

SUSTAINABILITY TRAINING SERIES



SUSTAINABILITY AND ESG FUNDAMENTALS

Developed by:

Woon Foo Wen
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TRAINER PROFILE

NAME	:	WOON FOO WEN
PROFESSIONAL QUALIFICATION	:	MIA (Malaysian Institute of Accountants) [2000]
ACADEMIC QUALIFICATION	:	ACCA (Association of Chartered Certified Accountants) [1995]
EXPERIENCE	:	28 YEARS CORPORATE EXPERIENCE IN: <ul style="list-style-type: none">1) Business Strategy & Modelling2) Financial Strategy & Management3) Financing & Funding4) Mergers & Acquisitions5) Corporate Exercises & Restructuring6) Sustainability Consulting7) Project Evaluation and Risk Advisory

TRAINING COURSE

COURSE TITLE	:	SUSTAINABILITY AND ESG FUNDAMENTALS
TYPE OF COURSE	:	Training and Workshop on Sustainability and ESG Fundamentals, definitions, corporate getting started on Sustainability journey, approach strategy and implementation overview.
TYPE OF TRAINING	:	Practical Classroom Activities Case Studies Coaching Personal Development Online Learning & Assessment (Optional)
SKILL FOCUS AREA	:	Sustainability & ESG knowledge Readiness Assessment, Sustainability Framework, Materiality Assessment, Risk Management, Sustainability Action Plan, Reporting Frameworks
DURATION	:	2 Days
LEVEL OF CERTIFICATION	:	Certification of Completion
CERTIFICATION BODY	:	N/A
HRD Corp Claimable:		Title: SUSTAINABLILITY AND ESG FUNDAMENTALS Claim no.: 10001349862

COURSE OVERVIEW

Course Title: **Sustainability and ESG Fundamentals**

Duration: 2 Days

Unlock the doors to a transformative two-day journey into the heart of Sustainability and Environmental, Social, and Governance (ESG) with our immersive training workshop, "**Sustainability and ESG Fundamentals**". In this engaging program, we will delve deep into essential aspects that promise to not only elevate your career but also empower your organization to thrive in today's sustainability business landscape. This training workshop shall touch on:

1. Climate and Sustainability Awareness

Discover the profound connection between climate change, global warming, and sustainability. Uncover the driving forces behind sustainable development, including the Paris Agreement and UN Sustainable Development Goals (SDGs).

2. Embracing Sustainability Essentials

Define Sustainability and ESG, the cornerstones of responsible business practices. Explore the dynamic interplay between business and climate change. Grasp the tangible rewards and challenges of seamlessly integrating Sustainability into your business strategy. Understand the influential role of diverse stakeholders and ethical considerations in shaping sustainable practices.

3. Mastering Carbon Footprint Management

Decode the concept of a carbon footprint. Learn the art of measuring and reducing your organization's carbon footprint, following the GHG Protocol. Delve into effective strategies for carbon emission reduction and seize opportunities within carbon credits and disclosure.

4. Initiating Your Sustainability Journey:

Explore the strategic process of weaving Sustainability and ESG seamlessly into your organization's overarching strategy and daily operations. Make a resolute commitment to a sustainable business model that transcends surface-level "greenwashing". Evaluate your organization's readiness and establish a dedicated Sustainability committee.

5. Strategic Focus on Sustainability:

Understand the requirements of your target audience for reporting and disclosure, enhancing transparency and stakeholder engagement. Prioritize sustainability objectives through a comprehensive materiality assessment that aligns with the UN SDGs. Conduct a rigorous risk and gap analysis to ensure a well-rounded sustainability strategy.

6. Action-Oriented Sustainability:

Craft a dynamic Sustainable Action Roadmap. Master the art of data collection and analysis, equipping yourself to make informed sustainability decisions. Ensure the utmost transparency and credibility through thorough assurance and audits.

7. Effective Reporting and Communication:

Navigate the complex landscape of reporting and disclosure frameworks with confidence. Gain invaluable insights into the global reporting scene, positioning your organization as a leader on the international stage. Comprehend the financial intricacies of sustainability reporting and disclosure.

8. Sustainable Finance Impact

Delve into the profound impact of sustainability on financing and funding decisions. Understanding sustainability direction of bankers, financiers, and funders.

9. Sustainable Procurement and Supply Chain Excellence:

Explore the vital realm of Scope 3 emissions within the GHG Protocol and understand the significance of sustainable procurement and supply chains. Determine whether supply chain challenges represent opportunities for transformative change. Develop sustainable procurement and supply chain practices that seamlessly align with your organization's overarching sustainability goals.

10. The Future of Sustainability:

Gain unique insights into emerging trends. Chart a clear path forward for your organization as you navigate the ever-evolving landscape of sustainability.

This workshop beckons you to become a stalwart sustainability champion within your organization, armed with the knowledge and skills to usher in positive, purpose-driven change. Join us as we embark on an exhilarating exploration of the multifaceted world of Sustainability and ESG Fundamentals. Embrace sustainability today, and seize the opportunity to shape a brighter, more responsible future for your career and your organization.

Proposed Training Outline

SUSTAINABILITY AND ESG FUNDAMENTALS

Target Audience	:	<ul style="list-style-type: none"> a) Board of directors and top management b) Employees of all listed companies and SMEs affected by Sustainability and ESG requirements c) Sustainability and ESG committee or team members d) Sustainability champions e) Stakeholder engagement specialist f) Supply chain specialist
Course Title	:	SUSTAINABILITY AND ESG FUNDAMENTALS
Duration		2 days of training and workshop
Course Design & Development	:	WOON FOO WEN

PARTICIPANT PROFILE

No. of Participants per Session	:	Minimum = 10 Maximum = 35
Years of Experience	:	2+
Qualification	:	An eager and open mind learn and be trained
Participants' Learning Needs	:	Fundamental knowledge of Sustainability and ESG impact and implementation in their respective organisation

SUSTAINABILITY AND ESG FUNDAMENTALS

Unveil the **Secrets of Sustainable Success!**

Welcome to our two-day intensive training workshop, "**Sustainability and ESG Fundamentals**". In a world where responsible business practices are paramount, this program promises to be your compass on the journey to sustainable excellence. Designed to empower both you and your organization, this course provides a holistic understanding of Sustainability and Environmental, Social, and Governance (ESG) principles, equipping you to navigate the ever-evolving landscape of responsible business.

Who Should Attend:

This course is tailored for professionals and decision-makers across various industries who are driven to embrace sustainability and ESG as integral components of their organizational strategy. Specifically, it is designed for:

- ✓ **Business Leaders:** Board of Directors, CEOs, CFOs, and executives who seek to integrate sustainability into their organization's DNA
- ✓ **Sustainability Champions:** Professionals dedicated to driving sustainable change within their organization
- ✓ **Supply Chain Managers:** Individuals keen on fostering sustainable procurement and supply chain practices
- ✓ **Sustainability and ESG committee or team members:** Experts tasked with managing sustainability reporting and initiatives
- ✓ **Stakeholder Engagement Specialists:** Professionals responsible for transparent communication with key stakeholders
- ✓ **Compliance and Audit Professionals:** Those ensuring the integrity of sustainability data and practices
- ✓ **All employees of listed companies and SMEs impacted by Sustainability requirements**

Course Objectives and Outcomes:

By the end of this course, you will:

- ✓ **Comprehend Sustainability and ESG:** Gain an understanding of sustainability and ESG principles, frameworks, and their significance in today's business world.
- ✓ **Navigate the Sustainability Landscape:** Explore the interconnectedness of climate change, sustainable development, and global initiatives such as the Paris Agreement and UN SDGs.
- ✓ **Manage Carbon Footprint:** Learn to measure, reduce, and disclose your organization's carbon footprint, making informed decisions.
- ✓ **Integrate Sustainability into Strategy:** Strategically weave sustainability into your organization's operations, avoiding greenwashing and fostering genuine commitment.

- ✓ **Prioritize Materiality and Risk:** Identify key stakeholders, conduct materiality assessments aligned with UN SDGs, and perform risk and gap analysis.
- ✓ **Craft Actionable Sustainability Plans:** Develop a Sustainable Action Roadmap and develop data-driven insights.
- ✓ **Master Reporting and Communication:** Navigate diverse reporting frameworks, enhance transparency, and communicate sustainability achievements effectively.
- ✓ Understand basics of **Sustainable Finance and Sustainable Supply Chain.**
- ✓ **Embrace the Future of Sustainability:** Stay ahead of emerging trends and steer your organization toward continued sustainability success.

Empower yourself to be a catalyst for positive, purpose-driven change within your organization. Join us in uncovering the secrets of sustainability and ESG excellence and shape a brighter, more responsible future for your career and your organization. Enrol today and embark on your transformative journey!

**COURSE ITINERARY
SUSTAINABILITY AND ESG FUNDAMENTALS**

DAY 1

	Module Title	Goals	Instructional Strategy	Duration
1.0		Introduction and Ice-Breaking	Ice-breaking	9.00-9.30am
1.1	The “BEGINNINGS”	Climate change and global warming The need for Sustainable Development and ESG drivers Paris Agreement and UN SDGs	Slides / Flipchart Video Discussion	9.30-10.30am
Tea Break				10.30-10.45am
1.2	What is Sustainability and Why it Matters	Sustainability & ESG defined Business and climate change Benefits and challenges Roles of various stakeholders	Slides / Flipchart Video Discussion Q&A	10.45-11.45am
1.3	Understanding Carbon Footprint	What is carbon footprint Measuring carbon footprint Carbon reduction strategies Carbon disclosure and carbon credit	Slides / Flipchart Video Discussion Q&A	11.45am-12.45pm
Lunch Break				12.30-1.30pm
1.4	Starting Our Sustainability Journey	Integrating Sustainability into business strategy and operations Sustainable Business Model Readiness assessment	Slides / Flipchart Video Discussion Case Studies Workshop Q&A	1.30-3.30pm
Tea Break				3.30-3.45pm
1.5	Focusing on What Matters	Understanding reporting and disclosure audience Materiality assessment Risk and gap analysis	Slides / Flipchart Video Discussion Case Studies Workshop Evaluation Q&A	3.45-5.00pm
End of Day 1				

**COURSE ITINERARY
SUSTAINABILITY AND ESG FUNDAMENTALS**

DAY 2

	Module Title	Goals	Instructional Strategy	Duration
2.1	Focusing on What Matters (cont'd)	Understanding reporting and disclosure audience Materiality assessment Risk and gap analysis	Slides / Flipchart Video Discussion Case Studies Workshop Q&A	9.00-10.15am
Tea Break				10.15-10.30am
2.2	It's all about Taking Action	Sustainable Action Roadmap Data collection and analysis Assurance / Audits	Slides / Flipchart Video Discussion Case Studies Workshop Q&A	10.30-12.30pm
Lunch Break				12.30-1.30pm
2.3	Reporting and Communications	Reporting and disclosure frameworks Global reporting scene Financial disclosure and reporting	Slides / Flipchart Discussion Case Studies Q&A	1.30-2.15pm
2.4	Sustainable Finance Overview	Impact of sustainability on financing and funding Understanding your investors, bankers, financiers and funders	Slides / Flipchart Discussion Case Studies Q&A	2.15-3.15pm
Tea Break				3.15-3.30pm
2.5	Sustainability Procurement and Supply Chain Excellence	Scope 3 of GHG Protocol Challenge or Opportunity Developing Sustainable Procurement and Supply Chain	Slides Video Discussion Case Studies	3.30-4.30pm
2.6	Future of Sustainability and Course Wrap-up	Future trends Q&A Conclusion Statement	Q&A Slides	4.30-5.00pm
End of Day 2				