



CapaBuil.com

Empowering People

JAN-JUL 2022

Exclusive CPDs For Your Success

WELCOME TO THE CAPABUIL EXPERIENCE



CapaBuil is an independent people centered enterprise focused on delivering high quality Capacity Building Solutions to You. We are driven by a transformational culture powered by focus on total Customer Satisfaction and innovation. Performance improvement is a core pillar of our business. **Capacity Building** for staff drives customer loyalty. This is an essential non-negotiable requirement for organizations that are committed to winning the raging battle for customer loyalty. Winning starts at **Capacity Building**.

CapaBuil is registered as a company (Reg. No. CPR/2013/115820) and is regulated by the **Industrial Training Authority of Kenya (NITA)**, Reg No NITA/TRN/958. It has a tax clearance certificate and is fully registered for tax purposes.

We are deeply motivated by the essential quest for creativity and impactful client service excellence. Our desire is to generate unsurpassed results via affordable learning & pioneering consultancy solutions for you via: **Imaginative Innovations | Inspiring Creativity | Practical Training | Expert Quality | Lifetime CPD Sessions | Improved Support | Free Weekly Webinars**

Our resolve to deliver simplified & improved solutions for You remains solid & steadfast. We remain grateful for your trust in our affordable Quality Services. Call us anytime 24/7 on: **0722-998-105 / 0722-354-177**.

WHO ARE CAPABUIL CLIENTS?

We offer Advisory/Consultancy & Corporate Training Services to the following main category of clients

- a) All Government & Public Sector Entities
- b) Devolved Governments (Both the County & Local Governments)
- c) Not for profit organizations Private Sector entities

THE TRUSTED TRAINING PARTNER! – WE DO NOT CANCEL OR POSTPONE EVENTS



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FEE STRUCTURE NET OF 16% VAT:

CHOOSE YOUR OPTION - **WE DON'T CANCEL OR POSTPONE EVENTS**

NATIONAL EVENTS	MOMBASA - KISUMU – MACHAKOS – NAIVASHA - NAIROBI				
DURATION	7 Days	10 days	16 days	22 days	30 days
COST NET OF TAX	KES. 89,850	KES. 105,850	KES. 159,850	KES. 219,850	KES. 279,850

INTERNATIONAL EVENTS	DUBAI – ARUSHA – KAMPALA - ADDIS ABABA - KIGALI				
DURATION	7 Days	10 days	16 days	22 days	30 days
COST NET OF TAX	USD 1,989	USD 2,989	USD 3,389	KES. 3,989	USD 4,3989



FINANCE LEADERSHIP (PFM) & GOVERNANCE EXCELLENCE

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	LGCP 301: THE PUBLIC FINANCE LEGAL & REGULATORY FRAMEWORK, NEW DATA PROTECTION ACT & PEFA EVALUATIONS – ROLE OF THE BOARD, AUDITORS & MGT	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	LGCP 102: INFLUENCING POSITIVE RESULTS BEYOND: PUBLIC FINANCE GOVERNANCE, PFM LAWS, PROCUREMENT, PUBLIC SECTOR DATA ANALYTICS, REPORTING & AUDIT TRAINING	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	LGCP 103: EFFECTIVE FINANCE LEADERSHIP, PFM, BUILDING DATA INFRASTRUCTURE & MANAGEMENT FOR CITIZEN VALUE GROWTH - EMERGING ROLE OF THE BOARD & AUDIT COMMITTEE DURING UNCERTAINTY	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	LGCP 305: INVESTMENT & FUNDRAISING FOR GOVERNMENT & STATE CORPORATIONS FOR EFFECTIVE PFM REFORMS – BUDGET EXPENDITURE & REVENUE OPTIMIZATION	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	LGCP 104: BOARD FINANCE LEADERSHIP, BOARD COMMITTEES & CEO PERFORMANCE EVALUATION & PERFORMANCE ENHANCEMENT IN PRACTICE	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	LGCP 306: LEADERSHIP PULSE - CORPORATE LEADERSHIP SKILLS INVENTORY FOR PFM SUCCESS – ESTABLISHING LEADERSHIP LEVELS – ROLE OF BOARD & SENIOR MANAGEMENT	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	LGCP 307: PRACTICAL FINANCE LEADERSHIP – INTEGRATING MODERN PFM PRACTICE WITH VERIFIED THEORY –BUILDING ON PUBLIC SECTOR DATA ANALYTICS FOR LEADERSHIP SUCCESS	MOMBASA KISUMU NAKURU



EXCEL DATA MODELING, ANALYTICS AND POWER BI

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	DSCE 101: EXCEL DATA MODELS, REPORTS, DASHBOARDS & ANALYTICS	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	DSCE 102: EXCEL MODELLING, POWER QUERY FUNDAMENTALS & DATA ANALYTICS ESSENTIALS FOR BEGINNERS	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	DSCE 103: ANALYTICS-EXCEL SPREADSHEET DATA MODELLING & FOUNDATIONS OF EXCEL POWER BI DESKTOP FOR MODERN DASHBOARD REPORTING	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	DSCE 104: EXCEL POWER BI A-Z: HANDS-ON POWER BI TRAINING FROM BEGINNERS TO ADVANED	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May – 4 Jun	DSCE 105: SUPER-ADVANCED EXCEL-POWER BI & POWER QUERY PRACTICAL TRAINING	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	DSCE 107: EXCEL FINANCIAL MODELING TECHNIQUES & POWER BI FUNDAMENTALS	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	DSCE 702: THE 1ST ANNUAL SUPERCHARGE EXCEL MASTER CLASS FOR SEASONED & HEAVY EXCEL USERS	MOMBASA KISUMU NAKURU



SPECIALISED EXCEL & FINANCE, DATA INTELLIGENCE MACHINE LEARNING & ARTIFICIAL INTELLIGENCE

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	DSCE 201: CAPITAL BUDGETING, FINANCIAL ANALYSIS, MODELING & CORPORATE VALUATION DSCE 208: INSTITUTIONAL STRATEGY FOR INSURANCE, RISK MANAGEMENT & INSURANCE CLAIMS SEMINAR	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	DSCE 202: CORPORATE FINANCE, CASH & TREASURY DCSE 209: CAPITAL BUDGETING, FINANCIAL ANALYSIS, MODELING & CORPORATE VALUATION	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	DSCE 203: BUDGET ANALYTICS: EXCEL POWER BI & POWER QUERY TRAINING DSCE 210: IFMIS INTERNAL AUDIT TRAINING	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	DSCE 204: FINANCIAL REPORTING STANDARDS PRACTICAL MASTERCLASS	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May – 4 Jun	DSCE 205: FINANCE STRATEGY, CASHFLOW FORECASTING & LIQUIDITY RISK ANALYSIS & MGT	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	DSCE 206: ADVANCED EXCEL FOR SENIOR MANAGERS DSCE 220: DATA INTELLIGENCE, MACHINE LEARNING FRAMEWORK & ARTIFICIAL INTELLIGENCE TRAINING	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	DSCE 207: RESEARCH DESIGN, DATA MANAGEMENT & STATISTICAL ANALYSIS (SPSS & ODK) DSCE 202: CASH HANDLING, IMPRESTS AND TREASURY MANAGEMENT SEMINAR	MOMBASA KISUMU NAKURU



ICT AND CYBERSECURITY CORPORATE TRAININGS

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	DSCE 301: CYBERSECURITY THREAT INTELLIGENCE: CLOUD & ERP SYSTEMS PROTECTION	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	DSCE 302: DATA ACT & REGULATION: DATA PRIVACY, PROTECTION, IMPACT ASSESSMENT & COMPLIANCE	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	DSCE 303: MODERN FRAUD & DIGITAL FORENSICS & CYBERSECURITY INVESTIGATIONS STRATEGY	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	DSCE 304: FUNDAMENTALS OF IT AUDIT, CYBERSECURITY AUDIT, CAATS DATA MINING & INTERNAL AUDIT ACTIVITIES	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	DSCE 305: IFMIS (INTEGRATED FINANCIAL MANAGEMENT INFORMATION SYSTEM), PFM POLICY & IMPLEMENTATION	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	DSCE 306: EFFECTIVE IT AUDIT & INCIDENCE REPORT PREPARATION	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	DSCE 307: HANDS-ON DATA PROTECTION & CYBER SECURITY WORKSHOP	MOMBASA KISUMU NAKURU



TAX COMPLIANCE, LIQUIDITY MANAGEMENT & CREDIT CONTROL

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	TAX 101: TAX COMPLIANCE STRATEGIES & IMPLICATION OF THE FINANCE ACT 2021	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	CRED 201: CASHFLOW GROWTH STRATEGIES, CREDIT PORTFOLIO MANAGEMENT AND DEBT RECOVERY	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	TAX 102: CORPORATE TAX ACCOUNTING, ITAX SYSTEM AND IMPLEMENTATION OF UNIFIED PAYROLL RETURN	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	CRED 202: ACCOUNTS RECEIVABLE MANAGEMENT, RISK ANALYSIS AND DASHBOARD REPORTING	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	TAX 103: TAX PLANNING, TAX RISK MANAGEMENT AND TRANSFER PRICING DOCUMENTATION AND POLICY UPDATES	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	CRED 203: CREDIT MANAGEMENT DIGITAL TRANSFORMATION AND INFORMATION MANAGEMENT FOR EFFECTIVE CUSTOMER EXPERIENCE	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	TAX 104: MANAGING TAX AUDITS, COMPLIANCE CHECKS AND THE TAX PAYER CHARTER	MOMBASA KISUMU NAKURU



AUDIT & CORPORATE RISK CONTROL TRAININGS

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	ABA 101: PLANNING, EXECUTING & COMPLETING A FINANCIAL STATEMENT AUDIT, STATUTORY AUDITS & SYSTEMS AUDIT	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	ABA102: AUDITING CORPORATE GOVERNANCE, RISK MANAGEMENT & STRATEGY FOR BUSINESS CONTINUITY & SUSTAINABILITY	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	ABA 103: MANAGING THE INTERNAL AUDIT FUNCTION, PERFORMING AN EFFECTIVE QUALITY ASSESSMENT, AGILE AUDITING, MANAGING THE DYNAMICS & STAYING AHEAD	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	ACCR 201: FRAUD RISK ASSESSMENT, DETERRENCE, DETECTION, DIGITAL FORENSICS, DATA ANALYTICS, FORENSIC AUDIT & INVESTIGATION & INTEGRATING FRAUD INTO AUDIT PROGRAMS	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	AEHS 301: ENVIRONMENTAL, HEALTH & SAFETY AUDIT, COMPLIANCE AUDITS & MANAGEMENT SYSTEMS ASSESSMENTS	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	ACCR 202: ENTERPRISE RISK MANAGEMENT, ADVANCED RISK-BASED INTERNAL AUDIT, DEVT & IMPLEMENTATION OF AN ERM FRAMEWORK, CRISIS MGT, BUSINESS CONTINUITY PLANNING & DISASTER RECOVERY	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	ACCR 203: VALUE FOR MONEY AUDIT, PROJECT MANAGEMENT & PROJECT RISK ANALYSIS	MOMBASA KISUMU NAKURU



HUMAN RESOURCE AND SUPPLY CHAIN MANAGEMENT TRAININGS

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	HRM 101: HUMAN RESOURCE GOVERNANCE & EFFECTIVE PERFORMANCE MANAGEMENT IN PRACTICE	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	SCM 201: NEW PUBLIC PROCUREMENT LAW & ASSET DISPOSAL REGULATIONS 2020 ANALYSIS & IMPLEMENTATION	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	HRM 102: THE FUTURE OF HR: HR PROCESSES, CULTURE AND CHANGE MANAGEMENT FOR LONG TERM ORGANISATIONAL SUCCESS	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	SCM 202: AUDITING OF SUPPLY CHAIN MANAGEMENT FUNCTION, RISK MANAGEMENT & CONTRACT MANAGEMENT IN PRACTICE	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	HRM 103: HR ADMINISTRATION & PERFORMANCE MONITORING IN THE DATA INTELLIGENCE AGE	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	SCM 203: E-PROCUREMENT & IFMIS FOR SUPPLY CHAIN MANAGEMENT & VALUE FOR MONEY ANALYSIS	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	HRM 104: IMPLEMENTATION OF THE KENYAN LABOUR LAWS & INDUSTRIAL RELATIONS FRAMEWORKS	MOMBASA KISUMU NAKURU



CUSTOMER SERVICE, DIGITAL MARKETING & ADMINISTRATIVE MANAGEMENT

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	OAM 101: IMPLEMENTATION OF MODERN RECORDS MANAGEMENT & EFFECTIVE ARCHIVING TECHNIQUES	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	OAM 201: EFFECTIVE OFFICE ADMINISTRATION, CUSTOMER SERVICE, DIGITAL MARKETING & SUPERVISORY SKILLS FOR MANAGEMENT TRAINING	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	OAM 202: PUBLIC RELATIONS FOR EFFECTIVE ADMINISTRATION & CUSTOMER SERVICE EXCELLENCE	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	CSCE 102: COMMUNICATION & WORK PERFORMANCE EFFECTIVE SKILLS FOR DRIVERS	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	OAM 301: CLERICAL OFFICERS DEVELOPMENT SKILLS PRACTICAL TRAINING	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	OAM 401: ADVANCED OFFICE MANAGEMENT, CUSTOMER SERVICE, EFFECTIVE ADMINISTRATION & SUPERVISORY SKILLS FOR MANAGEMENT	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	CSCE 202: CUSTOMER SERVICE, DIGITAL MARKETING EXCELLENCE & SUPERVISORY SKILLS MANAGEMENT FOR THE PUBLIC SECTOR	MOMBASA KISUMU NAKURU



PROJECT MANAGEMENT, PROCUREMENT, CORPORATE WORKPLAN, GOVERNANCE, STRATEGIC PLANNING & ICT MANAGEMENT

MONTH	WEEK	EVENT	CHOOSE VENUE
JAN 2022	02-08 09-15 16-22 23-29 30 Jan - 5 Feb	PMDT 105: PROJECT MANAGEMENT FRAMEWORK, RISK MANAGEMENT & RESULTS-BASED EVALUATION	MOMBASA KISUMU NAKURU
FEB 2022	6-12 13-19 20-26 27 Feb – 5 Mar	PMDT 106: ICT PROJECT MONITORING & EVALUATION SYSTEM, METHODOLOGIES, TOOLS & TECHNIQUES	MOMBASA KISUMU NAKURU
MAR 2022	06-12 13-19 20-26 27 Mar – 2 Apr	PMDT 107: EVALUATION OF DEVPT. OF MODERN INFORMATION TECH. PROGRAMS & PROJECTS	MOMBASA KISUMU NAKURU
APR 2022	03-09 10-16 17-23 24-30	HRM 103: EXECUTIVE MANAGEMENT, CORPORATE OPERATIONAL EXCELLENCE & WORKPLAN DEVELOPMENT & IMPLEMENTATION	MOMBASA KISUMU NAKURU
MAY 2022	01-07 08-14 15-21 29 May–4 Jun	ABA 105: TENDER DOCS PREPARATION FOR GOODS, SERVICES & WORK, AND EVALUATION CRITERIA AS GUIDED IN PPADA 2015 & REGULATIONS 2020	MOMBASA KISUMU NAKURU
JUN 2022	05-11 12-18 19-25 21-27 26 Jun – 2 Jul	SCM 203: E-PROCUREMENT & IFMIS FOR SUPPLY CHAIN MANAGEMENT & VALUE FOR MONEY ANALYSIS	MOMBASA KISUMU NAKURU
JUL 2022	03-09 10-16 17-23 24-30	ABA104: STRATEGIC PLANNING WORKSHOP	MOMBASA KISUMU NAKURU



ANNUAL FLAGSHIP CPD EVENTS 2022

DATE	EVENT	NET COST	VENUE
JUNE 20-25	GDPD 504: THE 3 RD ANNUAL DATA PROTECTION REGULATION & IMPACT ASSESSMENT CONFERENCE	KES 79,850	MOMBASA
JULY 11-16	AWLT 102: THE 2 ND AFRICA WOMEN LEADERSHIP, PFM & BUSINESS EMPOWERMENT CONFERENCE	KES 85,850	MOMBASA
OCT 24-29	APFCP 202: THE 3 RD AFRICA PUBLIC FINANCE MANAGEMENT & ACCOUNTABILITY ANNUAL CONFERENCE	KES 95,850	MOMBASA
NOV: 21-26	WBLT 200: WOMEN EMPOWERMENT THROUGH BUSINESS SKILLS, FINANCE MENTORSHIP & LEADERSHIP DEVELOPMENT	KES 79,850	MOMBASA





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