

Brief History of Paperless Session in Agusan del Sur

The Paperless Session in Agusan del Sur started as a simple concept when then Provincial Board Member Santiago B. Cane, Jr., now the Incumbent Provincial Vice Governor, was elected Secretary-General of the Provincial Board Members League of the Philippines (PBMLP). As such, he attended meetings of the National Executive Officers and the National Board with a sizeable number of documents packed into several bags, which made every trip difficult and tiresome. Moreover, every member in attendance had to be provided these materials which meant the documents had to be reproduced - an expensive and tedious task. Hence, he envisioned the concept of paperless meetings.

At first, the PBMLP Officers questioned the concept's reliability and feasibility. However, it slowly gained the Board's trust, and later, to full acceptance.

The successful paperless meetings of the PBMLP inspired Hon. Cane to introduce such concept in the Sangguniang Panlalawigan (SP) of Agusan del Sur.

As Provincial Vice Governor-elect in 2007, he discussed it with Governor-elect Maria Valentina G. Plaza and, then incumbent, Governor Adolph Edward G. Plaza, who both assured their full support. He then discussed the paperless session concept with some Information Technology Unit personnel and SP employees.

On September 24, 2007, during the 10th regular session of the 12th Sangguniang Panlalawigan, the first official paperless session was conducted, paving the way to a new era in local legislation in the Philippines.

Conventional VS Paperless

Conventional:

	Cost Per Session	No. of Sessions per Year	Total Cost per Year
Bondpaper	4 reams x 243.00/ ream = 972.00	48	46,656.00
Toner (Photocopier)	0.50 x4800.00= 2,400.00	48	115,200.00
Ink (Computer)	0.250 set x3,700.00 = 925.00	48	44,400.00
Manpower Utilization	4 Personnel= 2,882.92	48	138,380.16
Total Cost per Year :			PhP. 344,636.16

Paperless:

	Cost Per Session	No. of Sessions Per Year	Total Cost per Year
Electricity Consumption - LCD	0.237x4 hrsx5.58= 5.29	48	211.16
Electricity Consumption -Laptops	0.48x4 hrsx5.58x20 units= 21.43	48	857.00
Manpower Utilization	2x1,164= 2,328.00	48	111,744.00
Total Cost Per Year :			PhP 112,812.16

Savings per Year: PhP 231,824.00



Republic of the Philippines
PROVINCE OF AGUSAN DEL SUR
Gov. D.O Plaza, Government Center,
Prosperidad



**AGUSAN DEL SUR
PAPERLESS SESSION**

More efficient session process

Lesser Cost

Lesser manpower

Faster retrieval of documents

Environment friendly

What is Paperless Session?

-An easy-to-do mechanism that addresses the long-term problem on laborious and expensive reproduction of documents used in every Sangguniang Panlalawigan Members' session.

Why go paperless?

- Hassle-free data banking
- Less Cost
- Faster session process
- Less manpower
- Upgrade ICT Skills
- Less trees will be cut in the country

How to go paperless?

- Store the agenda in a folder
- Scan all documents that are to be used during session
- Store these documents in the same folder where the agenda is kept
- Open the agenda and hyperlink the specific measure to its specific agendum
- Save
- Upload the agenda to the laptop units of the SP members
- Show the agenda in a wide screen for the session proper

Who came to benchmark?

Pangasinan, Zamboanga Sibugay, Camarines Sur, Misamis Oriental, Davao del Norte, Compostela Valley, Dinagat Islands, Island Garden City of Samal (IGACOS), Nueva Ecija, Panabo City, Sto. Tomas, Tagum City, Mati, Davao Oriental, Nabunturan, Trento, Surigao del Norte, Maramag, Bukidnon, Surigao del Sur and Agusan del Norte

What made paperless session successful in Agusan del Sur?

- Support of the Local Chief Executive
- Existence of the Information Technology Unit
- Organization of paperless transition team
- Amendments to the existing Internal Rules of Procedure
- Preparation of Project Proposal
- Procurement of the needed equipment
- Conduct of IT Proficiency Training
- Launching of the paperless session