



## 16-Hour Certified Training

### About the Training:

---

#### Purpose

This interactive training is taught by working sustainability reporting professionals with in-depth knowledge of GRI, CDP, SASB, the SDGs and other globally accepted reporting frameworks. A blend of instruction, individual and group exercises, and real-world examples keeps the course engaging and lively.

For this training, GRI will be covered on Day 1 in order to set reporting foundations. Day 2 will include a condensed CDP training that is supplemented with instruction on GHG accounting basics following the GHG Protocol, Science-based Targets, TCFD, and other useful tools and resources for managing climate impacts, such as the EPA's greenhouse gas inventory management plan (GHG IMP) template.

A benefit of carrying out private in-house trainings is that the trainers can customize the certified training modules to address specific learning needs and facilitate strategic discussions internally. Therefore, corporate material and best practice examples will be referred to throughout the two-day period.

Participants will receive a certificate of completion directly from the Global Reporting Initiative (GRI) for the full GRI Standards Course and an ISOS-issued CDP certificate for completing the training modules.

---

#### Learning Materials

All GRI and CDP and other useful training information can be found in a shared online folder.

In addition, participants are encouraged to download and review the [US EPA's GHG IMP Template](#) in advance of the training. We also recommend bookmarking the following reporting examples, which we'll refer to throughout the course.

Sample and peer reports to be included.

---

### 16-Hour Training Agenda

#### Day 1

- I. An overview of the ESG landscape
  - a. General terms & definitions
  - b. Reporting standards

- II. GRI Universal Standards 2021
  - a. Why GRI?
  - b. Structure of standards - overview
    - i. Universal
    - ii. Sector
    - iii. Topic
  - c. Universal standards - overview
    - i. GRI 1 – Foundation
      - 1. Reporting principles
      - 2. Key concepts and techniques
    - ii. GRI 2 – General disclosures
      - 1. Organizational details
      - 2. Activities and workers
        - a. Value chain exercise – create value chain
          - i. Upstream (supply chain)
          - ii. Operations
          - iii. Downstream (customers)
    - iii. 2022 GRI Report – Referenced option
      - 1. Overview of key components
    - iv. GRI 3 – Material Topics
      - 1. GRI 3-1, 3-2 and 3-3
      - 2. Review Sample 2022 Report’s environmental topics
    - v. Sector standards – overview
      - 1. Refer to SASB sector guidance
  - d. Topic standards
    - i. Three categories – economic, environmental, and social
      - 1. Exercise – Identify list of topics from value chain exercise
      - 2. Highlight supply chain disclosures
        - a. Environmental supply chain disclosures
        - b. Social supply chain disclosures
      - 3. Review reporting examples
        - a. Peer reports

## Day 2

- III. GHG data management and disclosure
  - a. About TCFD
    - i. Why TCFD?
    - ii. Reporting trends
    - iii. The 4 pillars
    - iv. Review reporting examples
    - v. Group discussion
  - b. CDP (formerly known as the Carbon Disclosure Project)
    - vi. Structure
    - vii. Investor and supply chain signatories
    - viii. Questionnaires - Overview
      - 1. Climate change, Water, Forest
    - ix. Climate change questionnaire modules
    - x. Question types
      - 1. Qualitative
        - a. Connections to TCFD recommendations
      - 2. Quantitative Guidance & Examples

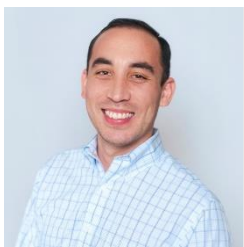
3. Review reporting examples
  4. Scoring Overview
    - a. Levels
    - b. Guidance
    - c. A List Companies
  5. Group discussion
- IV. GHG accounting basics
- a. Boundary Setting
  - b. Scopes 1 & 2
    - i. Developing an accounting ledger
    - ii. GHG IMP
  - c. Understanding Scope 3's 15 Categories
- V. The Science-based Targets Initiative (SBTi)
- a. Why SBTi?
  - b. Reporting trends
  - c. Review reporting examples
  - d. Group discussion
- VI. Group Discussion/Facilitation

## ISOS Trainers



**Gwendolen B. White**  
**Ph.D., CPA - Financial & Managerial Accounting Specialist**

Gwen is a lead trainer in ISOS Group's training practice. Her experience includes teaching auditing, managerial accounting and sustainability reporting at Indiana University and Ball State University. In addition, she has prepared GRI reports along with providing training on the GRI Standards, Integrated Reporting, CDP and the SDGs for ISOS Group's vast network. She is also the founder of Sustainability Within Reach LLC. Gwen earned her Doctor of Philosophy in business administration and accounting from Indiana University's Kelley School of Business.



**Brian Noveck**  
**EVP, Operations**

Brian leads ISOS Group's ESG verification practice and guides organizations through the preparation of ESG disclosure and sustainability reporting. He has a focus in the development of ESG data, particularly greenhouse gas inventories, for performance measurement and disclosure through various reporting mechanisms. He is credentialed in SASB's FSA, completed CDP's certified training and is a GRI-certified sustainability practitioner, completing courses on the GRI Standards (2021) and on Integrating the SDGs into Sustainability Reporting. Brian holds a master's degree in environmental policy and sustainability from U.C. San Diego's School of Global Policy and Strategy and a bachelor's degree in business administration from Boston University's Questrom School of Business.