



BIODIVERSITY PROJECT RANKING SCHEME

MANUAL FOR AUDITORS AND PROJECT MANAGERS

Version 1 – September 2016



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INTRODUCTION

Background

Biodiversity Sri Lanka's (BSL) Biodiversity Project Ranking Scheme (BPRS) was designed and developed by BSL under the guidance of Professor Sarath W Kotagama and Professor Devaka K Weerakoon of the University of Colombo, Sri Lanka.

Purpose

The purpose of this scheme is to aid private sector companies in improving the design and implementation of their biodiversity conservation-related projects. Ultimately this scheme will endeavour to ensure that private sector-led biodiversity conservation projects, support national biodiversity conservation efforts and will maximise the positive impacts of such projects on conserving and managing the country's national biodiversity heritage.

The manual is aimed at supporting project planners, managers, implementers and monitors to further understand the BPRS criteria in more detail, and to help them ensure that the design and implementation of a project is in line with the requirements of the scheme.

Conditions and Obligations

In using the criteria applicable to this scheme for the purpose of ranking biodiversity projects, the auditors must conduct at least one field visit to a project site, and this should be facilitated by the company implementing the project. In addition, the auditor will require a collection of documents related to the project, which the company should provide access to. An Auditor Confidence Agreement will be signed to ensure that the contents of such documents will be kept in the strict confidence of the auditor.



BPRS SCORE CARD

CATEGORY NUMBER	CATEGORY AND SUB-CATEGORY	CRITERION	SCORE		
1	Alignment with Policies and Priorities	1.1 External	a. Is the project in line with the most relevant national policies and priorities (in terms of wildlife conservation, forest conservation, enhancement of biodiversity etc.)?		
			b. Does the project contribute to any multilateral environmental agreements (like CBD, UNFCCC, RAMSAR etc.) that Sri Lanka is a signatory to?		
			c. Has the project partnered(formal/informal)with national conservation agencies and/or local development authorities?		
			d. Has the project complied with legislative requirements and obtained all necessary permits and approvals?		
		Sub-category 1.1 Score			
		1.2 Internal	a. Is this project in keeping with the company's overall sustainability goals, policies and objectives?		
			b. Is it an integral part of its core business or is it mainly a CSR initiative?		
			c. Has the senior management of the company influenced positively with the decision, in the financing, design and implementation of the project?		
			d. How has and how often has information been fed back to management?		
			e. Have the staff been involved in project activities?		
		Sub-category 1.2 Score			
		Category 1 Score			
		2	Project Planning	a. Did the project have a clearly defined proposal?	
				b. Did the project have clearly defined goals and objectives and outcomes?	
c. Was the management involved in project design?					
d. Has the project planning involved any technical resource persons(internal from the company/external from an NGO/CBO etc)??					
e. Has the project involved a technical support agency?					
f. Has the design taken into consideration the value of enhancing components of biodiversity?					
Category 2 Score					
3	Project Implementation	a. Does the project include an implementation plan? (a sequence of events against a timeline)			
		b. Has the project encountered any unforeseen issues that has prevented keeping to the timeline?			
		c. Has the project been correctly budgeted?			
		d. Have acceptable survey techniques been used?			
		e. Has the implementation of this project been adaptive?			
		f. Did the project demonstrate an appreciable reduction to any existing threat (such as IAS, hunting, firewood collection, illicit gem mining etc.?)			
		g. What is the percentage of achievement of the initial project objectives?			

			Category 3 Score			
4	Project Monitoring and Evaluation		a. Has periodic monitoring been done and by whom?			
			b. Have periodic progress reports been made from the start of the project?			
			c. How often have evaluations been made and by whom?			
			d. Has the project been successful in clearly defining its goals and objectives?			
			e. Has the evaluation been done against a baseline? In the absence of which has a proxy been used?			
			f. Has the project been externally recognized (won any awards/accolades)?			
			Category 4 Score			
5	Project Outcomes	5.1 Species and Habitat Level	a. Has the project involved conservation or management of endemic or restricted range species?			
			b. Has it contributed to enhancing the management of a critical species?			
			c. Has the project contributed to the management and conservation of a critical habitat?			
			d. Has it resulted in the stabilization or enhancement of a particular species and their population?			
			e. Has the project contributed to the enhancement of ecosystem services?			
					Sub-category 5.1 Score	
		5.2 Cost/Benefit	a. Have the allocations of the budget been utilized as planned?			
			b. Has the investment been adequate to meet targets in a meaningful manner?			
			c. Cost effectiveness?			
			d. Presence of any unforeseen expenditure/damage costs?			
			e. Has the project led to seeking additional funding?			
					Sub-category 5.2 Score	
		5.3 Socio-economics and Participation	a. Has the project aimed at involving the broader community as a target group?			
			b. Has there been any type of training or capacity building recognized and undertaken prior to implementation of project activities?			
			c. Does the project have a communication strategy?			
			d. Have the project's impacts upon surrounding communities been assessed and how?			
			e. Has any awareness been built on the importance of conservation - e.g. have any workshops/awareness session been conducted for the local communities/schools about this project?			
			f. How many young people/students (under 18) have volunteered in project activities?			
			g. Has the benefit to local communities been recognized and determined?			
			h. Have any conflicts with the local community arisen and have they been addressed?			
i. Has this project contributed to the socio-economic status of the local community?						

		Sub-category 5.3 Score	
Category 5 Score			
6	Project Sustainability	a. Is this project sustainable in the long term?	
		b. Has there been an exit plan?	
		c. Has this project developed a funding mechanism to continue into the future?	
Category 6 Score			
7	Project Creativity	a. Creativity in the design of the project	
		b. Any new methods created to carry out data collection/conservation etc. in the area	
		c. Has there been any innovation?	
Category 7 Score			
TOTAL SCORE			

Note:

- Each sub category will be scored out of a 10 points.
 - If a score of <5 is indicated, the auditor will provide an explanation as to the reasoning behind the score.
 - For a score of ≥5, no explanation is required as this is considered a satisfactory score.
- The final score will be produced as a percentage of the cumulative score thus resulting in the star rank according to the rank order indicated below.
- Project ranking will be assigned according to the total points achieved, calculated as a percentage.
- The rank order is as follows:
 - 0 - 39 points No Rank
 - 40 points Star Rank 1
 - 40 - 60 points Star Rank 2
 - 60 - 75 points Star Rank 3
 - 75 -90 points Star Rank 4
 - 90 –100 points Star Rank 5



CRITERIA DETAILS: INDICATORS AND DESCRIPTIONS

CATEGORY1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.1 EXTERNAL

- a. Is the project in line with the most relevant national policies and priorities (in terms of wildlife conservation, forest conservation, enhancement of biodiversity etc.)?**

Indicators

Whether the project aligns with the most relevant national biodiversity and environmental conservation related policies.

Description

Sri Lanka has a number of national policies addressing biodiversity and environmental conservation. It is beneficial for a project to be aligned to such relevant policies as they aid the country in achieving national and global targets and obligations and thereby support national conservation efforts. Some of the relevant policies are:

- **National Environmental Policy:**
This policy aims to promote the sound management of Sri Lanka's environment, balancing the needs for social and economic development and environmental integrity. It also aims to manage the environment by linking together the activities, interests and perspectives of stakeholders and to assure environmental accountability. For more information, refer to the latest, amended *National Environmental Policy* document at the time of the project (MoMDE, 2012)
- **National Forestry Policy:**
This policy aims to provide clear directions for safeguarding the remaining natural forests of the country in order to conserve biodiversity, soil and water resources. In accordance with the policy, the forests under the jurisdiction of the Forest Department are being reclassified and placed under four management systems ranging from strict conservation, non-extractive use, management of multiple use forests for sustainable production of wood and management of forests with community participation. For more information, refer to the latest, amended *National Forestry Policy* document (MoMDE, 2012)
- **National Policy on Elephant Conservation:**

This policy aims to ensure the long-term survival of elephants in the wild in Sri Lanka through the mitigation of the human-elephant conflict. For more information, refer to the latest *National Policy on Elephant Conservation* document (MoMDE, 2012)

- **National Policy on Wetlands:**
This policy aims to give effect to the National Environment Policy and other relevant national policies, while respecting national commitments towards relevant international conventions, protocols, treaties and agreements to which Sri Lanka is a party, regarding wetlands. For more information, refer to the latest *National Policy on Wetlands* document (MoMDE, 2012)
- **National Policy on Wildlife Conservation:**
This policy renews the commitment of the government to conserve wildlife resources through promoting conservation, maintaining ecological processes and life sustaining systems, managing genetic diversity and ensuring sustainable utilization and sharing of equitable benefits arising from biodiversity. It emphasises the need for effective protected area management with the participation of local communities. For more information, refer to the latest *National Policy on Wildlife Conservation* document (MoMDE, 2012)
- **Sri Lanka NEXT – Neela Haritha Yugayak:** This programme aims to promote the ‘blue-green’ sustainable development strategy for Sri Lanka. It promotes the ‘Blue Economy’ concept which involves the sustainable usage of ocean resources. It also promotes the ‘Green Economy’ concept which involves clean industries and energy, and preservation of natural resources. For more information, refer to <http://srilankanext.lk/index.php> (Sri Lanka Next, 2016)
- **National Biodiversity Strategy and Action Plan (NBSAP):**
As part of its international obligations to the Convention on Biological Diversity (CBD), Sri Lanka is required to implement an NSBAP. The NBSAP has 12 national targets to be achieved by 2022 and aims for Sri Lanka’s biodiversity to be valued, conserved, sustainably used and be more resilient to climate change, while providing services and benefits for the Sri Lankan people. For more information, refer to the *National Biodiversity Strategy and Action Plan 2016-2022* document (BDS, 2016)
- **National Fisheries and Aquatic Resources Policy:**
Although this policy is predominantly concerned with the use of fish as a food resource, one of its objectives is ‘To conserve the aquatic environment’ and therefore it could apply to certain biodiversity related projects, especially in the marine sector. For more information, refer to the latest *National Fisheries and Aquatic Resources Policy* document (MoFAR, 2006)
- **National Policy on Solid Waste Management:**
The main objectives of this policy are to ensure environmental accountability and social responsibility of all waste generators, waste managers and service providers; to actively involve individuals and all institutions in integrated and environmentally sound solid waste management practices; to maximize resource recovery with a view to minimize the amount of waste for disposal and; to minimize adverse environmental impacts due to waste disposal to ensure the health and well-being of people and ecosystems. For more information, refer to the latest *National Policy on Solid Waste Management* document (MoMDE, 2012)
- **Coastal Zone Management Plan:**
The aims of this plan are to address coastal erosion, degradation of coastal habitats, loss and degradation of archaeological, cultural and scenic sites and coastal pollution. It also focuses on Special Area Management, which includes recognising the need for locally-based collaborative

management. For more information, refer Coast Conservation and Coastal Resource Management Department's (CC&CRMD) website or to the Coastal Zone Management Plan document (MFAR, 2016)

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.1 EXTERNAL

b. Does the project contribute to any multilateral environmental agreements (like CBD, UNFCCC, RAMSAR etc.) that Sri Lanka is a signatory to?

Indicators

Whether the project aligns with the most relevant multilateral agreements, that Sri Lanka is a party to.

Description

The Government of Sri Lanka has signed and ratified a number of international, multilateral agreements related to environmental and biodiversity conservation. Such agreements address issues such as protection of critical habitats, stemming the illegal trade of wildlife and tackling climate change. It is beneficial for a project to align with such multilateral agreements as they aid the country in fulfilling its international obligations and supports national conservation efforts. Some of the multilateral environmental agreements that Sri Lanka is a party to include:

- **The Convention on Biological Diversity (CBD):**
The CBD came into effect in 1993, after the Rio Summit. It was created by the Ad Hoc Working Group of Experts on Biological Diversity that was created by UNEP, in response to growing recognition of biodiversity as a global asset. The Convention has three goals: "the conservation of biological diversity, the sustainable use of its components, and the fair and equitable sharing of the benefits from the use of genetic resources." The agreement covers all species, ecosystems and genetic resources. The convention is legally binding, which means Sri Lanka is obliged to implement its provisions. (UN, 1992) Visit <https://www.cbd.int/> for more information.
- **The Ramsar Convention:**
The Ramsar Convention, also known as the Convention on Wetlands of International Importance, was held in the Iranian city of Ramsar and has almost 90% of UN member states as Contracting Parties. It is the oldest intergovernmental environmental convention in modern times. The Convention's mission is "the conservation and wise use of all wetlands through local and national

actions and international cooperation, as a contribution towards achieving sustainable development throughout the world". Ramsar designates certain wetlands as Wetlands of International Importance. Wetlands of International Importance in Sri Lanka include the Wilpattu wetland cluster, Maduganga, Bundala and the Kumana wetland cluster. (Ramsar Convention Secretariat, 2014) Visit <http://www.ramsar.org/> for more information.

- **The Convention on the Conservation of Migratory Species of Wild Animals (CMS):**
CMS is an environmental treaty backed by UNEP, providing a global platform for the conservation of migratory animals. CMS is the only international convention focusing on the conservation of migratory species, their habitats and migration routes. Agreements associated with this convention are tailored to each party based on the conservation needs throughout the migratory range, and can vary from legally binding treaties to Memoranda of Understanding. Sri Lanka is considered a 'Range State' of migratory birds of prey, sharks and the Central Asian Flyway. The country is also an MOU Signatory for Marine Turtles and Dugongs. (UNEP/CMS Secretariat, 2015) Visit <http://www.cms.int/en> for more information.
- **UN REDD / REDD+:**
The Reducing Emissions from Deforestation and Forest Degradation programme, also known as REDD or UNREDD, was launched in 2008 to facilitate the combined force of the UNDP, FAO and UNEP in supporting developing countries in conserving their globally important forests, to mitigate climate change. Within this convention, industrialized countries provide incentives for developing countries to improve their land use management and forest cover. Sri Lanka is one of the 23 countries with a UNREDD National Programme. REDD+ expands the agreement to include the role of conservation, sustainable management of forests and enhancement of forest carbon stocks. (UN REDD, 2016) Visit <http://www.unredd.net/> for more information.
- **Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES):**
CITES is an international agreement between governments that aims to ensure that international trade in specimens of wild animals and plants does not threaten their survival. Under this convention, more than 35,000 different species are accorded varying degrees of protection. A resolution adopted in 1963 at a meeting of members of the IUCN resulted in the drafting of this convention, which entered into force in 1975. It is a voluntary agreement. (CITES Secretariat, 2016) Visit <https://www.cites.org/eng> for more information.
- **World Heritage Convention (WHC):**
The WHC, adopted by the UNESCO general conference in 1972, aims to promote cooperation among nations in protecting heritage around the world that is important for current and future generations because of their outstanding universal value. This includes natural heritage sites. (UNESCO World Heritage Centre, 2016) Visit <http://whc.unesco.org/en/convention/> for more information.
- **The International Plant Protection Convention (IPPC):**
The IPPC, established in 1952, aims to protect wild and cultivated plants by preventing the spread and introduction of pests and invasive species. (IPPC Secretariat, 2016) Visit <https://www.ippc.int/en/> for more information.
- **International Treaty on Plant Genetic Resources for Food and Agriculture (ITPGRFA):**
The ITPGRFA, also known as the International Seed Treaty aims to guarantee food security through the conservation, exchange and sustainable use of the world's plant genetic resources for food and agriculture. (FAO, 2016) Visit <http://www.planttreaty.org/> for more information.

- **Man and Biosphere Programme (MAB):**
The MAB aims to identify and assess changes in the biosphere resulting from human and natural activities; study and compare the interrelationships between natural/near natural ecosystems and socio-economic processes; ensure human welfare and a liveable environment; and to promote the exchange and transfer of knowledge on environmental problems. (UNESCO, 2016). Visit <http://www.unesco.org/new/en/natural-sciences/environment/ecological-sciences/man-and-biosphere-programme/> for more information.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.1 EXTERNAL

- c. Has the project partnered (formal/informal) with national conservation agencies and/or local development authorities?**

Indicators

- i. Evidence that the relevant national conservation agency or agencies have been kept informed of project activities.
- ii. Verification letters from relevant national conservation agencies and/or local authorities.

Description

There are a number of government agencies that are involved in biodiversity conservation. It is important to involve or inform such agencies of biodiversity projects as they can ensure that all project activities adhere to relevant laws and regulations, and can authorise or provide permissions for certain activities when necessary, as well as providing technical expertise. Some of the government conservation agencies in Sri Lanka include:

- **Department of National Museums (DNM):**
This department was established in 1942 under Act No. 31, cited as the National Museums Ordinance. It is responsible for maintaining the country's national museums and has specialised botany and zoology divisions. (museum.gov.lk)
- **Department of National Botanic Gardens (DNBG):**
This department was established in 1928 under Act No. 31, cited as the Botanic Gardens Ordinance. It is responsible for maintaining the country's national botanical gardens, as well as for botanical research. (Blackhall Publishing, 2013)
- **Department of Wildlife Conservation (DWC):**

This department was established in 1949 under the Fauna and Flora Protection Ordinance No. 2 of 1937. It is the principle government agency responsible for the protection of wildlife over the country's entire land and sea territories. (DWC, 2015)

- **Coast Conservation and Coastal Resource Management Department (CC&CRMD):**
This department was established under the Coast Conservation Act No. 57 of 1981. It is responsible for conservation of the coastal zone and the sustainable management of coastal resources. (CC&CRMD, 2013)
- **Department of Fisheries and Aquatic Resources (DFAR):**
This department was established under the Fisheries Ordinance Act No. 24 of 1940. It is responsible for managing fisheries and aquatic resources for the fishing industry while ensuring that they are managed sustainably. (DFAR, 2012)
- **Department of Forest Conservation (FD):**
This department was established in 1887 under the provisions of the Forest Ordinance No. 10 of 1885. It is responsible for conserving and developing forest resources in Sri Lanka (Forest Department, 2016).
- **Department of National Zoological Gardens(DNZG):**
This department was established in 1982 under the provisions of the National Zoological Gardens Act No. 41 of 1982. It is responsible for the Ex-situ conservation of fauna, and for conservation education and awareness building. (CommonLII, 2016)
- **Central Environmental Authority (CEA):**
The CEA was established under the National Environmental Act No. 47 of 1980. It is responsible for integrating environmental concerns into the country's development processes (CEA, 2013). It is also necessary for projects to inform local development authorities for the purpose of obtaining permissions and consent and for facilitating involvement of local communities. A letter of authority/verification, in some form, should be obtained from such local authorities. Examples of local authorities are:
 - District Secretaries
 - Divisional Secretaries
 - Provincial Councils
 - Municipal Councils
 - Pradeshiya Sabhas
 - Urban Councils

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.1 EXTERNAL

- d. Has the project complied with legislative requirements and obtained all necessary permits and approvals?**

Indicators

Complete compliance of the project with all applicable legislative requirements

Description

At all times a project should comply with all relevant laws and legislative requirements to remain legitimate and credible. There are a number national laws pertaining to the environment and biodiversity, which the project should comply with. Examples of these are listed below:

- **Fauna and Flora Protection Ordinance:**
Provides for the protection of fauna and flora in Sri Lanka. Provides legal protection from the species level to the ecosystem level. Also provides for areas to be declared as protected areas (Fauna and Flora Protection, 1938) Refer to the latest amended version of the Fauna and Flora Protection Ordinance for more information.
- **Forest Conservation Act:**
Provides for the conservation of protected forests which come under the jurisdiction of the Forest Department. Also has provisions to protect certain tree and plant species (Forest Department, 2016) Refer to the latest amended version of the Forest Conservation Act for more information.
- **National Environmental Act:**
Provides for the protection of the environment and broadly covers the environmental sector including biodiversity and environmentally protected areas. It also regulates development activities through mandating the Environmental Impact Assessment (EIA) process. (CEA, 1980) Refer to the latest amended version of the National Environment Act, which can be found on the CEA website, for more information.

- **Soil Conservation Act:**
Provides for the enhancement and sustenance of the productive capacity of soil, to restore degraded land, to mitigate soil erosion and to conserve soil resources. (Soil Conservation Act No. 24, 1996) Refer to the latest amended version of the Soil Conservation Act for more information.
- **Mahaweli Authority of Sri Lanka Act:**
Provides for the conservation of the physical environment of the Mahaweli including addressing soil erosion and watershed management and for the establishment of the Mahaweli Authority of Sri Lanka. (Mahaweli Authority of Sri Lanka, 1979) Refer to the latest amended version of the Mahaweli Authority of Sri Lanka Act for more information.
- **Plant Protection Act:**
Provides for the protection of plants from the introduction of any organism that is harmful, injurious or destructive to plants. (Plant Protection Act No. 35, 1999) Refer to the latest amended version of the Plant Protection Act for more information.
- **Coast Conservation Act:**
Provides for addressing coastal erosion, degradation of natural habitats and scenic sites, and for the preparation of a coastal zone management plan (Ministry of Justice, 2010). Refer to the latest amended version of the Coast Conservation Act for more information.
- **Fisheries and Aquatic Resources Act:**
Provides for the management, conservation, regulation and development of fisheries and aquatic resources (Fisheries and Aquatic Resource Act No. 2, 1996). Refer to the latest amended version of the Fisheries and Aquatic Resources Act for more information.
- **Marine Pollution Prevention Act:**
Provides for the control of pollution in the territorial waters of Sri Lanka (Marine Pollution Prevention Act No. 35, 2008) Refer to the latest amended version of the Marine Pollution Prevention Act, which can normally be found on the MEPA website, for more information.
- **National Heritage and Wilderness Area Act:**
Provides for the declaration of National Heritage Wilderness Areas to preserve their natural state, unique ecosystems, genetic resources, physical and biological formations and threatened species (Forest Department, 2016). Refer to the latest amended version of the National Heritage and Wilderness Area Act for more information.
- **Water Hyacinth Ordinance:**
Provides for the prevention of importation or introduction of Water Hyacinth and thus prevents them from competing with local species (Water Hyacinth Ordinance No. 4, 1909) Refer to the latest amended version of the Water Hyacinth Ordinance for more information.
- **Any Local Government Acts:**
The project area will be within the jurisdiction of a local authority and therefore will be subject to acts or legislation introduced by that local government, specific to that area. It is important that the project team checks the local government acts of the area to ensure that project activities do not breach any local legislation.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.2 INTERNAL

- a. Is the project in keeping with the company's overall sustainability goals, policies and objectives?

Indicators

- i. Do they have company sustainability/environmental goals, policies or objectives?
- ii. Whether the project is in compliance with company sustainability goals, policies and objectives.

Description

Goals and objectives are defined in criterion **2 b**. Company sustainability goals, policies and objectives can be those aiming to address environmental or sustainability issues. This could include but is not limited to biodiversity conservation, protection of important species, preventing or reducing pollution, promoting clean energy, greening manufacturing processes or reducing carbon footprints. This indicator assesses the extent to which the company is achieving its own aims with regards to environmental sustainability by checking to what extent the project aligns with these aims.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES**1.2 INTERNAL****b. Is it an integral part of its core business or is it mainly a CSR initiative?****Indicators**

- i. Project done as part of core business (more marks)
- ii. Project is a CSR initiative
- iii. Cost is included in main budget as opposed to philanthropic budget

Description

Some projects involving biodiversity may be undertaken as part of a company's core business whereas other projects may be done under CSR initiatives. It is generally preferable for a project to be done as part of the company's core business as here the project will be aligned to the mainstream as opposed to a philanthropic activity. Additionally, the company will benefit as it will progress in achieving its core business aims through the implementation of the project. An example of a core business biodiversity project could be one that aims to reduce the negative impacts on biodiversity of a product produced by the company implementing the project. This will benefit the company as it will aid in achieving some of its core business goals.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES**1.2 INTERNAL**

- c. Has the senior management of the company influenced positively with the decision, in the financing, design and implementation of the project?**

Indicators

- i. Meeting minutes indicating positive senior management influence on project financing, design and implementation
- ii. Reports submitted to the CEO or other members of senior management indicating a positive influence.

Description

Often it is mid-level managers who are involved in company projects concerning biodiversity and sustainability. This sub-criterion aims to assess whether senior management are involved in, and positively influence, decisions regarding the project as this can have a significant impact on the success of a project. Documents such as meeting minutes should reflect the influence of senior management.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES**1.2 INTERNAL****d. How has and how often has information been fed back to management?****Indicators**

- i. Meeting minutes, discussion fora, newsletters, website photos etc. indicating information being fed back to management
- ii. Frequency of information being fed back to management

Description

It is important that managers are informed effectively of project progress so that activities can be monitored, evaluated and adjusted if necessary by management. The method and frequency of management being fed information indicates the extent of senior manager involvement in the project.

CATEGORY 1: ALIGNMENT WITH POLICIES AND PRIORITIES

1.2 INTERNAL

e. Have the staff been involved in project activities?

Indicators

- i. Staff involvement in formulation, volunteer activities, project implementation or other aspects of the project
- ii. Photos or evidence from websites or articles indicating staff involvement
- iii. Company HR policies regarding staff involvement in such projects

Description

Staff involvement generates interest in the project within the company and thus influences project success. Staff may also be inspired to generate interest in the project outside the company after their involvement in the project. It is recommended that staff involvement in project is integrated into company HR policy.

CATEGORY2: PROJECT PLANNING

a. Did the project have a clearly defined proposal?

Indicators

- i. Presence of a project proposal
- ii. Within the project proposal, presence of (or equivalent):
 - Project title
 - Goals, objectives, expected outcomes
 - Background information (including location and justification)
 - Methodology and activities
 - Workplan / time schedule for activities
 - Description of project team
 - Description of any implementing organisations and partners
 - List of resources and equipment needed
 - Monitoring and evaluation plan
 - Detailed financial budget

Description

A full, clearly defined project proposal contains objectives, expected outcomes, background information (including project justification and location), a methodology, a work plan or activity time schedule, descriptions of team members and partners, a resource list, monitoring and evaluation plan and a financial budget. The financial budget should include the division of financial sources (own contributions and other resources) and a detailed budget by activities and cost types. A clearly defined proposal makes it significantly easier to monitor project progress and achieve targets. (Regional Environmental Center, 2002) One could visit <http://documents.rec.org/publications/ProposalWriting.pdf>, or UN or GEF websites for more information on how to write clear project proposals.

CATEGORY2: PROJECT PLANNING

b. Did the project have a clearly defined goals and objectives and outcomes?

Indicators

- i. Whether the project goal(s) are clearly defined as per project documentation
- ii. Whether the project objectives are clearly defined as per project documentation'
- iii. Whether the expected projects outcome(s) are clearly defined as per project documentation

Description

Goals describe what you intend to achieve and when. Objectives are the specific steps that need to be taken to achieve those goals. Having clearly defined project goals and objectives gives the project directions and clear targets by which to measure project success. Outcomes, in simple terms, are the changes that you are looking to achieve via project implementation. Information on your outcomes can help you make your work more effective, by helping you identify what works well and what you might change or improve. Including them in project documents ensures that all personnel are aware of the project targets.

CATEGORY2: PROJECT PLANNING

c. Was the management involved in project design?

Indicators

Meeting minutes, reports or proponents indicating involvement of company management in project design

Description

It is advantageous if the company management are also involved in project design as it makes it easier for the company to monitor the project and also generates interest within the company.

CATEGORY 2: PROJECT PLANNING

- d. Has the project planning involved any technical resource persons (internal from the company/external from an NGO/CBO etc)?

Indicators

Number of technical resource persons / consultants, in the relevant disciplines, involved in the project planning process.

Description

A technical resource person is an expert or professional in subject areas associated with the project. For biodiversity-related projects, a technical resource person could be a biodiversity expert, fauna ecologist, flora ecologist, expert in a particular animal or plant group, a water resource expert or environmental scientist or any other specialist in an area that is relevant to the project. This could also include socio-economists, legal advisors etc.

CATEGORY 2: PROJECT PLANNING

e. Has the project involved a technical support agency?

Indicators

Involvement of a technical support agency (eg. Government agencies, NGOs, Universities) in project planning or implementation

Description

A technical support agency is an agency, institution or organisation that specialises or provides expert knowledge on a subject area relevant to the project. Examples of this could include the government agencies listed in criterion 1.1 c, non-governmental organisations (NGOs), University departments or private organisations.

CATEGORY 2: PROJECT PLANNING

f. Has the design taken into consideration the value of enhancing components of biodiversity?

Indicators

- i. Demonstrated awareness of value of the enhancement of components of biodiversity in the project, via factors such as environmental services.
- ii. Demonstrated awareness of the value of enhancing habitats and biodiversity on its own, without taking into account environmental services.

Description

Conserving components of biodiversity (eg. manipulatively or by enrichment) provides value not only to the environment, but for people and communities as well. There are three major components of biodiversity: 1) Ecosystem diversity 2) Species diversity and 3) Genetic diversity. Ecosystem diversity is the variety communities of species, their functions and their interactions with the physical environment. Species diversity is the variety of different species in an area. Genetic diversity is the variety present at the gene level. Enhancing any one of these components has value, and this should be recognised. For example, enhancing genetic diversity could be beneficial for medical research, or enhancing ecosystem diversity could be beneficial for environmental services (eg. better water quality, storm protection etc.) (Canadian Biodiversity, McGill University). For more information on the distinction between different biodiversity components, one could visit <http://canadianbiodiversity.mcgill.ca/english/theory/threelevels.htm> or <http://www.yourarticlelibrary.com/psychology/3-major-components-of-biodiversity-biodiversity/28252/> or other biodiversity education sites.

It is also important for companies to recognise the intrinsic value of enhancing habitats and biodiversity, either manipulatively or by enrichment, even without consideration services that may be received as a result.

CATEGORY3: PROJECT IMPLEMENTATION

- a. **Does the project include an implementation plan (a sequence of events against a timeline)?**

Indicators

Presence of a project implementation plan containing a sequence of events/activities against a timeline.

Description

An implementation plan is the expected sequence of events or activities against a timeline. This could be in the form of an activity timeline, work plan, milestone plan or other formats. This is important as it lays out deadlines for each target or activity in project implementation. It realistically acknowledges how much time each activity would take, thus allowing time to be allocated accordingly.

CATEGORY 3: PROJECT IMPLEMENTATION

- b. Has the project encountered any unforeseen issues that has prevented keeping to the timeline?**

Indicators

- i. Presence of deviations from the timeline due to unforeseen issues
- ii. Size of the timeline deviation

Description

Sometimes project activities may deviate from the project timeline, or prescribed deadlines, due to unforeseeable events. Such events could include unpredictable weather conditions preventing field work, unforeseen political interference, short-notice decisions made by senior management or any other event or incident that could not be predicted during the project planning period. This criterion assesses the presence of such events.

CATEGORY 3: PROJECT IMPLEMENTATION

c. Has the project been correctly budgeted?

Indicators

- i. Presence of variations from the project budget during project implementation
- ii. Size of the variations from budget (in percentage terms)
- iii. Presence of a project budget plan which includes necessary components (eg. budget for personnel, equipment, consumables, travel etc.)

Description

In many cases there are differences between the proposed project budget and actual project expenditure. This could mostly be due to unforeseen spending requirements or unforeseen cost changes during project implementation. This criterion assesses the size of such variations from the proposed project budget during project implementation.

It is also important that the budget itself is produced correctly and includes all vital financial components of the project including predicted expenditure for personnel (including salaries and allowances), equipment, consumables, travel, overheads, administration, printing and food and lodging.

CATEGORY 3: PROJECT IMPLEMENTATION

d. Have acceptable survey techniques been used?

Indicators

The survey methods used have been documented globally or nationally, or have been cited in scientific literature

Description

Some projects do not use acceptable scientific methods which result in the data generated losing its credibility. Scientific methods ensure that project results are accurate and representative to an acceptable degree, such that they are credible. Representative data is data that captures the full diversity of the area being surveyed. Non-scientific techniques can lead to bias, meaning that the data may be skewed depending on the surveyor's preferences.

Examples of acceptable scientific biodiversity survey techniques are transect sampling, point transect sampling, random plot sampling, marine transects and others that are present in scientific literature (CIEEM; NSW Office of Environmental Heritage, 2015). Examples of acceptable survey techniques used to collect socio-economic data include pocket meetings and focal groups. It is also important that the correct scientific method is used in the appropriate situation. For a survey method to be acceptable, it has to be nationally or globally documented or cited in scientific journal articles.

For more information on acceptable survey techniques it is recommended that a relevant expert is consulted. The Chartered Institute of Ecology and Environmental Management (CIEEM) also provide some useful sources on the following website: <http://www.cieem.net/sources-of-survey-methods-sosm->

CATEGORY 3: PROJECT IMPLEMENTATION

e. Has the implementation of this project been adaptive?

Indicators

- i. Whether the possibility of variation is recognised at the outset of the project
- ii. Whether variation is recognised and adapted to during project implementation.

Descriptions

As mentioned in criterion **3 b**, in many cases unforeseen events can disrupt planned project activities and timelines. In these instances, deadlines or activities should be appropriately adjusted to adapt to such incidences. Additionally, the possibility of variation should be recognised at the outset of the project so that systems are in place to re-allocate resources, if necessary, during project implementation.

CATEGORY 3: PROJECT IMPLEMENTATION

- f. Did the project demonstrate an appreciable reduction to any existing threat (such as IAS, hunting, firewood collection, illicit gem mining etc.?)**

Indicators

Project demonstrates a reduction in other existing threats to biodiversity during implementation.

Description

In the process of implementing biodiversity projects, other existing threats to biodiversity can also be reduced. An example of this could be a project that aims to enrich the habitat of a certain species, and in the process of doing so reduces the proliferation of an invasive alien species in the area. Threats to biodiversity include, but are not limited to: Invasive Alien Species (IAS), hunting, firewood and timber collection, illicit gem mining, excessive use of agrochemicals, destructive farming methods, illegal fishing methods such as dynamite fishing, pollution and unsustainable tourism-related practices.

CATEGORY 3: PROJECT IMPLEMENTATION

g. What is the percentage of achievement of the initial project objectives?

Indicators

Proportion of total project objectives achieved (No. of objectives achieved / Total No. of objectives)

Description

The percentage of achievement of initial project objectives is simply the number of objectives achieved divided by the number of objectives set. A high percentage of objective achievement demonstrates effective project implementation, effective project planning and realistic target setting.

CATEGORY 4: PROJECT MONITORING AND EVALUATION

a. Has periodic monitoring been done and by whom?

Indicators

- i. Frequency of and time period between monitoring efforts
- ii. Type of personnel that conducted monitoring
- iii. Whether time dependent variations (eg. seasonal variations) have been taken into account during monitoring
- iv. Presence of monitoring and evaluation matrices with correct/appropriate indicators

Description

It is vital that project monitoring is done so that evaluations and adaptations can be made according to changing situations. The word 'periodic' means at regular intervals. The appropriate time between each monitoring event depends on the project and how fast activities are being conducted. It is also important to note who conducts project monitoring as it should be ensured that appropriate personnel monitor appropriate aspects of the project. For example, it would be more appropriate for a biodiversity expert to monitor the population of a certain species than a company staff member, who is not experienced in biodiversity. It is also important that time dependent variations, such as seasonal variations, are captured by monitoring efforts. For example, it would be important to monitor the population of a species during both the wet and dry seasons as their populations may fluctuate between the two seasons.

A monitoring and evaluation matrix is the standard framework used for monitoring and evaluation. It is essentially a table containing indicators, calculation of indicators, baseline values, target values, how indicators are measured, frequency of measurements, and who is responsible for those measurements (tools4dev, 2014).

Tools4dev provide useful templates and examples of monitoring and evaluations and frameworks on the following website: <http://www.tools4dev.org/resources/me-framework-template/>

CATEGORY 4: PROJECT MONITORING AND EVALUATION

b. Have periodic progress reports been made from the start of the project?

Indicators

- i. Whether periodic progress reports have been submitted and how often
- ii. Whether periodic progress reports were initiated close to the start of the project

Description

As part of the monitoring effort, progress reports should be produced at regular intervals. It is important that these are initiated from the start of project implementation so that project trends can be analysed and evaluations can be made.

CATEGORY 4: PROJECT MONITORING AND EVALUATION

c. How often have evaluations been made and by whom?

Indicators

- i. Frequency of project evaluations
- ii. Have project evaluations been done through internal evaluations or external (independent) evaluations?

Description

An evaluation is basically an assessment of project progress based on monitoring data, so that it can be ascertained whether any adjustments need to be made. Generally, the more frequent the evaluations, the more adaptive the project.

It is also important to consider whether the evaluations are internal evaluations or external evaluations. Internal evaluations are done by staff within the company. The advantage of this is that the evaluator is familiar with the project. External evaluations are done by consultants or specialists, who are not employed by the company. The advantage of these evaluations is that they tend to be more objective and, in the case of biodiversity projects, the evaluator may be a specialist or expert in the field (Conley-Tyler, 2005).

CATEGORY4: PROJECT MONITORING AND EVALUATION

d. Has the project been successful in clearly defining its goals and objectives?

Indicators

- i. Project is aligned with the goals and objectives, as stated in criterion 2 b
- ii. Monitoring results align with project objectives

Description

Project monitoring and evaluation should ensure that the project aligns with its goals and objectives as described in criterion 2 b. A project's alignment with its objectives, during implementation and after completion, is a measure of the effectiveness of its monitoring and evaluation.

CATEGORY4: PROJECT MONITORING AND EVALUATION

- e. Has the evaluation been done against a baseline? In the absence of which, has a proxy been used?**

Indicators

- i. Presence of baseline project data
- ii. Presence of proxy for baseline project data
- iii. Whether evaluations were clearly made against baseline data or proxy

Description

Baseline data is the status of a factor before the start of a project. It is the standard against which project progress is evaluated. An example of baseline data would be the population statistics of a species before a project, to conserve that species, is implemented. Baseline data is needed to measure the size of the impact of the project. If baseline data is absent or not measurable, then a proxy, meaning substitute, should be used. A proxy is a measurement of the same factor but at another area or setting (Global Forest Resources Assessment, 2010). For example, if the baseline biodiversity data of a paddy field is not available, then the biodiversity of a different paddy field experiencing similar conditions can be used as a proxy for this baseline.

CATEGORY 4: PROJECT MONITORING AND EVALUATION

f. Has the project been externally recognized (won any awards/accolades)?

Indicators

Project has won awards or accolades (international or local)

Description

If a project receives awards or accolades, or if a company receives awards or accolades because of its project, this means that the project has had a significant positive impact. Awards and accolades also give the project increased publicity and raises awareness on the issues the project addresses. Awards or accolades can range from prizes to any sort of public recognition to the reaching of certain international standards that warrant certification. Examples of such awards could be Green Globe Certification, Friends of the Rainforest, ISO (eg. ISO 14000) or the Asian CSR Awards (Green Globe Certification, 2016; ISO, 2016; Friends of the Rainforest, 2016; Asian Forum on Corporate Sustainability, 2016). It is useful to be vigilante for any awards or certification that a project could be eligible for.

CATEGORY 5: PROJECT OUTCOMES

5.1 SPECIES AND HABITAT LEVEL

- a. **Has the project involved conservation or management of endemic or restricted range species?**

Indicators

- i. Project involves conservation of endemic species as defined by the National Red List or scientific literature.
- ii. Project involves conservation of restricted range species as defined by the National Red List or scientific literature.

Description

An endemic species is a species that can only be found in one country. Species endemic to Sri Lanka can only occur naturally in Sri Lanka and not in any other country. Some species are also point endemic, meaning they can only be found in one place or area in the entire world. For example, the Bandula Barb (*Pethia bandula*) is point endemic as, on the planet, it can only be found in a 1.5km stretch of stream in Kegalle. A restricted range species is a species with a geographically restricted area of distribution. It is defined as being restricted to, or having a breeding range of no more than 50,000km. It is important to conserve such species as if they become locally extinct there may be no other place on the planet where they can be found. Species must be categorised as endemic or restricted range by the National Red List of Sri Lanka 2012 or by subsequent published scientific literature (MOE, 2012). Refer to the Nation Red List 2012 of Sri Lanka and subsequent scientific literature for the complete list of endemic species in Sri Lanka.

CATEGORY 5: PROJECT OUTCOMES

5.1 SPECIES AND HABITAT LEVEL

b. Has it contributed to enhancing the management of critical species?

Indicators

- i. Project has contributed to enhancing the management of Vulnerable (VU) species
- ii. Project has contributed to enhancing the management of Endangered (EN) species
- iii. Project has contributed to enhancing the management of Critically Endangered (CR) species

Description

A critical species is one that is classified as Vulnerable (VU), Endangered (EN) or Critically Endangered (CR) by the International Union for the Conservation of Nature's (IUCN) Red List. These are also known as Threatened Species. Species can be Nationally Threatened (species whose population in Sri Lanka is threatened) or Globally Threatened (species whose population across the world is threatened). For the list of nationally threatened species the National Red List 2012 of Sri Lanka should be referred to. For the list of globally threatened species the IUCN global Red List database should be referred to. Species may also have been categorised as critical by subsequent published literature.

CATEGORY 5: PROJECT OUTCOMES

5.1 SPECIES AND HABITAT LEVEL

c. Has the project contributed to management and conservation of a critical habitat?

Indicators

- i. Whether the project has contributed to management and conservation of a critical habitat.
- ii. Gap Analysis results

Description

A critical habitat is a habitat that holds features that are essential for the conservation of a threatened/critical species, population or community (USFWS, 2015). Examples of critical habitats in Sri Lanka include rainforests, montane cloud forests, sub-montane forests, dry zone forests, wetlands, coral reefs, mangroves, sea grass beds, salt marshes and sand dunes (CBD, 2016).

An ecological gap analysis is the assessment of whether, as a result of the project, the occurrence of a habitat is of an adequate ecological condition to ensure the long-term survival of that habitat. Gap analyses can be used to assess the contribution of the project to the health of a habitat (CBD, 2016).

CATEGORY 5: PROJECT OUTCOMES

5.1 SPECIES AND HABITAT LEVEL

- d. Has it resulted in the stabilization or enhancement of a particular species and their population?**

Indicators

- i. Data indicating that the project has resulted in the stabilization of a species and their population, against the baseline
- ii. Data indicating that the project has resulted in the enhancement of a species and their population, against the baseline

Description

A successful biodiversity conservation project should result in the stabilisation or enhancement of a species and its population, as measured against the baseline data. Stabilisation of a species occurs when a species population in decline halts or significantly decreases its rate of decline due to project intervention, thus allowing the population to maintain stable numbers. Enhancement of a species occurs when a species population significantly increases in size, due to project interventions. Again, it is important to mention, that the stabilisation or enhancement of a species must be measured against the baseline data.

CATEGORY 5: PROJECT OUTCOMES

5.1 SPECIES AND HABITAT LEVEL

e. Has the project contributed to the enhancement of ecosystem services?

Indicators

- i. Whether the project has contributed to the enhancement of ecosystem services
- ii. Visual assessments, observations of indicator species / bio-indicators etc. indicate the enhancement of ecosystem services.

Description

Ecosystem services are the benefits or services we receive from a healthy environment and ecosystem. They are vital for the survival and functioning of human life. As defined by the Millennium Ecosystem Assessment (MEA), ecosystems can be categorised into four categories; Provisioning, Regulating, Habitat or Supporting and Cultural Services (MEA, 2005).

Provisioning services include the provision by ecosystems of food, raw materials, fresh water and medicinal resources.

Regulating services by ecosystems include local climate and air quality regulation, carbon sequestration and storage, moderation of extreme events, waste-water treatment, erosion prevention and maintenance of soil fertility, pollination and biological control.

Habitat or supporting services by ecosystems include the provision of habitats for species and maintenance of genetic diversity.

Cultural services by ecosystems include recreation and mental and physical health, tourism, aesthetic appreciation and inspiration for culture, art and design, and spiritual experience and sense of place. (MEA, 2005)

The contribution of a project to ecosystem services can be assessed by specialists using methods such as visual assessments and observations of bio-indicators, or indicator species. Indicator species are those who indicate certain ecological conditions. For example, the presence of dragonflies normally indicates good water quality.

For more information on ecosystem services refer to <http://millenniumassessment.org/en/Framework.html> or other web pages associated with the Millennium Ecosystem Assessment (MEA).

CATEGORY 5: PROJECT OUTCOMES

5.2 COST/BENEFIT

a. Have the allocations of the budget been utilized as planned?

Indicators

- i. Presence of a budget and/or expenditure plans
- ii. Difference between actual expenditure allocations and proposed budget allocations

Description

This criterion assesses whether budget allocations were used as planned during project implementation. To measure this, a budget and/or expenditure plans should be present so that comparisons can be made. In essence, it assesses whether there were any differences between planned budget allocations and actual financial allocations or expenditure during project implementation.

CATEGORY 5: PROJECT OUTCOMES

5.2 COST/BENEFIT

b. Has the investment been adequate to meet targets in a meaningful manner?

Indicators

Financial progress reports indicating that the investment was adequate to meet project targets.

Description

Investments into the project, either by the company or from external sources should be adequate to meet project targets in such a way that the project has a significant or meaningful positive impact on the issue it was attempting to address. In a successful project, the achievement of such targets in a meaningful manner would not be hindered by lack of investment, and this should be indicated in financial progress reports.

CATEGORY 5: PROJECT OUTCOMES**5.2 COST/BENEFIT****c. Cost effectiveness?****Indicators**

Financial progress reports indicating cost effectiveness of the project

Description

Cost effectiveness in a project refers to efficient use of resources such that the maximum value has been yielded for each unit of cost expended by the project. An example of a cost effective biodiversity project would be one that has the highest positive impact on a population of a particular species using a low cost method.

CATEGORY 5: PROJECT OUTCOMES**5.2 COST/BENEFIT****d. Presence of any unforeseen expenditure/damage costs?****Indicators**

Financial progress reports indicating the presence of any unforeseen expenditure or damage costs.

Description

Unforeseen expenditure or damage costs are costs that are incurred which could not be predicted or foreseen during the project planning process. These may include unexpected price raises for certain items, or compensation for any grievance or damage caused due to project activities. Normally, in the project budget, a section of cost is kept aside for any unforeseen expenditure that may occur.

CATEGORY 5: PROJECT OUTCOMES

5.2 COST/BENEFIT

e. Has the project led to seeking additional funding?

Indicators

Financial progress reports indicating whether the project sought additional funding

Description

Additional funding is funding sought that was not originally planned during the project planning process. Projects may need to seek additional funding due to unforeseen expenditure that exceeds the planned budget.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

a. Has the project aimed at involving the broader community as a target group?

Indicators

- i. Whether the target groups were clearly identified at the outset of the project
- ii. Whether members or sections of the community were identified as target groups

Description

One of the main types of benefits arising from biodiversity conservation is socio-economic benefits. Communities stand to gain much from biodiversity conservation such as ecosystem services, protection, improved livelihoods and economic opportunities. Therefore it is important that broader communities are identified and involved as a target group in biodiversity projects. This will also build the capacity of the community thus increasing project sustainability.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

- b. Has there been any type of training or capacity building recognized and undertaken prior to implementation?**

Indicators

- i. Whether the project identified training and capacity building needs
- ii. Training events, trainers, socio-economic reports or evaluations etc. indicating that training and capacity building has taken place as part of the project

Description

Training and capacity building involves strengthening the ability of people or entities to effectively conduct activities and address issues related to the project. Such entities could include local communities, school children, institutions or other stakeholders. Successful projects may recognise and undertake training and capacity building prior to project implementation to increase the capacity of stakeholders involved. Examples of capacity building events include training events and workshops.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

c. Does the project have a communication strategy?

Indicators

- i. Presence of a project communication strategy
- ii. Newspapers, websites, social media pages, video documentaries, news items or other communication materials indicating that the communication strategy was implemented

Description

A project communication strategy is a plan to communicate aspects of the project to various stakeholders (eg. local communities, government institutions, the general public) in a way that helps the project reach its objectives. A communication strategy generally contains seven components:

- 1) What is the purpose of the strategy?
- 2) What is the message?
- 3) Who is the audience?
- 4) How do we reach them?
- 5) When should the message be given by?
- 6) Where should it be given? and;
- 7) Did it work (Evaluation)? (CANARI, 2012)

Modes of communication, depending on the target audience, could include newspaper articles, websites, social media pages or video documentaries (CANARI, 2012)

For more information on communication strategies refer to the *Communicating for Conservation* document by the Caribbean Natural Resources Institute (CANARI) on <http://www.canari.org/wp-content/uploads/2015/02/Communicating-for-Conservation.pdf>

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

d. Have the project's impacts upon surrounding communities been assessed and how?

Indicators

Evidence of socio-economic surveys, community impact assessments or other modes of social assessments being conducted by the project.

Description

Biodiversity-related projects can have numerous and sizeable benefits on surrounding communities, both positive and negative. An example of a positive benefit could be an improvement in water quality for communities due to the conservation of a streamside forest. An example of a negative benefit could be a loss of income for fisherman due to limitations imposed by the project on fishing to conserve a species of fish. Therefore it is important that the impact of the project on surrounding communities is measured using tools such as socio-economic surveys or community impact assessments (CALTRANS, 1997)

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

- e. **Has any awareness been built on the importance of conservation? E.g. have any workshops/awareness sessions been conducted for the local communities/schools about this project?**

Indicators

- i. Number of workshops, presentations or other forms of awareness events
- ii. Level of participation at workshops/ awareness events
- iii. Before and after assessments to assess knowledge state of workshop participants

Description

Building awareness involves increasing the knowledge of stakeholders on why biodiversity is important for themselves and for others. This is one of the keys to limiting destructive practices as often the people conducting such practices are unaware of the extent of damage they are causing. Awareness building is normally in the form of workshops, presentations and materials such as books and leaflets distributed to local communities and schools. To measure the impact of these awareness events, the knowledge state of participants should be assessed in some form both before and after the awareness event.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

f. How many young people/students (above 13) have volunteered in project activities?

Indicators

Number of young people or school children, above 13, involved in project activities

Description

Involving young people or school children in project activities is highly impactful as these people will use and pass on their knowledge in their adult lives. They may also share such knowledge with their households and family members, thus spreading awareness.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

g. Has the benefit to local communities been recognized and determined?

Indicators

Socio-economic assessments, community impact assessments or project reports indicating that benefit to local communities has been determined by the project.

Description

As mentioned in the description of criterion 5.3 d, biodiversity projects can have sizeable benefits on local communities. It is important to pinpoint these benefits to gauge the success of the project, and project reports and assessment results should include this.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

h. Have any conflicts with the local community arisen and have they been addressed?

Indicator

Socio-economic survey or Participatory Rural Appraisals (PRAs) or photographic or documented evidence of conflict resolution.

Description

Conflict can be defined as situation which may prevail at any given time between stakeholders who have or perceive to have an incompatible understanding/interests relative to an issue or situation (FAO, 2003). As such, in projects involving natural resources, conflicts are likely to arise due to stakeholder ownership, although informal, would create a defensive environment amongst the stakeholders, i.e. the community. Ideally, a socio-economic survey or Participatory Rural Appraisal (an approach which aims to incorporate the knowledge and opinions of rural people in the planning and management of development projects and programmes (FAO, 2003)), should be conducted with the community prior to commencement of the project to identify possible conflicts that may arise and identify solutions which take into consideration both the communities needs as well as the project objectives.

If unanticipated conflicts arise within the community during project implementation, it should have been amicably resolved with one-on-one or target group discussions with pictorial or written evidence such as meeting minutes available. Legal action would only have been taken as a last resort.

CATEGORY 5: PROJECT OUTCOMES

5.3 SOCIO-ECONOMICS AND PARTICIPATION

- i. Has this project contributed to the socio-economic status of the local community?

Indicator

Socio-economic survey results indicating contribution of project to the socio-economic status of the community

Description

Socio-economic status is the status of the society, culture, livelihoods, education income/financial status and well-being of the community (Wikipedia, 2016). As mentioned before, biodiversity projects can provide sizeable benefits of this nature to local communities. Socio-economic benefits are a large facet of biodiversity project success and therefore they should be identified by the project. Project contributions to socio-economic status can be gauged through socio-economic surveys.

CATEGORY 6: PROJECT SUSTAINABILITY

a. Is the project sustainable in the long term?

Indicators

- i. Presence of long term positive effects of the project
- ii. The project is able to run on its own steam without interventions from the project team

Description

Project sustainability refers to the long-term benefits of the project, and to the ability of the project to run on its own steam after the project period has ended. An example of project sustainability would be a project that trains farmers on environmentally-friendly farming methods, and demonstrates the benefits of using such methods. When this project ends, it is likely that the farmers will continue to practice environmentally-friendly farming long into the future as they now have the capacity to do so, and they are aware of the benefits they yield as a result of doing so. Tools that are used to improve project sustainability include capacity building and incentive systems.

CATEGORY 6: PROJECT SUSTAINABILITY

b. Has there been an exit plan?

Indicators

Presence of a project exit plan

Description

An exit plan is a strategy detailing how the work of the project will continue after the project period and funding has ended. Essentially, an exit plan should ensure that, beyond the end of the project period, the project interventions should continue and grow and that the successes of the project are repeated. Exit plans should include the staff or personnel that will continue the work of the project, a funding mechanism that could continue into the future, the institutional changes that will be left in place and any future follow-up project interventions (IFAD, 2009).

CATEGORY 6: PROJECT SUSTAINABILITY

c. Has this project developed a funding mechanism to continue into the future?

Indicators

- i. Whether a funding mechanism has been established
- ii. Evidence of discussions with state agencies on creating trusts, or any other form financial mechanism.

Description

A funding mechanism that can be continued into the future is a source of funds for project target groups, such as local communities, to draw upon to facilitate the continuation and growth of project work, beyond the end of the project period. Such funds do not necessarily have to come from the company itself. Examples of funding mechanisms include the development of trusts, funds, endowments and foundations for external parties to contribute funds towards future conservation efforts (Larsen, 1993).

CATEGORY 7: PROJECT CREATIVITY

a. Creativity in the design of the project

Indicators

Evidence of creativity or novel approaches in project design and implementation

Description

Creativity in project design refers to novel or new approaches to solving problems that could be effective. Creativity is important as it sets the project apart and could spawn new practices for other projects to replicate.

CATEGORY 7: PROJECT CREATIVITY

b. Any new methods created to carry out data collection/conservation, etc. in the area

Indicators

Evidence of new methods in project design and implementation created to carry out data collection / conservation

Description

New methods may be created by the project to carry out data collection or biodiversity conservation. These again help make the project unique and could lead to new practices that are replicable for other similar projects, thus advancing the field of biodiversity conservation.

CATEGORY 7: PROJECT CREATIVITY

c. Has there been any innovation?

Indicators

Evidence of innovation in the project

Description

The criterion is similar to the previous two criteria in that it assesses whether novel or new approaches, methods or ideas have been used or introduced during the project to solve issues and problems encountered by the project.

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