

**A Study on Management Information System (MIS)
and Interface Design for the Parliamentary Standing
Committee of the Bangladesh Parliament on
Information and Communication Technology Division**

by

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*The Thesis is Presented in Partial Fulfillment of the Requirements for the
Degree of Master of Science in Management Information System (MIS).*

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DAFFODIL INTERNATIONAL UNIVERSITY

DHAKA, BANGLADESH

12 December 2018

DECLARATION

I do hereby am declaring that, this *Thesis* has been done by me under the direct supervision of Mr. Md Zahid Hasan, Assistant Professor, Department of CSE, Daffodil International University. I also declare that neither this *Thesis* nor any part of this *Thesis* has been submitted elsewhere for award of any degree or diploma.

Supervised by:



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Submitted by:



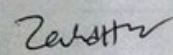
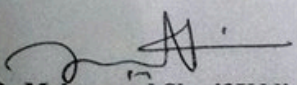


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APPROVAL

This Thesis titled "A Study on Management Information System (MIS) and Interface Design for the Parliamentary Standing Committee of the Bangladesh Parliament on Information and Communication Technology Division" submitted by Ehsanul Parvez (ID:172-17-357) to the Department of Computer Science and Engineering, Daffodil International University, has been accepted as satisfactory for the partial fulfillment of the requirements for the degree of M.Sc. in Management Information System (MIS) and approved as to its style and contents.

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Finally, I would like to thank my entire course mates in Daffodil International University, who took part in this discussion while completing the course and thesis work.

ABSTRACT

This *thesis* on “*A Study on Management Information System (MIS) and Interface Design for the Parliamentary Standing Committee of The Bangladesh Parliament on Information and Communication Technology Division.*”

Each and every company or organization is a functional body of the Chair/ CEO, Managers, Executives, employees and many other general participants. For each of these functional bodies event especially management of information and function of like the Parliamentary Standing committee becomes very crucial for healthy and effective management. The MIS creates impact in such organization which relates to the understanding of the committee functions itself and development of any decision process. The MIS begins with the definition of data, entity and its attributes. It uses a dictionary of data, entity and attributes, respectively, designed for information generation in the organization. Since all the information systems use the dictionary, there is common understanding of terms and terminology in the organization bringing clarity in the communication and a similar understanding of functioning in the organization.

The MIS calls for a systematization of the business operations for an effective system design. This leads to streaming of the operations which complicates the system design. It improves the administration of the business by bringing a discipline in its operations as everybody is required to follow and use systems and procedures. This process brings a high degree of professionalism in the business operations.

The design of the proposed system was done as per the user requirement. The thesis is organized as, brief introduction followed by literature review. Next background and description of the subject of organization- Parliamentary Standing committee on ICT Division, has been discussed. Next the System Requirements for MIS are analyzed in detail with direct and indirect data analysis, construct the outline of the proposed MIS, find out the challenges against system implementation.

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Chapter – 01

Introduction

1.1 Objectives

A parliamentary system is a system of democratic governance of a state where the executive derives its democratic legitimacy from its ability to command the confidence of the legislature, typically a parliament, and is also held accountable to that parliament. In a parliamentary system, the head of state is usually a person distinct from the head of government.

-Wikipedia

The Constitution of the People's Republic of Bangladesh offers the legislative assembly the name Jatiyo Shangsad in Bengali and House of the state in English. It's ordinarily called Parliament. Parliament of Bangladesh is a unicameral legislative assembly consisting of 350 members of that three hundred Members from three hundred territorial constituencies that's one from everybody. As per provision of clause (3) of article seventy two of the Constitution, the term of a Parliament is 5 years. The President has the authority to dissolve the Parliament earlier, if at any time he decides that there's no Elected Members of Parliament. The term of Parliament will be extended on the far side five years by an Act of Parliament by less than one year at a time once the Republic is engaged in war.

In a democratic country like Bangladesh the parliament plays a vital role in establishing and in preservation of citizen's rights and interests. To ensure these more effectively the Parliamentary Standing committee plays a vital role. To conduct the Committee function more efficiently I would like to suggest the MIS system to design and implement for the Parliamentary Standing Committee of ICT Division. Because, Information system and Information technology have become a vital part of any successful organisation and business and are considered major useful spaces a bit like the other useful area of a business organisation like planning, R&D, marketing, finance, production and

Human Resources. So it's necessary to grasp the space of information system a bit like the other useful area within the business. MIS is very important as a result of all businesses have a requirement for data concerning the tasks that are to be performed. Data and technology is employed as a tool for problem solving and providing opportunities for increasing productivity and quality.

Information has invariably been vital however it's never been so available, thus current and so overwhelming. Efforts are created for assortment, inputs and retrieval of information. However, challenges still stay in the choice analysis and interpretation of the data that will further improve decision making process and productivity.

Study of Management Information System's requirement analysis and interface design for Bangladesh Parliamentary Standing Committee is the right area of research for me to improve my knowledge and to gain a lot in this field. It was one of my dreams to be a student of **Management Information System** at the **Daffodil International University**.

1.2 Rationale of the study

The role of the MIS in an organization will be compared to the role of heart within the body. The data is that the blood and MIS is that the heart. In the body the heart plays the role of supply pure blood to all the weather of the body together with the brain. The heart work quicker and supplies additional blood when required. It regulates and controls the incoming impure blood, processed it and sends it to the destination in the amount required. It fulfils the requirements of blood offer to physical body in normal course and conjointly in crisis. The MIS will play exactly the same role in modern parliamentary system that has 3 functions: representing the voters, creating laws, and overseeing the govt. via hearings and inquiries. The system ensures that an appropriate information is collected from the various sources, processed and send any to any or all the necessitous destinations. The system is expected to fulfil the information wants of an individual, a bunch of people, the management functionaries, the managers and top management.

The role of MIS

In this era of Information technology (IT), Management information system or Management Information System can play a great role in parliamentary committee system. These are as follows-

- i. The MIS satisfies the various wants through selection of parliamentary meeting and minutes management, systems like query system, analysis system, modelling system and decision support system. -
- ii. The MIS helps in strategic planning, internal control, operational functions and parliamentary meeting. The MIS helps in the clerical personal within the decision writing and answers the queries on the information regarding the discussion, the standing of a specific record and reference on a range of documents. -
- iii. The MIS helps the junior parliamentary committee members by providing the

operational information for planning, programming and control , and helps them more in decision-making at the implementation level . -

iv. The MIS helps Parliamentary Standing committee of ICT Division in short term planning, target setting and dominant the business functions. It's supported by the utilization of the management tools of planning and management. -

v. The MIS helps the highest level management, here as parliamentary committee chair, in goal setting, strategic planning and evolving the business plans and their implementation.

vi. The MIS plays the role of information generation, communication, drawback identification and helps within the method of decision-making. The MIS, therefore, plays an important role within the management, administration and operation of an organization

Master of Science in Management Information System (MIS) is a specialized course. The course is designed with excellent combination of practical and theoretical aspect. As a part of Master of Science in Management Information System I have to complete an in-depth study for the thesis in a field of Management Information System (MIS) as out of my interest. I have tried my best to use the opportunity to enrich my knowledge .I have tried my level best to present my practical experience in this report.

1.3 Objectives of studying the organization

In this study of designing MIS for Parliamentary Standing committee on ICT Division I have the most important objectives those are as follows-

- The main objective of this research about the requirements analysis for implementation of MIS
- The other objectives of choosing this topic is to understand the activities of several parliamentary committees.
- Study of organizational structure of the Parliamentary Standing Committee of Bangladesh Parliament.
- Finding the usefulness of Management Information System for the Parliamentary Standing Committee..
- Implementation of Information technology (IT) and recent change management initiated by the parliament IT division.
- Identify the challenges and problems in operation of MIS Interface.
- Recommendations of in Management Information System (MIS) for Bangladesh Parliament.

1.4 Methodology of the study

I have collected all the relevant information from my working experience and in depth study with the committee of ICT Division and Financial Oversight Committee (FOC) of Bangladesh Parliament. I have collected all the materials and data by -

- ✓ Study of different committee functions.
- ✓ Interview with structured questioners of Stakeholders
- ✓ Several committee reports, general reports, official documents.
- ✓ Data available with the Parliament's website.
- ✓ Data from previous Parliamentary Standing committee report.
- ✓ Direct observation.
- ✓ Interaction with the IT section official of the Parliament.
- ✓ Related books, journals, blogs, articles, minutes, reports and annual reports etc.

For preparing this report, some graphical representations of the MIS interface have been used to find out different types of analytics and interpretation.

1.5 Report layout

The report has been organized in a professional manners. The reports starts with brief introduction followed by literature review. Next background and description of the subject organization- Parliamentary Standing committee on ICT Division, has been discussed. Next the System Requirements for MIS are analyzed in detail with direct and indirect data analysis, construct the outline of the proposed MIS, find out the challenges against system implementation. Finally concluded by summary, conclusion and recommendations.

Chapter 2

Background -The organization and MIS development

2.1 The Organization

After 9 month's blood-shedding of the braves we got the country of our proud- Bangladesh. In a democratic country like Bangladesh the parliament plays a vital role in establishing and in preservation of citizen's rights and interests.

২০. ডাক, টেলিযোগাযোগ ও তথ্যপ্রযুক্তি মন্ত্রণালয় সম্পর্কিত স্থায়ী কমিটি

ক্রমিক নং	সদস্যগণের নাম	নির্বাচনী এলাকা	পদবী
১	জনাব ইমরান আহমেদ	২৩২ সিলেট-৪	সভাপতি
২	ভারপ্রাপ্ত মন্ত্রী, ডাক টেলিযোগাযোগ ও তথ্যপ্রযুক্তি মন্ত্রণালয় (যদি সংসদ সদস্য হল)		সদস্য
৩	জনাব জুলহিদ আহমেদ পপক	৬০ নাটোর-৩	সদস্য
৪	জনাব এ কে এম রহমতুল্লাহ	১৮৪ ঢাকা-১১	সদস্য
৫	জনাব মোহাম্মদ হোসেন রতন	২২৪ সুলামগঞ্জ-১	সদস্য
৬	জনাব শওকত হাচালুর রহমান (রিমল)	১১০ বরগুনা-২	সদস্য
৭	জনাব শরীফ আহমেদ	১৪৭ ময়মনসিংহ-২	সদস্য
৮	শেখ আফিল উদ্দিন	৮৫ ঝশোর-১	সদস্য
৯	কাজী ফিরোজ রশীদ	১৭৯ ঢাকা-৬	সদস্য
১০	বেগম হোসনে আরা পূংফা ডালিয়া	৩০৩ মহিলা আসন-৩	সদস্য

Figure-01:Parliamentary Standing committee on ICT Division

To ensure these more effectively the Parliamentary Standing committee plays a vital role. In this era of technological world,Information technology and Information system have become a vital component of any successful organization and business and are

regarded as major functional areas just like any other functional area of a business organization like Planning, R&D, marketing, finance, production and HR. So in procedural functioning of Parliamentary Standing committee on ICT Division the MIS to play a vital role in several aspect. These are as follows-

Support the Committee Business method : Treats inputs as an information from the client and outputs as services to client. Supports current operations and use the system to influence more approach of operating.

Support Operation of a business organisation : MIS supports operations of a business concern by giving timely info, maintenance and improvement that provides flexibility within the operation of an organizations.

To Support decision making: MIS supports the decision making by executives in their daily operations. MIS additionally supports managers in deciding to satisfy the goals and objectives of the organization. In this case Completely different mathematical models and IT tools are used for the purpose evolving ways to satisfy competitive wants.

Strategies for an organisation : Nowadays every business is running in a very competitive market. MIS supports the organization to evolve acceptable ways for the business to assented in a very competitive atmosphere.

2.2 Related Works

At present in the parliament Secretariat there are 300 nodes/ PC/ Laptops connected with LAN supported by a Native Server. But *there is no Management Information System Parliamentary Standing committee on ICT Division*. For installation and implementation of the MIS more 30 PC / Laptop, Hub, Switches, sufficient power supply system and Ethernet cable are needed. Then system software to be installed and a interface

/ button of MIS interface to be added to the Website of the parliament Secretariat that exists.

At present in the parliamentary Standing Committee-

বাংলাদেশ জাতীয় সংসদ সচিবালয়
কমিটি শাখা-২২
www.parliament.gov.bd

তারিখঃ ২৬ আষাঢ়, ১৪২৫ বঃ
১০ জুলাই, ২০১৮ খ্রিঃ

‘বিজ্ঞপ্তি’

১০ম জাতীয় সংসদের ‘ডাক, টেলিযোগাযোগ ও তথ্যপ্রযুক্তি মন্ত্রণালয় সম্পর্কিত স্থায়ী কমিটির’ ২৪তম ৩য় মূল্য বৈঠক আগামী ১৬ জুলাই, ২০১৮খ্রিঃ (০১ শ্রাবণ, ১৪২৫ বঃ) তারিখ, রোজ সোমবার বিকাল ৩-০০ ঘটিকায় জাতীয় সংসদের পশ্চিম ব্লকের দ্বিতীয় লেভেলে অবস্থিত ১নং স্থায়ী কমিটি কক্ষে অনুষ্ঠিত হবে।

০২। উক্ত বৈঠকে কমিটির মাননীয় সদস্যবৃন্দকে উপস্থিত থাকার জন্য নির্দেশক্রমে সবিনয় অনুরোধ করা হলো।

০৩। বৈঠকের আলোচ্যসূচি :

(ক) “ডিজিটাল নিরাপত্তা বিল, ২০১৮” সম্পর্কে আলোচনা ;

(খ) বিবিধ।

পার্লিয়ামেন্ট সচিব (প্রশাসন)-এর দপ্তর	
পার্লিয়ামেন্ট সেবা শাখা	
জাতীয় সংসদ এবং আঞ্চলিক মন্ত্রণালয় শাখা	✓
কমিটি/সেবা সেবা শাখা	
স্বাক্ষর শাখা	
গোপনীয় কর্মকর্তা	
তারিখ : ১৫-০৭-২০১৮	

বিতরণঃ

১৫/৭/১৮

১০/৭/১৮

(নীতিশ চন্দ্র সরকার)
যুগ্ম-সচিব (আরএমসি) ও কমিটি সচিব
ডাক, টেলিযোগাযোগ ও তথ্যপ্রযুক্তি
মন্ত্রণালয় সম্পর্কিত স্থায়ী কমিটি
ফোনঃ ৮১৭১২৪৭ (অঃ)

ক্রমিক সংখ্যা	মাননীয় সদস্যগণের নাম	পদবি	নির্বাচনী এলাকা
১.	জনাব ইমরান আহমদ	সভাপতি	২৩২ সিলেট-৪
২.	ভারপ্রাপ্ত মন্ত্রী, ডাক, টেলিযোগাযোগ ও তথ্যপ্রযুক্তি মন্ত্রণালয় (যদি সংসদ-সংসদ হন)	-	-
৩.	জনাব জুনাইদ আহমেদ পলক	সদস্য	৬০ নাটোর-৩
৪.	জনাব এ কে এম রহমতুল্লাহ	সদস্য	১৮৪ ঢাকা-১১
৫.	জনাব মোয়াজ্জেম হোসেন রতন	সদস্য	২২৪ সুনামগঞ্জ-১
৬.	জনাব শওকত হাটানুর রহমান (রিমন)	সদস্য	১১০ বরগুনা-২
৭.	জনাব শরীফ আহমেদ	সদস্য	১৪৭ ময়মনসিংহ-২
৮.	শেখ আফিল উদ্দিন	সদস্য	৮৫ যশোর-১
৯.	কার্জী ফিরোজ রশীদ	সদস্য	১৭৯ ঢাকা-৬
১০.	বেগম হোসনে আরা লুৎফা ডালিয়া	সদস্য	৩০৩ মহিলা আসন-৩

Figure-02: Notice of committee meeting

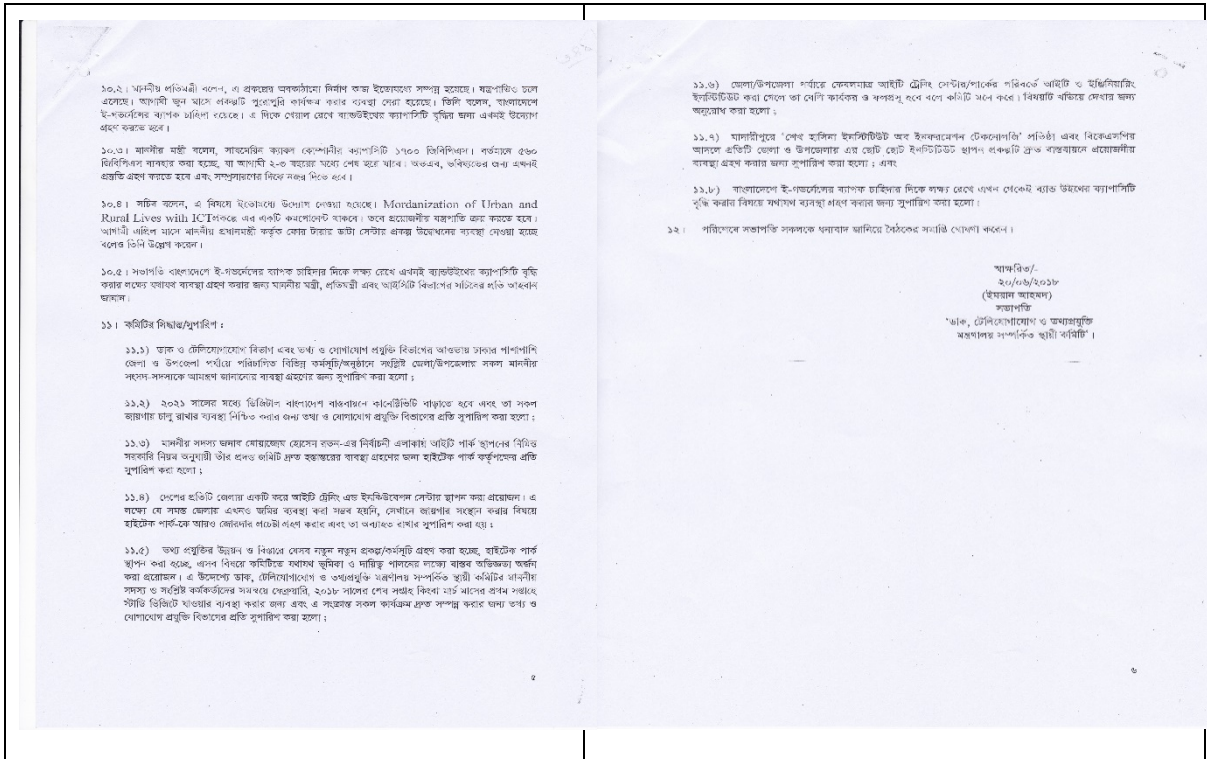


Figure-04: Minutes of the meeting (hard copy)

Follow up Report



বাংলাদেশ জাতীয় সংসদ সচিবালয়
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www.parliament.gov.bd
কমিটির রিপোর্টের অগ্রগতির প্রতিবেদন

তারিখ: ০২-অগ্রহায়ণ-১৪৩২
০৯-ডিসেম্বর-২০২১

কমিটি : সরকারী প্রতিষ্ঠান কমিটি
অগ্রগতির প্রতিবেদন নং : ০০২২০১৫০০০০১

অগ্রগতির প্রতিবেদনের শিরোনাম

বাংলাদেশ রেলওয়ের স্টোর বিভাগ কর্তৃক মালামাল ক্রয়, মজুদ ও বিতরণ ব্যবস্থা (রাজস্ব) সংক্রান্ত ২০০৬-০৭ হতে ২০০৮-০৯ অর্থ বছরের হিসাব সম্পর্কিত মহা হিসাব নিরীক্ষক ও নিয়ন্ত্রকের ইস্যু ভিত্তিক অডিট রিপোর্ট পর্যালোচনা। Farhana

সংসদে রিপোর্ট পেশের তারিখ : ৩১-ডিসেম্বর-২০২১

পটভূমি

বাংলাদেশ রেলওয়ের স্টোর বিভাগ কর্তৃক মালামাল ক্রয়, মজুদ ও বিতরণ ব্যবস্থা (রাজস্ব) সংক্রান্ত ২০০৬-০৭ হতে ২০০৮-০৯ অর্থ বছরের হিসাব সম্পর্কিত মহা হিসাব নিরীক্ষক ও নিয়ন্ত্রকের ইস্যু ভিত্তিক অডিট রিপোর্টের অডিট আপত্তির অনুচ্ছেদ নং-১ ও ২ এর উপর আলোচনা।

ক্রমিক নং	সুপারিশ	প্রতিক্রিয়া	কার্যক্রম	বাস্তবায়ন
১	সিদ্ধান্ত গ্রহণ:	অংশিক পূর্ত	- বাছার দর যাচাই, প্রকল্প প্রস্তুত ও প্রকল্প অনুমোদন সংক্রান্ত আপত্তি গ্রহণযোগ্য। এই বিষয়গুলো পর্যালোচনা করে দেখা হচ্ছে। - এই সকল প্রক্রিয়ার সাথে যে সব কর্মকর্তা সংশ্লিষ্ট ছিলেন, তাদের বিষয়ে অন্যান্য ৩০ দিনের ভিতরে একটি তদন্ত করে তাদের ক্রটি-বিচারিত চিহ্নিত করে এবং তার দায়-দায়িত্ব নির্ধারণপূর্বক কর্তব্য পদক্ষেপ গ্রহণ করে আপত্তি ৩০ দিনের মধ্যে কমিটিতে অবহিত করতে বলা হয়েছে কিন্তু ৩০ দিনের মধ্যে করা সম্ভব হয়নি। অত্র ৪ সময় প্রয়োজন বলে প্রতিষ্ঠান থেকে জানানো হয়।	test

প্রতিষ্ঠানের সত্তব্য

Figure-05: Follow up report (Hard copy)

2.3 Terminology

Information Technology

Information technology (IT) is that the use of PC/ Laptop/ Tab/ computers to store, retrieve, transmit, and manipulate information or data, usually within the context of a business or different enterprise. It is thought to be a set of data and communications technology (ICT). Humans are storing, retrieving, manipulating, and communicating the information since the Sumerians in mesopotamia developed writing in regarding 3000 before Christ, however the term information technology in its trendy sense first appeared during 1958, an article revealed in the Harvard Business Review; authors Harold J. Leavitt

and Thomas L. Whisler commented that "the new technology doesn't nevertheless have one established name. We tend to shall decision it data technology (IT)." Their definition consists of three categories: techniques for process, the applying of applied math and mathematical ways to decision-making, and also the simulation of higher-order thinking through computer programs.

The term is usually used as a equivalent word for computers and computer networks, however it conjointly encompasses alternative data distribution technologies like Cellphone and telephones. many product or services among an economy are related to information technology, together with computer hardware, software, electronics, semiconductors, internet, telecommunication equipment, and e-commerce.

Management information system

Management information system or MIS, generally refers to a computer-based system that gives managers with the tools to arrange, measure and with efficiency manage departments inside a company. In alternative words it's a system that uses the information collected by the functional process system and uses this data to create reports in an exceedingly method that managers will use it to form routine business decisions in response to issues. A number of the reports that this information system creates are outline, exception and ad hoc reports. All this is often done to extend the efficiency of operational activity.

In order to provide past, present and prediction info, a management information system will embody software package that helps in decision making, information resources like databases, the hardware resources of a system, decision support systems, individuals management and meeting-decision management applications, and any computerised processes that enable the Standing Committee to run with efficiency.

The Parliament

In simple words, the group of people who are responsible for making the laws in some kinds of government. In modern politics and history, a parliament is a legislative body of government. Generally, a modern parliament has three functions: representing the electorate, making laws, and overseeing the government via hearings and inquiries.

The term is similar to the idea of a senate, synod or congress, and is commonly used in countries that are current or former monarchies, a form of government with a monarch as the head. Some contexts restrict the use of the word parliament to parliamentary systems.

The Standing Committee

Parliamentary standing committees are permanent committees for concerning any Ministry, Department or Issues our Parliament, committees can be set up by two ways: elected or nominated. In electing way, the committees are elected by house members and in nominated way, these are nominated by the speaker or deputy speaker. To monitor regular work of a Ministry. The committee is formed to guide the Ministry, to ensure the public interests, to ensure the accountability of the Ministry, for supervision of development work of the Ministry, to recommend for taking new development project, review and Justify the draft of new law and presenting the achievement and requirements of the Ministry, in Parliament Session. They submit their report to Parliament and most of the times, Parliament accepts their recommendations and formulate act.

2.4 Types of Information Systems

With the rapid advancement of Information technology (IT) the evolution and changing dimension of Management information system or MIS based on increasing needs of the organization, there are several information system evolved. These are-

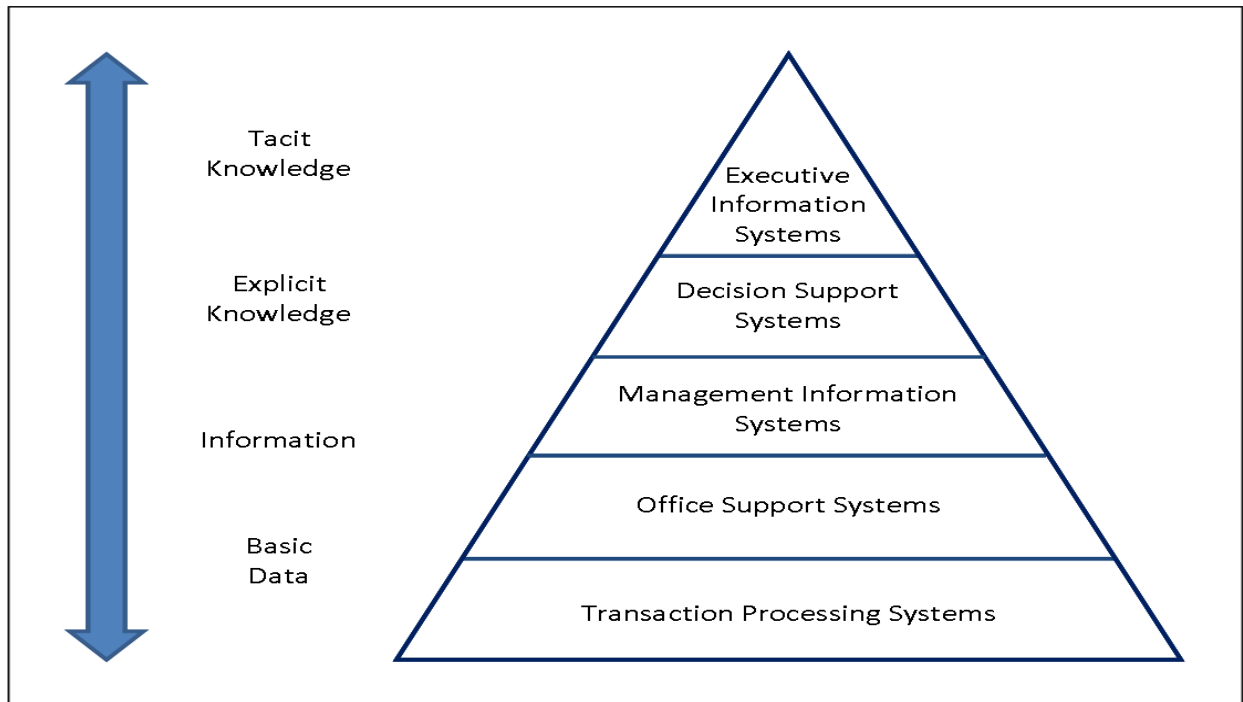


Figure-06: Types of IS

1. Transaction Processing Systems

A transaction process system provides the simplest way to gather, process, store, show modify or cancel transactions. Most of those systems enable multiple transactions to require place at the same time. the information that this technique collects is typically stored in databases which might be used to produce reports like billing, wages, inventory summaries, producing schedules, or check registers.

2. Management information Systems

A management information system is the system that uses information|the info|the information} collected by the transaction process system and uses this data to form reports

in a very method that managers will use it to create routine business decisions in response to issues. a number of the reports that this system creates are outline, exception and ad hoc reports. All this can be done to extend the efficiency of management activity.

3. decision Support Systems

A decision support system helps to create decisions by operating and analyzing data which will generate statistical projections and information models. this technique provides support instead of replacement of a manager's judgement whereas improving the standard of a manager's decision. A DSS helps solve issues while exploitation external information.

4. expert Systems and Neural Networks

An expert system, jointly referred to as a knowledge-based system, could be an automatic information processing system that's designed to research data and produce recommendations, diagnosing and decisions that are controlled. A neural system uses computers to foster the method an individual's brain might process info, learn and recollect that structured and classified information.

5. Special information Systems in Organizations

This information system collects, stores and processes information to provide the organisation real time useful and accurate information. This system encompasses information gathering data from the people and machines that collect, process, output and store information. Jointly within the networks that transmit and receive information and also the procedures that govern the method of data processing for target information is handled.

2.5 Important functions of MIS

Management Information System is set up by Parliamentary Standing committee on ICT Division with the prime objective to get management info to be utilised by the committee in decision-making. Management Information System should perform the subsequent functions so as to fulfill its objectives.

1) information Capturing:

MIS captures information from numerous internal and external sources of Parliamentary Standing committee. information capturing could also be manual or through pc terminals or scanning by Bangla OCR. End users, usually record information regarding the procedure and decision on some physical medium like paper form or enter it directly into a computing system.

2) Processing of data:

The captured information is processed classified on agenda and decision based to convert it into the specified management information. process of information is completed by such activities as comparison, sorting, classifying and summarizing.

3) Storage of information:

Management Information System of Parliamentary Standing committee stores processed or unprocessed information for future use. If any information isn't instantly needed, it's saved as an organisational record. during this activity, information and data are maintained in an organized manner for later use. On the basis of agenda and decisions hold on information is often organized into fields, records, files and databases.

4) Retrieval of information:

Management Information System retrieves necessary info from its stores as and on needed by varied users Parliamentary Standing committee. As per the necessities of the Committee users, the retrieved info is either disseminated intrinsically or it's processed once more to satisfy the exact demands of the committee members.

5) Dissemination of necessary Information:

Require based information, that could be a finished product of Management Information System, is disseminated to the users within the Parliamentary Standing committee users or stakeholders. It can be periodic, through reports or on-line through pc/laptop terminals.

2.6 Steps of Management Information System Design

For effective Management Information System designing for Parliamentary Standing committee on ICT Division, abstract style in itself isn't the final end of the designing method, rather it serves as a basis for the detail MIS designing. The performance necessities specified by the conceptual designing become inputs to the detail designing phase, within which these are further refined, detailed and finalised to be known as the system specifications.

Thus, the most objective of the detail system designing is to arrange a blue print of a system that meets the necessities of the Parliamentary Standing committee on ICT Division. The goals of the abstract system designing requirement. Designing the system involves the subsequent phases-

1. Project planning and control.
2. Involve the user
3. Define the detailed sub-system.
4. Input/Output design.

5. Feedback from the user.
6. Database design.
7. Procedure design.
8. Documentation of Designing

1. Project planning and control

In order to make sure a good and efficient style of an Management Information System for Parliamentary Standing committee on ICT Division, it's vital that an, in depth design method should in itself be considered for a complete project. Therefore, the primary step within the elaborated design process, is planning and controlling, so standards could also be established and a proper follow-up is created. A number of the most points, that are vital in planning and management of an in depth style, are given below.

a) Project planning

- I. Formulate the project objectives.
- II. outline the project tasks.
- III. Prepare a network diagram of all events and activities therefore as to specify successive and parallel events.
- IV. Schedule the work as per the necessities of the user.
- V. Prepare a budget for the project.

b) Project management

- I. Get a feedback of the particular performance of the project with reference to time, value and work of the project and compare it with schedules, budgets and technical plans.
- II. Take corrective action wherever needed soon maintain management.

2. Involve the user

System designers should inform the user relating to the new system being developed and gain their support and acceptance. In this part, users are assured that changes can profit them or that they're going to not be at disadvantage due to the new system.

3. elaborated sub system definition

In elaborated system design, each system has to be broken down to establish all activities needed and their various inputs and outputs. In a number of the cases, sub systems are generally defined within the conceptual style phase, however at this stage they're specifically outlined to work out each detail regarding the sub-system.

Decomposition of the system to operational activities normally is dispensed as follows.

- System
- Sub System
- functional part
- Task
- Sub Task
- Operation component

4. Output/Input design

Having outlined the subsystem well, by approach of flow diagrams and a thorough discussion with the users of MIS, the system designers currently define the specifications of outputs and inputs for every sub-system, in additional detail. These specifications can later be utilized by programmers to develop programs to really manufacture the output/input.

5. Feedback from the user

Having specifically outlined sub-system, output and inputs, the designers all over again involve the user to induce feedback. This step can increase the acceptance of the MIS being designed. The system analyst ought to demonstrate the projected MIS to the users of the system/sub-system. This step also will reassure the top management of the user organization that the elaborated design project is process as per plans.

6. Database design

A database is an orderly arrangement of all the records associated with one another. It serves as an information resource for the MIS of a company. To obtain optimum performance, storage and quick retrieval of information, database design is a vital phase in the development of a system. For planning a database, the designer ought to keep the subsequent points in mind.

- Determine all information tables and record types.
- Determine fields for each table, the key fields for every table and relations between related tables.
- Verify the information type and breadth for every field of the tables.
- Normalize the data tables.
- Properly document the information wordbook.

7. Procedure design

Procedures are the principles, standards or ways designed to extend the effectiveness of the data system. The procedures detail concerning the tasks to be performed in using the system. They function the prepared recoveries for the designers additionally as for the users. Typically they perform the task of a supervisor over operators.

There are a good sort of procedures, that include:

- Information entry procedures.
- Run time procedures.
- Error handling procedures.
- Security and back up procedures.
- Software system documenting procedures.

In planning procedures, designers should:

- Perceive the aim and quality standards of every procedure
- Develop a bit-by-bit direction for every procedure, and
- Document all the procedures.

8. design Documentation

Elaborated design starts with the performance specifications given by the abstract design and ends with a collection of design specifications for the development of MIS. The outputs from the elaborated design, i.e. design specifications, are handed over to the programmers for writing codes to translate system specifications into a physical MIS. Therefore, the system analyst ought to fastidiously document the elaborated design. In fact, design documents ought to contain comprehensive details of all the planning phases. design documentation of elaborated design report, generally, consists of-

- System objectives,
- Design constraints,
- Inputs/outputs,
- Information files,
- Procedures (manuals)
- Planned system (a summary and elaborated flow charts),
- Input/ Output specifications,
- Program specifications,
- Information specifications,
- Price of installation and implementation, and
- System check conditions.

2.7 Factors Responsible for the development of MIS

Factors liable for the event of Management Information System design are various and are a first-rate concern for several Researchers and Practitioners. Each internal and external factor should be taken under consideration once making an attempt to know and organization's criteria for deciding regarding technology. The subsequent are the factors that are liable for development of MIS : 1. External factors 2. Internal factors and 3. other factors.

1. External Factors :

External Factors are conditions that exist in organization's external atmosphere. The factors will be found at the business level or in national policies.

a) industry level : At the industry level, we tend to be staring at characteristics as degree of diffusion of certain technologies, the provision of external ability, as an example, technology suppliers, the degree of innovativeness of the business, the wants imposed by major customers and external markets and overall levels of competition and technology sophistication within the business.

b) National Policies : For the external factors the national policies conjointly have an effect on the organization that obliquely affects the subsystems of the organization.

2. Internal Factors :

Internal factors arise from the firm which will have an effect on the event of Management Information System may be sorted into 3 categories:

a) Past experience : The organization's past expertise regarding the technology in terms of exposure and organizational learning ultimately affects its future in developing technology.

b) Organizational (functional, business & corporate) Characteristics: An organization's characteristic like size, influence the adoption of MIS application in organization. The adoption of certain technologies might seem a lot of acceptable for massive/the massive/the big }r companies due to the large capital investments and therefore the masterful human resources involve within the implementation and operation of such technologies. Smaller corporations are less plagued by organizational inertia and that they show a larger degree of involvement of organizational member's particularly top management throughout implementation. ready to use software system and fewer costly equipments of MIS application are a lot of attractive to smaller companies.

c) Organizational Pursued strategy: Internal factors cope with the organization's pursued strategy on each orientation and technology policy. an organization's strategy reflects its

action with market and technology, that ultimately modify its expertise and consequently its overall characteristics and capabilities. the requirement for a robust technology has been advocated by a number of authors and investments in MIS ought to thus be closely aligned with overall company strategy.

3. other common factors :

a) client Satisfaction : Development of MIS is tormented by client satisfaction. client of the services ought to be satisfied by the conferred system.

b) Effectiveness : Development ought to be effective in terms of organizational profit & user satisfaction.

c) efficiency : Development ought to use all the resources, organization values with efficiency.

2.8 Resistance and challenges

Resistance to alter could be a traditional human tendency. Management Information System once enforced, changes plenty of things among the Parliamentary Standing committee on ICT Division. It changes power structures, the method people assess their work, changes skill necessities of staff, processes and additionally the complete organizational culture. This change will cause issues within the implementation method, as there could also be resistance to the current modification from staff. Moreover, the implementation of Management Information System involves migration of associated data system from a controlled surroundings of design and development to a 'real' atmosphere of a company. Sometimes, info systems that function fine during a controlled atmosphere fail to deliver within the 'real' surroundings. -

Management ought to have a mature view that such issues aren't expected within the implementation method, making certain such technical issue remains a technical issue solely and don't seem to be blown up into an organizational issue. A robust message from the top management proceeding to the new system thwarts such tries at maligning the new system and thus is advocated. However, in spite of the most effective efforts some factors cause issues within the implementation method. The most important factors that determine the degree of resistance that organizations face in implementing Management Information Systems should be considered. -

The degree of Management Information System driven modification in departmental boundaries-any major amendment that changes the functioning of departments drastically is probably going to be challenged or resisted by the department functionaries because it changes their manner of operating. This resistance ought to be anticipated at the design stage. Typically, if a BPR exercise is conducted together with the necessity analysis of the system then such exercises results in recommendations of modification in business processes that again results in changes within the organization structure or functioning of Parliamentary Standing committee on ICT Division. -

Lack of organization culture supporting Management Information System, some organizations don't have a culture of informationbased decision-making. Implementation of Management Information System in such organizations are perpetually a challenge, because the staff must be trained to understand the importance of information system. They become wont to judgment based decision-making that such conception has little impact. In some cases, it's been noted that even when implementation of MIS the organization culture has not modified which managers still resist changes brought on by installation of Management Information System. The degree of worker involvement within the implementation of amendment together with MIS for Parliamentary Standing committee on ICT Division, could be a major issue. If the management uses a participatory approach towards Management Information System implementation then resistance to MIS is a smaller amount.

The degree of MIS driven changes within the informal system-if MIS changes the informal communication system fully then resistance is a lot. This informal information communication channel could be a source of power for a few people. They resent their loss of power because of emergence of Management Information System because the sole authority for communication.

Chapter 3

Literature Review

3.1 Nature of the Organization

In a parliamentary sort of government the Parliament could be a multifunctional organ of the state, though and however its functions are seldom outlined in any Constitution or other document anywhere within the world. One has got to go through in between the lines of a Constitution to find the precise functions of Parliament, if there exists a written Constitution. Parliament of People's Republic of Bangladesh is an exception to the present nearly universal phenomenon. This document restricts itself solely to the subsequent four functions of Shangshad: -

1. Enactment of law for the land.
2. Consent to taxation and control of public expenditure.
3. Reviewing the activities of the ministries/divisions by the Parliamentary standing committees and providing counsel/recommendations/instructions to the concerned ministries/divisions
4. Ensuring accountability of the Government.

The elective functions of Parliament, which include the election of the President and the exercise of its constituent power for amendment of the Constitution, along with several other functions have not been discussed.

3.2 Committee System of Bangladesh Parliament

The growth of committees in parliament is a global phenomenon in the varying degree of success, irrespective of the form of government-Parliamentary or Presidential.

Effective parliamentary committee can enhance legislation, management of public expenditure and general oversight of the executive. Committees serve as extended hand of parliament. For this reason committees can be said as the “mini parliament”. Much of what committees can do depends upon nature of the powers granted to them which varies from parliament to parliament depending on the kind of political culture in each case.

Bangladesh parliament’s committee system derives its power from the constitution and the rules of procedure. The article 76 of the constitution provides for the following standing committees of Parliament:

- a) Public Accounts Committee
- b) Parliamentary standing committees of the Ministries
- c) Committee on privileges
- d) Such other standing Committee based on Rules of Procedure of the parliament required.

According to the rules of procedure some standing committees are appointed or elected by the house and others are nominated by the Speaker from amongst its members according to the principles of proportional representation. Every committee submits its report to the house or to the Speaker. The term of office of every committee is five (5) years but it can be re-constituted at any time.

Rules of procedure provide the following committees:

1. Business advisory committee
2. Committee on the private members Bills and Resolutions
3. Select Committee
4. Committee on Petitions
5. Committee on Public accounts
6. Committee on estimates
7. Committee on Public undertakings
8. Committee on Privileges
9. Committee on Government assurance
10. House Committee
11. Library Committee
12. Standing committee on Rules of Procedure

13. Special Committee

14. Standing Committees on each Ministry/ Division.

3.3 Functions of the Committee

The core processes of the Committees revolve around sittings at which they take and consider evidence to develop their findings. The primary purpose of **Parliamentary Standing Committee** is to investigate issues through specified types of Inquiries. This makes the Inquiry the fundamental basis of all Committees processes. The important functions are as follows:

- a. To monitor regular work of a Ministry.
- b. To guide the Ministry.
- c. To ensure the public interests.
- d. To ensure the accountability of the Ministry.
- e. Makes transparent of expenditure procedure of the Ministry.
- f. Supervision of development work of the Ministry.
- g. Recommendation for taking new development project.
- h. Review and Justify the draft of new law.
- i. Presenting the achievement and requirements of the Ministry in Parliament Session.
- j. To perform all the activities the Committee needs to sit for regular meeting nearly in every month.

3.4 Power of the Committee

In the parliamentary system of Bangladesh Government the Parliamentary Standing committee on ICT Division poses the following inherent powers-

- a) A witness could be summoned by any order signed by the Secretary and shall produce such documents as are needed for the utilization of a committee. It shall be within the direction to treat any proof given before it as secret or confidential.

- b) A committee shall have power to order persons, paper records, on condition that if any question arises whether or not the proof of an individual or to produce of the documents has relevancy for the needs of the committee, the question shall be referred to the speaker whose decision shall be final.

- c) Government could decline to provide a document on the ground that its revelation would be prejudicial to the security or interest of the state.

- d) A committee shall have the power to control its own procedure. A committee could acquire co-operation and recommendation from any skilled in its respective field, if deemed necessary.

- e) All queries at any sitting of a committee are determined by a majority of votes of the members present and balloting.

3.5 Importance of MIS for Parliamentary Standing Committee

The Management Information System (MIS), of the Parliamentary Standing Committee provides support for the key Committee operations. The MIS creates and manages information from the start of the meeting conducting process, Inquiry process through sittings, reporting and the final follow up of decisions taken and recommendations. The system assists Secretariat Officers to carry out various tasks related to managing Inquiries and their related Sittings, and provides information to Members on the status and focus of their work.

The MIS is a web based application and access is controlled through various User permissions. What a User can see and do on the system is determined by their User Profile which relates to their responsibilities within the FOC. On a daily basis, Secretariat Officers of the FOCs will use the MIS to assist them in producing documentation and tracking the progress of Inquiries. Certain Officers, or Chairs of the Committee, will have rights in the MIS to 'approve' documents before they can be disseminated.

3.6 Limitations of the study

While preparing this report I have faced some problems. As Bangladesh Parliament is one of the constitutional bodies of our country, it might have negative impact on their business revealing confidential data and report. Some of the problems are:

- Time constraint.
- Confidentiality of reports.
- Not having full access to the target organization.
- Non preservation of minutes of few years back.
- Less awareness of value of information and MIS.
- Managerial reluctance.
- Bureaucratic constraint.

Chapter – 04

Data Processing and workflow Analysis

4.1 Committee Business Processes model

There are **four** stages in the committee business processes. these are as follows-

a) Planning :

During this stage the Chair, Members and Secretariat work to identify the Agenda to be discussed by the Committee in the meeting to be held in Parliamentary Committee Room. This is not a restrictive list, but is indicative for the Committees' work programmes for regular functioning and an indication to outside stakeholders (i.e, Ministry / Departments / Attach Department / Organization)of the workload they can expect to be involved in. Normally the agenda includes the activities of the Ministry, progress of development projects, public interests, suggestions for improvements, changes as well as inquiry regarding complain, if there any.

b)Preparation for Meeting and Inquiry :

The committee Chairperson approves the agenda and sets the date, time of the meeting. Then the committee Secretariat or concern official to prepare a notice mentioning the agenda and venue. The notice includes instruction to produce the evidence, papers, witness if it is inquiry against any complain regarding functionality or financial anomalies. They to prepare working paper by collecting the report from the Ministry and organizations. For every meeting or inquiry a notice and a briefing note should be issued at least one week in advance of each meeting.

c) Conduct of Meeting / Inquiry :

During this stage the Chair of the Committee assumes primary responsibility for the processes with support from the Secretariat. The purpose of the processes at this stage is to ensure that individual meetings are well organized, allow for effective discussion and questioning regarding the agenda (or witnesses in case of inquiry) so that the Committee can hold useful deliberations. Each topic of agenda is discussed broadly and a decision is taken against that agenda. There is an option for open discussion against an agenda called 'Sundry'. In the meeting Committee can suggest the Ministry to adopt a functional process, to take an action or to initiate a new development project for the public interest.

d) After meeting :

At this stage 'Minutes' prepared, which includes details of the discussion and the decisions made there on. If it is inquiry the findings and recommendations are mentioned only after the overall Inquiry is ended; which may take several sessions . The key purpose of these processes is to review the activities, functions for decision making and recommendations and to monitor the implementation of the recommendations.

4.2 MIS : Requirement analysis and design

a) Hardware / infrastructure

At present in the parliament Secretariat there are 300 nodes/ PC/ Laptops connected with LAN supported by a Native Server. For installation and implementation of the MIS more 30 PC / Laptop, Hub, Switches, sufficient power supply system and Ethernet cable are needed. Then system software to be installed and a interface / button of MIS interface to be added to the Website of the parliament Secretariat that exists.

b) The users/ nodes

The Chairperson of the Committee

The Members of the Committee

The Minister of the Ministry

The Officials of the Ministry

The Officials of the Parliament Secretariat

The Committee Staffs

c) Software

For the best use of Management Information System by the Parliamentary Standing committee on ICT Division I have used Python IDE- django to design front-end which has the flexible and user-friendly input menu. I have also used Sql lite-3 for back-end data processing, classification and saving.

Administrator of the system:An administrator should be defined with the approval from the Committee Chair. He will add all the users and the operator for data entry.

4.3 Implementation

At first stage any programming could be done decisions needed to be made on which Programming language, IDE or technologies should be used to program the project with. The following is a critical evaluation of the different programming languages that could be used to program such MIS.

a) Python using django IDE

Python is a multi-paradigm programming language. Both object-oriented programming and structured programming are absolutely supported, and plenty of its options support purposeful programming and aspect-oriented programming (including by meta programming and meta objects) . - Python uses dynamic typing, and a good combination of reference enumeration and a cycle-detecting garbage man for memory management. It additionally options dynamic name resolution (late binding), that binds methodology and variable names throughout program execution. it's filter(), map(), and reduce() functions; list comprehensions, dictionaries, and sets; and generator expressions. the standard library has 2 modules (iter-tools and func-tools) that implement functional tools borrowed from Haskell and normal milliliter. -

I have select Python as because, instead of having all of its functionality designed into its core, Python was designed to be extremely extensible . This compact modularity has created it significantly popular as a way of adding programmable interfaces to existing applications.

b) Back-end Design

For the best use of Management Information System by the Parliamentary Standing committee on ICT Division I have used Sql lite-3 for back-end data processing, classification and saving.

4.4 Logical Data Model

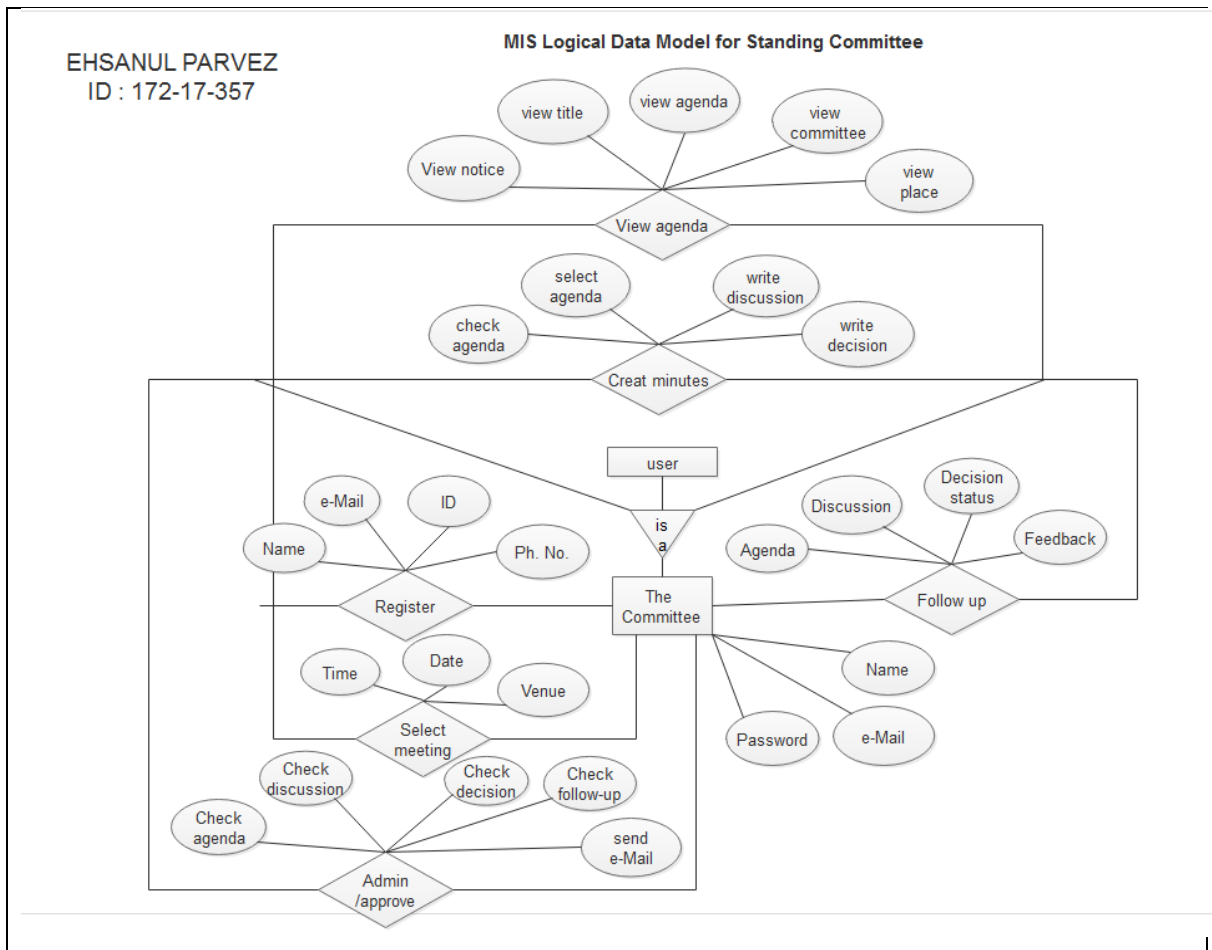


Figure-07: Logical data model

Figure 07 describes the Logical Data Model or ER Diagram of this MIS which representing the relationship among the entities. They are: Create Agenda, Edit agenda, Input decision follow up, Select agenda/ decision, Approve and Publish minutes. Each entity has its own attributes.

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Chapter 5

Design Specification

1.1 System Environment

The system environment for Parliamentary Standing committee-

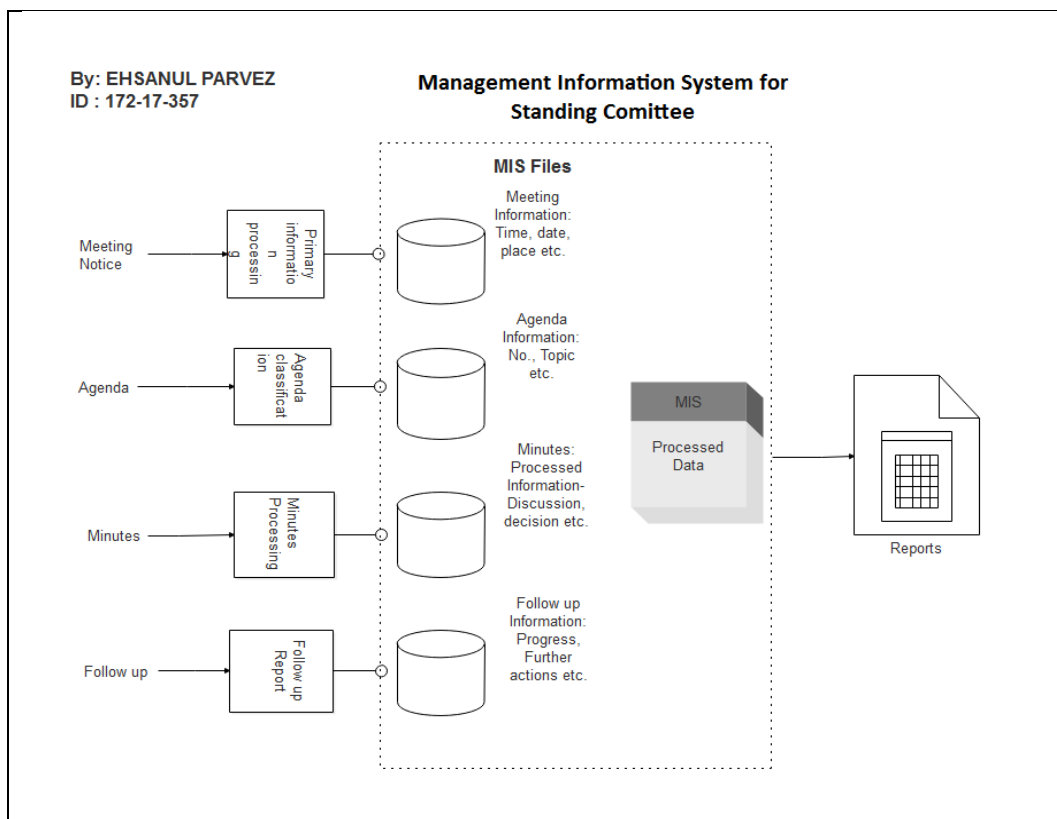


Figure-08: MIS process

After setting up the system the following data, information and documents (In some cases as pdf. version) should be uploaded to make the system functional:

- ✓ Gazette of Committee Formation and Circulars
- ✓ Notice of the meeting
- ✓ Working paper based on each agenda

- ✓ Minutes: Record of Decision is produced with discussion in details
- ✓ The decisions
- ✓ Follow up report of the decision

The Committee Secretariat or concern official to prepare a notice mentioning the agenda and venue. The notice includes instruction to produce the evidence, papers, witness if it is inquiry against any complain regarding functionality or financial anomalies

Uses of the system

1. The users and stakeholders will be able to know about the upcoming meeting and the agenda.
2. Working paper will be disclosed can be seen by the users and stakeholders.
3. In the meeting room the Chair , the Members and the participant will be provided a monitor/ Laptop, those are connected to the system by Ethernet or Wi-Fi .
4. The Committee Staffs also will be ready with the PC/ Laptop connected to the system.
5. During each meeting, a record of discussion and decision is produced using the proposed template and this is reviewed and approved by the Committee at the end of the meeting.
6. The Record of Decision provides a short summary of the subject of the meeting, any decisions made, and any follow-up action required.
7. It will be an excellent mechanism for disseminating information about the work of the Committee and will provide an update on the progress/ actionbased on the decisions / recommendations. Those should be published on the website.
8. Subsequently, the Committee will consider the Government Response, together with any observations by the stake holders or other interested parties.
9. The Committee may then choose to publish a follow-up report that examines not only how the Government/ ministry has responded but also whether any recommendations that were accepted or actually being implemented.
10. A provision will be available in the system to disclose the progress report in the parliament session.

The image shows the Bangladesh Parliament MIS User Interface. At the top, it says "Bangladesh Parliament" and "Welcome MIS USER". The interface includes a menu on the left with options like Dashboard, System Data, Inquiry Management, Sitting Management, Committee Report, Audit Report, Logistics, Users Management, and Settings. The main area displays five icons: System Data, Inquiry Management, Sitting Management, Report, and Settings. Below this is a flowchart titled "Management Information System (MIS)" showing a circular process: Information Registration leads to Inquiry Management, which leads to Sitting Notice. From Sitting Notice, the process flows to Briefing Note, then to Sitting, then to Record of Decision, then to Inquiry Report, then to Follow Up Report, and finally back to Information Registration. A box labeled "Multimedia & Task Flow" is also connected to the process.

Figure-09: MIS Process for Parliamentary Standing committee

1.2 Front-end Design

Home page - Log in

User needs to log into the website of the Parliament by a link/ button of the proposed MIS to be included in that page. After that the login window will be appeared. There are various types of user in Parliament. Applications such as Admin, the Chair Committee User etc. After Creating as an Admin, Admin login information such as User Name and Password will be send by email or SMS. Log in process as Committee User (User, User Name and Password will be created and provided by), Please type **User Name** and **Password** and then click on **প্রবেশ করুন** Button.

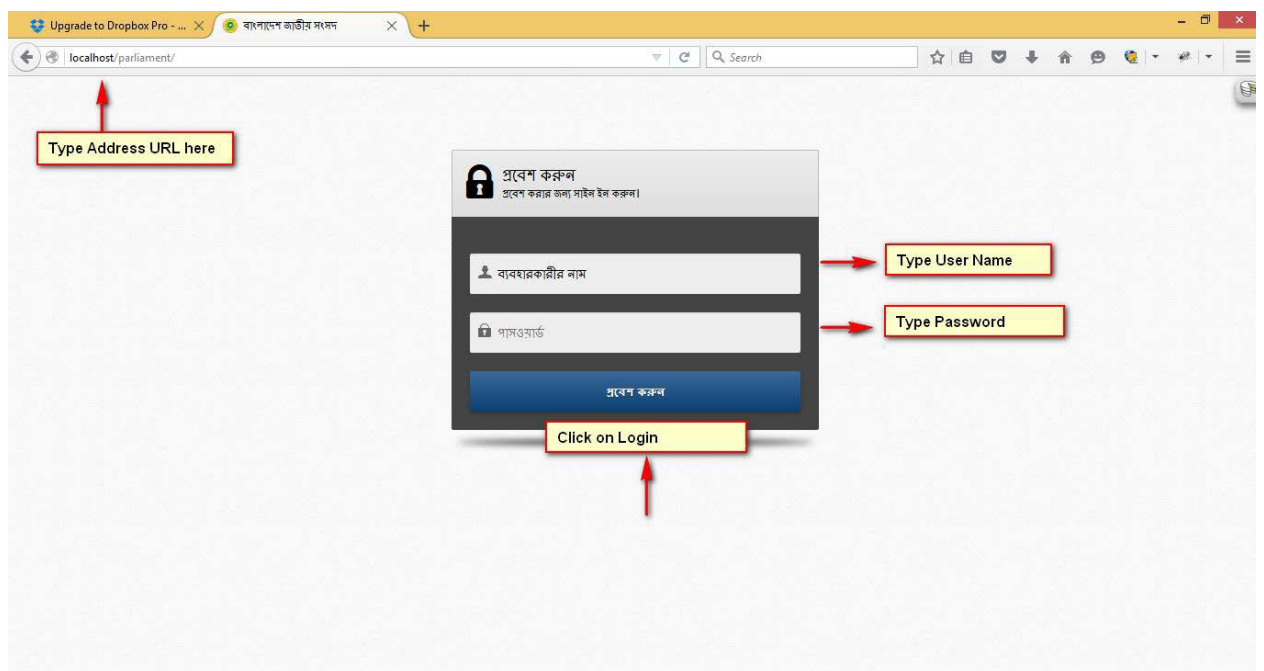


Figure-10: MIS Log-in page

5.3 The Interfaces

User Dashboard: After login user can see the MIS User Dashboard.




WELL COME TO MANAGEMENT INFORMATION SYSTEM

Meeting title **Date**

Start time – End time

Meeting called by	Name	
Agenda :	Agenda list	
Working Paper:	Pls. read W. Paper attached	
Annexure:	Attached Paper	
Start time – End time	Agenda 1 Topic 1 Presenter Discussion discussant Decision 1 The Chair	<u>Path</u>
Start time – End time	Agenda 2 Topic 2 Presenter Discussion Discussant Decision 2 The Chair	<u>Path</u>
Start time – End time	Agenda 3 Topic 3 Presenter Discussion discussant Decision 1 The Chair	<u>Path</u>
Start time – End time	Follow up Meeting No. Presenter Decision No. Presenter Progress/ Action The Chair	<u>Path</u>

Conclusion
Use this section for additional instructions, comments, or directions.

Figure-11: MIS home page

System Data:

System data is treated as information pool. Here user has to insert information; i.e. the agenda, the discussions, the decisions taken against each agenda item and follow up of action taken as per decision. These data input will be arranged and categorised on agenda basis as well as decision basis so that these can be used later in the whole application as supporting information and for the preparation of periodic report.

Committee Button

User needs to click on 'Committee' button to enter into Parliamentary Standing Committee's MIS

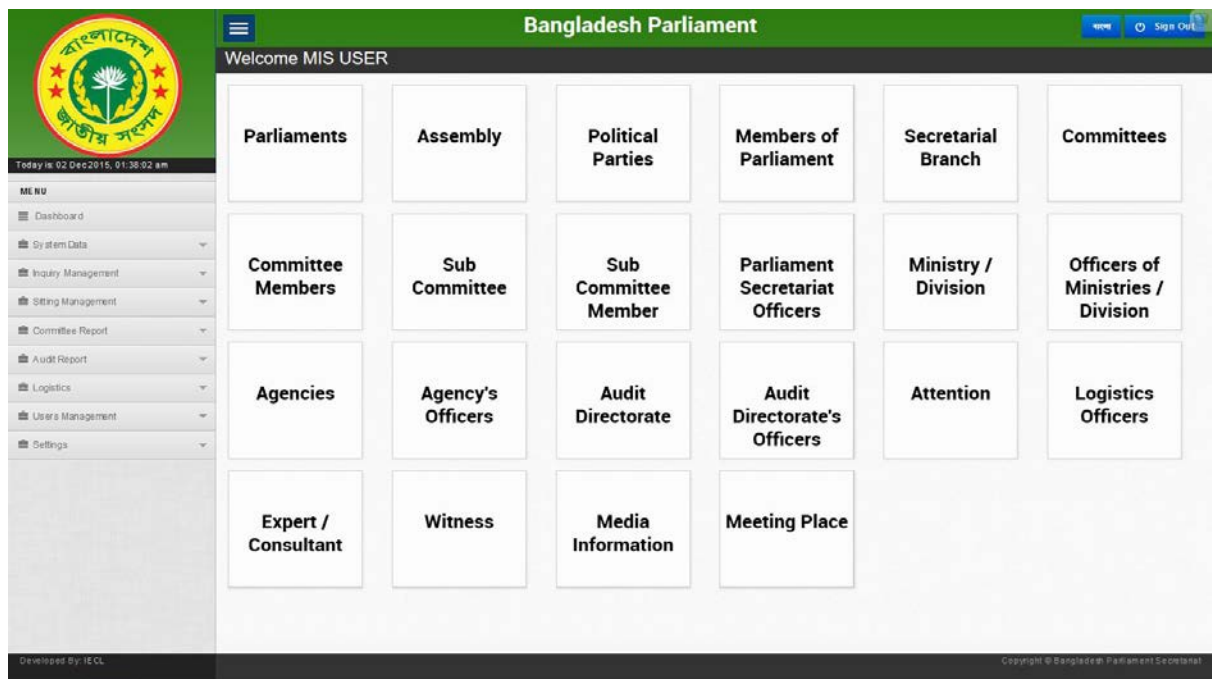
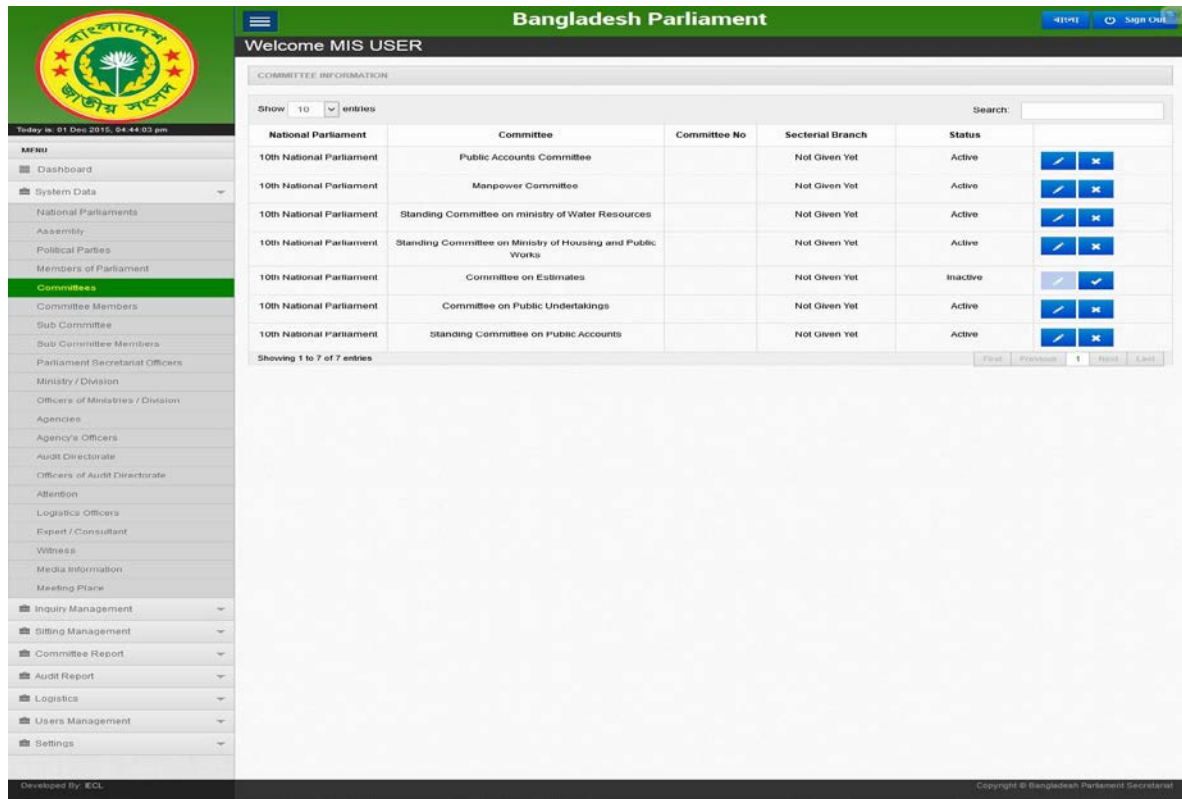


Figure-12: Several interfaces of Committee and departments

Committees:



The screenshot shows the Bangladesh Parliament MIS interface. The header includes the Bangladesh Parliament logo and the text "Bangladesh Parliament" and "Welcome MIS USER". The left sidebar contains a menu with options like Dashboard, System Data, National Parliaments, Assembly, Political Parties, Members of Parliament, Committees, Committee Members, Sub Committee, Sub Committee Members, Parliament Secretariat Officers, Ministry / Division, Officers of Ministries / Division, Agencies, Agency's Officers, Audit Directorate, Officers of Audit Directorate, Attention, Logistics Officers, Expert / Consultant, Witness, Media Information, Meeting Place, Inquiry Management, Siting Management, Committee Report, Audit Report, Logistics, Users Management, and Settings. The main content area displays a table of committees with columns for National Parliament, Committee, Committee No, Sectorial Branch, and Status. The table lists seven committees, including the Public Accounts Committee, Manpower Committee, Standing Committee on Ministry of Water Resources, Standing Committee on Ministry of Housing and Public Works, Committee on Estimates, Committee on Public Undertakings, and Standing Committee on Public Accounts. Each row has edit and delete buttons. The table is paginated, showing 1 to 7 of 7 entries.


















National Parliament	Committee	Committee No	Sectorial Branch	Status	
10th National Parliament	Public Accounts Committee		Not Given Yet	Active	 
10th National Parliament	Manpower Committee		Not Given Yet	Active	 
10th National Parliament	Standing Committee on ministry of Water Resources		Not Given Yet	Active	 
10th National Parliament	Standing Committee on Ministry of Housing and Public Works		Not Given Yet	Active	 
10th National Parliament	Committee on Estimates		Not Given Yet	Inactive	 
10th National Parliament	Committee on Public Undertakings		Not Given Yet	Active	 
10th National Parliament	Standing Committee on Public Accounts		Not Given Yet	Active	 




Figure-13: Committee list


Committee List:

After clicking parliament from left menu under system data. Showing the list of Committee (Parliament name, Committee, Committee no, secretarial Branch, Status). If an user wants to see the next page, then needs to click next. If helikesto see previous page, then click on previous. If you want to see end then click last page. If you would like to see first page, then click on first.

Committee edit button:

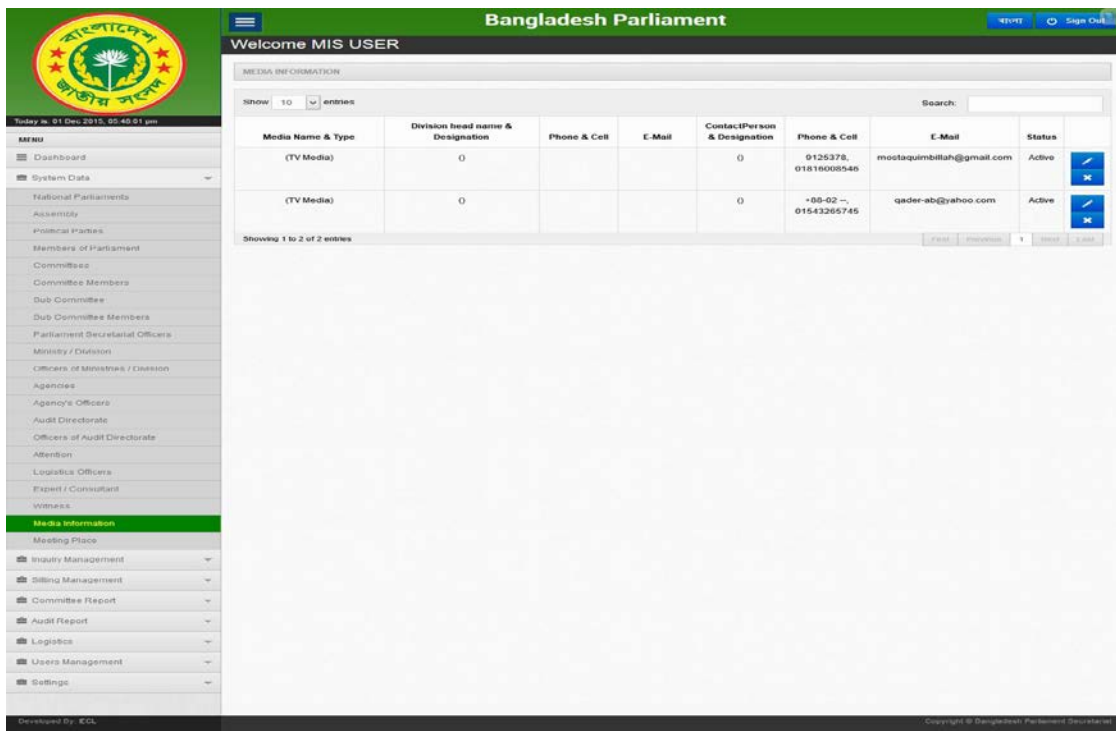
For editing a new committee clicks on  edit button. Edit of committee (committee, if need add/edit the ongoing session, Start & End Date). After editing data click on  change. If you want to go to view pages then click  Close

button. Usually seen in active  . For change status click on  /  button.

After inactive status shown as  .

Media Information

After clicking Media Info from left menu under system data. Showing the list of Media Info (media info type & name, audit directorate name/designation, phone & cell, email, communicator name & designation, phone & cell, email, address, Status).



The screenshot shows the Bangladesh Parliament MIS interface. The header includes the Bangladesh Parliament logo and the text 'Welcome MIS USER'. The sidebar menu on the left lists various system data categories, with 'Media Information' highlighted. The main content area displays a table of media information entries.

Media Name & Type	Division head name & Designation	Phone & Cell	E-Mail	Contact/Person & Designation	Phone & Cell	E-Mail	Status
(TV Media)	0			0	9125378, 01616008546	mostaquimbillah@gmail.com	Active
(TV Media)	0			0	+88-02 --, 01543265745	qader-ab@yahoo.com	Active

Showing 1 to 2 of 2 entries

Figure-14: Interface for Media and publication

Meeting Places:

After clicking Meeting Place from left menu under system data. Showing the list of Meeting Place (serial no, meeting place, Status).

The screenshot displays the Bangladesh Parliament MIS interface. The header includes the Bangladesh Parliament logo, the text "Bangladesh Parliament", and a "Sign Out" button. Below the header, a "Welcome MIS USER" message is shown. The main content area is titled "MEETING PLACE" and features a table with columns for "Meeting Place" and "Status". The table lists seven meeting places, all with "Active" status. Each row includes a pencil icon for editing and a cross icon for deleting. The table is paginated to show 1 to 7 of 7 entries. The left sidebar contains a "MENU" with various system data options, including "Meeting Place" which is highlighted in green.

Meeting Place	Status
	Inactive
Cabinet Room (West Block, Level-2)	Active
Committee Room-3 (South-East Block, Level-7)	Active
Oath Room (East Block, Level-1)	Active
Petitions Room (Shangshad Block, Level-7)	Active
Standing Committee Room - 01 (West Block, Level-2)	Active
Standing Committee Room - 02 (South-East Block, Room-421, Level-4)	Active

Figure-15: Information of meeting place



বাংলাদেশ জাতীয় সংসদ সচিবালয় কার্যবাহ

পরীক্ষণ : ০০১২০১৫০০০০১

নম্বর

পরীক্ষণ : বাংলাদেশ রেলওয়ের স্টোর বিভাগ কর্তৃক মালামাল ক্রয়, মজুদ ও বিতরণ ব্যবস্থা (রাজস্ব) সংক্রান্ত ২০০৬-০৭ হতে ২০০৮-০৯ অর্থ বছরের হিসাব সম্পর্কিত মহা হিসাব নিরীক্ষক ও নিয়ন্ত্রকের ইস্যু ভিত্তিক অডিট রিপোর্ট পর্যালোচনা।

বৈঠক : ১

নম্বর

তারিখ : ২৫-নভেম্বর-২০১৫

বৈঠক : ১০:০০ পূর্বাহ্ন

শুরুর

সময়

বৈঠক স্থল : স্থায়ী কমিটি কক্ষ - ০১ (পশ্চিম ব্লক, লেভেল-২)

কমিটি : সরকারী হিসাব কমিটি

প্রারম্ভিক : প্রারম্ভিক কার্যাবলী
কার্যাবলী

মেয়াদ	আলোচ্য বিষয়
১১:০০-১১:৩০	কোরাম এবং বৈঠক শুরু;
	কমিটির কার্যক্রম সম্পর্কে সভাপতির সূচনা বক্তব্য;
	গণ-কার্যক্রমের বিশেষজ্ঞ উপদেষ্টা ও সাক্ষীর তালিকা;
	প্রশ্নের ধারার বিষয়ে সিদ্ধান্ত গ্রহণ।

গন কার্যাবলী

ক্রমিক নং	প্রশ্ন কর্তা	প্রশ্ন	উত্তর দাতা	উত্তর
১	জনাব ডঃ মহিউদ্দীন খান আলমগীর	মহা হিসাব-নিরীক্ষক ও নিয়ন্ত্রক –পিগ আয়রন কেনার ক্ষেত্রে দরপত্র প্রক্রিয়ায় কোন ত্রুটি ছিল কি?	সিএজি	টেস্ট উত্তর ১
২	জনাব ডঃ মহিউদ্দীন খান আলমগীর	মহা হিসাব-নিরীক্ষক ও নিয়ন্ত্রক - বাজার দরের বিষয় ব্যক্তিরেকে ক্রয় প্রক্রিয়ায় কোন অনিয়ম হয়েছিল কি?	সিএজি	টেস্ট উত্তর ২
৩	জনাব মোঃ জিল্লুল হাকিম	সচিব- পিগ আয়রন বাংলাদেশে উৎপাদিত পণ্য না হওয়া সঙ্গেও কেন আন্তর্জাতিক বাজার দর যাচাই করা হলো না?	সচিব	টেস্ট উত্তর ৩
৪	জনাব এ. কে. এম মাল্লুদুল ইসলাম	সচিব-আন্তর্জাতিক বাজারে মূল্য বৃদ্ধির সপক্ষে কোন প্রমাণক আছে কিন এবং থাকলে বা নিরীক্ষকে কেন যথাসময়ে সরবরাহ করা হয়নি?	সচিব	টেস্ট উত্তর ৪
৫	জনাব মোঃ আফছারুল আমীন	নিরীক্ষকালে ক্রয়কালীন দেশীয় আন্তর্জাতিক বাজার দর যাচাই করা হয়েছিল কি?	মহা পরিচালক	টেস্ট উত্তর ৫
৬	বেগম রেবেকা মোমিন	নিরীক্ষা অধিদপ্তরের মহা পরিচালক-তৎকালীন তেলের বাজার যাচাই না করে কেবল পূর্ব ক্রয়ের দর বিবেচনায় আপত্তি প্রদানের বিষয়কে কেন অগ্রাহ্য করা হবে না?	মহা পরিচালক	টেস্ট উত্তর ৬

সমাপনী কার্যাবলী	সমাপনী কার্যাবলী	
	মেয়াদ	আলোচ্য বিষয়
০১:০১-১.৩০	অনুচ্ছেদ-১: আপত্তির শিরোনাম: প্রকৃত বাজার দর অপেক্ষা অতিরিক্ত বেশি দরে ৩১৫ মেঃ টন পিগ আয়রন ক্রয় করায় সরকারের ১,৪৯,৮১,৪০০/- টাকা ক্ষতি।	
	অনুচ্ছেদ-২: আপত্তির শিরোনাম: ২৩০ মেঃ টন ক্রিয়োস্ট অয়েল অর্থোক্তিকভাবে দাপ্তরিক প্রাক্কলিত মূল্যের চেয়ে ১১৪% অধিক দরে ক্রয় করায় সরকারের ১,০৩,৭২,৭৫০/-টাকা ক্ষতি।	

আপলোডকৃত ফাইল সমূহ

ক্রমিক নং	কার্যবাহ ফাইল
১	1_0_Tom and Jerry Cartoon - Solid Serenade (1946) - YouTube (480p).mp4

Figure-16: Working Paper(Print copy)



বাংলাদেশ জাতীয় সংসদ সচিবালয়
সংসদীয় স্থায়ী কমিটি
কার্য বিবরণী

Meeting title:

Date :

Meeting No :

Number

[Pdf copy](#)

Agenda No :
Subject :

Agenda No
Topic :

Discussion :

Discussion

Decision 1 :

Decision 1. a), b),c), etc.

Agenda No :

Agenda No

Subject :

Topic

Discussion :

Discussion

Decision 2 :

Decision 2.a), b),c), etc.

Agenda No :

Agenda No

Subject :

Topic

Discussion :

Discussion

Decision 3 :

Decision 3, a), b),c), etc.

Agenda No :

Agenda No

Subject :

Topic

Discussion :

Discussion

Decision 4:

Decision 4. a), b),c), etc.

Follow up :

Follow up

Conclusion

Use this section for additional instructions, comments, or directions.

Figure-17: Minutes of meeting

Press Release

After clicking Press Release from left menu under system data, showing the list of Press Release (date, Information, Status)

5.4 Back-end design

For the best use of MIS by the Parliamentary Standing committee on ICT Division I have used Sql lite-3 for back-end data processing, classification and saving.

5.5 Integration and Testing

In the software system design method Integration testing, conjointly called integration and testing (I&T). it's a software system development method that program units are combined and tested as teams in multiple ways that. At this context, a unit is defined because the smallest testable a part of an application. Integration testing will expose issues with the interfaces among MIS for the Parliamentary Standing committee, parts before problem may arise in real-world program execution. For that reason I have designed an integration process conjoining the components such as front-end, database and back-end etc. Integration testing may be a part of extreme Programming (XP), a realistic methodology of software system development that takes a meticulous approach to assembling a product by means that of continual testing and revision

Chapter – 06

Analysis and Discussion

6.1 Analysis

The Parliamentary Standing Committee MIS Interface mainly works as business intelligence purposes in Parliamentary committee function , to ensure that data can be extracted by dedicated reporting systems without impacting the core operation of Committee. The MIS Interface is comprised of the following:

- Snapshot Logs of Live data.
- Each agenda and decision taken
- Regular follow up report
- Sample processes for building a Data Warehouse.
- Sample MIS Reports.
- Generation of customized reports for time bound parliamentary queries.
- Other relevant information as necessary during the meeting time.

6.2 Discussion, Challenges and Issues

6.2.1 Discussion

The impact of MIS on the functions is in an organisational management with a decent MIS supports the management of promoting, finance, production and personnel becomes additional efficient. The monitoring functions and supervision of the organisational targets becomes simple. The functional Authority is enlightened regarding the progress, achievements and shortfalls within the activity and also the target organisation. The Authority/ corporate executive is kept alert by providing certain info indicating and probable trends within the numerous aspects of business. This helps in prediction and long-run perspective planning. The Authority's attention is bought to a

scenario that is anticipated in nature, inducement him to require an action or a choice within the matter. Disciplined information reporting system creates structured information and a knowledge domain for all the people within the organisation. The information is available in such a type that it will be used right away by mixing and analysis, saving the manager's valuable time.

The MIS creates another impact within the organisation that relates to the understanding of the business itself. The MIS begins with the definition of systematic retrieval of information, entity and its attributes. It uses a wordbook of information, entity and attributes, respectively, designed for information generation within the organisation. Since all the information systems use the wordbook, there's common understanding of terms and words within the organization bringing clarity during communication and a similar understanding of an occasion within the organization. -

The MIS calls for a systematisation of the business operations for an efficient system design. This results in streamlining of the operations that complicates the functional system design. It improves the administration of the business by bringing a discipline in its operations as everyone is needed to follow and use systems and procedures. This method brings a high degree of expertise within the business operations. -

The goals and objectives of the MIS are the product of business goals and objectives. It helps indirectly to drag the whole organization in one direction towards the company goals and objectives by providing the relevant info to the organization. A well designed system with a spotlight on the manager makes an impression on the managerial potency.

6.2.2 The challenges

But during the time of my visit and study I have found some lacking, irregularities and shortfalls within the existing manual procedures of notice issue system, arrangement of

agenda, writing of discussion and decision, follow up report and making ready the periodical reports.

Maintenance:

A key drawback for management info systems is that the provision of the data input and also the maintenance of up-to-date information. The committee already generates information on each sitting, discussion and creating decision, committee recommendations, audit reports, logistics and different elementary business info. The organisational management information system will use this information in either its current type or import it in a very type of standard format. During this method, the information within the system is usually the same data because the organization operating level is using and generating.

Usability:

Usability may be a major drawback for management info systems. A robust system is ideal for the information of any organization is wasted if its workers do not use it. Absent of Management info systems of Bangladesh Parliament creates result of their manual procedure, it's too laborious to induce useful results or the results don't seem to be in a very useful type. So we need to emphasise on automation by using MIS. Before choosing this system, it's required to test for these issues. The reports must be easy to know and relevant for the organization. Users must be able to generate the reports they need with a minimum of training and with very little effort. -

Changes:

A very important management information system characteristic is that the ability to adapt to changes in any organization. The available info might change, any reports that the committee needs could vary and sometimes the personnel using the system changes. The system one place in situ has got to yield revisions within the inputs and outputs, either simply enough through own IT employees, or at agreed rates by the provider. There must

be an easy technique of adding and deleting user accounts that one will handle internally, as a result of previous, active accounts will be a security drawback.

Lack of consensus:

If one fails to induce everybody on board with the organisational changes, one is probably to face barriers throughout the process. The decision to implement changes ought to come back from the highest level of the organization. All management level employees must get on board and be able to cope with the changes otherwise one might face dissension within the employees. The management will not have everybody on board right from the start. Showing managers however the changes can have an effect on the corporate and also the steps for implementing the changes helps get them on board if they at the start have reservations.

Employee Resistance:

In some cases, workers resist modification. They become comfy with the means at present the business is run. They understand the expectations and their role inside the company. Once a significant change disrupts their familiarity, some staff become upset. They do not wish to learn their jobs or amend the means they are doing things. Supporting your staff and providing training for any new responsibilities will facilitate ease the transition.

Difficult to develop and high price:

A new system with good interface design are thought to create and should jointly cost highly for new software, hardware and training support.

6.2.3 The issues

Security issues

Another issue encompassing MIS processes involves information security. Hackers, identity thieves target sensitive information as Parliament keeps a lot of national sophisticated info. Several national level security threats can arise if information leak or hack happened inside this MIS. As several users have the access to this interface, there's an opportunity of data leak or get information out of Parliament.

Planning

Without stepwise planning, modification in an organization is probably going to fall aside or cause additional problems than advantages. One needs to know specifically what changes can happen and the way those changes will occur. For instance, if one is transitioning to a brand new content management system, one'll need to understand if the new system is compatible with the previous system, however one'll transmit the previous info to the new system and if there'll be limited access during the transition. One jointly needs to assign roles to individuals who are liable for the changes thus all duties are covered. The time line for the changes is additionally a key element. One has to plan for downtime or difficulties in finishing regular work tasks whereas the amendment occurs.

Internal Communication

Failing to communicate with all staff invites rumors and worry into the geographic point, particularly if an organisation is facing major changes, like downsizing or a merger. Staff wish to understand what is going on, whether or not it's positive or negative news. The sensation of uncertainty when management does not communicate disrupts work and makes staff feel as if they are not an element of the decision. Keep staff updated frequently regarding the plans and progress toward the change implementation. Involve all staff as many as possible through conferences or brainstorming sessions to assist throughout the implementation phase. -

6.3 Findings of the study

MIS plays a vital role within the organization; it creates an impression on the organization's functions, overall performance and productivity. With a decent MIS supports the management of the committee functions becomes additional efficient. The following and monitoring system of the functional targets becomes simple. The committee is advised concerning the progress, achievements and shortfalls within the activity and also the targets. The committee is kept alert by providing certain info indicating and probable trends within the numerous aspects of Ministries business. This helps in setting of methods and semi-permanent perspective planning.

The committee's attention is bought to a situation that is predicted in nature, inducing that to require an action or a decision within the matter. Disciplined info reporting system creates structure information and a knowledge domain for all the people within the committee and also the Ministry/ organization. The information is available in such a type that it will be used right away by compiling and analysis, saving the committee members/ stakeholders valuable time. -

The MIS creates another impact within the organization that relates to the understanding of the business itself. The MIS begins with the definition of systematic information, entity and its attributes. It uses a wordbook of data/ decisions, entity and attributes, respectively, designed for info generation within the organization. Since all the information systems use the wordbook, there's common understanding of terms and words within the organization bringing clarity within the communication and an analogous understanding of an event within the organization.

Some of the improvements are as follows-

- I. Maintenance can be easier.
- II. Complication in terms of usability should be reduced.
- III. Digital documentation is ensured.

- IV. Systematic achieving is ensured.
- V. Communication gap between users can be minimized.
- VI. Enough training can minimize employee resistance.
- VII. Information can be retrieved within short time.
- VIII. High cost should take into consideration in terms of development.
- IX. Security Issues and identity theft should be checked.

The MIS calls for a systematization of the committee/ business operations for an effective system design. This leads to streaming of the operations which complicates the system design. It improves the administration of the standing committee by bringing a discipline in its operations as everybody is required to follow and use systems and procedures. This process brings a high degree of professionalism in the organizational operations.

Chapter – 07

Summary Conclusion and Recommendations

7.1 Summary

The implementation of Management information System in the Standing Committee business process is a catalyst in terms of report generation as it reduces time, complexity and put a lot of task into a simple form. The MIS interface of Parliamentary Standing committees helps the government to ensure more connectivity with the concerned ministries and also uphold the accountability of the committees of Bangladesh parliament.

The goals and objectives of the MIS are the synchronized product of the Committee's goals and objectives. It helps indirectly to drag the whole organization in one direction towards the corporate goals and objectives by providing the relevant info to the organization.

An elegant Management data system with a spotlight on the manager makes an effect on the managerial efficiency. The fund of data motivates an enlightened decision maker to use a range of tools of the management. It helps him to resort to such exercises as experimentation and modelling. The utilization of computers allows the committee to use the tools and techniques that are not possible to use manually. The ready-made packages build this task easy. The impact is on the organization in managerial ability to perform and improves decision-making ability significantly high.–

7.2 Importance

It goes without expression that every managerial functions are performed through decision-making; for taking rational decision, timely and reliable info is important and is procured through a logical and well structured methodology of data collection, process and disseminative to decisionmakers. Such a way within the field of management is wide in use of MIS. In today's world of ever increasing complexities of business moreover as business organisation, in order to service and grow, should have a properly planned, analysed, designed and maintained MIS so it provides timely, reliable and useful info to enable the management to require speedy and rational decisions.

7.3 Conclusion

This study has bidirectional benefit to me as this was also a in depth study of a organizational functioning, stakeholder interview, system requirement analysis, system designing, constraints and challenges of MIS implementation. After completing the study and writing the thesis, it will push me a more ahead to complete MS in MIS degree. This also helps me to understand the activities of Standing Committees of Bangladesh Parliament as it will help to enrich my career as an efficient official of Bangladesh Government.

Life consists of a number of transactions and the transaction from the education life to that of a professional career is quite a significant one. Speaking for myself, I have always wanted to work in such organization where I can apply my acquired knowledge and also gain knowledge which I am in lacking. Study of MIS requirement analysis and interface design for Bangladesh Parliamentary Standing Committee is the right are of research for me to improve my knowledge and to gain a lot. It was one of my dreams to be a student of **Management Information System** at the Daffodil International University. Finally, the dream comes true when I get admitted myself for the *MS in Management Information Systems* program. At the end of this program this particular research and thesis writing program is a blend of hard work and satisfaction.

7.4 Recommendations

From in-depth study of MIS design and committee business procedures I am submitting some recommendations for effective MIS and its interface for parliamentary Standing Committee; Those are as follows-

1. To establish a modern IT infrastructure as described in *chapter-5 , Design Specification*.
2. Ensure a user friendly MIS interface.
3. Develop MIS compatible process that provides strategic decision making process for committee functions.
4. Launch MIS for every Standing Committees business process.
5. To establish campus-wide IT priorities.
6. Maintain all the LAN Team nodes active.
7. Ensure that information security and privacy concerns are addressed throughout the governance process.
8. Doing the post-implementation stage maintenance of the System Life Cycle methodology.
9. To allocate budget for the committees to empower the strategic, operational and technical decision-making required to ensure the committee to excel in its mission and accomplish the priorities, goals, and initiatives set forth by parliamentary standing committee leadership.
10. Provide an annual report to the National Parliament regarding progress in addressing the Ministry function using MIS for public interest to strengthen the democratic process.

The End

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