

# THE FLASH

*A Quarterly Newsletter Publication of HRMPEB*



2024 CHRP Finalists during the certification ceremony

## 5th CHRP Certification Ceremony

On 25th October 2024, HRMPEB proudly held the 5th CHRP certification ceremony for 708 finalists. This milestone event was graced by esteemed leaders, including the Chief Guest, Cabinet Secretary for Public Service and Human Capital Development, Hon. Justin Muturi, EGH, Principal Secretary Public Service Mr. Amos Gathecha, EBS, IHRM National Chairman CHRP Odero P. Dalmas, HRMPEB Chairperson CS Sharon Kisire MBS, HRMPEB Board of Directors, and other distinguished guests.

A total of 708 HR professionals—159 male (22%) and 549 female (78%) were certified. These professionals were drawn from the examination cycles of June 2024, with 396 candidates, November 2023, with 282 candidates, and 30 candidates from previous series. It was with great joy to see the passion and commitment that each finalist has demonstrated throughout this journey.

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HRMPEB set a new milestone, having certified a total of 3,713 HR professionals since operationalization. This achievement is not just a testament to the hard work of our students but also to the commitment of our partners, stakeholders, and the incredible team serving at HRMPEB.

This 5th CHRP Certification event not only celebrates the dedication of these finalists but also reinforces our commitment to advancing human resource professionalism and competence in Kenya and for the first time, HRMPEB certified candidates who have completed their studies under the Revised CHRP curricula, alongside private candidates.

The Public Service and Human Capital Development Cabinet Secretary, Hon. Justin Muturi who

presided over the ceremony congratulated the graduates saying “The certification you receive today is more than a credential—it is a gateway to influence, impact, and transformation. As certified HR professionals, you are stepping into a world where your role is pivotal to the success of organizations across every sector. HR is no longer confined to administrative tasks; it is at the heart of strategic decision-making. You are the architects of organizational culture, the protectors of employee welfare, and the custodians of compliance and ethical standards. While lauding the graduates, Chairperson HRMPEB CS Commissioner Sharon Kisire said “Today is a celebration of your hard work, perseverance, and dedication. You have navigated the complexities of your studies and demonstrated the resilience and determination it takes to

excel in your field. As you go forward into the world as certified HR professionals, remember that you are now ambassadors of HRMPEB. Lead with integrity, passion, and professionalism. You are the future of HR in Kenya, and I am confident that you will make us all proud.”

As part of its efforts to align HR practices with global standards, HRMPEB is working on integrating CHRP certification into the schemes of service for Public servants. This will further professionalize HR functions in the public sector and entrench best practice that will be emulated by the private sector. Lastly, we congratulate the 2024 CHRP finalists on this well-deserved achievement and wishing them success as they embark on the next phase of their careers.



Chief Guest Cabinet Secretary for Public Service and Human Capital Development, Hon. Justin Muturi, EGH, marking his remarks



Cabinet Secretary for Public Service and Human Capital Development, Hon. Justin Muturi, EGH, (middle) and HRMPEB chairperson CS. Sharon Kisire MBS (Right)



HRMPEB Board of Directors.



HRMPEB Ag. CEO CHRP Margaret Nguu addressing congregation



**CHRP Margaret Nguu  
Ag. CEO**

## **AG. CEO'S NEW YEAR MESSAGE**

As we step into this promising new year, I extend my warmest greetings and best wishes to all our stakeholders, candidates, and partners. At HRMPEB, we remain committed to advancing the standards of Human Resource Management through innovation, collaboration, and excellence.

In line with our vision to enhance HR Competency, I am delighted to announce the introduction of three examination sittings—April, August, and December—starting this year for CHRP Examinations. This significant milestone demonstrates our dedication to accommodating the diverse needs of our candidates and ensuring they can achieve their professional goals more efficiently and in time.

Furthermore, we are strengthening our partnerships with stakeholders to drive transformative growth in the HR profession. Through collaboration with institutions, organizations, and industry leaders, we aim to deliver relevant, competency-based education and assessments that address the evolving demands of the job market.

Together, let us make 2025 a year of progress and impact in Human Resource Management. Thank you for your continued trust and support as we embark on this journey of excellence.



# CERTIFIED HUMAN RESOURCE PROFESSIONALS (CHRP), CBET DIPLOMA AND CRAFT CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

Enhance your career prospects by enrolling for Certified Human Resource Professionals (CHRP), CBET Diploma In Human Resource Management and Craft Certificate in Human Resource Management. This courses equips the learner with relevant skills and attitude required in today's ever-changing world.

## Entry requirements for CHRP;

- a) Kenya Certificate of Secondary Education (KCSE) mean grade C+ and above.
- b) A Diploma in Human Resource Management or Business-related Diploma from a recognized examining body.
- c) A bachelor degree from a recognized university.
- d) Equivalent qualification as determined by KNQA.

**Enrol today for April 2025 Examinations**

## Entry requirements for CBET Diploma in HR;

- a) KCSE mean grade C minus (C-) and above or KCE Division III, KACE 1 principal and 1 subsidiary.
- b) A certificate in Human Resource Management or Business-related certificate course from a recognized institution.
- c) Equivalent qualifications as determined by Kenya National Qualifications Framework (KNQF).

**Enrol today for April 2025 Examinations**

## Entry requirements for Craft Certificate in HR;

- a) Kenya Certificate of Secondary Education (KCSE) mean grade D and above.
- b) Equivalent qualifications as determined by Kenya National Qualifications Authority (KNQA).

**Enrol today for April 2025 Examinations**

Enrol today to take your HR Career to a greater height! For Information visit [www.hrmpeb.or.ke](http://www.hrmpeb.or.ke) or call 0799016630 || 0710560560

**Registration  
Ongoing!**

# CBET DIPLOMA AND CERTIFICATE IN HUMAN RESOURCE MANAGEMENT.

The introduction of a competency-based curriculum (CBC) education system in the country in 2017 changed a number of things including the way exam bodies were developing curricula. The shift was necessary as competencies are accelerated by rapid technological advancements and globalization.

Human Resource Management Professionals Examinations Board (HRMPEB) became the first National Exam Body to introduce CBET Diploma and Certificate in Human Resource Management.

According to HRMPEB Ag. CEO, CHRP Margaret Nguu, there was a rigorous process that went in to the establishment of the CBET programs starting with the Constitution of taskforce on Curriculum Development, Development of Competency Framework, Review of the curriculum by Committee of Experts, Public Participation and finally Public validation of the curriculum. “The CBET Diploma and Certificate in HR are designed

to equip individual with competencies requires to practice HR in the public and private sectors.

The courses reflect the employers’ demand for qualified personnel that would enable them to compete in an environment where technology is constantly evolving and the expectations of clients are becoming ever more demanding” Ag. CEO HRMPEB Stated. HRMPEB will be targeting TVET Training institutions, Colleges and Universities in every county to offer the CBET HR programs. The collaboration will boost student’s registration for HRMPEB and visibility of their new programs. Training institutions seeking to teach the curricula will be accredited by HRMPEB in order to offer the programs. The new CBET programs will ensure our HR Professionals are equipped with skills and competencies to be marketable in the industry. With the introduction of CBET Programs, all individuals wishing to pursue the certification especially those previously did not meet the entry requirements to the CHRP

program. The courses consist of: Basic units of competency to build the necessary skills and attitudes to enhance the employability of HR Assistants, enabling them to make positive contributions in the world of work.

The core units of competency develop specific HR competencies to enable the graduates of the courses perform simple HR tasks Development of Competency Based Curricula in Human Resource Management gives an opportunity for the upcoming Human Professionals to join our Certificate move to Diploma and finally to CHRP. Some of the advantages of CBET HR Programs include: Its focus is on the acquisition of appropriate competencies (Knowledge, Skills, and Attitude) and evaluates the strengths and weaknesses of learners. In addition, it uses of both formative and summative assessments in gauging learner progress as assessment is continuous and is carried out over longer periods.



## **DIPLOMA** in Human Resource Management (TVET Competency-Based).

**Effective Date: July 2022**

Copy of HRMPEB Diploma Syllabus



## **CERTIFICATE** in Human Resource Management (TVET Competency-Based).

**Effective Date: July 2022**

Copy of HRMPEB CBET Certificate Syllabus




## HRMPEB ACCREDITED INSTITUTIONS

**Contact:** +254799016630

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No.	Institution	Location	No.	Institution	Location
1.	College of Human Resource Management (CHRM)	All Branches	49.	Eldoret National Polytechnic	Eldoret
2.	Kenya Institute of Management (KIM)	All Branches	50.	St. Paul's University	Limuru
3.	Nairobi Law Institute Ltd	Nairobi	51.	Wibena Business Institute	Rwanda
4.	Frontier Institute of Professional and Management Studies	Garissa	52.	African Institute of Research and Development Studies- AIRADS college	Eldoret
5.	Kisii National Polytechnic	Kisii	53.	Chuka University	Tharaka Nithi
6.	Aldai Technical Training Institute	Nandi	54.	Novel Technologies	Nairobi
7.	Coast Institute of Technology	Coast	55.	Karatina University	Karatina
8.	Thika Technical Training Institute	Thika	56.	Kenya Coast National Polytechnic	Mombasa
9.	Star College of Management Studies Ltd	Nairobi	57.	Frontier Institute of Professional and Management	Mandera
10.	Mt. Kenya University (MKU)	All Branches	58.	Friends Kaimosi National Polytechnic	Kaimosi
11.	Oshwal College	Parklands	59.	Nyandarua National Polytechnic	Nyandarua
12.	Dominion Training Institute	Kakamega	60.	Maasai Mara University	Narok
13.	Institute of Pension Management (IPM)	Westlands	61.	Daystar University	Nairobi
14.	Sigalagala National Polytechnic	Kakamega	62.	Vast College of Finance & Accounting	Nairobi
15.	Kirinyaga University	Kirinyaga	63.	Tharaka University	Tharaka Nithi
16.	Plasma Digital College	Nairobi			
17.	Nairobi Institute of Business Studies (Thika Road Campus)	Nairobi			
18.	Nairobi Institute of Business Studies (Nairobi Campus)	Thika			
19.	East Africa Institute of Certified Studies	Nairobi			
20.	Royal Business School	Nairobi			
21.	Appex Institute of Management Studies	Elgeyo Marakwet			
22.	Amity Global Institute – Upper Hill Nairobi	Nairobi			
23.	Aims College of and Technology	Nairobi			
24.	Kenya Institute of Professional Studies (KIPS)	Nairobi			
25.	Strathmore University	Nairobi			
26.	Maseno University	Kisumu			
27.	Thika Institute of Business Studies	Thika			
28.	Kaimosi Friends University College (KAFUCO)	Kaimosi			
29.	Meru University of Science and Technology (MUST)	Meru			
30.	Hallmark Institute of Professions	Nairobi			
31.	Jomo Kenyatta University of Science and Technology (JKUAT)	Thika			
32.	Kabete National Polytechnic	Nairobi			
33.	Kenya Methodist University (KEMU)	Nairobi			
34.	University of Kabianga (UoK)	Kericho			
35.	Globopoint learning Centre	Mombasa			
36.	North Eastern National Polytechnic (NENAP)	Garissa			
37.	Memon College	Mombasa			
38.	Traction School Of Governance And Business	Nairobi			
39.	Garissa University	Garissa			
40.	Kisii University	Kisii			
41.	Catholic University of Eastern Africa	Nairobi			
42.	Summit Institute of Professionals Limited	Nairobi			
43.	Kapenguria Institute of Business studies and Technology	Kapenguria			
44.	Turkana University	Turkana			
45.	Kabarak University	Nakuru			
46.	Kibabii University	Bungoma			
47.	KCA University	Nairobi			
48.	Zetech University	Ruiru			

# APRIL 2025 CHRP, CBET DIPLOMA AND CERTIFICATE IN HRM TIMETABLES.




**APRIL 2025 CHRP OLD CURRICULUM EXAMINATION TIMETABLE**  
 0799016630, 070560560 | www.hrmpcb.or.ke | info@hrmpcb.or.ke | @hrmpcb

DATE	TIME	SUBJECT
Wednesday 9th April 2025	9.00 a.m - 12.00 p.m	CHRP 04: Introduction to Financial Accounting CHRP 19: Counseling and Coaching
	2.00 p.m - 5.00 p.m	CHRP 06: Introduction to Economics CHRP 20: Entrepreneurship and HR Consultancy
Thursday 10th April 2025	9.00 a.m - 12.00 p.m	CHRP 12: Employee Resourcing CHRP 17: Leadership and Corporate Governing
	2.00 p.m - 5.00 p.m	CHRP 07: Office Administration and Practice
Friday 11th April 2025	9.00 a.m - 12.00 p.m	CHRP 01: Introduction to HR Management CHRP 18: Strategic Human Resource Management
	2.00 p.m - 5.00 p.m	CHRP 10: Management Information Systems CHRP 21: Human Resource Accounting
Monday 14th April 2025	9.00 a.m - 12.00 p.m	CHRP 09: Human Resource Administration
	2.00 p.m - 5.00 p.m	CHRP 08: Organizational Theory and Behaviour CHRP 16: Labour Laws
Tuesday 15th April 2025	9.00 a.m - 12.00 p.m	CHRP 11: Organizational Change and Development
	2.00 p.m - 5.00 p.m	CHRP 05: Principles and Practice of Management CHRP 13: Learning and Development
Wednesday 16th April 2025	9.00 a.m - 12.00 p.m	CHRP 02: Business Communication CHRP 14: Reward Management
	2.00 p.m - 5.00 p.m	CHRP 03: Business Law CHRP 15: Employee Relations





**APRIL 2025 CHRP REVISED CURRICULUM EXAMINATION TIMETABLE**  
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DATE	TIME	SUBJECT
Wednesday 9th April 2025	9.00 a.m - 12.00 p.m	RCHRP 03: Accounting and Financial Management
	2.00 p.m - 5.00 p.m	RCHRP 13: Organizational Development & Transformation RCHRP 01: Human Resource Management
Thursday 10th April 2025	9.00 a.m - 12.00 p.m	RCHRP 05: Employee Resourcing RCHRP 18: Strategic Leadership, Ethics and Governance
	2.00 p.m - 5.00 p.m	RCHRP 10 Performance Management and Productivity
Friday 11th April 2025	9.00 a.m - 12.00 p.m	RCHRP 04: Organizational Theory and Behavior RCHRP 14: Strategic Management for HR Practitioners
	2.00 p.m - 5.00 p.m	RCHRP 07: Compensation and Reward Management
Monday 14th April 2025	9.00 a.m - 12.00 p.m	RCHRP 11. Coaching, Mentoring and Counselling
	2.00 p.m - 5.00 p.m	RCHRP 08: Employee Relations and Labour Law
Tuesday 15th April 2025	9.00 a.m - 12.00 p.m	RCHRP 12: Research Methods for HR Practitioners
	2.00 p.m - 5.00 p.m	RCHRP 09: Human Resource Development RCHRP 17: Human Resource Audit
Wednesday 16th April 2025	9.00 a.m - 12.00 p.m	RCHRP 06: HR Management Information Systems RCHRP 15: HR Accounting, Metrics and Analysis
	2.00 p.m - 5.00 p.m	RCHRP 02: Business Law RCHRP 16: Human Resource Consultancy and Advisory

**CBET DIPLOMA IN HRM APRIL 2025 EXAMINATIONS MASTER TIMETABLE**  
 0799016630, 070560560 | www.hrmpcb.or.ke | info@hrmpcb.or.ke | @hrmpcb

DATE	TIME	SUBJECT
Wednesday 9th April 2025	8.30a.m. - 10.30a.m.	0031551 1A: Business Communication Skills
	11.30 a.m.-1.30 p.m.	0411551 3A: Accounting and Financial Management Skills
	2.30 p.m. - 4.30 p.m.	0411551 5A: Principles of organization Theory & Behaviour 0031551 2A: Principles of Labor Economics
Thursday 10th April 2025	8.30a.m. - 10.30a.m.	0541511 4A: Research Techniques 0411551 8A Human Resource Information systems
	11.30a.m. - 1.30p.m.	0413551 6A: Human Resource Management
	2.30p.m. - 4.30p.m.	0413551 12A: Compensation and Reward Management 0411551 14A: Employee Relations and Labour laws
	8.30a.m. - 10.30a.m.	0413551 13A: Training and Development
Friday 11th April 2025	11.30a.m.-1.30p.m	1022551 7A: Occupational Health and Safety Practices
	2.30p.m.-4.30p.m	0413551 10A: Employee Resourcing
	8.30a.m. - 10.30a.m.	0411551 14A: Performance Management 0411551 9A: Human Resource Counselling

**CBET CERTIFICATE IN HRM APRIL 2025 EXAMINATIONS MASTER TIMETABLE**  
 0799016630, 070560560 | www.hrmpcb.or.ke | info@hrmpcb.or.ke | @hrmpcb

DATE	TIME	SUBJECT
Wednesday 9th April 2025	8.30 a.m. - 10.30 a.m.	0031451 1A: Business Communication
	11.30 a.m.-1.30 p.m.	0413451 5A: Introduction to Office Administration and Management
	2.30 p.m. - 4.30 p.m.	0413451 7A: Elements and Practice of Human Resource Management
Thursday 10th April 2025	8.30 a.m. - 10.30 a.m.	0413451 2A: Records Management
	11.30 a.m.-1.30 p.m.	0611451 3A: Fundamentals of Information Communication Technology
	2.30 p.m. - 4.30 p.m.	0541451 6A: Introduction to Quantitative Techniques
Friday 11th April 2025	8.30 a.m. - 10.30 a.m.	0411451 4A: Elements of Business Law
	11.30 a.m.-1.30 p.m.	1022451 8A: Occupational Health and Safety Practices

**Enhancing HR Competency**

# NOVEMBER 2024 CHRP EXAMINATIONS RESULTS RELEASE.



From right Chief Guest Mr. Mathangani Muya IHRM council member, HRMPEB Chairperson CS Sharon Kisire MBS, HRMPEB Ag. CEO CHRP Margaret Nguu and Ag. Manager Examinations Administration Dr. Leonard Kiragu posing for a photo.

On Friday 20th Dec 2024, the results of the November 2024 CHRP Examinations, CBET Diploma and Certificate in Human Resource Management were officially released.

The event was graced by distinguished guests, including Mr. Mathangani Muya Institute of Human Resource Management council member who represented the Chief Guest CHRP Odera Philip Dalmas IHRM National Chairman, HRMPEB Chairperson, CS Sharon Kisire MBS, members of the HRMPEB Board of Directors and HRMPEB Ag. CEO CHRP Margaret Nguu were also in attendance.



Chief Guest Mr. Mathangani Muya IHRM council member making remarks.



November 2024 CHRP and CBET examinations series were administered in eleven centers across the country between Wednesday, 20th November 2024 and Wednesday, 27th November 2024. In total, 1404 candidates were examined under the Old and the Revised CHRP Curriculum. Male candidates were 320 while female candidates were 1084. 223 Candidates were examined under CBET Diploma and Craft Certificate. 457 candidates sat for examinations under the Old CHRP Curriculum. CHRP Part I, Office Administration and Practice had the best mean Score of 70.49, Labour Laws was second best with a mean Score of 64.15 and Leadership and Corporate Governance had a Mean Mark of 66.49.

947 candidates sat for examinations under the Revised Curriculum in CHRP Part, CHRP Part II and CHRP Part III. This was an increase from 620 candidates in November 2024. In CHRP Part I, HR Management Information Systems had the best mean Score of 67.96, Employee Relations and Labour Laws had a Mean Score of 66.66 and, Industry- Based Proj-

ect, had a Mean Mark of 65.41. Lowest Recorded Means of CHRP I, II and III under the Old Curriculum were: In CHRP Part I, Introduction to Financial Accounting had the Lowest Mean of 49.04, in CHRP Part II, Employee Resourcing had a Mean Score of 58 and in CHRP Part III, Human Resource Accounting had a Mean Mark of 57.76. The overall mean score for the old curriculum improved from 59.97% in the November 2024 exam series to the current 60.77% mean score. On average, in the old curriculum, 90.55% of the total candidates who sat for the papers satisfied the Board and passed the Exams. 9.45% of the total candidates did not make it to the pass mark. Lowest Recorded Means of CHRP I, II and III under the Revised Curriculum were;

In CHRP Part I, Accounting and Financial Management had the Lowest Mean of 49.33, in CHRP Part II, Performance Management and Productivity had a Mean Score of 57.72 and in CHRP Part III, Strategic Management for HR Practitioners had a Mean Mark of 54.57.

154 candidates sat for Competency Based Education and Training (CBET) Diploma Module I and Module II.

On average, in the CBET Diploma, 95.13% of the total candidates who sat for the papers satisfied the Board and passed the exams while 4.87% did not make it to the pass mark. 69 candidates sat for Competency Based Education and Training (CBET) Craft Certificate Module I and Module II. On average, in the CBET Craft Certificate, 90% of the total candidates who sat for the papers satisfied the Board and passed the exams while 10% did not make it to the pass mark.

All CHRP candidates can access their results via the student portal ([online.hrmpeb.or.ke](http://online.hrmpeb.or.ke)) while CBET candidates will get their results from their respective learning institution. We take this opportunity to congratulate all candidates for the success achieved!



HRMPEB Board members and staff after the release of Exams.

# EXCITING NEWS



HRMPEB has introduced three Examinations Series which will run in April August and December. The April 2025 Examinations series will be the first in the newly introduced exam calendar.

Plan ahead, Resume your CHRP studies, and achieve your goals with our streamlined examinations calendar.

**REGISTRATION**

**ONGOING**



## HOW TO REGISTER FOR CHRP

### Registration

- 1) Visit [www.hrmpeb.or.ke](http://www.hrmpeb.or.ke)>Select student portal>Click register>Fill in your email and ID number>A password reset will be sent to your email>Log in using the pass word and
- 2) Proceed to change the password>You will be redirected back to the login page to login with your newly changed credentials.
- 3) Select the New student registration option from the main menu and choose Registration.
- 4) Read the Application for Registration/Admission Quick Guidelines.
- 5) Click Register Course for the appropriate course option (e.g. RCHRP, CERTHRM, DIPHRM).
- 6) Fill in the Registration application and upload a profile picture.
- 7) Attach mandatory and additional documents.
- 8) Agree with terms and conditions then Submit registration.
- 9) Select Proceed to Payment, the invoice will be displayed.
- 10) Select Proceed to Payment, a page containing payment instructions will appear.
- 11) Select Pay Now, enter your phone number then select confirm Payment.
- 12) A prompt from M-PESA will appear on your mobile phone for entering your PIN to complete the payment.
- 13) To edit draft application, follow the sequence: Registration > New Student Registration > Drafts
- 14) To view application status, follow the sequence: Registration > New Student Registration > Application Status




## HOW TO BOOK FOR CHRP EXAMINATIONS.

- 1) Visit [www.hrmpeb.or.ke](http://www.hrmpeb.or.ke),
- 2) Click student portal option,
- 3) Log into your student portal or create one if you don't have, (Using above provided steps),
- 4) Select student booking followed by Examinations tab.
- 5) Follow the simple prompts provided to book for Exam,
- 6) Reload available papers and select the ones you want to book,
- 7) Make payments before submitting.



Contact  
us

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