



Republic of the Philippines

**Department of the Interior and Local Government**

Albay Provincial Office

Cluster 1 Operations

Regional Center Site, Rawis, Legazpi City

## **DILG ALBAY CLUSTER OPERATIONS C1 Web Portal**

### **RATIONALE:**

The C1 WEB PORTAL is an all-inclusive website that contains several reference links useful in the day-to-day disposal of Field Officers. One of its key features is the Reports and Monitoring System, which mainly consist of Prioritized Weekly Urgent Reports, LGCDS Monitoring, LGMES Monitoring, and Monthly Calendar of Activities for the monthly DTR accomplishment.

This innovation emphasizes PRAISE BICOL BIDA, which is the standard tool crafted to measure accomplishments that conform with the Office Performance Commitment and Review (OPCR).

In addition, the devised innovation showcases a knowledge hub for knowledge exchange. Moreover, incorporated in the website are DRR Links and other portals- making it a One-Stop-Shop website.

### **OBJECTIVES:**

1.Enhance Operational Efficiency: Streamline field officers' daily tasks by providing a centralized platform with easy access to key reference links, including Prioritized Weekly Urgent Reports, LGCDS Monitoring, LGMES Monitoring, and the Monthly Calendar of Activities, thereby improving the efficiency and effectiveness of their reporting and monitoring processes.

2. Support Performance Measurement: Facilitate the measurement of accomplishments against the Office Performance Commitment and Review (OPCR) standards by integrating the PRAISE BICOL BIDA tool into the web portal. This feature aims to enhance transparency and accountability in performance evaluation for field officers.

3. Promote Knowledge Sharing and Integration: Foster a collaborative knowledge exchange environment through the portal's knowledge hub, while also providing access to DRR Links and other relevant portals. This objective is focused on ensuring that field officers have comprehensive resources and tools readily available in a one-stop-shop format to support their work and continuous learning.

### **METHODOLOGIES**

HOW TO ACCESS THE C1 WEB PORTAL IN 4 STEPS:

1.Open Your Web Browser:

Launch your preferred web browser (e.g., Google Chrome, Mozilla Firefox, Safari) on your computer or mobile device.

2. Navigate to the Portal URL:

Enter the C1 Web Portal's URL into the browser's address bar.  
<https://dilgalbaycluster1website.my.canva.site/>

3. Explore the Dashboard:

You will be directed to the portal's main dashboard. Here, you can access various sections including the Reports and Monitoring System, the PRAISE BICOL BIDA tool, the knowledge hub, and DRR Links.

4. Utilize Available Features:

Navigate through the different sections as needed:

Reports and Monitoring System: Access Prioritized Weekly Urgent Reports, LGCDS Monitoring, LGMES Monitoring, and the Monthly Calendar of Activities.

PRAISE BICOL BIDA: Use this tool to measure and review accomplishments against OPCR standards.

Knowledge Hub: Engage in knowledge exchange and access additional resources.

DRR Links and Other Portals: Explore these links for disaster risk reduction information and other relevant resources.

By following these steps, you will gain seamless access to and effectively leverage the full range of features offered by the C1 Web Portal.

**EXPECTED OUTCOME**

An updated, accurate, reliable and user-friendly website for Field Officers and local government units. Thus, compliance to the reports, assessments and audits will be easier for the C/MLGOOs. This will result to an increase in the performance rating of the field officers.

**MONITORING AND EVALUATION**

A system upgrade and enhancement are conducted by the cluster with the feedback, comments, suggestion or recommendation of the users. A free-form of feedback platform is also provided on the website for technical support and remote troubleshooting should they want to be anonymous.

**PHOTO DOCUMENTATION**



DILG ALBAY CLUSTER 1

## WEB NESTING LINKS

MAIN FEATURES

- Report and Monitoring System
- PRAISE BICOL BIDA
- Knowledge Hub
- Calendar
- Feedback Form
- Connect Anonymously
- Portals
- Directory

Copilot in Windows (previ

DILG ALBAY CLUSTER 1

## REPORT AND MONITORING SYSTEM

- Urgent Reports
- LGCDs Monitoring
- LGMEs Monitoring
- Monthly Calendar

**PRAISE BICOL BIDA 2024**  
for CMLGOOs

The Department of the Interior and Local Government Albay Provincial Office 5 crafted the PRAISE BICOL BIDA Self-Assessment Tool which is enrolled as one of its innovations. Through the innovation, raters see through the lens, their performance based on the criteria expected of them through self-assessment. This user-friendly Assessment Tool promotes transparency and can be easily accessed by clicking the search bar.



# PRAISE BICOL BIDA 2024

## KNOWLEDGE HUB



**DILG E-BALITA**  
DILG PUBLIC AFFAIRS AND COMMUNICATION SERVICE

The DILG E-Balita is the electronic newsletter of the Department of the Interior and Local Government Central Office. You have received this email as a subscription to the e-Balita newsletter.



**DILG WEBSITE**  
DILG CENTRAL OFFICE WEBSITE

The website is intended to cascade information to external and internal clientele. Users may navigate through the website to access various knowledge products.



**DILG R5 WEBSITE**  
DILG REGION 5 OFFICIAL WEBSITE

A localized website containing a wide range of data for reference of external clientele. Some of its features highlights programs, projects, and activities that are local to DILG Region 5.



**DILG R5 FB PAGE**  
DILG R5 OFFICIAL FACEBOOK PAGE

DILG Region 5's Official Facebook (FB) page highlights the regional-wide latest achievements and milestones through FB posts, covering a broader range of clientele.



**BIKOL 1 LINK**

This is a web portal that will serve as a single point of access to all the links and source of information intended for the officials and employees of DILG Region V. The system shall accommodate the Central Reporting System (CRS), Compendium of Legal Opinions, PPAs Resource Materials and Knowledge Products, among others.



**LGRRC DILG ALBAY**  
LOCAL GOVERNMENT REGIONAL RESOURCE CENTER-ALBAY

The LGRRC serves as the mechanism in carrying out the mandate of providing capacities to LGUs through capacity building, advocacy, linkage and networking, training, outsourcing, infrastructure support and research services.



**DILG ALBAY PROVINCIAL OFFICE**  
DILG ALBAY OFFICIAL FACEBOOK PAGE

A localized Facebook page for the province of Albay. This FB page serves as an avenue for knowledge sharing and showcasing the handbook of DILG-Albay employees in the attainment of National Development.



**ALBAY KATARUNGANG PAMBARANGAY SYSTEM (DILG ALBAY IN PARTNERSHIP WITH MCS) DILG ALBAY RELATIONSHIP AMBARANGAY FB GROUP**

This Facebook group shall serve as effective communication and information sharing involving all barangay secretaries and City/Municipality Local Government Operations Officers (CMLGOOs) of the Province of Albay.

## CALENDAR OF ACTIVITIES

**September 2024**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 Meeting with PD regarding Preparation for SGLG National Validation	5 Interfacing with Tabaco	6	7
8	9	10 Tabaco City SGLG National Validation	11	12 <b>Deadline for Registration for Online Capacity development Session on the Preparation, Formulation, and Submission of Local Public Transport Route Plans.</b> (until 5:00PM) Registration link: <a href="https://bit.ly/LPTRCapDev">https://bit.ly/LPTRCapDev</a> Registration	13 <b>Deadline of registration for CSOs to the National CSO Conference 2024</b> Link: <a href="https://bit.ly/NatCSOConf2024">https://bit.ly/NatCSOConf2024</a> <b>Deadline of accomplishment for Online data capture form/LGU Profile Survey</b> Link: <a href="http://bit.ly/2024-LGU-">http://bit.ly/2024-LGU-</a>	14

SEPTEMBER 2024

# LGCDs MONITORING

REPORTS	Date/Frequency of Submission	Responsible Person/FP	RO Section	Link	Remarks
<b>ONE-TIME REPORTS/ANNUAL - LGCDs</b>					
Online CapDev Market System (OCDMS)	One-time report; can be edited if there are updates	For LGU OCDMS/ CapDev Focal Person; James	LGU Administration and Governance Capacity Building Section (LAGCBS)	<a href="http://ocdms.lga.gov.ph/">http://ocdms.lga.gov.ph/</a>	
Devolution Transition Plan (DTP) Repository		LGU personnel, C/MLGOOs, Jerus	LGU Administration and Governance Capacity Building Section (LAGCBS)	<a href="https://dtp.dilg.gov.ph">https://dtp.dilg.gov.ph</a>	
	*PDAO Functionality Assessment Form: Not later than January 30 of every year (hard & soft copies) *Level of Functionality of PDAO per City/Municipality; Consolidated Assessment Report (Annex D) hard & soft copy not later than January 30 of every year				

REPORTS/CONTRACT

LGCDs-REPORTS FOR SUBMISSION

# LGMEs MONITORING

RO LIST OF REPORTS		LGMED 2024 PPA IMPLEMENTATION			
LIST OF REPORTS FOR 2024					
REPORTS	Date/Frequency of Submission	Responsible Person/FP	RO Section	Link	Remarks
<b>MONTHLY REPORTS</b>					
African Swine Fever (ASF) Monthly Report	10th day of the ensuing month	JERUS/SHEEN	LGPBAS	<a href="bit.ly/ASFreport2021">bit.ly/ASFreport2021</a>	
BIDA LGU Monthly Accomplishment Report	10th day of the ensuing month (starting April 2024)	JERUS/SHEEN	POARCS	thru: ADAC-FMS	
(Monthly) Barangay Road Clearing Report	25th day of the ensuing month	JERUS/SHEEN	LGPBAS	<a href="http://bit.ly/ROADfolder2021">http://bit.ly/ROADfolder2021</a>	
Beneficiaries/Avalees of the First Time Job Seekers Assistance Act	15th day of the ensuing month	JERUS/SHEEN	LGPBAS	<a href="http://bit.ly/FTJAA_R5">http://bit.ly/FTJAA_R5</a>	
Monthly LGU Reports on the Illegal Vehicle Operations Activities	10th day of the ensuing month	JERUS/SHEEN	LGPBAS	Email to: iact.dotr@gmail.com, iact.charisseanne@gmail.com, cc: nboodilgco2020@gmail.com and lgmedregion5@gmail.com; lgmesdilgv@gmail.com	

# FEEDBACK

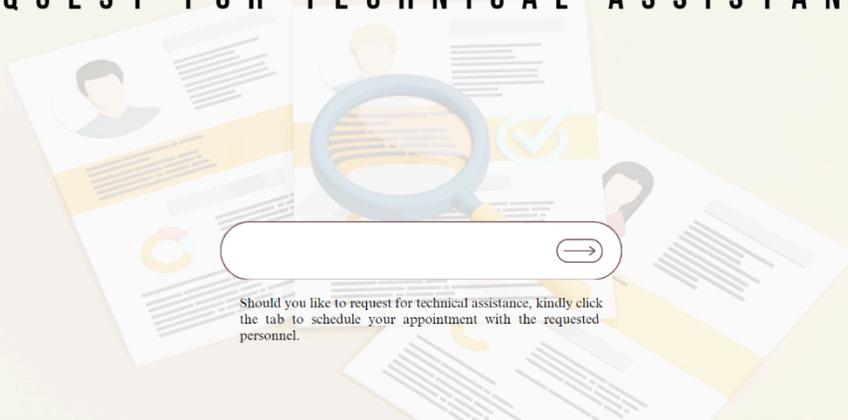
Our website is at its pioneer version; therefore, all feedback and suggestions are vital in the enhancement of our website and services.

Likewise, we encourage our clients to share their thoughts and ideas by clicking the tab above.

# C O N N E C T   A N O N Y M O U S

This portion is intended for Field Officer to have safe avenue in expressing their thoughts or concerns pertaining to DILG plans, programs, projects or activities.

# R E Q U E S T   F O R   T E C H N I C A L   A S S I S T A N C E




Should you like to request for technical assistance, kindly click the tab to schedule your appointment with the requested personnel.

<p><b>PAGASA</b> Philippine Atmospheric, Geophysical and Astronomical Services Administration</p> <ul style="list-style-type: none"> <li>WEATHER</li> <li>ADRI-WEATHER</li> <li>FLOOD</li> <li>ASTRONOMY</li> <li>TROPICAL CYCLONE</li> <li>REGIONAL FORECAST</li> <li>CLIMATE</li> </ul>	<p><b>PHIVOLCS</b> Department of Science and Technology</p> <ul style="list-style-type: none"> <li>VOLCANO BULLETIN</li> <li>EARTHQUAKE INFORMATION</li> <li>TSUNAMI ADVISORY AND WARNING</li> </ul>	<p><b>P O R T A L S</b></p> <ul style="list-style-type: none"> <li>TRANSPARENCY</li> <li>GAA - Government Procurement</li> <li>LOCALIZED OF E.O. 70</li> <li>FULL DEVOLUTION</li> <li>GAD CORNER</li> <li>REGIONAL TRAVEL AUTHORITY - APPLY HERE</li> <li>SUBAYBYAN</li> <li>DILG CODIX - Quality Assurance System</li> </ul>	<ul style="list-style-type: none"> <li>LGPMs</li> <li>KASAMBURAY REGISTRATION FORM</li> <li>TRAINING NEEDS ASSESSMENT</li> <li>Star of Good Local Governance</li> <li>PERFORMANCE CHALLENGE FUND</li> <li>DILG Intranet</li> <li>Disclosure Policy</li> <li>CODIX</li> </ul>	<p><b>Windy.com</b></p> <p><b>PANaHON</b> Philippine National Hydro-Met Observing Network</p> <p><b>PhilSensors</b></p>
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**FIELD OFFICERS UTILIZING THE C1 WEB PORTAL**

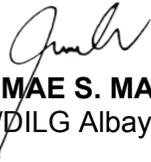


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