

ABSTRACT

The management of office stationery at the Sukoharjo District Court Class 1A is still carried out manually, causing various problems such as process delays, data inaccuracies, and administrative inefficiencies. This study aims to develop an Android-based application called KEPO to digitize the processes of submission, verification, and recording of office stationery requests. The application is designed with features that facilitate employees in submitting office stationery requests and assist administrators in verifying and managing submission data. The research method used is Rapid Application Development (RAD), which includes stages such as requirements analysis, system design, application development, testing, and implementation and maintenance. Research data were collected through interviews with employees and administrators, direct observation of the office stationery management process, and a literature review. The initial hypothesis suggests that the KEPO application can improve efficiency, accuracy, and transparency in office stationery management while reducing time and administrative errors, thereby supporting the realization of a modern and integrated office stationery management system.

Keywords: *office stationery management, android application, digitization, rapid application development, administrative efficiency.*