

Certified Employee Relations Professional Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
8th - 13th Dec, 2025	08:30 AM-4:00 PM	6 Day(s)	Blooming Suites, Naivasha	6	60,000.00

Course Overview

The Certified Employee Relations Professional (CERP)® program is a six-day intensive designed to equip HR professionals, line managers, and employee relations officers with the skills and frameworks needed to foster a productive, respectful, and legally sound workplace. Participants will master grievance handling, disciplinary procedures, conflict resolution, and engagement strategies while aligning employee relations with organizational culture and compliance standards. Through practical simulations and policy labs, CERP® graduates will be prepared to lead fair processes, build trust, and resolve workplace tensions with confidence and clarity.

Course Objectives

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

- Interpret and apply labor laws and internal policies in employee relations cases
- Manage grievances, disciplinary actions, and conflict resolution professionally
- Facilitate open dialogue and build trust between employees and management
- Align employee relations practices with organizational values and legal frameworks
- Design and implement engagement strategies that reduce disputes and improve morale
- Conduct investigations and document cases with accuracy and neutrality
- Advise leadership on employee relations risks, trends, and strategic interventions

Target Groups

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

- HR Officers and Employee Relations Specialists
- Line Managers and Supervisors
- Industrial Relations Officers
- Organizational Development Practitioners
- Union Liaison Officers
- Legal and Compliance Advisors

**CHRP. Den PN Gathitu****Secretary General****Academy of Certified Human Resource Professionals**

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

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	Certified Employee Relations Professional training from 8th - 13th 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