



INTOSAI WGEA training on greening the SAIs 5th August 2019

Course date and location: 9 a.m. – 5 p.m., 5 August 2019, Thailand (*the exact location will be confirmed*)

Language: English

Number of participants: max 30¹

Why this training?

Worldwide, Supreme Audit Institutions (SAIs) conduct audit activities that contribute to various aspects of sustainability, such as energy, waste and water management. SAIs are now expected to make commitments towards sustainability leading by example with their own activities as responsible and transparent institutions.

The benefits of greening include improved organisation’s reputation and ameliorated resource efficiency in relation to energy, waste and water usage, as well as healthier environment for its staff. While SAIs are increasingly playing an essential role in realising a sustainable future, greener SAIs will not only have an added impact in the wider effort for it but also serve as an example with their public declaration of good practice.

Based on this commitment, the training materials on greening the SAIs are developed according to the 2017–2019 INTOSAI WGEA work plan by the European Court of Auditors (ECA) and NAO of Estonia. The aim of the training is to promote integration of the environment and sustainability concerns into the SAI’s own internal management and practice in order to make their workplace more environmentally responsible and resource-efficient.

Target group: representatives from SAIs (managers, auditors, concerned administration etc.) potentially responsible for improving the measures in greening their office, or who might become initiator, point person or working group member of the greening activities.

Training description: The training will focus on how to start and what are the possible greening activities at the office and what are the easiest and more common activities to reduce the environmental impact of office-based institutions, e.g. related to waste and water management, use of consumables and paper, energy, transport etc. The training will address SAI’s own management and performance related measures to reduce the negative impact of their own activities and will provide respective good practices and tips.

The training materials are based on ECA, NAO Estonia and other SAIs experience of implementing green office principles and environmental management system. Our team build the modules on the “[Greening SAIs](#)” research paper, published by the INTOSAI WGEA in 2016. The modules including methods and tools are highly adaptable to the individual circumstances of SAIs in terms of experience and resources.

The modules will be taught in a one-day face-to-face interactive training sessions including presentations, group discussions, practical exercises, case studies and best practises.

Training outcomes: After completing the course, participants are familiarized with the principles of green office/environmental management systems and the main steps of introducing and implementing systematically greening activities in the office. With the newly

¹ Please register to the training on the registration form of 19th meeting of INTOSAI WGEA.

gained information, participants can initiate, lead or be a working group member of greening its SAIs activities. At the end of the training day the participants will receive the certificate of participation.

Authors: The ECA and the NAO of Estonia developed the “Greening the SAIs” training project according to the 2017–2019 WGEA work plan. ECA is ISO 14001:2015 and Eco-system Management Audit Scheme (EMAS) certified and NAO Estonia has implemented environmental management and green office principles in their offices.

The ECA’s EMAS project manager and external environmental management experts from Stockholm Environment Institute Tallinn Centre evaluated the contents. The project partners and the WGEA Steering Committee members reviewed and approved the training materials.

Trainers:

ECA: Ms Jerneja Vrabic, jerneja.vrabic@eca.europe.eu ; Ms Dilyanka Zhelezarova dilyanka.zhelezarova@eca.europa.eu

NAO Estonia: Ms Viire Viss, viire.viss@riigikontroll.ee

NB! If you have any questions concerning the training day, please contact the trainers.

Agenda

session	time	content
0	9:00	Introduction to the training day
1	9:20	What is “greening”? Why SAIs should do that? Relation to SDGs and INTOSAI strategic objectives. Main steps of greening the office. Management commitment
2	10:00	How to start? Setting up the project team/ working group Formulating the environmental policy and principles
break	10:30	
3	11:00	Main environmental impacts and aspects of offices (energy, water, waste, transport etc) Mapping the environmental impacts and aspects of the office (methodologies and sources for collecting information)
4	11:40	Content of the initial environmental review
5	12:00	Setting objectives. What can be the possible actions?
lunch	12:30	
5 (cont)	13:30	Drafting the action plan
6	13:50	Implementation. Involvement of colleagues/partners, awareness rising, training. Setting rules and procedures. Documentation. Green/sustainable procurement
7	14:30	Performance indicators. Monitoring and tracking the progress.
break	15:00	
8	15:30	Environmental/sustainability performance report (annual) Presenting the results. Internal and external communication
9	16:00	Continuous improvement. How to keep “greening” going on?
10	16:30-	Conclusions of the training day
end	17:00	