



**Productivity and Development Center**

(Center)

**2015 PROJECT ACCOMPLISHMENT REPORT**

**I. Project Information**

Project Code QBIBU  
Project Title E-learning Course on Business Excellence for the Public Sector  
Project Start November 1, 2015  
Project End December 30, 2015  
Project Price PhP100,000 (original) + PhP173,000 (additional revenue)  
PhP273,400 (new)  
Client Organization APO and Public Sector Organizations

**II. Project Team**

Project Manager Ms. Melani Garcia- Mercader  
Team Members Ms. Nory Grace Evangelio  
Mr. Homer H. Alcon  
Ms. Maegan S. Saroca  
Ms. Mary Jill Myrla Ong Gue  
Mr. Chenler Nicu Villanueva  
Supervising Fellow and Local Coordinator Ms. Ma. Theresa A. Agustin  
Center Head Mr. Arnel D. Abanto

**III. Project Details**

**Project Description**

The public sector is the main actor in policy-making and implementation and is pivotal in raising the people's quality of life and welfare. The pursuit of better-performing public sector is crucial to the overall socio-economic development of APO member countries. Thus, the E-learning course aims to help public sector organizations to adopt the BE framework and assessment tools and strengthen their current capabilities in pursuit of improved productivity.

The project will use the Video-Conferencing platform as the medium of communications. The Resource Persons will be from other countries and will be simultaneously broadcasted in real-time to six (6) different countries.

**Project Objectives**

The project aims to (1) promote the BE concept and assessment tools among public sector organizations; (2) to form national strategies for BE; and (3) to share best practices of BE strategy among public sector organizations.

**Focus Area**

Business Excellence

**Project Type**

ICF with Public Offering

**Regional Coverage**

National



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**IV. Project Accomplishments**

**Key Activities  
Implemented**

**Pre-Implementation**

1. Preparation and finalization of log frame, financial plan, letter of invitations, flyer and kits.
2. Coordination meeting with the project team, management team and APOLU.
3. Preparation of mailing list and sending of LOIs and flyer to participants.
4. Follow-up confirmation of participants.
5. Preparation and coordination of logistical requirements like venue, food, equipment, etc.

**Implementation**

6. Actual conduct of the training course
7. Facilitation during the e-learning
8. Preparation and distribution of certificates.
9. Collection of registration fees and issuance of receipts.
10. Daily feedback report sent to APO
11. Documentation of course proceedings.
12. Checking of exams

**Post-Implementation**

13. Consolidation and encoding of resource speaker and course evaluations.
14. Project team debriefing.
15. Liquidation of necessary expenses.
16. Processing of evaluation of the course and the resource persons.
17. Preparation and finalization of project accomplishment report.

**Major Outputs:**

- Attended by 16 participants.
- The City Government of Muntinlupa accepted request to serve as the participant's Site Visit area.

**Project Impact**

- A lot of the participants appreciated the best practices of the City Government of Muntinlupa.
- The time was well managed.
- The country presentation was one of the highlights of the course. The Philippines particularly did well in its country presentation.
- Developed BE advocates from among the participants.
- Highlighted and affirmed DAP's role as the APO-COE on Public Sector Productivity.

**Lessons Learned**

1. All the participants appreciated the framework and suggested more course offerings on BE particularly for the LGUs.
2. Have an intensive campaign about the public offerings on BE since this is very important for government people to be aware on BE.



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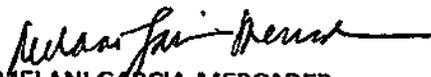
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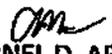
V. Attachments

- Attendance sheet
- Documentation
- Flyer
- Evaluation Results
- Photos

Prepared by:

  
MELANI GARCIA-MERCADER  
Project Manager

Noted / Approved by:

  
ARNEL D. ABANTO  
Center Head

Notes:

1. Project details on Section I-III can be generated thru PMIS based on PMs Inputs.
2. Project Managers are required to accomplish Section IV & provide Section V to reflect results of project implementation
3. Project Managers can update/adjust the pre-filled sections(I-III) based on actual data