



## Certified training course on GRI Standards – 2 days PROGRAMME

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

The participants will learn and discuss about:

- The GRI framework and focus according to the new GRI Standards
- How to prepare and plan a sustainability report following GRI Standards: “in accordance” criteria and disclosures
- How to engage with stakeholder to define material issues to report on
- How to communicate through GRI Standards disclosures and 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 GRI Standards
- How to link GRI Standards to other major reporting frameworks: EU Directive on extra-financial reporting, IIRC, UN Global Compact, OECD Guidelines, ...

### AGENDA

Day 1 – 9:00 – 17:00	Day 2 – 9:00 – 17:00
<ul style="list-style-type: none"> <li>- Part 1: Introduction to the GRI Standards: sustainability context, background concepts and organisation</li> <li>- Part 2: Overview of GRI Standards               <ul style="list-style-type: none"> <li>o Terminology</li> <li>o Modular structure</li> <li>o How to use</li> <li>o Links with other major Standards: UN SDG, Global Compact, EU Directive</li> </ul> </li> <li>- Part 3: Universal vs. topic-specific disclosures</li> </ul>	<ul style="list-style-type: none"> <li>- Part 4: Implementation: steps to prepare and write your GRI Standards report, including:               <ul style="list-style-type: none"> <li>o Guidance and tests to use and apply reporting principles</li> <li>o Identifying and reporting on material topics and boundaries</li> <li>o Reporting in accordance</li> <li>o Presenting and compiling information</li> </ul> </li> <li>- Part 5: additional resources               <ul style="list-style-type: none"> <li>o GRI report suite</li> </ul> </li> </ul>

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

### THIS TRAINING IS FOR YOU IF:

- You work in sustainability: director, CSR manager, sustainability reporter, SR / HSE practitioner
- You are interested in understanding and implementing a social responsibility policy 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 Belgium.

### VENUE

CAP conseil – Chemin du Stocquoy 1 – 1300 Wavre (Brussels South) - Belgium

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

**Please take a printed or digital copy of the Standards with you: free download on <https://www.globalreporting.org/standards/gri-standards-download-center/>**



## REGISTRATION FORM – Training session on GRI Standards

### Date:

- 14-15 June 2018  
 11-12 October 2018

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

CAP conseil	Phone:	(32) 10 24 25 47
Chemin du Stocquoy, 3	Fax:	(32) 10 45 33 43
1300 Wavre – Belgium	Email:	<a href="mailto:gri@capconseil.be">gri@capconseil.be</a>

### REGISTRANT INFORMATION

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Name and first name:	Tel No/email:
Function:	Organisation:
Address:	Billing address (if different):
Purchase order (P.O) – if any:	VAT number:

### REGISTRATION FEE

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

- 1475 € + VAT (21%) = 1784,75 € - Training session on GRI Standards**

### PAYMENT FORMALITIES

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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 as communication on the bank transfer***

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

### CANCELLATION POLICY

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- 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.