



**AFRICA INSTITUTE OF SOCIAL PROTECTION (AISP)**

# **REGIONAL AND IN-HOUSE TRAINING CALENDAR**

**2026 - 2027**

*Building Capacity | Strengthening Systems | Advancing Social Protection Across Africa*

**14**

**REGIONAL PROGRAMS**

**21**

**IN-HOUSE PROGRAMS**

**14**

**AFRICAN CITIES**

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## FOREWORD: A CONTINENTAL MANDATE

Africa Social Security Association (ASSA) & Africa Institute of Social Protection (AISP)

The **Africa Social Security Association (ASSA)** which was formerly known as East and Central Africa Social Security Association (ECASSA) is a continental and umbrella membership-based body established by social security institutions with a mandate to foster collaboration, cooperation and coordination in promoting the development of social security sector and support the growth of social protection systems in Africa.

The ultimate objective of ASSA which is headquartered in Arusha, Tanzania, is to bring together all social security institutions from all over Africa to share innovative experiences and best practices in the interest of improving the quality and effectiveness of social security services to the people in Africa and hence contribute to the achievement of social security coverage for all in the continent.

ASSA also manages its Technical and Academic Training Institute, namely the **Africa Institute of Social Protection (AISP)** which serves as a Centre of Excellence in social security development. The aim of the institute is to bridge knowledge and skill gaps by conducting professional training and capacity building programs in social security and further provides research and consultancy services related to social security institutions in African continent.

Grounded in African data to solve African social security challenges, the Africa Institute of Social Protection (AISP) offers short courses through online, in-house (tailor-made) and regional programs designed for African realities which is delivered through training, workshops, seminars, and webinars. The Institute also offers longer-term courses of Basic Technician Certificates and Diplomas in Social Protection which are delivered through a competence-based curriculum aimed to supply the current and future labour market with adequately trained and competent graduates in social protection who will work efficiently and effectively in work places to meet the needs and demand of stakeholders, employers and professionals both in the public and private sectors of the economy.

The competence-based curriculum was developed with consideration that the systems and procedures in social security sector have changed due to changes in technology, reforms, regional -global demand, legal and operational reforms. In addition, employers prefer to have graduates who are conversant with what is required at work places and who will cope with dynamic changes of social security operations which eventually calls for practical training rather than the knowledge of theories.

AISP's vision is to be a leading and recognized Training Institute in Africa in the promotion, management, implementation and development of social security skills and knowledge across the continent. Its mission is to provide appropriate and high-quality knowledge and skills in social protection and meet the labour market demand through training, research and consultancy services for attainment of equitable socio-economic development.

The AISP has positioned itself to become a transformative institution for Africa's social protection landscape. By embedding international standards, the Institute delivers world-class training, research and consultancy services that directly strengthen the pension funds and social security institutions across the continent.

The integration of the 2026–2027 training calendar into a progressive roadmap ensures continuity and strengthens credibility while laying the groundwork for advanced professional programs as a regional Centre of Excellence and long-term sustainability. This approach demonstrates how ASSA is scaling its proven programs into a continental hub for knowledge and practice.

Training in social protection is designed to strengthen the capacity of professionals, policymakers and institutions to effectively deliver protection against risks associated with social security operations. It equips practitioners with a comprehensive understanding of social protection policies alongside the practical skills needed to address operational challenges and close gaps within social security systems.

The AISP deliver these programs through competent trainers and skilled facilitators, ensuring high-quality learning experiences that uphold its reputation and credibility as a Centre of Excellence for social security in Africa. In doing so, institutions are able to derive meaningful value from their investment which ultimately contributing to the transformation of the continent's social security systems into more effective, resilient and inclusive frameworks.

## ONLINE SHORT COURSES & IN-HOUSE TRAINING PROGRAMS

For the year 2026/2027 | Training Fee shall be charged at USD 300 per Participant with a minimum of 30 participants\*

#	TRAINING PROGRAM	AREAS OF FOCUS	COST (USD)
1	<b>Fundamental Principles of Social Protection Administration.</b>	Social protection concepts, delivery instruments, legal frameworks, international standards, membership administration of contributory & non-contributory schemes, and social protection financing.	300
2	<b>Extension of Universal Social Health Insurance Coverage to the Formal and Informal Sectors.</b>	Health financing models, effective outreach and enrollment strategies, barriers affecting access to healthcare coverage among informal and vulnerable groups, and sustainable contribution and coverage mechanisms that promote long-term inclusion.	300
3	<b>Administration of Workers' Compensation Schemes on Rehabilitation Services, Claims Management, Employment Injury and Occupational Health and Safety.</b>	Optimize worker recovery and fund sustainability by integrating proactive occupational safety standards with streamlined claims management and rehabilitation frameworks that reduce disability durations and ensure adequate benefits.	300
4	<b>Strengthening Compliance, Provision of Adequate Benefits and Quality Customer Services to achieve Effective Membership Coverage to Formal and Informal Sectors.</b>	Strengthening social security contribution compliance through effective governance, regulatory frameworks, and reform. Enhancing collection outcomes by mitigating fraud and evasion risks while improving debt recovery and negotiation strategies.	300
5	<b>Managing Risks and Fraud in Developing Organizational Integrity and Quality Assurance in Social Security Institutions.</b>	Understanding of transparency and accountability in governance, risk assessment methodologies, forensic detection of fraud and financial irregularities, and internal control mechanisms that safeguard assets and strengthen service delivery	300
6	<b>Code of Ethics and Conduct in Social Security Operations to achieve Effective Performance and Institutional Objectives.</b>	To foster an ethical service culture by aligning professional conduct with institutional values to enhance public trust, member satisfaction, and integrity in social security delivery.	300
7	<b>Social Security Operations and Office Management Competence for Executive Assistants and Personal Secretaries.</b>	To master advanced office management and communication strategies to streamline executive workflows, protect confidentiality, observe protocols and enhance operational efficiency.	300
8	<b>Application of Feasibility Study, Technical Assessment and Project Evaluation to ensure Viability of Investments and Projects in Social Security Schemes.</b>	To empower Investment Committees with rigorous appraisal methodologies, including financial modeling, risk sensitivity, and socio-economic impact analysis, to ensure sound and sustainable investment decisions.	300
9	<b>Fundamental Principles of Common Actuarial Assumptions and Valuation to achieve Sustainable Financial Viability in Social Security Institutions.</b>	To simplify complex mathematical modeling by mastering actuarial principles, demographic assumptions, and financial projections for assessing long-term solvency and sustainability of social security schemes.	300
10	<b>Role of Board Members in Corporate Leadership, Performance Management, Financial Governance &amp; Emotional Intelligence in Social Security Operations.</b>	To equip Board Members with strategic oversight and ethical leadership skills to drive organizational transformation, enforce financial accountability, and ensure sustainable social security operations.	300

11	<b>Cyber Security, Artificial Intelligence and Data Protection Controls in Social Security Schemes.</b>	Addresses the intersection of emerging technologies and large volumes of sensitive social security data, focusing on building a resilient and ethical digital ecosystem.	300
12	<b>Application of IFRS I &amp; II to Enhance Transparency, Climate-related Decision-Making and Financial Reporting Standards in Social Security Operations.</b>	Institutionalize financial transparency and resilience by applying IFRS S1 and S2 to disclose climate-related risks and opportunities, supporting sustainable investments and long-term fund viability.	300
13	<b>Digital Transformations and ICT Shared Systems of Records Management to Improve Data Integrity and Accuracy for Social Security Overall Operational Efficiency.</b>	Establish a secure and transparent information lifecycle through standardized digital protocols, automated validation, and audit trails that eliminate data silos and ensure accurate, reliable, and preserved social security records.	300
14	<b>Considering ESG in Investment Strategies for Sustainable Social Security and Pension Funds Management.</b>	To develop ESG-integrated investment strategies, navigate emerging regulatory frameworks, and establish governance structures that ensure transparency, accountability, and sustainable long-term value in social security and pension fund management.	300
15	<b>Strategic Internal Audit in Managing Risks, Compliance, Data Driven Insights and Leadership to Enhance Operational Value.</b>	Advanced Office Administration and Strategic Communication to Facilitate Efficiency in Operations.	300
16	<b>Strengthening Social Security Schemes Legal Instruments and Governance to Facilitate Performance in Social Security Operations.</b>	Strengthening legal and internal frameworks, enhancing review and compliance mechanisms, identifying operational gaps and risks, and improving efficiency and service delivery within social security systems.	300
17	<b>Payroll Management Analysis for effective Monitoring and Controls of Risks in Monthly Annuities to Ensure Effective and Professional Accuracy in Social Security Operations.</b>	Improving payroll analysis systems to accurately monitor monthly annuity payments, enhance financial oversight, detect discrepancies and risks, and improve efficiency and accountability in social security schemes.	300
18	<b>Diversification Benefits of Investing in Offshore Markets by Social Security Funds and Critiques of the Current Regulatory Frameworks in Africa.</b>	Assessing the diversification benefits of offshore investments for social security funds, while critically examining existing regulatory frameworks in Africa to identify constraints, risks, and opportunities for strengthening governance, compliance, and long-term portfolio performance.	300
19	<b>Debt collections and Negotiation Strategies to Improve Members Compliance on Contributions Collection in Social Security Schemes.</b>	Maximize fund sustainability by equipping recovery officers with advanced psychological negotiation tactics and systematic debt-recovery frameworks that secure outstanding contributions while maintaining employer relationships.	300
20	<b>Alternative Investments of Social Security Funds: Portfolio Design, Selection and Management.</b>	Equipping participants with the knowledge and tools to design, select, and manage alternative investment portfolios for social security funds, with an emphasis on risk management, diversification, regulatory compliance, and optimizing long-term returns.	300
21	<b>Consistency Delivering Exceptional, Professional and Excellence Customer Services to Build Organizational Ethics, Credibility, Brand Image and Support Strategic Direction.</b>	Strengthening customer service delivery and promoting organizational ethics in social security schemes by enhancing service standards, accountability, transparency, and ethical decision-making to improve client satisfaction and institutional trust.	300

## REGIONAL AND WORKSHOPS TRAINING PROGRAMS

For the year 2026/2027 | Grouped by Fiscal Quarter | FY closes June

### Q1

#### QUARTER ONE | July - September 2026

3 Programs

#	TRAINING PROGRAM	FOCUS	DATE	VENUE	COST (USD)
1	<b>Social Security Operations and Office Management Competence for the Executive Assistants and Personal Secretaries.</b>	Advanced Office Administration and Strategic Communication to Facilitate Efficiency in Operations.	<b>July 21-24, 2026</b>	Arusha, Tanzania	<b>\$800</b>
2	<b>Strengthening Compliance, Provision of Adequate Benefits and Quality Services to Achieve Effective Membership Coverage in Formal and Informal Sectors.</b>	Bridging the Coverage Gap for Formal and Informal Sectors by Strengthening Compliance Levels.	<b>August 25-28, 2026</b>	Kampala, Uganda	<b>\$800</b>
3	<b>Role of Board Members in Corporate Leadership, Performance Management, Financial Governance and Emotional Intelligence in Social Security Operations.</b>	Strategic Oversight and Governance for Directors & Trustees.	<b>September 23-25, 2026</b>	Cairo, Egypt	<b>\$1,500</b>

### Q2

#### QUARTER TWO | October - December 2026

4 Programs

#	TRAINING PROGRAM	FOCUS	DATE	VENUE	COST (USD)
1	<b>Coordination and Portability of Social Security Benefits and Rights Across Sub Regions in Africa.</b>	Establish harmonized multilateral administrative frameworks and digital data-exchange to ensure totalization and transfer of benefits for migrant workers across Africa	<b>October 27-30, 2026</b>	Lagos, Nigeria	<b>\$800</b>
2	<b>Digital Transformation and ICT Shared Systems of Records Management to Improve Data Integrity and Accuracy for Social Security Operational Efficiency.</b>	Record Digitization and Data Integrity and Accuracy to improve Efficiency in Social Security.	<b>November 10-13, 2026</b>	Windhoek, Namibia	<b>\$800</b>
3	<b>Principles of Common Actuarial Assumptions and Valuation of Social Security in Africa to Achieve Sustainable Financial Viability.</b>	Assumptions, Valuations, and Financial Sustainability in Africa.	<b>December 01-04, 2026</b>	Maputo, Mozambique	<b>\$800</b>
4	<b>Considering ESG in Investment Strategies for Sustainable Social Security and Pension Funds Management.</b>	Development of ESG-integrated investment strategies, navigation of regulatory frameworks and governance structures that ensure transparency, accountability, and sustainable long-term value in social security.	<b>December 15-18, 2026</b>	Zanzibar, Tanzania	<b>\$800</b>

## Q3

**QUARTER THREE** | January - March 2027  
 3 Programs

#	TRAINING PROGRAM	FOCUS	DATE	VENUE	COST (USD)
1	<b>Policy Makers, Regulators and CEO's Workshop in Sharing Countries Experiences on Regulations, Governance Structure, Guidelines and Policies to Unlock Regulatory Frameworks Challenges in Africa.</b>	Harmonize regulatory frameworks in Africa and statutory compliance with operational excellence by mastering legal frameworks, treaty and administrative law principles to improve Social Security Sector.	<b>January 26-29, 2027</b>	Addis Ababa, Ethiopia	<b>\$1,500</b>
2	<b>Application of IFRS I &amp; II (International Financial Reporting Standards) to Enhance Transparency, Climate-related Decision-Making and Financial Reporting in Social Security Operations.</b>	Institutionalize financial transparency by applying IFRS I and II to disclose climate-related risks and support sustainable investment long-term fund viability.	<b>February 23-26, 2027</b>	Nairobi, Kenya	<b>\$800</b>
3	<b>Application of Feasibility Study, Technical Assessment and Project Evaluation to Ensure Viability of Investment and Projects in Social Security Schemes.</b>	Empower Investment experts with appraisal methodologies, financial modeling, risk sensitivity and socio-economic analysis to ensure sound & sustainable investment decisions.	<b>March 23-26, 2027</b>	Pretoria, South Africa	<b>\$800</b>

## Q4

**QUARTER FOUR** | April - June 2027  
 4 Programs

#	TRAINING PROGRAM	FOCUS	DATE	VENUE	COST (USD)
1	<b>Practical Training on Social Security Operations, Labour Laws and Human Resource Management for Efficiency and Effectiveness in Work Places. (HR Work Session)</b>	To align human resource practices with social security operations and labour law requirements to ensure performance in Operations.	<b>April 27-30, 2027</b>	Victoria Falls, Zimbabwe	<b>\$800</b>
2	<b>Integrated Compliance and Governance in Procurement Procedures: A Cross-Functional Approach for Integrity, Good Governance and Accountability.</b>	Technical Assessment and Statutory Compliance Procedures.	<b>May 11-14, 2027</b>	Lusaka, Zambia	<b>\$800</b>
3	<b>Extension of Social Health Insurance to the Most Vulnerable Population Group, Informal Sector and Voluntary Contributors.</b>	Extending Social Insurance to Vulnerable and Informal Groups.	<b>June 08-11, 2027</b>	Kigali, Rwanda	<b>\$800</b>
4	<b>Contract Management - Legal Drafting Mastery in Social Security Administration and Public Private Partnership in Implementing Joint Projects Contracts.</b>	Create clear legal sound documents by ensuring that the parties' intentions are accurately recorded while minimizing the risk of future disputes.	<b>June 23-25, 2027</b>	Victoria, Seychelles	<b>\$800</b>

# Social Security For All in Africa

*ASSA for a Stronger Africa*



**Training Language: English and French Interpretation**

## SECRETARIAT

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