



ASIAN PRODUCTIVITY ORGANIZATION

PROJECT NOTIFICATION ADDENDUM

8 February 2016

1. **Project Code** 15-RP-07-GE-RES-B
2. **Title** Research on Knowledge Management Models in the Public Sector
3. **Duration and Timing** September 2015–August 2016 (one year)
4. **Addendum No.** 1
5. **Reference** Project Notification dated 12 June 2015
6. **Details** Change in Item No. 3 “Duration and Timing”

7-1. Change in Item No. 6 “Duration and Timing”

The 2nd Coordination Meeting: “timing and venue will be decided later” is now scheduled from 11 to 12 May 2016 in Hanoi, Vietnam, to be hosted by the VNPI.

1st Coordination Meeting: 21–23 September 2015 (three days), Kuala Lumpur, Malaysia

2nd Coordination Meeting: 11–12 May 2016 (two days) Hanoi, Vietnam

Other terms and conditions as specified in the Project Notification dated 12 June 2015 remain unchanged.

Mari Amano
Secretary-General



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12 June 2015

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2. **Title** Research on Knowledge Management Models in the Public Sector
3. **Duration & Timing** September 2015–August 2016 (one year)

1st Coordination Meeting: 21–23 September 2015 (three days), Kuala Lumpur, Malaysia

2nd Coordination Meeting: timing and venue will be decided later
4. **Venue** APO Secretariat
5. **Number of Participating Countries** One chief expert, one coordinating expert, and up to five national experts from Indonesia, Malaysia, Philippines, Singapore, and Vietnam. Other member countries with particular interest in this project may participate upon consultation with the Secretariat.
6. **Closing Date for Nomination of National Experts** 31 July 2015

7. Objectives

This research aims to produce knowledge management (KM) models in the public sector which will serve as practical guidance in improving performance in the sector, with strong emphasis on knowledge productivity enhancement.

8. Background

KM is increasingly recognized as a strategic activity by the public sector. Some common issues tackled through KM initiatives include enhancing effectiveness and efficiency, improving accountability, making informed decisions, enhancing collaboration and strategic partnerships, and driving service innovation. All of the initiatives address the same challenge: improving the productivity of knowledge-based work. However, this has not been directly discussed in the public-sector context. In 2013, the APO published *KM for the Public Sector* in which six case studies are reviewed to determine how KM helped in improving overall performance and creating a knowledge-based organization.

This advanced research is aimed at producing KM models for the sector by examining the latest KM trends and practices, combining both knowledge asset management and knowledge process management approaches, with the emphasis on knowledge productivity, to develop a framework for the APO's public-sector KM curriculum.

9. Scope and Methodology

Scope:

Best KM practices in the public sector, knowledge asset management approaches, knowledge creation theory, knowledge productivity, systematic KM approaches, and KM training curricula in the public sector.

Methodology:

- a. The first coordination meeting among seven experts to share their views on KM in the public sector and discuss possible methodologies and approaches to develop a framework for the research with a timeline, milestones and expected output;
- b. Individual research by the experts to examine cases, methodologies, and approaches to KM in the sector with periodic virtual meetings among the experts;
- c. The second coordination meeting (timing and venue of the second coordination meeting will be decided later) among the experts to show the individual research results and discuss ways of consolidation; and
- d. Finalization and editing of the output for publication by the chief expert.

The expected output of each task will include:

- a. Research framework with timeline, milestones, and expected output;
- b. In-depth case studies with draft theoretical KM models for the public sector;
- c. Solid KM models for the public-sector with practical guidance on how to apply them; and
- d. Final publication on the KM models for the public sector.

10. Qualifications of National Experts

The nominated national experts are expected to come either from research and/or educational institutions including universities or private organizations that offer KM services to public-sector organizations. Preference may be given to researchers and KM professionals who have a solid background and experience in researching and implementing KM in the sector with an in-depth understanding of the unique challenges of public-sector KM implementation. The national experts must also meet the following requirements to achieve the desired outcome:

- a. Excellent writing skills and have published articles, books, or substantive reports on the subject of KM for the public sector;
- b. Sufficient English proficiency to communicate with the APO Secretariat and the other experts on matters relating to the research; and
- c. A strong commitment to undertaking and completing the research within the time frame.

11. Financial Arrangements

To be borne by the APO

- a. Honoraria for the experts upon completion of the research;
- b. All assignment costs for the experts including daily subsistence allowances, miscellaneous expenses, and round-trip business-class international airfare by the most direct route between the international airport nearest to the experts' place of work and venue(s) for attending the coordination meeting(s) for the research;
- c. Travel insurance coverage against accident and illness for all international experts for the entire duration of the coordination meeting(s) and travel; and
- d. Relevant costs for a coordination meeting(s) among the experts, APO Secretariat, and implementing organization in the host country, if necessary.

To be borne by the host country of the coordination meetings

- a. Other local implementation costs.

To be borne by the experts or participating countries

- a. Any expenses incurred by the experts for extra stay at the venue before and/or after the official project period due to early arrival, late departure, or any other reason must be borne by the experts.

12. Actions by Member Countries

- a. For the selection of national experts, the member countries to be included in the research are requested to submit an appropriate nomination by 31 July 2015.
- b. Each nomination should be accompanied by the candidate's biodata on the standard APO form in duplicate along with a passport-sized photograph. In addition to the standard APO form, nominees should also prepare a list of publications, research, and/or consulting projects they have undertaken in this field. A nomination lacking any of these documents may not be considered.
- c. The selection of national experts will be based strictly upon their professional qualifications and experience, academic background, and commitment to this research.



Mari Amano
Secretary-General