



**ABSTRACT**

SMC Yamamura Fuso Molds Corporation is the only company that does mold designing in the Philippines. Being the leader and the only one in the competition arena, the profitability of the organization speaks for its performance in the market. It is a joint venture of San Miguel Corporation (SMC) of the Philippines, Yamamura Glass Co., Ltd. And Fuso Machine and Mold Manufacturing Co., Ltd. of Japan. The proponents choose the Human Resource & Logistics Department to make an Information System that will facilitate an easy access of the records of each employee. At present, the company is using a manual system in updating and processing records of their employee. The data / files are not that organized because it is filed in different folder that tends to data losses. It is also time consuming because keeping and tracking of records are manually done. The report generation is also done manually by the HR personnel. In this process, the personnel will have to look for the previous files in order to come up with the report. This task is really time consuming, which decreases the production of the department. The proponents will also enhance the payroll system of the company. The proponents believe that by using the computer-based information system the company would be more competitive and it will really be beneficial not only to the Human Resource & Logistics Department but to the whole company as well. The proponents recommend that the automated time and attendance keeping should be directly connected to the system so that the work of the HR Assistant will be lessen. They also recommend that password will be provided for accessing the database of the system so that data will be more secured.