

# SUSTAINABILITY REPORTING 101

## COURSE INTRODUCTION

As the sustainability realm continues to evolve, so does the reporting landscape. With a multitude of frameworks and standards available, organisations may find it overwhelming to navigate the options and ensure comprehensive disclosure. This course aims to introduce and broaden your understanding of sustainability reporting landscape at both local and global levels, covering relevant sustainability frameworks and standards.



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## COURSE CONTENTS

- Introduction to sustainability reporting landscape and requirements, such as those set by Bursa Malaysia via its Sustainability Reporting Guide 3rd Edition.
- Understanding of various sustainability reporting frameworks, including the Global Reporting Initiative (GRI), the Task Force on Climate-related Financial Disclosures (TCFD), and IFRS S1 and S2.
- The critical role of the Board in driving sustainability efforts within organisations.

## LEARNING OUTCOMES

By the end of this course, participants will gain:

- A deeper understanding of sustainability reporting and its requirements, enabling organisations to ensure compliance with regulatory standards.
- Knowledge on how disclosures set by relevant frameworks and standards can effectively communicate an organisation's sustainability efforts and performance to stakeholders.
- An understanding of board's roles for an effective governance and the integration of ESG considerations into decision-making processes.

## WHO SHOULD ATTEND

This course is designed to benefit a wide range of professionals including company directors, company secretaries, shareholders, C-suite executives, senior management and individuals working in sustainability departments.



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## ABOUT THE TRAINERS

### **Koh Jia Fang**

Jia Fang is a Director at CCaSS, EY Malaysia. Her expertise lies primarily in financial services and sustainable finance, where she has assisted clients in developing climate risk frameworks and TCFD roadmaps. She is proficient in conducting materiality assessments, setting targets, and ESG data assurance. Jia Fang has conducted various training and awareness sessions for board members and C-suite executives on sustainability and climate risk-related topics for financial institutions and insurance companies.

Jia Fang is also a member of the Association of Chartered Certified Accountants (ACCA) and the Malaysia Institute of Accountants (MIA). She has completed the GRI Certified Training Programme and is recognised as a Certified Sustainability Reporting Specialist by the National Center for Sustainability Reporting.

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### **Sarah Yeoh**

Sarah is a Senior Manager at CCaSS, EY Malaysia. With a background in chemical engineering and a strong passion for sustainability and social justice, Sarah brings a unique perspective to the field. She has over a decade of experience in just transition initiatives, advocating for people development and ensuring that workers and communities are not left behind in the transition to a more sustainable society.

Sarah also champions sustainable wage practices and frequently speaks on the importance of equity and fairness. Beyond sustainability, she is a vocal advocate for diversity, equity, and inclusion (DEI), believing that true sustainability requires addressing systemic inequalities and promoting social justice for all.

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### **Nurul Hidayah Binti Zulkipli**

Nurul is a Manager at CCaSS, EY Malaysia, with a background in environmental consultancy. She has experience in providing consultation on carbon and greenhouse gas (GHG) emissions advisory, renewable energy efficiency, and solid waste management.

Nurul has conducted awareness and capability-building workshops for clients' Board of Directors, C-Suites, and working-level staff to increase awareness of sustainability and climate change issues.



# SUSTAINABILITY REPORTING 101



Online

## ADMINISTRATIVE DETAILS

Date	26 July 2024 18 October 2024
Platform	Virtual platform
Time	9.00 am - 11.00 am
Training Methodology	Lecture
Fee	RM150.00 Standard RM100.00 Licensed Secretary. Member of MAICSA, MIA, Malaysian Bar, MACS, MICPA, Sabah Law Society & Advocates Assoc. of Sarawak.

## HOW TO REGISTER?

STEP  
1

Strictly via online registration at <https://e-comtrac.ssm.com.my>

STEP  
2

### NEW USER (First Time Login)

- Click on **SIGN UP**
- Key in **REGISTRATION INFORMATION**
- Click on **REGISTER**
- Key in **USERNAME** and **PASSWORD**

### EXISTING USER

- Key in USERNAME and PASSWORD
- Click on SIGN IN

STEP  
3

- Select training
- Check on Available Seat
- Click on Add Participant
- Key in participant's information
- Click on Submit
- Check participant's details
- Click on Submit Payment

Note: Please submit your application within 15 minutes. Otherwise the system will automatically cancel your transaction and you will lose your seat(s). Please re-apply if you wish to proceed. Full payment shall be made at the point of registration.



# SUSTAINABILITY REPORTING 101

## TERMS & CONDITIONS FOR REGISTRATION OF TRAINING PROGRAMMES UNDER COMTRAC

### Payment Mode

- All training programmes registrations MUST be applied through e-COMTRAC. Upon submitting the registration application, participant is deemed to have read and accepted the terms and conditions herein.
- Payment by cash and cheque is not acceptable effective from January 2021.

### Webinar Access Link

- A notification e-mail with the webinar access link will be sent at least 24 hours before the commencement of the webinar.
- The access link is unique for registered participants and should not be forwarded or shared with others.

### Certificate of Attendance

- Participant will be issued a Certificate of Attendance upon full attendance of the programme and payment is received.
- A participant is allowed to attend **ONE** programme per day to be eligible for certificate of attendance. Request for refund will not be entertained if you have registered for more than one programme per day.
- SSM will charge an administrative fee of RM30.00 per copy for any replacement of certificate due to errors in name or identification card number wrongly filled by participant / representative during registration or loss of certificate, etc.

### Cancellation / Absent

- No refund will be given to participant who failed to attend the programme.
- Replacing registered participant is not allowed.

### Transfer

- Transfer of registration fee to another training programme is not allowed.

### Human Resources Development Corporation

Suruhanjaya Syarikat Malaysia is registered as a training provider with HRD Corp under GOV1000117857. All trainings are claimable under SBL Scheme subject to HRD Corp approval. Participant's employer needs to apply for grant at least one day before the commencement of training.

### Personal Data Protection Notice

Your personal data and other information provided in this application and including any additional information you may subsequently provide, may be used and processed by COMTRAC/SSM as a reference in future to communicate with you on our training programmes/events. In line with the Personal Data Protection Act 2010, we wish to obtain your agreement and consent for using your personal data. If you do not consent to the processing and disclosure of your personal data, you should send an e-mail to us at [comtrac@ssm.com.my](mailto:comtrac@ssm.com.my).

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## COMPANIES COMMISSION OF MALAYSIA TRAINING ACADEMY & KNOWLEDGE MANAGEMENT DIVISION

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