

Mastering Human Resource Auditing Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
1st - 6th Dec, 2025	8:00 AM-4:00 PM	6 Day(s)	Blooming Suites, Naivasha	6	60,000.00

Course Overview

The Mastering Human Resource Auditing course is an intensive 6-day training programme 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



IHRM: C00259

NITA: NITA/TRN/1234

To;	PROFORMA INVOICE	DATE: 02:01:2026
-----	-------------------------	-------------------------

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	Mastering Human Resource Auditing training from 1st - 6th Dec, 2025 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. Full payment is expected to be received prior to the event
 2. Only those Delegates whose fees have been paid in full will be allowed to the event
 3. Send a scanned copy of the duly completed Nomination Form to admin@achrp.org
 4. The above training Cost does not include Transport & Accommodation
- Email the payment advice with this duly filled, signed, and stamped form to admin@achrp.org