



Responsible procurement

ISO 20400 Training

Overall context

ISO 20400 is the upcoming international standard on responsible procurement (SP). Under the form of guidelines – non certifiable - it explains why and how to integrate considerations of sustainability inside the procurement activities of organizations, as part of their social responsibility.

The ISO 26000 guidelines on social responsibility are a strong source of reference for this standard. They define the scope of what is understood under sustainability applied to all types of organizations.

The one-day training

The starting point of the dynamic is to realize the huge potential of the purchasing decisions and activities to align the overall sustainability ambition of an organization with the daily act of buying, and to extend sustainability practices into the supply chain.

Step by step, our training will lead you into the logic of the guidelines :

- **Morning (9.30-12.30)**
 - o Overview of the standard structure
 - o What? The concept: what do we mean by SP?
 - o Why? The rationale: the impacts inside and outside of a bad or good procurement
- **Afternoon (2.00-4.30pm)**
 - o Who? The responsibilities: who should do what, at each level of the organization?
 - o How? The commitments, the enablers and the integration into the procurement process

The entire training is illustrated with business cases, exercises and examples of tools for mapping and addressing the risks and opportunities along your supply chain. It addresses both public and private organizations.

The programme is punctuated by tasty and healthy breaks, drinks and lunch.

Is it for you?

Yes, if

- you are in charge of sustainability and/or procurement activities in your organization
- you have a basic knowledge of social responsibility
- you are a pioneer and want to be up to date with the best practices of procurement at international level
- you want to be trained by the 2 official Belgian delegates to ISO: **Marie d’Huart and Serge De Backer**, founding partners of CAP conseil

BE THE FIRST TO DISCOVER THE STANDARD &

POSITION YOUR ORGANIZATION ON THE INTERNATIONAL CHESSBOARD OF RESPONSIBLE SUPPLY CHAINS!



REGISTRATION FORM – 25 NOVEMBER 2016 – WAVRE, BELGIUM

PLEASE MAIL OR FAX THIS REGISTRATION FORM

VENUE

CAP conseil
Chemin du Stocquoy, 3
1300 Wavre – Belgium

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

REGISTRANT INFORMATION

Name and first name:

Function:

Organisation:

Billing address:

VAT number:

Phone:

E-mail:

REGISTRATION FEE

The registration fee covers workshop attendance, training documents and certificate, coffee breaks and lunch.

690 € + VAT (21%) = 834,90 €

OFFER: 10% discount as of 2 registrants

PAYMENT FORMALITIES

The workshop fee must be paid via bank transfer into the following bank account **TWO WEEKS BEFORE THE TRAINING:**

ING Bank
Address: rue Ch. Jaumotte 33 - 1300 Limal - Belgium
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.

PLEASE NOTE

*The training is given in English. Places are limited to ensure full interactivity.
Participants receive a copy of the slides – the Standard will be for sale by ISO.*