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**ISEP Foundation Certificate**  
in Sustainability & Environmental  
Management (AISEP)



**ISEP**

Institute of Sustainability &  
Environmental Professionals



ISEP Foundation Certificate in Sustainability & Environmental Management (AISEP)

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# Before You Start

## Is the course right for you?

**There's a whole new world of opportunity for environment and sustainability professionals - and this is your way in.**

The ISEP Foundation Certificate is an entry-level qualification. It's designed for anyone looking to get more involved and make an impact on the environment and sustainability. It focuses on environmental management, so it's perfect for those who are responsible for:

- ▶ Collecting and collating data in an environmental or sustainability context
- ▶ Completing routine checks on legislative measures or pollution prevention measures
- ▶ Providing routine advice and information to others
- ▶ Playing a supporting role in small scale projects and programmes.

The course covers core knowledge, technical knowledge, and knowledge of skills. You'll learn all about global environmental issues and the challenges they place on modern businesses. And you'll develop the management skills to make sure your business is resilient against growing climate change, weather, resource, energy, and regulatory threats.

You'll also get to grips with how to put in place a recognised environmental system, like ISO 14001. That way, you'll be able to make better decisions and deliver direct efficiencies and improvements back at work.



# Before You Start

## Entry requirements

There aren't any - You don't need a background in environment and sustainability, you'll learn everything you need to know on the course.

## What is ISEP?

ISEP is the professional body for everyone working in environment and sustainability. They're committed to supporting, encouraging and improving the confidence and performance, profile and recognition of all these professionals.

They do this by providing resources and tools, research and knowledge sharing along with high-quality formal training and qualifications to meet the real world needs of members from their first steps on the career ladder, right to the very top.

ISEP believe that together we can change perceptions and attitudes about the relevance and vital importance of sustainability as a progressive force for good.

## Membership of ISEP

You'll get 12 months Associate Membership of ISEP (AISEP) when you take your ISEP Foundation Certificate. So you can start to make your mark as an environmental and sustainability professional straight away.

You'll get access to news and resources to help keep you up-to-date with what's happening on the ground now. You'll be able to see how others are tackling the latest legislations and the innovations that are shaping the industry. And you'll be able to take part in events and webinars for tips on how to you can make a difference.

You'll also be able to forge connections with industry influencers and get career advice, guidance, and insight into what it's like to work at their level.

# Before You Start

## Course Level

The Regulated Qualifications Framework (RQF) benchmarks the ISEP Foundation Certificate at level 3.

ISEP has a clearly defined skills map that matches their training courses with professional membership. The ISEP Foundation Certificate is positioned as the entry point for building a career in environment and sustainability.

Level	Qualification	What is it?
<b>Leadership (Fellow, FISEP)</b> A new kind of leader	ISEP Diploma in Sustainable Business Practice	The world's foremost community of sustainability leaders and advocates for sustainable business. As a full member, you're actively embedding change across your organisation, challenging norms, and shaping the profession.
<b>Managerial (Full, MISEP)</b> The power to influence	ISEP Diploma in Sustainable Business Practice	The globally recognised standard for environment and sustainability professionals leading organisational change. You'll be a key player in the sustainability profession improving infrastructure, streamlining efficiencies, and putting vision into practice
<b>Operational (Practitioner, PISEP)</b> Taking action	ISEP Certificate in Sustainability & Environmental Management (PISEP)	The benchmark for professionals who are proactively driving operational change and improving efficiencies. As a PISEP, you're known as an experienced practitioner with the knowledge, competence, and drive to make a difference.
<b>Entry (Associate, AISEP)</b> Making your mark	ISEP Foundation Certificate in Sustainability & Environmental Management (AISEP)	Your gateway into the sustainability profession. As an AISEP, you'll expand your horizons, hone your skills, and get access to industry-leading tools and resources to help you do your job.

# Why Take The Course?

## Understand the entire agenda

**The drive towards sustainability is putting increasing pressure on businesses and communities. We all need to do our bit to ensure a greener future and amplify the conversation on sustainable development.**

Unless your company has an environmental strategy, you won't have been given the right tools and support to help deal with these global challenges.

The ISEP Foundation Certificate gives you an understanding of the entire sustainability agenda. You'll learn all about topics such as climate change, ecosystems, pollution and sustainability trends. And you'll discover how business activities contribute to them on a wider scale. By the end of the course, you'll know exactly what to do to reduce the impact of your company's activities and contribute to the sustainability of your region.

## Keep your company compliant

Companies that have environmental sustainability strategies are often more profitable. Most operations that start implementing sustainable practices almost immediately notice a reduction in their energy demand. More efficiency means less waste. And a reduction in waste is not only financially beneficial but can become a great selling point for your brand and improve your reputation with suppliers and the local community.

The ISEP Foundation Certificate will give you the practical skills and understanding to help your company achieve its sustainability goals. You'll learn how to implement an environmental management system - like ISO 14001 - to help drive environmental performance and reach a new dimension of organisational capability.

You'll also have the confidence to carry out the right diligence checks to make sure your company is protected against regulatory, social and environmental threats.

# Why Take The Course?

## Kick start a career in environmental sustainability

Employers all over the world are recognising the importance of having a sustainability strategy. So, it's no surprise the environment and sustainability profession is growing so quickly. And it comes with great benefits.

The latest ISEP state of the professional survey showed that salaries for full-time environment and sustainability professionals are rising, the average being around \$50,000. It also reported that 68% of professionals were satisfied in their job. They said they found the work rewarding, full of opportunity and were optimistic about tackling the world's environmental challenges.

The ISEP Foundation Certificate is the starting point for anyone looking to enter the environment and sustainability industry. You'll gain recognition by employers and your colleagues for your new sustainability skills. And you'll have access to a suite of tools, resources and networking opportunities to help support you in your new role.

You'll also be in a great position to work your way through the ISEP skills map with even more training and work experience. The further you get, the more you'll be rewarded with job prospects, exclusive resources, and networking opportunities to help you in your career journey.





## Why Take The Course?

Join a global environmental and sustainability community

**ISEP is a global alliance of environment and sustainability professionals.**

They help create sustainability standards and partnerships to help transform businesses and make them future-proof.

Once you've passed the ISEP Foundation Certificate, you'll be able to apply for Associate Membership of ISEP (AISEP). You'll get recognition from employers and other professionals for your new sustainability skills.

You'll get access to tools, guidance notes, updates and networking events to help keep you and your business current and compliant.

The environment and sustainability agenda is continually evolving, and keeping up to date can be a challenge. ISEP publications keep you informed about inspiring practice, changing regulations and cutting edge research.





# Full Course Syllabus

## Element 1: Core Environmental Principles

- 1.1 The main natural cycles
- 1.2 Ecosystem services
- 1.3 Biodiversity and ecological stability
- 1.4 The impact of human intervention on natural cycles and ecological systems
- 1.5 Pollution sources, pathways and receptors
- 1.6 Climate change

## Element 2: Sustainability and Mega-trends

- 2.1 Mega-trends
- 2.2 Sustainable development and sustainability
- 2.3 Principles of sustainability business and corporate governance

## Element 3: Policy and Legislation

- 3.1 The key principles of environmental policy
- 3.2 Key environmental policy instruments
- 3.3 Background to environmental legislation
- 3.4 Examples of criminal law
- 3.5 Stakeholders and the role of regulators

## Element 4: Environmental Management Systems

- 4.1 Introduction to environmental management systems
- 4.2 Key elements of ISO 14001

## Element 5: Performance Evaluation

- 5.1 Data management
- 5.2 Monitoring performance
- 5.3 Environmental inspections and audits

## Element 6: Additional Management and Assessment Tools

- 6.1 Risk assessment
- 6.2 Environmental aspect assessment
- 6.3 Other assessment tools

## Element 7: Communication and the Management of Change

- 7.1 Communication
- 7.2 Corporate reporting
- 7.3 Green claims
- 7.4 Management of change

# Course Overview

## Learning outcomes

Within the syllabus are 13 overall learning outcomes. These learning outcomes cover 3 themes: core knowledge, technical knowledge, and knowledge of skills.

Learning outcomes 1–6 make up the bulk of the learning hours. Learning outcomes 7–13 are included holistically throughout the delivery of the other learning outcomes.

### Core Knowledge

- 1 Outline the implications of global trends for the environment, for society, the economy, and organisations
- 2 Outline sustainable business/governance principles and their relationship with organisations, products, and services

### Technical Knowledge

- 3 Outline environmental principles and their relationship with organisations, products, and services
- 4 Outline major policy and legislation and their implications for organisations, products, and services
- 5 Outline major tools, techniques, systems and practices used to improve sustainability performance
- 6 Outline the role of innovation and other leading practices in developing sustainable products and services and providing sustainable solutions

### Knowledge of Skills

- 7 Collect data, perform analysis and evaluate information
- 8 Research and plan to provide sustainable solutions
- 9 Deliver effective communication methods and capture feedback
- 10 Engage with stakeholders
- 11 Outline tools and techniques that identify opportunities and risks
- 12 Identify and propose ways to improve performance
- 13 Support change and transformation to improve sustainability.

# Assessments

## Assessment format

The ISEP Foundation Certificate is assessed with a multiple-choice online exam. There are 30 questions, each with 4 possible answers.

The exam is open book. That means you can refer to books, notes or even the internet to help you. Don't be fooled by this though – with only an hour to complete the exam you can easily end up wasting a lot of time trying to look up answers. You still need to apply yourself and be familiar with the material to be in with a chance of passing.

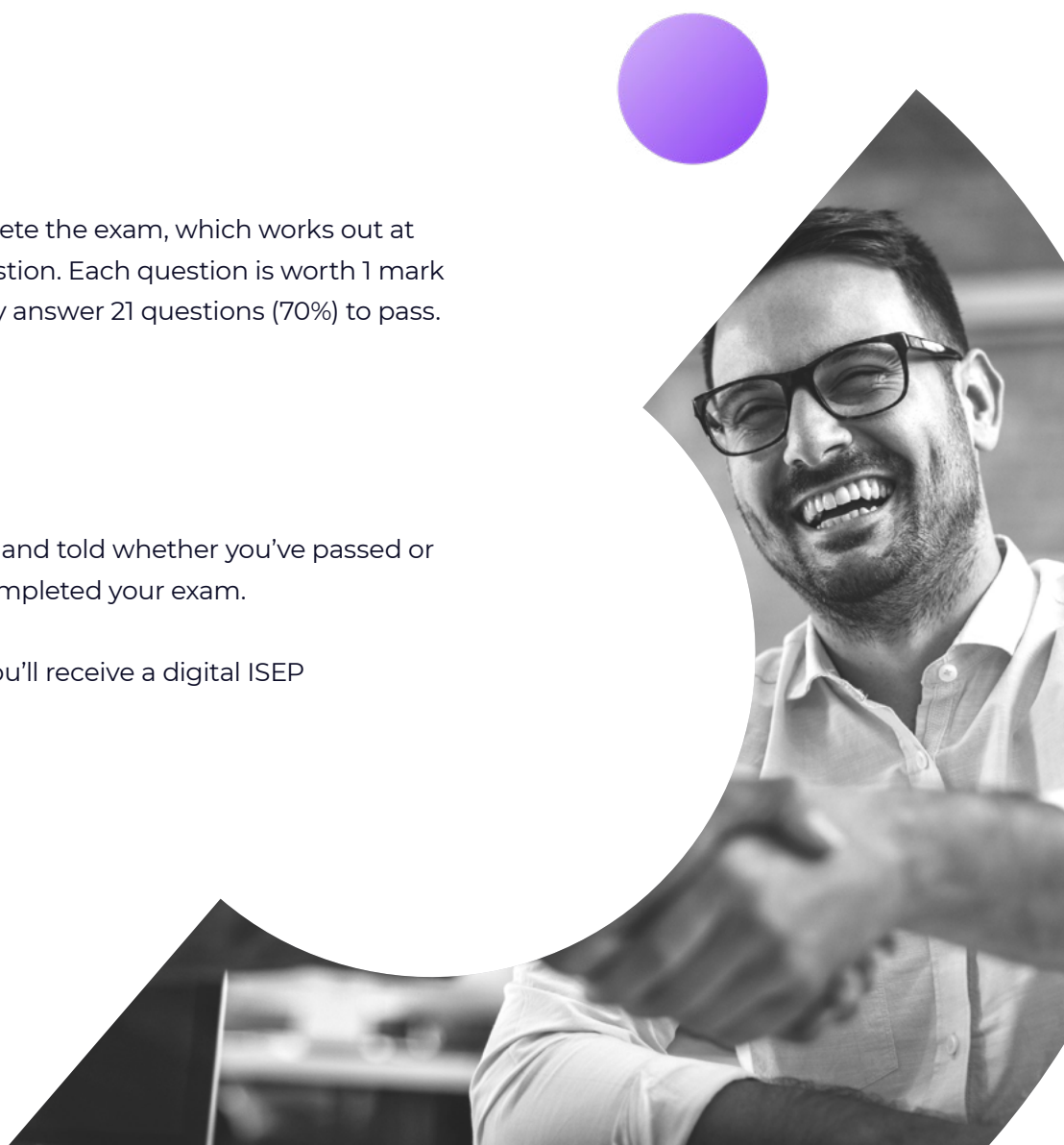
## Pass rates

You'll have 1 hour to complete the exam, which works out at around 2 minutes per question. Each question is worth 1 mark and you'll need to correctly answer 21 questions (70%) to pass.

## Exam results

You'll be given your marks and told whether you've passed or failed as soon as you've completed your exam.

Provided you've passed, you'll receive a digital ISEP Foundation Certificate.





**Astutis Ltd**

6 Charnwood Court  
Parc Nantgarw  
Cardiff  
CF15 7QZ

**Call:** +44 (0)345 241 3685

**Email:** [enquiries@astutis.com](mailto:enquiries@astutis.com)  
**[www.astutis.com](http://www.astutis.com)**

Registered in the UK: 07349554

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