

Academy of Certified Human Resource Professionals Ltd.

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

P. O. Box 18582 - 00100, Nairobi, Kenya.

2 +254 700 722 522 | **3** +254 722 300 245.

IHRM: C00259 NITA: NITA/TRN/1234

12th Annual HR Symposium Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
15th - 19th Jul, 2024	08:30 AM-11:30 AM	5 Day(s)	Lake Naivasha Resort, Naivasha	6	60,000.00

Course Overview

The 12th HR Symposium aims to explore the intersection of performance management and productivity. Participants will gain insights into maximizing employee performance, understanding the difference between performance and productivity, and building a productive workplace culture. The symposium will cover topics such as strategic performance management systems, effective performance appraisals, and improving employee performance. It's a must-attend event for HR professionals seeking growth and knowledge in people management. In this dynamic and thought-provoking event, we delve into the heart of people management, where performance, goals, and recognition intersect. Our focus? Empowering you to lead your teams toward their highest potential. At the 12th HR Symposium, we recognize that organizations thrive when their people thrive. Whether you're an HR professional, a manager, or an aspiring leader, this symposium promises to be a transformative experience. Together, we'll explore strategies, tools, and insights to elevate employee performance, foster growth, and drive organizational success.

Course Objectives

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

- Understand how to align performance management with organizational goals.
- Explore cutting-edge approaches to measuring and enhancing performance.
- Learn to create a performance-driven culture that fuels excellence.
- Master the art of constructive feedback.
- Discover techniques for fair and impactful performance evaluations.
- Navigate challenging conversations with empathy and clarity.
- Uncover the keys to unlocking individual potential.
- Implement actionable strategies to boost productivity.
- Cultivate an environment where every team member thrives.

Target Groups

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

- Human Resource Managers
- Legal advisors and compliance officers.
- HR Business Partners
- HR Specialists
- HR Officers
- HR Professionals

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



DATE: 03:11:2025

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

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PROFORMA INVOICE

Invoice To:								
Organization Name		Phone Number		Email Add	Email Address			
QTY	DESCRIPTION		NET (KES)	VAT (KES)	GROSS (KES)			
1	12th Annual HR Symposium training		60,000.00	9,600.00	69,600.00			
GROSS: Sixty Nine Thousand Six Hundred					69,600.00			
PAYMENT DETAILS								
Pay Bill No: 247247								
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								
NOMINEE DETAILS								
We wish to Nominate our employee(s) listed below to attend the above training:								
#	NAME		EMAIL ADDRESS		TELEPHONE			
NOMINATION AUTHORIZATION & FUNDING CONFIRMATION								
I, the undersigned, authorize this nomination and confirm that funds are available for this training.								
Name of Authorizer:								
Position:								
Mobile Phone No.: Email Address:								
Organization KRA PIN: Signature:								
Date: Stamp:								
Email this document to admin@achrp.org								

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