



SACCOs
MANAGEMENT SYSTEM

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SYSTEM DOCUMENTATION

Prepared for
General Public

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Executive Summary

This proposal serves as the official document from **Ufanisi ICT Solutions** for deploying a **SACCO Web Info Management System** to your organization. We want to render our software development expertise to you and produce a management system that will increase your organization productivity.

Problem Statement

Many SACCOs use manual or semi-automated systems in processing and saving their information. There are huge risks associated with above mentioned systems e.g., damage of information, lack of accuracy in reporting and data captures, thefts, easily manipulation of data to cheat, lack of accountability etc. We see day after day legal cases from SACCOs keep on raising due to cheating and thefts. The system proposed will address the entire problem after intensive research, industry data studies, government reports analysis and business needs. All these factors have been put in consideration to come up with stable multidimensional solution.

Proposed Solution

To address your concerns, **Ufanisi ICT Solutions** will deploy a System that will address all the problems previously mentioned. The system will be implemented with more additional features that will achieve future goals of the company.

The system is a web based, therefore can be accessible anywhere that enhance easy management. Its highly portable, therefore that enhance easy installation and maintenance. It can run in any device which reduces hardware costs. The system is user friendly, very easy to use since they have simplified interfaces.

The system proposed will manage all members by capturing bio data, social economic and other information of all members. The system provides each member with an account to view his or her saving and loan information. This helps the SACCO to save printing costs as well as offer real time information to all members in affordable, efficient and secured way.

The system will regulate and control all members in automatic way through proper recording of members' activities including their attendance, loan payment, saving deposit etc. This helps the SACCO to improves efficiency in service dispensation.

The system will manage all functions of loan by recording all loan processes i.e., loan application, loan disbursement, payment schedule etc. The system generates loan portfolio for each member. This will improve accuracy in reporting and data capture.

The system will manage all functions of savings by recording all savings made by all members. It creates saving account for every member where all details of savings can be saved and retrieved.

The system will manage document storage and retrieval by uploading all types of documents transacted between members or public at large. This helps the SACCO to save office space which could be used to place physical files and folders.

Reports will be generated under several categories at any time required. They will appear in a clear view with an option for both Microsoft docs and PDF format for easily integration with other data.

By put into consideration the presence of insecurity in internet, our team did a great work of implementing three level of security layers to ensure that the application is secured and remains legitimate to its users.

This system once deployed will address current manual and semi manual systems' challenges as well as will contribute to productivity increase and reduce labor and operation costs.

Features

The proposed system has the followings features;

- ❖ Member Registration: It captures member bio data, social economic and other important information of all members.
- ❖ Loan Management: The system records all loan processes i.e., loan application, loan disbursement, loan payment schedule etc. It generates loan portfolio for each member.
- ❖ Savings Management: It records all the savings made by all members. It creates saving account for every member where all saving information can be accessed in real time.
- ❖ Document Management: It uploads all types of documents transacted between members i.e., contract, letter, collateral security bank slips, photos etc.
- ❖ Accounting Management: The system manages all accounting functions by facilitating all incomes and expenses records.
- ❖ Report Management: It provides all types of reports. Reports generated are in standard format.
- ❖ Scheduling Management: It manages all the schedules and timetables. This provides each member with updated of all upcoming activities.
- ❖ The system can be customized to meet your additional needs.

Benefits

Our company has developed over 30 systems within the last five years. We make sure that each system we develop is equipped with the latest trends, tools, and technologies, of which our employees have trained and have sufficient knowledge thereof.