

ESG Reporting Certificate Course (12 Hours) – Level-1

Course Overview

Target Audience: Professionals, students, sustainability practitioners, compliance officers, finance and CSR teams.

About the course

This online, self-paced certificate course provides a practical introduction to Environmental, Social, and Governance (ESG) reporting principles, frameworks, and best practices. Participants will learn how to identify material ESG topics, develop key performance indicators (KPIs), collect and manage ESG data, and prepare basic ESG disclosures and reports. The course includes interactive learning materials, practical assignments, and a capstone exercise to help learners apply ESG reporting concepts in real-world business contexts. Upon successful completion of the assignments and assessment, participants will receive a certificate of completion.

Learning Outcomes

By the end of the course, participants will be able to:

- Understand ESG fundamentals and business relevance.
- Identify major ESG reporting frameworks and standards.
- Conduct a basic materiality assessment.
- Collect and manage ESG data.
- Develop ESG metrics and KPIs.
- Structure and prepare an ESG report.
- Understand assurance, regulatory trends, and future developments.

Faculty

Dr Nidhi MB

Prof and Head MED



Week	Session	Duration	Topic	Key Learning Outcomes
Week 1	Session 1	1 Hour	Introduction to ESG and Sustainability	Understand ESG concepts, evolution from CSR to ESG, and business relevance
Week 2	Session 2	1 Hour	ESG Drivers and Stakeholder Expectations	Identify investor, regulator, customer, and employee expectations
Week 3	Session 3	1 Hour	Environmental (E) Reporting Fundamentals	Learn climate, energy, emissions, waste, water, and biodiversity metrics
Week 4	Session 4	1 Hour	Social (S) Reporting Fundamentals	Understand workforce, DEI, human rights, health & safety, and community metrics
Week 5	Session 5	1 Hour	Governance (G) Reporting Fundamentals	Learn board governance, ethics, compliance, risk management, and anti-corruption indicators
Week 6	Session 6	1 Hour	ESG Reporting Frameworks Overview	Compare GRI, ISSB, SASB, TCFD, and CDP frameworks
Week 7	Session 7	1 Hour	Materiality Assessment	Conduct stakeholder mapping and create a materiality matrix
Week 8	Session 8	1 Hour	ESG Data Collection and Management	Identify data sources, ownership, quality controls, and reporting processes
Week 9	Session 9	1 Hour	ESG Metrics and KPI Development	Develop measurable KPIs and performance indicators
Week 10	Session 10	1 Hour	ESG Report Structure and Writing	Understand report sections, disclosures, narratives, and performance reporting
Week 11	Session 11	1 Hour	Assurance, Ratings, and Avoiding Greenwashing	Learn verification processes, ESG ratings, and disclosure best practices
Week 12	Session 12	1 Hour	Capstone Project and Assessment	Develop a mini ESG report outline and complete course assessment
Week 13	Session 13	1 Hour	Global landscape:	EU CSRD and cross-border reporting

Week	Session	Duration	Topic	Key Learning Outcomes
Week 14	Session 14	1 Hour	Case study	Example from Manufacturing sector-sample calculations
Week 15	Session 15	1 Hour	Capstone:	Drafting a full ESG disclosure report

Total no of assignments in plan: 2

Final Evaluation Plan: online Exam