



Institute of
Human
Resource
Management

The Professional Body of HR Practitioners in Kenya

TRAINING CALENDAR

2025/2026



Who we are:

The Institute of Human Resource Management (IHRM) is a Statutory Professional Body established under the Human Resource Management Professionals (HRMP) Act, No. 52 of 2012. It is a State Corporation under the Ministry of Public Service and Performance and Delivery Management. IHRM's mandate is to regulate the HR profession in Kenya, enhance competencies and capabilities, and support innovative and transformative HR practices and standards.



VISION

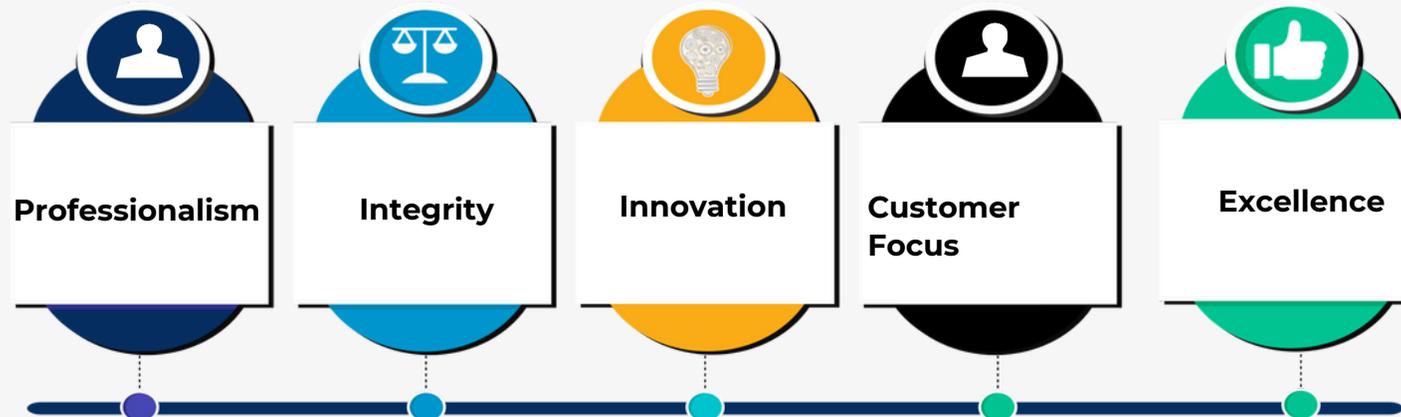
Ethical, People-centric HR Professionals



MISSION

To Regulate and Promote the Practice of Human Resource Profession

CORE VALUES





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

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CPD CALENDAR

JULY - DECEMBER



TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
HR Technology & Digital Transformation	<ul style="list-style-type: none"> • HR Software and Automation Tools • Employee Self-Service Platforms • Data-Driven HR 	7th – 11th July 2025	Naivasha	KES 65,000	6 CPD Points
The Future of Work & Remote Workforce Management	<ul style="list-style-type: none"> • Remote Work Compliance & Labor Laws • Digital Collaboration & Well-being • Hybrid Workforce Solutions 	21st – 25th July 2025	Machakos	KES 65,000	6 CPD Points
Risk, Leadership and Governance for HR Professionals	<ul style="list-style-type: none"> • Minimize people-related risks in the workplace • Lead with confidence and clarity • Strengthen governance structures in HR 	11th – 15th August 2025	Mombasa	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Certified professional Mediators	Theme to follow	18 th -22 nd Aug 2025	Naivasha	KES 65,000	6 CPD Points
Agile HR & Workforce Flexibility	<ul style="list-style-type: none"> • Agile Talent Management • Cross-Functional Teams • Freelance and Gig Economy 	25th -29th Aug 2025	Naivasha	KES 65,000	6 CPD Points
Finance, Payroll & Tax Compliance for HR Professionals	<ul style="list-style-type: none"> • Strengthen financial role and payroll functions • Compliance with payroll and tax laws • Financial governance and employee satisfaction • Efficiency and accuracy in HR operations 	8th – 12th Sept 2025	Kisumu	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Policy Makers on HR Matters Summit	Theme to follow	15 th -19 th Sept 2025	Dubai	KES 208,000	6 CPD Points
Men in HR Convention	Theme to follow	23rd -26th Sept 2025	Mombasa	KES 65,000	6 CPD Points
29th Annual HRM Conference	Theme to follow	28th – 31st Oct 2025	Naivasha	KES 75,000	6 CPD Points
Kenya Labor Laws & Industrial Relations	<ul style="list-style-type: none"> • Overview of the Kenya Labour Laws • Disciplinary Hearing • Termination of Employment • Employee Grievances and Disputes • Workplace Mediation: context, process and outcomes • Managing Statutory Compliance: RBA Act, NSSF Act, NITA Act 	10th – 14th Nov 2025	Nakuru	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Empowered Accountability: Rethinking Workplace Discipline for the Modern Workforce	<ul style="list-style-type: none"> • From Compliance to Commitment • Understanding Root Causes of Misconduct • Coaching Over Correcting • Embedding Accountability in Culture 	18 th -21 st Nov 2025	Kisumu	KES 65,000	6 CPD Points
Green Jobs & Green Talents for Sustainable Development	<ul style="list-style-type: none"> • Lead sustainability efforts through people and talent • Integrate green skills and roles into their HR strategies • Support national and global sustainability agendas • Lead their workforce in a rapidly evolving green economy 	24 th -28 th Nov 2025	Naivasha	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Performance and productivity management	<ul style="list-style-type: none"> • Performance Improvement • Employee Engagement • Alignment with Goals • Continuous Learning Culture 	24 th - 28 th November 2025	Mombasa	KES 65,000	6 CPD Points
(Environmental, Social & Governance): ESG	Theme to follow	1 st -5 th Dec 2025	Kisumu	KES 65,000	6 CPD Points
Managing Succession Planning: Building the Talent and Leadership Pipeline	<ul style="list-style-type: none"> • Strengthen compliance and avoid legal pitfalls • Build a safe, fair, and well-regulated workplace • Gain confidence in handling employment issues legally and ethically • Align HR policies with business objectives and labor law standards 	8th – 11th Dec 2025	Nakuru	KES 65,000	6 CPD Points

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/MS-C-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)



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JANUARY - JUNE



TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
HR Improvement and Future Analysis	<ul style="list-style-type: none"> • Upgrade and streamline their HR functions • Stay ahead of industry changes and workforce trends • Use data and foresight to drive HR strategy • Lead HR transformation and innovation with confidence 	28th – 30th Jan 2026	Nairobi	KES 52,500	6 CPD Points
Employee Discipline Management	<ul style="list-style-type: none"> • Handle employee misconduct professionally and legally • Build a disciplined & respectful workplace culture • Reduce conflict and foster fairness and consistency • Strengthen their confidence in difficult conversations & decisions 	18th – 20th February 2026	Nairobi	KES 52,500	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Leadership & Change Management	<ul style="list-style-type: none"> • Change Management Strategies • Emotional Intelligence in Leadership 	28th – 30th Jan 2026	Naivasha	KES 52,500	6 CPD Points
Kenya Labor Laws & Industrial Relations	<ul style="list-style-type: none"> • Overview of the Kenya Labour Laws • Disciplinary Hearing • Termination of Employment • Employee Grievances and Disputes • Workplace Mediation: context, process and outcomes • Managing Statutory Compliance: RBA Act, NSSF Act, NITA Act 	9th – 13th March 2026	Mombasa	KES 65,000	6 CPD Points
7th Women in HR	Theme to follow	24th – 27th March 2026	Mombasa	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Shaping High-Impact Cultures: Mastering Organizational Behavior for Strategic HR Leadership"	<ul style="list-style-type: none"> • Understand and influence team dynamics and organizational behavior • Shape a strong, healthy, and values-driven work culture • Improve communication, motivation, and overall performance • Lead cultural change initiatives with clarity and confidence 	6th – 11th April 2026	Kisumu	KES 65,000	6 CPD Points
Synergizing Human Intelligence (HI) and Artificial Intelligence (AI) for Strategic Decision-Making	<ul style="list-style-type: none"> • Synergizing Human and Artificial Intelligence • Data-Driven Talent Management & Workforce Planning • Enhancing Employee Experience through Intelligent Automation • Building Future-Ready HR Capabilities and Ethical AI Use 	13 th - 17 th April 2026	Nakuru	KES 65,000	6 CPD Points

TRAINING	CONTENT	DATE	LOCATION	INVESTMENT	CPD
Bridging Perspectives: Empowering HR to Harmonize Leadership and Workforce Expectations	<ul style="list-style-type: none"> • Managing Generational and Cultural Expectations • HR as a Strategic Bridge – Aligning Vision with Reality • Communication Strategies for Conflict Prevention • Building a Culture of Trust and Psychological Safety 	20th – 24th April 2026	Nakuru	KES 65,000	6 CPD Points
12th National HRM Congress	Theme to follow	26th – 29th May 2026	Mombasa	KES 75,000	6 CPD Points

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Finance, Payroll & Tax Compliance for HR Professionals	<ul style="list-style-type: none"> • Strengthen financial role and payroll functions • Compliance with payroll and tax laws • Financial governance and employee satisfaction • Efficiency and accuracy in HR operations 	8th – 12th June 2026	Nakuru	KES 65,000	6 CPD Points
Risk, Leadership and Governance for HR Professionals	<ul style="list-style-type: none"> • Minimize people-related risks in the workplace • Lead with confidence and clarity • Strengthen governance structures in HR and employee support 	22nd – 26th June 2026	Eldoret	KES 65,000	6 CPD Points
HR Data Analytics	<ul style="list-style-type: none"> • Utilizing AI tools in recruitment processes • Applying AI Tools for HR analytics & extracting insights from employee data 	29th - 30th June - 2026	Naivasha	KES 65,000	6 CPD Points



CONTACT US

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