

TOOLKIT

ORGANISATIONAL BIODIVERSITY POLICY TEMPLATE

A **biodiversity policy** outlines a company's commitment to protecting and preserving biodiversity in its operations. It includes strategies to minimise negative impacts on biodiversity, as well as measures to support conservation efforts.

The policy should outline compliance with relevant laws and regulations, education and awareness-raising among employees and stakeholders, and integration of biodiversity considerations into decision-making processes.

Regular assessments, review, and continuous improvement are integral components of a biodiversity policy.

Biodiversity Policy Template

You should consider including the following sections in your organisation's Biodiversity Policy:

1. Introduction & Policy Statement
2. Biodiversity principles
3. Responsibilities
4. Review & revision
5. Senior approval
6. Version control

1. Introduction & Policy Statement

In the introduction, specific objectives for biodiversity management are set, aligning with industry standards and outlining desired results in the medium and long term. It is also important to specify the scope that the policy encompasses, such as the sites and operations it applies to.

Acknowledgment of biodiversity's global significance and the company's direct and indirect reliance on these resources can be emphasised.

Example text: “**At (Your Company Name), we recognise the importance of biodiversity in maintaining a healthy and sustainable environment.** As a responsible business, we are committed to minimising our impact on biodiversity and contributing to its conservation.”

This Biodiversity Policy outlines our commitment to protecting and enhancing biodiversity in all aspects of our business operations.

Your **policy statement** can include a visionary aim for enhancing biodiversity and your commitment to the biodiversity principles outlined in Section 2.

Example text:

'Achieve no net loss'

'Attain a net positive impact'

"(Your Company Name) is dedicated to the following principles..."



2. Biodiversity Principles

This section will outline biodiversity considerations and example statements that could be included within your Biodiversity Policy. Principles should be **specific** and **relevant** to your organisation.

Compliance with Legal Requirements

Example text: "We will comply with all applicable local, national, and international laws and regulations related to biodiversity conservation."

Awareness and Education

Example text: "We will raise awareness among our employees, suppliers, and stakeholders about the importance of biodiversity and our commitment to its conservation."

"We will provide training to ensure that our employees are informed about biodiversity issues and best practices."

Biodiversity Assessment

Example text: "We will conduct regular assessments of our business activities to identify

and evaluate their potential impact on biodiversity."

"Where applicable, we will engage experts to conduct biodiversity impact assessments."

Biodiversity Conservation

Example text: "We will integrate biodiversity conservation considerations into our decision-making processes."

"We will implement measures to avoid, minimise, or mitigate negative impacts on biodiversity."

"We will actively seek opportunities to support and participate in local and global biodiversity conservation initiatives."

Sustainable Sourcing

Example text: "We will prioritise the sourcing of materials and products from suppliers who demonstrate a commitment to sustainable and biodiversity-friendly practices."

"We will work collaboratively with our suppliers to encourage responsible sourcing practices."

Habitat Restoration and Enhancement

Example text: "We will actively engage in habitat restoration and enhancement projects in areas where our operations may have a significant impact on biodiversity."

"We will support local initiatives that contribute to the conservation and restoration of natural habitats."

Reporting and Transparency

Example text: "We will regularly report on our biodiversity performance, initiatives, and achievements, providing transparent and accurate information to stakeholders."

"We will actively seek feedback from stakeholders to improve our biodiversity conservation efforts."

Biodiversity Standard

Example text: “We have/will develop(ed) and implement(ed) a Biodiversity Action Plan in accordance with our Environmental Management System and the BITC Business & Biodiversity Charter [LEVEL].”



3. Responsibilities

In this section you should outline which individuals and departments will hold responsibility for overseeing the adherence and review of the Biodiversity Policy.

Example text: “All employees of (Your Company Name) are responsible for implementing and adhering to the principles within this Biodiversity Policy. The (Relevant Department or Position) is designated to oversee the implementation and continuous improvement of this policy.”

4. Review and Revision

In this section, you should outline how often the policy will be reviewed. The version number of the document will be included within Section 6 (Version Control).

Example text: “This Biodiversity Policy will be reviewed annually to ensure its effectiveness and relevance. It may be revised as necessary to

reflect changes in biodiversity science, regulations, and business practices.”

5. Senior Approval

Having your Biodiversity Policy signed off by senior management (C-suite level) will add credibility and accountability to your statement.

Example text:

Name: John Smith

Signature: *JOHN SMITH*

Title: Chief Executive Officer

Date: 1 January 2024

6. Version Control

Version control in corporate documents ensures that changes, updates, and revisions are tracked systematically, allowing for transparency and accuracy in document management. It helps maintain a record of document evolution, facilitating collaboration and minimising errors.

Example text:

Version 1.0 (Date)

Version 1.1 (Date)

Conclusion

Taking a strategic approach towards biodiversity offers dual advantages for your organisation:

mitigating risks and capitalising on opportunities, benefiting both business profitability and biodiversity conservation.

Recognising biodiversity within your business strategy should be viewed as a long-term effort and an ambitious Biodiversity Policy is as an important step. As an organisation, identifying and engaging your key stakeholders to map the company's influence and reliance on biodiversity is essential for devising an effective Biodiversity Policy.

USEFUL LINKS

- [Business in the Community Biodiversity Charter](#)
- [Why Biodiversity Is Material to Every Business](#)
- [The Taskforce on Nature-related Financial Disclosures \(TNFD\) Northern Ireland Biodiversity Repository of Initiatives](#)

BUSINESS IN THE COMMUNITY NI MEMBER BEST PRACTICE EXAMPLES

Mannok supports local Men's Shed group with an environmental woodwork project. [Click here](#) to read.



Encirc achieves Platinum level in BITCNI Business and Biodiversity Charter. [Click here](#) to read.



Lidl NI supports biodiversity as part of its sustainability strategy. [Click here](#) to read.



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