AN INTENSIVE CERTIFIED TRAINING PROGRAMS:
Certified Sustainability Reporting Specialist (CSRS)
Certified Sustainability Reporting Assurer (CSRA)

In an effort to increase common knowledge on **sustainability reporting** processes and assurance engagement, as well as to apply and use the **GRI Reporting Framework** and international Assurance Standards in an Indonesia context, the NCSR is launching its **Certified Training** Program series.

National Center for Sustainability Reporting

The training materials are provided in English.

Primary working language will be both English and Indonesian.

Through the certified training program, NCSR aims to disseminate knowledge on sustainability reporting and assurance in Indonesia to help report makers, readers, and assurers to use the GRI Reporting Framework and Assurance Standards, increase the number of sustainability reports and enhance the quality and usage of the reports.

What is CSRS? Those interested in the CSRS certificate will have a basic level of proficiency in sustainability management and thus have an opportunity to become a more professional sustainability manager and develop additional capability in the following areas:
☐ Preparing sustainability and corporate social responsibility reporting.
☐ Sustainability and corporate social responsibility reporting analysis.
☐ Managing sustainability and corporate social responsibility departments.

What is CSRA? Those interested in the CSRA certificate will have a basic level of proficiency in assurance engagement related to sustainability or corporate social responsibility reporting and thus have an opportunity to become a more professional assurer and develop additional capability in the following areas:
☐ Examining the completeness and compliance of sustainability and CSR reports
☐ Identifying any data and information omitted that could have been included
☐ Independent comments on targets, impacts, shortcomings and recommendations
☐ Assessment of sustainability and CSR reporting including interpretation of reported data and performance

Who are the certified training programs for?

This is an intensive certified training aimed at senior staff in sustainability and corporate social responsibility, professional accountants, consultants and anyone interested to improve their knowledge and capabilities in sustainability and corporate social responsibility management and auditing. The focus is on identifying, measuring, reporting and assurance engagement related to sustainability and corporate social responsibility performance in an effective and efficient manner in accordance with both national regulations and international standards.

Program Details

The following aspects are covered in the Course sessions:

Module 1: Basic Concepts and Principles;
Sustainable Development, Millennium Development Goals (MDGs), Environmental Management, Corporate Sustainability, CSR, Equator Principles, Sustainable and Responsible Investment, and the Clean Development Mechanism (CDM). Module 1 consists of 8 sessions.

Module 2: Measuring and Reporting:
Sustainability Reporting Principles, GRI Sustainability Reporting Cycle, Report on Economic Performance, Report on Environmental Performance, Report on Social Performance, Report on Community Impacts, and Enabling Technology. Module 2 consists of 12 sessions.

Module 3: Assurance Engagement:
Assurance Standards and Criteria, Scope of Assurance Engagement, Risk Perspectives, Stakeholder Dialogue, Substantive Assurance, Assurance Issues, Assurance Reporting, Reporting Standards, Reporting Practicalities. Module 3 consists of 8 sessions.

Course Objectives:

The two strongly related certification programs; CSRS (Modules 1 & 2) and CSRA (Module 3) have the following objectives:

❏ Provide insight into current developments in corporate sustainability and CSR, both in theory and in practice, especially in relation to policy, management, accountability and reporting;

❏ Increase the knowledge and understanding of both national laws and international standards and practices in corporate sustainability and CSR;

❏ Transfer knowledge and skills in relation to strategic disclosure of corporate sustainability performance on economic, environment, and social (triple bottom line reporting) developments in accordance with GRI G3 Sustainability Reporting Guidelines;

❏ Transfer practical skills in relation to sustainability management and sustainability reporting;

❏ Increase the knowledge of both national and international standards in relation to assurance engagement in sustainability reporting and;

❏ Provide insight into the various aspects of assurance engagement in relation to sustainability reporting, including recognized methods and techniques of auditing.

Contents and Structure

The CSRS Course is offered in the form of two modules that includes the identification, measurement, reporting, and assurance of corporate sustainability performance in relation to economic, environmental, and social issues. The focus is on an integrated approach to reporting on triple bottom line performance.

The CSRA Course is offered in the form of three modules. The first two modules are integrated into the CSRA program and Course. The 3rd module concentrates more specifically on assurance engagement to verify corporate sustainability performance.

Course Agenda

The CSRS and CSRA Courses consist of three modules (30 sessions) that will be given within a timeframe of 15 weeks, twice a week, every Friday and Saturday, from 9 a.m. to 5 p.m. Each program will culminate in an integrated examination to insure retention and comprehension.

Admission Requirements

The CSRS and CSRA Course focuses on persons that want to gain more in-depth knowledge in sustainability management and corporate social responsibility in relation to policymaking, management, reporting, accountability and auditing.

The target group for both programs includes:

- ❑ Managers and staffs in sustainability & corporate social responsibility, professional accountants in business, employed in private or public organizations that have embedded or are starting to embed sustainability and corporate social responsibility management in their organization and that have started or will start with sustainability reporting;
- ❑ External consultants in relation to sustainability who want to extend their knowledge;
- ❑ External professional accountants in practices who want to be a good conversation partner of their clients and who want to extent the scope the assurance services they can provide;

The certification program in CSRS and CSRA is open to all persons that have obtained a S1 degree in any disciplines.

To join CSRA training, the participants are required to complete CSRS training first.

Instructors

The Instructors come from the Indonesian Sustainability Reporting Standard Board – A Division of NCSR who responsible for developing and promoting the implementation of sustainability reporting in Indonesia.

- ❑ Ali Darwin, Ak., M.Sc.
- ❑ Dr. Ir. Arif Budimanta
- ❑ Dr. Chaerul Djusman Djakman, SE., Ak., MBA.
- ❑ Dra. Ec. Chrysanti Hasibuan-Sedyono, MIM
- ❑ Drs. Jan Hoesada, Ak, MM
- ❑ Parulian Sihotang, Ak., M.Acc. Ph.D.
- ❑ Drs. Teguh Kurniawan, M.Sc.
- ❑ Dr. Meuthia Ganie-Rochman
- ❑ Prof. Sidharta Utama, Ph.D., CFA.
- ❑ Nora Sri Hendriyeni, SE, Ak. MM
- ❑ Guest Lecturers

INVESTMENT

- ❑ CSRS program fee @ Rp 8.000.000 per participant.
- ❑ CSRA program fee @ Rp 3.500.000 per participant.

The tuition fee includes; lunch and coffee break during each Course day, training materials and the examination fee.

Batch 1:
CSRS Training: 6 – 29 March 2008
CSRA Training: 4 – 12 April 2008
Limited Space: Available for 30 participants only
Participant Registration: 3 March at the latest

Registration Form

We would like to register to be a participant of
- ☐ Certified Sustainability Reporting Specialist Training
- ☐ Certified Sustainability Reporting Assurer Training

1. Name: _____
   Position: _____
   HP: _____ Email: _____

2. Name: _____
   Position: _____
   HP: _____ Email: _____

Organisation: _____
Address: _____
_____

City: _____ Postcode: _____
Tel: _____ Fax: _____
Nature of Business: _____

Registered by: _____
Name: _____
Position: _____
Signature: _____

Payment, Registration & Cancellation Policy:

1. Payment should be paid by bank transfer to: Kompartemen Akuntan Manajemen, Bank Central Asia, KCP Menteng, Account **No. 735 0313 162**
2. Please kindly fax your registration form to **021 724 5078 or 021 5290 2177**
3. No refund will be given if registrant wished to withdraw from the training, however substitute delegates are welcome, subject to NCSR being notified at least 1 (one) working day before the training.

Registration to:

Ariefin Makaminan,
NCSR Secretariat
E: projects@ina.or.id.
T: 021 5290 2177.
F: 021 5290 2178.

Lely/Titi,
IAMI Secretariat
E: iami@iamiglobal.org.
T: 021 319 04232
M: 021 689 80 114
F: 021 724 5078

ABOUT

NCSR is an independent, non-profit organization. Its mission is to promote sustainability reporting as a medium for communicating and corporate responsibility practices in Indonesia. To accomplish its mission, NCSR has a strategic obligation to disseminate and promote standardized sustainability reporting guidelines and supporting services for organizations throughout Indonesia.

NCSR aims to improve the quality and quantity of GRI reports. NCSR was founded in 2005 by five leading institutions including; the Indonesian Institute of Management Accountants, National Committee on Corporate Governance, the Indonesian Association of Public Listed Companies, the Forum for Corporate Governance in Indonesia, and the Indonesian - Netherlands Association.

NCSR is registered as an Organizational Stakeholder member of Global Reporting Initiative (GRI) in the Netherlands.

Governing Board

Supervisory Board

Chairman: Zaenal Sudjais
Members:
- ☐ Airlangga Hartarto,
- ☐ Eddie Gunadi,
- ☐ Irwan Habsjah
- ☐ Noke Kiroyan

Management Board

Chairman: Mas Achmad Daniri
Members:
- ☐ Ali Darwin,
- ☐ Elmar Bouma,
- ☐ Franky Jamin,
- ☐ Rudyan Kopot

Executive Director: Ali Darwin

"We are a registered Organizational Stakeholder of the Global Reporting Initiative (GRI) and support the mission of the GRI to develop globally accepted sustainability reporting guidelines through a global, multi-stakeholder process."