

Certified Human Resource Auditor Training

| Date | Time | Duration | Venue | CPD | Cost (Excl. VAT)PP |
|--------------------------|-------------------|----------|---------------------------|-----|--------------------|
| 30th Jun - 5th Jul, 2025 | 08:30 AM-11:30 AM | 6 Day(s) | Blooming Suites, Naivasha | 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



CHRP. Den PN Gathitu

Secretary General

Academy of Certified Human Resource Professionals

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

| QTY | DESCRIPTION | NET (KES) | VAT (KES) | GROSS (KES) |
|--------------------------------------|---|-----------|-----------|------------------|
| 1 | Certified Human Resource Auditor training from 30th Jun. 2025 - 5th Jul. 2025 at Blooming Suites, Naivasha | 70,000.00 | 0.00 | 70,000.00 |
| GROSS (KES): Seventy Thousand | | | | 70,000.00 |

| PARTICIPANT(S) DETAILS | | | |
|------------------------|------|---------------|-----------|
| NO. | NAME | EMAIL ADDRESS | TELEPHONE |
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| PAYMENT DETAILS | | |
|--|---|---------------------------|
| M-PESA Pay Bill No: 247247 Account No.: 300245 Amount: KES 70,000.00 | | |
| 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: | |
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| 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 admin@achrp.org | |
| The above training Cost does not include Transport & Accommodation | |