

CSR Action Plan 2019



Axe No 1: The world of work



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
Asset health and safety assessments	H&S-Asset refers to the proportion of assets controlled by the reporting company for which health and safety impacts have been reviewed or assessed for compliance or improvement.	H&S -Asset 416-1	55%	86%	100%
Asset health and safety compliance	H&S-Comp refers to any incidents of non-compliance with regulations and/or voluntary standard concerning the health and safety impacts of assets assessed during the reporting period.	H&S -Comp 416-2	2	4	0
Spot vacancy rate of properties available for lease	Estimated Market Rental Value (ERV) of vacant space divided by ERV of the whole portfolio.	EPRA Vacancy Rate	5.43%	4.60%	0%



Axe No 2: Integration in the city



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
Community engagement, impact assessments and development programmes	Percentage of buildings in the portfolio developed after consultation with local residents and communities	413-1 Comty -Eng	41%	27% ¹	To determine
Opening onto the city	Shared meeting rooms, garden and/or terrace open for the public, hotel/restaurants/ bars, coworking spaces, fitness rooms, nurseries	-	Not calculated	23%	To determine
Services and facilities regarding mobility	Presence of services linked to mobility (parking, power stations, bike infrastructure)	-	Not calculated	11%	100%

¹ The value of the indicator is notable directly related to and/or influenced by the number of permit applications that depend on ongoing and/or development projects.



Axe No 3: Use of resources



INDICATOR	DESCRIPTION	EPRA SUSTAINABILITY PERFORMANCE MEASURES	REFERENCES GRI STANDARDS & CRESO	REFERENCE VALUE 2016	RESULT 2018	OBJECTIVES 2030
WATER, ENERGY, CO₂e EMISSIONS						
Avoided cumulated controlled and non-controlled CO ₂ e emissions	Total cumulated of the avoided emissions related to energy	GHG-Dir – Indr-Abs	305-5	750 tCO ₂ e	1 737 tCO ₂ e	53 000 tCO ₂ e
Total specific CO ₂ e emissions related to energy	Total specific CO ₂ e emissions emitted related to energy	GHG-Dir-Int	305-4 CRE3	27.9 kg CO ₂ e/m ²	26.3 kg CO ₂ e/m ²	18.7 kg CO ₂ e/m ² -33%
Specific “controlled” CO ₂ e emissions	Specific emissions related to heating	GHG-Dir-Int	305-4 CRE3	15.4 kg CO ₂ e/m ²	14.4 kg CO ₂ e/m ²	7.7 kg CO ₂ e/m ² -50%
Specific “controlled” CO ₂ e emissions	Emissions related to electricity consumptions from common installations	GHG-Indir-Int controlled	305-4 CRE3	5.5 kg CO ₂ e/m ²	5.5 kg CO ₂ e/m ²	4.6 kg CO ₂ e/m ² -17%
		Of which, offset	-	5.5 kg CO ₂ e/m ²	5.4 kg CO ₂ e/m ²	
Specific “uncontrolled” CO ₂ e emissions	Specific emissions related to electricity consumptions from private installations (tenants)	GHG-Indir-Int uncontrolled	305-4 CRE3	7 kg CO ₂ e/m ²	6.5 kg CO ₂ e/m ²	5.8 kg CO ₂ e/m ² -17%
		Of which, offset	-	6.5 kg CO ₂ e/m ²	6.1 kg CO ₂ e/m ²	-
Specific water consumption	Consumption of tap water, rainwater, drilling water, grey water from the portfolio	Water-Int	CRE2	265 l/m ²	251 l/m ²	225 l/m ² -15%

INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
RESPONSIBLE PROCUREMENT					
Integration of the environmental requirements in the procurement criteria	Percentage of the procurement category by environmental requirements	-	Partial cover	Full cover	Full cover
Communication of the responsible procurement charter	Dissemination of the responsible procurement charter to the suppliers	-	0	15%	100%

INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
CIRCULARITY					
Reduce corporate waste	Weight of the corporate waste per type and treatment mode	-	-	Not calculated	Collective objective to reduce each type of waste by 10% over a 10-month period
Material recovery on construction site	Part of the renovation sites that was visited by at least one recovery company	-	Not calculated	Not calculated	100%
Material recovery following the leave of tenants	Part of the tenants made aware of material recovery	-	Not calculated	0	100%



Axe No 4: Mobility



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
Utilisation rate of the parking	Optimise the parking use and reduce the number of parking on the street	-	Not calculated	Not calculated	Test of the management tool on two buildings
<i>Total direct greenhouse gas (GHG) emissions</i>	Average overall emissions per vehicle (CO ₂ e/km) in the corporate fleet	305-1 GHG-Dir-Abs	-3% (2016 vs. 2017)	-4% (2017 vs. 2018)	Review Befimmo's Car Policy
Services and facilities regarding mobility	Presence of services linked to mobility (parking, power stations, bike infrastructure)	-	Not calculated	11%	100%



Axe No 5: Dialogue



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
<i>Claims of reporting in accordance with the GRI Standards</i>	Declaration of use of the GRI standards and the chosen option (core)	GRI 102-54	100%	100%	Keep in line with GRI standards
<i>External initiatives</i>	Description of external initiatives in which Befimmo participates	GRI 102-12	See before	See before	Continuous improvement
<i>External initiatives</i>	Commitment to recognised external organisations	GRI 102-12	See before	See before	Continuous improvement
<i>Information sessions on environmental services</i>	Visits to tenants from the buildings to inform them on environmental possibilities	GRI 102-43	Not calculated	7	100% of the new tenants
<i>Dialogue with suppliers</i>	Percentage of suppliers who were contacted at least once over the year (by mail, workshop or performance review)	GRI 102-43	Not calculated	15%	100%
<i>Dialogue with tenants</i>	Survey of tenants regarding the necessity and usefulness of services within the buildings	GRI 102-43	Not calculated	3% (sent to 30 tenants)	100%



Axe No 6: Setting an example



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2017	RESULT 2018	OBJECTIVES
<i>Collective knowledge of highest governance body</i>	Involvement of the Management Committee in the CSR process	102-27	The CSR Team met four times	The CSR Team met four times	Hold at least one meeting of the CSR Team each quarter
<i>Non-compliance with laws and regulations in the social and economic area</i>	Non-compliance with governance obligations	419-1	0	0	0 non-compliance
<i>Non-compliance with laws and regulations in the social and economic area</i>	Incidents of non-compliance: number of incidents of non-compliance with marketing communication laws or codes	419-1	0	0	0
<i>Suppliers that were screened using social criteria</i>	Percentage of active suppliers assessed on social and environmental criteria	414-1 308-1	-	3%	100%
<i>Recognitions</i>	Keep the following scores: <ul style="list-style-type: none"> Maximum score Gold for EPRA BPR and sBPR Green Star for GRESB 	-	EPRA BPR Gold EPRA sBPR Gold GRESB Green Star	EPRA BPR Gold EPRA sBPR Gold GRESB Green Star	100%

Other themes: Ethics



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2018	OBJECTIVES
<i>Information on employees and other workers</i>	Information on employees and other workers	102-8	-	Continuous improvement
<i>Values, principles, standards, and norms of behaviour</i>	Values, principles, standards, and norms of behaviour	102-16	-	Continuous improvement
<i>Mechanisms for advice and concerns about ethics</i>	Mechanisms for advice and concerns about ethics	102-17	-	Continuous improvement
<i>Communication and training about anti-corruption policies and procedures</i>	Communication and training about anti-corruption policies and procedures	205-2	-	Continuous improvement
<i>Employee gender diversity</i>	Diversity of governance bodies and staff and percentage of male & female employees	405-1 Diversity-Emp	-	Continuous improvement
<i>Incidents of discrimination and corrective action taken</i>	Incidents of discrimination and corrective action taken	406-1	-	Continuous improvement



Other themes: Environmental certification and compliance



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2018	OBJECTIVES
Regulations	-	-	-	Anticipate future regulatory measures and minimise the number of infringements
Environmental permits	-	-	-	All listed activities and installations covered by environmental permits
ISO 14001 certification	-	-	-	Maintain certification
Number of BREEAM In-Use (Asset) certificates per level	-	-	-	In 2019, Befimmo will pursue its goal of improving the ratings of its portfolio (PASS to GOOD). Furthermore, Befimmo will also continue the talks with the Building Research Establishment (BRE) that it began in 2015 on the reassessment of the certification of all the buildings using a portfolio-oriented approach, in line with the planned approach for upgrading the BREEAM In-Use Asset certificates. This comprehensive approach to administrative simplification is a first for a portfolio as large as Befimmo's. If the experience is positive, it will also be extended to the upgrading of the BREEAM In-Use Management certificates.
Number of BREEAM In-Use (Management) certificates per level	-	-	-	In 2019, Befimmo will continue its work of improving the BREEAM In-Use Management certification of its portfolio following a comprehensive approach.
EPB certificates	-	-	-	Ongoing objective of updating certificates
EVE® label	-	-	-	Keep the label

Other themes: Reporting & Recognitions

INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2018	OBJECTIVES
<i>External initiatives</i>	External initiatives (GRESB, CDP and other questionnaires)	GRI 102-12	Recognitions: <ul style="list-style-type: none"> ▪ "EPRA Gold Award Financial Reporting" for its Annual Financial Report 2017 ▪ "EPRA Gold Award Sustainability Reporting" for its CSR Report 2017 ▪ GRESB Green Star 81% ▪ CDP Leadership A- ▪ Oekom Prime C+ ▪ MSCI A Reporting standards: <ul style="list-style-type: none"> ▪ EPRA SBPR (3rd version - September 2017) ▪ GRI Standards Core 	Continuous improvement
<i>Approach to stakeholder engagement</i>	Approach to stakeholder engagement	GRI 102-43	-	Continuous improvement
<i>Claims of reporting in accordance with the GRI standards</i>	Claims of reporting in accordance with the GRI standards	GRI 102-54	GRI Standards Core	Continuous improvement
<i>Incidents of non-compliance concerning marketing communications</i>	Incidents of non-compliance concerning marketing communications	GRI 417-3	-	Continuous improvement



Other themes: CSR Governance



INDICATORS	DESCRIPTION	GRI STANDARDS & EPRA SBPR REFERENCES	RESULT 2018	OBJECTIVES
<i>Precautionary principle or approach</i>	Organisational profile: Precautionary principle or approach	102-11	-	Continuous improvement
<i>Statement from senior decision-maker</i>	Strategy: Statement from senior decision-maker	102-14	-	Continuous improvement
<i>Governance structure</i>	Governance: Governance structure	102-18	-	Continuous improvement
<i>Delegating authority</i>	Governance: Delegating authority	102-19	-	Continuous improvement
<i>Executive-level responsibility for economic, environmental, and social topics</i>	Governance: Executive-level responsibility for economic, environmental, and social topics	102-20	-	Continuous improvement
<i>Role of highest governance body in setting purpose, values, and strategy</i>	Governance: Role of highest governance body in setting purpose, values, and strategy	102-26	-	Continuous improvement
<i>Evaluating the highest governance body's performance</i>	Governance: Evaluating the highest governance body's performance	102-28	-	Continuous improvement
<i>Highest governance body's role in sustainability reporting</i>	Governance: Highest governance body's role in sustainability reporting	102-32	-	Continuous improvement
<i>Communicating critical concerns</i>	Governance: Communicating critical concerns	102-33	-	Continuous improvement
<i>Entities included in the consolidated financial statements</i>	Reporting practice: Entities included in the consolidated financial statements	102-45	-	Continuous improvement
<i>Defining report content and topic boundaries</i>	Reporting practice: Defining report content and topic boundaries	102-46	-	Continuous improvement
<i>Changes in reporting</i>	Reporting practice: Changes in reporting	102-49	-	Continuous improvement

