



CapaBuil.com
Empowering People

INVENT | INTEGRATE | SIMPLIFY | IMPROVE | SUSTAIN

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VIRTUAL / ONLINE PAYABLE CPD EVENTS

AUGUST – DECEMBER 2021

NITA
CERTIFIED

QUALITY

CPD
HOURS



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EARN QUALITY CPD HOURS IN THE FOLLOWING DISCIPLINES

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✓ FINANCE LEADERSHIP (PFM)	2	✓ AUDIT & CORPORATE RISK CONTROL	8
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Online Training

In Numbers

- **3200** - # of participants trained
- **6400** - # of CPD Hours offered
- **16,000,000** - Minimum amount in Ksh saved by trainees

FINANCE LEADERSHIP (PFM) & GOVERNANCE EXCELLENCE

Overall Training Objective – Quality Ethical Governance Towards Institutional Relevance & Sustainability

Benefits of CapaBuil Training

- a) Book Any Venue And Reschedule Anytime In Line With Your Schedule
- b) All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- c) Practical Delivery And After Training Support
- d) Relevant Tests, Case Studies And Group Discussions
- e) Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT: Choose your Option

3 Days	5 days	7 days
KES 19,850	KES 29,850	KES 39,850

FINANCE LEADERSHIP (PFM) & GOVERNANCE EXCELLENCE			
MONTH	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	LGCP 102: INFLUENCING POSITIVE RESULTS BEYOND: PUBLIC FINANCE GOVERNANCE, PFM LAWS, PROCUREMENT, PUBLIC SECTOR DATA ANALYTICS, REPORTING & AUDIT TRAINING	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	LIRGC 107: RETIRMENT PLANNING & PERSONAL FINANCE FOR PUBLIC OFFICERS, GOVT STAFF, MPS, MCAs, SENATORS AND PRIVATE SECTOR	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	LGCP 103: EFFECTIVE FINANCE LEADERSHIP, PFM, BUILDING DATA INFRASTRUCTURE & MANAGEMENT FOR CITIZEN VALUE GROWTH - EMERGING ROLE OF THE BOARD & AUDIT COMMITTEE DURING UNCERTAINTY	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	LGCP 104: BOARD FINANCE LEADERSHIP, BOARD COMMITTEES & CEO PERFORMANCE EVALUATION AND PERFORMANCE ENHANCEMENT IN PRACTICE	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	LGCP 306: LEADERSHIP PULSE - CORPORATE LEADERSHIP SKILLS INVENTORY FOR PFM SUCCESS – ESTABLISHING LEADERSHIP LEVELS – ROLE OF BOARD & SENIOR MANAGEMENT	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	LGCP 307: PRACTICAL FINANCE LEADERSHIP – INTEGRATING MODERN PFM PRACTICE WITH VERIFIED THEORY – BUILDING ON PUBLIC SECTOR DATA ANALYTICS FOR LEADERSHIP SUCCESS	VIRTUAL / ONLINE

EXCEL DATA MODELING ANALYTICS & POWER BI

Overall Training Objective: Drive business relevance and sustainability through fact based empirical creativity

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
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- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
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EXCEL DATA MODELING, ANALYTICS & POWER BI

MONTH	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	DSCE 102: EXCEL MODELING, POWER QUERY FUNDAMENTALS & DATA ANALYTICS ESSENTIALS FOR BEGINNERS	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	DSCE 103: ANALYTICS-EXCEL SPREADSHEET DATA MODELING & FOUNDATIONS OF EXCEL POWER BI DESKTOP FOR MODERN DASHBOARD REPORTING	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	DSCE 104: EXCEL POWER BI A-Z: HANDS-ON POWER BI TRAINING FROM BEGINNERS TO ADVANED	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	DSCE 105: SUPER-ADVANCED EXCEL-POWER BI & POWER QUERY PRACTICAL TRAINING	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	DSCE 107: EXCEL FINANCIAL MODELING TECHNIQUES & POWER BI FUNDAMENTALS	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	DSCE 702: THE 1ST ANNUAL SUPERCHARGE EXCEL MASTER CLASS FOR SEASONED & HEAVY EXCEL USERS	VIRTUAL / ONLINE

SPECIALISED EXCEL & FINANCE

Overall Training Objective: Drive business relevance and sustainability through fact based empirical creativity

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
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- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

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SPECIALISED EXCEL & FINANCE			
DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	DSCE 202: CORPORATE FINANCE, CASH & TREASURY MANAGEMENT	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	DSCE 203: BUDGET ANALYTICS: EXCEL POWER BI & POWER QUERY TRAINING	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	DSCE 204: FINANCIAL REPORTING STANDARDS PRACTICAL MASTERCLASS	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	DSCE 205: FINANCE STRATEGY, CASHFLOW FORECASTING AND LIQUIDITY RISK ANALYSIS & MANAGEMENT	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	DSCE 206: ADVANCED EXCEL FOR SENIOR MANAGERS	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	DSCE 207: RESEARCH DESIGN, DATA MANAGEMENT & STATISTICAL ANALYSIS (SPSS & ODK)	VIRTUAL / ONLINE

ICT & CYBERSECURITY

Overall Training Objective: Explore different options to better protect organizations' cyber environment.

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT: Choose your option

3 Days	5 days	7 days
KES 19,850	KES 29,850	KES 39,850

ICT & CYBERSECURITY			
DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	DSCE 302: DATA ACT & REGULATION: DATA PRIVACY, PROTECTION, IMPACT ASSESSMENT & COMPLIANCE	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	DSCE 303: MODERN FRAUD & DIGITAL FORENSICS & CYBERSECURITY INVESTIGATIONS STRATEGY	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	DSCE 304: FUNDAMENTALS OF IT AUDIT, CYBERSECURITY AUDIT, CAATS DATA MINING & INTERNAL AUDIT ACTIVITIES	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	DSCE 305: IFMIS (INTEGRATED FINANCIAL MANAGEMENT INFORMATION SYSTEM), PFM POLICY & IMPLEMENTATION	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	DSCE 306: EFFECTIVE IT AUDIT & INCIDENCE REPORT PREPARATION	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	DSCE 307: HANDS-ON DATA PROTECTION & CYBER SECURITY WORKSHOP	VIRTUAL / ONLINE

PROJECT MANAGEMENT, GOVERNANCE & ICT

Overall Training Objective: Quality Project Governance Towards Institutional Relevance & Sustainability.

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT: Choose your option

3 Days	5 days	7 days
KES 19,850	KES 29,850	KES 39,850

PROJECT MANAGEMENT, GOVERNANCE & ICT

DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	PMDT 102: PROJECT MANAGEMENT REDESIGN- HYBRID PROJECT MANAGEMENT APPROACHES	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	PMDT 103: PROJECT APPRAISAL FOR DONOR FUNDED PROJECTS	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	PMDT 104: PROJECT RESTRUCTURING, PLANNING & RESOURCE MOBILIZATION	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	PMDT 105: PROJECT MANAGEMENT FRAMEWORK, RISK MANAGEMENT AND RESULTS-BASED EVALUATION	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	PMDT 106: ICT PROJECT MONITORING & EVALUATION SYSTEM, METHODOLOGIES, TOOLS AND TECHNIQUES	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	PMDT 107: EVALUATION OF DEVELOPMENT OF MODERN INFORMATION TECHNOLOGY PROGRAMS AND PROJECTS	VIRTUAL / ONLINE

TAX, LIQUIDITY & CREDIT CONTROL

Overall Training Objective: Achieve Optimized Revenue Growth and Business Liquidity With Robust Tax Compliance Policy and Legal alignment

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT:

3 Days	5 days	7 days
KES 19,850	KES 29,850	KES 39,850

TAX COMPLIANCE, LIQUIDITY MANAGEMENT & CREDIT CONTROL

DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	CRED 201: CASHFLOW GROWTH STRATEGIES, CREDIT PORTFOLIO MANAGEMNET AND DEBT RECOVERY	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	TAX 102: CORPORATE TAX ACCOUNTING, ITAX SYSTEM AND IMPLEMENTATION OF UNIFIED PAYROLL RETURN	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	CRED 202: ACCOUNTS RECEIVABLE MANAGEMENT, RISK ANALYSIS AND DASHBOARD REPORTING	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	TAX 103: TAX PLANNING, TAX RISK MANAGEMENT AND TRANSFER PRICING DOCUMENTATION AND POLICY UPDATES	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	CRED 203: CREDIT MANAGEMENT DIGITAL TRANSFORMATION AND INFORMATION MANAGEMENT FOR EFFECTIVE CUSTOMER EXPERIENCE	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	TAX 104: MANAGING TAX AUDITS, COMPLIANCE CHECKS AND THE TAX PAYER CHARTER	VIRTUAL / ONLINE

AUDIT & CORPORATE RISK CONTROL

Overall Training Objective: Build Strong Audit and Corporate Risk Control Systems Across All Business Functions

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

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3 Days	5 days	7 days
KES 19,850	KES 29,850	KES 39,850

AUDIT & CORPORATE RISK CONTROL			
DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	ABA102: AUDITING CORPORATE GOVERNANCE, RISK MANAGEMENT AND STRATEGY FOR BUSINESS CONTINUITY & SUSTAINABILITY	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	ABA 103: MANAGING THE INTERNAL AUDIT FUNCTION, PERFORMING AN EFFECTIVE QUALITY ASSESSMENT, AGILE AUDITING, MANAGING THE DYNAMICS AND STAYING AHEAD OF THE PACK.	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	ACCR 201: FRAUD RISK ASSESSMENT, DETERRENCE, DETECTION, DIGITAL FORENSICS, DATA ANALYTICS, FORENSIC AUDIT & INVESTIGATION AND INTEGRATING FRAUD INTO AUDIT PROGRAMS.	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30	AEHS 301: ENVIRONMENTAL, HEALTH & SAFETY AUDIT, COMPLIANCE AUDITS AND MANAGEMENT SYSTEMS ASSESSMENTS	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	ACCR 202: ENTERPRISE RISK MANAGEMENT, ADVANCED RISK-BASED INTERNAL AUDIT, DEVELOPMENT AND IMPLEMENTATION OF AN ERM FRAMEWORK, CRISIS MANAGEMENT, BUSINESS CONTINUITY PLANNING AND DISASTER RECOVERY	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	ACCR 203: VALUE FOR MONEY AUDIT, PROJECT MANAGEMENT & PROJECT RISK ANALYSIS	VIRTUAL / ONLINE

HUMAN RESOURCE AND SUPPLY CHAIN MANAGEMENT

Overall Training Objective: Achieve HR Practices That Attract and Retain The Right People in The Organization While Driving an Efficient and Productive Supply Chain/ Procurement System

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
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- Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT:

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HUMAN RESOURCE AND SUPPLY CHAIN MANAGEMENT

DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	SCM 201: NEW PUBLIC PROCUREMENT LAW & ASSET DISPOSAL REGULATIONS 2020 ANALYSIS & IMPLEMENTATION	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	HRM 102: THE FUTURE OF HR: HR PROCESSES, CULTURE AND CHANGE MANAGEMENT FOR LONG TERM ORGANISATIONAL SUCCESS	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	SCM 202: AUDITING OF SUPPLY CHAIN MANAGEMENT FUNCTION, RISK MANAGEMENT & CONTRACT MANAGEMENT IN PRACTICE	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	HRM 103: HR ADMINISTRATION & PERFORMANCE MONITORING IN THE DATA INTELLIGENCE AGE	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	SCM 203: E-PROCUREMENT & IFMIS FOR SUPPLY CHAIN MANAGEMENT AND VALUE FOR MONEY ANALYSIS	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	HRM 104: IMPLEMENTATION OF THE KENYAN LABOUR LAWS AND INDUSTRIAL RELATIONS FRAMEWORKS	VIRTUAL / ONLINE

HUMAN RESOURCE AND COMPETENCY DEVELOPMENT

Overall Training Objective: Achieve HR Practices That Attract and Retain The Right People in The Organization While Driving an Efficiency in the processes.

Benefits of CapaBuil Training

- Book Any Venue And Reschedule Anytime In Line With Your Schedule
- All Events Take Place Regardless Of Quorum And You Will Earn CPD Hours
- Practical Delivery And After Training Support
- Relevant Tests, Case Studies And Group Discussions
- Free Weekly Online Seminars On Relevant Topics

Fee Structure Net of 16% VAT:

3 Days	5 days	7 days
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HUMAN RESOURCE AND COMPETENCY DEVELOPMENT

DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	HRM 101: EMERGING HR OPPORTUNITIES- VIRTUAL WORK MODELS AND THE WAGE BILL	VIRTUAL / ONLINE
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	HRM 102: THE FUTURE OF HR: HR PROCESSES, CULTURE AND CHANGE MANAGEMENT FOR LONG TERM ORGANISATIONAL SUCCESS	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	HRM 202: STRATEGIC HUMAN RESOURCE PLANNING, PAYROLL ADMINISTRATION AND TAX COMPLIANCE SEMINAR	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	HRM 103: HR ADMINISTRATION & PERFORMANCE MONITORING IN THE DATA INTELLIGENCE AGE	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	SCM 203: COMPETENCY PROFILING IN ORGANIZATIONS SEMINAR	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	HRM 104: HUMAN RESOURCE ADMINISTRATION, WORKFORCE PLANNING AND IMPLEMENTATION OF THE KENYAN LABOUR LAWS & INDUSTRIAL RELATIONS FRAMEWORKS	VIRTUAL / ONLINE

CUSTOMER SERVICE, DIGITAL MARKETING & ADMINISTRATIVE MANAGEMENT

Overall Training Objective: Explore and expand upon techniques and methods, and learn the critical skills required to get the work done on time, keep the office running at peak efficiency, and balance work and personal life.

Benefits of CapaBuil Training

- a) Book Any Venue And Reschedule Anytime In Line With Your Schedule
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- d) Relevant Tests, Case Studies And Group Discussions
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3 Days	5 days	7 days
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CUSTOMER SERVICE, DIGITAL MARKETING & ADMINISTRATIVE MANAGEMENT

DATE	WEEK	EVENT	VENUE
JULY 2021	04-10 11-17 18-24 25-31	OAM 201: EFFECTIVE OFFICE ADMINISTRATION, CUSTOMER SERVICE, DIGITAL MARKETING & SUPERVISORY SKILLS FOR MANAGEMENT TRAINING	MOMBASA KISUMU
AUG 2021	01-07 08-14 15-21 22-28 29-04 Sep	OAM 202: PUBLIC RELATIONS FOR EFFECTIVE ADMINISTRATION & CUSTOMER SERVICE EXCELLENCE	VIRTUAL / ONLINE
SEPT 2021	05-11 12-18 19-25 26-02 Oct	CSCE 102: COMMUNICATION & WORK PERFORMANCE EFFECTIVE SKILLS FOR DRIVERS	VIRTUAL / ONLINE
OCT 2021	03-09 10-16 17-23 24-30 31-06 Nov	OAM 301: CLERICAL OFFICERS DEVELOPMENT SKILLS PRACTICAL TRAINING OAM: 302: ALCOHOL & DRUG ABUSE (ADA) EFFECTIVENESS TRAINING	VIRTUAL / ONLINE
NOV 2021	07-13 14-20 21-27 28-04 Dec	OAM 401: ADVANCED OFFICE MANAGEMENT, CUSTOMER SERVICE, EFFECTIVE ADMINISTRATION & SUPERVISORY SKILLS FOR MANAGEMENT OAM: 402: MASTERING EMOTIONAL INTELLIGENCE-SKILLS FOR EXCELLENT LEADERSHIP PRACTICAL TRAINING	VIRTUAL / ONLINE
DEC 2021	05-11 12-18	CSCE 202: CUSTOMER SERVICE, DIGITAL MARKETING EXCELLENCE & SUPERVISORY SKILLS MANAGEMENT FOR THE PUBLIC SECTOR	VIRTUAL / ONLINE

ANNUAL FLAGSHIP CPD EVENTS

Benefits of CapaBuil Training

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- c) Practical Delivery And After Training Support
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ANNUAL FLAGSHIP CPD EVENTS

DATE	EVENT	NET COST	VENUE
OCT 24-30	APFCP 202: THE 3RD AFRICA PUBLIC FINANCE MANAGEMENT & ACCOUNTABILITY ANNUAL CONFERENCE	85,850	MOMBASA
NOV: 22-27	WBLT 200: WOMEN EMPOWERMENT THROUGH BUSINESS SKILLS, FINANCE MENTORSHIP & LEADERSHIP DEVELOPMENT	85,850	MOMBASA
DEC: 05 - 11	DSCE 702: THE 1ST ANNUAL SUPERCHARGE EXCEL & POWER BI MASTER CLASS FOR SEASONED & HEAVY EXCEL USERS	95,850	MOMBASA