



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

May 13, 2025

**OFFICE MEMORANDUM**

HRDD-2025 – **239**

**PARTICIPANTS TO THE TRAINING COURSE ON KNOWLEDGE MANAGEMENT  
BY THE DEVELOPMENT ACADEMY OF THE PHILIPPINES**

To: Director III  
Regional Office Division Chiefs  
Unit and Section Heads  
All Others Concerned

1. Concerning the attached printed email from the Development Academy of the Philippines (DAP), this Office announces the participants who shall attend the **Training Course on Knowledge Management** on May 28-30, 2025, at the DAP Building, San Miguel Avenue, Ortigas Center, Pasig City.

2. The participants are listed below.

No.	Name	Functional Division/Office
1	Ariem V. Cinco	Administrative Division
2	Dean Ric M. Endriano	Curriculum and Learning Management Division
3	Mercedes D. Sarmiento	Field Technical Assistance Division
4	Geraldine M. Mangaliman	
5	Ma. Almera M. Perolino	
6	Ted Juan C. Peleño	Human Resource Development Division
7	John E. Dacatimbang	Office of the Regional Director
8	Jim Albert A. Lagado	
9	Queennielyn C. Yu	
10	Werlyn O. Colinayo	Office of the Assistant Regional Director
11	Rita R. Dimakiling	Policy, Planning and Research Division
12	Janice C. Delopere	
13	Jimmy G. Gula	Quality Assurance Division

3. The participants' course fee shall be charged against the Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) Fund, while transportation and other expenses to their respective Local Funds, subject to existing accounting and auditing rules and regulations.

4. For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.

5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director 

HRDD-DSS







# TRAINING COURSE ON KNOWLEDGE MANAGEMENT



**28-30 May 2025**

OFFICE OF THE DIRECTOR III  
Date and Time Received: 10:50 MAY 18 2025  
Signature: [Signature]

## COURSE DESCRIPTION

The course aims to enable participants to understand and apply the fundamental concepts, practices, and tools in creating, sharing, and applying knowledge to enhance organizational productivity and growth. It also highlights how knowledge management (KM) dovetails with the Philippine Quality Award (PQA) framework and the ISO 30401:2018 Knowledge Management Systems (KMS).

## TRAINING OBJECTIVES:

At the end of the course, the participants will be able to:

- ✓ Describe the KM framework and methodology;
- ✓ Discuss the linkage of KM with ISO 30401:2018 KMS, ISO 9001:2015 QMS, and PQA Performance Excellence Framework;
- ✓ Apply KM tools and techniques in the workplace; and,
- ✓ Develop a KM action plan for their respective organizations.

## COVERAGE

- Basic Concepts of Knowledge Management (KM)
- Linkages of KM with ISO 30401:2018 KMS, ISO 9001:2015 QMS, PQA Performance Excellence Framework
- KM Assessment Exercise
- Exercises on selected KM Tools and Techniques (i.e., Lessons Learned Meeting, Knowledge Harvesting)
- Development of a KM Action Plan

## METHODOLOGIES

- Lectures
- Group exercises
- Case presentations
- Group presentations
- Assessment Tests

## COURSE FEE

**PHP 13,860.00/pax**

(inclusive of 12% VAT, lunch and snacks for 3 days, soft and hard copies of training materials, e-copy of course certificate)



**Face-to-Face**

DAP Building, San Miguel Avenue, Ortigas Center, Pasig City



**REGISTER NOW**

For any inquiries, please contact:



Stef Lacbayo



lacbayos@dap.edu.ph



(02) 8631-0921 local

135 or (02) 8631-2156



Development Academy of the Philippines



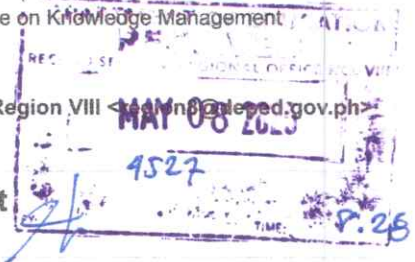
dap.edu.ph

5/7/25, 8:00 AM

Department of Education Mail - [CALL FOR PARTICIPANTS] Training Course on Knowledge Management



Department of Education Region VIII - [region8@deped.gov.ph](mailto:region8@deped.gov.ph)



**[CALL FOR PARTICIPANTS] Training Course on Knowledge Management**

2 messages

**STEFHANIE A LACBAYO** <lacbayos@dap.edu.ph>  
Bcc: region8@deped.gov.ph

Tue, May 6, 2025 at 4:13 PM  
**OFFICE OF THE DIRECTOR**  
Date and Time Received: May 13 2025  
Signature: [Signature]

Greetings from the Development Academy of the Philippines DAP)!

The DAP, as the National Productivity Organization, would like to invite you to send participants to the **Training Course on Knowledge Management** that will be conducted on 28 to 30 May 2025.

The training course is designed to provide a learning opportunity for participants to understand and apply the fundamental concepts, practices, and tools in creating, sharing, and applying knowledge to enhance organizational productivity and growth. It also highlights how knowledge management dovetails with the Philippine Quality Award framework and the ISO 30401:2018 Knowledge Management Systems. Should you be interested, kindly register through this link: <https://bit.ly/batch3KM2025>.

A copy of the poster is attached to this letter for your reference. We also offer in-house or customized training courses upon the client's request.

For inquiries, you may reach us through telephone nos. (02) 8631- 0921 local 135 or (02) 8631- 2156, *Attn:* Stefhanie A. Lacbayo or email at [lacbayos@dap.edu.ph](mailto:lacbayos@dap.edu.ph).

Thank you and we look forward to your continued support to promote excellence in public service.