



**Kenya Bureau of  
Standards**

Standards for quality life



**National Quality  
Institute**

Entrenching a culture of quality in the Kenyan society

# 2019 - 2020 Annual Training PROGRAM

The National Quality Institute (NQI) provides the strategic focus and direction for achieving quality innovation and industrial competitiveness through the use of standards as a basic tenet for entrenching a quality culture throughout the Kenyan society. In addition, NQI is charged with advancing quality management principles, practices and techniques within the Kenya Industry in support of Vision 2030.

The National Quality Institute is registered by National Industrial Training Authority (NITA)

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[www.kebs.org](http://www.kebs.org)

SN	COURSE	DATES	DURATION	VENUE	TARGET GROUP	FEES
<b>ISO 9000 QUALITY MANAGEMENT SYSTEMS</b>						
1	Implementation of Quality Management Systems based on ISO 9001:2015	29 Jul - 01 Aug, 2019	4 Days	Nakuru	Staff in organizations already implementing, or intending to implement a Quality Management system (QMS)	KES 60,000.00
		22 Oct - 25 Oct, 2019	4 Days	Machakos		KES 60,000.00
		28 Jan - 31 Jan, 2020	4 Days	Kisumu		KES 60,000.00
		27 Apr - 30 Apr, 2020	4 Days	Naivasha		KES 60,000.00
2	Internal Quality Auditing for ISO 9001:2015	26 Aug - 29 Aug, 2019	4 Days	Machakos	Potential auditors with basic training in Implementation of Quality Management Systems	KES 60,000.00
		12 Nov - 15 Nov, 2019	4 Days	Nakuru		KES 60,000.00
		25 Feb - 28 Feb, 2020	4 Days	Naivasha		KES 60,000.00
		26 May - 29 May, 2020	4 Days	Kisumu		KES 60,000.00
3	ISO 9001: 2015 Lead Auditors Course	30 Sep - 05 Oct, 2019	6 Days	Mombasa	Practicing Internal Auditors and Champions, Management Representatives	KES 125,000.00
		25 Nov - 30 Nov, 2019	6 Days	Kisumu		KES 125,000.00
		30 Mar - 04 Apr, 2020	6 Days	Naivasha		KES 125,000.00
		22 Jun - 27 Jun, 2020	6 Days	Mombasa		KES 125,000.00

<b>ISO 9004 ORGANIZATIONS SUSTAINED SUCCESS</b>						
4	ISO 9004:2018 Quality management -- Quality of an organization -- Guidance to achieve sustained success	29 Oct - 31 Oct, 2019	3 Days	Naivasha	HOD's, Managers, MRs and Process owners in Organizations implementing Quality Management Systems	KES 50,000.00
5	ISO 10002:2014 Quality management -- Customer satisfaction	29 Jan - 31 Jan, 2020	3 Days	Mombasa	Customer Service/Care officers, Front Office Staff	KES 50,000.00

<b>ISO/IEC 27000 INFORMATION SECURITY MANAGEMENT SYSTEMS</b>						
6	Auditing ISO/IEC 27001:2013 ISMS	26 Aug - 29 Aug, 2019	4 Days	Nairobi	Potential auditors with basic training in Implementation of Information Security Management Systems	KES 60,000.00
		05 Nov - 08 Nov, 2019	4 Days	Machakos		KES 60,000.00
		25 Feb - 28 Feb, 2020	4 Days	Naivasha		KES 60,000.00
		05 May - 08 May, 2020	4 Days	Nakuru		KES 60,000.00
7	Implementation of ISO/IEC 27001 Information Security)	05 Aug - 08 Aug, 2019	4 Days	Nakuru	Process-owners, HOD's , ISMS Champions, Management Representatives	KES 60,000.00
		29 Oct - 01 Nov, 2019	4 Days	Nairobi		KES 60,000.00
		04 Feb - 07 Feb, 2020	4 Days	Mombasa		KES 60,000.00
		05 May - 08 May, 2020	4 Days	Naivasha		KES 60,000.00
8	ISO/IEC 27001:2013 ISMS Lead Audit course	07 Oct - 12 Oct, 2019	6 Days	Mombasa	Practicing ISMS Internal Auditors, and Management Representatives	KES 125,000.00
		02 Dec - 07 Dec, 2019	6 Days	Kisumu		KES 125,000.00
		24 Feb - 29 Feb, 2020	6 Days	Kisumu		KES 125,000.00
		25 May - 30 May, 2020	6 Days	Kisumu		KES 125,000.00

<b>ISO 14001 ENVIRONMENTAL MANAGEMENT SYSTEMS</b>						
9	Implementation of ISO 14001:2015 Environment Management Systems	06 Aug - 09 Aug, 2019	4 Days	Mombasa	Process owners, Maintenance & Production Managers, Engineering Staff, Supervisors and EMS Champions	KES 60,000.00
		04 Feb - 07 Feb, 2020	4 Days	Nairobi		KES 60,000.00
10	ISO 14001:2015 Environment Management Systems Internal Auditors	27 Apr - 30 Apr, 2020	4 Days	Naivasha	Process owners, Maintenance, Production Managers, Supervisors and EMS Champions	KES 60,000.00
11	ISO 14001:2015 Environment Management Systems Lead Auditors	22 Jun - 27 Jun, 2020	6 Days	Mombasa	Practicing EMS Internal Auditors, and Management Representatives	KES 125,000.00

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<b>ISO 15489 MANAGEMENT SYSTEMS DOCUMENTATION</b>						
12	Implementation of ISO 15489 for Information and Documentation	02 Sep - 04 Sep, 2019	3 Days	Naivasha	Record Managers, Clerical /Registry Staff	KES 50,000.00
<b>ISO/IEC 17000 CONFORMITY ASSESSMENT</b>						
13	Uncertainty in Measurement and Method Validation in Testing Laboratories	08 Jul - 12 Jul, 2019	5 Days	Mombasa	Implementers of ISO/IEC 17025 and or ISO 15189, laboratory personnel, research scientist, quality controller, quality inspectors, practising professionals and laboratory managers in any industry or organization	KES 80,000.00
14	Best Laboratoy Practices	24 Sep - 27 Sep, 2019	4 Days	Kisumu		KES 80,000.00
15	Quality Assurance in Laboratory Testing	25 Nov - 29 Nov, 2019	5 Days	Mombasa		KES 95,000.00
<b>ISO 18788 PRIVATE SECURITY SERVICES</b>						
16	Implementation of ISO 18788 for private security services	29 Jul - 01 Aug, 2019	4 Days	Nairobi	Potential auditors with basic training in Implementation of private Security operations Management Systems	KES 50,000.00
<b>ISO 21000 EDUCATIONAL ORGANIZATION MANAGEMENT SYSTEMS</b>						
17	Implementation of ISO 21001:2018 EOMS	21 Apr - 24 Apr, 2020	4 Days	Naivasha	Potential auditors with basic training in Implementation of private Security operations Management Systems	KES 60,000.00



<b>ISO 22000 FOOD SAFETY MANAGEMENT SYSTEMS</b>						
18	Advanced HACCP and Food safety management system	10 Sep - 13 Sep, 2019	4 Days	Nairobi	Managers/Supervisors & Staff in Food Industry	KES 60,000.00
		14 Jan - 17 Jan, 2020	4 Days	Nairobi		KES 60,000.00
19	Internal Food Safety Audit for ISO 22000	12 Nov - 15 Nov, 2019	4 Days	Machakos	Managers/Supervisors & Staff in Food Industry	KES 60,000.00
20	ISO 22000 Lead Audit	20 Apr - 25 Apr, 2020	6 Days	Mombasa	Managers/Supervisors & Staff in Food Industry	KES 125,000.00

<b>ISO 22301 BUSINESS CONTINUITY MANAGEMENT SYSTEMS</b>						
21	Implementation of ISO 22301:2012 Business Continuity Management System	15 Apr - 18 Apr, 2020	4 Days	Mombasa	Top Management, HOD's, Process owners in ICT, HR, Finance, Planning , strategy, Quality Assurance, Operations & BCM Champions managing critical assets	KES 60,000.00



SN	COURSE	DATES	DURATION	VENUE	TARGET GROUP	FEE\$
<b>ISO 30400 HUMAN RESOURCES</b>						
22	Human Resource management standards for Sustainability based on ISO 30400 Series	05 Mar - 07 Mar, 2020	3 Days	Mombasa	HR Managers and Human Resource officers	KES 60,000.00
23	Implementation of ISO 30401:2018 Knowledge Management Systems	03 Sep - 06 Sep, 2019	4 Days	Naivasha	Managers, Officers in HR, Administration, ICT, Information Resource Centres, MRs, and Champions in KM	KES 60,000.00
		03 Dec - 06 Dec, 2019	4 Days	Mombasa		KES 60,000.00
		10 Mar - 13 Mar, 2020	4 Days	Kisumu		KES 60,000.00
		02 Jun - 05 Jun, 2020	4 Days	Nairobi		KES 60,000.00
<b>ISO 31000 RISK MANAGEMENT SYSTEMS</b>						
24	ISO 31000 Implementation of a Risk Management System	24 Jul - 26 Jul, 2019	3 Days	Nakuru	Risk, Maintenance & Production Managers, Risk Champions and & HODs	KES 50,000.00
		18 Mar - 20 Mar, 2020	3 Days	Machakos		KES 50,000.00
<b>ISO 37001 ANTIBRIBERY MANAGEMENT SYSTEMS</b>						
25	Implementation of ISO 37001:2016 Anti-bribery management system	19 Nov - 22 Nov, 2019	4 Days	Mombasa	HODs, Integrity officers and Champions of Anti-bribery systems in organizations	KES 60,000.00
		26 May - 29 May, 2020	4 Days	Machakos		KES 60,000.00
<b>ISO 45001 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS</b>						
26	Implementation of ISO 45001:2018 Occupational health and safety	03 Dec - 06 Dec, 2019	4 Days	Nairobi	Safety Champions, MRs, Quality Assurance, Process owners, Operations Managers	KES 60,000.00
<b>ISO 50001 ENERGY MANAGEMENT SYSTEMS</b>						
27	Implementation of ISO 50001:2011 Energy Management Systems(EnMS)	12 Nov - 15 Nov, 2019	4 Days	Naivasha	Managers and Supervisors in Production, Technical, Operations, Quality Assurance and Administration departments in organizations planning to implement an EnMS	KES 60,000.00
<b>PAS 99:2012 INTEGRATED MANAGEMENT SYSTEMS</b>						
28	Integrated Management System (Quality Management, Information Security, & Knowledge Management System)	19 Nov – 23 Nov, 2019	5 Days	Mombasa	Process-owners, HOD's , ISMS Champions, Management Representatives	KES 100,000.00
		27 Jan - 31 Jan, 2020	5 Days	Mombasa		KES 100,000.00
<b>PERFORMANCE IMPROVEMENT TOOLS AND TECHNIQUES</b>						
29	Performance based Quality Objective Setting , Performance Monitoring & Root Cause Analysis	06 Aug - 08 Aug, 2019	3 Days	Mombasa	Process-owners, HOD's, Managers and staff at any supervisory position Process-owners, HOD's and Managers	KES 60,000.00
30	Six Sigma Yellow Belt	03 Jun - 05 Jun, 2020	3 Days	Naivasha		KES 50,000.00

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<b>SEMINARS</b>						
31	Risk Based Approach to Managing Process Effectiveness based on ISO 31000 RM standard	18 Sep, 2019	1 Day	Naivasha	Individuals interested in understanding Risk Management based on guidelines from ISO 31000 standard	KES 10,000.00
32	Knowledge Management based on ISO 30401 KMS standard	25 Sep, 2019	1 Day	Kisumu	Staff in organizations implementing, or intending to implement a Knowledge Management System	KES 10,000.00
33	Information Security based on ISO 27001 standard- ISMS	01 Oct, 2019	1 Day	Nairobi	Staff in organizations implementing, or intending to implement an Information Security management system	KES 10,000.00
34	Guidance to Achieve Sustained Success - Quality of an organization based on ISO 9004:2018 Standard	04 Dec, 2019	1 Day	Nakuru	Management staff in organizations implementing a Quality Management System	KES 10,000.00
35	Anti-bribery Management guided by ISO 37001 Standard	12 Jan, 2020	1 Day	Nairobi	Management staff in organizations intending to implement an Anti-bribery management	KES 10,000.00
36	Tourism Sustainability and Eco-labelling based on ARS-AES 04 Standard	12 Feb, 2020	1 Day	Mombasa	Management staff in Tourism establishments	KES 10,000.00
37	Energy Management based on ISO 50001 Standard	08 Apr, 2020	1 Day	Nairobi	Management staff in organizations intending to implement an Anti-bribery management system	KES 10,000.00



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<b>ANNUAL EVENTS</b>						
38	3rd National Management Representatives Congress	05 Aug - 08 Aug, 2019	4 Days	Kisumu	Persons appointed by Management to be responsible for the Management System processes	KES 80,000.00
39	1st Regional Quality Conference	11 Nov - 15 Nov, 2019	5 Days	Arusha	Quality Practitioners	KES 120,000.00
40	2nd National forum for Auditors and Lead auditors of Management systems	25 Mar - 28 Mar, 2020	4 Days	Mombasa	Auditors and Lead Auditors of Management system standards	KES 80,000.00



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To book your training or make a reservation please fill the nomination form and return to [nqi@kebs.org](mailto:nqi@kebs.org).

For any enquiries send an email to [nqi@kebs.org](mailto:nqi@kebs.org) or [nqimembership@kebs.org](mailto:nqimembership@kebs.org)

Course fee stated is subject to 16%VAT

Lead auditor course participants will get automatic registration to membership scheme of NQA. Members of NQA benefit from 10% discount in all open courses (except the general courses designed for their professional development above)

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