	1	0	0
	Office of the City Vice Mayor	1	0	0
	Office of the Sangguniang Panlungsod	1	0	0
	City Administrator's Office	1	0	0
	City Planning and Development Office	1	0	0
	Office of the City Building Official	1	0	0
	City Civil Registry Office	1	0	0
	City General Services Department	1	0	0
	City Budget Office	1	0	0
	City Accounting Department	1	0	0
	City Finance Department	1	0	0
	City Assessment Department	1	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Health Department	1	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	1	0	0
	City Agriculture Office	1	0	0
	City Veterinary Office	1	0	0
	City Local Environment and Natural Resources Office	1	0	0
	Department of Engineering and Public Works	1	0	0
	City Equipment Depot	1	0	0
	City Economic Enterprise Department	1	0	0
	Public Employment Services Office	1	0	0
	East West Terminal and Public Market	1	0	0
Printer Tank System	City Chief Executive	1	0	0
	Community Affairs Division	1	0	0



	City Tourism and Cultural Affairs	1	0	0
	Community Improvement Office	1	0	0
	Roads and Traffic Administration Department	2	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	3	0	0
	Office of the City Vice Mayor	1	0	0
	Office of the Sangguniang Panlungsod	1	0	0
	City Administrator's Office	2	0	0
	City Planning and Development Office	2	0	0
	Office of the City Building Official	2	0	0
	City Civil Registry Office	4	0	0
	City General Services Department	3	0	0
	City Budget Office	2	0	0
	City Accounting Department	7	0	0
	City Finance Department	10	0	0
	City Assessment Department	5	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Health Department	5	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	5	0	0
	City Agriculture Office	1	0	0
	City Veterinary Office	1	0	0
	City Local Environment and Natural Resources Office	1	0	0
	Department of Engineering and Public Works	3	0	0
	City Equipment Depot	1	0	0
	City Economic Enterprise Department	3	0	0
	Public Employment Services Office	2	0	0
	East West Terminal and Public Market	2	0	0
Scanner A3 Document Feeder	City Chief Executive	1	0	0
	Community Affairs Division	1	0	0
	City Tourism and Cultural Affairs	1	0	0
	Community Improvement Office	1	0	0
	Roads and Traffic Administration Department	1	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	1	0	0
	Office of the City Vice Mayor	1	0	0
	Office of the Sangguniang Panlungsod	1	0	0
	City Administrator's Office	1	0	0
	City Planning and Development Office	1	0	0
	Office of the City Building Official	1	0	0
	City Civil Registry Office	1	0	0
	City General Services Department	1	0	0
	City Budget Office	1	0	0
	City Accounting Department	1	0	0
	City Finance Department	1	0	0
	City Assessment Department	1	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Health Department	1	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	1	0	0
	City Agriculture Office	1	0	0
	City Veterinary Office	1	0	0
	City Local Environment and Natural Resources Office	1	0	0



	Department of Engineering and Public Works	1	0	0	
	City Equipment Depot	1	0	0	
	City Economic Enterprise Department	1	0	0	
	Public Employment Services Office	1	0	0	
	East West Terminal and Public Market	1	0	0	
Wireless Router 802.11 AC	City Chief Executive	1	0	0	
	Community Affairs Division	1	0	0	
	City Tourism and Cultural Affairs	1	0	0	
	Community Improvement Office	1	0	0	
	Roads and Traffic Administration Department	1	0	0	
	Department of Interior and Local Government	1	0	0	
	Human Resource Management Office	1	0	0	
	Office of the City Vice Mayor	1	0	0	
	Office of the Sangguniang Panlungsod	1	0	0	
	City Administrator's Office	1	0	0	
	City Planning and Development Office	1	0	0	
	Office of the City Building Official	1	0	0	
	City Civil Registry Office	1	0	0	
	City General Services Department	1	0	0	
	City Budget Office	1	0	0	
	City Accounting Department	1	0	0	
	City Finance Department	1	0	0	
	City Assessment Department	1	0	0	
	City Auditor's Office	1	0	0	
	City Information Office	1	0	0	
	City Legal Office	1	0	0	
	City Health Department	1	0	0	
	City Public Services Office	1	0	0	
	City Social Welfare and Development Office	1	0	0	
	City Agriculture Office	1	0	0	
	City Veterinary Office	1	0	0	
	City Local Environment and Natural Resources Office	1	0	0	
	Department of Engineering and Public Works	1	0	0	
	City Equipment Depot	1	0	0	
	City Economic Enterprise Department	3	0	0	
	Public Employment Services Office	1	0	0	
	East West Terminal and Public Market	2	0	0	
	Wireless Dongle	City Chief Executive	4	4	4
		Community Affairs Division	2	2	2
City Tourism and Cultural Affairs		2	2	2	
Community Improvement Office		2	2	2	
Roads and Traffic Administration Department		4	4	4	
Department of Interior and Local Government		2	2	2	
Human Resource Management Office		3	3	3	
Office of the City Vice Mayor		2	2	2	
Office of the Sangguniang Panlungsod		5	5	5	
City Administrator's Office		3	3	3	
City Planning and Development Office		2	2	2	
Office of the City Building Official		3	3	3	
City Civil Registry Office		4	4	4	
City General Services Department		2	2	2	
City Budget Office		3	3	3	
City Accounting Department		20	10	10	
City Finance Department		20	10	10	
City Assessment Department		10	5	5	
City Auditor's Office		2	2	2	
City Information Office		3	3	3	
City Legal Office	2	2	2		



	City Health Department	10	5	5
	City Public Services Office	2	2	2
	City Social Welfare and Development Office	5	5	5
	City Agriculture Office	2	2	2
	City Veterinary Office	2	2	2
	City Local Environment and Natural Resources Office	2	2	2
	Department of Engineering and Public Works	2	2	2
	City Equipment Depot	2	2	2
	City Economic Enterprise Department	5	5	5
	Public Employment Services Office	2	2	2
	East West Terminal and Public Market	2	2	2

**A.4 REVENUE GENERATION**

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(1) Business Permits and Licensing System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Finance Department	0	0	1
UPS 2200VA	City Finance Department	0	0	1
Manage Switch (24 Port)	City Finance Department	0	0	1
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Finance Department	5	5	5
	Permits and Licensing Division	2	1	1
	Office of the Building Official	2	1	1
	City Health Department	1	0	1
Workstation Touch Screen	City Finance Department	0	2	2
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Finance Department	1	1	1
	Permits and Licensing Office	2	1	1
	Office of the Building Official	1	1	1
	City Health Department	1	1	1
Printer Dot-Matrix 24pin 10cpm = 80 cpm	City Finance Department	5	5	5
Printer Thermal	City Finance Department	3	2	2
Tablet with GPS Capability	Permits and Licensing Division	2	1	1
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	City Finance Department	0	0	1

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(2) Motorela Registration Management System</b>				
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i7	Permits and Licensing Division - City Mayor's Office	2	1	1
	Roads and Traffic Administration Office	1	1	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Permits and Licensing Division - City Mayor's Office	2	2	2



Wireless Router 802.11 ac	Permits and Licensing Division - City Mayor's Office	1	0	0
Wifi Dongle	Permits and Licensing Division - City Mayor's Office	2	1	1
	Roads and Traffic Administration Office	1	1	1

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(3) Real Property Tax Assessment System</b>				
<b>HARDWARE : Server</b>				
Server Intel® Xeon 6C	City Assessment Department	1	0	0
UPS 2200VA	City Assessment Department	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Assessment Department	10	10	10
Tablet UltraPortable Laptop i3	City Assessment Department	5	1	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Assessment Department	2	2	2
Printer Laser	City Assessment Department	8	2	2
Printer Plotter Large Format	City Assessment Department	0	1	0
Scanner A3 Document Feeder	City Assessment Department	3	2	2
GPS Device	City Assessment Department	10	5	0
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	City Assessment Department	1	0	0
Wireless Router 802.11 ac	City Assessment Department	3	0	0
Wifi Dongle	City Assessment Department	10	10	10
<b>SOFTWARE</b>				
ArcGIS License	City Assessment Department	1	0	0

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(4) Building Permits System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	Office of the Building Official	1	0	0
UPS 2200VA	Office of the Building Official	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Office of the Building Official	4	4	4
Laptop i5	Office of the Building Official	3	4	4
Tablet UltraPortable Laptop i3	Office of the Building Official	4	2	2
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Office of the Building Official	4	2	3
Scanner A3 Document Feeder	Office of the Building Official	2	1	2
LCD Projector set 2500 Lumens	Office of the Building Official	1	0	0
Digital Camera 16MP	Office of the Building Official	2	2	2
Tablet with GPS Capability	Office of the Building Official	2	2	2
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	Office of the Building Official	1	0	0
Wifi Dongle	Office of the Building Official	4	4	4



ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(5) Civil Registry Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Civil Registry Office	1	0	0
UPS 2200VA	City Civil Registry Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Civil Registry Office	10	5	5
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Civil Registry Office	4	2	2
Scanner A3 Document Feeder	City Civil Registry Office	3	1	1
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	City Civil Registry Office	2	0	0
Wifi Dongle	City Civil Registry Office	10	5	5

**A.5 FINANCIAL MANAGEMENT**

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(1) Treasury Operations Management System</b>				
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Finance Department	20	5	5
Tablet UltraPortable Laptop i3	City Finance Department	1	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Finance Department	10	0	0
LCD Projector set 2500 Lumens	City Finance Department	0	0	1

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(2) Revenue Collection System</b>				
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Finance Department	20	10	10
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Finance Department	3	3	3
Printer Dot-Matrix 24pin 10 cpi = 80 cpl	City Finance Department	22	11	11
Printer Dot-Matrix 24pin 10 cpi = 136 cpl	City Finance Department	3	3	3

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(3) Accounting Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Accounting Department	1	0	0
UPS 2200VA	City Accounting Department	1	0	0



Firewall (Hardware)	City Accounting Department	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Accounting Department	10	5	5
Laptop i5	City Accounting Department	3	1	1
Tablet UltraPortable Laptop i3	City Accounting Department	1	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Accounting Department	2	2	2
Printer Laser	City Accounting Department	2	1	1
LCD Projector set 2500 Lumens	City Accounting Department	0	1	0
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	City Accounting Department	1	0	0
<b>SOFTWARE</b>				
Delphi XE5 License	City Accounting Department	1	0	0

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(4) Budget Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Budget Office	1	0	0
UPS 2200VA	City Budget Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Budget Office	3	0	0
Laptop i5	City Budget Office	2	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Budget Office	3	0	0
LCD Projector set 2500 Lumens	City Budget Office	1	0	1
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	City Budget Office	1	0	0
UTP Cat6e	City Budget Office	2	0	0
RJ 45	City Budget Office	50	0	0
<b>SOFTWARE</b>				
Delphi XE5 License	City Budget Office	1	0	0

**A.6 MANAGEMENT SERVICES**

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(1) Executive Information System</b>				
Laptop i5	City Mayor	1	1	0
Tablet UltraPortable Laptop i3	City Mayor	1	0	0
Wireless Router 802.11 ac	City Mayor	1	0	0

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(2) Geographic Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Planning and Development Office	1	0	0
UPS 2200VA	City Planning and Development Office	1	1	0



<b>HARDWARE : Computer</b>				
Workstation CPU Intel i7	City Planning and Development Office	4	4	3
	City Agriculture Office	1	1	1
	City Local Environment and Natural Resources Office	1	1	1
Workstation CPU Intel i5	City Planning and Development Office	3	3	3
Laptop i7	City Planning and Development Office	1	1	1
Tablet UltraPortable Laptop i3	City Planning and Development Office	1	1	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Planning and Development Office	1	1	1
Printer Plotter Large Format	City Planning and Development Office	1	0	0
Scanner A3 Document Feeder	City Planning and Development Office	1	1	1
LCD Projector set 2500 Lumens	City Planning and Development Office	1	0	0
GPS Device	City Planning and Development Office	2	0	0
	City Agriculture Office	2	1	0
	City Veterinary Office	2	1	0
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	City Planning and Development Office	1	0	0
Wireless Router 802.11 ac	City Planning and Development Office	1	0	0
Wifi Dongle	City Planning and Development Office	6	6	5
<b>SOFTWARE</b>				
ArcGIS	City Planning and Development Office	1	0	0
ArcGIS extension Spatial	City Planning and Development Office	1	0	0
ArcGIS extension 3D	City Planning and Development Office	1	0	0
ArcGIS extension Network	City Planning and Development Office	1	0	0

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(3) Document Tracking System</b>				
Workstation CPU Intel i5	Office of the City Mayor	1	0	0
	Community Affairs Division	1	0	0
	City Tourism and Cultural Affairs	1	0	0
	Roads and Traffic Administration Department	1	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	1	0	0
	Office of the City Vice Mayor	1	0	0
	Office of the Sangguniang Panlungsod	20	0	0
	City Administrator's Office	1	0	0
	City Planning and Development Office	1	0	0
	Office of the City Building Official	1	0	0
	City Civil Registry Office	1	0	0
	City General Services Department	1	0	0
	City Budget Office	1	0	0
	City Accounting Department	1	0	0
	City Finance Department	1	0	0
	City Assessment Department	1	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Health Department	1	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	1	0	0
City Agriculture Office	1	0	0	
City Veterinary Office	1	0	0	
City Local Environment and Natural Resources Office	1	0	0	



	Department of Engineering and Public Works	1	0	0
	City Equipment Depot	1	0	0
	City Economic Enterprise Department	3	0	0
	Public Employment Services Office	1	0	0
	City Investment Promotions Office	1	0	0
	East West Terminal and Public Market	2	0	0
Barcode Scanner Laser	Office of the City Mayor	1	0	0
	Community Affairs Division	1	0	0
	City Tourism and Cultural Affairs	1	0	0
	Roads and Traffic Administration Department	1	0	0
	Department of Interior and Local Government	1	0	0
	Human Resource Management Office	1	0	0
	Office of the City Vice Mayor	1	0	0
	Office of the Sangguniang Panlungsod	20	0	0
	City Administrator's Office	1	0	0
	City Planning and Development Office	1	0	0
	Office of the City Building Official	1	0	0
	City Civil Registry Office	1	0	0
	City General Services Department	1	0	0
	City Budget Office	1	0	0
	City Accounting Department	1	0	0
	City Finance Department	1	0	0
	City Assessment Department	1	0	0
	City Auditor's Office	1	0	0
	City Information Office	1	0	0
	City Legal Office	1	0	0
	City Health Department	1	0	0
	City Public Services Office	1	0	0
	City Social Welfare and Development Office	1	0	0
	City Agriculture Office	1	0	0
	City Veterinary Office	1	0	0
	City Local Environment and Natural Resources Office	1	0	0
	Department of Engineering and Public Works	1	0	0
	City Equipment Depot	1	0	0
	City Economic Enterprise Department	3	0	0
	Public Employment Services Office	1	0	0
	City Investment Promotions Office	1	0	0
	East West Terminal and Public Market	1	0	0

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(4) Project Monitoring System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	Department of Engineering and Public Works	1	0	0
UPS 2200VA	Department of Engineering and Public Works	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Department of Engineering and Public Works	10	5	5
Laptop i5	Department of Engineering and Public Works	2	1	1
Tablet UltraPortable Laptop i3	Department of Engineering and Public Works	2	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Department of Engineering and Public Works	2	2	2
Scanner A3 Document Feeder	Department of Engineering and Public Works	2	2	2
LCD Projector set 2500 Lumens	Department of Engineering and Public Works	1	0	0
Digital Camera 16MP	Department of Engineering and Public Works	1	0	0
<b>HARDWARE : Network</b>				



Wireless Router 802.11 ac	Department of Engineering and Public Works	1	0	0
Wifi Dongle	Department of Engineering and Public Works	10	5	5

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(5) Social Welfare Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Social Welfare and Development Office	1	0	0
UPS 2200VA	City Social Welfare and Development Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Social Welfare and Development Office	20	5	5
Laptop i5	City Social Welfare and Development Office	8	0	0
Tablet UltraPortable Laptop i3	City Social Welfare and Development Office	3	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City Social Welfare and Development Office	5	0	0
Scanner A3 Document Feeder	City Social Welfare and Development Office	1	0	0
LCD Projector set 2500 Lumens	City Social Welfare and Development Office	2	1	1
Digital Camera 16MP	City Social Welfare and Development Office	8	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	City Social Welfare and Development Office	1	0	0
Wifi Dongle	City Social Welfare and Development Office	20	5	5

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(6) Public Employment Services Office Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	Public Employment Services Office	1	0	0
UPS 2200VA	Public Employment Services Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Public Employment Services Office	5	2	2
Laptop i5	Public Employment Services Office	2	1	1
Tablet UltraPortable Laptop i3	Public Employment Services Office	2	1	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Public Employment Services Office	2	1	1
Scanner A3 Document Feeder	Public Employment Services Office	2	1	1
LCD Projector set 2500 Lumens	Public Employment Services Office	1	0	0
Digital Camera 16MP	Public Employment Services Office	1	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	Public Employment Services Office	1	0	0
Wifi Dongle	Public Employment Services Office	5	2	2

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(7) Roads and Traffic Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	Roads and Traffic Administration Department	1	0	0
UPS 2200VA	Roads and Traffic Administration Department	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Roads and Traffic Administration Department	11	3	3
Laptop i5	Roads and Traffic Administration Department	2	0	0
Tablet UltraPortable Laptop i3	Roads and Traffic Administration Department	10	5	5



<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Roads and Traffic Administration Department	4	0	0
Scanner A3 Document Feeder	Roads and Traffic Administration Department	3	0	0
LCD Projector set 2500 Lumens	Roads and Traffic Administration Department	1	0	0
Digital Camera 16MP	Roads and Traffic Administration Department	3	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	Roads and Traffic Administration Department	1	0	0
Wifi Dongle	Roads and Traffic Administration Department	11	3	3

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(8) Hospital Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	J.R. Borja Memorial City Hospital	1	0	0
UPS 2200VA	J.R. Borja Memorial City Hospital	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	J.R. Borja Memorial City Hospital	30	10	10
Laptop i5	J.R. Borja Memorial City Hospital	2	0	0
Tablet UltraPortable Laptop i3	J.R. Borja Memorial City Hospital	5	3	3
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	J.R. Borja Memorial City Hospital	11	3	3
Scanner A3 Document Feeder	J.R. Borja Memorial City Hospital	2	1	1
LCD Projector set 2500 Lumens	J.R. Borja Memorial City Hospital	1	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	J.R. Borja Memorial City Hospital	5	0	0
Wifi Dongle	J.R. Borja Memorial City Hospital	30	10	10
<b>OTHERS</b>				
Internet Subscription 4Mbps	J.R. Borja Memorial City Hospital	1	1	1

I T E M	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(9) Asset Management System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City General Services Department	1	0	0
UPS 2200VA	City General Services Department	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City General Services Department	4	2	2
Laptop i5	City General Services Department	1	0	0
Tablet UltraPortable Laptop i3	City General Services Department	1	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	City General Services Department	3	0	0
Scanner A3 Document Feeder	City General Services Department	2	0	0
Digital Camera 16MP	City General Services Department	2	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	City General Services Department	1	0	0
Wifi Dongle	City General Services Department	4	2	2



ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(10) Equipment Depot Management System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	City Equipment Depot	1	0	0
UPS 2200VA	City Equipment Depot	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Equipment Depot	3	1	1
Laptop i5	City Equipment Depot	1	0	1
Tablet UltraPortable Laptop i3	City Equipment Depot	2	0	1
<b>HARDWARE : Other Equipment</b>				
Printer Laser	City Equipment Depot	2	1	1
Printer Dot Matrix 24pin 10cpi = 80 cpl	City Equipment Depot	3	0	0
Digital Camera 16MP	City Equipment Depot	2	0	0
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	City Equipment Depot	1	0	0
Wifi Dongle	City Equipment Depot	3	1	1
<b>OTHERS</b>				
Internet Subscription 4Mbps	City Equipment Depot	1	1	1

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (Year)		
		1	2	3
<b>(11) Human Resource Information System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon® 4C	Human Resource Management Office	1	0	0
UPS 2200VA	Human Resource Management Office	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Human Resource Management Office	8	4	4
Laptop i5	Human Resource Management Office	4	0	1
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Human Resource Management Office	2	1	1
Printer Laser	Human Resource Management Office	2	1	1
Printer Dot Matrix 24pin 10cpi = 80cpl	Human Resource Management Office	2	1	1
LCD Projector set 2500 Lumens	Human Resource Management Office	1	0	1
Digital Camera 16MP	Human Resource Management Office	1	0	1
Barcode Scanner Laser	Human Resource Management Office	4	1	1
<b>HARDWARE : Network</b>				
Manage Switch (24 Port)	Human Resource Management Office	1	0	0
UTP Cat 6e	Human Resource Management Office	2	0	0
RJ 45	Human Resource Management Office	50	0	0
<b>SOFTWARE</b>				
Delphi XE5 License	Human Resource Management Office	1	0	0



ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(12) Centralized Payroll System</b>				
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Accounting Department	10	5	5
<b>HARDWARE : Other Equipment</b>				
Printer Laser	City Accounting Department	4	0	1
Printer Dot Matrix 24pin 10cpi = 136cpl	City Accounting Department	3	1	1
Printer Thermal	City Accounting Department	1	0	1
	City Finance Department	1	0	1
	City Budget Office	1	0	1
	City Mayor's Office	1	0	1
Barcode Scanner Laser	City Accounting Department	1	0	1
	City Finance Department	1	0	1
	City Budget Office	1	0	1
	City Mayor's Office	1	0	1

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(13) Official Website</b>				
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	City Information Office	2	0	0
Laptop i5	City Information Office	1	0	0
<b>OTHERS</b>				
Internet Subscription 4Mbps	City Information Office	1	1	1

ITEM	NAME OF OFFICE/ ORGANIZATIONAL UNITS	PROPOSED NUMBER OF UNITS (YEAR)		
		1	2	3
<b>(14) Legislative Tracking System</b>				
<b>HARDWARE : Server</b>				
Server CPU Intel® Xeon 6C	Sangguniang Panlungsod	1	0	0
UPS 2200VA	Sangguniang Panlungsod	1	0	0
<b>HARDWARE : Computer</b>				
Workstation CPU Intel i5	Sangguniang Panlungsod	25	5	5
Laptop i5	Sangguniang Panlungsod	2	1	1
Tablet UltraPortable Laptop i3	Sangguniang Panlungsod	20	0	0
<b>HARDWARE : Other Equipment</b>				
Printer Tank System	Sangguniang Panlungsod	25	0	0
Scanner A3 Document Feeder	Sangguniang Panlungsod	3	0	0
LCD Projector set 2500 Lumens	Sangguniang Panlungsod	1	0	1
<b>HARDWARE : Network</b>				
Wireless Router 802.11 ac	Sangguniang Panlungsod	4	0	0
Wifi Dongle	Sangguniang Panlungsod	25	5	5
<b>OTHERS</b>				
Internet Subscription 4Mbps	Sangguniang Panlungsod	1	1	1

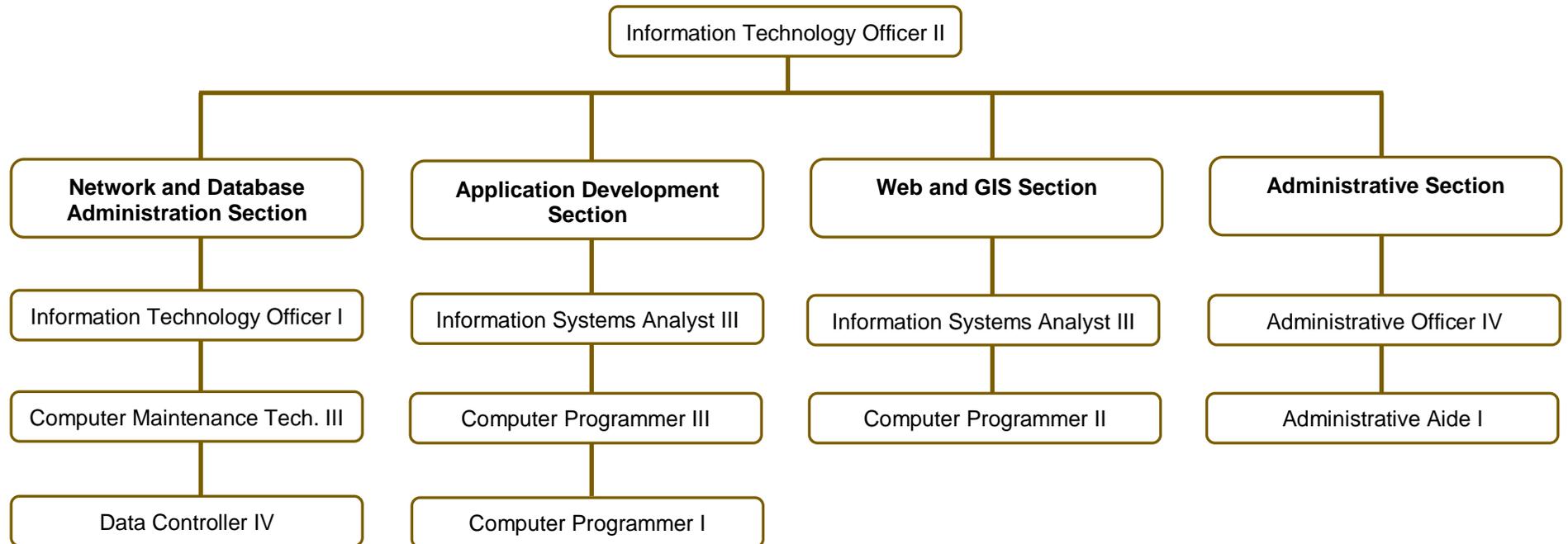


## B. ICT ORGANIZATIONAL STRUCTURE

B.1 EXISTING ICT ORGANIZATIONAL STRUCTURE : NONE

B.2 PROPOSED ICT ORGANIZATIONAL STRUCTURE

### PROPOSED ICT ORGANIZATION STRUCTURE



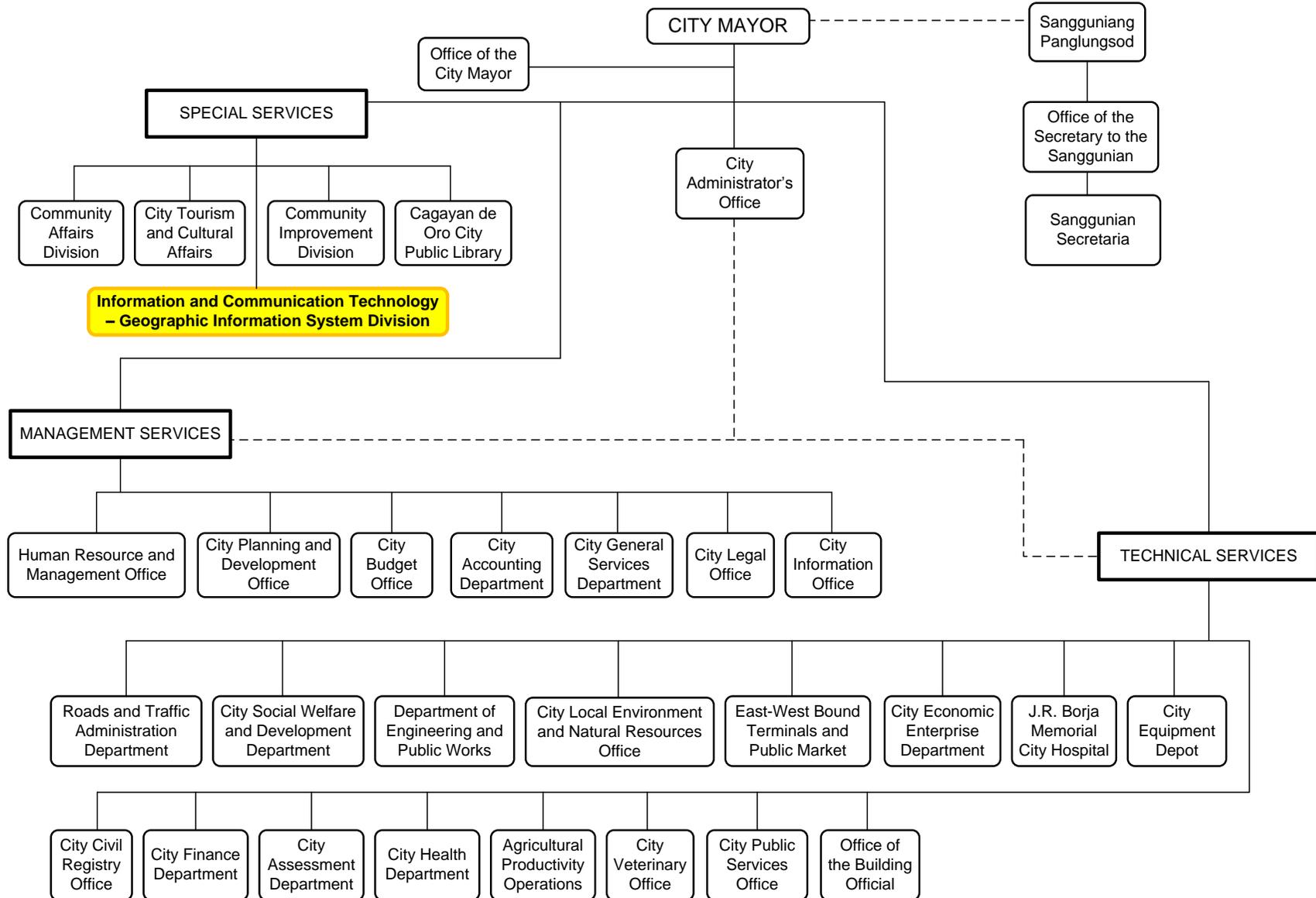


**B.2 ICT PERSONNEL REQUIREMENT**

<b>Position</b>	<b>Permanent</b>	<b>Contractual</b>	<b>Outsourced</b>	<b>Project-Based</b>
Information Technology Officer II	1			
Information Technology Officer I	1			
Information Systems Analyst III	2			
Information Maintenance Technologist III	2			
Data Controller IV	1			
Computer Programmer III	1			
Computer Programmer II	1			
Computer Programmer I	1	2		
Administrative Officer IV	1			
Administrative Aide I		2		



B.3 PLACEMENT OF THE PROPOSED ICT ORGANIZATIONAL STRUCTURE IN THE AGENCY ORGANIZATIONAL CHART





**PART V. DEVELOPMENT AND INVESTMENT PROGRAM**

**A. ICT PROJECTS IMPLEMENTATION SCHEDULE**

NAME OF ICT PROJECT/S	YEAR 1	YEAR 2	YEAR 3
1. ICT-GIS Team Project			
2. Office Intern-Connectivity Project			
3. Office Automation Project			
4. Revenue Generation Project			
5. Financial Management Project			
6. Management Services Project			

**B. INFORMATION SYSTEMS (IS) IMPLEMENTATION SCHEDULE**

NAME OF INFORMATION SYSTEMS/ SUB-SYSTEMS OR MODULES	YEAR 1	YEAR 2	YEAR 3
<b>Revenue Generation</b>			
1. Business Permits and Licensing System			
2. Motorela Registration Management System			
3. Real Property Tax and Assessment System			
4. Building Permits System			
5. Civil Registry System			
<b>Financial Management</b>			
1. Treasury Operations Management System			
2. Revenue Collection System			
3. Accounting Information System			
4. Budget Information System			
<b>Management Services</b>			
1. Executive Information System			
2. Geographic Information System			



3. Document Tracking System			
4. Project Monitoring System			
5. Social Welfare Information System			
6. Public Employment Services Office Information System			
7. Roads and Traffic Information System			
8. Hospital Information System			
9. Asset Management System			
10. Equipment Depot Management System			
11. Human Resource Management System			
12. Centralized Payroll System			
13. Official Website			
14. Legislative Information System			



**C. SUMMARY OF INVESTMENTS**

BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>1. ICT - GIS Team</b>						
<b>CAPITAL OUTLAY</b>						
• Hardware	18	1,160,000.00	6	624,000.00	5	316,800.00
• Other office equipment	15	134,000.00	4	501,000.00	3	2,160.00
• Civil works	1	300,000.00	0	0.00	1	100,000.00
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>						
• Software subscription	1	150,000.00	1	60,000.00	1	72,000.00
• Internet service	1	72,000.00	1	86,400.00	1	103,680.00
• Systems Development	3	300,000.00	3	300,000.00	1	300,000.00
• Office supplies	100	100,000.00	1	100,000.00	1	100,000.00

BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>2. OFFICE INTER-CONNECTIVITY</b>						
<b>CAPITAL OUTLAY</b>						
• Hardware	252	881,000.00	2	36,000.00	2	43,200.00
• Civil works	1	50,000.00	0	0.00	0	0.00
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>						
• Internet service	12	576,000.00	12	691,200.00	12	829,440.00



BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>3. OFFICE AUTOMATION</b>						
<b><i>CAPITAL OUTLAY</i></b>						
• <i>Hardware</i>	168	6,720,000.00	106	5,088,000.00	106	6,105,600.00
• <i>Other office equipment</i>	280	2,643,000.00	106	63,600.00	106	76,320.00

BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>4. REVENUE GENERATION</b>						
<b><i>CAPITAL OUTLAY</i></b>						
• <i>Hardware</i>	55	2,795,000.00	37	1,788,000.00	40	2,584,800.00
• <i>Other office equipment</i>	93	1,278,500.00	57	1,158,600.00	55	972,720.00
• <i>Civil Works</i>	5	500,000.00	0	0.00	0	0.00
<b><i>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</i></b>						
• <i>Software subscription</i>	1	150,000.00	0	0.00	0	0.00
• <i>Internet service</i>	0	0.00	0	0.00	0	0.00
• <i>Systems Development</i>	5	1,000,000.00	5	1,000,000.00	5	1,000,000.00
• <i>Office supplies</i>	5	500,000.00	5	500,000.00	5	500,000.00



BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>5. FINANCIAL MANAGEMENT</b>						
<b>CAPITAL OUTLAY</b>						
• Hardware	65	2,985,000.00	21	1,008,000.00	21	1,209,600.00
• Other office equipment	100	830,250.00	21	414,000.00	22	540,000.00
• Civil works	4	500,000.00	0	0.00	0	0.00
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>						
• Software subscription	2	480,000.00	0	0.00	0	0.00
• Systems Development	4	800,000.00	4	800,000.00	4	800,000.00
• Office supplies	4	400,000.00	4	400,000.00	4	400,000.00

BUDGET ITEM/ ACCOUNT	YEAR 1		YEAR 2		YEAR 3	
	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST	PHYSICAL TARGETS	COST
<b>6. MANAGEMENT SERVICES</b>						
<b>CAPITAL OUTLAY</b>						
• Hardware	285	12,960,000.00	66	3,144,000.00	67	3,801,600.00
• Other office equipment	365	2,910,250.00	57	405,000.00	66	617,760.00
• Civil works	14	1,400,000.00	0	0.00	0	0.00
<b>MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)</b>						
• Software subscription	5	840,000.00	0	0.00	0	0.00
• Internet service	4	192,000.00	4	230,400.00	4	276,480.00
• Systems Development	5	2,500,000.00	5	2,500,000.00	4	2,000,000.00
• Office supplies	14	1,400,000.00	14	1,400,000.00	14	1,400,000.00



**D. YEAR 1 COST BREAKDOWN**

DETAILED COST ITEMS	ICT-GIT Team	Office Inter-Connectivity	Office Automation	Revenue Generation Project	Financial Management Project	Management Services Project
<i>1. Office Equipment</i>						
<i>Servers</i>	300,000.00	0.00	0.00	700,000.00	400,000.00	2,100,000.00
<i>UPS for Server</i>	65,000.00	0.00	0.00	195,000.00	130,000.00	650,000.00
<i>Firewall</i>	75,000.00	0.00	0.00	0.00	75,000.00	0.00
<i>Server Cabinet</i>	100,000.00	0.00	0.00	0.00	0	0.00
<i>Workstation</i>	350,000.00	0.00	5,440,000.00	1,510,000.00	2,120,000.00	7,700,000.00
<i>Laptops</i>	180,000.00	0.00	1,280,000.00	120,000.00	200,000.00	1,100,000.00
<i>Tablets</i>	90,000.00	0.00	0.00	270,000.00	60,000.00	1,410,000.00
<i>Printers</i>	30,000.00	0.00	770,000.00	370,000.00	620,000.00	1,190,000.00
<i>Scanner</i>	40,000.00	0.00	1,280,000.00	320,000.00	0.00	400,000.00
<i>LCD Projector</i>	30,000.00	0.00	0.00	30,000.00	30,000.00	270,000.00
<i>Digital Camera</i>	0.00	0.00	0.00	20,000.00	0.00	180,000.00
<i>Switch</i>	0.00	80,000.00	0.00	80,000.00	160,000.00	160,000.00
<i>Wireless Router</i>	30,000.00	600,000.00	525,000.00	105,000.00	0.00	255,000.00
<i>Wireless Access Point</i>	0.00	150,000.00	0.00	0.00	0.00	0.00
<i>UTP</i>	0.00	50,000.00	0.00	0.00	20,000.00	20,000.00
<i>Barcode Scanner</i>	0.00	0.00	0.00	0.00	0.00	186,000.00
<i>GPS Device</i>	0.00	0.00	0.00	300,000.00	0.00	180,000.00
<i>Others</i>	4,000.00	1,000.00	68,000.00	53,500.00	250.00	57,000.00
<i>2. Software</i>						
<i>Development Software</i>	0.00	0.00	0.00	0.00	480,000.00	240,000.00
<i>GIS Software</i>	150,000.00	0.00	0.00	150,000.00	0.00	1,050,000.00
<i>3. Training</i>						
<i>System Development</i>	300,000.00	0.00	0.00	1,000,000.00	800,000.00	2,500,000.00



<b>DETAILED COST ITEMS</b>	<b>ICT-GIT Team</b>	<b>Office Inter-Connectivity</b>	<b>Office Automation</b>	<b>Revenue Generation Project</b>	<b>Financial Management Project</b>	<b>Management Services Project</b>
<i>Basic Computer Literacy</i>	0.00	0.00	300,000.00	0.00	0.00	0.00
<i>IS User Training</i>	0.00	0.00	0.00	300,000.00	300,000.00	2,000,000.00
<b>4. Communication</b>						
<i>Internet Subscription</i>	72,000.00	576,000.00	0.00	0.00	0.00	264,000.00
<b>5. Civil Works</b>	300,000.00	50,000.00	0.00	500,000.00	500,000.00	2,500,000.00
<b>6. Supplies and Materials</b>	100,000.00	0.00	0.00	500,000.00	400,000.00	1,400,000.00
<b>TOTAL COST</b>	<b>2,216,000.00</b>	<b>1,507,000.00</b>	<b>9,663,000.00</b>	<b>6,523,500.00</b>	<b>6,295,250.00</b>	<b>25,812,000.00</b>