DIVISION MEMORANDUM
SGOD-2023-_508_

To   :   Assistant Schools Division Superintendent
            SGOD & CID Chiefs
            Public Schools District Supervisors
            Public Elementary and Secondary School Heads
            All others concerned

Subject :   **INVITATION TO THE CERTIFICATE COURSE ON THE FOUNDATION OF KNOWLEDGE MANAGEMENT OF THE DEVELOPMENT ACADEMY OF THE PHILIPPINES**

Date   :   December 1, 2023

        This is in reference to Regional Memorandum HRDD-2023-299 dated November 28, 2023, informing the field that the academic arm of the Development Academy of the Philippines (DAP), a Graduate School of Public and Development Management (GSPDM), offers short courses in the fields of public management and productivity and quality management at the national and local government agencies. This opens on the fourth batch of one of the GSPDM's online courses, and this will start on January 23, 2024.

        In line with this, interested participants are hereby informed that attendance is voluntary, subject to no disruption of classes policy. Adherence to D.O. 9, s. 2005 on Instituting Measures to Increase Engaged Time-on-Task, and D.O. 030, s. 2021, on the Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teaching-Related and Non-Teaching Personnel shall be strictly observed.

        All other details and information are found in the enclosures, for ready reference.

        Immediate and wide dissemination of this Memorandum is desired.

MELANIE P. ESTACIO
OIC- Schools Division Superintendent

Enclosed: As stated
SGOD/cab

RECORDS

23-26026

DEd Schools Division

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Republic of the Philippines

Department of Education

DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

HRDD-2023-299

To : Assistant Regional Director
Schools Division Superintendents

Subject: INVITATION TO THE CERTIFICATE COURSE ON THE FOUNDATION OF KNOWLEDGE MANAGEMENT OF THE DEVELOPMENT ACADEMY OF THE PHILIPPINES

Date : November 28, 2023

The academic arm of the Development Academy of the Philippines (DAP), a Graduate School of Public and Development Management (GSPDM), offers short courses in the fields of public management and productivity and quality management at the national and local government agencies. This opens on the fourth batch of one of the GSPDM's online courses, and this will start on January 23, 2024.

Anent to this, interested participants are hereby informed that attendance is voluntary, subject to no disruption of classes policy. Adherence to D.O. 9, s. 2005 on Instituting Measures to Increase Engaged Time-on-Task, and D.O. 030, s. 2021, on the Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teaching, Teaching-Related and Non-Teaching Personnel shall be strictly observed.

For clarifications, contact cc-km@dap.edu.ph or through 0995-677-8305. Details and information are provided in the enclosures.

Immediate and wide dissemination of this Memorandum is desired.

RECORDS SECTION
RELEASED
By:
Date: Nov. 28, 2023
Time:
26026

ALLAN G. FARNAZO
Director IV

By the Authority of the Regional Director:

ROY T. ENRIQUEZ
Chief Administrative Officer
Officer-In-Charge

Enclosed: As Stated.

ROH9/maba

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21 November 2023

ALLAN G. FARNAZO
Director
Department of Education - Region XI

Dear **Dir. FARNAZO:**

Greetings!

The **Graduate School of Public and Development Management (GSPDM)** is the academic arm of the **Development Academy of the Philippines (DAP)** that offers graduate programs and short courses in the fields of public management and productivity and quality management at the national and local government agencies.
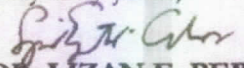
This year, we are proudly opening the **fourth batch** of one of the GSPDM's online courses, the **Certificate Course on the Foundations of Knowledge Management (CC-KM).** The CC-KM is a three-unit specialized course to introduce the practice of knowledge management (KM). CC-KM describes how knowledge is managed as a tool to advance the strategic thrusts and perform the operations of organizations. The CC-KM advances the use of a knowledge management system (KMS) in organizations.

We warmly invite your employees on a transformative journey with us to further expand and refine their knowledge and skills in the field of knowledge management. The online **class will start** on **January 23, 2024!**

Attached is the course brochure for your information. For slot reservations, please register at this link https://bit.ly/DAPCCKM4. For further inquiries, your staff may contact Ms. Gemalyn Sabayo, Learning Associate, at mobile number 0995-677-8305 and <cc-km@dap.edu.ph>.

We are looking forward to having your members on this course. Thank you and more power!
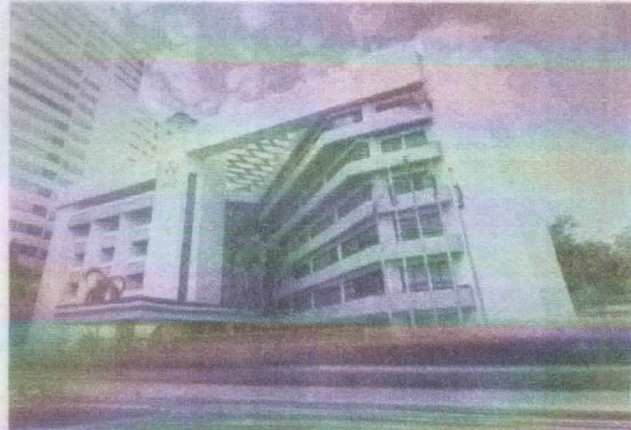
Very truly yours,

DR. LIZAN E. PERANTE-CALINA
Dean, GSPDM

SDRLGC-A000137

Certificate Course on the Foundations of Knowledge Management

Batch 4

The series of certificate courses on Knowledge Management (KM) is a competency-based professional certification where students progressively acquire or develop KM competencies that enable them to share and use knowledge as they perform their jobs, and start and manage KM initiatives in their respective organizations. The certificate courses vary in terms of focus to respond or cater to the specific needs of prospective students. Each course consists of competency-based modules, which require students to submit outputs on applications of lessons learned from the modules. Some of these courses may be credited towards the Master of Public Management major in Knowledge Management (MPM-KM), should students opt to pursue and earn higher qualifications.

The first among the series of KM certificate courses is on KM Foundations which is an introduction to the practice of KM in organizations. System thinking is used as a framework to guide the KM practice. Managing the context of KM provides the springboard for organizations to start their respective journey with KM.

Coverage

Module 1: Knowledge & Knowledge Management

Module 2: KM Principles, Processes & Practices

Module 3: Evidence-Based System Thinking

Module 4: Strategic KM

Module 5: Operational KM

Module 6: Knowledge Management System

Module 7: Personal KM

Module 8: KM Audit

Module 9: KM Project Management

Schedule

January 23 - February 20, 2023 (Tuesday, Thursday, Saturday only); 5:00 - 8:00 PM

Course Fee

PHP 16,000.00

Discounted Fee for Government Employees - **PHP 15,000.00**

Details

Registration Period: November 21, 2023 - January 5, 2024

Register through: https://bit.ly/DAPCCKM4

Deadline of Payment: January 10, 2024

Payment details

Account Name: Development Academy of the Philippines

Account Number: 0671-010-540

Bank of Account: Landbank of the Philippines

Branch: Capitol Commons, Pasig City

Payment of the registration fee should be made **not later than January 10, 2024** to secure a slot.

Reminder

Please email the photo or scanned copy of your deposit slip to <cc-km@dap.edu.ph> with the subject line: **CCKM4** Deposit Slip_Last Name (e.g. **CCKM4** Deposit Slip_Dela Cruz).

For more inquiries, email us at <cc-km@dap.edu.ph>.

Updates are also available on the GSPDM's official website (https://www.gspdm.com) and official Facebook page (https://www.facebook.com/DAPGraduateSchool).