



July-Dec 2021 Training Calendar

KEBS National Quality Institute (NQI) is the leading trainer on quality-related courses in the East African Region. Our training courses put you and your organization on the fast track to success as it leverages the competitiveness of your products or services in both local and global markets.

NQI is registered with the National Industrial Training Authority (NITA).



Below is our training schedule:

| SN | COURSE | TARGET GROUP | DATES | VENUE | FEES |
|------------------------------|--|--|---------------------|----------|----------------|
| 1. Quality Management | | | | | |
| 1.1 | Implementation of Quality Management Systems based on ISO 9001:2015 | Staff in organizations already implementing, or intending to implement a Quality Management system (QMS) | 20 – 23 JUL 2021 | Machakos | KES 69,600.00 |
| 1.2 | | | 31 AUG – 3 SEP 2021 | Nakuru | KES 69,600.00 |
| 1.3 | Internal Quality Auditing for ISO 9001:2015 | Potential auditors with basic training in Implementation of Quality Management Systems | 3 – 6 AUG 2021 | Naivasha | KES 69,600.00 |
| 1.4 | | | 12 – 15 OCT 2021 | Machakos | KES 69,600.00 |
| 1.5 | ISO 9001: 2015 Lead Auditors Course | Practicing Internal Auditors and Champions, Management Representatives | 16 – 21 AUG 2021 | Diani | KES 145,000.00 |
| 1.6 | | | 22 – 27 NOV 2021 | Naivasha | KES 145,000.00 |
| 1.7 | Implementation of ISO 21001:2018 Education Organization Management Systems | Management Staff in Tertiary and Higher Learning Institution | 20 – 23 JUL 2021 | Nakuru | KES 69,600.00 |
| 1.8 | | | 5 – 8 OCT 2021 | Naivasha | KES 69,600.00 |



Vision
To be a global leader in standards based solutions that deliver quality and confidence



Mission
To provide standards based solutions that promote innovation, trade and quality life.



Motto
Standards for quality life



| 2. Governance, Risk & Business Continuity | | | | | |
|---|---|--|---------------------|----------|---------------|
| 2.1 | Corruption / Bribery Risk Assessment based on ISO 37001:2016 | HODs, anti-corruption committee members, of Anti-bribery systems in organizations | 20 – 23 JUL 2021 | Nakuru | KES 69,600.00 |
| 2.2 | Anti-bribery Management Systems | | 14 – 17 SEP 2021 | Machakos | KES 69,600.00 |
| 2.3 | Implementation of ISO 22301:2019 Business Continuity Management Systems | Top Management, HOD's, Process owners in ICT, HR, Finance, Planning , strategy, Quality Assurance, Operations & BCM Champions managing critical assets | 10 – 13 AUG 2021 | Diani | KES 69,600.00 |
| 2.4 | | | 30 NOV – 3 DEC 2021 | Naivasha | KES 69,600.00 |
| 2.5 | Implementation of ISO 37001:2016 Anti-bribery Management Systems | HODs, anti-corruption committee members, of Anti-bribery systems in organizations | 24 – 27 AUG 2021 | Mombasa | KES 69,600.00 |
| 2.6 | | | 2 – 5 NOV 2021 | Machakos | KES 69,600.00 |
| 2.7 | ISO 31000 Implementation of a Risk Management Systems | Risk, Maintenance & Production Managers, Risk Champions and & HODs | 10 – 12 AUG 2021 | Naivasha | KES 58,000.00 |
| 2.8 | | | 5 – 7 OCT 2021 | Nakuru | KES 58,000.00 |

| 3. Food Safety Management | | | | | |
|---------------------------|---|---|---------------------|----------|---------------|
| 3.1 | Advanced HACCP and Food Safety Management Systems | Managers/Supervisors & Staff in Food Industry | 20 – 23 JULY 2021 | Machakos | KES 69,600.00 |
| 3.2 | | | 26 – 29 OCT 2021 | Nairobi | KES 69,600.00 |
| 3.3 | Implementation of Food Safety Management System based on ISO 22000:2018 | Managers/Supervisors & Staff in Food Industry | 24 – 27 AUGUST 2021 | Mombasa | KES 69,600.00 |
| 3.4 | | | 16 – 19 NOV 2021 | Machakos | KES 69,600.00 |
| 3.5 | Internal Food Safety Audit for ISO 22000:2018 | Managers/Supervisors & Staff in Food Industry with basic training in Implementation of FSMS | 7 – 10 SEP 2021 | Nairobi | KES 69,600.00 |
| | | | 7 – 10 DEC 2021 | Naivasha | KES 69,600.00 |
| 3.6 | Lead Auditor course for ISO 22000:2018 | FSMS auditors | 25 – 30 OCT 2021 | | |

| 4. Environment, Health & Safety | | | | | |
|---------------------------------|---|---|---------------------|----------|---------------|
| 4.1 | Implementation of ISO 14001:2015 Environment Management Systems | Process owners, Maintenance & Production Managers, Engineering Staff, Supervisors and EMS Champions | 17 – 19 AUGUST 2021 | Naivasha | KES 58,000.00 |
| 4.2 | | | 23 – 25 NOV 2021 | Machakos | KES 58,000.00 |
| 4.3 | ISO 14001:2015 Internal Auditing Course | Potential auditors with basic training in Implementation of Environment Management Systems | 5 – 8 OCT 2021 | Nakuru | KES 69,600.00 |
| 4.4 | Implementation of ISO 45001:2018 Occupational health and safety (OHS) | Safety Champions, MRs, Quality Assurance, Process owners, Operations Managers | 27 – 30 JULY 2021 | Nairobi | KES 69,600.00 |
| 4.5 | | | 26 – 29 OCT 2021 | Mombasa | KES 69,600.00 |
| 4.6 | ISO 45001:2018 OHSMS Internal Auditing Course | Potential auditors with basic training in Implementation of OHSMS | 16 – 19 NOV 2021 | Nakuru | KES 69,600.00 |
| 4.7 | Road Traffic Safety Mainstreaming Course | Road traffic safety committee members, road traffic Marshalls, | 17 – 20 AUGUST 2021 | Naivasha | KES 69,600.00 |
| 4.8 | | | 5 – 8 OCT 2021 | Mombasa | KES 69,600.00 |



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| | | health & safety managers, health & safety committee members | | | |
| 4.9 | ISO 50001 Energy Management System Implementation | Operations managers, energy management professionals, production team, manufacturers, staff in companies implementing or intending to implement energy management systems | 3 – 6 AUGUST 2021 | Mombasa | KES 69,600.00 |
| | | | 23 – 26 NOV 2021 | Machakos | KES 69,600.00 |

5. Safety and Security Measures

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|------|--|---|---------------------|----------|----------------|
| 5.1 | Implementation of ISO/IEC 27001 Information Security Management Systems (ISMS) | Process-owners, HOD's , ISMS Champions, Management Representatives | 3 – 6 AUG 2021 | Mombasa | KES 69,600.00 |
| 5.2 | | | 5 – 8 OCT 2021 | Naivasha | KES 69,600.00 |
| 5.3 | | | 2 – 5 NOV 2021 | Machakos | KES 69,600.00 |
| 5.4 | Auditing ISO/IEC 27001 Information Security Management Systems | Process-owners, HOD's , ISMS Champions, Management Representatives | 24 – 27 AUG 2021 | Mombasa | KES 69,600.00 |
| 5.5 | | | 12 – 15 OCT 2021 | Naivasha | KES 69,600.00 |
| 5.6 | | | 26 – 31 JULY 2021 | Nakuru | KES 145,000.00 |
| 5.7 | ISO/IEC 27001 ISMS Lead Audit course | Practicing ISMS Internal Auditors, and Management Representatives | 30 AUG – 4 SEP 2021 | Mombasa | KES 145,000.00 |
| 5.8 | | | 25 – 30 OCT 2021 | Nivasha | KES 145,000.00 |
| 5.9 | | | 6 – 11 DEC 2021 | Diani | KES 145,000.00 |
| 5.10 | ISO 15489 Records Management - Concepts and principles | HoDs, records management staff, operations staff, ICT staff, registry staff, users of records | 13 – 16 JUL 2021 | Nakuru | KES 69,600.00 |
| 5.11 | | | 26 – 29 OCT 2021 | Mombasa | KES 69,600.00 |

6. Human Resources

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|-----|--|--|---------------------|----------|---------------|
| 6.1 | HR Competence Gap Analysis (Skills Matrix) | HR Managers and Human Resource officers | 20 – 21 JUL 2021 | Nakuru | KES 34,800.00 |
| 6.2 | | | 1 – 2 DEC 2021 | Machakos | KES 34,800.00 |
| 6.3 | Human Resource Management Metrics (based on ISO 30400 Series of Standards) | HR Managers and Human Resource officers | 31 AUG – 2 SEP 2021 | Machakos | KES 58,000.00 |
| 6.4 | Knowledge Management(KM) for Effective Processes | Managers, Officers in HR, Administration, ICT, Information Resource Centres, MRs, and Champions in KM | 7 – 10 SEP 2021 | Machakos | KES 69,600.00 |
| 6.5 | | | 14 – 17 DEC 2021 | Mombasa | KES 69,600.00 |
| 6.6 | Guidelines for Internal & External Human Capital Reporting (based on ISO 30414 Standard) | Managers, Supervisors, HR professionals | 3 – 5 AUG 2021 | Machakos | KES 58,000.00 |
| 6.7 | Guidelines for Management Consultancy (based on ISO 20700) | Consultants, management consultants, trainers, auditors of management systems, consultancy staff | 5 – 7 OCT 2021 | Naivasha | KES 58,000.00 |
| 6.8 | Implementation of Performance Management based on Balance Score Card (BSC) | Heads of HR, Line managers, HR managers, performance management coordinators, Planning & Strategy managers | 27 – 30 SEP 2021 | Nakuru | KES 69,600.00 |
| 6.9 | | | 26 – 29 NOV 2021 | Machakos | KES 69,600.00 |



**Kenya Bureau of
Standards**

Standards for Quality life

Together
we create
a better
society



All the above training courses can be customized and offered in-house as well.



**National Quality
Institute**

Entrenching a culture of quality in the Kenyan society

Note:

1. Apply for your training by sending an email to nqi@kebs.org;
2. Costs are 16% VAT inclusive;
3. Lead auditor course participants will get automatic registration to membership scheme of the NQI;
4. On completion, you'll be awarded a certificate;

For the most current revision please visit our website www.kebs.org

Contact Us:

National Quality Institute,

E-mail: nqi@kebs.org

Alternative E-mail: info@kebs.org

Specific Contact

Dr. Cecilia Mutuku

Chief Manager, National Quality Institute

Tel: +254 20 6948540

E-mail: nqi@kebs.org

Dr. Joyce Mokamba

Manager, Training Services

Tel: +254 20 6948540

E-mail: mokambaj@kebs.org