## GRI STANDARDS CERTIFIED TRAINING COURSE

## AGENDA

The course is now offered in an **online format,** consisting of 3 days. The course is schedule for 4 hours every day and there will be time allocated for breaks. The course is offered from 9.30 am to 1.30 pm PST, which will allow other regions of Canada to participate too. There will also be about 2 hours of work from home.

With this course, you will learn to effectively navigate the latest GRI standards and gain in-depth knowledge on how to create a top-quality sustainability report based on the GRI Standards. The training includes presentations, case studies, group activities and best practice examples, and participants will receive an official certificate of completion issued by GRI.

**DAY 1**

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| **Time (PST)** | **Agenda** | **Content** |
| 9.30 – 9.50 | Welcome | Welcome  Introduction of Lead Canada/Travesia Partners  Introduction of participants |
| 9.50 – 10.20 | PART I Introduction and background | Sustainable Development and The Evolution of Reporting  Role of the GRI |
| 10.20 – 10.45 | PART 2 Overview of the GRI Standards | Introduction to GRI Standards  Structure and How to Use the Standards  How to use the GRI Standards |
| 10.45 – 11.00 | Break |  |
| 11.00 – 11.45 | PART 2  Overview of the GRI Standards | Other Standards and Frameworks (e.g., SASB, MSCI, Integrated reporting, CDP, SDGs)  External presentation: TBD |
| 11.45 – 12.15 | PART 3  GRI Standards | Universal Standards  GRI 101. Foundation  GRI 102. General disclosures  GRI 103. Management Approach  Topic Specific Standards |
| 12.15 – 12.30 | Break |  |
| 12.30 – 1.15 | PART 4  Reporting process | Applying the Reporting Principles - Examples  Stakeholder Exercise |
| 1.15 – 1.30 | Wrap up |  |

Homework: Review materiality materials

**DAY 2**

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| **Time (PST)** | **Agenda** | **Content** |
| 9.30 – 9.45 | Recap from previous day | Quiz – Key Learnings |
| 9.45 – 10.45 | PART 4 –  Reporting process | Reporting General Disclosures (exercise) |
| 10.45 – 11.00 | Break |  |
| 11.00 – 12.15 | PART 4 –  Reporting process | Identifying Material Topics and Boundaries – Explanation and examples |
| 12.15 – 12.30 | Break |  |
| 12.30 – 1.15 | PART 4 –  Reporting process | Reporting on Material Topics - Materiality Mapping Exercise |
| 1:15 – 1:30 | Wrap up |  |

Homework: Review materiality principles and materiality of two reports

**DAY 3**

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| **Time (PST)** | **Agenda** | **Content** |
| 9.30 – 9.40 | Recap from previous day | Quiz – Key Learnings |
| 9.40 – 10.00 | PART 4  Reporting process | Writing Your Report “In Accordance” With the Standards |
| 10.00 – 10.15 | Break |  |
| 10.15 – 11.15 | PART 4  Reporting process | Presenting and Compiling Information  External presentation: The Works Design |
| 11.15 – 11.30 | Break |  |
| 11.30 – 12.45 | PART 4  Reporting process | End of course exercise |
| 12.45 – 1.15 | PART 5  Additional Resources | GRI Support Suite, resources and End of Course Evaluation |
| 1.15 – 1.30 | Wrap up |  |