



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

May 9, 2025

REGIONAL MEMORANDUM

No. **533** s. 2025

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

To: Schools Division Superintendents
All Others Concerned

1. Attached is a printed email from the Development Academy of the Philippines (DAP) announcing the **Training Course on Knowledge Management**, which will be conducted on May 28–30, 2025, at the DAP Building, San Miguel Avenue, Ortigas Center, Pasig City.
2. The Chairpersons and Cochairpersons of the Knowledge Management Teams (KMTs) from the Schools Division Offices (SDOs) are encouraged to attend the training.
3. The participants' course fee, transportation, and other expenses shall be charged against the SDO Local Funds, Maintenance and Other Operating Expenses (MOOE), or other available fund sources, subject to existing accounting and auditing rules and regulations.
4. For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, at **hrdd.region8@deped.gov.ph**.
5. Immediate dissemination of this Memorandum is desired.


EVELYN R. FETALVERO, CESO III
Regional Director

Enclosure: As stated
Reference: As stated

To be indicated in the Perpetual Index under the following subjects:

DAP KNOWLEDGE MANAGEMENT

HRDD-DSS





TRAINING COURSE ON KNOWLEDGE MANAGEMENT



28-30 May 2025

OFFICE OF THE DIRECTOR III
Date and Time Received: 10:50 MAY 08 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 presentations
- Group exercises
- Assessment Tests
- Case presentations

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



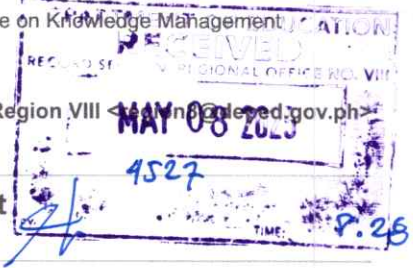
Development Academy of the Philippines



dap.edu.ph



Department of Education Region VIII <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 08 2025
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.

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