



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

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Samme asmp.org

NITA: NITA/TRN/1234

IHRM: C00259

HRLAW Kenya ™ Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
10th Feb, 2024	08:30 AM-11:30 AM	3 Hour(s)	Webinar, Zoom	1	1,500.00

Course Overview

The HRLAW Kenya ™ course covers the Employment Act, 2007 which began on 2nd June 2008. It is Kenya's main labor law that seeks to provide for the basic terms and working conditions for employees. It also looks to ensure reasonable employment standards while balancing businesses' needs to stay competitive. A good understanding of the Employment Act will result in positive Employee Engagement and build Industrial Relations harmony by minimizing disputes between Employers and Employees or Union. As such, it shapes the responsibilities and relationship between Employers and Employees. During the webinar, participants will be able to differentiate Contract of Service and Contract for Service, Termination and Dismissal, to identify when an employment contract is broken, to handle no show cases for recruitment, as well as the legal requirements for public holidays, sick leaves, annual leave and maternity leave. The trainer will also cover on the Legal Notice No. 28 which came into effect on 14th March 2014.

Course Objectives

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

- Get a better understanding of the Employment Act and Changes to the Employment Act.
- Establish the coverage of the Employment Act.
- Establish the essential clauses and illegal terms of Contract of Service.
- Show the difference between Contract of Service and Contract for Service.
- Establish the legal contractual age in Contract of service.
- Show when an employment contract is broken?
- Manage no show case for recruitment.
- Know whether the Sick Leave, Annual Leave can be used to offset the notice period.
- Know whether an employee resignation can be rejected.
- Define Misconduct.
- Identify the difference between Termination and Dismissal.
- Know that Contract of service can or cannot restrict rights of employees to join, participate in or organize trade unions.
- Establish whether the change of Employer breaks the continuity of the period of employment.
- Know the requirements for salary period and time of payment.
- Show authorized and unauthorized deduction of salary.
- Know the requirement of Rest Day and payment or work on Rest Day.
- Establish the Working Hours and its limit.
- Show the legal requirements for Public Holidays, Sick Leave and Annual Leave.
- Know the Restriction on employment of children and young persons.
- Establish the Maternity Leave Entitlement
- Know what the changes to the Employment Act are.

• Legal Notice No. 28

Target Groups

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

Video Link(s)

Module Title	Video Link	
HRLAW Kenya ™	https://www.youtube.com/watch?v=jDcZuqFfg8w	

DenPMGathilu

CHRP. Den PN Gathitu

Secretary General

Academy of Certified Human Resource Professionals



Academy of Certified Human Resource Professionals Ltd.

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

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DATE: 05:11:2025		PROFORMA INVOICE								
Invoice To:										
QTY	Y DESCRIPTION			NET (KES)	VAT (KES)		GROSS (KES)			
1	HRLAW Kenya ™ training			1,500.00	240.0	0	1,740.00			
GROS	S: One Thousand Seven Hun	dred Forty					1,740.00			
PAYMENT DETAILS										
Pay Bill No: 247247 Account No.: 300245 Amount: KES 1,740.00										
Bank Name: Equity Bank Account Name: Academy of Certified Human Resource Professionals Ltd Account Number: 1 2 9 0 2 7 1 2 4 5 7 5 3										
NOMI	NEE DETAILS									
We wish to Nominate our employee(s) listed below to attend the above training:										
#	NAME			EMAIL ADDRESS			TELEPHONE			
NOMI	NATION AUTHORIZATION	N & FUNDING	CON	IFIRMATION						
I, the ı	undersigned, authorize this n	omination and o	confi	rm that funds ar	e avail	able for tl	his training.			
Name of Authorizer:										
Position:										
Mobile Phone No.: Email Address:										
Organization KRA PIN: Signature:										
Date: Stamp:										
Email this document to <u>admin@achrp.org</u>										

NB: No credit facilities. Full payment is required before participation.