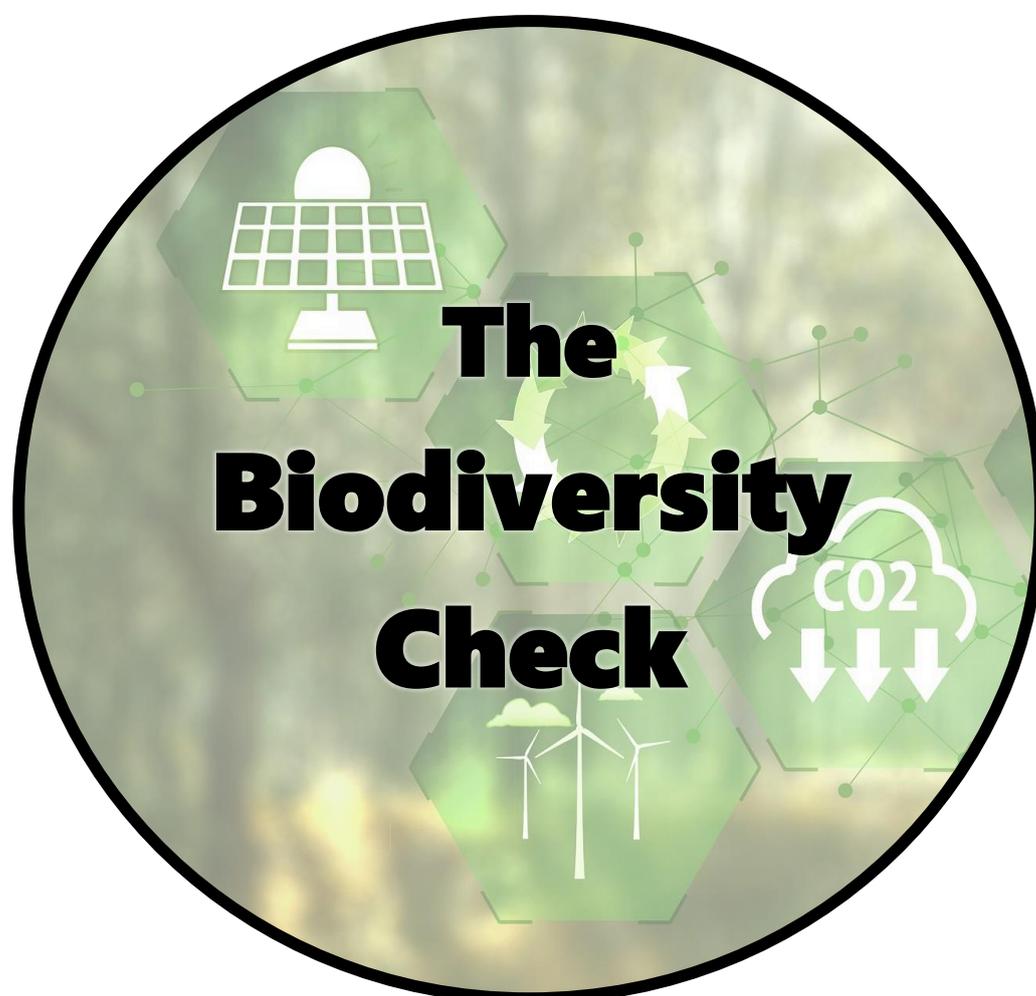




Inspiring4Biodiversity



The tool for managing
Biodiversity in companies



Erasmus+

Introduction: Managing biodiversity in business

Businesses have an impact on biodiversity. Some of these impacts are direct and clearly visible, others less so. Such impacts can occur along the entire value chain: Product design, production, sales, logistics, use and disposal of products and services. For example, cleaning agents can be biodegradable (product formula) and production can be organised in an energy and resource-saving way (e.g. with recovery of process heat). In sales, application guidelines for the use of the product can be written to avoid negative environmental impacts. Positive effects can be achieved through a reflected product selection (use of non-toxic substitutes), if necessary even within the product selection of the same manufacturer. From the services sector, a financial product can guarantee investors that investments are made exclusively in a way that does not harm biodiversity. Post-use, packaging and disposal concerns the reusability or recyclability of products after their use, such as the use of multiple packaging in industry.

If a company builds a modern sustainability image through this, biodiversity management can play a role in human resource development. For strategy and management, issues such as raw material availability, prices, and quality as well as risk management are relevant. Biodiversity issues are also relevant for sustainability reporting.

Property management takes on a special role. Naturally designed properties are not only beautiful to look at, but also provide diverse habitats for native fauna and flora. In addition, green roofs can reduce the need for air conditioning (energy saving) and trees and hedges can improve the microclimate and increase the quality of stay for the staff.



This way, the well-being of employees can be increased.

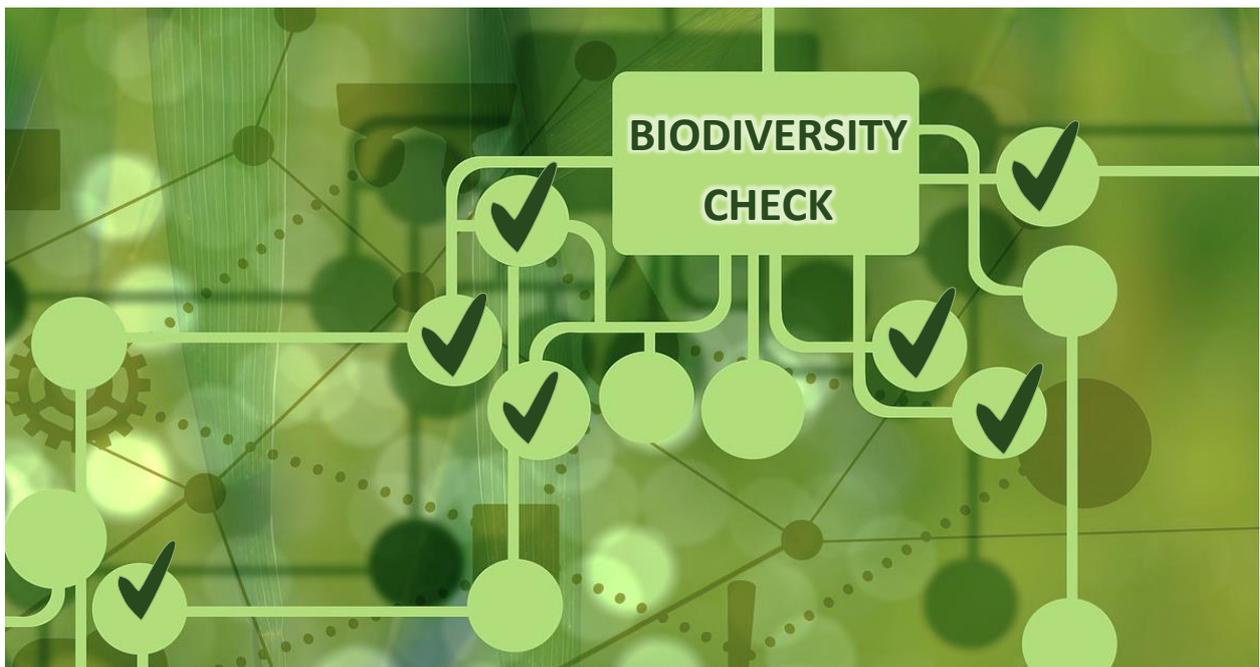
Discover the many possibilities of nature-oriented design in the separate manual: *Premises that inspire-Creating biodiversity-oriented business premises step by step*. Available for download on our website <https://www.globalnature.org/en/inspiring-for-biodiversity>



The Biodiversity Check: The tool for managing biodiversity in companies.

The Biodiversity Check for companies is an instrument for recording the impacts of a company and individual company divisions on biodiversity. The check provides the basis for a structured dialogue within the company, which is accompanied by trained experts. The check is based on the goals of the United Nations Convention on Biological Diversity (CBD). These goals place particular emphasis on the conservation of biological diversity, the sustainable use of its resources and the fair and equitable sharing of the benefits arising from the use of genetic resources.

The check provides companies with an individual overview of the topic of biodiversity and thus the basis for integrating the topic of biodiversity into corporate (environmental) management and taking measures for the sustainable use of resources and the protection of nature. A Biodiversity Check provides the basis for a company's contribution to the United Nations Sustainable Development Goals.



The Biodiversity Check is available for all sectors

The Biodiversity Check for Business was developed by the Global Nature Fund (GNF) and other experts within the LIFE+ funded project "European Business and Biodiversity Campaign" in 2010. This check is applicable to all sectors with the questionnaire to record its impact on biodiversity. By 2015, numerous checks, especially for large companies, had been implemented, particularly for food retail, the cosmetics and pharmaceutical industries, the automotive industry, the tourism sector, municipalities, leisure parks and golf courses. This check is particularly suitable for larger medium-sized and



large companies and for companies that have established an operational environmental management system (EMAS, ISO 14001).

From 2012 onwards, various additional checks for different sectors and groups of companies were developed from the original questionnaire. Most of the checks are available in German, English and Spanish.

- The **SME Biodiversity Check** (since 2012, GNF and partners) is adapted to small and medium-sized enterprises and includes questions on energy.
- The Biodiversity Check for **(Organic) Viticulture** (since 2012, GNF and partners) is specifically adapted to the viticulture sector with the topics cultivation, cellar management, marketing and logistics. The check is also available in Turkish.
- Biodiversity check for **camping businesses**, specifically for businesses with large open spaces, leisure facilities and gastronomy (since 2013, GNF and Ecocamping e.V.).
- The **Biodiversity Check Tourism** is for small, medium and large tourism businesses in the hotel and hospitality sector. (since 2015, GNF and partners).
- **Biodiversity Check for Agriculture** was developed for all farms with four levels: Farm Management, Cropland, Farmland and Surrounding Landscape (GNF together with GIZ and partners).

Since then, up to 500 companies and businesses have carried out a Biodiversity Check. While the initial focus was on large companies in Europe, Biodiversity Checks and Biodiversity Action Plans are now being implemented in countries in Central America and the Caribbean, in West Africa, in Thailand and in India. A large number of these companies have integrated biodiversity into their management and are implementing concrete measures to conserve biodiversity.

Scope of the Biodiversity Check: Adaptable and flexible

The Biodiversity Check uses a comprehensive questionnaire that addresses the following areas of the company and asks for relevant information for possible impacts on biodiversity. Flexibility and adaptability are important here, since the check remains confidential and the company itself later decides which aspects are to be further processed.

The following company areas are addressed with their own checklists:



	Staff <ul style="list-style-type: none">• Biodiversity knowledge of employees.• Biodiversity Awareness and Corporate Volunteering.• Mobility behaviour of employees.
	Supply chain, raw materials and materials <ul style="list-style-type: none">• Resources, input materials, materials, intermediate products.• Procurement of operating materials, auxiliary materials and machines for production.
	Product <ul style="list-style-type: none">• Conceptualisation, properties, (ecological) design of products.
	Production & Processing <ul style="list-style-type: none">• Production and processing procedures, emissions, wastewater, waste, etc.• Marketing strategy, sales promotion measures.
	Transport & Logistics <ul style="list-style-type: none">• Means and routes of transport, packaging, dispatch of goods, means of transport.• Storage of (primary/secondary) products, operating, auxiliary and other materials.
	Location & Real Estate <ul style="list-style-type: none">• Environment, location and properties of sites and real estate• Internal equipment of (administrative) sites.

The scope of the check, i.e. which areas are considered, is defined in an initial consultation with the company. The size of the company and the location and product focus play a role. For companies with complex supply chains, a reasonable limitation can also be made. For companies with several locations, either only one location or several together can be examined for the initial consultation. For companies with a large product portfolio, both the entire product range or only a single product line can be examined. This limitation usually takes place with large companies.



Process and participants in the Biodiversity Check

The Biodiversity Check is implemented by trained experts with the appropriate persons in charge from the companies. The implementation with experts has proven to be successful, because important questions and aspects can be safely taken into account. A significance check was developed for the Biodiversity Check Tourism, which can be filled out by the company itself and shows the extent to which biodiversity is significant for the company. For company premises, there is also a self-check that can support companies in deciding on measures to be taken on the company premises.

Following the example of the environmental management systems EMAS III and ISO 14.001, departments or processes of selected production sites or product lines are checked for their possible impacts and the potential risks are highlighted. In the process, the environmental report, sustainability report and other documents are analysed with the help of a catalogue of questions and specific questions are formulated for the various departments such as purchasing, production, marketing, etc. Based on the answers and after a joint discussion at a round table, the expert prepares a report with suggestions for goals, measures and next steps. Slightly different structures and procedures have been established for the various further developments of the Biodiversity Check. For example, the Biodiversity Check Agriculture is used as a preliminary stage for a Biodiversity Action Plan (BAP).



PROCEDURE



Determine start - Scope

Initial meeting between company and expert.

Exchange of information on:

- Company size - business model.
- Presentation and explanation of the check by the specialist.



	<ul style="list-style-type: none">• Determining the scope and limits of the investigation with the company. <p><u>Involved:</u> Expert and environmental or sustainability officer of the company.</p>
	<p>Data collection - Desk Research</p> <p>The expert asks the company for the necessary documents and information, such as sustainability reports, environmental statements, product information, information on the location (proportion of green space, proximity to protected areas, etc.). The documents are evaluated and compiled into a company profile.</p> <p><u>Involved:</u> Expert collects and prepares information. Assistance is provided by the responsible person, such as the EHS officer. In larger companies, a brief telephone interview may be conducted with the head of the division/department.</p>
	<p>Round table - Presentation of interim results</p> <p>A joint meeting with representatives of the participating sectors takes place to supplement the collection of facts and to discuss the initial results and options of the interim report.</p> <p><u>Involved:</u> Expert and persons responsible in the company for the different areas.</p>
	<p>Analysis and final report with recommendations for the company</p> <p>The expert evaluates the results of the interviews and integrates them into the final report. Additional research may be conducted.</p> <p><u>Involved:</u> Expert</p>





Presentation of the results

The final report with recommendations for action is sent to the company. Discussions of the results with the company take place on site if desired.

Participants: Expert and the responsible persons in the company (optionally division manager/management).



Implementation of recommendations

Companies evaluate the recommendations internally and implement measures according to their own goals and priorities. Depending on the capacities in the company, the measures are implemented internally, experts are invited, companies are commissioned and cooperation with local actors or organisations, e.g. from environmental associations, takes place.



Confidentiality and obligations: The check and all results are treated confidentially so that critical aspects can be addressed openly with the expert. No obligations arise for the company from the Biodiversity Check.

There are many empirical values for the time and effort that companies and businesses can expect to spend on the Biodiversity Check. For smaller SMEs, the process described requires one to four days on the part of the company, while experts need about three times as much time. For large companies, this can be correspondingly more. The effort depends on the scope of the check, i.e. which departments, raw materials etc. are included in (larger) companies. The experts evaluate existing information from the company and supplement it with their own research. A central contact person (from the



sustainability/environment department) should be appointed in the company for the provision of information and any queries.

Goals and services of the Biodiversity Check

The results of the check can be used as a contribution to CSR and environmental reporting and planning. It is particularly helpful for the following areas:

- Identification of biodiversity-relevant environmental impacts.
- Materiality analysis → Affectedness of the company.
- Derivation of goals and measures.
- Development and application of indicators.

In addition, concrete follow-up measures can be implemented by the company. These are the following measures:

- Nature-oriented design of company areas.
- Employee engagement in nature conservation (often in cooperation with local conservation organisations or authorities).
- Purchasing of sustainable raw materials / products (implementation of supplier screenings and specifications, increased purchasing of certified raw materials / products, etc.).

Some companies also have funding and innovation programmes, which the GNF picks up on in the results report and uses to implement measures.

The communication sector and public relations can also take up the checks. The results can be communicated in company publications. Many of the companies checked so far have done this as part of their sustainability reporting and public relations work.

The Biodiversity Action Plan-BAP as a method for implementing measures

The experts' recommendations for action in the Biodiversity Check can be summarised in a Biodiversity Action Plan (BAP). A BAP lists the measures that the company wants to implement, prioritises their implementation and sets a timetable. This makes biodiversity management in companies measurable and comprehensible, and progress can be better communicated. The BAP has proven itself internationally in agricultural enterprises and tourism. Larger companies can set up the Biodiversity Action Plan (BAP) for individual departments.



The Biodiversity Check and certifications

The Biodiversity Check is not a certification. It is not about an external audit according to criteria. The check supports companies in identifying the potential of internal processes and initiating change. Biodiversity management is seen as an opportunity to prepare for future business challenges and to anchor sustainability in the company.



Biodiversity Check for SMEs

Aim of the Biodiversity Check for SMEs

The Biodiversity Check for SMEs was developed in 2012 in a BMAS-funded project to adapt the comprehensive questionnaire to small and medium-sized enterprises. SMEs do not necessarily have environmental or sustainability departments; higher-level tasks are concentrated on individual persons. The Biodiversity Check for SMEs was therefore concretised and simplified. The topic of biodiversity-oriented company premises was given more space because of its very practical implementation.



Target group

Small and medium-sized enterprises up to 250 employees.

Topics of the Biodiversity Check for SMEs

The SME Biodiversity Check focuses on the following topics:

Biodiversity in core business

- Purchasing and procurement.
- Biodiversity in development and production.
- Environmental performance monitoring and reporting.
- Making environmental costs visible - positioning SMEs for the future.
- Promoting biodiversity through marketing and communication.

Designing company grounds close to nature

- Proposals for larger company premises.
- Proposals for smaller company premises.
- Wetlands with rainwater system.
- Measures on buildings.

Scope and duration of the Biodiversity Check for SMEs

In the case of SMEs, it is worthwhile to look at all areas of the check, as the core business is usually very specifically oriented. However, one component of the check can easily be excluded. Half a day can be planned for the visits of the expert (preliminary discussion, check, presentation of the results). The expert needs about three to five days for the visits and for preparing the documentation.

Documents

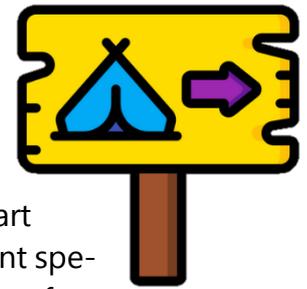
[Berlin companies promote biodiversity](#) 



[Biodiversity in small and medium-sized enterprises](#)



Biodiversity check for the camping industry (BBC)



Aim of the check

The Biodiversity Check for the camping industry was developed as part of a DBU project with Ecocamping e.V. to offer biodiversity management specifically for companies in the camping industry. Campsites are very often owner-managed or family-run with a small team. The management takes care of issues such as sustainability and biodiversity. The check was therefore concretised, simplified and limited to the relevant topics. Since campsites manage large open spaces, the near-natural design and maintenance of these areas was taken into account accordingly. Furthermore, the sensitisation of the guests is emphasised. A standardised biodiversity action plan is also available for campsites to use.

Target group

Camping company

Topics of the BCC

- Commitment to increasing biodiversity and species numbers.
- Management / Compliance / Cooperation / Quality assurance.
- Natural location.
- Buildings/Infrastructure.
- Resource consumption / procurement.
- Outdoor facilities / woody plants.
- Leisure facilities for guests / utilities.
- Nature experience and environmental education.
- Information and participation.

Scope and duration of the BCC

Due to the uniform structure in the camping industry, a check can be carried out in a few days. Half a day can be planned for the visits of the expert (preliminary talk, check, presentation of the results). The expert needs about two to three days for the visits and for the preparation of the documentation. From the checks carried out, a sector-specific biodiversity programme was also developed, which can be made available to campsites.

Documents

Camping businesses can obtain the questionnaire, the biodiversity action plan and numerous planning aids for barefoot paths, insect hotels and other topics on request.

- Biodiversity on campsites in Germany Discussion guide / protocol.
- Biodiversity on campsites - Action plan for campsite biodiversity.
- ECOCAMPING planning aids.

Biodiversity check for tourism businesses

Aim of the check

The Biodiversity Check for Tourism Enterprises was developed within the framework of the BMZ-funded DaBIO project of the GIZ, based on the experience gained from the Biodiversity Check Camping, and supplemented with corresponding questions for hotels, restaurants and other enterprises in the tourism sector. The Biodiversity Check for Tourism Enterprises is suitable for individual companies as well as for large holiday resorts. For groups of small businesses that want to work on biodiversity together, there is the Biodiversity Check for Tourism Businesses in Convoy. Tourism destinations can also do a Biodiversity Check for Tourism Businesses, where the destination is considered as such. The process of the Biodiversity Check for Tourism Enterprises includes a Biodiversity Action Plan, which is adopted by the enterprise.



Target group

Companies in the tourism industry: hotels, restaurants, tour and excursion providers, campsites, travel agencies.

Topics of the Biodiversity Check for tourism businesses

- Strategy and management.
- Real estate and open spaces.
- Purchasing, supply chains and leisure.
- Technology, supply and disposal.
- Marketing and communication.

Scope and duration of the Biodiversity Check for tourism businesses

Half a day can be planned for the expert visit (preliminary discussion, check, presentation of results). The expert needs about two to three days for the visits and for the preparation of the documentation. The implementation of the measures in the Biodiversity Action Plan requires certain resources. These measures are prioritised and budgeted for by the company. A timetable is drawn up to plan their implementation. Many measures reduce running costs, which support implementation.

Documents

In addition to the comprehensive check, a basic check and a significance check are available. With these, tourism enterprises can get a first overview of their own impacts on biodiversity.

All of them can find information in Spanish on this page:

www.business-biodiversity.eu/en/our-initiatives/biodiversity-in-the-caribbean

Baseline and significance checks can be provided in German and English on request.

Biodiversity check for viticulture

Aim of the check

The first Biodiversity Check for Viticulture was carried out as part of a 2012 project by Global Nature Fund, the Lake Constance Foundation and ECOVIN e.V. and was adapted to Mediterranean conditions as part of an ERAMUS+ project in 2016 with viticultural and environmental organisations from Portugal, Spain and Turkey. The Biodiversity Check Viticulture offers winegrowers an individual overview of the topic of biodiversity and thus forms the basis for the integration of biodiversity aspects into management and for measures for the sustainable use of resources and the protection of nature.



A sector-specific biodiversity action plan is also available for winegrowing enterprises, which can be individually adapted on the basis of the findings and recommendations.

Target group

Vineyards of all sizes can benefit from the Biodiversity Check for Viticulture, regardless of whether they produce their own grapes or market them.

Topics of the Biodiversity Check for Viticulture

- Management.
- Cultivation and production in the vineyard.
- Ecological structures in the vineyard, priority areas.
- Grape harvest, cellar management, vinification.
- Bottling/Packaging.
- Distribution/Logistics.
- Energy/Water/Waste.
- Courtyard environment/company grounds.
- Marketing/Communication.

Scope and duration of the Biodiversity Check for viticulture

The visits of the expert (preliminary consultation, check, presentation of results) take about half a day, the preparation of the documentation takes about another two to three working days. The expert's findings and recommendations can be used to draw up a biodiversity action plan. These measures are prioritised, budgeted by the farm and a timetable for implementation is drawn up.

Through previous projects, a check with an explanatory introduction, interview guidelines and templates for writing a report is available as a training concept. In addition, the Biodiversity Action Plan, which was developed here for agriculture for the first time, is available.

All publications can be found here: www.globalnature.org/de/biodiversitaet-weinbau

Available in the following



languages:

The Biodiversity Check for agriculture

The Biodiversity Check for Agriculture is suitable for farms regardless of crops and size. It too provides the basis for a structured dialogue with agricultural producers. For cooperatives in developing countries, there is a convoy variant that involves several small farms at the same time. The Biodiversity Check for Agriculture includes a Biodiversity Action Plan, which is created from the findings and recommendations.



Target group

Farms of all sizes can benefit from the Biodiversity Check for Agriculture

Topics of the Biodiversity Check for Agriculture

Operational management

- Biodiversity policies.
- Further training of employees.
- Supplier selection.
- Minimising the impact of infrastructure.
- Legal Compliance.

- Preserve natural and semi-natural habitats.
- Record wildlife and conserve their habitats.
- Identify and ecologically enhance areas outside of production.
- Infrastructure for biodiversity.
- Invasive species management.
- Efficient waste management.

Agricultural production areas

- Soil protection.
- Integrated cultivation and renunciation of dangerous pesticides.
- Efficient water use.
- Protection of genetic resources.

Landscape

- Identify protected areas and reduce negative impacts.
- Sensitise and train staff.
- Build cooperation with local actors, sensitise surrounding communities.

Scope and duration of the Biodiversity Check for agriculture

The visits of the expert (preliminary consultation, check, presentation of the results) take about half a day, the preparation of the documentation takes about two to three days. An individual biodiversity action plan can be created from the findings. These measures are prioritised, budgeted by the farm and a timetable is drawn up to plan implementation.

Documents

A lot of information on the Biodiversity Check for Agriculture is available here:

<https://www.delcampopalplato.com/de/biodiversity-check-agricola-bca/>

Biodiversity action plans for agriculture

Biodiversity Action Plans (BAPs) have so far been described as the outcome of Biodiversity Checks. It has proven useful to focus on the plan (BAP) as an outcome and to set the check as an upstream process as a baseline assessment. The process for the BAP for vineyards and agriculture is similar to the Biodiversity Check.



Target group

Each farm can draw up a biodiversity action plan individually or for a group of similar farms, e.g. viticulture.

Topics of the Biodiversity Action Plan for Agriculture

Biodiversity management measures

- Protection of natural and semi-natural ecosystems.
- Creation of priority areas for biodiversity (type, size and minimum quality).
- Establishment of natural structures in combination with measures to promote regionally characteristic species.
- Measures to promote protected and endangered animal and plant species, and measures to prevent their endangerment.
- Corridors for wildlife, networking of ecosystems.
- Promotion of beneficial organisms.
- Requirements for the removal of game.
- Alien invasive species on the farm.

Very good agricultural practice for more biodiversity

- Soils and soil fertility.
- Nutrient balances and fertiliser management.
- Pest control.
- Weed control.
- Water use.
- Genetically modified organisms.
- Agro-biodiversity.

Scope and duration for the establishment of a Biodiversity Action Plan for Agriculture

As described for the checks, the visit of the expert takes about half a day, the preparation of the documentation and the action plan about another two to three days. The measures are prioritised by the company, budgeted by the company and a schedule is drawn up to plan the implementation.

Documents

The Global Nature Fund has produced a range of information on the Biodiversity Action Plan, see also camping and viticulture. Detailed description and examples of concrete plans can be found here for some species:

- https://www.globalnature.org/bausteine.net/f/9749/BAP_Spices.pdf?fd=0
- https://www.globalnature.org/bausteine.net/f/9748/BAP_Chilli.pdf?fd=0
- <https://www.globalnature.org/de/biodiversitaet-weinbau>

Biodiversity Performance Tool for Agriculture

The Biodiversity Performance Tool (BPT) facilitates the implementation of biodiversity action plans on farms. The BPT works like a biodiversity check by asking for criteria. The **online tool** can be completed by the farmer on his own. At the end of the process, there is a catalogue with proposals for biodiversity measures.



Target group

The BPT supports farmers and agricultural advisors in developing and implementing sound biodiversity action plans that contribute significantly to better biodiversity at farm level. The tool supports auditing and certification bodies of standards as well as product, quality and procurement management of food companies to better assess the issue of biodiversity at farm level.

Goals

- Identify and assess the biodiversity potential of a farm in order to propose an action plan with sustainable measures to reduce the impact on biodiversity and to conserve and enhance biodiversity within the production system.
- The action plan recommends relevant measures to conserve biodiversity in the current social, technical and economic status of the farm.
- The tool aims to raise farmers' awareness of the potential of biodiversity on their farm and how to exploit this potential and apply the learning process to the whole food chain (quality and product, or purchasing management).
- The BPT identifies strengths and weaknesses of a farm in terms of functional biodiversity and illustrates continuous change.

Topics of the Biodiversity Action Plan for Agriculture

- Characterisation of semi-natural habitats.
- Characterisation of agricultural practices.
- Characterisation of the socio-economic factors of the farm.

Scope and duration for the implementation of the BPT

Filling out the online questionnaire takes about 2 hours the first time because the also data about the farm are requested.

Documents

The BPT was developed by the Lake Constance Foundation. On the website <https://bpt.biodiversity-performance.eu> interested farms and extension services can register and apply the BPT for a farm. Here you will find supplementary information and a manual in the registration area.

Imprint

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