

Academy of Certified Human Resource Professionals Ltd.

Regus Suites, 17th Floor, JKUAT Towers, Kenyatta Avenue,

P. O. Box 18582 - 00100, Nairobi, Kenya.

1 +254 700 722 522 **1 2** +254 722 300 245.

NITA: NITA/TRN/1234

Certified Human Resource Auditor Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
15th - 20th Jan, 2026	8:00 AM-4:00 PM	6 Day(s)	Nairobi Safari Club, Mombasa	6	60,000.00

Course Overview

IHRM: C00259

The Certified Human Resource Auditor (CHRA) program is a specialized 6-day certification course designed for HR professionals, compliance officers, and internal auditors. It offers a deep dive into HR audit methodology, regulatory standards, and best practices for ensuring integrity and legal alignment across HR systems. Participants will explore key functions such as talent acquisition, performance, compensation, benefits, and employee relations—identifying gaps and implementing remediation strategies to drive organizational compliance and performance.

Course Objectives

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

- Understand the structure, scope, and strategic value of HR audits.
- Evaluate the effectiveness of HR policies, procedures, and practices.
- Assess HR documentation against legal, financial, and ethical standards.
- Identify compliance risks and areas for operational improvement.
- Prepare and present audit reports to management and stakeholders.
- Align HR auditing with broader business goals and performance metrics.

Target Groups

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

- Senior and mid-level HR professionals
- Internal auditors and compliance officers
- Organizational development specialists
- HR consultants and legal advisors
- Business executives overseeing HR governance

Den Pollethila

CHRP. Den PN Gathitu Secretary General Academy of Certified Human Resource Professionals



To;

Academy of Certified Human Resource Professionals Ltd.

Regus Suites, 17 $^{\mbox{\tiny th}}$ Floor, JKUAT Towers, Kenyatta Avenue,

P. O. Box 18582 - 00100, Nairobi, Kenya.

1 +254 700 722 522 | **3** +254 722 300 245.

admin@achrp.org | https://achrp.org

DATE: 03:12:2025

IHRM: C00259 NITA: NITA/TRN/1234

PROFORMA INVOICE

QTY	DESCR	IPTION			NET (KE	S) VA	AT (KES)	GROSS (KES)			
1	Certific 15th - 2 Momba			600.00	69,600.00						
GROSS (KES): Sixty Nine Thousand Six Hundred 69,600.00											
PART	ICIPANT	T(S) DETAILS									
NO.	NAME		EMAIL ADDRESS			TELE	TELEPHONE				
PAYMENT DETAILS											
M-PESA Pay Bill No: 247247 Account No.: 300245 Amount: KES 69,600.00											
				ACCOUNT NAME			ACCOUNT NUMBER				
			cified Human Resource Professionals Ltd								
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:											
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
- 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