

4C Online Training

4C Carbon Footprint Add-On

General Description and Agenda

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



4C Online 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



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

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.

Group discount scheme is available.

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

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

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



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AGENDA

26 - 28 May 2025, Working language: **English**

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

Day I, 26 May 2025

Time (Berlin Time)	Topic
10:00 – 10:20	Welcome and Introduction to the Training
10:20 – 10:40	Climate Change and the 4C Solution for the Coffee Sector
10:40 – 11:25	Add-On Methodology and Fundamentals for the Calculations
11:25 – 11:40	Coffee break ☕
11:40 – 12:50	GHG Calculation: Farm level
12:50 – 13:50	Group work 1: Calculating Emissions on Farm Level
13:50 – 14:00	Day Closing and Feedback


Day II 



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

Day II, 27 May 2025

Time (Berlin Time)	Topic
10:00 – 10:05	Welcome and Introduction to Day 2
10:05 – 11:05	GHG Calculation: Post-harvest Processing, Transport and Distribution
11:05 – 12:10	Group work 2: Calculating Post-harvest Processing, Transport and Distribution Emissions
12:10 – 12:25	Coffee break 
12:25 – 13:10	GHG Calculation and Forwarding: Intermediary and Final Buyers
13:10 – 13:55	Group work 3: Calculating and Forwarding Emissions for Intermediary and Final Buyers
13:55 – 14:00	Day Closing and Feedback


Day III 



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

Day III, 28 May 2025

Time (Berlin Time)	Topic
10:00 – 10:05	Welcome and Introduction to Day 3
10:05 – 11:05	Interactive Q&A Session: What have we learned so far?
11:05 – 12:05	Net Zero and Climate Neutrality
12:05 – 12:20	Coffee break 
12:20 – 13:10	How to Get the 4C Climate Footprint Add-On?
13:10 – 13:20	Improvement Plan for GHG emissions reduction and practical exercise
13:20 – 13:50	Q&A Session: Certification Process and Claims
13:50 – 14:00	Final Closing and Feedback