

GRI training session on G4 – 17 & 18 November 2016 – Wavre PROGRAMME

OBJECTIVE: PROVIDE THE ONLY CERTIFIED TRAINING ON THE IN-DEPTH APPLICATION OF THE GRI GUIDELINES

The participants will learn and discuss about:

- The Global Reporting Initiative (GRI) framework according to the new G4 Guidelines (concepts and focus)
- How to prepare and plan a sustainability report following G4: “in accordance” criteria and disclosures
- How to engage with stakeholder to define material issues to report on
- How to communicate through G4 Key Performance Indicators (KPI’s)
- How to link a Social Responsibility (SR) strategy with a sustainability reporting process
- How to assess the quality of a report following G4
- How to link G4 to other major standards in SR: IIRC, UN Global Compact, OECD Guidelines, EU Draft Directive...

AGENDA

Day 1	Day 2
<ul style="list-style-type: none"> - Introduction to the new G4 Guidelines: sustainability context, new concepts and format, focus on materiality - Part 1: G4 reporting principles and standard disclosures, including: <ul style="list-style-type: none"> o “In accordance” criteria and disclosures o Focus on new themes: supply chain, governance, ethics 	<ul style="list-style-type: none"> - Part 2: Implementation: steps to prepare and write your G4 sustainability report, including: <ul style="list-style-type: none"> o Guidance and tests to use and apply reporting principles o Definition and guidance of G4 categories and indicators - Links with other major standards: IIRC, UN Global Compact, OECD Guidelines, EU Draft Directive,...

- The session alternates theory, debates, role-play, exercises
- The programme is punctuated by healthy, bio, fair trade lunches, coffee breaks and drinks.

THIS TRAINING IS FOR YOU IF:

- You work in the private sector: director, CSR manager, sustainability reporter, SR / HSE practitioner
- You are interested in understanding and implementing a social responsibility policy and action plan in your organisation
- You have a basic knowledge in sustainable development, social responsibility or reporting

TRAINERS

Marie d’Huart & Serge De Backer, accredited training partners of the GRI for the Benelux countries

The places are limited to ensure full interactivity.
The training is given in English.
If you already produce a yearly report, take it with you to work on it.



REGISTRATION FORM – GRI Training on G4 – 17 & 18 November 2016

PLEASE MAIL OR FAX THIS REGISTRATION FORM AND MAKE YOUR PAYMENT TWO WEEKS BEFORE THE TRAINING TO:

CAP conseil
Chemin du Stocquoy, 3
1300 Wavre – Belgium

Phone: (32) 10 24 25 47
Fax: (32) 10 45 33 43
Email: gri@capconseil.be

REGISTRANT INFORMATION

Name and first name:
Function:
Organisation:
Address:
Billing address:
VAT number:
Tel No:
E-mail:

REGISTRATION FEE

The registration fee covers workshop attendance, training documents and certificate, sustainable coffee breaks and buffet lunches.

1450 € + VAT (21%) = 1754,5 € - G4 Training – 17 & 18 November 2016

PAYMENT FORMALITIES

The workshop fee must be paid via bank transfer into the following bank account:

ING Bank
Address: rue Ch. Jaumotte 33 - 1300 Limal
Bank account: 340 1827143 89
IBAN: BE45 340-1827143-89
SWIFT: BBRUBEBB

***Please mention the participant name
on the bank transfer form.***

Confirmation of registration will be sent by email to applicants only after the payment.

CANCELLATION POLICY

- All cancellations must be submitted in writing.
- Cancellations made more than two weeks before the training will receive a 50% refund
- No refund shall be made for cancellations received less than two weeks before the training
- CAP conseil reserves the right to cancel this workshop at any time. In the event of workshop cancellation, the full registration fee will be returned.