Training Proposal

Fundamentals of ESG & Sustainability Reporting
أساسيات وإعداد تقارير الاستدامة ESG
Unlock Growth Potential: Your Complete End-to-End ESG Solution

تمكين
EMPOWERING HUMANITY
TAMKEEN ACADEMY
For Education Professions and Competencies

Training Proposal

Objectives

The aim of this program to support organizations in their sustainability journey through learning & development, the main pillars of this are Comprehensive Knowledge Empowerment, Tailored Solutions for Lasting Impact and Alignment with Strategic Goals.

- Empower participants to implement sustainability practices and understand sustainability reporting fundamentals.
- Foster awareness of the business case for sustainability and motivate participants to drive change through effective reporting.
- Provide foundational understanding of sustainability concepts and equip participants with skills for strategic sustainability planning, including reporting.

Course Outline

Workshop: Fundamentals of ESG & Sustainability Reporting - Day 1 Module Outline

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Fundamentals of ESG	60	**Business and Sustainability** ●What is Sustainability? ● Evolution of the concept of sustainability and key terms ● Benefits and Opportunities: Business case for sustainability and the roles of business in sustainability ● Risks and Threats: Impact and dependence of sustainability and business ● Challenges in ESG adoption ● Global sustainability landscape: Understanding climate negotiations, market demand, supply chain and policy requirements.	By the end of this session, learners will be able to: 1. Identify sustainability opportunities within their own areas of work or business. 2. Articulate the business case for sustainability, including both benefits and opportunities 3. Make informed decisions for future business endeavours that incorporate ESG and sustainability principle
Fundamentals of ESG	30	**ESG 101 - Environmental Sustainability** ● Key dimensions of environmental sustainability: Operational input and output, natural resources and environment ● Trends and Insight on environmental sustainability for real estate ● Policies and regulations surrounding environmental sustainability ● Key metrics and indicators & how to report them ● Case study and best practices for implementation	By the end of this session, learners will be able to: 1. Define environmental sustainability and its key dimensions(operational input/output, natural resources). 2. Analyse trends and regulations impacting environmental sustainability 3. Apply key metrics to assess the environmental performance in their industry 4. Evaluate case studies and best practices for implementing environmental sustainability. 5. Develop a plan to improve the environmental sustainability in their organisation
Break	**10**	**Break**	

Fundamentals of ESG	60	**ESG 101 - Social Sustainability** ● Key dimensions of social sustainability: employee relations, community relations and customer/client responsibility ● Impact and dependencies of social sustainability and business ● Trends and insights on social sustainability ● Policies and regulations surrounding social sustainability such as International Labour Law ● Key metrics and indicators & how to report them ● Case study and best practices for implementation	By the end of this session, learners will be able to: 1. Define key aspects of social sustainability: employee relations, community impact, customer responsibility. 2. Analyse the link between social sustainability and business success. 3. Identify trends and regulations influencing social practices 4. Assess social performance with key metrics and indicators. 5. Evaluate best practices for implementing social sustainability initiatives. 6. Plan an action to improve social sustainability in their organisation
Break	**60**	**Lunch**	
Fundamentals of ESG	45	**ESG 101: Corporate Governance** ● Key dimensions of corporate governance and policies ● Impact and dependencies of corporate governance and business ● Trends and insights on corporate governance ● Policies and regulations surrounding corporate governance Key metrics and indicators & how to report them ● The roles of internal and external policies in driving sustainable transition	By the end of this session, learners will be able to: 1. Define key dimensions of corporate governance and their impact on business. 2. Analyse major trends and regulations shaping governance practices. 3. Assess governance quality with key metrics and best practices. 4. Understand the role of policies in driving sustainable transition
Integrating ESG into organization	60	**Integrating Sustainability into your Organisation** ● Key dimensions for ESG integration: management, operations, supply chain (sustainable procurement) and resource allocation ● Understanding roles and responsibility in sustainability ● Roles of ESG in enterprise risk management ● Key strategies for implementation of sustainability in organisation ● Case study of successful implementation	By the end of this session, learners will be able to: 1. Identify key dimensions for integrating ESG principles across their organisation: management, operations, supply chain, and resource allocation. 2. Understand roles and responsibilities within their organisation to drive sustainable practices. 3. Analyse key strategies for successful implementation of sustainability initiatives. 4. Evaluate best practices through a real-world case study example.
Break	**15**	**Afternoon Break**	

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Integrating ESG into organization	45	**Effective Communications for Sustainability** ● Understanding your audience: identifying internal and external stakeholder, background etc ● Effective communications dos and don'ts ● Types of communication platform and their uses ● Fundamentals of communication plan and strateg	By the end of this session, learners will be able to: 1. Tailor sustainability messages to diverse audiences. 2. Choose the right communication channels for maximum impact. 3. Craft effective and strategic communication plans for sustainability. 4. Articulate the benefits of sustainability to stakeholders and champion change within their organization
Integrating ESG into organization	60	**Building your Sustainability Roadmap** ● Identify sustainability gaps in organisation ● Identify material ESG issues in company ● Target setting: Key consideration, understand industry benchmark ● Building strategies for sustainability implementation: Key tools and resources, top tips ● Monitoring and measurement	By the end of this session, learners will be able to: 1. Conduct a basic assessment to identify sustainability gaps within their organization. 2. Use a framework to identify material ESG issues specific to their company's industry and operations. 3. Develop SMART targets for key sustainability areas. 4. Design a basic monitoring and measurement framework for tracking progress towards sustainability goals.
Closing	**15**	**Closing & Reflection**	

Workshop: Fundamentals of ESG & Sustainability Reporting - Day 2 Module Outline

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Why Report? The Evolution and Business Case for Sustainability Reporting	**30**	● Overview and importance of sustainability reporting, both financial and non-financial ● Benefits and challenges associated with reporting ● Trends of sustainability reporting in business arena ● Explain on global organizations' leading practices for sustainability reporting ● Risk and opportunities associated with sustainability reporting for business	By the end of this session, learners will be able to: 1. Understand the importance of sustainability reporting for businesses. 2. Identify the benefits derived from sustainability reporting and recognize the challenges that organizations may encounter in the reporting process. 3. Analyze current trends in sustainability reporting. 4. Evaluate leading practices adopted by global organizations in sustainability reporting, drawing insights from real-world examples to inform reporting strategies. 5. Assess the risks and opportunities associated with sustainability reporting.
Overview of Global Sustainability Landscape	**60**	● Overview on sustainability and sustainable development (SDGs) ● Explain the evolution of trend in the sustainability arena ● Explain the concept of ESG and its growing importance in business ● Provide an overview of major international sustainability frameworks, such as the GRI, the TCFD, and the IFRS ● Discuss the role of these frameworks in standardizing sustainability reporting practices and promoting transparency and accountability. ● Discuss the challenges faced and opportunities to grab by organizations and governments in advancing sustainability goals	By the end of this session, learners will be able to: 1. Understand sustainability and its relation to the SDGs. 2. Identify key trends in the evolution of sustainability. 3. Explain the concept of ESG and its importance in business. 4. Gain an overview of major sustainability frameworks such as GRI, TCFD, and IFRS. 5. Recognize how these frameworks standardize reporting and promote transparency. 6. Analyze challenges and opportunities in advancing sustainability goals for organizations and governments.
Break	**10**	**Morning Break**	

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Deep Dive into GRI	30	●Evolution of GRI and its role in reporting ● Explain on the principles and core concepts of GRI ● Overview of the GRI standards ● Explain on each of the content of the standards (Universal, Topic-specific, Sector-specific) ● Explain on the ways to determine if GRI reporting is the right reporting framework for the organizations ● Give examples of tools, templates, and resources available for GRI reporting	By the end of this session, learners will be able to: 1. Understand the evolution and significance of GRI in sustainability reporting. 2. Explain the principles and core concepts fundamental to GRI's reporting framework. 3. Navigate through the structure and content of GRI standards, including Universal, Topic-specific, and Sector-specific aspects. 4. Evaluate the suitability of GRI reporting framework for their organization's reporting needs. 5. Access and utilize various tools, templates, and resources to facilitate GRI reporting effectively.
Break	**60**	**Lunch Break**	

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Deep Dive into TCFD	90	● Introduction to TCFD: What is it and who is it for? ● Understanding the functions and significance of TCFD reporting for the organisation i.e. understanding climate risks + opportunity and mitigation + adaptation plan ● Overview of 4 cores themes of TCFD and 11 recommendations ● Overview of TCFD recommendation ● Understanding the key data points and identify the data owner for TCFD reporting ● Understanding the principles of effective disclosure ● Case study of an effective TCFD reporting	By the end of this session, learners will be able to: 1. Gain an overview of the Task Force on Climate-related Financial Disclosures (TCFD). 2. Understand the functions and significance of TCFD for KNB. 3. Comprehend the reporting framework, including where to report and the intended audience. 4. Familiarize with the four core themes and eleven recommendations outlined by TCFD. 5. Gain a comprehensive understanding of the TCFD recommendations for disclosure. 6. Identify key data points and data owners for TCFD reporting. 7. Familiarize with the principles of effective disclosure as outlined by TCFD. 8. Analyze a case study of effective TCFD reporting to apply learned principles in practice.
Break	**20**	**Afternoon Break**	
Deep Dive into IFRS S1 & S2	**60**	●Introduction to ISSB IFRS S1 and S2: What is it, who is it for and how can it inform investment decisions. ● Integration of TCFD and IFRS S2: How to integrate IFRS S2 into your current TCFD reporting ● Navigating the transition of reporting landscape: What can we expect	By the end of this session, learners will be able to: 1. Gain a comprehensive understanding of ISSB IFRS S1 and S2, including their purpose, intended audience, and relevance in shaping investment decisions. 2. Learn how to effectively integrate IFRS S2 with the TCFD framework to enhance current reporting practices by aligning financial reporting with climate-related disclosures.

Session	Duration Minutes	Session Key	Learning Outcomes
Opening	**10**	**Opening**	
Materiality assessment	70	● Overview of ESG risk assessment ● An overview of the role of materiality assessment in sustainability reporting ● Highlight the relationship between ESG risk assessment and materiality assessment. ● Discuss how identifying material ESG issues can inform risk assessment priorities. ● Explore strategies for integrating materiality considerations into risk management frameworks. ● Explain the key steps in conducting a materiality assessment ● Showcase case studies of companies that have successfully integrated ESG risk and materiality assessments into their business strategies. ● Understanding organisation ESG material issues and way forward	By the end of this session, learners will be able to: 1. Understand ESG risk assessment fundamentals. 2. Explain the role of materiality assessment in sustainability reporting. 3. Identify the relationship between ESG risk assessment and materiality assessment. 4. Prioritize risk assessment based on material ESG issues. 5. Integrate materiality considerations into risk management frameworks effectively. 6. Assess organizational ESG material issues and propose strategies for future action.
Closing	**30**	**Closing & Reflection**	

Training Methods and Techniques

- Work activities in individuals and groups.
- Exercises.
- Case studies to analyze and obtain lessons.
- Power Point Presentation.

Training Language

This training can be performed in the following languages:
- English, both written and spoken.

Training Hours

2 Days 8 Hours/Day spread in sessions, with breaks (Lunch Break)

Number of Attendees

Max of 15 participants

Date & time

9TH June 2024
8am – 4pm

Course Venue

At Tamkeen Academy.

Course Fees

Early Bird Registration Fees: - 3450 QR (Closing by 31ST May)
Group Fees – 3600 QR
Registration fees – 3840 QR

Trainer: **International certified expert trainer as per the trainer CV summery**

Fuller Academy

TRAINER PROFILE

MOHD RIZALMAN MOHD ALI

Mohd Rizalman Mohd Ali, currently Head of Sustainability at KSK Group Berhad, is a seasoned professional with a robust background in sustainability and ESG. Holding prior roles such as Vice President at JNJ Group and Head of Sustainability and Governance at Spritzer Bhd, Rizalman brings extensive experience in impact reporting, carbon/GHG assessment, ethical trade, and community engagement.

His journey includes key positions at MRANTI, where he served as Program Lead and Research Assistant at the Sustainable Construction Excellence Centre. With a strong academic foundation and diverse industry exposure, Rizalman is well-versed in sustainability strategic management and green building assessment, embodying a commitment to driving positive change.

AREAS OF EXPERTISE

- Sustainability and Impact Reporting
- Carbon GHG Assessment and Management
- Ethical Trade and Social Compliance
- Theory of Change and Impact Management
- Community Engagement and Development
- Green Building Assessment and

INDUSTRIAL EXPERIENCE

JULY 2023 - CURRENT
Head of Sustainability
KSK Group Berhad

MARCH 2022 - JULY 2023
VP | Sustainability and ESG
JNJ Group

SEPTEMBER 2021 - APRIL 2022
Head of Sustainability and Governance
Spritzer Berhad

AUGUST 2020 - SEPTEMBER 2021
Program Lead
MRANTI

MAY 2019 - AUGUST 2020
Programme Coordinator
MRANTI

MARCH 2017 - AUGUST 2020
Research Assistant
Sustainable Construction Excellence Centre

OCTOBER 2015 - FEBRUARY 2017
Programme Manager
UTM Campus Sustainability