ABSTRACT

Badan kepegawaian Negara Regionally III in this Bandung area in managing the office still uses paper. The large number of submissions obtained from the unit causes delays in needs. To manage office stationery that still uses a manual method and complete the submission of units, the solution is to build an office stationery management application. The method used in building this application is the waterfall method, this method is very suitable because the data used in terms of application design. With the availability of office stationery management information systems in Badan Kepegawaian Negara Regionally III Bandung, it can help the sub-general section in managing office stationery, unit employees in making submissions and the sub-planning and financial section in viewing reports.

Keywords: Badan Kepegawaian Negara, management, filing