

## 12th Annual HR Symposium Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
15th - 19th Jul, 2024	08:30 AM-11:30 AM	5 Day(s)	Lake Naivasha Resort, Naivasha	6	60,000.00

### Course Overview

The 12th HR Symposium aims to explore the intersection of performance management and productivity. Participants will gain insights into maximizing employee performance, understanding the difference between performance and productivity, and building a productive workplace culture. The symposium will cover topics such as strategic performance management systems, effective performance appraisals, and improving employee performance. It's a must-attend event for HR professionals seeking growth and knowledge in people management. In this dynamic and thought-provoking event, we delve into the heart of people management, where performance, goals, and recognition intersect. Our focus? Empowering you to lead your teams toward their highest potential. At the 12th HR Symposium, we recognize that organizations thrive when their people thrive. Whether you're an HR professional, a manager, or an aspiring leader, this symposium promises to be a transformative experience. Together, we'll explore strategies, tools, and insights to elevate employee performance, foster growth, and drive organizational success.

### Course Objectives

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

- Understand how to align performance management with organizational goals.
- Explore cutting-edge approaches to measuring and enhancing performance.
- Learn to create a performance-driven culture that fuels excellence.
- Master the art of constructive feedback.
- Discover techniques for fair and impactful performance evaluations.
- Navigate challenging conversations with empathy and clarity.
- Uncover the keys to unlocking individual potential.
- Implement actionable strategies to boost productivity.
- Cultivate an environment where every team member thrives.

### Target Groups

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

- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Specialists
- HR Officers
- HR Professionals

*Den PN Gathitu*

**CHRP. Den PN Gathitu**

**Secretary General**

**Academy of Certified Human Resource Professionals**

To; **PROFORMA INVOICE** **DATE: 26:12:2025**

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	<b>12th Annual HR Symposium</b> training from <b>15th - 19th Jul, 2024</b> at <b>Lake Naivasha Resort, Naivasha</b>	60,000.00	9,600.00	69,600.00
<b>GROSS (KES):</b> Sixty Nine Thousand Six Hundred				<b>69,600.00</b>

#### PARTICIPANT(S) DETAILS

NO.	NAME	EMAIL ADDRESS	TELEPHONE

#### PAYMENT DETAILS

**M-PESA Pay Bill No:** 247247 | **Account No.:** 300245 | **Amount:** KES 69,600.00

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)