

## Mastering Human Resource Auditing Training

| Date                  | Time              | Duration | Venue                           | CPD | Cost (Excl. VAT)PP |
|-----------------------|-------------------|----------|---------------------------------|-----|--------------------|
| 17th - 21st Feb, 2025 | 08:30 AM-11:30 AM | 5 Day(s) | Pridelnn Express Nyali, Mombasa | 6   | 65,000.00          |

### Course Overview

This comprehensive course enables HR professionals and business leaders to master the art of HR auditing to ensure compliance, enhance operational efficiency, and drive strategic growth. Participants will gain hands-on experience in evaluating HR systems, identifying gaps, and implementing improvements aligned with organizational goals. By integrating real-world insights and advanced auditing tools, attendees will leave equipped to optimize HR practices and ensure sustained success.

### Course Objectives

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

- Master HR auditing methodologies and compliance principles.
- Evaluate HR performance against regulatory and organizational standards.
- Identify and mitigate risks within HR processes.
- Develop action plans to address HR system gaps.
- Learn & Perform auditing HR subsystems like recruitment and manpower planning, Performance Management System, training and learning etc.
- Develop a detailed and accuracy-focused approach to human resources.
- Create a plan of action to improve HR processes in their organization
- Leverage technology and analytics to enhance auditing outcomes.

### Target Groups

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



**CHRP. Den PN Gathitu**

**Secretary General**

**Academy of Certified Human Resource Professionals**

| To: | PROFORMA INVOICE | DATE: 30:01:2026 |
|-----|------------------|------------------|
|     |                  |                  |

| QTY                                     | DESCRIPTION   | NET (KES) | VAT (KES) | GROSS (KES)      |
|---|---|-----------|-----------|------------------|
| 1                                       | <b>Mastering Human Resource Auditing</b> training from <b>17th - 21st Feb, 2025</b> at <b>PrideInn Express Nyali, Mombasa</b> | 65,000.00 | 0.00      | 65,000.00        |
| <b>GROSS (KES):</b> Sixty Five Thousand |   |           |           | <b>65,000.00</b> |

| PARTICIPANT(S) DETAILS |      |               |           |
|------------------------|------|---------------|-----------|
| NO.                    | NAME | EMAIL ADDRESS | TELEPHONE |
|                        |      |               |           |
|                        |      |               |           |
|                        |      |               |           |
|                        |      |               |           |

| PAYMENT DETAILS  |   |                           |
|--|---|---------------------------|
| M-PESA Pay Bill No: 247247   Account No.: 300245   Amount: KES 65,000.00 |   |                           |
| 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. Only those Delegates whose fees have been paid in full will be allowed to the event                               |  |  |
| 2. Send a scanned copy of the duly completed Nomination Form to <a href="mailto:admin@achrp.org">admin@achrp.org</a> |  |  |

The above training Cost does not include Transport & Accommodation