



**Knowledge
Hub
Institute**

Connect | Learn | Transform

2026 Training Calendar



Table of contents

- **About Knowledge Hub Institute**
- **Fact sheet Vision, Mission and Mantra**
- **Guiding Philosophy**
- **Training Focus:**
- **Local trainings/in-country**
 - a) **Pension, Trustee and retirement training**
 - b) **People management and HR trainings**
 - c) **Leadership and Corporate Governance training**
 - d) **Executive short courses**
- **International trainings**
- **Global Certifications**
- **Contact us**



About Knowledge hub Institute

The Knowledge Hub Institute Limited Kenya (KHI) is a Global Institute offering training, consultancy, background checks and board services globally. Knowledge Hub Institute was founded to be a learning centre of excellence in the field of management and capacity building, promoting research, and collaborations not only in Kenya but globally.

The Knowledge Hub institute offers World-Class Industry, Corporate Training, management consultancy and business solutions. KHI has earned its space as a training & consultancy institution in every aspect of Management. Besides addressing the emerging knowledge and skills trends, The institute provides solutions to complex issues that relate to processes, people, systems and products in organizations. Embedding learning and development, consultancy and research solutions as part of your integrated business strategy will position your organization to be able to gain a competitive advantage. The institute offers demand driven solutions with a rich pool of seasoned and dynamic speakers.

Fact Sheet

- Since its inception, KHI has embodied its mission to steer and champion excellence, competitiveness in individuals and organizations throughout the continent.
- We take pride in offering management education that is distinctive; but yet relevant and practical to an emerging Africa and the various management challenges in organizations. Our programs offer high-impact learning and provide solution that can be immediately applied in the workplace. The programs combine latest industry trends, acquisition of new career skills, professional networking, all part of the learning experience.

VISION

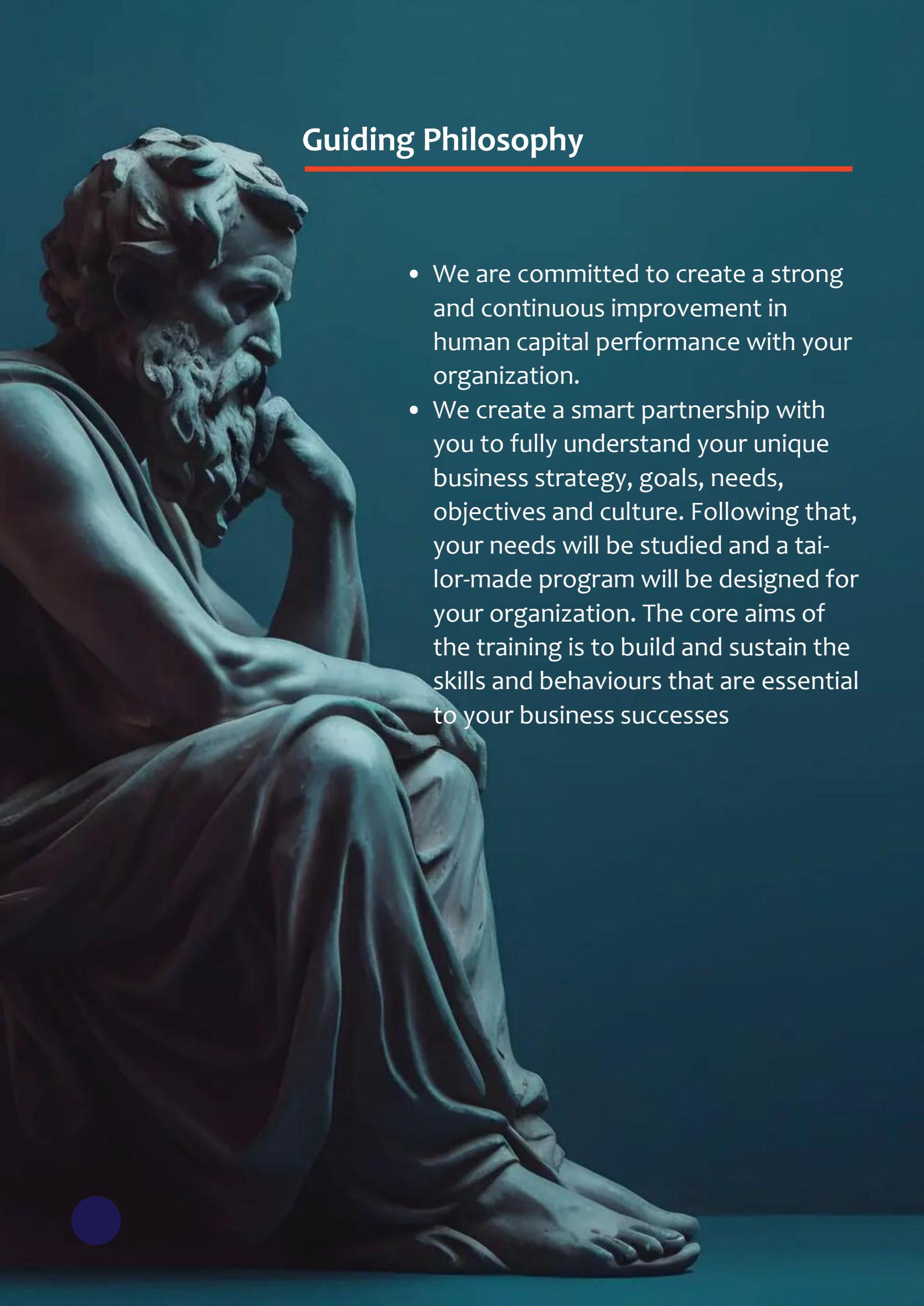
To be a globally recognized leading provider of training and consulting services.

MISSION

To design and deliver high impact development programs and a wide range of consultancy services that produce outstanding human performance in organizations.

MANTRA

Connect Learn Transform



Guiding Philosophy

- We are committed to create a strong and continuous improvement in human capital performance with your organization.
- We create a smart partnership with you to fully understand your unique business strategy, goals, needs, objectives and culture. Following that, your needs will be studied and a tailor-made program will be designed for your organization. The core aims of the training is to build and sustain the skills and behaviours that are essential to your business successes

LOCAL PROGRAMS /COUNTRY RETIREMENT & TRUSTEE TRAINING

| TRAINING PROGRAMME | DATE 2026 | DAYS | VENUE | FEES(Exc VAT) |
|--|--|--------|------------------------|---------------|
| Pension Scheme Governance, Retirement Benefits investment & AI for Boards | 2 nd - 6 th Feb | 5 Days | Mombasa | KES 74,500 |
| Pension Scheme Governance, ADRS and Regulations Training | 9 th – 13 th Feb | 5 Days | Kisumu | KES 74,500 |
| Pension scheme Board Audit, taxation, Performance and investment workshop | 3 rd – 6 th March | 5 Days | Naivasha | KES 74,500 |
| Chairperson, Liaison Officers & Trustees, Trust Secretaries for Pension schemes program | 2 nd -6 th March 24 th -28 th August | 5 days | Mombasa Kisumu | KES74,500 |
| Scheme Board Leadership dynamics, Corporate Governance and strategic Risk management | 20 th – 24 th April 10 th -14 th August | 5 Days | Mombasa Naivasha | KES 74,500 |
| Emerging Markets investment and retirement benefits training | 13 th – 17 th July 12th – 16 th October | 5 Days | Mombasa | KES 74,500 |
| Fund Investment Strategies, Portfolio Management and Analysis Workshop | 18th – 22nd May | 5 days | Mombasa Naivasha | KES 74,500 |
| Modern Pension Fund Value Optimization, Investment Management, Analysis, Risk Management & AI Strategy | 15 th -19 th June | 5 days | Mombasa | KES74,500 |
| Pension Scheme Governance, administration and investment training | 5th – 9 th Oct | 5 Days | Mombasa | KES 74,500 |
| Pension Sector corporate Governance & Leadership: navigating the complexities of oversight, risk management, technology & stakeholder engagement | 10 th -14 th Aug | 5 Days | Kisumu | KES 74,500 |
| Pension Scheme Board dynamics & Trustee Development in the 21 st Century | 16 th – 20 th Nov | 5 Days | Mombasa | KES 74,500 |
| Trustee and retirement benefits Optimization for Sustainability | 14 th -18 th Dec | 5 days | Naivasha / Machakos | KES74,500 |

RETIREMENT READINESS AND FINANCIAL PLANNING

| TRAINING COURSE | DATE | DAYS | VENUE | FEES |
|---|---|--------|---------|---------------|
| Pre-retirement, Psycho-social & Financial Planning | 16 th – 17th April | 2 Days | Nairobi | KES 22,500.00 |
| Retirement Readiness, Psycho-social & Change Management Summit for Senior Officers/executives | 14 th – 17 th July | 4 Days | Diani | KES 80,500.00 |
| Pre-retirement, Psycho-social & Financial Planning training | 16 th – 17 th April | 2 Days | Nairobi | KES 22,500.00 |
| Retirement Readiness, Psycho-social & Change Management Summit for Senior Officers/executives | 14 th – 17 th July | 4 Days | Diani | KES 80,500.00 |
| Pre-retirement, Psycho-social & Financial Planning | 23 th – 24 th July | 2 Days | Nairobi | KES 22,500.00 |

PEOPLE MANAGEMENT /CPD TRAININGS

| TRAINING COURSE | DATE | DAYS | VENUE | FEES |
|--|--|--------|--------------------|---------------|
| Re Engineering performance management in organizations | 2 nd – 6 th March | 5 Days | Naivasha | KES 70,500.00 |
| Payroll Taxation Management & Audit Compliance Workshop | 10 th – 13 th February | 4 Days | Nairobi/Naivasha | KES 70,500.00 |
| Contemporary Industrial framework & Workplace Relations Summit | 17 th – 20th March | 4 Days | Machakos | KES 70,500.00 |
| HR Processes, Culture & Change Management Program | 13 – 17 th April | 5 Days | Mombasa | KES 75,500 |
| Annual Industrial framework & Workplace Relations Summit | 27 th – 30th March | 4 Days | Arusha | Usd 1200 |
| Employee Experience & Wellness Summit | 21 st April – 24 th April 3 rd – 6 th Nov | 4 Days | Naivasha/ Machakos | KES 74,500 |
| Finance, Payroll Taxation Management & Audit Compliance Workshop | 5 th – 8 th May | 4 Days | Naivasha | KES 70,500 |

| | | | | |
|---|--|--------|--------------------|------------|
| Workplace Policies & procedures development for productivity | 18 th – 22 nd May | 5 Days | Mombasa | KES 75,500 |
| Knowledge management for management | 16 th – 19 th June | 4 Days | Naivasha | KES 70,500 |
| Future-Ready Financial Reporting in the Public Sector: Integrating IPSAS, AI Integration & Innovative PFM Reforms | 22 nd -26 th June | 5 days | Arusha | USD 1050 |
| Employee Relations, Performance & Discipline management within the Law | 20 th – 30 st October | 5 Days | Naivasha/ Machakos | KES 70,500 |
| Kenya Labour laws & framework Seminar | 2 nd – 6 th Nov | 4 Days | Mombasa | KES 70,500 |
| Leadership skills for the 21st Century manager | 16 th – 19 th March | 4 Days | Nakuru | KES 75,500 |
| Project Management for Senior Project professionals | 23 rd -27 th March | 5 days | Naivasha /Nakuru | KES 75,500 |
| New public sector Accounting standards board Pronouncements, IPSAS compliance and PFM | 18 th – 22 nd May | 5 Days | Mombasa | KES 75,500 |
| The 360° Leader: Emotional Intelligence in Leadership Programme | 9 TH – 12 th June | 4 Days | Naivasha | KES 70,500 |
| Quality Asset management, Treasury Control, AI & Strategic risk management | 15 th -19 th June | 5 days | Diani | KES 90,000 |
| Data Management, Manipulation & Analysis using Excel for Decision Making | 15 th – 19 th June 26 th -30 th Oct | 5 Days | Naivasha/ Machakos | KES 70,500 |

MANAGEMENT TRAININGS

| TRAINING COURSE | DATE | DAYS | VENUE | FEES EXC VAT |
|---|--|--------|------------------|--------------|
| Leadership skills for the 21st Century manager | 16th – 19 th March | 4 Days | Nakuru/kisumu | KES 75,500 |
| Africa board technology summit: cybersecurity & AI awareness for the board. | 27 th -30 th Oct | 4 days | Naivasha/Na kuru | KES 75,500 |
| New public sector Accounting standards board Pronouncements, IPSAS compliance and PFM | 25th – 29th May | 5 Days | Mombasa | KES 65,500 |

| | | | | |
|--|--|--------|--------------------|--------------------------|
| Resource Mobilization & Revenue Diversification Training | 21 st -25th Sept | 5 days | Diani | KES 90,500 |
| The 360° Leader: Emotional Intelligence in Leadership Programme | 21 st – 25 th Sept | 5 Days | Machakos | KES 70,500 |
| Quality Asset management, Treasury Control, AI & Strategic risk management | 16 th -20 th Nov 2026 | 5 days | Diani | KES 90,000 |
| Data Management, Manipulation & Analysis using Excel for Decision Making | 26 th - 30 th Oct | 5 Days | Naivasha | KES 70,500 |
| Data & AI-Powered Financial Reporting Template Automation: Insights Revolutionizing Public Sector Accounting Standards Board Reporting with Cutting-Edge Data Analytics in Excel | 15 th – 19 th June 28 th Sept-02 th Oct | 5 Days | Nakuru Mombasa | KES 75,500 KES 80,000 |
| PA Master Class: The Effective Office Management & Administrator Program | 17 th – 21 st August | 5 Days | Mombasa | KES 80,500.00 |
| Data Protection, AI Strategy, Records management policy guidelines and compliance management | 5 th -16th Oct | 2 wks | Mombasa | 180,500 |
| Fleet & Transport Operations Management programme | 17 th – 21 nd August | 5 Days | Mombasa | KES 80,500.00 |
| Successful Meetings and Minutes Writing skills | 29 th Sept – 2 nd Oct | 4 Days | Naivasha | KES 70,500.00 |
| Modern Electronic Cash management, Fraud Prevention, Anti-money laundering, AI solutions & financial crime investigation | 7 th -11 th Sept | 5 days | Diani/Mombasa | KES 100,000 |
| Cyber Security, Information Governance, Legal Risk Management and Compliance with ISO Records Management | 26 th -30 th Oct | 5 days | Mombasa/ Nakuru | KES 75,000 |
| Enterprise risk management for Non-Audit managers: tools & techniques for Effective development & Implementation of ERM Framework | 3 rd – 6 th Nov | 4 Days | Mombasa | KES 70,500.00 |
| Leadership, Good Governance and Financial Management in the Public Sector | 7 th -11 th Sept 2026 2 nd - 6 th Nov | 5 days | Mombasa | KES 90,500 |

LEADERSHIP & CORPORATE GOVERNANCE TRAININGS

| TRAINING COURSE | DATE | DAYS | VENUE | FEES |
|---|--|--------|------------------|-------------|
| Board Readiness development Programme | 23rd – 27 th March | 5 Days | Nakuru | KES 85,500 |
| Certified Pension Governance, Administration, Investment and management | 23rd – 27th March | 5 days | Mombasa | KEs 74,500 |
| Corporate Governance; Ethics, Risk management for Board Members : Principles, Policies & Best Practices | 18th – 22nd May | 5 Days | Mombasa | KES 80,500 |
| Leadership, Governance and Board Competence Summit | 26 th -30th Oct 2026 | 5 Days | Diani | KES 100,500 |
| Strategic Management and organizational development in the “Disruption” Age | 24 th – 28 th August | 5 Days | Mombasa | KES 80,500 |
| Next Gen Directors programme | 2 nd – 6 th Nov | 5 Days | Mombasa/Nai robi | KES 80,500 |
| Governance , leadership and Ethics for public sector | 1 st -4 th Dec | 4 Days | Mombasa | KES 80,500 |

SHORT COURSES

| TRAINING COURSE | DATE | DAYS | VENUE | FEES |
|---|--|---------|--------------------|------------|
| Executive Certificate in Strategic Management and Leadership | 21 st – 25 th Sept | 5 days | Mombasa | 79,000 |
| Executive Certificate in Strategic Management and Leadership | March/May/July/Sept | 6 weeks | Virtual | 35,000 |
| Masterclass in Pension Governance, Administration, Investment and Management | 23rd – 27th March | 5 days | Nairobi | Kes 74,500 |
| Strategic Negotiations, Arbitration and Dispute Settlement | 26 th - 30 ^t Oct | 5 days | Nairobi Mombasa | KEs 75,500 |
| Next-gen Administrative Skills, AI-Driven Report Writing, Communication & Etiquette | 27th – 30 th October | 4 Days | Naivasha/Machakos | KES 70,500 |
| Strategic Procurement Excellence & PPPS: Navigating Complex and Specialized Projects with Innovation, Risk management, and value creation | 17 th – 21 st August | 5 days | Diani | KES 75,500 |
| Executive certificate in Retirement Benefits Governance, Laws and regulatory Framework | 26th – 30 th October | 5 days | Mombasa | KEs 70,500 |

| | | | | |
|--|--|---------|------------------|------------|
| Proposal writing and Resource mobilization | 2 nd - 6 th Nov | 5 days | Nairobi | Kes 60,000 |
| Senior Management & Leadership course | May /August/Oct | 4 weeks | Virtual | Kes 35,600 |
| Certified Training of Professional Trainers course | April/June/August/ Sept/Nov | 3 weeks | Virtual | Kes 35,000 |
| Certified Training of Professional Trainers course | 11 th -15 th May | 5 days | Naivasha/Nairobi | KES 60,500 |

INTERNATIONAL TRAININGS 1 Week

| RAINING COURSE | DATE | DAYS | VENUE | FEES |
|--|---|--------|---------------------|-----------|
| Strategic Leadership, Governance Risk and oversight For Boards & Committees | 22 nd – 26 th June | 5 Days | Dubai | Usd 1950 |
| Employee Benefits and Benchmarking tour | 20 th -24 th July | 5 days | Hongkong | USD 2950 |
| The ESG & Sustainability reporting alpha Masterclass: from global standards to competitive dominance in pension schemes | 18 th -22 nd May | 5 days | Arusha | USD 1600 |
| The Ultimate Pension Scheme Governance & Investment Experience: Ensuring Accountability, Risk management Security, AI fundamentals & Operational Excellence in the Public Sector Pension Schemes | 26th -30 th Oct | 5 days | Kigali/ Zanzibar | USD 1500 |
| The Trustee Leadership and Governance of Pension Schemes in the Modern World of Work | 17 th -21 st Aug | 5 days | Kampala/ Mauritius | USD 1900 |
| Pension Scheme governance, AI Strategy & Retirement Benefits Investment Training | 5 th -9 th Oct | 5 days | Capetown | USD 1550 |
| Corporate Governance Demystified; Ethics, Risk management for Pension Scheme Board Members : Principles, Policies & Best Practices | 25 th – 31 st October | 7 Days | Singapore/ Malaysia | USD 2850 |
| Public Sector Corporate Governance: Navigating the Complexities of Oversight, Risk Management, Technology & Stakeholder Engagement | 21 st -25 th Sept | 5 days | Zanzibar/ Dubai | USD 2,000 |

| | | | | |
|--|--|--------|---------------------|----------------------|
| | 16 th -20 th Nov | | | |
| ESG investment and Benchmarking Tour | 24 th -28 th August | 5 days | London | USD 3000 |
| Governance, Leadership and Management of Board Affairs | 23 rd -27 th Nov | 5 Days | Livingstone | Usd 1500 |
| The Retirement Planning & change management Summit | 7 th -11 th Dec | 5 Days | Zanzibar | Usd 1500 |
| Global Pension Leadership and Benchmarking Program | 18 th – 24 th Oct | 5 Days | Philippines | USD 2250 |
| Annual Retirement Readiness & Change management Summit for Senior Executives | 24 th -28 th August | 5 days | Nairobi | USD 1500 |
| Global Pension Governance and Investment Program | 22 nd -28 th Nov | 7days | Chile | USD 2700 |
| Modern Pension Fund Value Optimization, Investment Management, Analysis, Risk Management & AI Strategy | 7 th -11 th Sept 7 th 11 th Dec | 5 days | Zanzibar/ Arusha | USD 1500 USD 1200 |

INTERNATIONAL TRAININGS 2 WEEKS

| TRAINING COURSE | DATE | DAYS | VENUE | FEES |
|--|--|---------|---------|-----------|
| Records Management- Data Privacy: Protecting the Data in the Connected World | 3rd – 14 th Aug 2 nd -13 th Nov | 2 weeks | Arusha | USD 1,600 |
| The 21st Century Executive Assistant | 16 th – 27 th March 30 TH Nov-11 th Dec | 2 weeks | Mombasa | USD 1500 |
| Strategic Planning for Effective Health Systems Management | 10 th Aug-21 st August | 2 weeks | Mombasa | USD 1500 |
| Leadership, Good Governance and Financial Management in the Public Sector | 7 th -17 th April | 2 weeks | Nairobi | USD 1550 |
| Strategy, Planning and Management | 26 th Oct-6 th Nov | 2 weeks | Nairobi | USD 1500 |

| | | | | |
|---|--|---------|--------------------|-------------|
| Modernizing Human Resource Management | 4 th -15 th May | 2 weeks | Arusha | USD 1500 |
| Health and Wellbeing for Leaders: Leading a Culture of Wellbeing | 5 th -16 th Oct | 2 weeks | Nairobi | USD 1600 |
| Advanced Programme on Prevention, Detection and Analysis of Corporate Fraud | 7 th -18 th Sept | 2 weeks | Mombasa | USD 1500 |
| Designing Human Resource Policies for Productivity Improvement | 3rd – 14 th Aug 26th Oct-6th Nov | 2 weeks | Arusha Zanzibar | USD 1,600 |
| Leadership, Good Governance and Financial Management in the Public Sector | 2 nd - 13 th Nov | 2 weeks | Dubai | USD 2800 |
| Business Process Redesign & Re-Engineering: A Systematic Approach to Improve Organizational Performance Training | 12 th Oct -23 rd Oct | 2 Weeks | Mombasa | KES 180,000 |
| Modern Office dynamics vs New technological trends; Impact of ai on the Performance of Office Administrators | 28 th Sept- 9 th Oct | 2 weeks | Naivasha | KES 150,000 |
| Super Advanced Excel & Power BI: Excel Data Models, Reports, Dashboards & Analytics with Power Query, Power Pivot, AI & DAX | 7 th -18 th Dec | 2 weeks | Arusha | USD 1600 |
| Future-Ready Financial Reporting in the Public Sector: Integrating IPSAS, AI Integration & Innovative PFM Reforms | 12 th -23 rd Oct | 2 weeks | Nairobi | USD 1600 |
| Regulatory Aspects of Occupational Health & Safety Management | 21 st Sept- 2 nd Oct | 2 Weeks | Nairobi | USD 1500 |

Selected training focus

- Managing strategic change & Re-Engineering
- Blue Ocean Strategy
- Leadership and supervisory
- Member Education : Personal Financial management and Investment
- Leadership & Corporate governance
- Board Induction, Retreats & Team building
- Strategic planning and management
- Pension and Pre-retirement Training
- Human Resource management & development
- Professional Tour guiding Training
- Soft skills training

- Fleet management strategies- Optimizing operations for corporate drivers
- Senior Management and leadership course
- Mediation and conflict resolution
- Public Finance Management
- Policy formulation and Implementation
- Training of Professional Trainers
- International Public sector accounting standards and reporting
- Project Monitoring evaluation and reporting
- Balanced Score Card Masterclass
- Data Protection ,Fraud and cybersecurity
- Managing Taxation
- Grant proposal writing
- County revenue generation skills course
- Technical programs ;
5 s and work plan organization
Systematic trouble shooting and problem elimination techniques
Pneumatic and hydraulics maintenance

Consultancy Services

- Boards Governance Audit & Board Evaluation
- Policy preparation and review
- Recruitment and selection
- Human Resource Audit
- Human Resource Outsourcing
- Performance Management tools and advisory
- Development of HR-related Policies and Procedures
- Board of directors Recruitment Services
- Employee and customer satisfaction
- Job Evaluation and Salary surveys
- Strategic Plan Development and Review
- Work Safety Training & Audits/OSHA
- Organizational restructuring

Accreditations /Partners



Connect | Learn | Transform

Contact

Office Location

Thirime House 1st Floor Kisauni Road
Opposite Nairobi West Hospital
P.O BOX 3435 00200 NAIROBI

Tel: +254 740-342897, +254768853995

Email:

admin@knowledgehubinstitute.co.ke

training@knowledgehubinstitute.co.ke

Web: www.knowledgehubinstitute.co.ke

SOCIAL MEDIA HANDLES



Knowledge_HubIn

