



2026

TRAINING & DEVELOPMENT CALENDAR



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ABOUT AEA

The Agricultural Employers' Association, commonly known as AEA was started in 1962 and registered in 1966 as an Association representing the collective interests of employers in the Agricultural Industry in matters connected with Employment of Labour. The AEA is an affiliate member of KEPSA, KAM, ASNET and FKE

MISSION

Empowering Kenya's agricultural community to create a more sustainable working environment

VISION

To provide a conducive environment to members in agribusiness through superior Industrial Relations, Compliance, Corporate Governance, Advocacy, and Human Capital Development.

Supporting members through positive industrial relations, best employment practices, good governance and regulation.

OUR SERVICES

- ▶ Good Labour Relations among members
- ▶ Training Services
- ▶ Audits– HR Compliance Auditing and Statutory Audits
- ▶ Recruitment and Executive Selection
- ▶ Management Consultancy Services
- ▶ Legal Services – Representation in Employment & Labour Relations Matters
- ▶ HR services as per HRMP Act
- ▶ Lobby and Advocacy
- ▶ CBA Negotiations

AEA TRAINING & DEVELOPMENT CALENDAR FOR THE YEAR 2026

S/N	Topic	TARGET PARTICIPANTS	DATE	Venue	Member (Ksh.)	Non Member (Ksh)
1.	✓ Artificial Intelligence in Human Resource Management & Emerging Legal issues in employment and Labour Sector.	<input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. <input type="checkbox"/> Legal Officers. <input type="checkbox"/> Directors.	29 th & 30 th January, 2026	Nanyuki	30,000 (+16% VAT)	35,000 (+16% VAT)
2.	✓ Mediation Master Class For Human Resource Professionals	<input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. <input type="checkbox"/> Legal Officers.	16 th to 20 th February, 2026	Nairobi	60,000 (+16% VAT)	65,000 (+16% VAT)
3	✓ CYBERSECURITY & DATA PROTECTION IN THE AGE OF ARTIFICIAL INTELLIGENCE	<input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. <input type="checkbox"/> Legal Officers. <input type="checkbox"/> Legal Officers <input type="checkbox"/> Health & Safety Officers	6 th March 2026	Naivasha	15,000 (+16% VAT),	20,000 (+16% VAT)

4	<p>✓ Occupational Safety, Health & Injury Benefits: Strategies for Compliance, Risk Mitigation & Safe Workplace.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. <input type="checkbox"/> Legal Officers. <input type="checkbox"/> Legal Officers <input type="checkbox"/> Health & Safety Officers 	<p>19th & 20th March 2026</p>	<p>Kericho</p>	<p>25,000 (+16% VAT),</p>	<p>30,000 (+16% VAT)</p>
5	<p>✓ Human Rights Due Diligence in the Workplace: Promoting Compliance, Accountability, and Ethical Excellence</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. 	<p>16th & 17th April 2026</p>	<p>Nanyuki</p>	<p>25,000 (+16% VAT)</p>	<p>30,000 (+16% VAT)</p>
6	<p>✓ Environmental, Social and Governance (ESG) Reporting standards for business.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers. 	<p>14th & 15th May 2026</p>	<p>Naivasha</p>	<p>25,000 (+16% VAT)</p>	<p>30,000 (+16% VAT)</p>
7	<p>✓ Effective Disciplinary & Grievance Handling Procedures for Modern Workplace</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Compliance Officers 	<p>18th & 19th June 2026</p>	<p>Eldoret</p>	<p>25,000 (+16% VAT)</p>	<p>30,000 (+16% VAT)</p>

8	<ul style="list-style-type: none"> ✓ Essential Finance skills for Finance & non-finance Managers - Payroll & Tax Compliance for Professionals 	<ul style="list-style-type: none"> <input type="checkbox"/> Line Managers <input type="checkbox"/> Human Resource Managers <input type="checkbox"/> Human Resource officers. <input type="checkbox"/> Any other person who carries performance management and Appraisal 	<p style="text-align: center;">16th & 17th July 2026</p>	<p style="text-align: center;">Nakuru</p>	<p style="text-align: center;">25,000 (+16% VAT)</p>	<p style="text-align: center;">30,000 (+16% VAT)</p>
9	<ul style="list-style-type: none"> ✓ Mastering Employment Contracts & Separation Management for Organizational Compliance 	<ul style="list-style-type: none"> <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers. 	<p style="text-align: center;">13th & 14th August 2026</p>	<p style="text-align: center;">Nanyuki.</p>	<p style="text-align: center;">25,000 (+16% VAT)</p>	<p style="text-align: center;">30,000 (+16% VAT)</p>
10	<ul style="list-style-type: none"> ✓ Pre-Retirement Readiness Programme: Planning for a Fulfilling Future 	<ul style="list-style-type: none"> <input type="checkbox"/> All category of employees close to retirement age. 	<p style="text-align: center;">17th & 18th September 2026</p>	<p style="text-align: center;">Eldoret</p>	<p style="text-align: center;">25,000 (+16% VAT)</p>	<p style="text-align: center;">30,000 (+16% VAT)</p>
11	<ul style="list-style-type: none"> ✓ Employee Wellness & Mental Health: Strengthening Well-Being and Workplace Experience 	<ul style="list-style-type: none"> <input type="checkbox"/> Directors. <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers 	<p style="text-align: center;">15th & 16th October 2026.</p>	<p style="text-align: center;">Thika</p>	<p style="text-align: center;">25,000 (+16% VAT)</p>	<p style="text-align: center;">30,000 (+16% VAT)</p>
11.	<ul style="list-style-type: none"> ✓ Shaping the Future of Work: Labour Sector Stakeholders Forum & Emerging Legal issues 	<ul style="list-style-type: none"> <input type="checkbox"/> Line managers. <input type="checkbox"/> Human Resource Managers. <input type="checkbox"/> Human Resource officers 	<p style="text-align: center;">19th & 20th November 2026.</p>	<p style="text-align: center;">Naivasha</p>	<p style="text-align: center;">25,000 (+16% VAT)</p>	<p style="text-align: center;">30,000 (+16% VAT)</p>

MORE COURSES OFFERED IN-HOUSE ON REQUEST INCLUDE BUT NOT LIMITED TO:

No.	Topics	Objectives	Target Group
1.	➤ Management/ Supervisory Skills	<ul style="list-style-type: none"> • The key objective of the programme will be to make the participants more effective in carrying out their responsibilities by imparting to them relevant people and management skills and techniques and understanding. • Do's and Don'ts as prescribed by irrelevant legislation 	<ul style="list-style-type: none"> • Managers, • HRs, • supervisors
2.	➤ Roles of Gender Committee at workplace	<ul style="list-style-type: none"> • This course aims at developing awareness and capacity on gender issues, to bring about personal or organizational change for gender equality. Equipping participants with knowledge and skills to understand gender differences and inequalities in the context of their work, and to plan and implement policies, to promote gender equality 	<ul style="list-style-type: none"> • Gender Committee.
3.	➤ Team building & interpersonal skills	<ul style="list-style-type: none"> • The course aims at enabling employees accomplish tasks with team members, Development of communication skills and teach them skills needed in effectively working in a team environment. 	<ul style="list-style-type: none"> • Management staff.
4.	➤ Effective Industrial Relations	<ul style="list-style-type: none"> • The course aims at enabling the participants appreciate key provisions pertaining to industrial relations that are enshrined in the Labour laws; improve their skills in industrial/employee relations so that they can make more professional decisions in this area and enable the organization to improve its industrial relations practices. 	<ul style="list-style-type: none"> • Welfare com, • union reps, • supervisors.
5.	➤ Managing emerging Issues at the workplace	<ul style="list-style-type: none"> • The course gives grounding in key areas of the current employment laws in the country and Emerging issues in Labour legislation. 	<ul style="list-style-type: none"> • Directors, Line managers, Human resource Managers, Compliance Officers, and Legal officers

6.	➤ General Workers Sensitization	The course aims at enabling staff understand their rights and obligations as well as those of their employer	All Employees
7.	➤ Human Rights at the workplace	To enhance employees' awareness and understanding of human rights principles in the workplace, promote fair and respectful treatment, prevent discrimination and harassment, and support a safe, inclusive, and legally compliant working environment.	<ul style="list-style-type: none"> • Directors, Line managers, Human resource Managers, Compliance Officers, and Legal officers.
8	➤ Labour Laws	To enable the participants, appreciate the place and importance of Labour laws within the work environment.	<ul style="list-style-type: none"> • Directors, Line Managers, Human Resource Managers, Human resource officers, Compliance Officers, and Legal officers.
9.	➤ Mental Wellness & Emotional Intelligence	This training aims to empower individuals with essential skills and insights, fostering resilience, empathy, and self-awareness. In today's world, personal and professional development and the significance of mental wellness and emotional intelligence cannot be overstated. Whether in personal relationships, professional endeavors, or self-care practices, our training focuses on empowering individuals to cultivate a profound sense of well-being and thrive in every aspect of their lives.	<ul style="list-style-type: none"> • Directors, Line Managers, Human Resource Managers, Human resource officers, Compliance Officers, and Legal officers.
10.	➤ Data Protection at the Workplace	To educate participants on key provisions and principles of the Data Protection Act, including data minimization, consent, and data subject rights.	<ul style="list-style-type: none"> • Directors, Line Managers, Human Resource Managers, Human resource officers, Compliance Officers, and Legal officers.
11.	➤ Essential Skills for non-HR Managers	<p>To provide an overview of HR roles and functions, enabling non-HR managers to understand HR's contribution to organizational success.</p> <p>To introduce non-HR managers to labor laws in Kenya to ensure compliance and mitigate legal risks.</p>	<ul style="list-style-type: none"> • Directors, Line Managers, Human Resource Managers, Human resource officers, Compliance Officers, and Legal officers.

12.	<ul style="list-style-type: none"> ➤ Performance Management & Appraisal 	<ul style="list-style-type: none"> ✓ Understand all the Steps in the Performance Management Cycle (PMC), and the Processes Involved in Each Step, and the Common Problem Areas and How to Prevent them. 	<ul style="list-style-type: none"> • Directors, Line managers, Human Resource Managers, Human Resource officers, Compliance Officers and Legal Officers.
13	<ul style="list-style-type: none"> ➤ Financial Management skills. 	<ul style="list-style-type: none"> ✓ The training aims to impart the participants with tools and knowledge on how to create a solid financial foundation, handle unexpected expenses confidently, and work towards your long-term aspirations. 	<ul style="list-style-type: none"> • All employees.
14.	<ul style="list-style-type: none"> ➤ Sexual Harassment at the Workplace. 	<ul style="list-style-type: none"> ✓ We aim to foster a workplace environment where every individual feels respected, valued, and safe. 	<ul style="list-style-type: none"> • Directors, Line managers, Human Resource Managers, Human Resource officers, Compliance Officers and Legal Officers.
15.	<ul style="list-style-type: none"> ➤ Post-Employment Training - Managing New Beginning 	<ul style="list-style-type: none"> ✓ To provide participants with the necessary psychological counseling so that they may: Have a positive attitude towards the impending separation ✓ Adapt to the new lifestyles ✓ Manage their social and family life properly after leaving formal employment Manage any stress that may emanate from leaving formal employment 	<ul style="list-style-type: none"> • Retirees & those employees who have been declared redundant.
16.	<ul style="list-style-type: none"> ➤ Leadership Excellence and Communication Mastery for Senior Managers 	<ul style="list-style-type: none"> ✓ Develop advanced leadership skills to inspire and guide teams effectively. Master strategic communication to articulate vision and goals clearly. ✓ Enhance emotional intelligence to build trust and foster collaboration. Strengthen conflict resolution, negotiation, and feedback techniques. Cultivate executive presence and influence to lead with confidence. ✓ Align leadership communication with organizational objectives for maximum impact. 	<ul style="list-style-type: none"> • Directors, • General Managers, • HR Mangers • Line Mangers.



AEA HR CONSULTANCY SERVICES

Topics

- ✓ **HR & Labour Law compliance Audits**
- ✓ **Review and Development of HR Manual & policies**
- ✓ **Recruitment And Executive Selection**
- ✓ **Management Consultancy Services**
- ✓ **CBA Negotiations & Consultations**



Our Contact Information

 FSK CENTRE, 3RD FLOOR, WING 'C'

ALONG NAKURU-KABARAK RD

 P.O. BOX 17783-20100,

NAKURU, KENYA.

 Tel: +254512216744

 Cell: 0722/36 557039

 Email: info@agriemp.co.ke
aea.trainings@agriemp.co.ke



www.agriemp.co.ke

