

Inspiration on economic capability for consultants (consulting firms)



This collection of ideas is intended to give us something to think about when establishing measures within the corporate sustainability dimension *economic capability*. This list is by no means exhaustive. However, we want to encourage you to reflect on your own ideas and measures and find inspiration and validation with regard to your sustainability in this context.

Using the collection of ideas, you can rate for yourself the extent to which the points mentioned are relevant to your commission and the extent to which you believe they support a **POSITIVE IMAGE**, have a **MAJOR IMPACT** or can be implemented with **LITTLE OUTLAY**. Your assessment is only saved locally, meaning that nobody but you can view it, and you can amend or delete it at any time.

POSITIVE IMAGE	MAJOR IMPACT	LITTLE OUTLAY
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Efficiency

- 1 Do you measure your resource consumption (i.e. energy, water, materials, etc.) and emissions (e. g. using suitable indicators, key performance indicators (KPIs))? Do you set yourself targets for reducing them?

- 1 Are the roles and job titles in your team clearly defined and are all the people involved (including the GIZ project) sufficiently familiar with them?

- 1 Do you analyse your overarching processes in terms of their efficiency, cost effectiveness and compliance with partner / commissioning party requirements to enhance their efficiency and quality?

- 1 Can simpler workflows be introduced in your office operations and / or interaction with the project?

- 1 Do you have information materials about standardised processes and are all staff members sufficiently familiar with them?

- 1 Do you foster cooperation with other projects and other companies and organisations?

- 1 Do you use virtual communication options, e. g. virtual training sessions, events and meetings?

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POSITIVE
IMAGE MAJOR
IMPACT LITTLE
OUTLAY

Procurement

- I Do you take lifecycle costs into account when procuring materials and equipment (e.g. electricity consumption, maintenance costs, etc.)?

- I Are the people responsible for procurement processes sufficiently aware of sustainable procurement and do they have the necessary expertise?

- I Are social considerations (e.g. ILO core labour standard, employment law of your country of assignment) given particular attention in procurement, in addition to economic and environmental factors?

- I Are materials, equipment and services procured chiefly from the local area/region? Have you discussed how you define 'local' / 'regional'?

- I Are disposal considerations, repairs and reuse of equipment and materials taken into account before procurement?

- I Have you looked into the possibility of mainstreaming and institutionalising sustainable procurement within the company and making information about it available to everyone in the company (e.g. with guidelines for sustainable procurement management)?

- I Do you have suppliers that specialise in sustainable promotional materials / office equipment / catering, etc.?

- I If you plan to use a subcontractor, do you inform them about sustainability?

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POSITIVE
IMAGE

MAJOR
IMPACT

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Integrity & anti-corruption

- Do you have an anti-corruption management system?
Do you review it regularly? Are staff members aware of the role of the experts responsible (e.g. integrity officers)?

- Is your team aware of the current GIZ standards on integrity and anti-corruption and the country-specific GIZ information (e.g. point of contact for reporting, bodies, job rotation)?

- Have you engaged with the 'typical and critical' areas of corruption in your country of assignment and their impact on your economic capability?

- Have your staff members been made aware of integrity and anti-corruption issues (e.g. through training sessions and case studies)?

Quality

- Do you foster innovation among your staff, e.g. with competitions or workshops?

- Do you ensure quality in respect of commercial standards?

- Have you introduced a system where more than one person reviews all key decisions, plans and reporting obligations to improve quality?

- Do you plan, monitor and evaluate your services with results in mind?

- Do you deal with information and recommendations from audits and internal controls appropriately?

- Have you established an effective (digital) knowledge management system in your team / company?