



4C Hybrid Training

4C Carbon Footprint Add-On

General Description and Agenda



Content

Day I:

Introduction to 4C Carbon Footprint Add-On and its methodology; how to conduct GHG emissions calculations on farm-level

Day II:

How to perform GHG emission calculations for post-harvest processing, transport, and distribution; how to calculate and forward emissions for Intermediary and Final Buyers

Day III:

How to prepare an Improvement Plan to reduce GHG emissions; guidelines to achieve coffee neutrality; certification steps to adopt the 4C Carbon Footprint Add-On; claims and communication to buyers and consumers





4C Hybrid Training

4C IS A GLOBAL LEADING COFFEE CERTIFICATION SCHEME which applies strict requirements on economic, social and environmental conditions for coffee production and processing, aiming to establish sustainable, trustworthy and fair coffee supply chains.

This training aims to build capacity for 4C System users, clients, certification bodies and partners to implement the new Carbon Footprint Add-On, contributing to GHG emissions calculation and reduction in the coffee supply chain



Benefits at a glance



Apply practical **methodology to calculate GHG emissions** based on main international protocols



Learn how to prepare an **Improvement Plan** to reduce GHG emissions



Understand the **certification process** to implement the Add-On on the ground



Achieve carbon neutrality **commitments** by applying GHG reduction and offsetting options



Find out how to make use of **logos claims and proper communication** in the B2B and B2C market



Visit a 4C certified coffee farm and learn on-field about the requirements and implementation of the Add-On

Additional for in person participants



TARGET GROUPS:

- Auditors
- Companies, including existing Managing Entities of 4C Units and interested producer cooperatives and associations, traders and exporters, as well as roasters, retailers and brand owners
- NGOs and research bodies
- Authorities
- Other interested parties



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TRAINING DAYS

Day I

Introduction to 4C Carbon Footprint Add-On and its methodology; how to conduct GHG emissions calculations on farm-level

Day II

How to perform GHG emission calculations for post-harvest processing, transport, and distribution; how to calculate and forward emissions for Intermediary and Final Buyers

Day III

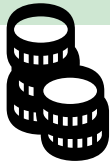
How to prepare an Improvement Plan to reduce GHG emissions; guidelines to achieve coffee neutrality; certification steps to adopt the 4C Carbon Footprint Add-On; claims and communication to buyers and consumers

Visit Daklak museum to understand local coffee production conditions

Visit Aeroco Coffee farm

Only for in-person participants and co-implemented by 4C and Simexco

Please find a detailed agenda for each day below



FEES

Regular Fee*:

Complete training (3 days – 12 hours): 480 EUROS
The complete training is mandatory for new auditors, evaluators and certifiers.

24 – 26 May 2023 (In-person in VIETNAM and Online)

Group discount scheme is available.

For more detail, see our website or contact info@4c-services.org

Training distributed in 4-hour sessions amongst 3 days to enable wide participation from people in different time zones and coffee producing regions.

TRAINING LOCATION

BIỆT ĐIỆN HOTEL – 01 Ngo Quyen str.,
Buon Ma Thuot city, Dak Lak province, Vietnam
Hotline: (+84) 262.3954.299

TRAINING CONTACT PERSON in Vietnam

Mrs. Viet Ha Nguyen
Email: nguyen@4c-services.org
Hotline: (+84) 98 9099975

Early Bird Discount
of 15% if booking at
least 30 days ahead





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AGENDA

24-26 May 2023, Working language: **English and Vietnamese**

Introduction to 4C Carbon Footprint Add-On and its methodology; how to conduct emissions calculations on farm-level

Day I, 24 May 2023

Time (Berlin Time)	Topic
	Welcome Visit to Daklak museum to understand local coffee production conditions (Only for in-person participants and in the morning, local time)
9:00 – 9:20	Welcome and Introduction to the Training
9:20 – 9:40	Climate Change and the 4C Solution for the Coffee Sector
9:40 – 10:25	Add-On Methodology and Fundamentals for the Calculations
10:25 – 10:40	Coffee break ☕
10:40 – 11:50	GHG Calculation: Farm level
11:50 – 12:50	Group work 1: Calculating Emissions on Farm Level
12:50 – 13:00	Day Closing and Feedback






Day II 



4C Hybrid Training

Emissions calculations for post-harvest processing, transport, and distribution; Calculation and forwarding for Intermediary and Final Buyers

Day II, 25 May 2023

Time (Berlin Time)	Topic
	Visit Aeroco Coffee farm (guided by 4C and Simexco) (Only for in-person participants and in the morning, local time)  
9:00 – 9:05	Welcome and Introduction to Day 2
9:05 – 10:05	GHG Calculation: Post-harvest Processing, Transport and Distribution
10:05 – 11:10	Group work 2: Calculating Post-harvest Processing, Transport and Distribution Emissions
11:10 – 11:25	Coffee break 
11:25 – 12:10	GHG Calculation and Forwarding: Intermediary and Final Buyers
12:10 – 12:55	Group work 3: Calculating and Forwarding Emissions for Intermediary and Final Buyers
12:55 – 13:00	Day Closing and Feedback

Day III 



4C Hybrid Training

Improvement Plan to reduce emissions; Guidelines to coffee neutrality; Certification steps; Claims and communication to buyers and consumers

Day III, 26 May 2023

Time (Berlin Time)	Topic
9:00 – 9:05	Welcome and Introduction to Day 3
9:05 – 10:05	Interactive Q&A Session: What have we learned so far?
10:05 – 10:35	Improvement Plan for GHG emissions reduction
10:35 – 11:05	A step further: 4C Climate Neutral Coffee
11:05 – 11:20	Coffee break ☕
11:20 – 12:10	How to Get the 4C Climate Footprint Add-On?
12:10 – 12:20	Claims and Communications
12:20 – 12:50	Q&A Session: Certification Process and Claims
12:50 – 13:00	Final Closing and Feedback