Scope 3 Emissions Inventory and Supplier Engagement Course

22 – 26 November 2026
Accra

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Ref: 951_172585 **Date:** 22 – 26 November 2026 **Location:** Accra **Fees:** 4100 Euro

Overview

Scope 3 Emissions Inventory and Supplier Engagement Course is a 1-week course for sustainability, carbon accounting, procurement, supply chain, finance, operations, and reporting professionals who leave with a Scope 3 Inventory and Engagement Plan. Participants define value-chain boundaries, screen categories, select calculation methods, evaluate emission factors and supplier data, document assumptions, and prioritize reduction action. The course replaces disconnected estimates with governed inventory evidence and engagement decisions. Agile Leaders Training Center delivers this course on Scope 3 emissions inventory and supplier engagement.

Who Should Attend

- Teams responsible for greenhouse gas inventories and value-chain emissions reporting.
- Functions responsible for supplier data, procurement decisions, and supply chain engagement.
- Groups responsible for sustainability targets, reduction planning, and performance tracking.
- Finance and reporting teams responsible for emissions evidence and disclosure controls.
- Operations and product teams responsible for activity data and reduction levers.

The course assumes participants can work with organizational data and basic greenhouse gas accounting concepts, and leaves out introductory climate awareness and assurance opinions.

Departments and Industries

The course supports Scope 3 decisions across organizations with upstream and downstream value chains.

- Sustainability, environment, and carbon accounting
- Procurement, supply chain, and supplier management
- Finance, reporting, risk, and internal control
- Manufacturing, energy, transport, and construction
- Retail, technology, financial services, and professional services

Learning Objectives

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

- Analyze value-chain boundaries and Scope 3 categories.
- Prioritize material emissions sources using screening evidence.
- Apply category-specific calculation methods and emission factors.
- Evaluate supplier, activity, spend, and estimated data quality.
- Build inventory controls and an assumptions register.
- Design supplier engagement and reduction actions.

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Course Agenda

Day 1: Boundaries and Categories

- GHG Protocol Value Chain Boundary Map
- Scope 3 Upstream and Downstream Category Matrix
- Organizational Boundary and Consolidation Cross-Check
- Category Relevance and Materiality Screening Tool
- Inventory Exclusion and Justification Register

Day 2: Methods and Factors

- Category-Specific Calculation Method Decision Tree
- Supplier-Specific and Hybrid Method Worksheet
- Activity-Based and Average-Data Calculation Sheet
- Spend-Based Screening Estimate Model
- Emission Factor Selection and Version Log

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Day 3: Data and Controls

- Supplier Emissions Data Request Template
- Scope 3 Data Quality Scoring Matrix
- Allocation Method and Assumption Register
- Estimation, Reconciliation, and Variance Review
- Inventory Evidence and Control Checklist

Day 4: Engagement and Reduction

- Material Source Prioritization Heat Map
- Supplier Segmentation and Engagement Plan
- Procurement and Contract Emissions Lever Map
- Product, Logistics, and Use-Phase Reduction Options
- Scope 3 Target and Action Tracking Dashboard

Day 5: Inventory and Engagement Practice

- Suggested Exercise: Scope 3 Category Screening
- Suggested Exercise: Calculation Method and Factor Selection
- Suggested Exercise: Data Quality and Assumption Review
- Suggested Exercise: Supplier Engagement Action Design
- Capstone Exercise: Scope 3 Inventory and Engagement Plan

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Practical Exercises

The course uses suggested activities to integrate category screening, calculation, data control, and reduction action.

- Suggested activity: map value-chain activities to relevant upstream and downstream categories.
- Suggested activity: compare supplier-specific, activity-based, average-data, and spend-based methods.
- Suggested activity: score data quality and document factors, allocation choices, and assumptions.
- Suggested activity: segment suppliers and assign engagement and reduction actions.

FAQs

Who suits Scope 3 emissions inventory and supplier engagement, and what does it assume?

Sustainability, carbon accounting, procurement, supply chain, finance, operations, and reporting professionals suit the course. It assumes participants can work with organizational data and basic greenhouse gas accounting concepts, while introductory climate awareness and assurance opinions remain outside scope.

How does Scope 3 emissions accounting differ from direct emissions accounting?

Scope 3 accounting examines indirect emissions across upstream and downstream value-chain activities, often using supplier information, activity data, estimates, and allocation methods rather than only sources controlled by the reporting organization.

Which Scope 3 calculation method should an organization use?

The method should match the category, decision purpose, data availability, materiality, and desired accuracy. Supplier-specific and activity-based methods can support detailed decisions, while average-data and spend-based methods can support screening and gap filling.

How can Scope 3 data quality be improved?

Data quality improves through clear requests, defined boundaries, supplier-specific information, documented emission factors, consistent allocation, timely updates, verification evidence, variance review, and a planned path from estimates to activity data.

How should suppliers be engaged on Scope 3 emissions?

Supplier engagement should segment suppliers by emissions significance and influence, define data and reduction expectations, provide guidance, align procurement processes, track responses, and escalate actions according to progress and commercial relevance.

Conclusion

Participants take back a Scope 3 Inventory and Engagement Plan linking boundaries, categories, methods, factors, data quality, controls, suppliers, and reduction actions. The plan improves coordination among sustainability, procurement, supply chain, finance, reporting, and operations. It replaces isolated estimates with a traceable inventory and action path.