ABSTRACT

The Department of Sport and Youth of West Java Province Government especially in Personnel and General Sub Division have their duty in handling all data regarding the employees that work in DISORDA (The Department of Sport and Youth) circles. Unfortunately, they still facing some difficulties in the process of the data search when it is needed for grade promotion and pension. The difficulties their facing especially in the data search for Functional and Structural grade promotion which the working period has been determined and must be fullfilled hence the data selection cost a lot of time.

System Information Development System that used in this research is prototype development system with used analized method and structured designing method, software development method that use in this research is Visual Basic 6.0, and SQL Server 2000.

In the end, the researcher will design information system that can facilitate the work of employees division of DISORDA JABAR in data saving—employees data, in data searching of employee who will be promoted or pension, in making a report regarding the employees that already experiencing promotion and pension, in the making of DUK (Daftar Urut Kepangkatan), and help the employees in making DPCP.

***Key words**: Information System, Employees, Pension, Grade Promotion*