



PROJECT PER DIEMS: (Personnel Data Information Through Effective Management System)

DARREL C. ENRIQUEZ

Administrative Officer II

Sta. Rita Elementary School

0921-2999232 / 0968-497-3272

darrel.enriquez@deped.gov.ph

A quality management system is an effective aid in promoting administrative reform in all administrative functions. This aims to improve client satisfaction through an effective management system, which includes process improvement and customer satisfaction assurance. Data management reduces the risks associated with data processing and provides people and organizations with accurate data. To provide more effective and reliable data, proper management is required, which includes an understanding of database design concepts.

Under my supervision, 99 teaching and 9 non-teaching personnel were found to be relying on manual-based recording, with outdated records, poor document filing, unsafe data storage, and unsystematic data recording.

As a result, this PROJECT PER DIEMS (Personnel Data Information Through Effective Management System) was a breakthrough that provided the school with an accurate and systematic method of data recording. This project also gave the school quick and easy access to personnel information, protected it from data loss, and did a variety of other things to encourage them to have a more secure database. Similarly, based on the aforementioned outcomes, the administrative officer in charge of this function had increased efficiency and productivity, reduced operating costs, permitted paperless transactions, and improved decision-making and customer service.

Editorial Team

Editor-in-Chief: Alvin B. Punongbayan

Associate Editor: Andro M. Bautista

Managing Editor: Raymart O. Basco

Web Editor: Nikko C. Panotes

Manuscript Editors / Reviewers:

Chin Wen Cong, Christopher DC. Francisco, Camille P. Alicaway, Pinky Jane A. Perez,
Mary Jane B. Custodio, Irene H. Andino, Mark-Jhon R. Prestoza, Keive O. Casimiro, Ma. Rhoda E. Panganiban
Rjay C. Calaguas, Mario A. Cudiamat, Jesson L. Hero, Albert Bulawat, Cris T. Zita, Allan M. Manaloto

INSTABRIGHT e-GAZETTE

ISSN: 2704-3010

Volume IV, Issue I

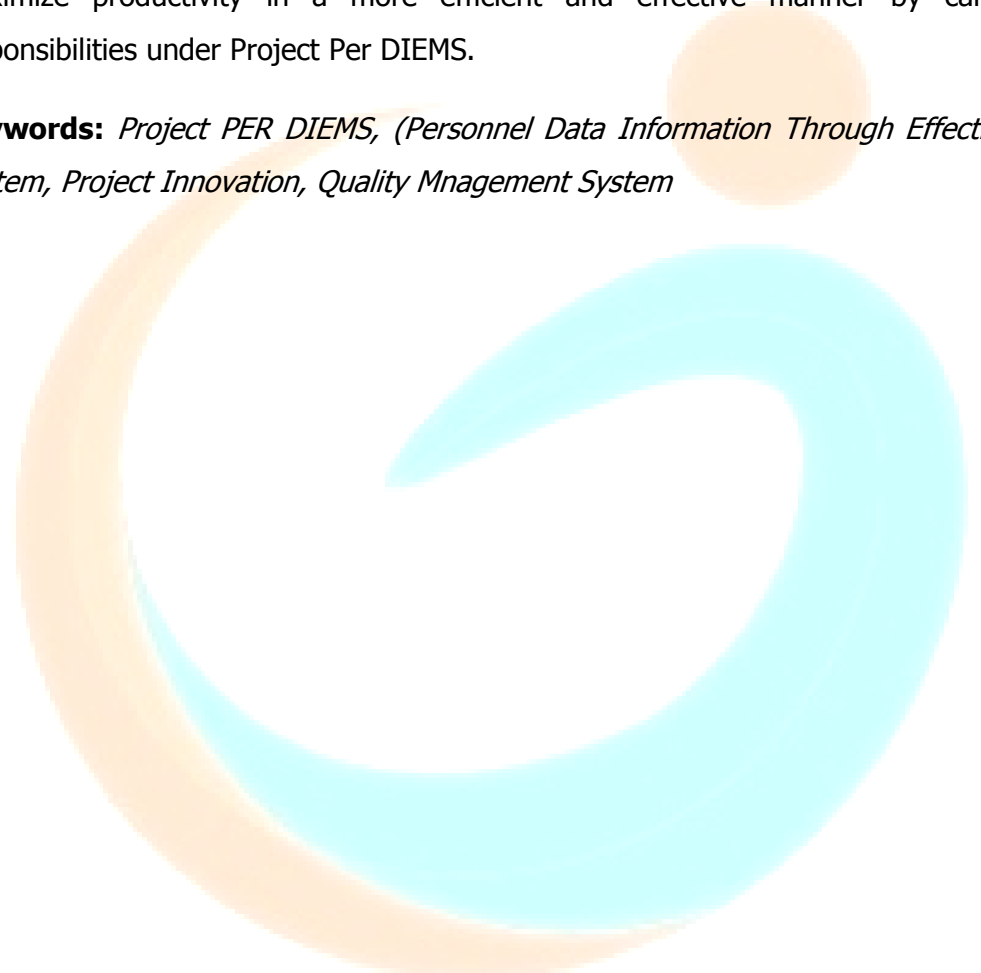
August 2022

Available online at <https://www.instabrightgazette.com>



In addition, this innovation also inspired other schools to abandon their outdated method of recording and managing data transactions, which involves transporting bulk paper reports that are prone to errors and jeopardize the safety and efficiency of data records. Many, if not all, schools are struggling to manage their manual transactions, which leads to increased errors, poor data storage and processes, and poor data quality before. But now, administrators can help maximize productivity in a more efficient and effective manner by carrying out their responsibilities under Project Per DIEMS.

Keywords: *Project PER DIEMS, (Personnel Data Information Through Effective Management System, Project Innovation, Quality Mngement System*



Editorial Team

Editor-in-Chief: Alvin B. Punongbayan

Associate Editor: Andro M. Bautista

Managing Editor: Raymart O. Basco

Web Editor: Nikko C. Panotes

Manuscript Editors / Reviewers:

Chin Wen Cong, Christopher DC. Francisco, Camille P. Alicaway, Pinky Jane A. Perez,
Mary Jane B. Custodio, Irene H. Andino, Mark-Jhon R. Prestoza, Keive O. Casimiro, Ma. Rhoda E. Panganiban
Rjay C. Calaguas, Mario A. Cudiamat, Jesson L. Hero, Albert Bulawat, Cris T. Zita, Allan M. Manaloto
