



Professional CO₂-Manager

Two-day course with theoretical input, practical examples and active exchange

DATES

When:

- Tuesday, 14 June 2022, 09:00 17:00
- Wednesday, 15 June 2022, 09:00 17:00

Where: The course will be held in English on-site at Swiss Climate in Bern.

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GOALS

Gain in-depth know-how in the field of climate strategy and build a comprehensive CO₂ management. Gain insights in the form of practical examples. Upon completion, course participants will receive a course certificate.

COURSE OVERVIEW

CO₂ Management day 1 "from strategy to accounting": CO₂ issues in a global context, introduction to CO₂ management and legal frameworks, climate and sustainability strategy, standards, organizational and operational system boundaries, data collection and plausibility, emission factors, direct and indirect emissions (Scope 1 3).

CO₂ Management day 2 "from accounting to impact": benchmarking and hotspot analysis to identify key measures, specific measures and reduction successes, reporting (including CDP and GRI), reduction targets (including science-based targets), company-specific KPIs with monitoring and benchmarking, CO₂ offsetting.

OUTPUTS FOR PARTICIPANTS

- In-depth knowledge of strategic issues in the climate sector
- In-depth knowledge of CO₂ management, CO₂ balance, standards
- Insight into different industries practical examples and exchange among professionals
- Ability to calculate / define CO₂ emissions and CO₂ reduction targets by oneself
- Ability to conduct emission factor research

PREPARATION BY PARTICIPANTS

1. Collect basic data on behalf of your company or study existing documents and bring them with you (if possible):
 - Fuel oil or/and natural gas consumption, as well as other heating energies (kWh)
 - Consumption of refrigerants (kg)
 - Consumption of diesel and/or gasoline (l) or distances traveled (km) with company owned vehicles
 - Flight distances, flight bookings (pkm)
 - Electricity consumption and purchased electricity product (kWh)
 - Paper and paper type (kg)
 - Recycled waste (kg)
 - Non-recycled waste (kg)
 - Water consumption (m3)
 - Other relevant materials consumed / used (kg)
2. Existing climate/sustainability strategy, reduction targets and measures (if any)
3. Information on offsetting and/or electricity certificates of origin issued to the company (if available)
4. Recommended literature:
 - GHG Protocol, Corporate Standard: [Link](#)
 - GHG Protocol, Product Life Cycle Accounting and Reporting Standard: [Link](#)
 - GHG Protocol, Scope 2 Guidance, [Link](#)
 - GHG Protocol, Corporate Value Chain (Scope 3) Accounting and Reporting Standard: [Link](#)
 - CDP (2021) Report: Running Hot: Accelerating Europe's Path to Paris [Link](#)

PROCESS

The two-day program is based on the CO₂ management cycle and individual elements are deepened, practiced and illustrated with practical examples:

CO₂ Management

- Definition of a climate strategy
- Calculate CO₂ emissions
- Measures / Impact
- Externally audited label
- Communication

Tuesday, June 14, 2022: Day 1 "from strategy to carbon accounting".

Time	Topic	Instructor
09:00 – 10:15	<p>Introduction: round of introductions, expectations and questions of the participants, course schedule, areas of focus.</p> <p>Introduction CO₂ topic and climate knowledge: climate change, global context, climate strikes, opportunities and risks, definitions (CO₂, GHG, GWP etc.)</p> <p>Introduction to CO₂ management: motivation of companies, legal frameworks, stakeholder pressure, costs and benefits</p>	Sibylle Landolt Sabrina Schilter
10:15 – 10:30	Break	
10:30 – 12:30	<p>CO₂ management: strategic aspects; climate and sustainability strategy (reduction target, science-based targets, risk-opportunity analyses, climate risks)</p> <p>Practical exercise: Climate strategy and CO₂ management of one company (Existing? Planned? Benefits?)</p>	
12:30 – 13:30	Lunch	
13:30 – 15:15	<p>Basic knowledge of CO₂ accounting (differentiation between product and company balances/LCA, common standards)</p> <p>System boundaries, scopes 1-3, basic knowledge of GHG protocol, direct/indirect emissions</p> <p>Deepening of system boundaries: organizational and operational system boundaries, direct and indirect emissions, plausibility, methodology, calculation and documentation</p> <p>Importance of emission factors: correct research, use of databases and scientific findings, insight into the database Ecoinvent</p>	Sibylle Landolt Sabrina Schilter
15:15 – 15:30	Break	
15:30 – 17:00	<p><i>Practical exercise: Identification of the system boundaries of a company and calculation of CO₂ emissions with an Excel tool (data brought along are used, structure of the 3 scopes, evaluation of the results and learnings, presentation, discussion and questions).</i></p> <p>Practical examples of CO₂ balances of different industries.</p> <p>In-depth consideration of scope 2 emission sources</p> <p>In-depth consideration of Scope 3 emission categories</p>	

Wednesday, June 15, 2022: Day 2 "From Accounting to Impact".

Time	Topic	Instructor
09:00 – 09:30	Review and learnings from the previous day	Sibylle Landolt Sabrina Schilter
09:30 – 10:15	Deepening Scope 2 and 3	
10:15 – 10:30	Break	
10:30 – 12:30	Hotspots analysis based on practical examples and considerations of materiality. Practical exercise: Identification of hotspots or material areas of a company with first solution approaches in a team of two and subsequent discussion. Identification of measures to achieve objectives and demonstration of the benefits of CO ₂ management. Practical examples of concrete measures Deep dive: Air travel management with implementation of measures in large companies and the federal administration. Quiz and questions	
12:30 – 13:30	Lunch	
13:30 – 15:15	Climate neutrality and CO ₂ offsetting, interesting facts about climate projects, CO ₂ certificates and the mechanisms of compensation Labels, certifications and verifications, CDP, sustainability reporting and other reports Communication and marketing of commitment and successes in the climate sector, practical examples Open questions Practical exercise: Which climate target makes sense for (my) company / industry? Where is the greatest leverage?	Sibylle Landolt Sabrina Schilter
15:15 – 15:30	Break	
15:30 – 17:00	In-depth CO ₂ calculation: setting climate targets based on measures and other factors and calculating reductions correctly, effects of Covid-19, science-based targets (SBT), target measurement, KPI, In-depth benchmarking: comparison within the company and the industry, practical examples of monitoring, target verification and reduction successes, meaningful reference values and KPIs.	