

2024 TRAINING AND CONSULTANCY PROGRAMS

Digital Opportunity and Social Media Management for Secretaries	May	13 - 17	Mombasa, KE
Electronic Records Management	May	20 - 24	Naivasha, KE
Executive Secretariat Management Training	June	10 - 14	Kisumu, KE
Debt Management and Global Competitiveness	June	17 - 21	Singapore
Leadership Retention and Succession Planning Management	June	24 - 28	Naivasha, KE
Cyber Security and Investigations Management	July	8 -12	Mombasa, KE
Fleet Maintenance and Safety Management	July	15-19	Naivasha, KE
Complaint Management and Customer Service Leadership	July	22-26	Mombasa, KE
Cybercrime and Electronic Evidence Management	August	5-9	Kisumu, KE
Email Contracts, Electronic Governance and Electronic Evidence Management	August	12-16	Singapore
Customer Service and Relationship Management	August	26-30	Naivasha, KE
Alternative Dispute Resolutions Management for Corporates	September	2 -6	Nairobi, KE
Email Contracts, Digital Forensics & Electronic Evidence Management	September	9-12	London, UK
Electronic Records Management	September	16-20	Kisumu, KE
Change Management and Sundowner (Retirement) Preparations	September	23-27	Mombasa, KE
Digital Skills Enhancement And Digital Evidence Management Workshop	October	7-11	KL, Malaysia
Social Media, Emerging Technologies and Online Reputation Management	October	14-18	Mombasa, KE
Electronic Customer Service and Relationship Management	October	21-25	Mombasa, KE
Customer Service and Relationship Management	November	4-8	Mombasa, KE

Electronic Records Management	November	11-15	Mombasa, KE
Executive Secretariat Management Training	November	18-22	Mombasa
Debt Management and Global Competitiveness	November	25- 29	Singapore
Corporate Security Management	December	2-7	Kisumu, KE
Emotional Intelligence and Conflict Management	December	9-13	Kisumu, KE
Dynamic and Transformational Leadership for Senior Management	December	16-20	Singapore
Anti - Money Laundering Strategies and Management for Saccos	December	16- 20	Naivasha, KE

2025 TRAINING AND CONSULTANCY PROGRAMS

Email Contracts and Electronic Governance	January	13-17	Nairobi, KE
Customer Service and Digital Experience Management	January	18-24	Naivasha, KE
Emerging Technologies and High Performance for Senior Management	Jan/Feb	27-31	Tel-Aviv, Israel
HR Strategic Planning and Operations Excellence Seminar	February	3-7	Naivasha, KE
Alternative Dispute Resolutions Techniques Training	February	10-14	Nairobi, KE
Electronic Evidence Management for in-house legal teams	February	17-21	Mombasa, KE
Electronic Records Management	March	3-7	Kisumu, KE
Legal Compliance in Human Resource Management	March	10-14	Nairobi
Corporate Sign Language Skills Training	March	17-21	Mombasa, KE
Advanced Customer Service Training	March	17-21	Naivasha, KE
Process Waste Management and Continuous Improvement	March	24-28	Naivasha, KE
Cyber Forensics and Digital Investigations in combating the Emerging Threats	March	24 - 28	Berlin, Germany
Cybercrime and Electronic Evidence Management	April	7 -11	Kisumu, KE
Email Contracts, Electronic Governance and Electronic Evidence Management	April	14 -18	Singapore
Clerical and Administrative Operations Management	April	21 -25	Naivasha, KE
CCTV Operational Excellence and Management	April	21 - 25	Mombasa, KE
Electronic Customer Service and Relationship Management	April	28 - 2	Naivasha, KE
Cyber Forensics and Digital Investigations in combating the Emerging Threats	May	12-16	Nairobi, KE
Customer Service and Digital Experience Management	May	26-30	Naivasha, KE