

FINANCE & ACCOUNTING | COURSE BROCHURE

Carbon Accounting and Greenhouse Gas Reporting

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

Investors, lenders, customers and regulators now expect organisations to measure and report their greenhouse gas emissions accurately. This course teaches finance and sustainability professionals how to calculate scope 1, 2 and 3 emissions, choose emission factors, build an emissions inventory, set reduction targets and prepare reliable reports that can withstand assurance.

Carbon data is becoming as important as financial data, and finance teams are increasingly asked to own it. You will learn a practical, auditable approach to carbon accounting.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

Step-by-step calculation exercises, inventory-building workshops, review of published sustainability reports and discussion of assurance findings.

Course objectives

By the end of this course, participants will be able to:
• Explain greenhouse gas accounting principles and boundaries
• Calculate scope 1, 2 and 3 emissions
• Select appropriate activity data and emission factors
• Build and maintain an emissions inventory
• Set science-informed reduction targets and track progress
• Prepare emissions reports ready for assurance

Target audience

This course is suitable for:
• Finance and controlling professionals
• Sustainability and ESG managers
• Operations and facilities managers
• Procurement managers addressing supplier emissions
• Internal auditors
• Consultants supporting climate reporting



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Target competencies

Participants will develop competencies in:

- Emissions calculation
- Data management
- Target setting
- Sustainability reporting
- Assurance readiness

Course outline

Day 1: Carbon Accounting Basics

09:00–09:54	Why emissions reporting matters
09:54–10:48	Greenhouse gases and global warming potential
10:48–11:00	Organisational and operational boundaries
11:00–11:30	**Coffee break**
11:30–12:12	Organisational and operational boundaries (continued)
12:12–13:06	Scope 1, 2 and 3 explained
13:06–14:00	Exercise: defining your boundary

Day 2: Direct and Energy Emissions

09:00–09:54	Fuel combustion and process emissions
09:54–10:48	Location-based and market-based electricity
10:48–11:00	Refrigerants and fugitive emissions
11:00–11:30	**Coffee break**
11:30–12:12	Refrigerants and fugitive emissions (continued)
12:12–13:06	Emission factor sources
13:06–14:00	Workshop: calculating scope 1 and 2

Day 3: Value Chain Emissions

09:00–09:54	The 15 scope 3 categories



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09:54–10:48	Spend-based versus activity-based methods
10:48–11:00	Supplier data collection
11:00–11:30	**Coffee break**
11:30–12:12	Supplier data collection (continued)
12:12–13:06	Prioritising material categories
13:06–14:00	Exercise: scope 3 screening

Day 4: Targets and Reduction

09:00–09:54	Baselines and recalculation policies
09:54–10:48	Reduction targets and pathways
10:48–11:00	Carbon pricing and offsets
11:00–11:30	**Coffee break**
11:30–12:12	Carbon pricing and offsets (continued)
12:12–13:06	Integrating carbon into budgets
13:06–14:00	Case study: corporate decarbonisation plan

Day 5: Reporting and Assurance

09:00–09:54	Report structure and disclosures
09:54–10:48	Data controls and audit trails
10:48–11:00	Preparing for third-party assurance
11:00–11:30	**Coffee break**
11:30–12:12	Preparing for third-party assurance (continued)
12:12–13:06	Common errors in emissions reports
13:06–14:00	Personal action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (GBP)
London Confirmed dates	23 Nov 2026	27 Nov 2026	**£2,450.–**
Online Confirmed dates	23 Nov 2026	27 Nov 2026	**£1,250.–**
Barcelona Confirmed dates	14 Dec 2026	18 Dec 2026	**£2,840.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**£1,250.–**
Dubai Confirmed dates	18 Jan 2027	22 Jan 2027	**£3,150.–**
Online Confirmed dates	18 Jan 2027	22 Jan 2027	**£1,250.–**
Cape Town Confirmed dates	8 Feb 2027	12 Feb 2027	**£1,890.–**
Online Confirmed dates	8 Feb 2027	12 Feb 2027	**£1,250.–**
Amsterdam Confirmed dates	22 Feb 2027	26 Feb 2027	**£2,540.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	22 Feb 2027	26 Feb 2027	**£1,250.–**
Cape Town Confirmed dates	15 Mar 2027	19 Mar 2027	**£1,890.–**
Online Confirmed dates	15 Mar 2027	19 Mar 2027	**£1,250.–**
Dubai Confirmed dates	5 Apr 2027	9 Apr 2027	**£3,150.–**
Online Confirmed dates	5 Apr 2027	9 Apr 2027	**£1,250.–**
Kuala Lumpur Confirmed dates	26 Apr 2027	30 Apr 2027	**£1,450.–**
Online Confirmed dates	26 Apr 2027	30 Apr 2027	**£1,250.–**
Cape Town Confirmed dates	17 May 2027	21 May 2027	**£1,890.–**
Online Confirmed dates	17 May 2027	21 May 2027	**£1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Rome Confirmed dates	31 May 2027	4 Jun 2027	**£2,450.-**
Online Confirmed dates	31 May 2027	4 Jun 2027	**£1,250.-**
Paris Confirmed dates	21 Jun 2027	25 Jun 2027	**£2,860.-**
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**£1,250.-**
Istanbul Confirmed dates	12 Jul 2027	16 Jul 2027	**£2,650.-**
Online Confirmed dates	12 Jul 2027	16 Jul 2027	**£1,250.-**
Rome Confirmed dates	2 Aug 2027	6 Aug 2027	**£2,450.-**
Online Confirmed dates	2 Aug 2027	6 Aug 2027	**£1,250.-**
Barcelona Confirmed dates	23 Aug 2027	27 Aug 2027	**£2,840.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	23 Aug 2027	27 Aug 2027	**£1,250.-**
Rome Confirmed dates	6 Sept 2027	10 Sept 2027	**£2,450.-**
Online Confirmed dates	6 Sept 2027	10 Sept 2027	**£1,250.-**
Frankfurt Confirmed dates	27 Sept 2027	1 Oct 2027	**£2,650.-**
Online Confirmed dates	27 Sept 2027	1 Oct 2027	**£1,250.-**
Vienna Confirmed dates	18 Oct 2027	22 Oct 2027	**£2,940.-**
Online Confirmed dates	18 Oct 2027	22 Oct 2027	**£1,250.-**
London Confirmed dates	8 Nov 2027	12 Nov 2027	**£2,450.-**
Online Confirmed dates	8 Nov 2027	12 Nov 2027	**£1,250.-**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Vienna Confirmed dates	29 Nov 2027	3 Dec 2027	**£2,940.-**
Online Confirmed dates	29 Nov 2027	3 Dec 2027	**£1,250.-**
Dubai Confirmed dates	13 Dec 2027	17 Dec 2027	**£3,150.-**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**£1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online