

The Agenda of the training seminar for public sector is shown below:

Time	1st day of training	Duration
8:30-9:00	Arrival, coffee	
9:00 – 9:30	1 – Introduction and individual presentation, presentation of the Clim'Foot project	30 min
9:30 – 10:30	2 – Energy and climate challenges	60 min
10:30 – 10:45	Break	15 min
10:45 – 11:45	3 – Methodological principles	60 min
11:45-12:45	Lunch	
12:45 – 13:25	4 – Defining perimeter	40 min
13:25-13:45	5 – Overview of the Bilan Carbone tool	20 min
14:00 – 16:00	6 – Presentation of the calculator with exercise – Part 1	120 min
	2nd day of training	
8:30-9:00	Arrival, coffee	
9:00 – 9:15	7 - Feedback from day 1 + Q&A	15 min
9:15 – 11:15	8 – Presentation of the calculator with exercise – Part 2	120 min
11:15 – 12:00	9 – Defining actions	45 min
12:00-13:00	Lunch	
13:00 – 13:30	10 – The main steps of a carbon footprint project	30 min
13:30- 13:50	11 – Overview of the quiz	20 min
13:50 – 14:30	12 – Organisation of the implementation phase	40 min
14:30- 15:00	13 – Evaluations	30 min