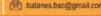


Republic of the Philippines **BATANES STATE COLLEGE**

Washington Ave., San Antonio, Basco, Batanes











Information & Communications Technology Unit

REPORT ON PROCESS AUTOMATION INITIATIVES

January 30, 2024

	EXTERNAL CORE SERVICES	INTERNAL CORE SERVICES		
Name of Service	Batanes State College Enrollment Management Information System	Batanes State College Medical Unit Records System		
Reason for Selection	Current existing system to cater clients outside BSC.	Current existing process automation to cater clients (employees) within the college.		
Responsible Unit	Registrar/Cashier/Accounting / ID Printing Services/ Faculty/ SSO	Medical Unit		
Identified Clients	Enrollees	BSC Employees and Enrolled Students		
Number of Client Visits in FY 2023	754 Enrollees per Semester 251 Students for new IDs	2,840 Employees and enrolled students availed medical services of the college		
Volume of Transactions in FY 2023	754 Enrollees undergo 7 processes using BEMIS every semester.	2,840 clients availed Consultation Services for FY 2023		
Manual Process	Time consuming processes due to manual processing of transactions.	Time consuming processes due to manual processing of transactions.		
Manual Process Results	Extension on alloted enrollment period.	Time consuming retrieval of Medical Records.		



MISSION

The Batanes State College endeavors to promote quality and accessible future-ready programs reflective of Ivatan cultural heritage for professional development, people empowerment, and global competitiveness.

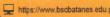


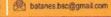


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Information & Communications Technology Unit

FY 2023 Improvements	 More Organized Database System More Accurate Transactions Faster Retrieval of Records and other services. 			 Shift Digital Recording Lesser data redunduncy. Faster Retrieval of Records and other services. 		
FY 2023 Results	With the utilization of BEMIS, the college successfully streamlined its enrollment processes, leading to greater efficiency and a more seamless experience for students.			The BMURS facilitates faster retrieval and monitoring of medical records while also guaranteeing their security.		
FY 2023 Citizens/Client Satisfactory Rating	Indicator	Rate	Verbal	Indicator	Rate	Verbal
	Responsiveness	4.56	VS		4.56	VS
	Reliability	4.54	VS	Responsiveness Reliability	4.59	VS
	Access & Facility	4.63	VS	Access & Facility	4.55	VS
				Communication	4.52	VS
	Communication	4.56	VS	Costs	4.52	VS
	Costs	4.50	VS	Integrity	4.56	VS
	Integrity	4.59	VS	Assurance	4.55	VS
	Assurance	4.54	VS	Outcome	4.59	VS
	Outcome	4.53	VS	OVERALL	4.56	VS
	OVERALL 4.56 VS VS = Very Satisfactory S = Satisfactory		VS = Very Satisfactory S = Satisfactory			
Remarks	Upgrading the Enrollment Management Information System has been included in the 2024-2026 Information Systems Strategic Plan.			The college has established an MIS Office to monitor and maintain the database system of the college.		

Prepared by:

MARVIN KEITH C. ALAVADO

IT Officer

Date: 02-28-2025

Noted by:

DJOVI REGALA DURANTE

SUC President I

Date: 02-28-2025



VISION

An optimized higher education institution recognized for its excellence in transforming lives

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