



2024

IHRM CPD CALENDAR

NITA - TRN/431

Who we are:

Institute of Human Resource Management (IHRM) is a Statutory Professional Body established under the Human Resource Management Professionals (HRMP) Act, No. 52 of 2012. The Body is domiciled and operates within the Republic of Kenya.



Vision:

Ethical, People-centric HR Professionals



Mission:

To regulate and promote the practice of HR Profession



Credo:

Transformed, Connected, Impactful

CORE VALUES



Professionalism



Integrity



Innovation



Customer Focus



Excellence

JANUARY 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO OF DAYS	FEE (INCL. VAT)
Employment Act; Employer- Employee Relationship	Understanding the fundamental rights of employees, as well as the basic conditions and requirements of employment	HR Professionals Line Managers Supervisors	25th & 26th	Nairobi	2	34800



**APPROVED
TRN/431**

**1
DAY**

**2 CPD
POINTS**

**2
DAYS**

**4 CPD
POINTS**

**3-5
DAYS**

**6 CPD
POINTS**

KINDLY NOTE:

All fees/ cost caters for an individual participant and is exclusive of:

- **Accommodation**
- **Transport**

FEBRUARY 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Transformational HR Leadership & Emotional Intelligence	Executive Presence: Raising your Leadership Lid Strategic Organizations Design: Achieving Efficiency and Impacting on Business Results	CEOs, Directors, Senior HR Professionals Line Managers	31st Jan - 2nd Feb	Naivasha	3	52,200
Sustainable Enterprise Promotion through Best HR Workplace Practices	Operational Model; formulation and implementation of sustainability strategy in business; The organizational culture of sustainable enterprise; Cross-cultural and diversity management; HRM and the trends and challenges of the business environment	CEOs, Directors, Senior HR Professionals Line Managers	7th - 9th	Nakuru	3	52,200
The Future workplace: Leading in a Hybrid workplace environment	Explore strategies for fostering collaboration, innovation, and employee well-being	HR Professionals Line Managers Supervisors	15th & 16th	Naivasha	2	34,800
Developing High Impact HR Manager	Employee Onboarding, Counselling skills	HR Professionals Line Managers Supervisors	21st -23rd	Kericho	3	52,200
Kenya Labor Laws & Industrial Relations	The Laws that governs employers-employees relationships and their applications	HR Professionals Line Managers Supervisors	Feb 26th - March 1st	Kisumu	5	69,600

MARCH 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Effective Employee Discipline Management at the Workplace	Strategies for fostering accountability, productivity, and a positive workplace culture	HR Professionals Line Managers Supervisors	7th & 8th	Nairobi	2	34,800
The HR of Strategizing: Navigating Boardroom Dynamics	Translating HR Strategy into Business Result; Board Paper; Understand the numbers	CEOs, Directors, Senior HR Professionals Line Managers	6th - 8th	Machakos	3	52,200
Employee Value Proposition: Driving Attraction, retention and Performance	Social Media Recruiting and Employer Branding	HR Professionals Line Managers Supervisors	13th -15th	Nakuru	3	52,200
Coaching for Impact; Developing Your Coaching Philosophy	Elevate performance, foster growth, and drive meaningful results through personalized coaching strategies.	HR Professionals Line Managers Supervisors	13th -15th	Eldoret	3	52,200
County Public Service Board Summit	Effective County Leadership, Governance and Compliance	Board Chairpersons, Members and Secretaries	18th -22nd	Mombasa	5	69,600

APPLICATION FOR A PRACTICING CERTIFICATE

1

Access the IHRM Website:
www.ihrm.or.ke

2

Download the application form under: <https://ihrm.or.ke/practicing-certificate/>

3

Fill and attach all the required documents

4

Scan and email via: membership@ihrm.or.ke or drop the application at our offices

5

You will receive an email notification once the application has been approved

NOTE THE FOLLOWING REQUIREMENTS

- Undergraduate Degree Certificate in any discipline.

Copies of Professional Certificate(s) -HND-HRM / Post Graduate Diploma in HR/CHRP/MSC-HR, MBA-HR, MBA-Strategic Management/MBA-Organizational Development/Cambridge International Diploma/HRMP-Senior Professional in Human Resources International (SPHRi)/HRBP- Professional in HR International (PHRi)/Ph.D.- HR

- The certificates must be certified by either the institution or an advocate of the High Court.

Application fee of Kshs. 1,000.

- Current IHRM Membership Certificate.
- Confirmation letter from CUE (Commission for University Education- Kenya) for holders with Foreign Certificate(s).

APRIL 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
HR and AI: The next productivity frontier	AI in Engagement, Productivity and Wellness;	CEOs, Directors, Senior HR Professionals Line Managers	4th & 5th	Nairobi	2	34,800
Workplace Policies & Procedures	Establish a foundation of order and fairness with Workplace Policies & Procedures	HR Professionals Line Managers Supervisors	8th -12th	Nairobi	5	69,600
Managing HR Risks: ISO 30414:2018 HRM	Theme to follow	HR Professionals Line Managers Supervisors	10th - 12th	Kisumu	3	52,200
HR Etiquette: Building Your Personal Brand	Enhance professionalism, integrity, and influence within your HR responsibilities.	HR Professionals Line Managers Supervisors	17th -19th	Voi	3	52,200
Kenya Labor Laws & Industrial Relations	The Laws that governs employers-employees relationships and their applications	HR Professionals Line Managers Supervisors	22nd -26th	Mombasa	5	69,600

MAY 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Performance Magement and Appraisal; Do's and Don't's	Enhancing employee performance, goal achievement, and continuous improvement for lasting results	HR Professionals Line Managers Supervisors	2nd & 3rd	Nairobi	2	34,800
Leading Change during M&A: Fresh Perspectives, New Insights and Lessons learnt	Managing Strategic Change: Leading Continuously Transforming Organization	CEOs, Directors, Senior HR Professionals Line Managers	9th & 10th	Thika	2	34,800



CAPACITY BUILDING



Training



Learning



Knowledge



Skills



Coaching



Support



Development

JUNE 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Designing the customer centric organizations	Designing, implementation and managing customer centric organizations	CEOs, Directors, Senior HR Professionals Line Managers	6th & 7th	Machakos	2	34,800
The Agile HR Strategy: Driving Performance and Business Growth	The HR Challenge: Achieving Strategic Capabilities	CEOs, Directors, Senior HR Professionals Line Managers	12th -14th	Murang'a	3	52,200
Emotional Intelligence; Uderstanding and Managing your own Emotions	Cultivate empathy, self-awareness, and effective interpersonal relationships for enhanced collaboration and organizational success.	HR Professionals Line Managers Supervisors	13th & 14th	Nairobi	2	34,800
Workforce Planning and Succession Management/Planning	Strategize for organizational resilience with Workforce Planning and Succession Management	HR Professionals Line Managers Supervisors	19th -21st	Nakuru	3	52,200
Finance, Payroll & Tax Compliance for HR Professionals	Essential insights for managing fiscal responsibilities and ensuring regulatory adherence in human resources, Payroll Administration & Management	HR Professionals Line Managers Supervisors	10th -14th	Eldoret	5	69,600
Leading & Influencing Change In The Public Sector	Managing Change in Public Sector during Transition: What works, Lessons learnt and challenges	CEOs, Directors, Senior HR Professionals Line Managers	24th -28th	Mombasa	5	52,200

JULY 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Data Driven Leadership: Unleashing Your HR Capabilities	Overview of HR Data analytics, benefits and implementing HR data analytics	CEOs, Directors, Senior HR Professionals Line Managers	4th & 5th	Nairobi	2	34,800
HR Professional as An In house Consultant: Horn- ing your Consulting ad Advisory Capabilities	Unlock the Power of HR: Master the art of business insight, communication finesse, and stakeholder alchemy.	HR Professionals Line Managers Supervisors	10th - 12th	Eldoret	3	52,200
HR for Line Managers; Fair Employment Practices and Leadership	Provide line managers with HR knowledge for proficient team leadership, talent management, and workplace success aligned with organizational objectives.	HR Professionals Line Managers Supervisors	15th - 19th	Mombasa	5	69,600
OSHA/WIBA; The Application of the two Acts	Registration and Renewal of Workplaces and Plants, Work- place Inspection, Accident Investigation and WIBA	HR Professionals Line Managers Supervisors	18th & 19th	Nairobi	2	34,800
Risk, Leadership and Governance for HR Professionals	Strategize Risk, Leadership, and Governance for HR Profession- als	HR Professionals Line Managers Supervisors	22nd -26th	Nairobi	5	69,600

AUGUST 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
The HR Value Chain Metrics & Analytics: Measuring HR Performance and Achieving HR efficiency and Outcomes	Leverage data insights for strategic decision-making, ensuring a streamlined and impactful HR journey	HR Professionals Line Managers Supervisors	8th & 9th	Nairobi	2	34,800
Employees Holistic Wellness	A comprehensive approach to mental, physical, and emotional wellness for a thriving, balanced workforce	HR Professionals Line Managers Supervisors	12th -16th	Nakuru	5	69600
Compensation Management; Compensation Cycle and policies	Managing, analyzing, and determining the salary, incentives, and benefits each employee receives.	HR Professionals Line Managers Supervisors	15th &16th	Nairobi	2	34,800
Finance, Payroll & Tax Compliance for HR Professionals	Essential insights for managing fiscal responsibilities and ensuring regulatory adherence in human resources, Payroll Administration & Management	HR Professionals Line Managers Supervisors	26th - 30th	Nairobi	5	69600

SEPTEMBER/OCTOBER 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Moving the Diversity Needle: Integrating Equity and Inclusion in the work culture	Concious Unconcious Bias, Managing Cross-Generational Teams	HR Professionals Line Managers Supervisors	5th & 6th Sept	Nairobi	2	34,800
Reframing employee health: Moving beyond burnout to employee wellness	Counseling Skills at the Work-place	HR Professionals Line Managers Supervisors	19th & 20th Sept	Nairobi	2	34,800
Cultural Intelligence (CQ) in HR; Working Confidently in Different Cultures	Enhancing understanding, communication, and collaboration for global workforce effectiveness.	HR Professionals Line Managers Supervisors	12th & 13th Sept	Nairobi	2	34,800
Data Protection Act; Implications on People Management	Cyber security and Data Privacy in HR	HR Professionals Line Managers Supervisors	18th -20th Sept	Naivasha	3	52,200
Workplace Policies & Procedures	Establish a foundation of order and fairness with Workplace Policies & Procedures	HR Professionals Line Managers Supervisors	23rd -27th Sept	Kisumu	5	69,600
Financial Wellness; Having a good relationship with your money	Cultivate smart money habits, achieve fiscal goals, and enhance overall well-being.	HR Professionals Line Managers Supervisors	10th & 11th October	Nairobi	2	34,800

NOVEMBER 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
The HR Strategy Execution for Public Leadership: A public leadership approach for long-term success	HR strategies with public leadership principles to navigate challenges and drive sustainable outcomes	Directors, HR Professionals Line Managers Supervisors	4th -8th	Mombasa	5	69600
Drafting and Managing HR Contracts; What the Laws say	Master the art of Drafting and Managing HR Contracts: A comprehensive guide to creating, implementing, and overseeing effective employment agreements.	HR Professionals Line Managers Supervisors	14th & 15th	Nakuru	2	34,800
Risk, Leadership and Governance for HR Professionals	Strategize Risk, Leadership, and Governance for HR Professionals	HR Professionals Line Managers Supervisors	11th -15th	Kisumu	5	69600
Managing Succession Planning; Building the Talent and Leadership Pipeline for Business Continuity	Develop a talent pipeline for seamless leadership transitions and sustained organizational success.	HR Professionals Line Managers Supervisors	18th -22nd	Nakuru	5	69600
Kenya Labor Laws & Industrial Relations	The Laws that governs employers-employees relationships and their applications	HR Professionals Line Managers Supervisors	25th -29th	Nakuru	5	69,600

BREAKFAST 2024 EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
The DNA of High Performance HR Organization	Unlocking the secrets to a High-Performance HR Organization	CEOs, Senior HR Professionals, Line Managers, Supervisors	1st March	Nairobi	1	5,800
The State of Organizations: The most significant shifts facing organizations today	Uncover the pivotal shifts shaping today's business landscape and navigating the challenges of change.	CEOs, Senior HR Professionals, Line Managers, Supervisors	7th June	Nairobi	1	5,800
Environmental, Social and Governance (ESG) Sustainability	The Importance of having and driving sustainability agenda.	CEOs, Senior HR Professionals, Line Managers, Supervisors	6th September	Nairobi	1	5,800
The Future HR: Trends, Drivers and Priorities	Explore emerging trends, key drivers, and top priorities shaping the evolving landscape of Human Resources.	CEOs, Senior HR Professionals, Line Managers, Supervisors	8th November	Nairobi	1	5,800

ANNUAL NATIONAL HR CONVENTIONS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
5th Women in HR Convention	Theme to Follow	Women Leaders and HR Professionals	26th -28th March	Mombasa	3	52,200
4th Men in HR Convention	Theme to Follow	Men Leaders and HR Professionals	25th -27th September	Mombasa	3	52,200

ANNUAL NATIONAL HR EVENTS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
10th Annual National HR Congress	Theme to Follow	CEOs, Directors, HR Professionals, Line Managers, Supervisors	20th -24th May	Mombasa	5	75,400
1st National Productivity Conference	Theme to Follow	CEOs, Directors, HR Professionals, Line Managers, Supervisors	19th -23rd August	Kisumu	5	75,400
28th Annual National HRM Conference	Theme to Follow	CEOs, Directors, HR Professionals, Line Managers, Supervisors	28th Oct - 1st Nov	Naivasha	5	75,400

INTERNATIONAL EVENT

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Strategic Ethical Leadership	Respecting cultural diversity and implementing fair practices across borders.	CEOs, Directors, HR Professionals, Line Managers, Supervisors	July 29th - August 2nd	Dubai	5	208,800

VIRTUAL PROGRAMS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Employment Act; Employer-Employee Relationship	Understanding the fundamental rights of employees, as well as the basic conditions and requirements of employment	CEOs, Directors, Senior HR Professionals Line Managers	5th March	Zoom	1	2,320
Performance Management; Keys to Effective Performance Management	Enhance employee performance, goal achievement, and continuous improvement for lasting results	CEOs, Directors, Senior HR Professionals Line Managers	16th April	Zoom	1	2,320
CBA Negotiation Skills; Negotiation Process for a win-win situation	Navigate discussions effectively for mutually beneficial agreements and labor relations success.	HR Professionals Line Managers Supervisors	11th June	Zoom	1	2,320
Emotional Intelligence; Understanding and Managing your own Emotions	Cultivate empathy, self-awareness, and effective interpersonal relationships for enhanced collaboration and organizational success.	HR Professionals Line Managers Supervisors	6th August	Zoom	1	2,320
OSHA/WIBA; The Application of the two Acts	Registration and Renewal of Workplaces and Plants, Workplace Inspection, Accident Investigation and WIBA	HR Professionals Line Managers Supervisors	17th Sept	Zoom	1	2,320

FREE FORUMS

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION
HR Firms & HR Consultants	Compliance and consultancy services	Lead Trainers HR Consultants	28th February	Virtual
HR Etiquette: Building your Personal Brand	Craft a distinguished professional identity with HR Etiquette. Elevate your personal brand through professionalism, integrity, and impactful HR	HR Professionals Line Mangers Supervisors	15th March	Nairobi
Holistic Wellness; Mental health, Financial Wellnes	Prioritize holistic wellness with a focus on mental health and financial well-being. Cultivate a balanced life for sustained personal and professional fulfillment.	HR Professionals Line Mangers Supervisors	7th June	Nairobi
Effective Interviewing Skills	Checklists, unconscious bias awareness and structured interview methods to candidates	HR Professionals Line Mangers Supervisors	13th September	Nairobi



Institute of
H u m a n
R e s o u r c e
M a n a g e m e n t

The Professional Body of HR Practitioners in Kenya

JANUARY - JUNE 2025
IHRM CPD CALENDAR

JANUARY - JUNE 2025

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Sustainable Enterprise Promotion through Best HR Workplace Practices	Operational Model; formulation and implementation of sustainability strategy in business; The organizational culture of sustainable enterprise; Cross-cultural and diversity management; HRM and the trends and challenges of the business environment	CEOs, Directors, Senior HR Professionals Line Managers	5th -7th February	Nakuru	3	52,200
The Future workplace: Leading in a Hybrid workplace environment	Explore strategies for fostering collaboration, innovation, and employee well-being	HR Professionals Line Managers Supervisors	13th & 14th February	Naivasha	2	34,800
Developing High Impact HR Manager	Employee Onboarding, Counselling skills	HR Professionals Line Managers Supervisors	19th -21st February	Kericho	3	52,200
Kenya Labour Laws & Industrial Relations	The Laws that governs employers-employees relationships and their applications	HR Professionals Line Managers Supervisors	3rd -7th March	Nakuru	5	69,600
The HR of Strategizing: Navigating Boardroom Dynamics	Translating HR Strategy into Business Result; Board Paper; Understand the numbers	CEOs, Directors, Senior HR Professionals Line Managers	12th - 14th March	Machakos	3	52,200
6th Women in HR Convention	Theme to Follow	HR Professionals Line Managers Supervisors	26th - 28th March	Mombasa	3	52,200

JANUARY - JUNE 2025

EVENT	CONTENT	TARGET GROUP	DATE	LOCATION	NO. OF DAYS	FEE (INCL. VAT)
Employee Value Proposition: Driving Attraction, retention and Performance	Social Media Recruiting and Employer Branding	HR Professionals Line Managers Supervisors	9th - 11th April	Nakuru	3	52,200
The Agile HR Strategy: Driving Performance and Business Growth	The HR Challenge: Achieving Strategic Capabilities	HR Professionals Line Managers Supervisors	16th -18th April	Murang'a	3	52,200
County Public Service Board Summit	Effective County Leadership & Governance	Board Chairpersons, Members and Secretaries	21st -25th April	Kisumu	5	69,600
Kenya Labour Laws & Industrial Relations	The Laws that governs employers-employees relationships and their applications	HR Professionals Line Managers Supervisors	3rd -7th March	Nakuru	5	69,600
11th Annual National HR Congress	Theme to Follow	CEOs, Directors, Senior HR Professionals Line Managers	26th -30th May	Mombasa	5	69,600
Workforce Planning and Succession Management/Planning	Strategize for organizational resilience with Workforce Planning and Succession Management	HR Professionals Line Managers Supervisors	4th - 6th June	Kisumu	3	52,200
Leading Change during M&A: Fresh Perspectives, New Insights and Lessons Learnt	Managing Strategic Change: Leading Continuously Transforming Organization	CEOs, Directors, Senior HR Professionals Line Managers	12th & 13th June	Thika	2	34,800
Performance Management and Appraisal; Do's & Don't's	Enhancing employee performance, goal achievement, and continuous improvement for lasting results	HR Professionals Line Managers Supervisors	19th & 20th June	Nairobi	2	34,800
Employees Holistic Wellness	A comprehensive approach to mental, physical, and emotional wellness for a thriving, balanced workforce	HR Professionals Line Managers Supervisors	23rd -27th June	Nairobi	5	69,600



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