

The AI-Powered Government Playbook.

How an agency sees, in real time, every Program, Project, and Activity it has committed to deliver — and what changes when that picture is no longer assembled at quarter-end.

A capability brochure for the Philippine public sector. Built around the agency's most important operational question — the implementation status of its PPAs — and the three mechanisms that produce the answer continuously rather than periodically.

247

PPAs in a typical mid-sized national agency's FY26 GAA.

This brochure is about how an agency sees all of them — ongoing, completed, not started, stalled — without a two-week consolidation exercise.

The question every head of agency is trying to answer.

How many of the agency's Programs, Projects, and Activities have been implemented? How many are still ongoing? How many have not started? Which are slipping? What is the agency's implementation rate against its General Appropriations Act, mid-year through the fiscal cycle?

Every head of agency has been asked this. Most have, at some point, had to give an answer with the heavy caveat that the picture is several weeks old. The picture takes that long to assemble. By the time it is consolidated — bureau reports rolled up to directorate, directorate to office of the secretary, with reconciliation at each step — the period under review has typically closed and a new one has begun.

This brochure is about what changes when that picture is a live property of the system rather than a periodic assembly project. The platform is ClickUp. The methodology is Digibeacon's BEACON Framework. The intellectual contribution is the structural redesign that converts unstructured operational work into a real-time, auditable PPA implementation view — with AI assistance where it adds value, and human judgment where it should remain.

HOW THIS DOCUMENT IS ORGANIZED

The document opens with the centerpiece: the agency-wide PPA implementation dashboard and the four supporting interfaces that make PPA visibility a continuous, structured property of operations. From there, it presents the three mechanisms that produce this visibility —

Automating Workflows, Connecting Departments, and Accelerating Service Delivery — each with three to four interface examples. It closes with the implementation approach and the three engagement options for proceeding.

A note on terminology

This brochure uses "PPA" to refer to Programs, Projects, and Activities as defined in the agency's Performance-Informed Budgeting structure under the General Appropriations Act. References to MFOs (Major Final Outputs), PIs (Performance Indicators), and the OPIF (Organizational Performance Indicator Framework) follow the DBM-prescribed terminology. References to physical and financial accomplishment follow the dual reporting structure recognized by COA.

WHAT IS NATIVE CLICKUP VS CONFIGURED BY DIGIBEACON

The interface examples in this brochure show ClickUp running in a hypothetical agency's workspace, configured by Digibeacon for Philippine public-sector use. Three distinctions are worth making explicit:

Native ClickUp capabilities — the building blocks. Workspaces, Spaces, Folders, Lists, Tasks. Custom fields and statuses. Forms, Automations, Dashboards. Multiple views (List, Board, Calendar, Gantt, Workload, Timeline). Comments, Docs, Goals, Time tracking. ClickUp Brain (AI). SSO, audit logs, granular permissions. These are out-of-the-box.

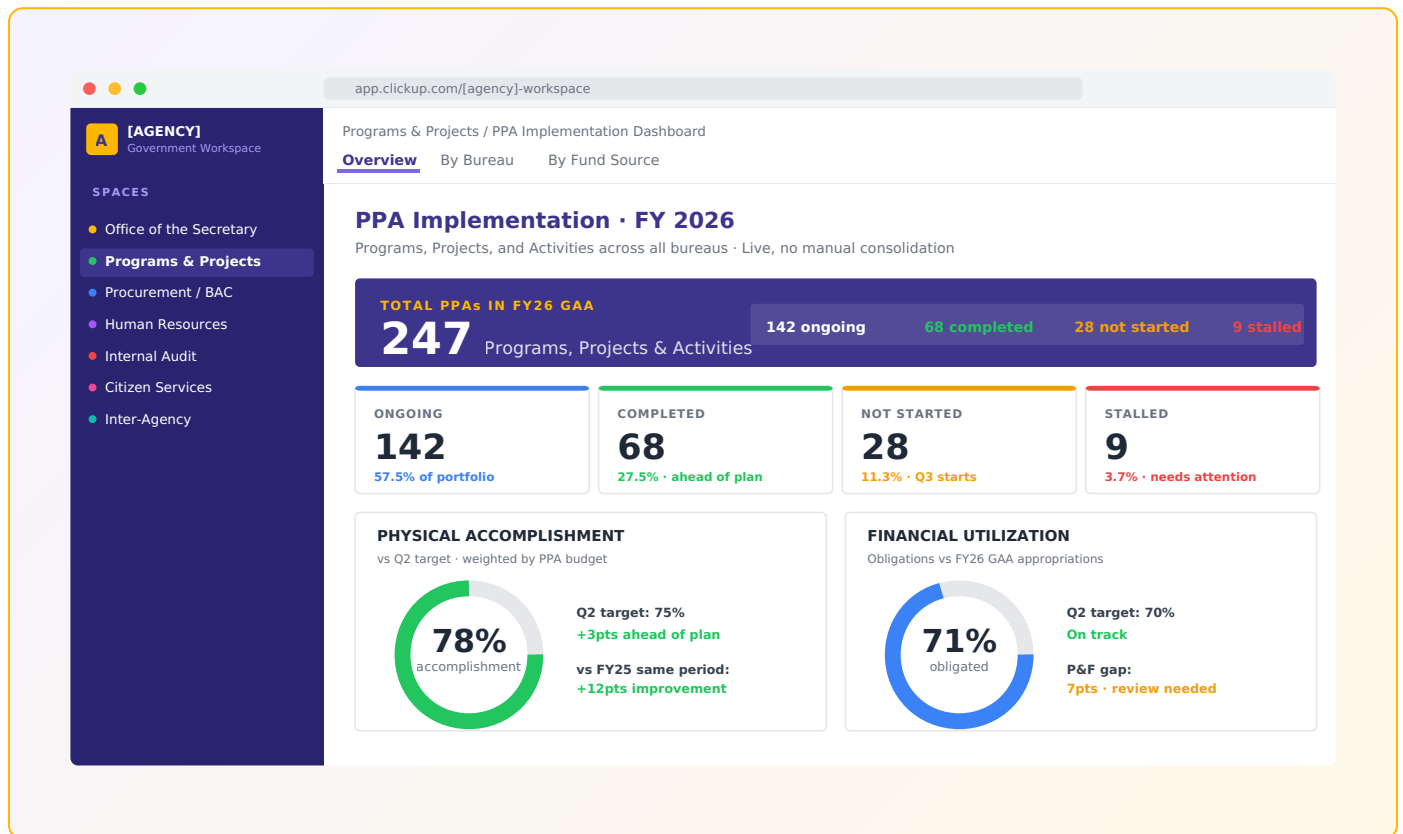
Configured by Digibeacon — how the building blocks are arranged. The PPA Implementation Dashboard is not a button you press in ClickUp; it is a Dashboard that Digibeacon configures using cards, custom fields, and the agency's organizational structure. The same is true of the BAC procurement workflow, the inter-agency workspace, and every other interface in this brochure.

AI Brain assistance — where AI helps. Brain summarizes threads, drafts memos, answers questions about workspace data, and surfaces patterns when prompted. Brain does not make decisions; it brings context and drafts to the human making them. **The mockups label AI assistance explicitly so the boundary stays clear.**

The interface examples are illustrative mockups, not actual product screenshots. They reflect the platform's actual capabilities, configured for Philippine government use.

247 PPAs. One view. Updated continuously.

The agency-wide PPA implementation dashboard is the single most consequential interface in the platform for a head of agency, a Bureau Director, or a Strategic Planning lead. It answers, in one screen, the operational questions that previously required a multi-day consolidation exercise.



HERO INTERFACE · THE PPA DASHBOARD

Agency-Wide PPA Implementation Dashboard

ClickUp Dashboard configured by Digibeacon as the agency's PPA Implementation view. The 247 PPAs are tasks in the Programs & Projects workspace, each tagged with PPA-specific custom fields. The status counts, accomplishment percentages, and gauge visuals are standard Dashboard cards. **Native ClickUp gives the building blocks; Digibeacon configures them into this PPA-specific picture.**

What this view changes.

Three things, in our observation, change immediately when an agency operates on a live PPA implementation view.

1. The weekly status meeting stops being a reporting exercise.

Bureau Directors and the Secretary look at the same dashboard. The meeting starts where the previous meeting ended — with decisions about specific PPAs that need intervention. The first hour of every previous status meeting, spent assembling and presenting current state, is recovered for actual decision-making.

2. The end-of-quarter scramble disappears.

PBB submissions, SPMS rollups, COA-required physical and financial accomplishment reports — each is generated from the same underlying data, on demand. The two weeks of senior-staff time that previously closed every quarter is recovered. The agency stops producing reports; the system produces them.

3. Stalled PPAs are surfaced while there is still time to act.

The platform flags PPAs that are not progressing at the rate they should, while the fiscal year is still open. The instinct of most agencies to address slippage at year-end — when little can be done about it — is replaced by mid-flight intervention.

"For most agencies, knowing the implementation status of their PPAs in real time is the single largest unrealized operational value in their portfolio. Most heads of agency have never experienced it. Once they do, the prior way of running the institution becomes difficult to imagine returning to."

Drilling into a single PPA.

The dashboard answers the agency-wide question. The detail view answers the program-specific question: what does the implementation status of this PPA actually look like, and what is happening at the project and activity level beneath it?

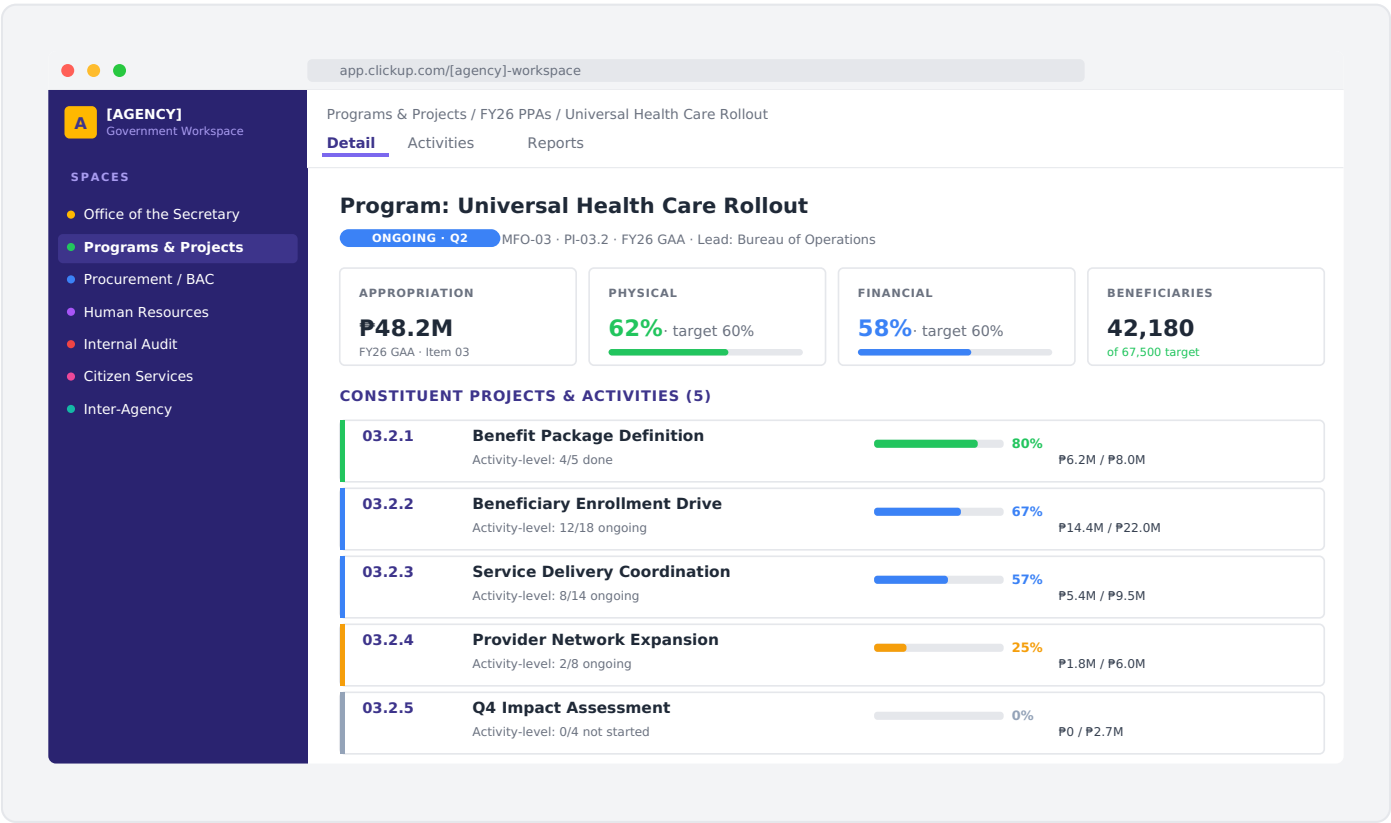


FIGURE M14 · CLICKUP INTERFACE

PPA Detail — Program with Projects and Activities

ClickUp's native Folder → List → Task hierarchy, configured to mirror the PPA structure (Program → Project → Activity). Each level carries custom fields for appropriation, physical accomplishment, and financial utilization. The roll-up from Activity to Program is computed automatically by ClickUp from the underlying task data.

The hierarchy reflects how PPAs are actually structured: a Program decomposes into Projects, which decompose into Activities. Each level carries its own appropriation, target, physical and financial accomplishment, and accountable officer. The roll-up to the Program level is automatic; the drill-down to the Activity level is one click.

Physical and Financial accomplishment, side by side.

For government audiences, the implementation question is two questions: how much of the work has been done (physical accomplishment), and how much of the budget has been obligated and disbursed (financial accomplishment). The DBM-prescribed dual reporting structure exists for good reason: a divergence between physical and financial accomplishment is one of the strongest early indicators that something is wrong with implementation.

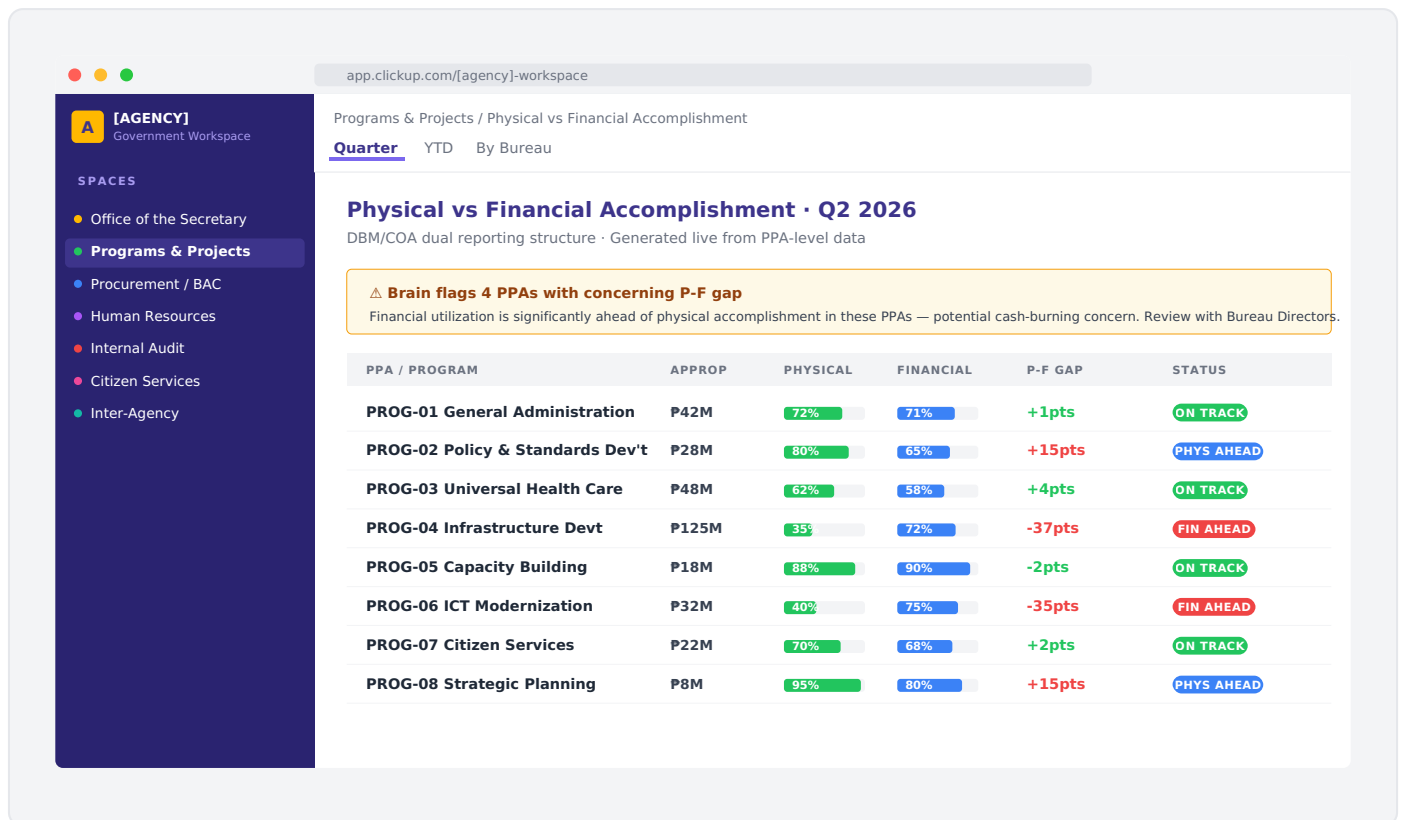


FIGURE M15 · CLICKUP INTERFACE

Physical vs Financial Accomplishment View

A ClickUp Dashboard card built on custom fields capturing physical accomplishment percentage and financial utilization percentage per PPA. The side-by-side bars are standard Table card formatting. The AI flag at the top reflects what Brain answers when prompted — for example, 'Which PPAs have financial utilization significantly ahead of physical accomplishment?'

WHY THE PHYSICAL-FINANCIAL PATTERN MATTERS

The most consequential operational risk in PPA implementation is the pattern shown above: **financial utilization significantly ahead of physical accomplishment**. It means the agency is paying for work that has not produced corresponding output. By the time COA flags it, the fiscal year has closed and corrective action is constrained to disallowances, refunds, and audit observations that diminish the agency's standing. The Dashboard surfaces this pattern continuously through conditional formatting on the gap column; ClickUp Brain can be prompted to summarize which PPAs are flagged and why. Surfacing this pattern in Q2, not Q4, is the difference between intervention and remediation.

The trend over the fiscal year.

Implementation rate over time is the metric that connects current performance to year-end outcome. A snapshot at Q2 tells the agency where it is. The trend tells the agency where it is going.

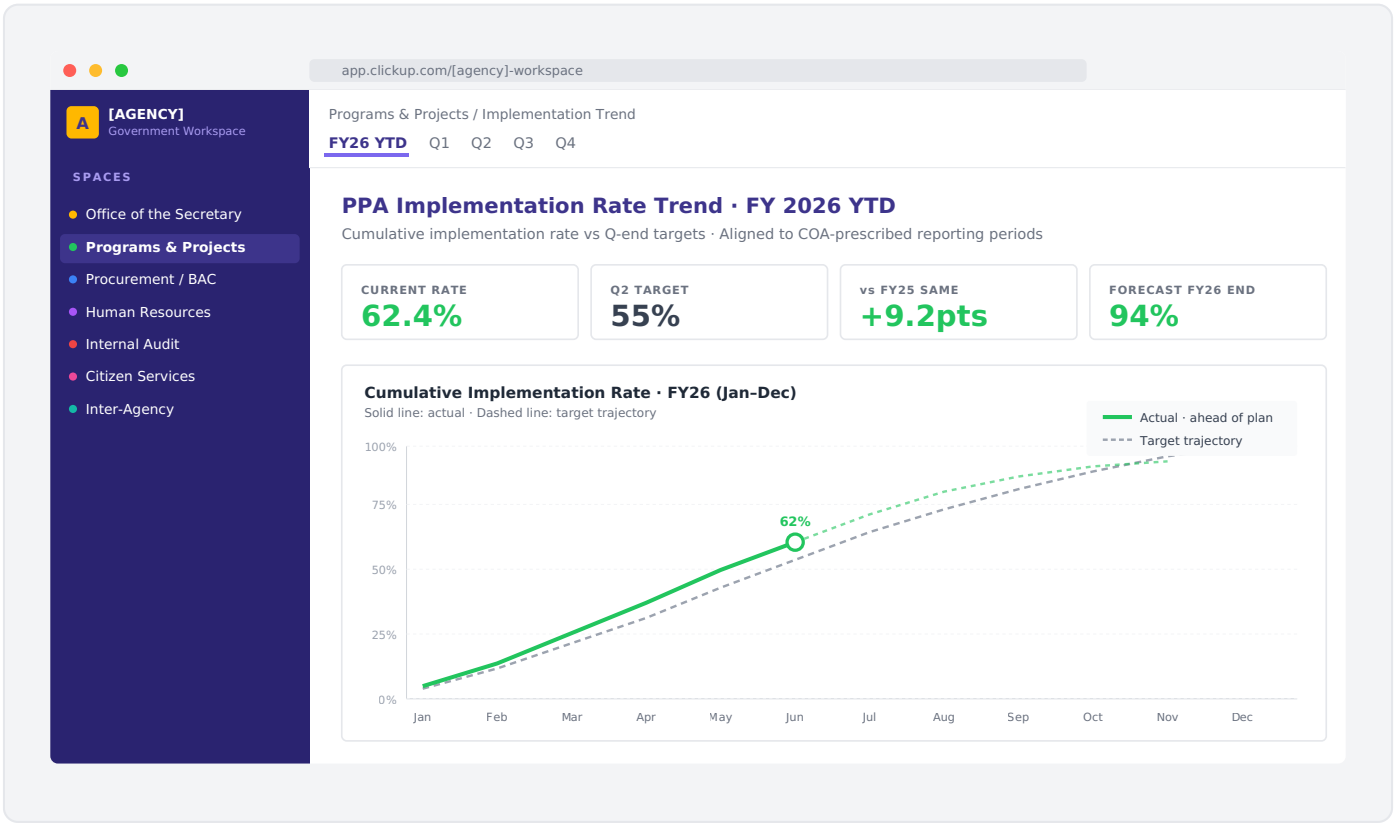


FIGURE M16 · CLICKUP INTERFACE

PPA Implementation Rate Trend

ClickUp Dashboard Chart card plotting cumulative implementation rate over time. Native capability: dashboards support line, bar, and pie chart cards built on any custom field or status. The dashed target trajectory is a second data series. The 94% year-end figure is the agency's target rate — not an AI prediction.

Implementation by bureau.

The bureau-level scorecard is the view most commonly used in the agency's monthly Management Committee. Each bureau's PPA portfolio is summarized on one row — total commitments, what is ongoing, what has completed, both physical and financial accomplishment, and a composite rating. The view that previously required each Bureau Director to prepare a separate presentation is generated automatically and consistently.



FIGURE M17 · CLICKUP INTERFACE

Bureau-Level PPA Scorecard

ClickUp Dashboard with cards grouped by Bureau (custom field). The status counts, physical and financial bars, and composite ratings are configured by Digibeacon using standard Dashboard cards. The AI insight footer is ClickUp Brain answering 'Which bureau has the largest gap between financial utilization and physical accomplishment, and what does that suggest?'

THE HONEST QUESTION

"If a head of agency could see this picture every Monday morning, would the institution operate differently?"

In our experience: yes — and consequentially so.

How this picture is produced.

The PPA implementation view shown in the previous section is not magic. It is the consequence of three structural mechanisms that operate beneath it — each of which is necessary, none of which is sufficient on its own. The remainder of this brochure presents each.

MECHANISM 01

Automating workflows.

Routine work happens without manual coordination. Forms become tasks. Tasks route automatically. AI drafts where it helps. The friction that historically prevented PPA status from being captured at the source disappears.

MECHANISM 02

Connecting departments.

PPAs span bureaus. Implementation involves units that historically operated in separate systems. When departments share one operational layer, PPA progress can be tracked across organizational boundaries without manual consolidation.

MECHANISM 03

Accelerating service delivery.

Citizen-facing PPAs — the ones with ARTA-mandated timelines — are tracked against SLAs in real time. Service delivery feeds into PPA implementation status as a continuous, auditable property.

"The dashboard is the destination. The three mechanisms are the road. The agency cannot have the destination without traveling the road."

What follows in this brochure

The remainder of this document presents each mechanism in turn, with three to four interface examples per mechanism, ending with the implementation approach and the next-step engagement options. Each interface example is captioned to make explicit how the mechanism contributes to PPA implementation visibility.

Capturing work at the source.

For PPA status to be visible in real time, the work that constitutes the PPA has to be captured in structured form at the moment it happens. Manual after-the-fact entry into reporting templates produces only the periodic, stale picture this brochure is trying to replace. Automation closes that gap.

The screenshot shows a web browser window with the URL `app.clickup.com/[agency]-workspace`. The page title is "Citizen Services / Service Requests / Business Permit Intake". Below the title, there's a "Form" tab and a "Submissions" link. The main heading is "Business Permit Application" with a subtext "Estimated processing: 3 working days · ARTA-compliant".

The form contains several input fields:

- FULL NAME ***: Maria Santos
- MOBILE ***: 0917 XXX XXXX
- BUSINESS NAME ***: Santos Sari-Sari Store
- BARANGAY ***: ▼ Select
- PERMIT TYPE ***: ▼ New / Renewal
- DOCUMENTS ***: + Attach files

At the bottom, there is a "Submit Request" button and a footer note: "Data protected under RA 10173 (Data Privacy Act)".

On the left, a sidebar shows the "AGENCY" Government Workspace with a list of "SPACES": Office of the Secretary, Programs & Projects, Procurement / BAC, Human Resources, Internal Audit, **Citizen Services** (highlighted), and Inter-Agency.

On the right, an "AI ROUTING" panel titled "Auto-categorization" states: "Brain reads the form and routes to the correct unit automatically. Citizen gets SMS acknowledgment."

FIGURE M01 · CLICKUP INTERFACE

Citizen Request Intake Form

A ClickUp Form, configured by Digibeacon for citizen service intake. Native ClickUp capability: forms convert directly into structured tasks in the workspace, with required fields and conditional logic. The AI assist panel illustrates how ClickUp Brain can be prompted to help categorize a free-text submission — the routing rule itself is a standard ClickUp Automation.

03 MECHANISM 01 · CONT.

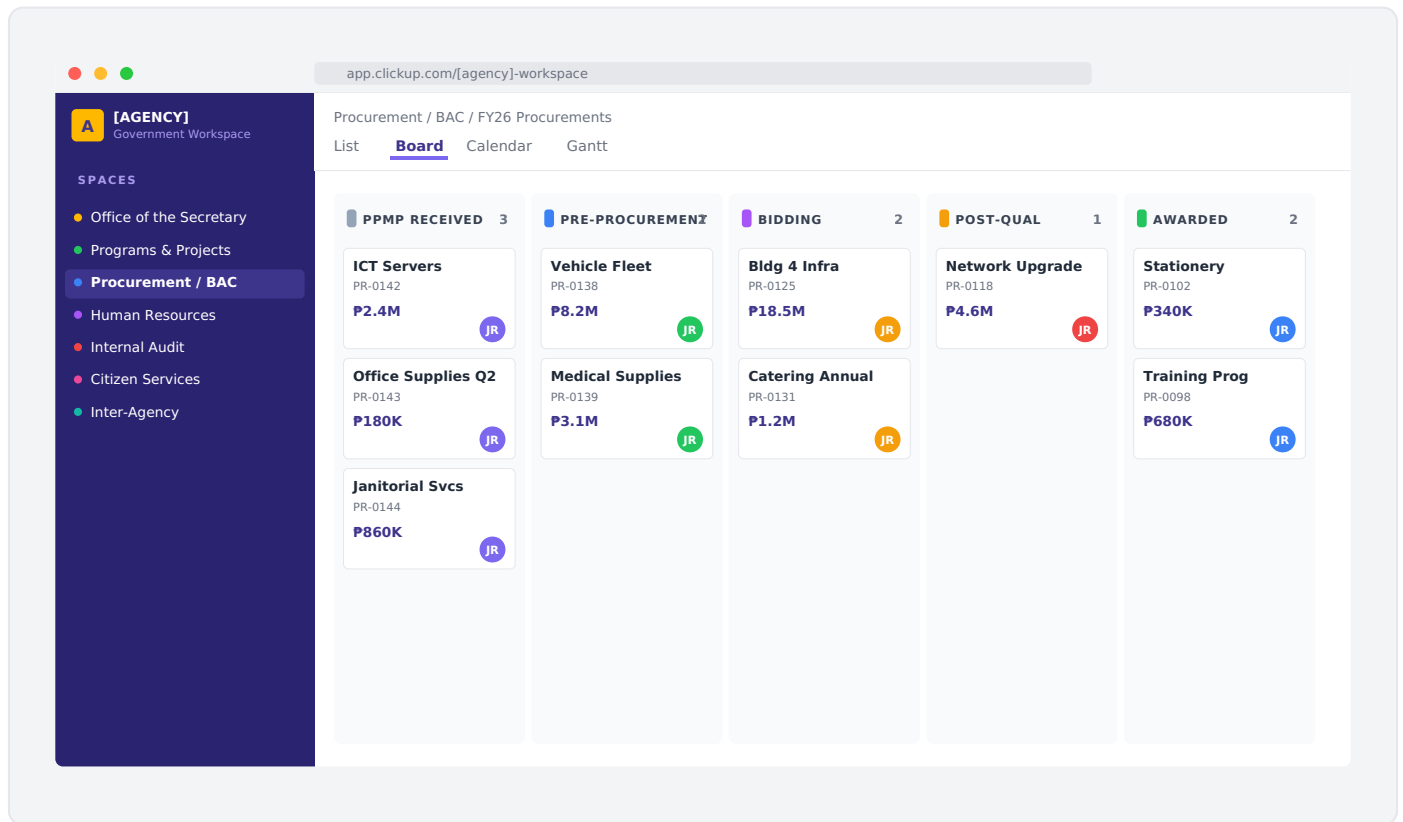


FIGURE M02 · CLICKUP INTERFACE

BAC Procurement Pipeline

Board view of a ClickUp List configured with custom statuses matching the BAC procurement workflow. Each card is a Task with custom fields for procurement ID, ABC, and accountable officer. Native ClickUp capability: every List can have its own status set; the same data can be viewed as a Board, List, Calendar, or Gantt.

How procurement automation feeds the PPA dashboard

Every procurement is an instrument of one or more PPAs. When the BAC workflow is structured in the platform, the corresponding PPA's financial accomplishment updates automatically as the procurement progresses through pre-procurement, bidding, award, and execution. The agency-wide PPA dashboard reflects every procurement state change without anyone updating a separate report.

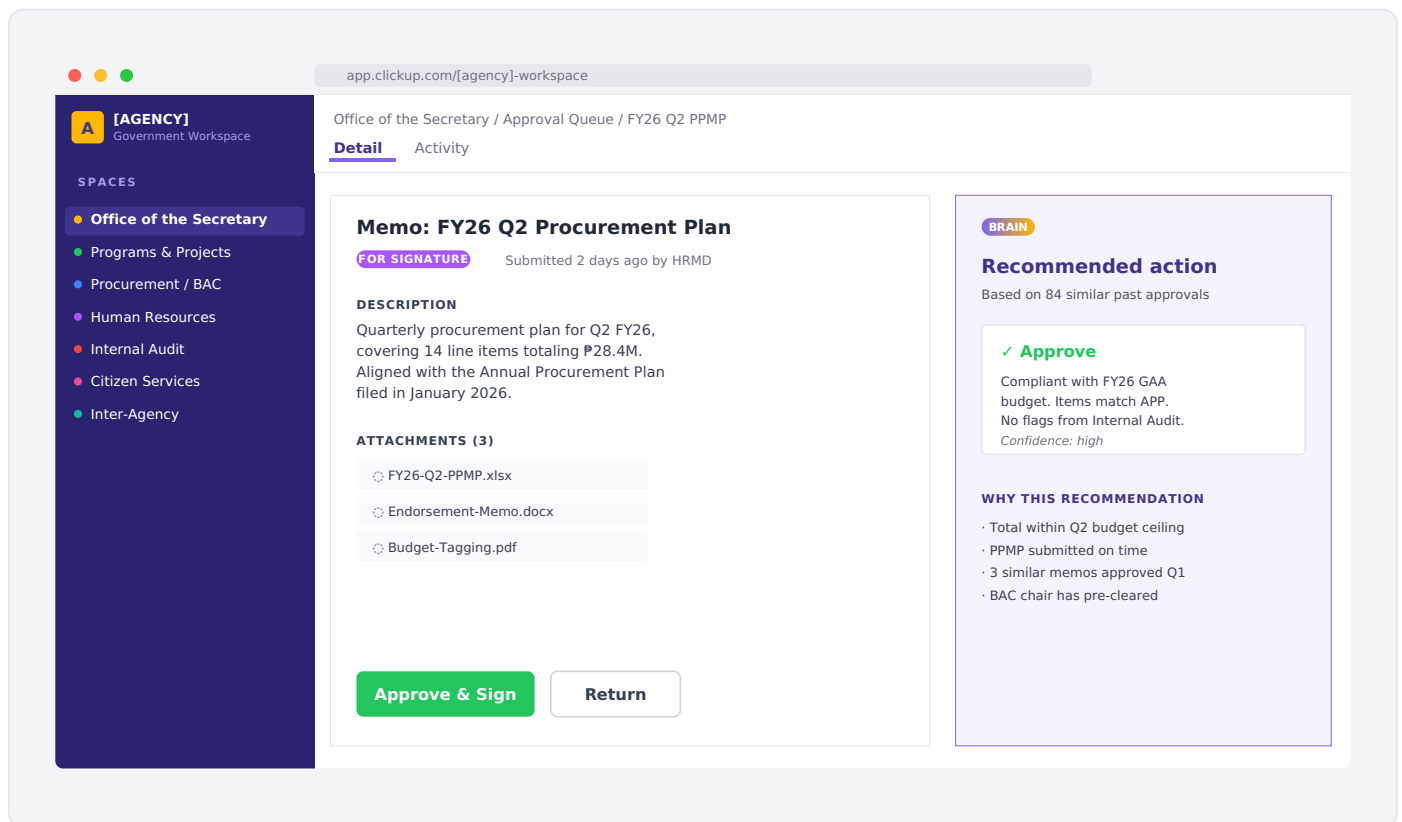


FIGURE M03 · CLICKUP INTERFACE

AI-Assisted Approval Review

Standard ClickUp Task detail with the agency's approval workflow configured. The right panel illustrates ClickUp Brain when prompted to summarize the task and surface context from related tasks, documents, and past decisions in the workspace. Brain provides analysis grounded in workspace data; the approval itself remains a human action.

The AI recommendation panel above is grounded in the agency's past approval history, current PPA implementation status, audit findings, and budget posture. The recommendation is advisory; the human approval remains a human responsibility. What changes is the cost of bringing the relevant context to the moment of decision.

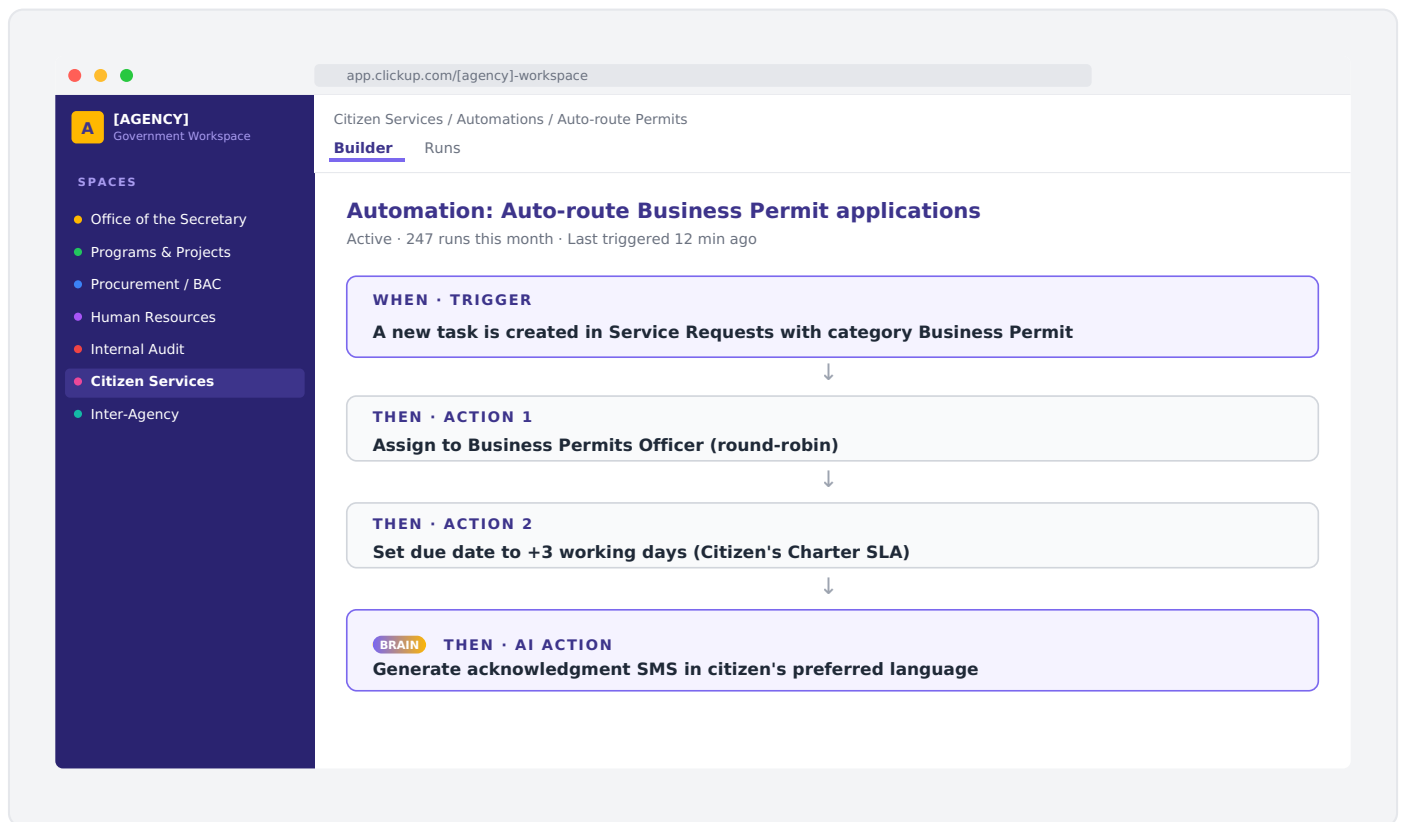


FIGURE M04 · CLICKUP INTERFACE

Workflow Automation Builder

ClickUp's native Automation builder. Triggers (When) and actions (Then) are configured visually; over two hundred pre-built triggers and actions are available. Newer AI Actions include 'Generate text' and 'Summarize' — the AI-action step at the bottom of the example is Brain drafting the acknowledgment text based on the task's fields.

WHY AUTOMATION MATTERS FOR PPA VISIBILITY

Each automation in the agency's workspace exists as a configured rule that runs reliably, every time. Internal Audit can view what automations are active, who configured them, and when they last ran. New senior staff inherit the configured automations as part of taking over a function. **The institutional knowledge embedded in "how this office actually runs" is no longer a property of individual memory.**

PPAs cross organizational boundaries. So must the platform.

A typical PPA touches multiple bureaus. A Universal Health Care program involves DOH, PhilHealth, DSWD, DBM, and DOF. An infrastructure project involves the implementing unit, the procurement service, the finance office, and the regional implementing arms. When these units operate in separate systems, PPA implementation status is reconstructed at meetings; when they operate on a shared workspace, it is visible continuously.

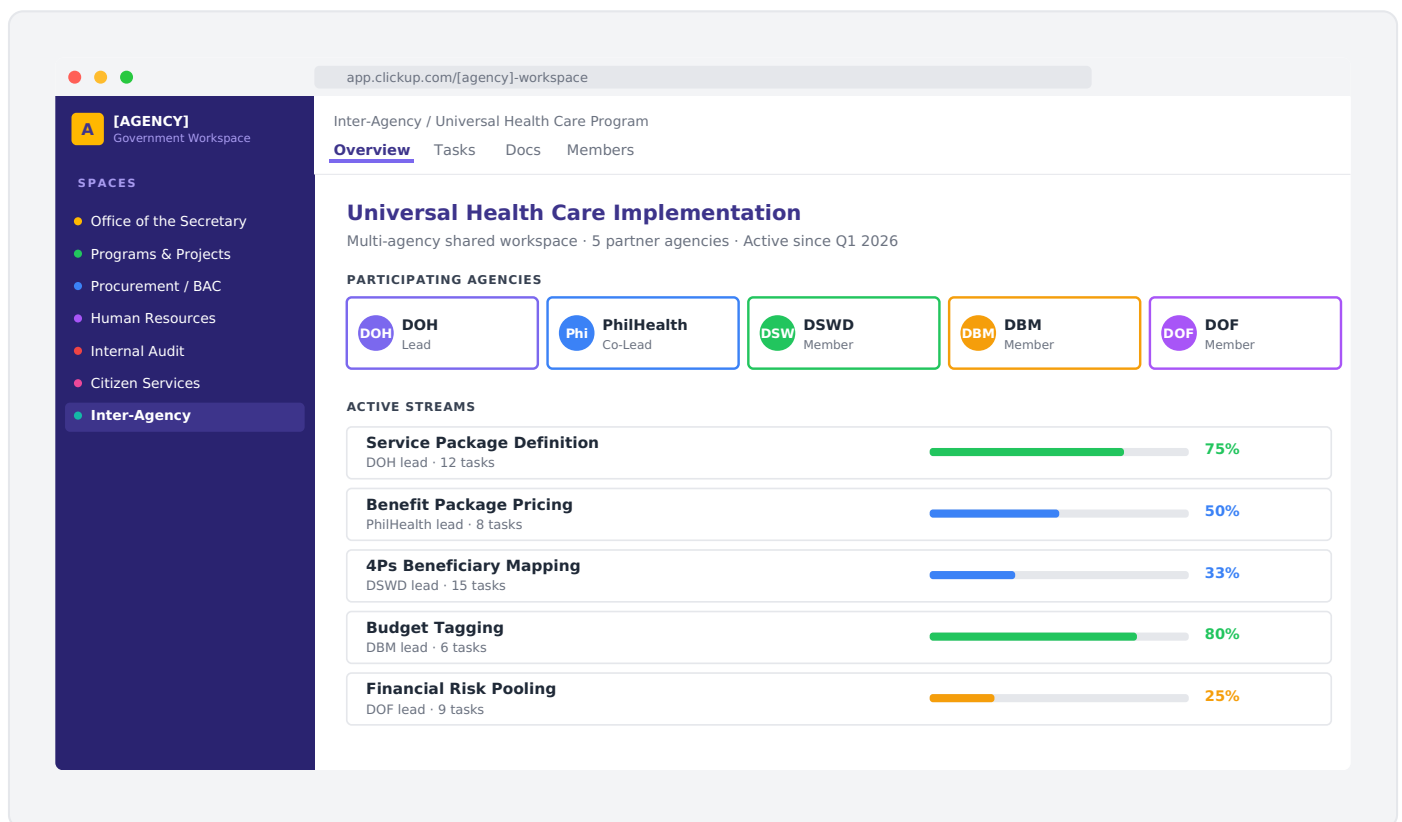


FIGURE M06 · CLICKUP INTERFACE

Inter-Agency Shared Workspace

Configured by Digibeacon for multi-agency programs. Native ClickUp capability: workspaces can be shared via Guest access and granular permissions — each participating agency sees only its accountabilities and shared dependencies. For inter-organization scenarios, one agency typically hosts the workspace and grants Guest access to others, or a dedicated cross-agency workspace is established.

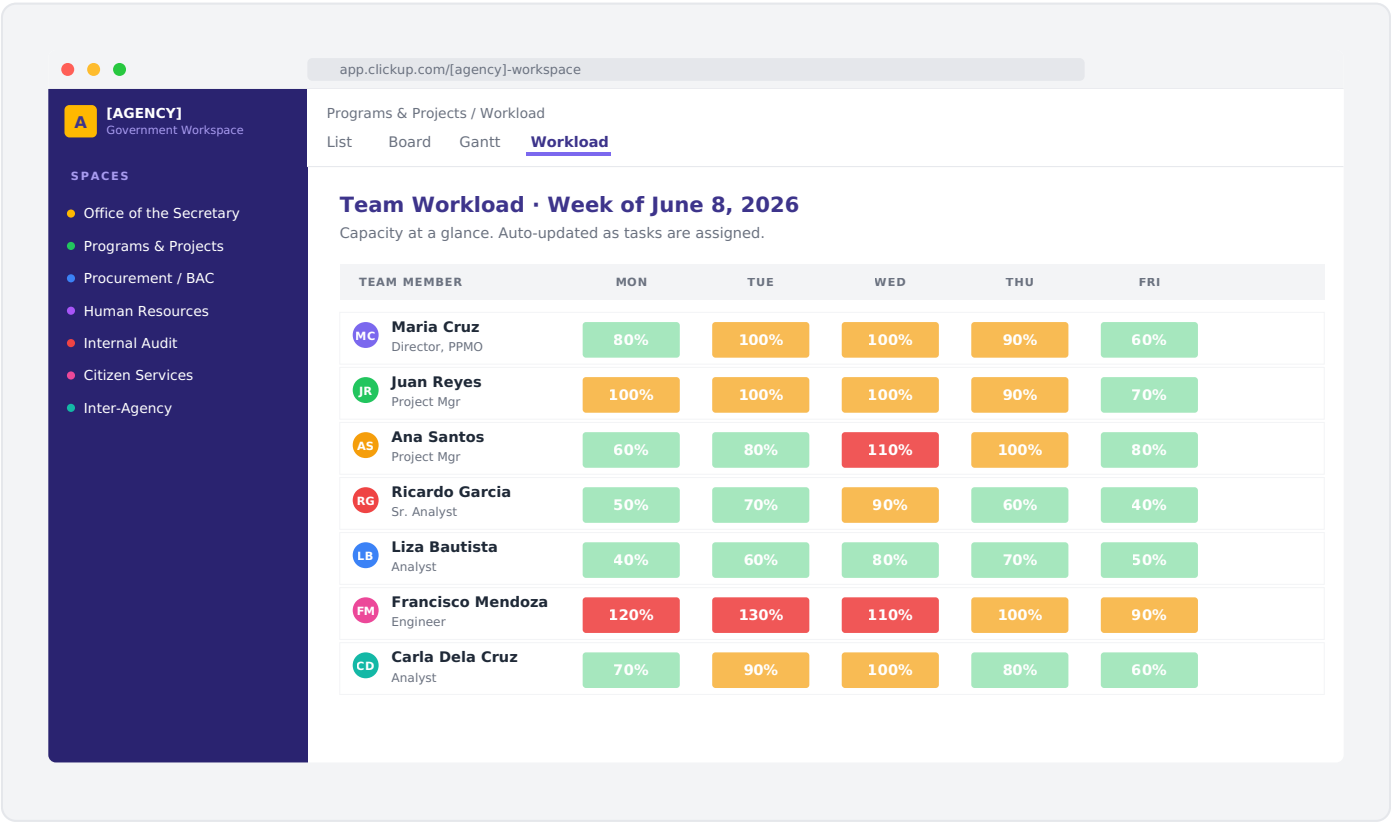


FIGURE M07 · CLICKUP INTERFACE

Team Workload View

ClickUp's native Workload view, available on any List or filtered set of tasks. The view shows each assignee's task load over a chosen time period, with capacity color-coded against a configurable threshold. Native ClickUp capability: visible to anyone with permission to see the underlying tasks.

Capacity informs PPA delivery confidence

The workload view is also a PPA delivery confidence view. When the team accountable for a PPA is over-allocated, the PPA's delivery date should be considered at risk. When capacity is healthy, delivery confidence is correspondingly higher. The platform exposes this signal continuously; the alternative is the after-the-fact discovery that staff capacity was the constraint all along.

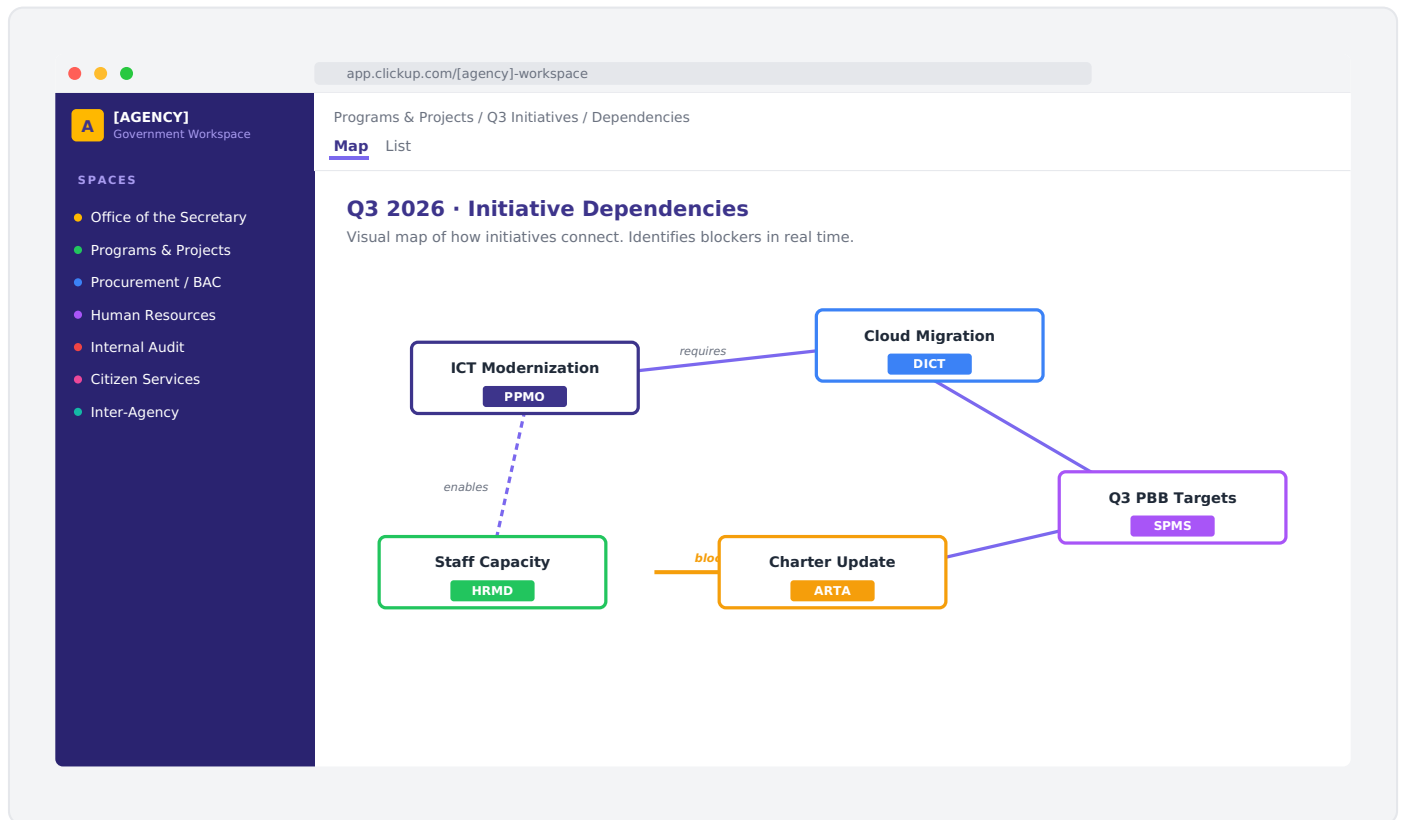


FIGURE M08 · CLICKUP INTERFACE

Dependency Map

Built from ClickUp's native task dependencies (Waiting on / Blocking relationships). Each connection in the diagram represents an explicit dependency between two tasks. The visual layout is rendered through a Dashboard card configured by Digibeacon; the underlying data — the dependencies themselves — is a core ClickUp capability.

Dependencies are PPA risk

Most PPA slippage is the consequence of a dependency that was not visible until it failed. The dependency map above makes the inter-PPA relationships explicit. When one PPA begins to slip, the dependent PPAs are flagged immediately rather than weeks later.

AI Brain on inter-agency coordination.

Multi-agency PPAs accumulate large coordination threads — many of them across email, group chat, and meeting notes that no one re-reads. Brain's summarization makes the institutional record of what was decided, what is open, and what is flagged for attention available to anyone joining mid-stream — in particular, the successor who inherits the program from a predecessor.

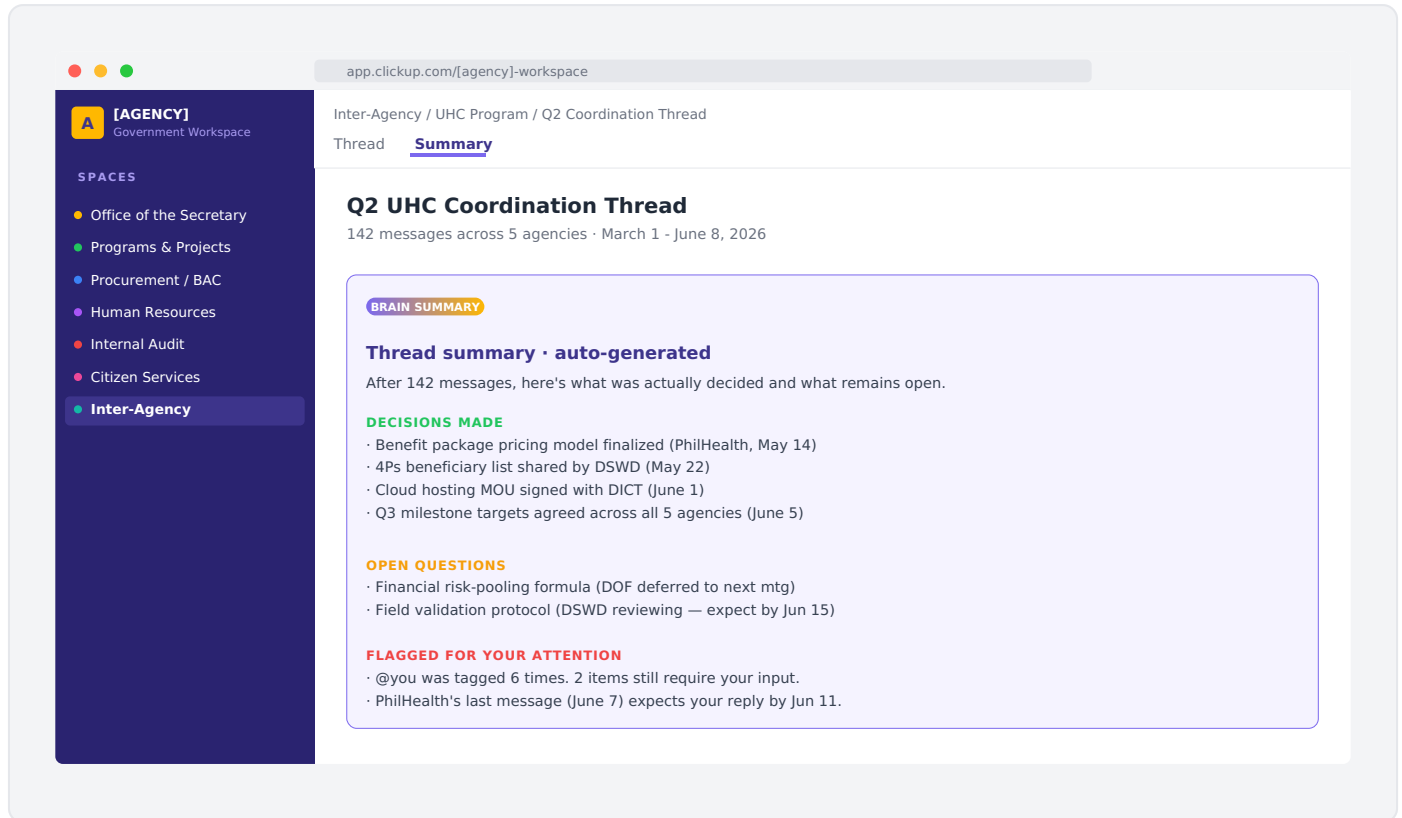


FIGURE M10 · CLICKUP INTERFACE

AI Thread Summarization

ClickUp Brain summarizing a comment thread on a task. Native Brain capability: it produces a structured summary of decisions made, items open, and points flagged — from the actual thread content. The summary is grounded in the thread; sources are linked.

Citizen-facing PPAs measured against the Citizen's Charter.

A large share of an agency's PPAs are citizen-facing services with published timelines under Republic Act 11032. The implementation status of these PPAs has a direct, observable proxy: the agency's adherence to its Citizen's Charter SLAs. When SLAs are tracked from the moment of intake, citizen-facing PPA implementation becomes a real-time property of the system.

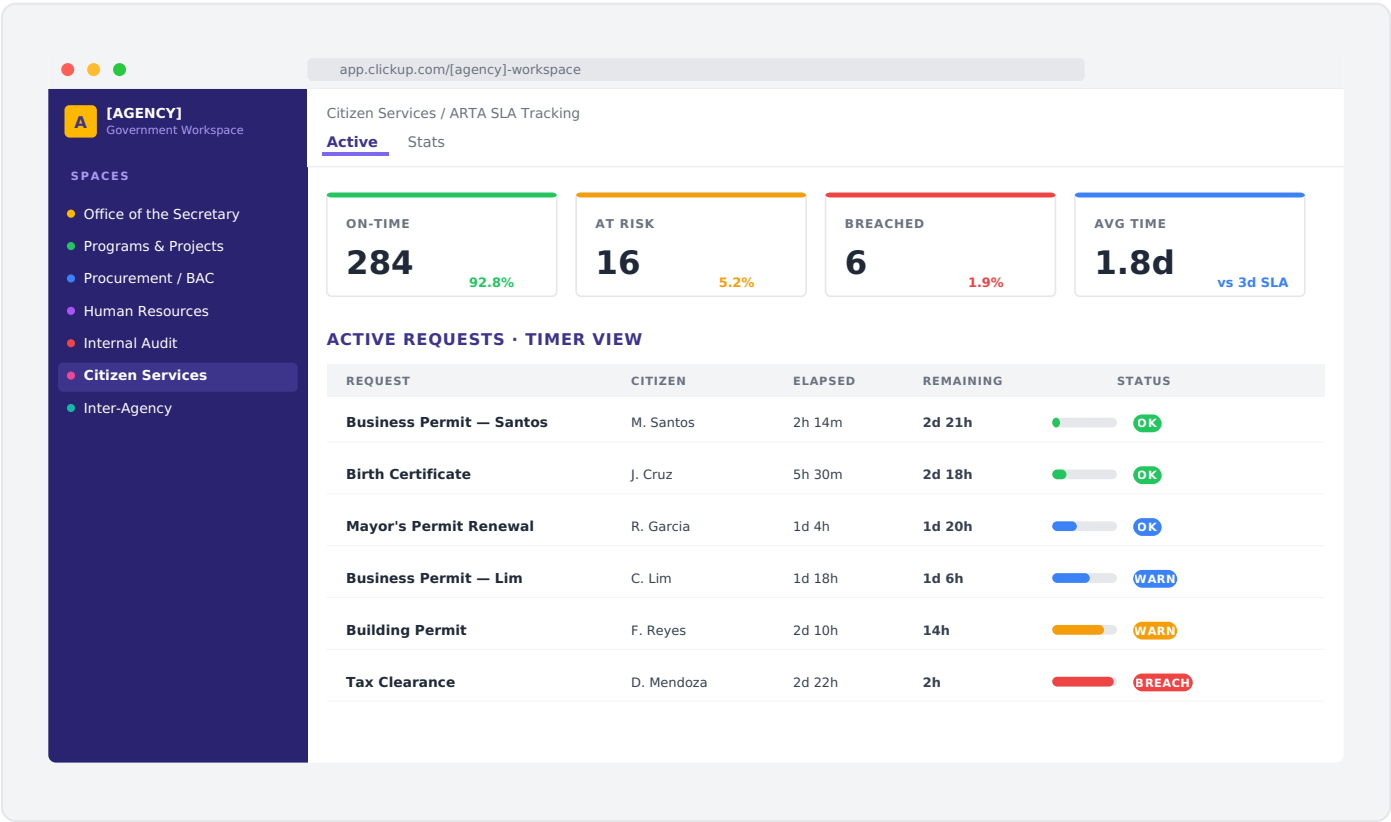


FIGURE M05 · CLICKUP INTERFACE

ARTA SLA Timer Dashboard

ClickUp Dashboard with cards configured to track tasks in the Service Requests List. The KPI cards are standard Dashboard Calculation widgets; the timer view is a Table card filtered by status. Native ClickUp capability: dashboards aggregate any data across the workspace into custom widgets. The SLA logic is configured via custom fields and conditional formatting.

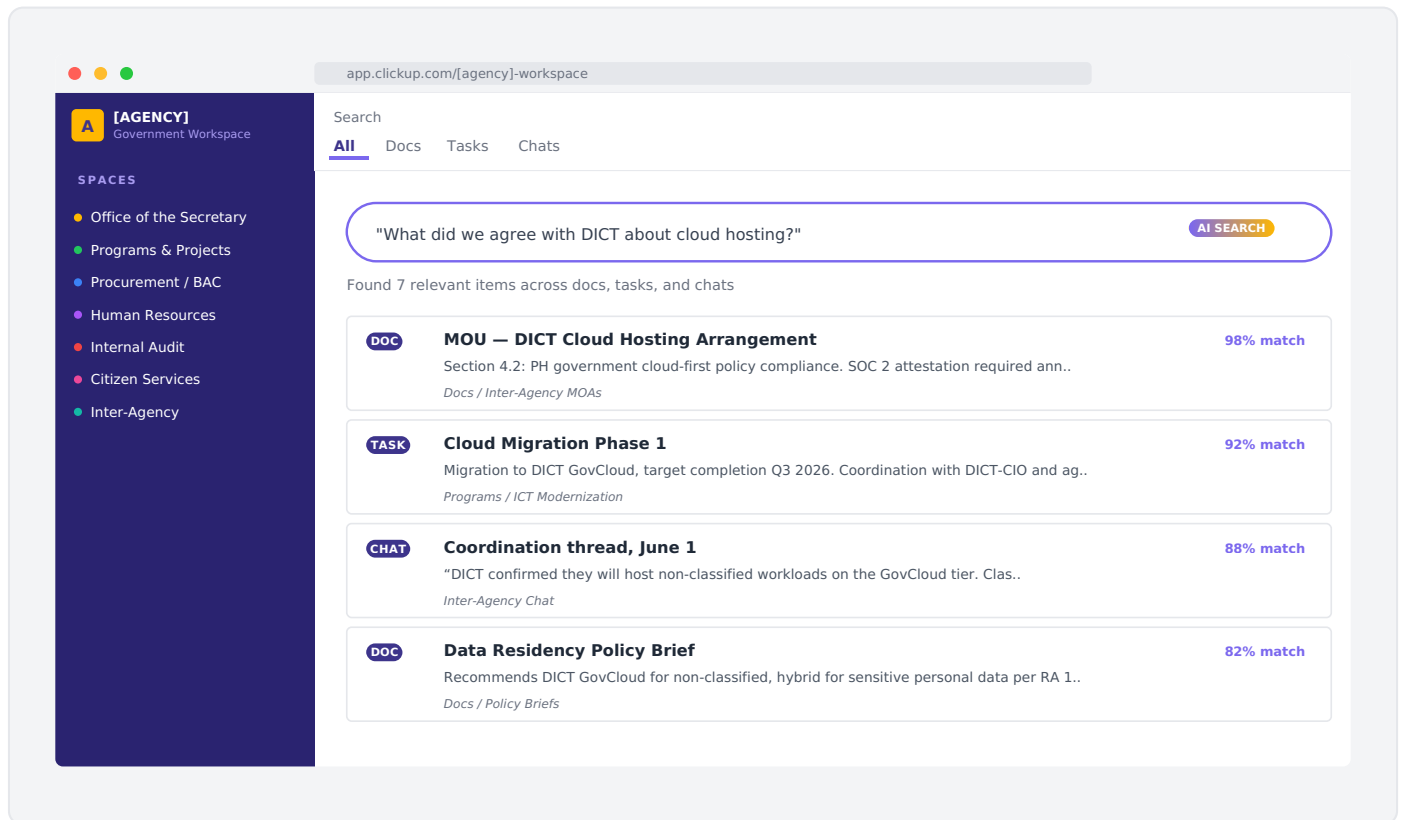


FIGURE M11 · CLICKUP INTERFACE

Semantic Search Across the Workspace

ClickUp Brain's search across docs, tasks, and comments in the workspace. Native capability: Brain interprets natural-language queries and returns the most relevant items, with the source visible for each result. The agency's workspace is the corpus.

Institutional knowledge becomes a PPA implementation asset

Frontline officers handling citizen service requests often need to reference how similar requests were handled before. Semantic search across the agency's docs, tasks, and threads lets them answer those questions without escalating to senior staff. The senior staff time recovered — consistently the most expensive resource in the agency — flows back into PPA implementation work that requires their judgment.

The executive view, all PPA roads leading to it.

The three mechanisms converge in the executive dashboard: the picture the Head of Agency, the Bureau Director, or the Mancom uses to operate. It is not a separate reporting interface. It is the same underlying PPA data, surfaced for the level of decision the user is making.

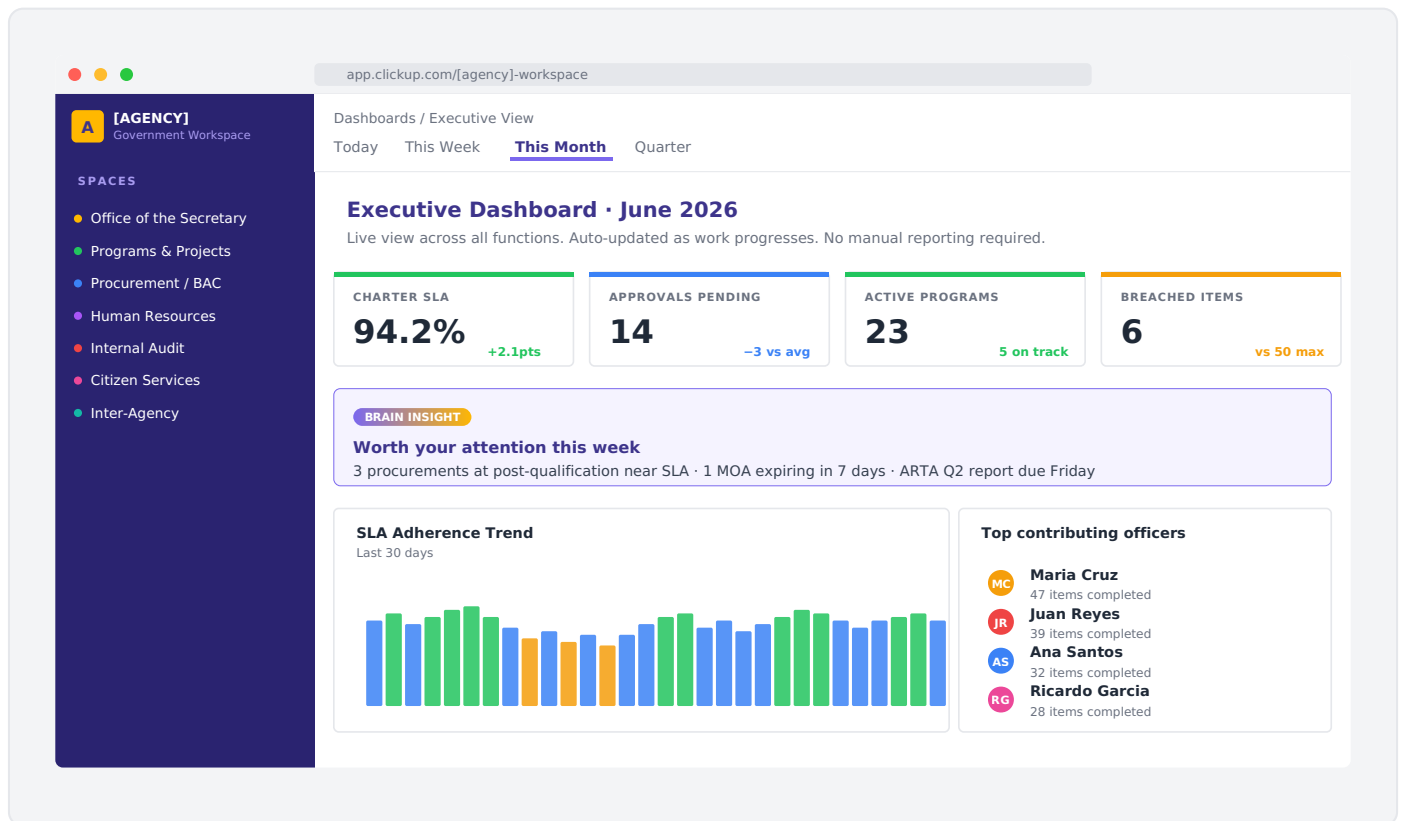


FIGURE M12 · CLICKUP INTERFACE

Executive Dashboard

ClickUp Dashboard configured by Digibeacon for executive use. Native capability: dashboards aggregate cards (KPIs, charts, tables, embeds, and Brain insight cards) into a single view. The cards refresh continuously as underlying tasks change.

What changes when this becomes the agency's default operating picture

- The weekly status meeting becomes a decision forum rather than an assembly exercise.
- The Head of Agency develops a personal operating picture of PPA implementation that informs decisions in real time.

- The predictable end-of-quarter reporting scramble — the PBB submission, the ARTA report, the agency scorecard — becomes a review of structured work rather than a multi-week assembly project.
- Successor leaders inherit not just a position but an operational picture of where the institution stands on its commitments.

Where AI Brain adds value in PPA implementation.

A consolidated view of where AI capability genuinely changes the cost or quality of PPA implementation work, and an honest disclosure of where it does not. The platform is deliberately measured in its AI integration — the intention is to assist, not to displace human judgment in the matters that require it.

Capabilities where AI Brain adds clear value

Answering questions about workspace data

Brain's core capability: ask in plain language, get an answer grounded in tasks, documents, and threads in the agency's workspace. 'Which PPAs are slipping?' 'What did we agree with DICT about cloud hosting?' Sources are visible for verification.

Drafting routine correspondence

Brain drafts memos, acknowledgments, and standard correspondence in the agency's tone and format. The senior officer reviews and edits before sending; the cost of producing a first draft drops from minutes to seconds.

Summarizing long threads and documents

A 142-message inter-agency thread becomes a structured summary of decisions made, items open, and points flagged for attention. Brain does this directly from the thread content; the summary is grounded in the actual messages.

Semantic search across the workspace

Native Brain capability. Ask a question the way you would ask a colleague. Brain searches docs, tasks, and threads simultaneously and ranks results by relevance, with each source linked for verification.

AI Actions inside Automations

ClickUp's native Automations include AI Action steps — 'Generate text', 'Summarize', and similar — that can be chained into a workflow. The automation runs every time; the AI step adds drafting power inside it.

Surfacing patterns on dashboards

Brain insight cards on Dashboards can be configured to surface specific patterns — what changed this week, what is approaching SLA, what is unusual. The questions are configured during implementation; Brain answers them continuously.

Where AI Brain is not used

The platform is explicit about the boundary. Brain does not approve PPAs in the agency's name. It does not finalize procurement awards. It does not issue determinations that have legal effect on PPA implementation. It does not communicate with citizens autonomously in matters of substantive entitlement. In each of these, the AI capability brings context and drafts to the human decision; the decision itself remains a human responsibility.

AN HONEST ACKNOWLEDGMENT

The agencies that have produced the strongest value from AI-assisted PPA implementation share a common discipline: they treated AI as a colleague who drafts well and forgets nothing, not as a colleague who decides. The platform encourages this disposition; the agency's practice reinforces it. **The most consequential thing a head of agency can do at adoption is to make this distinction explicit and visible to staff.**

What is in the box.

For procurement reviewers and agency IT directors evaluating ClickUp directly, the following is a structured catalog of the platform's native, out-of-the-box capabilities. Everything in this brochure is built on these primitives, configured by Digibeacon for Philippine public-sector use. Verifiable against the vendor's current product documentation.

Workspace and hierarchy

- **Workspace → Space → Folder → List → Task → Subtask.** The native hierarchy. Digibeacon maps this to the agency's organizational chart and the Program/Project/Activity structure.
- **Custom statuses per List.** Procurement, HRMD, BAC, and citizen-service workflows each carry the statuses appropriate to their workflow.
- **Custom fields.** Number, currency, date, dropdown, formula, relationship, and many other types. The PPA-specific fields (appropriation, physical %, financial %, fund source, accountable officer) are configured during implementation.

Views (every List supports all of these natively)

- List, Board (Kanban), Calendar, Gantt, Timeline, Workload, Table, Map, Mind Map, Activity, Doc, Whiteboard, Form, Chat
- Each view can be saved, filtered, sorted, and shared with appropriate permissions

Forms and intake

- **Forms convert to tasks.** A submitted form creates a task in the target List automatically, with form fields mapped to task custom fields.
- **Conditional logic.** Forms can show or hide fields based on previous answers.
- **Branded public URL.** The form can be embedded on an agency website or shared via direct link.

Automations

- **200+ pre-built triggers and actions.** Status changes, due dates, assignments, comments, custom field changes — all available as triggers.
- **AI Actions inside automations.** 'Generate text', 'Summarize', and similar AI-powered steps can be chained into a workflow.

- **Audit log.** Every automation run is logged with timestamp and outcome.

Dashboards

- **Card types include:** Calculation, Chart (line, bar, pie), Table, Workload, Time Tracked, Sprint, Battery (progress), Embed, and AI insight cards.
- **Cards refresh continuously.** Underlying task changes are reflected immediately.
- **Permissions.** Dashboards can be shared with specific users or kept private to a role.

AI — ClickUp Brain

- **Q&A grounded in workspace data.** Brain answers natural-language questions, citing the tasks, docs, or comments that support each answer.
- **Drafting and summarization.** Memos, status updates, thread summaries, document summaries.
- **Semantic search.** Across docs, tasks, comments, and Goals.
- **AI in Automations.** Generate-text and summarize steps available as Automation actions.
- **Data scope.** Brain operates on the agency's workspace data; this data is not used to train external models.

Security, compliance, governance

- **SSO via SAML.** Integrates with the agency's identity provider (Active Directory, Azure AD, Okta).
- **Role-based access control.** Granular permissions at workspace, space, folder, list, and task level.
- **Audit log.** Every action timestamped, attributed, and exportable.
- **Vendor certifications.** SOC 2 Type II, ISO 27001, GDPR-aligned, HIPAA-compliant tier available.
- **Two-factor authentication, IP allowlisting, advanced password policies** on Enterprise tier.

Integrations

- **1,000+ native integrations** including Microsoft 365, Google Workspace, Slack, GitHub, Zoom, Teams, Salesforce.
- **Public API and webhooks** for custom integrations with agency-specific systems (UACS, eBudget, PhilGEPS adjacent workflows).
- **Zapier, Make, Pipedream** connectors for no-code integration.

Mobile and offline

- **Native iOS and Android apps** with offline support for tasks, comments, and time tracking.
- **Field officer use cases** (inspections, audit fieldwork, citizen service intake outside the office) are supported.

WHAT CLICKUP DOES NOT DO

For procurement clarity: ClickUp is not a substitute for (i) PhilGEPS, which remains the statutory portal for procurement postings, (ii) the agency's government financial management systems (UACS, eBudget, eNGAS), (iii) statutory records management systems where NAP or specific issuance mandates one, (iv) a citizen-facing public portal with citizen accounts. ClickUp complements these; it does not replace them. The boundary discipline is part of how Digibeacon scopes engagements.

How an agency moves from this brochure to live PPA visibility.

A brochure describes possibility. An implementation produces operating reality. Digibeacon delivers government engagements through the BEACON Framework — a methodology refined across implementations in BPO, financial services, retail, and professional services, with the adaptations specific to public sector work captured in our formal Government Playbook.

The first ninety days

A representative engagement begins with a Blueprint phase — structured interviews with the agency's leadership and functional heads, a map of the agency's current FY PPA portfolio, a permission architecture aligned to the official organizational chart, and explicit success criteria including the PPA visibility milestones. From there, the Engineer phase translates the blueprint into a working configuration. The Activate phase brings the platform into live use. **By day ninety, the agency has its live PPA implementation dashboard operating on its own data.**

What an agency commits to

- **Leadership commitment.** The Head of Agency personally adopts the PPA dashboard within the first sixty days. Adoption discipline cascades from there.
- **A Champion network.** Two to four staff per in-scope bureau trained as internal stewards. They become the first line of support and the long-term knowledge holders.
- **Discipline through Calibrate.** The first ninety days post-go-live are the most consequential. Treating them as the most important phase, not the closing one, is what distinguishes agencies that produce sustained value from those that produce a working platform that does not change how they operate.

Coverage horizon

A typical national agency or mid-to-large LGU completes the foundational deployment (Office of the Head, Strategic Planning, the PPA dashboard) in the first four to six months. Procurement, HRMD, Internal Audit, and Citizen Services follow in months four to twelve. By month twelve to eighteen, the agency operates coherently on the platform, with PPA implementation visibility as the default operating picture.

How to proceed.

If anything in this brochure connects to a specific operational challenge in your agency — PPA implementation visibility, end-of-quarter reporting burden, multi-agency coordination, ARTA compliance — the appropriate next step depends on where you are in your evaluation. Three options, calibrated.

TO PROCEED

Three options.

OPTION 01 · Introductory conversation.

A 45-minute conversation between Digibeacon and the agency officials charged with evaluating modern work management. We listen to your operational context, share what we have observed in similar institutions, and respond to your specific questions. No deliverables; no obligation. The most common starting point.

OPTION 02 · Scoped institutional assessment.

For agencies that have completed initial evaluation and are ready to define an engagement. We conduct structured interviews with your leadership and functional heads, produce a tailored deployment plan, and submit a fixed-fee proposal aligned to your budget cycle. Delivered in two to three weeks. Subject to mutual non-disclosure.

OPTION 03 · Response to a procurement issuance.

For agencies that have advanced to BAC posting. We respond to the Invitation to Bid, Request for Quotation, or other procurement issuance through the formal channels prescribed by the BAC and PhilGEPS, with the documentary submissions required under RA 9184.

How to reach us

For agencies wishing to schedule the introductory conversation, the appropriate point of contact is the Government Practice lead at Digibeacon. Initial conversations are typically held within ten business days of request.

- **Engagement inquiries:** sales@digibeacon.co · subject line "Government Practice — <Agency Name>"

- **Headquarters:** Digibeacon BPO Inc., Alabang, Muntinlupa, Metro Manila, Philippines
 - **Website:** digibeacon.co
 - **Procurement registration:** PhilGEPS-registered. Details provided upon request.
-

"The dashboard is the destination. The three mechanisms are the road. The agency cannot have the destination without traveling the road."

This brochure is published by Digibeacon BPO Inc., ClickUp Diamond Partner. The interface examples in this document are illustrative mockups, not actual product screenshots. References to specific Republic Acts, COA frameworks, ARTA standards, OPIF, PBB, and SPMS cycles are illustrative; the authoritative sources remain the issuing bodies. © 2026 Digibeacon BPO Inc.