

Mastering Disciplinary Management Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
16th - 21st Mar, 2026	8:30 AM-4:00 PM	6 Day(s)	Blooming Suites, Naivasha	6	60,000.00

Course Overview

This intensive program equips HR practitioners, legal advisors, and industrial relations officers with in-depth legal understanding and procedural mastery across Kenya's evolving labor law landscape. Designed using authoritative materials—including labor laws, judicial precedents, PSC standards, and ILO conventions—the course covers both disciplinary and non-disciplinary workplace terminations, grievance resolution, performance management, and union negotiations. Participants will develop a strong command of employer obligations, employee protections, and procedural fairness. Through policy clinics, role-plays, and legal simulations, attendees will be empowered to manage sensitive HR matters legally and ethically—building workplaces grounded in fairness, trust, and compliance.

Course Objectives

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

- Interpret and apply Kenya's Employment, Labor Relations, Labor Institutions, WIBA and OSHA Acts.
- Implement compliant disciplinary and hearing procedures aligned with judicial expectations.
- Manage non-disciplinary termination processes including redundancy, resignation, medical retirement, and probationary exits.
- Apply international labor standards and ILO conventions within local legal frameworks.
- Analyze key ELRC and Court of Appeal judgments and their policy implications.
- Administer performance improvement and termination strategies with fairness and transparency.
- Build and audit HR policies to ensure they meet statutory, constitutional, and PSC manual requirements.

Target Groups

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

- HR Professionals and Legal Advisors
- Labor Relations Officers and Compliance Leads
- Employee Relations Specialists
- Policy Makers and Organizational Leaders
- Union Liaisons and Industrial Relations Practitioners



CHRP. Den PN Gathitu
Secretary General

To:	PROFORMA INVOICE	DATE: 30:01:2026

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	Mastering Disciplinary Management training from 16th - 21st Mar, 2026 at Blooming Suites, Naivasha	60,000.00	9,600.00	69,600.00
GROSS (KES): Sixty Nine Thousand Six Hundred				69,600.00

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. 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	