

Implementation of EDIT Value from an Enterprise Perspective

EDIT Value Tool: Outputs

1. An overview of specific business areas with high potential for savings and other improvements related to resource efficiency. These potentials are quantified whenever possible.
2. An action plan with steps for addressing these identified business areas, including tools or concrete measures for tackling the most promising ones. Carrying out the EDIT Value Tool may result in:
 - a. Application of a specific tool and/or its part, for example:
 - Introduction of a specific management system
 - Application of a tool for optimized product design
 - Implementation of a cleaner production assessment
 - Establishment of a key performance indicator for an identified priority.
 - b. Application of a low-investment or non-investment measure, such as:
 - Installation of more efficient equipment to reduce the amount of raw material (and hence costs)
 - Implementation of an organisational measure for energy savings.

As a suggested next step, a simplified cost benefit analysis is added whenever possible, including calculated financial indicators such as payback periods.

- c. The result of the EDIT Value Tool may also be a measure requiring substantial investment, for which a detailed feasibility study is beyond the scope of this tool. The action plan should be complemented with the information necessary

to determine whether to conduct a more detailed feasibility study (e.g. minimal potential of savings, estimated feasibility study and project costs, overview of potential sources of funding).

EDIT Value Tool: Necessary inputs

1. Active participation in conducting all necessary analyses within the EDIT Value Tool (as listed in the table below) including involvement of enterprise management.
2. Request for subsidies to carry out consultations. In some countries, these may be provided to enterprises for external technical assistance, which can be used for implementation of the EDIT Value Tool.



EDIT Value Tool: SME-driven and not tool-driven

Overview of the EDIT Value Tool methodology

The following table contains an overview of specific steps of the EDIT Value Tool. The data concerning labour intensity of specific steps is based on experience gained from a pilot testing phase conducted in 18 small and medium enterprises in Central Europe in 2014. Required time is given both for the internal company team and for external consultants. However, total time depends on factors such as the number of persons involved, particular interest in certain issues as well as previous experience of the enterprise and the consultant.

Step	Purpose	Enterprise inputs	Technical assistance	Outputs
PHASES 0-1: PREPARATION AND IDENTIFICATION OF POTENTIALS (Steps 0 – 1.5 form the basis for step 1.6)				
0	Preparation	General information about the enterprise, main materials and energy flows (including water and pollution) (1-2 h)	Initial company visit and/or contact by phone and email (4-8 h including preparation and follow-up)	<ul style="list-style-type: none"> Initial information exchange Agreement on implementation of EDIT Value including scope and rules for cooperation and data confidentiality Customization of following steps if necessary
1.1	Stakeholder analysis Collection of information on enterprise strategy and relationship with stakeholders	Basic information about enterprise strategy, stakeholders and relationship with stakeholders (0.5 - 2 h)	Discussion facilitation regarding importance of stakeholders for enterprise strategy using form 1.1 and evaluation of results (2 h)	<ul style="list-style-type: none"> Assessment of strategic risks and opportunities resulting from enterprise relationship with stakeholders - filled-in form 1.1 with comments
1.2	Management system analysis Assessment of existing management systems and their current state	Participation in a short evaluation of management systems (0.5 h)	Facilitation and filling in form 1.5 (1 h)	<ul style="list-style-type: none"> Overview of existing management systems Short evaluation of the current state of management systems
1.3	Input-output analysis Collection of information on materials and energy flows within processes	Information on main inputs and outputs of production processes (filled-in "TOP 10"), discussion on interpretation of findings (2-3 h depending on data availability)	Assistance in implementation of initial analysis (use of form 1.2 „TOP 10“ and interpretation of results) (3 h)	<ul style="list-style-type: none"> Indication of real non-product output costs (total loss related to pollution generation)- filled in form 1.2 "TOP 10" with comments providing background information for priority setting for resource efficiency (RE)
1.4	Walk through an enterprise Collection of initial data and observation of current status at production site	Guiding of external consultant on a walk through the enterprise facilities and provision of information relevant for RE and related management systems (1-3 h depending on scope)	External appraisal of the state of the art of production technology and related management systems with focus on areas with potential for improvement; report on findings (4 h)	<ul style="list-style-type: none"> Indication of areas with potential for improvement Overview of findings within a brief report
1.5	Life cycle analysis Collection of information on materials and energy flows and impacts within the product life cycle	Participation in a short evaluation of product life cycle (0.5 - 2 h depending on availability of information and enterprise interest)	Facilitation (building on form 1.4 "Impacts within product life cycle") (1-3 h)	<ul style="list-style-type: none"> Identification of areas with potential for improvement - filled in form 1.4 with a comments

1.6	Mapping of all potentials Identification of aspects that are important for the enterprise and can be a potential source of a significant savings and other improvements	Participation in evaluation of max. 70 aspects according to their importance for the enterprise and potential for improvement (1-4 h)	Facilitation of the evaluation of all possible aspects using form 1.6 (2-4 h)	<ul style="list-style-type: none"> • Identification of potentials (for evaluation of all aspects) - filled-in form 1.6 • Overview of important aspects with significant potential for improvement - brief report or graphical presentation
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PHASE 2: IDENTIFICATION OF FURTHER TOOLS AND MEASURES

2.1	Overview of available applications (Applications may comprise further specific tools or concrete measures)	(Can participate if needed capacities are available)	Based on Excel tools, development of an overview of possible applications for significant aspects for further discussion (1-2 h)	<ul style="list-style-type: none"> • Overview of applications - Table 3 for further discussion
2.2	Priority setting Company feedback and interactive discussion on choice of application	Participation of relevant enterprise staff in discussion on priority setting (discussion or communication via email/ phone) (0.5-2 h)	Facilitation of discussion, allocation of suitable applications addressing the identified potential (1-3 h)	<ul style="list-style-type: none"> • List of priority applications (projects) for more detailed investigation - amended Table 3
2.3	Feasibility study Evaluation of applications selected in Step 2.2	Collection of more detailed data on priority aspects (if needed) and possible participation in a feasibility study (0.5-3 h)	Collection and processing of more detailed data on priority aspects and identified applications; development of a short feasibility study for each priority area (5 h)	<ul style="list-style-type: none"> • Feasibility study including cost-benefit analysis, providing a basis for development of draft action plan • Brief report on each application evaluated

PHASE 3: DEVELOPMENT OF AN ACTION PLAN

3.1	Final report with action plan Development of draft action plan and draft version of final report	Feedback on action plan and draft version of final report (1-3 h)	Preparation of action plan and draft version of final report based on available partial reports and other materials (3 h)	<ul style="list-style-type: none"> • Proposed action plan as part of draft version of final report (background document for final discussion) • Optional: Powerpoint presentation summarising all results
3.2	Final discussion Discussion of draft version of final report and draft action plan	Final discussion within enterprise including presentation and discussion of main findings and proposals building on final documents (Meeting 2-3 h)	Preparation and implementation of workshop including final evaluation; reflection and recommendations for final report (6 h)	<ul style="list-style-type: none"> • Workshop minutes • Final (amended) report including action plan • Optional: Evaluation of the EDIT Value application within the enterprise (evaluation report)

Enterprise staff

Technical assistance

Estimate of labour intensity

10 – 30 hours of enterprise team (increasing with increasing staff participation in the same activity)

30 - 45 hours – external technical assistance for an EDIT value tool consultant (not including travel time)

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