

## Certified Human Resource Auditor Training

| Date                 | Time            | Duration | Venue                 | CPD | Cost (Excl. VAT)PP |
|----------------------|-----------------|----------|-----------------------|-----|--------------------|
| 9th - 14th Feb, 2026 | 8:00 AM-4:00 PM | 6 Day(s) | Bliss Resort, Mombasa | 6   | 70,000.00          |

### Course Overview

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 PN Gathitu*

**CHRP. Den PN Gathitu**

**Secretary General**

**Academy of Certified Human Resource Professionals**

DATE: 16:02:2026

PROFORMA INVOICE

Invoice To;

Organization Name:

Phone:

Email:

| QTY   | DESCRIPTION   | NET (KES) | VAT (KES) | GROSS (KES)      |
|---|---|-----------|-----------|------------------|
| 1   | <b>Certified Human Resource Auditor</b> training from 9th - 14th Feb, 2026 at Bliss Resort, Mombasa | 70,000.00 | 11,200.00 | 81,200.00        |
| <b>GROSS (KES):</b> Eighty One Thousand Two Hundred |   |           |           | <b>81,200.00</b> |

### NOMINATION FORM

#### PARTICIPANT(S) DETAILS

| NO. | NAME | EMAIL ADDRESS | TELEPHONE |
|-----|------|---------------|-----------|
|     |      |               |           |
|     |      |               |           |
|     |      |               |           |

#### PAYMENT DETAILS

**Bank Name:** Equity Bank

**Account Name:** Academy of Certified Human Resource Professionals Ltd

**Account No.:** 1 2 9 0 2 7 1 2 4 5 7 5 3

**Bank Branch:** Kenyatta Avenue

**Branch Code:** 129

**Swift Code:** EQBLKENA

**Pay Bill No.:** 247247

**Account No.:** 300245

#### FUNDING CONFIRMATION / TAX DETAILS

I, the undersigned, has verified the nomination and confirms availability of funds for this training.

Name of Organization: .....

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

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

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

#### NOTE THAT:

1. Only those Delegates whose fees have been paid in full will be allowed to the event
2. A scanned copy of the duly completed form should be sent to [admin@achrp.org](mailto:admin@achrp.org)
3. The above training Cost does not include Transport & Accommodation