ABSTRACT

BPJS Employment (Manpower Social Security Organizing Agency) is a public program that provides protection for workers to overcome certain socio-economic risks and their assistance using a social insurance mechanism.

Based on the results of interviews with BPJS Employment employees at the Mangga Dua Jakarta branch, the business processes currently carried out have several problems including: The demand for office stationery still uses manual methods to process goods requests, the process of borrowing vehicles and laptops still using manual methods to do the borrowing process, storage of archive location data is also still using paper to record the location of archive storage and to borrow files archives still use manual methods to do it. BPJS Employment Employee at Mangga Dua Jakarta Branch stated that the BPJS Employment Branch of Mangga Dua requires an information system that can help smooth business processes, so it is formulated to create an information system that can help smooth the loan, demand and archive process by building an Information System Web-based Public Administration of BPJS Mangga Dua Jakarta Branch that can accommodate loan data, requests and archives that are computerized and integrated with databases.

Keywords: Borrowing, Requests, Archives, BPJS Employment Mangga Dua Jakarta Branch.