

# **Objectives and Learning Outcomes**

Knowledge is one of the key success factors for both individuals and organizations, which can help them achieve continuous improvement and competitive advantages. Tacit knowledge (隱性知識) is something that "we can know more than we can tell" and practically named as "EXPERIENCE". Experience of frontline staff is the most valuable resource for an organization to perform incredible service.

The course introduces practical Knowledge Management tools, allowing participants to apply them in their workplace, and enabling them to share and reuse tacit knowledge.

Upon completion of this course, participants will be able to:

- Understand knowledge management and its importance to an organization's performance;
- Apply different Knowledge Management tools in their workplace;
- Establish and promote Knowledge Management in their organization; and
- Tailor-make their own tools that are suitable for their workplace and organization.

### **Who Should Attend**

- All levels of staff who may be involved or take lead in implementing Knowledge Management
- Anyone who is interested in acquiring more knowledge for lifelong learning and improvement purposes

# **Pre-requisites**

Senior Secondary or above\*

### Language

Cantonese with English terminologies (with presentation slides in English)

#### Venue

MTR Academy - Hung Hom Centre

### **Mode of Learning**

Classroom lecture

#### **Course Structure**

This course includes the following major topics:

- Basic principles of Knowledge Management
- Applicable KM tools and their applications
- KM measurement and test in transport/ logistics workplace
- Case study



### Speaker



Mr Roger K.Y. Chan

CMILT, Six Sigma Black Belt, HKSTLA (Fellow Member), Logistician (China), MBA and MSc(BA), Certified ESG Planner **Roger Chan**, a senior manager of logistics MNC, has worked in the industry for over 35 years with extensive experience in people management with corporations of different sizes. Roger did successfully prove the relationship between knowledge management and creativity of individual in one of his dissertations.

Roger spends years on studying and applying Knowledge Management tools in different industries to enhance their competitiveness among their own industries.

#### Certificate of Attendance

Each participant will receive a certificate of attendance showing 3 hours upon successful completion of this course. This course is recognized for 15 CPD points by the Chartered Institute of Logistics and Transport in Hong Kong (CILTHK).

Programme Fee	Early Bird Fee	Discount Scheme
\$380	\$342 (Paid registration on or before 3 May 2026)	<ul> <li>15% off for</li> <li>members of supporting professional bodies ^</li> <li>full time staff of MTR and its subsidiary companies,^</li> <li>full-time students (Senior Secondary or above)</li> </ul> ^Latest details, please refer to our webpage

### **Application Methods**

#### Online

Applicants can enrol and online payment by credit card at <a href="https://www.mtracademy.com">https://www.mtracademy.com</a>

#### **Enquiry in Person**

Address: MTR Hung Hom Building, 1/F., 8 Cheong Wan Road, Hung Hom, Kowloon Opening hours: Monday – Friday: 9am – 8pm; Saturday: 9am – 12:30pm Closed on Sundays and Public Holidays

# **Closing Date for Registration**

Please note that due to limitations of venue capacity and relevant logistics, all registrations must be made at least 2 working days prior to the delivery date of individual modules. No walk-in registration will be entertained.

\*MTR Academy reserves the right to turn away successfully enrolled individuals who do not meet prerequisite.