Certification Program

CERTIFIED SUSTAINABILITY REPORTING SPECIALIST+ (CSRS+)

January 2024

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About CSRS+

The Certified Sustainability Reporting Specialist (CSRS) is one of the world's premier and oldest assessments to promote and build sustainability skills, providing confidence and overall standards to help businesses, governments, and NGOs develop the best practice in sustainability management.

This certification program, which launched in 2007, is designed to enhance the understanding of sustainability practitioners in developing the best sustainability practices and disclosing their contributions in sustainability reports, according to GRI standards.

Considering the advancement of knowledge through time, there is a need to develop the CSRS certification. Starting in early 2024, there will be an upgrade of CSRS certification to CSRS+ certification, in order to ensure the professionalism of sustainability practitioners.

The New Terms for CSRS+ Certification:

- The CSRS+ certification will be valid for 3 years. The CSRS certificate holders are required to undertake an upgrading program to CSRS+ based on the latest GRI Standards[1].
- The CSRS+ certificate holders have to renew their certificate every 3 years.
- The new scheme and rules for the CSRS+ Examination.
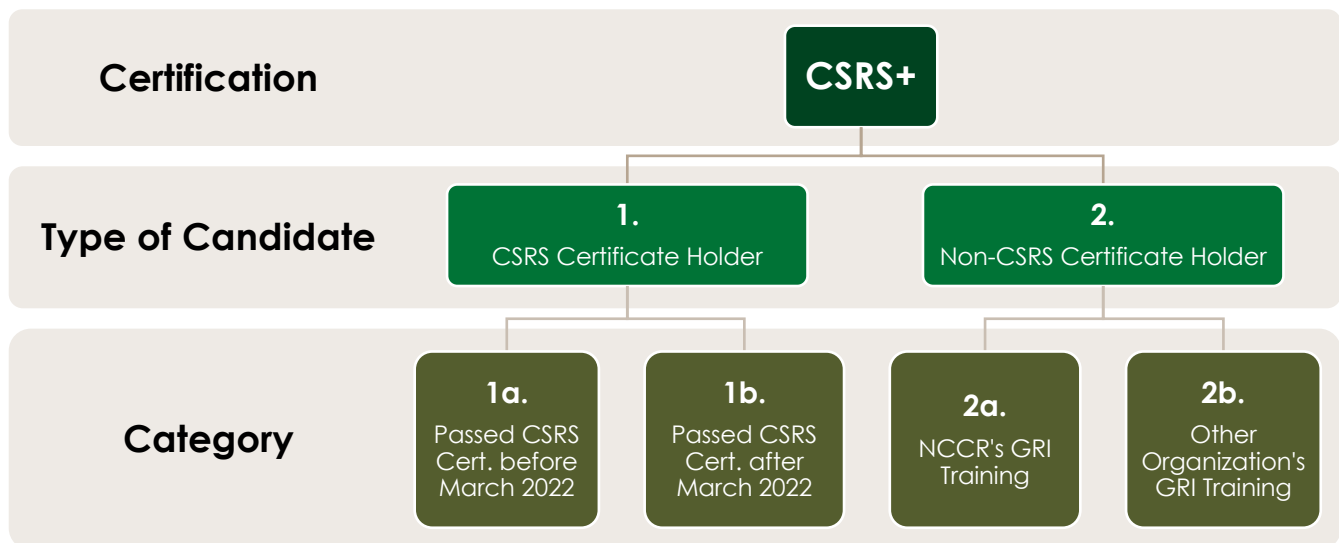
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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

Eligibility of CSRS+

The CSRS+ certification applies to individuals who have and have not obtained a CSRS Certificate.

ICSP as the certification provider will conduct an upgrade program to CSRS+ certificate for CSRS certificate holders.

Who is eligible for CSRS+? (4 categories)

Certification	CSRS+			
Type of Candidate	**1.** CSRS Certificate Holder		**2.** Non-CSRS Certificate Holder	
Category	**1a.** Passed CSRS Cert. before March 2022	**1b.** Passed CSRS Cert. after March 2022	**2a.** NCCR's GRI Training	**2b.** Other Organization's GRI Training

1. **For CSRS certificate holders**: individuals can join the upgrade program for CSRS+ Certification, in the following terms:
   a. **The CSRS certificate holder who participated in GRI Standards Training before the GRI Standards 2021 (GRI Standards 2016, G4, G3, G2, and G1), or passed CSRS certification before March 2022:**
      - Must take an update course for CSRS+ Certification.
   b. **The CSRS certificate holder who participated in Training on GRI Standards 2021, or passed CSRS certification after March 2022:**
      - Only need to apply for a CSRS+ Certificate by uploading their CSRS Certificate on the ICSP Website and filling out the update form of CSRS+ Certification.

2. **For Non-CSRS certificate holders**, or individuals who have never had GRI Standard training and/or have not obtained a CSRS Certificate before, should join the Sustainability Reporting Training based on the latest GRI Standard[1]. The training can be conducted by:
    1. **NCCR, as The Official GRI Training Partner and ICSP's Official Partner.**
        - Participants join the 2-3 full days of GRI training and get GRI and CSRS+ certificates.
    2. **Other Official GRI Training Partners.**
        - Participants who have a GRI certificate of completion from the Official GRI Partner other than NCCR, but have not yet taken the CSRS+ Certification.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

CSRS+ Certification Process (Based on Category)

1. Type of Candidate: CSRS Certificate Holder

Certification		CSRS+	
Type of Candidate	**1.** CSRS Certificate Holder		**2.** Non-CSRS Certificate Holder
Category	**1a.** Passed CSRS Cert. before March 2022	**1b.** Passed CSRS Cert. after March 2022	**2a.** NCCR's GRI Training **2b.** Other Organization's GRI Training

Category – 1a

The CSRS certificate holder, who participated in GRI Standards Training <u>before</u> the GRI Standards 2021 (GRI Standards 2016, G4, G3, G2, and G1), or passed CSRS certification before March 2022.

REQUIREMENTS

Individuals in Category 1a:

- o   Must take **an update course for CSRS+ Certification.**

THE UPDATE COURSE FOR CSRS+ CERTIFICATION, includes:

1. Workshop Introduction to "GRI Standards 2021 Update" (or the latest GRI Standards[1]), held by ICSP-NCCR.
2. Assignment Submission
    - o   The assignment is a Case Study Assignment, where a published GRI Standards 2021 (The latest GRI Standards, as of 2023) formatted report is checked and evaluated against the specific GRI Standards 2021 detailed in that report.
    - o   Work on your assignment by using the templates and following the instructions provided.
    - o   Participants must assess the disclosures based on the GRI Content Index in the Sustainability Report solely based on: General Disclosure (2-1 etc.), Material Topic (3-1, 3-2)
    - o   The deadline for the assignment submission is one week.

The latest deadline for assignment submission or taking the online exam is three months after the training date. If it exceeds three months, please contact the exam center for exam policy details.

STEPS TO CERTIFICATION

1) Meet the eligibility criteria.
2) Check for the update course schedule available: https://institute-csp.org/schedule/
   Or you can contact ICSP Exam Center for further schedule at: exam@institute-csp.org
3) Registration:
    - o   Candidates register and make payment for the update course for CSRS+ Certification to ICSP Exam Center, as applicable.
4) Complete the update course for CSRS+ Certification.
5) The assessment process will be conducted by ICSP's Board of Examiners.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

6) Certification decision: The ICSP Exam Center will deliver the CSRS+ certification to the candidates.
7) The course will be held hybrid.

PRICE

The fee for the update course for CSRS+ Certification is IDR 2,0 Million.

This fee includes: the workshop, the examination, and a 1-year ICSP Membership

For more details and information, please contact ICSP Exam Center at exam@institute-csp.org

CERTIFICATION SCORING

Assessment and Grading:

1. Workshop Attendance: 40%
2. Assignment: 60%

Total Score: 1+2

Passing Grade for the Update Course: 70

CERTIFICATION VALIDITY PERIOD

- The CSRS+ Certification is valid for 3 years from issuance.
- The CSRS+ certificate holders can update their certificate every 3 years, by attending the update course of the latest GRI Standards[1] and sustainability-related issues conducted by NCCR or ICSP.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

Category – 1b

The CSRS certificate holder, who participated in Training on GRI Standards 2021, or passed CSRS certification after March 2022.

REQUIREMENTS
Individuals in Category 1b:
- o Only need to **fill in the form on the ICSP Website for CSRS+ Certification Update.**

CSRS+ CERTIFICATION UPDATE
For the CSRS+ Certification Update, there is no need to retake the training or examinations.

STEPS TO CERTIFICATION
1) Go to the CSRS+ Certification Update page: https://institute-csp.org/program/csrs-plus-certification/csrs-exam-certification-registration-form-1b/
2) Upload the CSRS Certificate.
3) Fill out the form for the CSRS+ Certification Update.
4) Verification:
   After the ICSP's Exam Center verifies the CSRS Certification Update application, the candidate will receive an update certificate called "CSRS+" based on the latest GRI Standards[1], which is valid for 3 years.

PRICE
The fee for this category is IDR 800,000.

This fee includes: the hardcopy of the updated certificate, the shipment of the certificate, and a 1-year ICSP Membership
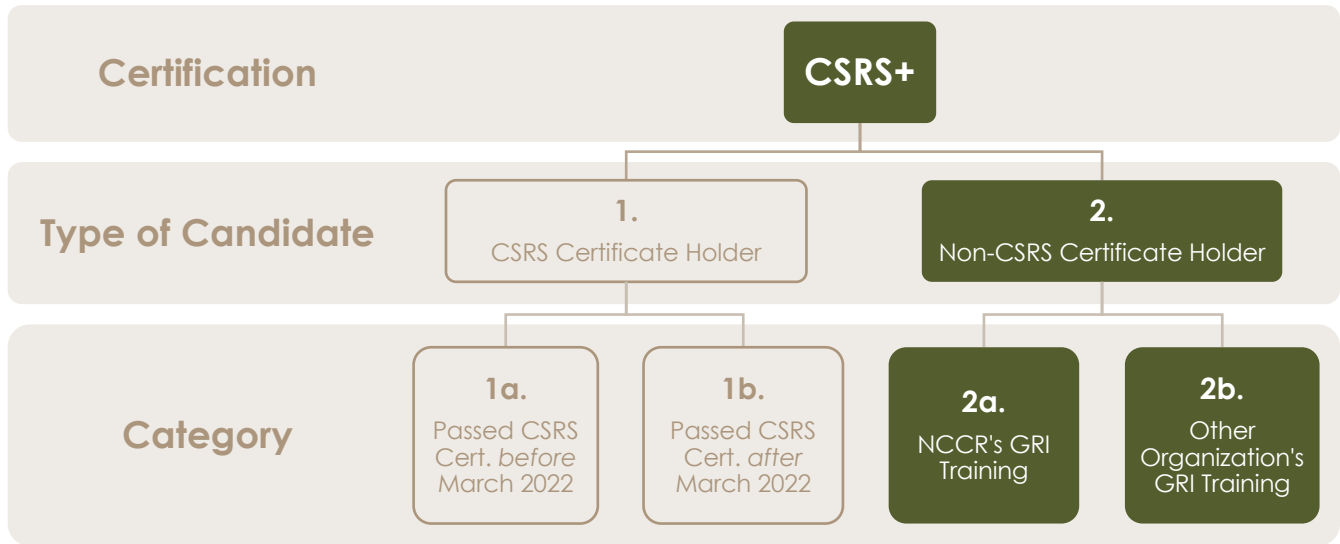For confirmation, please contact ICSP Exam Center at exam@institute-csp.org

CERTIFICATION VALIDITY PERIOD
- The validity period of CSRS+ Certification for Category 1b, is based on the released date of the candidate's previous CSRS Certificate.
  - o For example: If the CSRS Certificate is released on 1 July 2023, then the CSRS+ Certification validity period will be from 1 July 2023 to 1 July 2026.

- The CSRS+ certificate holders can update their certificate every 3 years, by attending the update course of the latest GRI Standards[2] and sustainability-related issues conducted by NCCR or ICSP.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*
[2] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

INSTITUTE OF
CERTIFIED
SUSTAINABILITY
PRACTITIONERS

NCCR
National Center for Corporate Reporting

2. Type of Candidate: Non-CSRS Certificate Holder

Certification		CSRS+		
Type of Candidate		**1.** CSRS Certificate Holder		**2.** Non-CSRS Certificate Holder
Category	**1a.** Passed CSRS Cert. *before* March 2022	**1b.** Passed CSRS Cert. *after* March 2022	**2a.** NCCR's GRI Training	**2b.** Other Organization's GRI Training

INSTITUTE OF
CERTIFIED
SUSTAINABILITY
PRACTITIONERS

NCCR
National Center for Corporate Reporting

Category – 2a

The Non-CSRS certificate holder, individuals who have never had a GRI Standards Certified Training and/or not obtained a CSRS Certificate.

REQUIREMENTS

Individuals in Category 2a:

- o   Should join the Sustainability Reporting Training (The GRI Standards Certified Training) based on the latest GRI Standards[1], which is organized by National Center for Corporate Reporting (NCCR).

ABOUT NCCR AND ITS TRAINING:

1. NCCR is the Official GRI Training Partner and ICSP's official partner.
2. For the 2-3 full days of GRI Standards Certified Training, participants will get GRI and CSRS+ certificates.
3. Information about the GRI Standards Certified Training schedule is available on the NCCR website: https://nccr.id/training-schedule/

THE GRI STANDARDS CERTIFIED TRAINING, includes:

1. Training to prepare a sustainability report that complies with the latest GRI Standards[2], held by NCCR.
2. Online exam
   - o   The exam is in multiple-choice format (100 questions for 120 minutes).
   - o   The questions will be related to the latest GRI Standards[1]and sustainability.
   - o   It is a close-book and an open-cam exam.
3. Assignment
   - o   The assignment is in the form of a Case Study Assignment, where a published GRI Standards 2021 (the latest GRI Standards, as of 2023) formatted report is checked and evaluated against the specific GRI standards 2021 detailed in that report.
   - o   Work on your assignment using the templates and follow the instructions provided.
   - o   The assignment submission is a week after the online exam.

The latest deadline for assignment submission or taking the online exam is three months after the training date. If it exceeds three months, please contact the exam center for exam policy details.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*
[2] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

STEPS TO CERTIFICATION

1) Access the NCCR website and go to the training schedule page (https://nccr.id/training-schedule/).
2) Check the GRI Standards Certified Training schedule.
   o The GRI Standards Certified Training includes the CSRS+ Certification Program.
   o For more information about the training, please contact NCCR Training Staff: projects@nccr.id.
   o For more information about the certification, please contact ICSP Exam Center: exam@institute-csp.org
3) Registration:
   Candidates register and make payment of the GRI Standards Certified Training to NCCR, as applicable.
4) Complete the GRI Standards Certified Training.
5) The Assessment process for CSRS+ Certification by ICSP's Board of Examiners.
6) Certification decision: ICSP Exam Center delivers the CSRS+ certification to the candidates.

PRICE

The fee for the GRI Standards Certified Training is IDR 15.000.000 (As of 2023).

For confirmation, please contact NCCR Training Staff: projects@nccr.id

CERTIFICATION SCORING

Assessment and Grade:

1. Training Attendance: 20%
2. Online Exam: 40% (min score: 60)
3. Assignment: 40%

Total Score: 1+2+3

Passing Grade for the Update Course: 70

CERTIFICATION VALIDITY PERIOD

- The CSRS+ Certification is valid for 3 years from issuance.
- The CSRS+ certificate holders can update their certificate every 3 years, by attending the update course of the latest GRI Standards[1] and sustainability-related issues conducted by NCCR or ICSP.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

Category – 2b

The Non-CSRS certificate holder, individuals who already took GRI Standards training from the Official GRI Partner besides NCCR, but have not taken the CSRS Certification.

REQUIREMENTS

Individuals in Category 2b:

- o Already took GRI Standards training for the latest GRI Standards[1], from the Official GRI Partner, besides NCCR.
- o Must take **the Examination for CSRS+ Certification.**

THE EXAMINATION FOR CSRS+ CERTIFICATION, **includes:**

1. Online exam
   - o The exam is in multiple-choice format (100 questions for 120 minutes).
   - o The questions will be related to the latest GRI Standards[1] and sustainability.
   - o It is a close-book and open-cam exam.
2. Assignment
   - o The assignment is a Case Study Assignment, where a published GRI Standards 2021 (The latest GRI Standard, as of 2023) formatted report is checked and evaluated against the specific GRI Standards 2021 detailed in that report.
   - o Work on your assignment using the templates and follow the instructions provided.
   - o The assignment submission is a week after the online exam.

The latest deadline for assignment submission or taking the online exam is three months after the training date. If it exceeds three months, please contact the exam center for exam policy details.

STEPS TO CERTIFICATION

1) Access the ICSP Website and go to https://institute-csp.org/program/about-csrs-examination/
2) Check the Examination for CSRS+ Certification schedule.
   - o The examination period will be according to the participant's availability, please contact ICSP's Exam Center for further schedule: exam@institute-csp.org
3) Registration:
   - o Apply for the CSRS+ Examination Certification.
   - o Candidates register and make payment of the CSRS+ Examination Certification to ICSP, as applicable.
4) Complete the CSRS+ Examination Certification.

5) The assessment process for CSRS+ Certification by ICSP's Board of Examiners.
6) Certification decision: ICSP Exam Center delivers the CSRS+ certification to the candidates.

PRICE

The fee for the Examination for CSRS+ Certification is USD 300 or IDR 4,5 Million (As of 2023).

For confirmation, please contact ICSP Exam Center at exam@institute-csp.org

CERTIFICATION SCORING

Assessment and Grade:

1. Training Attendance: 20% (proof certificate of completion from GRI)
2. Online Exam: 40% (min score: 60)
3. Assignment: 40%

Total Score: 1+2+3

Passing Grade for the Update Course: 70

CERTIFICATION VALIDITY PERIOD

- The CSRS+ certificate is valid for 3 years from issuance.
- The CSRS+ certificate holders can update their certificate every 3 years, by attending the update course of the latest GRI Standards[1] and sustainability-related issue conducted by NCCR or ICSP.

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*

Additional Information

Certificate and Recognition

- The CSRS+ certificate is valid for 3 years from issuance.
- The CSRS+ certificate holders can update their certificate every 3 years, by attending the update course of the latest GRI Standards[1] and sustainability-related issue conducted by NCCR or ICSP.

Pricing

- There are different prices for CSRS+ Certification Programs, based on category. Please refer to the Certification Process section for further details.

Contact

- All information regarding certification and other programs is available on the ICSP Website at the following page: https://institute-csp.org/program/
- For information about ICSP Certification Programs, please contact ICSP Exam Center: exam@institute-csp.org

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[1] *As of 2023, the latest GRI Standard is the GRI Standard 2021.*