

## International Sustainability Practitioner Course: Sustainability and Accountability

This course is certified by AccountAbility and acknowledged as fulfilling the training requirements for the Associate level of the Certified Sustainability Assurance Practitioner (CSAP) programme.

This five-day specialised training course is for managers, academics, consultants and auditors seeking a solid grounding in corporate responsibility and sustainability.

### Details

**Date:** 27<sup>th</sup> November 2017 – 1<sup>st</sup> December 2017

**Time:** 9:00am – 5:30pm GMT

**Location:** Corporate Citizenship, 5<sup>th</sup> Floor Holborn Gate, 26 Southampton Buildings, London, WC2A 1PQ

### Modules

**Module A:** Foundation in corporate responsibility and sustainability

**Module B:** Foundation in stakeholder engagement

**Module C:** Foundation in sustainability reporting

**Module D:** Assurance practitioner training



Modules A, B and C provide participants with knowledge on social responsibility, stakeholder engagement and sustainability reporting. Module D permits delegates to take a close look at issues related to assurance, and through a practical exercise apply the knowledge and skills acquired during the course.

**This highly practical international course has been specifically designed for professionals interested in learning about corporate responsibility/sustainability management and communication, such as managers, consultants, internal and external auditors, and other professionals interested in developing skills in the field.**

### Course objectives:

- Understand the importance of *accountability* in the context of sustainability and corporate responsibility.
- Demonstrate the importance of stakeholder engagement and the role of accountability in strengthening it.
- See how engaging with key stakeholders' helps organisations to manage sustainability.
- Find out how the AA1000 standards maybe used as a valuable tool for managing corporate responsibility and sustainability, as well as for reporting.
- Learn how to carry out an AA1000 assurance assignment in order to enhance the credibility of a sustainability report.

### Methodology

The course comprises of a combination of lectures, practical exercises and discussions in small breakout groups. Each module includes case studies and exercises based on examples from leading organisations. For each module there is brief assessment such as a test or a practical team exercise, in order to ensure understanding of the contents by the delegates.

To maximise learning, the class size is limited to a maximum of 12 delegates.

### Certification and the CSAP programme

Successful completion of the course leads to an AccountAbility approved certificate. The course fulfils the training requirements to apply for the Associate level of the Certified Sustainability Assurance Practitioner (CSAP) programme. It also contributes significantly towards the requirements of becoming a CSAP or Lead CSAP. For further details on the CSAP programme or the application process, please see the [AccountAbility](#) website or contact AccountAbility directly.

## Detail of course modules

### Module A, day 1: Foundation in corporate responsibility and sustainability

This module covers current issues in corporate responsibility and sustainability, the key drivers and the regulatory context. It will provide delegates with an understanding of the relationship between corporate responsibility, sustainability and accountability as well as explain the benefits that these provide to organisations. The module covers in detail the importance of accountability in a sustainability context as well as giving an overview of leading sustainability guidelines, such as the standards GRI for sustainability reporting, the AA1000 Stakeholder Engagement and Assurance Standards and the ISO 26000 international social responsibility standard.

### Module B, day 2: Foundation in stakeholder engagement

This module provides delegates with a thorough grounding in the rationale and benefits of stakeholder engagement, and how it relates to business strategy. It will provide an understanding of both the theory and methodology for effective stakeholder engagement, including how to identify stakeholders and the issues that are likely to be material to them. It covers both the AA1000 Stakeholder Engagement Standard and the UNEP Stakeholder Engagement Manual in detail, and will train delegates to plan and implement effective stakeholder engagement programmes.

### Module C, day 3: Foundation in sustainability reporting

This module covers sustainability reporting, including its purpose and benefits. Delegates will learn the key principles underlying effective reporting, including materiality. The module looks at the Global Reporting Initiative (GRI) sustainability reporting standards as well as the IIRC integrated reporting guidelines and SSAB. It will also cover the challenges from future trends in reporting such as real-time online reporting. It includes practical exercises to assess the effectiveness of sustainability reporting.

### Module D, day 4 & 5: Assurance practitioner training

This module takes place over two days. In the first day delegates will learn about the benefits and principles underlying sustainability assurance. It includes detailed discussion of the contents of the AA1000 Assurance Standard. The second day will provide delegates with an understanding of typical assurance processes and procedures. It includes an opportunity to gain practical experience through a team-based exercise where delegates will apply the AA1000AS principles to a case study and write an assurance statement following AA1000AS.

### General terms and conditions

**Full Price:** £2,500\*

A 10% early bird discount is available exclusively for full price registrations' when course payment is received prior to October 13<sup>th</sup> 2017.

\*The fee includes all materials, coffee breaks and lunches for the duration of the course.

**Trainer:** John Scade: Founder and Managing Director, FCA, ACSAP and AA1000SES technical committee member, AccountAbility Interim Standards Board member (2011-12).

If you would like to register or have questions about the training course, please contact us via: [mail@corporate-citizenship.com](mailto:mail@corporate-citizenship.com) or call us on +44 (0)20 7861 1616.

A condition for celebrating the course is that the minimum number of delegates is achieved. In the case the course is cancel since there are insufficient, 100% of fees received will be refunded.

In the case that a delegate cancels at least one month before the celebration of the course 100% of the fee received will be refunded, after that date the refund will be 50%.