



CENTRE for SUSTAINABILITY  
and EXCELLENCE

From Commitment to Results...

# *CSE's Trainings*



## **The Centre for Sustainability and Excellence (CSE)**

The Centre for Sustainability and Excellence (CSE) is a global advisory and training organization specialized in Sustainability with offices in Chicago, Athens and Brussels. As an Approved Courses and Training Organization under the Institute of Environmental Management and Assessment, CSE offers intensive professional learning opportunities to executives and senior level managers across sectors and industries on Corporate Social Responsibility and Sustainability.

The success of these unique workshops relies on bringing together a diverse, small group of participants while engaging them in in-depth discussions with the trainer and the rest of the group and using interactive exercises and advanced Training Material. CSE provides both **in-house** and **scheduled training** opportunities for organizations depending on regional, organizational, and learning requirements and aspirations.

- **5000** executives trained globally
- Workshops held in more than **35** countries
- Leader in **in-house** CSR workshops
- Internationally renowned instructors on **CSR** and **Sustainable Development**
- Certified more than **600** CSR Practitioners from 5 continents and **35** countries





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## GRI (G4) TRAINING ON SUSTAINABILITY REPORTING

CSE courses are accredited and approved by **IEMA (Institute of Environmental Management and Assessment)**, the leading international membership-based organization for Sustainability Professionals with over 15,000 members based in 83 countries. Additionally, CSE is **Green America Silver certified business**, **GRI (Global Reporting Initiative)** stakeholder/Partner and Accountability registered consultant.



### Key Issues to be covered:

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This challenging 2-day training program enables participants to acquire the skills and competencies required for the effective use of the GRI Framework, GRI reports and publication of CSR/ Sustainability Reporting in alignment with the new GRI G4 Guidelines.

The specialized, detailed and highly focused training, provides insight on the conceptual introduction and preparation of the GRI reporting process, covers all the issues related to the dialogue with stakeholders and credibility of the reporting process, defines the content of the report and the monitoring process and explains in detail the preparation and communication of the final report.

The GRI (G4) Training Program aims to disseminate knowledge on sustainability reporting around the world. It has been developed especially to help report makers and users to more effectively use the GRI Framework and utilize GRI reports. Upon successful completion of the course, trainees are able to apply their knowledge in all levels of CSR and Sustainability Reporting according to GRI G4 guidelines and will receive certificates of attendance from CSE.

### Modules:

- INTRODUCTION: Sustainability reporting & GRI Guidelines
- PREPARE: Plan your GRI sustainability reporting process
- CONNECT: Engage with stakeholders
- DEFINE: Defining your material Aspects and Boundaries
- MONITOR: Build your report
- REPORT: Check and communicate





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**Who should attend:**

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- CSO's
- Sustainability, CSR Directors
- Health Safety and Environment Managers
- Public Relations, Communications Managers
- HR Managers
- Supply Chain , Operations managers
- Environment Executives
- Sustainability Consultants

### See what previous participants said:

"The thing I liked the most was the practicality of the information and the examples provided. The training was well-structured, the content was clear, accessible and useful. I feel confident to begin the implementation now,"

**Liya Kreidie, American University of Beirut**

"I am now aware of the differences requirements of GRI G3.1 and G4,"

**Hasan Al Marzany, Corporate Advisor of Borouge**

"The training is well-organized and provided practical knowledge and exercise."

**Shayma Saeed Almazrovi, Environmental Engineer at GASCO**





**DAY 1 –**

DURATION	CONTENT
9:00-9:30	Introductions (delegates, tutors, training organization) Objectives (individual and training course)
9:30– 11:30	<b>Part I: Introduction</b> <ul style="list-style-type: none"><li>• Sustainability reporting &amp; GRI Guidelines</li></ul>
11:30 – 11:45	<b>Coffee Break</b>
11.45 – 13:00	<b>Part II: Prepare</b> <ul style="list-style-type: none"><li>• Plan your reporting process</li><li>• Impacts of organization activities</li><li>• Hold a kick-off meeting</li></ul>
13:00 – 13.45	<b>Lunch</b>
13.45 – 17:00	<b>Part III: Connect</b> <ul style="list-style-type: none"><li>• Engage with your stakeholders</li><li>• Why engage with stakeholders</li><li>• Dialogue with stakeholders</li></ul>



**DAY 2**

DURATION	CONTENT
9:00 – 11:30	<b>Part IV: Define</b> <ul style="list-style-type: none"><li>• Defining your material aspects and boundaries</li><li>• Select issues for action &amp; report</li><li>• Decide on report content</li><li>• Check internal procedures &amp; make changes</li></ul>
11:30 – 11:45	<b>Coffee Break</b>
11:45 – 13:00	<b>Part V: Monitor</b> <ul style="list-style-type: none"><li>• Build your report</li><li>• Ensure quality of information</li><li>• Follow up</li></ul>
13:00 – 13.45	<b>Lunch</b>
13.45– 15:15	<b>Part VI: Report,</b> <ul style="list-style-type: none"><li>• Check and Communicate</li><li>• Value of sustainability reporting</li><li>• Choose the best way to communicate</li><li>• Write &amp; Finalize the report</li><li>• Prepare for the next cycle</li></ul>



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## **CSE trainings drive improvements to organizations' CSR performances**

CSE recently conducted a global research based on CSRHub data to determine the contribution of the CSE's Certified sustainability practitioner training in the overall sustainability rating score of the companies.

In CSE's Global research 20 companies with senior sustainability professionals from Europe, Middle East and North America for the years 2011-2013 served as a statistical sample to investigate their overall sustainability ratings and annual performance. The aim of this research was to discover any impact between companies Sustainability ratings before and after having trained Sustainability Practitioners within their teams. In turn, the actions taken to compare the 20 companies CSR scores comprised of looking into 1 year before as well as 1 and 2 years after CSE training, compared to the corresponding industry average of the last year.

Based on the conclusions of this research, we value that CSE sustainability practitioner trainings have positively affected the sustainability performance of more than 300 companies globally. It is also indicated that our Certified Advanced training, our methodology and 2-year action plan that we propose after the completion of the training are very essential tools of an organizations' CSR improvement.

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