

## Human Resource Management Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
1st Jan, 1970	08:30 AM-11:30 AM		,	0	3,000.00

### Course Overview

### Course Objectives

By the end of this program, participants will be able to;

### Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

- Managers and supervisors responsible for team performance.
- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- Department Heads
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- Managers and supervisors responsible for team performance.
- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- Department Heads
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Department Heads
- Managers and supervisors responsible for team performance.
- Department Heads
- Trade Unionists / Shop Stewards,
- Labour laws practitioners
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Line Managers involved in implementing HR policies and programs,
- OD and HRD Managers supporting the business and HR partners,
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Department Heads
- Line Managers involved in implementing HR policies and programs,
- OD and HRD Managers supporting the business and HR partners,
- Managers and supervisors responsible for team performance.

- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Managers and supervisors responsible for team performance.
- Trade Unionists / Shop Stewards,
- Company Secretaries
- Certified Public Accountants
- Labour laws practitioners
- Anyone interested in mastering legal aspects of labour and industrial laws,
- Directors who want to master legal aspects of labour and industrial laws,
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Business owners and executives.
- Leaders and Managers,
- Managers and supervisors responsible for team performance.
- Workplace Coaches / Mentors,
- Workplace Counselors,
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Managers and supervisors responsible for team performance.
- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- Managers and supervisors responsible for team performance.
- Workplace Coaches / Mentors,
- Workplace Counselors,
- Managers and supervisors responsible for team performance.
- Gender Committee Members,
- Workers Representatives
- Gender Officers,
- Line Managers & HOD's,
- Team Leaders & Supervisors
- Gender Focal Persons
- Workers Representatives
- Gender Officers,
- Gender Focal Persons
- Community Advisors
- Community Liaison Officers
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- All those involved in performance appraisals,
- Managers and supervisors responsible for team performance.
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- All those involved in performance appraisals,
- Line Managers involved in implementing HR policies and programs,
- Managers and supervisors responsible for team performance.
- Managers and supervisors responsible for team performance.
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- Managers and supervisors responsible for team performance.
- Managers and supervisors responsible for team performance.
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- Managers and supervisors responsible for team performance.
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Specialists
- HR Officers
- HR Coordinators
- Human Resource Managers
- HR Officers
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- HR Business Partners
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners

- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- HR practitioners responsible for performance tracking
- Anyone who is concerned about his/her organization's sustainable improvement.
- Anyone whose organization's goals have changed and therefore their KPIs need refocusing.
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- HR Professionals
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- HR Professionals
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- Leaders and Managers,
- HR Officers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- HR Business Partners
- HR Officers

- HR Professionals
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Officers
- HR Professionals
- Anyone who is concerned about his/her organization's sustainable improvement.
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Officers
- People Managers
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- HR Professionals

- People Managers
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- HR Professionals
- People Managers
- HR Executives
- HR Professionals
- People Managers
- HR Executives
- Labour laws practitioners
- HR Professionals
- People Managers
- HR Executives
- Human Resource Managers
- Legal advisors and compliance officers.
- Line Managers & HOD's,
- HR Professionals
- HR Executives
- HR Professionals
- People Managers
- HR Executives
- HR professionals focused on performance evaluations.
- Line Managers involved in implementing HR policies and programs,
- Non-HR Leaders and Managers,
- Workers Representatives
- Line Managers & HOD's,
- HR Professionals
- People Managers
- HR Executives
- HR Professionals
- People Managers
- HR Executives
- Scheme members
- All employed persons who wish to have adequate resources when leaving formal employment
- Anybody approaching retirement
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Professionals
- People Managers
- HR Executives
- HR Professionals
- People Managers
- HR Executives
- Managers and supervisors responsible for team performance.
- HR Professionals
- People Managers

- HR Executives
- Independent consultants in people development and management,
- HR Specialists
- HR Professionals
- People Managers
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Specialists
- HR Officers
- HR Professionals
- Mid to senior-level managers
- KM professionals
- HR and IT managers
- Project managers
- Organizational consultants
- HR Business Partners
- HR Professionals
- People Managers
- HR Executives
- Business leaders seeking to enhance organizational effectiveness.
- Human Resource Managers
- Legal advisors and compliance officers.
- Anyone involved in labor law implementation and management.
- HR Professionals
- Line Managers & HOD's,
- Team Leaders & Supervisors
- Managers who know that people drive results.
- HR professionals (generalists, specialists, and analysts)
- Talent acquisition specialists
- Workforce planners
- Learning and development professionals
- Anyone interested in mastering human capital analytics
- Senior HR professionals and managers within the private and public sector organizations who are resp
- Middle and senior level HR officers/managers in human resources management and development
- HR professionals (generalists, specialists, and analysts)
- Talent acquisition specialists
- Workforce planners
- Learning and development professionals
- Anyone interested in mastering human capital analytics
- Workplace Counselors,
- HR Professionals
- People Managers
- Managers and supervisors responsible for team performance.
- Human Resource Managers
- Legal advisors and compliance officers.
- Anyone involved in labor law implementation and management.
- HR personnel aspiring to grow and lead in the HR Space,
- HR Business Partners
- HR Professionals
- Decision makers in various levels of management
- HR professionals in private and public sector
- Compliance specialists

- Labour law practitioners - both consultants and litigators
- Entrepreneurs and directors who want to master legal aspects of labour and industrial laws
- HR Professionals
- HR Professionals
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Professionals
- HR Professionals
- People Managers
- Non-HR Leaders and Managers,
- Line Managers & HOD's,
- HR Professionals
- Managers and supervisors responsible for team performance.
- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- Anyone involved in employee development and coaching.
- Managers and supervisors responsible for team performance.
- Legal advisors and compliance officers.
- HR Professionals
- People Managers
- HR Executives
- HR Professionals
- Trainers and Facilitators
- Managers Overseeing Employee Development
- Educators Transitioning to Corporate Training
- HR Professionals
- HR Business Partners
- HR Managers Transitioning to Strategic Roles
- Leadership Teams Collaborating with HR
- Managers and supervisors responsible for team performance.
- HR Generalists aiming to specialize in HR auditing.
- HR Managers transitioning to advanced auditing roles.
- Professionals seeking certification as Human Resource Auditors.
- Internal Auditors focusing on HR compliance and risk.
- HR Professionals
- Managers
- Team Leaders
- Knowledge and Innovation Officers
- Business Leaders Driving Organizational Change
- Business owners and executives.
- HR Professionals
- Data Protection Officers
- IT Managers and Security Specialists
- Legal Advisors
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- Organizational Executives
- Team Leaders
- Managers Handling Disciplinary Issues



- HR Professionals
- HR Professionals
- Corporate Executives
- Business Leaders
- Negotiation Specialists
- Strategic Decision-Makers
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- HR Professionals
- Business owners and executives.
- Human Resource Managers
- Legal advisors and compliance officers.
- Anyone involved in labor law implementation and management.
- Team Leaders
- Managers Overseeing Workforce Performance
- Performance Improvement Coaches
- HR Professionals
- Supervisors
- Team Leaders
- Managers Transitioning to Leadership Roles
- Team Leaders & Supervisors
- HR Professionals
- Organizational Executives
- Managers Overseeing Workforce Development
- HR Professionals
- Managers Handling Disciplinary Matters
- Organizational Executives
- Team Leaders
- HR Professionals
- Legal Advisors
- Compliance Experts
- Managers Handling Employee Relations
- HR Professionals
- Mid-Level Managers
- Senior Leaders
- Team Supervisors
- Aspiring Decision-Makers
- HR Professionals
- Workplace Counsellors
- Managers Promoting Employee Wellness
- Organizational Wellness Strategists
- HR Professionals
- Labor Relations Officers
- Managers Handling Workplace Complaints
- Organizational Leaders
- HR Professionals
- Organizational Executives
- Team Leaders
- Managers Overseeing Workforce Dynamics
- HR Professionals
- People Managers

- HR Executives
- HR Specialists
- HR Business Partners
- HR Professionals
- People Managers
- HR Executives
- Labor Relations Officers
- Legal Advisors
- Labour law practitioners - both consultants and litigators
- Entrepreneurs and directors who want to master legal aspects of labour and industrial laws
- HR Executives
- People Managers
- Human Resource Department
- HR Professionals
- People Managers
- HR Business Partners
- Team Leaders & Supervisors
- Line Managers & HOD's,
- Human Resource Managers
- Line Managers involved in performance and succession planning
- HR Analysts and HRIS Officers
- Learning & Development Leads
- Talent Managers and OD Specialists
- HR Professionals
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- HR Professionals
- HR Professionals
- HR Professionals
- HR professionals focused on performance evaluations.
- Business leaders seeking to enhance organizational effectiveness.
- HR Professionals
- HR Professionals
- HR Business Partners
- HR Specialists
- HR Officers
- HR Coordinators
- People Managers
- Knowledge Managers and Learning Officers
- Organizational Development Specialists
- Innovation Leads and Change Agents
- Team Leaders managing intellectual capital and expertise
- HR Professionals
- Labor Relations Officers
- Managers Handling Workplace Complaints
- Labour law practitioners - both consultants and litigators
- Entrepreneurs and directors who want to master legal aspects of labour and industrial laws
- Managers Handling Disciplinary Matters
- HR Managers and Senior HR Generalists
- Aspiring HR Business Partners
- Talent & Performance Coaches
- Leaders responsible for people strategy
- HR Professionals
- HR Business Partners

- HR Specialists
- HR Officers
- HR Coordinators
- People Managers
- HR Professionals seeking analytical mastery
- People Analysts and HRIS Specialists
- Workforce Planning Leads
- Talent Acquisition & Engagement Managers
- Organizational Development Practitioners
- HR Professionals leading HR functions (HR Directors, CHRM®)
- Senior HR Business Partners and Organizational Development Leaders
- C-suite executives with HR oversight
- Talent & Leadership Development Directors
- Certified HR Managers (CHRM®) aspiring to directorship
- People Managers
- HR Professionals seeking analytical mastery
- People Analysts and HRIS Specialists
- Workforce Planning Leads
- Talent Acquisition & Engagement Managers
- Organizational Development Practitioners
- HR Professionals seeking analytical mastery
- People Analysts and HRIS Specialists
- Workforce Planning Leads
- Talent Acquisition & Engagement Managers
- Organizational Development Practitioners
- HR Professionals
- HR Business Partners
- HR Specialists
- HR Officers
- HR Coordinators
- People Managers
- HR Professionals
- HR Professionals
- HR Generalists aiming to specialize in HR auditing.
- HR Managers transitioning to advanced auditing roles.
- Professionals seeking certification as Human Resource Auditors.
- Internal Auditors focusing on HR compliance and risk.
- HR Professionals
- HR Professionals
- HR Generalists aiming to specialize in HR auditing.
- HR Managers transitioning to advanced auditing roles.
- Professionals seeking certification as Human Resource Auditors.
- Internal Auditors focusing on HR compliance and risk.
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- HR Managers transitioning to advanced auditing roles.
- Professionals seeking certification as Human Resource Auditors.
- Internal Auditors focusing on HR compliance and risk.
- HR Professionals

- Workplace Counsellors
- Managers Promoting Employee Wellness
- Organizational Wellness Strategists
- HR Professionals
- Legal Advisors
- Compliance Experts
- Managers Handling Employee Relations
- HR Professionals
- Labor Relations Officers
- Managers Handling Workplace Complaints
- Labour law practitioners - both consultants and litigators
- Entrepreneurs and directors who want to master legal aspects of labour and industrial laws
- Managers Handling Disciplinary Matters
- HR Support Staff
- Office Coordinators
- Administrative Assistants
- Executive Secretaries
- Clerical Officers (HR)
- HR Professionals
- HR Business Partners
- HR Specialists
- HR Officers
- HR Coordinators
- People Managers
- HR Professionals
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- HR Professionals
- Talent Managers and OD Specialists
- Learning & Development Leads
- HR Analysts and HRIS Officers
- Line Managers involved in performance and succession planning
- HR Professionals
- Senior and mid-level HR professionals
- Internal auditors and compliance officers
- Organizational development specialists
- HR consultants and legal advisors
- Business executives overseeing HR governance
- Senior and mid-level HR professionals
- Internal auditors and compliance officers
- Organizational development specialists
- HR consultants and legal advisors
- Business executives overseeing HR governance
- Project Managers and Project Coordinators
- Team Leaders and Department Heads
- Engineers, Analysts, and Technical Leads
- Professionals transitioning into project-based roles
- Anyone managing projects without formal training
- HR Professionals leading HR functions (HR Directors, CHRM®)
- Senior HR Business Partners and Organizational Development Leaders
- C-suite executives with HR oversight
- Talent & Leadership Development Directors

- Certified HR Managers (CHRM®) aspiring to directorship
- HR Managers and Senior HR Generalists
- Aspiring HR Business Partners
- Talent & Performance Coaches
- Leaders responsible for people strategy
- HR Business Partners and People Managers
- In-house Wellness Champions and EAP Coordinators
- Organizational Psychologists and Coaches
- Trauma-informed facilitators and culture change leaders
- Line Managers providing informal counseling support to team members
- HR Professionals
- HR Business Partners
- HR Managers Transitioning to Strategic Roles
- Leadership Teams Collaborating with HR
- HR Executives
- People Managers
- Human Resource Department
- HR Support Staff
- Office Coordinators
- Administrative Assistants
- Executive Secretaries
- Clerical Officers (HR)
- HR Professionals
- HR Officers and Employee Relations Specialists
- Line Managers and Supervisors
- Industrial Relations Officers
- Organizational Development Practitioners
- Union Liaison Officers
- Legal and Compliance Advisors
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- HR Professionals
- Workplace Counsellors
- Managers Promoting Employee Wellness
- Organizational Wellness Strategists
- Team Leaders & Supervisors
- HR Professionals
- Organizational Executives
- Managers Overseeing Workforce Development
- HR Officers and Employee Relations Specialists
- Line Managers and Supervisors
- Industrial Relations Officers
- Organizational Development Practitioners
- Union Liaison Officers
- Legal and Compliance Advisors
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership

- Leadership teams collaborating with HR on transformation
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- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- Senior and mid-level HR professionals
- HR Professionals seeking strategic elevation
- HR Business Partners (current or transitioning)
- HR Managers preparing for business-facing leadership
- Leadership teams collaborating with HR on transformation
- Senior and mid-level HR professionals
- Senior and mid-level HR professionals
- Internal auditors and compliance officers
- Organizational development specialists
- HR consultants and legal advisors
- Business executives overseeing HR governance
- HR Professionals
- HR Business Partners
- HR Specialists
- HR Officers
- HR Coordinators
- People Managers
- HR Professionals
- Human Resource Managers
- HR Business Partners
- Team Leaders
- Managers Overseeing Workforce Performance
- Performance Improvement Coaches
- People Managers
- HR Business Partners
- Team Leaders & Supervisors
- Line Managers & HOD's,
- Human Resource Managers
- Human Resource Managers
- Legal advisors and compliance officers.
- HR Professionals
- HR Managers and Senior HR Generalists
- Aspiring HR Business Partners
- Talent & Performance Coaches
- Leaders responsible for people strategy
- HR Officers and Performance Managers
- Line Managers and Team Leaders
- Learning & Development Professionals
- Public Service HR Practitioners
- Organizational Development Officers
- Supervisors responsible for appraisals and staff development
- HR Officers and Performance Managers
- Line Managers and Team Leaders
- Learning & Development Professionals
- Public Service HR Practitioners

- Organizational Development Officers
- Supervisors responsible for appraisals and staff development
- Labour Officers and Industrial Relations Specialists
- HR Managers and Employee Relations Advisors
- Legal and Compliance Professionals
- Public Service HR Practitioners
- Union Liaison Officers and Negotiators
- Organizational Policy and Governance Analysts
- HR Support Staff
- Office Coordinators
- Administrative Assistants
- Executive Secretaries
- Clerical Officers (HR)
- HR Professionals
- Human Resource Managers
- HR Business Partners
- HR Professionals
- Labor Relations Officers
- Managers Handling Workplace Complaints
- Organizational Leaders
- HR Officers and Employee Relations Specialists
- Line Managers and Supervisors
- Industrial Relations Officers
- Organizational Development Practitioners
- Union Liaison Officers
- Legal and Compliance Advisors
- HR Professionals

*Den PN Gathitu*

**CHRP. Den PN Gathitu**

**Secretary General**

**Academy of Certified Human Resource Professionals**

To;	<b>PROFORMA INVOICE</b>	<b>DATE: 12:12:2025</b>
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QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	<b>Human Resource Management</b>	3,000.00	480.00	3,480.00
<b>GROSS (KES):</b> Three Thousand Four Hundred Eighty				<b>3,480.00</b>

#### PARTICIPANT(S) DETAILS

NO.	NAME	EMAIL ADDRESS	TELEPHONE

#### PAYMENT DETAILS

**M-PESA Pay Bill No:** 247247 | **Account No.:** 300245 | **Amount:** KES 3,480.00

BANK NAME	ACCOUNT NAME	ACCOUNT NUMBER
Equity Bank	Academy of Certified Human Resource Professionals Ltd	1 2 9 0 2 7 1 2 4 5 7 5 3

**Bank Branch:** Kenyatta Avenue | **Branch Code:** 129 | **Swift Code:** EQBLKENA

#### FUNDING CONFIRMATION / TAX DETAILS

I, the undersigned, confirm that funds are available for the above training.

Name of Organization: .....

Org. KRA PIN: ..... Org. Mobile No.: .....

Confirmed By: ..... Position: .....

Signature: ..... Date & Stamp: .....

#### NOTE THAT:

1. Full payment is expected to be received prior to the event
2. Only those Delegates whose fees have been paid in full will be allowed to the event
3. Send a scanned copy of the duly completed Nomination Form to [admin@achrp.org](mailto:admin@achrp.org)
4. The above training Cost does not include Transport & Accommodation

Email the payment advice with this duly filled, signed, and stamped form to [admin@achrp.org](mailto:admin@achrp.org)