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**BALANCE - Green & Stable –**  
*Bringing Sustainability and Environmental Action*  
*Together for Better Future*

**Workshop Plan**  
**Session outline**

## **Module 5 - Process Approach of Business Practices.**

**Description:**

This module provides key points to SMEs consultants to help and guide decision makers to start implementing change within their organisation and provide an insight on process approach. Adapting business processes to EU climate objectives and making efforts to make a company harmless to the environment requires changes of its practices. However, change often represents a challenging step for SMEs' decision-makers.



CONSULTANTS: Delivery timeframe 1:30 hours.

| Topic              | Dedicated time | Objectives/information covered   | Delivery method |
|--------------------|----------------|--|-----------------|
| Process Approach   | 25 min         | <b><u>Define Process Approach.</u></b><br><ol style="list-style-type: none"> <li>1. Define the process approach.</li> <li>2. SWOT analysis.</li> <li>3. Flowchart.</li> </ol>  | SLIDES          |
|                    | 10 min         | <b><u>Business practises.</u></b><br><ol style="list-style-type: none"> <li>1. Define the environmental business practises.</li> <li>2. The triple bottom line.</li> </ol>   | SLIDES          |
|                    | 10 min         | <b><u>Setting green objectives.</u></b><br><ol style="list-style-type: none"> <li>1. Objectives.</li> <li>2. Examples of targets.</li> </ol>   | SLIDES          |
| Business Practices | 35 min         | <b><u>Environmental Business Practises</u></b><br>Internal Adjustments<br><ol style="list-style-type: none"> <li>1. Adjustments for all types of businesses.</li> <li>2. Further adjustments depending on the company.</li> <li>3. Examples</li> </ol> | SLIDES          |
|                    | 10 min         | <b><u>Utilization and enhancement of resources.</u></b><br><ol style="list-style-type: none"> <li>1. Resource efficiency</li> <li>2. Resource utilization</li> </ol>   | SLIDES          |