



PB INSTITUTE OF RESEARCH AND TECHNOLOGY

P.O Box 21457-00100

Nairobi - Kenya

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Sustainability Accounting & ESG Reporting Essentials

Duration: 5 days

On-Site

01 Who Should Attend

- This course is designed for professionals involved in sustainability, finance, accounting, and reporting, including:
- Sustainability and ESG managers, directors, and officers
 - Chief Financial Officers (CFOs), finance directors, and corporate accountants
 - Corporate social responsibility (CSR) and sustainability reporting specialists
 - Investor relations professionals and corporate communications managers
 - Internal and external auditors reviewing non-financial data
 - Corporate governance, legal, and compliance officers
 - Enterprise risk management professionals
 - Operations, supply chain, and facility managers tracking environmental impacts



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02 About the Course

As environmental, social, and governance (ESG) factors increasingly shape modern business strategy and stakeholder expectations, mastering sustainability accounting has become essential. The **Sustainability Accounting & ESG Reporting Essentials** training course provides professionals with the vital frameworks and tools needed to measure, track, and report on non-financial performance.

This comprehensive program equips participants with a deep understanding of evolving global ESG reporting standards, materiality assessments, and carbon accounting methodologies. Attendees learn how to integrate sustainability metrics into core business operations, ensure data integrity for audits, and effectively communicate corporate impact to investors, regulators, and consumers. By bridging traditional financial accounting with sustainability practices, this course empowers organizations to drive long-term value, enhance transparency, and meet rigorous regulatory and market demands.

04 Module Topics

Module 1: Environmental, Social, and Governance (ESG) factors are no longer peripheral concerns; they are integral to business success and long-term value creation. This comprehensive training course on ESG Reporting and Sustainability Accounting equips participants with the skills and knowledge to measure, manage, and report on ESG performance effectively. Participants will learn how to integrate sustainability into core business strategy, implement robust ESG reporting frameworks, and contribute to a more sustainable future. This course empowers professionals to drive positive change, enhance transparency, and meet the growing demand for ESG accountability.

- Defining ESG and its core components (Environmental, Social, Governance).
- The evolution of sustainability and its increasing importance.
- The business case for ESG: value creation and risk management.
- Key drivers of ESG reporting and disclosure.
- Global sustainability challenges and trends.



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Module 2: ESG Frameworks and Standards

- Overview of major ESG reporting frameworks (GRI, SASB, IIRC).
- Understanding the Task Force on Climate-related Financial Disclosures (TCFD) recommendations.
- Exploring other relevant standards and guidelines (e.g., UN SDGs, ISO 26000).
- Comparing and contrasting different ESG frameworks.
- Choosing the right framework for your organization.

Module 3: Materiality Assessment

- Identifying and prioritizing material ESG issues.
- Stakeholder engagement and materiality mapping.
- Assessing the impact of ESG issues on the business.
- Determining reporting boundaries.
- Conducting a materiality assessment process.

Module 4: Environmental Reporting

- Measuring and reporting on environmental performance.
- Greenhouse gas emissions accounting and reporting.
- Resource management (water, energy, waste).
- Biodiversity and ecosystem impacts.
- Environmental management systems.

Module 5: Social Reporting

- Reporting on social performance and impacts.
- Labor standards and human rights.
- Community engagement and development.
- Diversity, equity, and inclusion.
- Product responsibility and safety.

Module 6: Governance Reporting



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- Reporting on corporate governance practices.
- Board composition and diversity.
- Executive compensation and incentives.
- Ethics and anti-corruption.
- Risk management and internal controls.

Module 7: Sustainability Accounting Principles

- Understanding sustainability accounting concepts and principles.
- Integrating sustainability into core accounting systems.
- Measuring and valuing environmental and social impacts.
- Developing sustainability accounting policies and procedures.

Module 8: Data Collection and Management

- Identifying and collecting ESG data.
- Data quality and assurance.
- Data management systems and tools.
- Data analysis and reporting.
- Building data capacity for ESG reporting.

Module 9: ESG Reporting Process

- Planning and preparing an ESG report.
- Data gathering and analysis.
- Report writing and design.
- Stakeholder engagement and feedback.
- Report publication and dissemination.

Module 10: Stakeholder Engagement



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- Identifying key stakeholders.
- Engaging with stakeholders on ESG issues.
- Gathering stakeholder feedback and input.
- Building stakeholder relationships.
- Communicating ESG performance to stakeholders.

Module 11: Assurance of ESG Reports

- The importance of independent assurance for ESG reports.
- Different levels of assurance.
- Selecting an assurance provider.
- The assurance process.
- Enhancing credibility through assurance.

Module 12: Integrating ESG into Business Strategy

- Aligning ESG with business goals and objectives.
- Identifying ESG opportunities and risks.
- Developing an integrated sustainability strategy.
- Integrating ESG into decision-making processes.
- Creating long-term value through sustainability.

Module 13: ESG Investing

- The growth of ESG investing.
- ESG integration in investment analysis.
- Impact investing and sustainable finance.
- ESG ratings and indices.
- Engaging with companies on ESG issues.

Module 14: ESG Communication and Storytelling



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- Communicating ESG performance effectively.
- Developing compelling narratives and stories.
- Using different communication channels.
- Engaging with media and the public.
- Building trust and transparency.

Module 15: The Future of ESG Reporting and Sustainability

- Emerging trends in ESG reporting and disclosure.
- The role of technology in ESG reporting.
- The evolving regulatory landscape for ESG.
- The future of sustainability and its impact on business.
- Integrating ESG into core business strategy for long-term success.