

Question	Answer
<p>Note: When a “0” is completed in the questionnaire, this is the actual value. A “0” is not equivalent to “Not Applicable”, or “Don’t know”.</p>	
<p>According to our data you represent:</p> <p>Befimmo (Sicafi)</p> <p>Are you the same person who registered?</p>	<p>yes</p>
<p>Please indicate the reporting period:</p>	<p>Calendar Year 2010</p>
<p>Please indicate the Floor Area</p>	<p>square meters (m²)</p>
<p>Please indicate the Floor Area</p>	<p>GLA (Gross Lettable Area)</p>
<p>Please indicate the reporting currency:</p>	<p>Euro (EUR)</p>
<p>Location of company headquarters - region</p>	<p>Europe</p>
<p>Location of company headquarters - country</p>	<p>Belgium</p>
<p>Please select all of the regions in which your company has any assets.</p>	<p>Europe</p>
<p>Please select all the countries in Europe in which your company has any assets.</p>	<p>Belgium-Luxembourg</p>
<p>Please indicate how the assets are divided among the countries. Provide this number as a percentage of Gross Asset Value (GAV). The total should sum up to 100%. <i>Type '0' if a country has less than 1% of the assets.</i></p>	<p>96</p>
<p>Please indicate how the assets are divided among the countries. Provide this</p>	<p>4</p>

number as a percentage of Gross Asset Value (GAV). The total should sum up to 100%. <i>Type '0' if a country has less than 1% of the assets.</i>	
Please select the sectors applicable to the reporting entity. <i>Multiple answers possible</i>	Office
Office - Standing investments - Total non-lettable areas	0
Office - Standing investments - Total lettable areas	857688
Office - Standing investments - Gross Asset Value (GAV) of standing investments in millions (i.e., 20 = 20 million)	1969
Office - Standing investments - Total number of standing investments (=number of buildings)	90
Office - New acquisitions - Total non-lettable areas	0
Office - New acquisitions - Total lettable areas	19650 (Note : data regards new acquisitions in calendar year 2010)
Office - New acquisitions - Gross Asset Value (GAV) of new acquisitions in millions (i.e., 20 = 20 million)	78
Office - New acquisitions - Total number of new acquisitions (=number of buildings)	1
Office - Does your company/fund develop new construction in-house?	yes

Office. - New Construction developments - Total area of new construction developments	39000 (Note : data on New Construction developments in calendar year 2010. This regards a building for which the request for building permit application has recently been submitted)
Office. - New Construction developments - Total number of new construction developments	1
Does your company/fund employ dedicated staff responsible for managing the sustainability performance of the real estate assets? - dedicated full-time employee	yes
Does your company/fund employ dedicated staff responsible for managing the sustainability performance of the real estate assets? - part-time (i.e., sustainability is part of the roles and responsibilities)	yes
Sustainability Management Please specify the amount of FTE dedicated to managing the sustainability performance of the real estate assets.	3,00
Indicate whether the most senior decision-maker of the ^fund on Sustainability also... ..is an executive board member (highest management body)	yes
Indicate whether the most senior decision-maker of the ^fund on Sustainability also... ..directly reports to the Executive Board / Management Team	yes
Sustainability Management	yes

Does the Executive Board / Management Team receive regular updates on the sustainability performance of the real estate assets?	
Sustainability Management What is the frequency of these updates?	Annually
Sustainability Management Is the sustainability performance of the real estate assets linked to variable compensation/bonus payments?	no
Energy	yes
Water	yes
GHG emissions	yes
Waste	yes
Materials	yes
Transportation	no
Land use / contamination	no
Biodiversity	no
Certification	yes
Sustainability Policy & Disclosure Do these policies go beyond current government regulations?	yes
Sustainability Policy & Disclosure Does your company	no

<p>disclose the environmental policy in any of the following ways?</p> <p>Publication of separated environmental or sustainability report</p>	
<p>Sustainability Policy & Disclosure</p> <p>Does your company disclose the environmental policy in any of the following ways?</p> <p>Inclusion in the annual report</p>	<p>yes</p>
<p>Please provide hyperlink to annual report and specify which pages of the (annual) report</p>	<p>http://www.befimmo.be/~befimmo/sites/default/files/imce/images/ra_2010_d_d_uk.pdf</p>
<p>Sustainability Policy & Disclosure</p> <p>Would you consider the Annual Report of your company as an 'integrated report' (e.g. interlinked account of financial, governance and sustainability performance)?</p>	<p>don't know</p>
<p>Sustainability Policy & Disclosure</p> <p>Does the Annual Report contain the sustainability strategy, risk and performance as part of Management Commentary (per IASB's guidance comment)?</p>	<p>don't know</p>
<p>Sustainability Policy & Disclosure</p> <p>Does your company disclose the environmental policy in any of the following ways?</p> <p>Dedicated sustainability</p>	<p>yes</p>

<p>section on corporate website</p>	
<p>Please provide hyperlink to sustainability section on corporate website</p>	<p>http://www.befimmo.be/en/sustainability-policy</p>
<p>Sustainability Policy & Disclosure</p> <p>According to which accounting and disclosure frameworks is information on environmental performance indicators (such as energy, water, GHG emissions and waste) disclosed? <i>Multiple answers possible</i></p>	<p>GRI</p>
<p>Monitoring and Environmental Management System (EMS)</p> <p>Does your company have a certified Environmental Management System (EMS) in place that collects information on environmental performance indicators (such as energy, water, GHG emissions and waste)?</p>	<p>yes</p>
<p>Monitoring and Environmental Management System (EMS)</p> <p>Which of the following EMS does your company use for its real estate assets? <i>Multiple answers possible</i></p>	<p>ISO 14001</p>
<p>What is the total floor area (in square meters (m²)) covered by the EMS selected at the previous question? If you selected multiple EMS, then provide the total floor area (in square meters (m²)) covered by all EMS.</p>	<p>857688</p>

<p>Monitoring and Environmental Management System (EMS)</p> <p>How often does your company undergo external audits or recertification on the EMS?</p>	<p>biannually</p>
<p>When was the last external audit or recertification (year)?</p>	<p>2011</p>
<p>Monitoring and Environmental Management System (EMS)</p> <p>How does your company measure the energy consumption of its standing investments?</p> <p>For each type of measurement, please specify the floor area covered. (If you don't know the floor area for a certain measurement, leave the textbox blank.) <i>Multiple answers possible</i></p>	<p>"smart" (automatic) meter readings, floor area covered:-based on invoices, floor area covered:</p>
<p>How does your company measure the energy consumption of its standing investments? - smart (automatic) meter readings, floor area covered</p>	<p>512922</p>
<p>How does your company measure the energy consumption of its standing investments? - based on invoices</p>	<p>344766</p>
<p>Monitoring and Environmental Management System (EMS)</p> <p>How does your company measure the water consumption of its standing investments?</p>	<p>"smart" (automatic) meter readings, floor area covered:-based on invoices, floor area covered:</p>

For each type of measurement, please specify the floor area covered. (If you don't know the floor area for a certain measurement, leave the textbox blank.) <i>Multiple answers possible</i>	
How does your company measure the energy consumption of its standing investments? - smart (automatic) meter readings, floor area covered	512922
How does your company measure the energy consumption of its standing investments? - based on invoices	344766
Monitoring and Environmental Management System (EMS) Are the environmental performance indicators on energy, water, GHG emissions and waste externally audited each year?	no
Climate change risks (e.g. flooding, storm, water scarcity, etc.)	no
Future changes to building codes	yes
Upcoming environmental legislation	yes
Mandatory green building certification	yes
Mandatory energy labels for buildings	yes
Future carbon regulations	no
Subsidies for green	yes

building retrofits	
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>How many buildings of your company's standing investments have a sustainability implementation plan covering at the 3 (out of the 7) items of the previous question?</p>	34 (Note : It is foreseen to finalize the assessment of 34 buildings according to the BREEAM In-Use standard by the end of September 2011)
the due diligence process when acquiring new assets	yes
major renovation or extension plans	yes
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Do maintenance plans take into account opportunities to invest earlier in equipment that is more efficient (lighting systems, windows, boilers or Heating Ventilation Air Conditioning systems)?</p>	yes
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>How many buildings of your company's standing investments have been subject to a sustainability assessment during the past 3 years?</p>	34
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company integrate information on</p>	no

<p>environmental performance (e.g. on energy, water, GHG emissions and waste) into external property appraisals/the valuation process?</p>	
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company track the use of public transport by users (i.e., tenants and visitors)?</p>	<p>no</p>
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company have green travel plans for (part of) the assets under management?</p>	<p>no</p>
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company integrate information on environmental performance (e.g. on energy, water, GHG emissions and waste) into external property/asset management contracts (e.g. environmental chapter in service level agreements)?</p>	<p>yes</p>
<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company integrate environmental performance (e.g. on energy, water, GHG emissions and waste) into the screening and selection process for external suppliers/service providers (i.e. green procurement)?</p>	<p>yes</p>

<p>Sustainability Strategy and Analysis (Environmental Risks and Opportunities)</p> <p>Does your company disclose a Responsible Procurement Policy?</p>	<p>No (Note : The company has a Responsible Procurement Procedure as part of the Environmental Management System. The procedure is not publically disclosed)</p>
<p>Office - Energy: Total energy consumption from electricity in 2009</p>	<p>37965762</p>
<p>Office - Energy: Total energy consumption from electricity in 2010</p>	<p>35524143</p>
<p>Office - Energy: Total energy consumption from fuels in 2009</p>	<p>29850609</p>
<p>Office - Energy: Total energy consumption from fuels in 2010</p>	<p>31524563</p>
<p>Performance indicators - Office</p> <p>Corresponding floor area (in square meters (m²))</p>	<p>340426</p>
<p>Office - Water: Total water consumption through intermediaries in cubic metres in 2009</p>	<p>83375</p>
<p>Office - Water: Total water withdrawn directly in cubic metres in 2009</p>	<p>0</p>
<p>Performance indicators - Office</p> <p>Corresponding floor area (in square meters (m²))</p>	<p>378129</p>
<p>Office - GHG Emissions: Total direct GHG emissions in kgCO₂ in 2009</p>	<p>6119375</p>
<p>Office - GHG Emissions: Total direct GHG</p>	<p>6462535</p>

emissions in kgCO2 in 2010	
Office - GHG Emissions: Q3C3b in 2009	2784881
Office - GHG Emissions: Q3C3b in 2010	2547091
Performance indicators - Office Corresponding floor area (in square meters (m ²))	340426
Office - Waste: Total weight of non-hazardous waste in metric tonnes in 2009	19400
Office - Waste: Proportion of waste by disposal route (% of Total by weight) - Recycling in 2009	55
Performance indicators - Office Corresponding floor area (in square meters (m ²))	204931
Certification Does your company have standing investments that have been labeled, rated and/or certified by the following schemes? <i>Multiple answers possible</i>	BREEAM
Certification Please specify for the buildings in your company that are labeled, rated or certified with BREEAM - surface area	512922 (Note : It is foreseen to finalize the assessment of 34 buildings according to the BREEAM In-Use standard by the end of September 2011)
Certification Please specify for the buildings in your company that are labeled, rated or certified with BREEAM	34

- number of buildings	
Certification Does your company have standing investments with an energy performance certificate? <i>Multiple answers possible</i>	EPC (Energy Performance Certificates)
Certification Please specify for the buildings in your company the energy performance certificate with EPC	In the Brussels Capital Region, the certificate will be compulsory from 1 September 2011 for all sales of apartments, houses and offices of more than 500m2. For other types of transactions (rental), the certificate will be compulsory PEB from 1 November 2011. Befimmo has conducted energy audits in 34 buildings (comprising 512.922 m ² GLA) and will have EPC certificates established as required by the applicable legislation.
Environment: New Developments Does your company have a minimum required green building rating level for new developments?	yes
Select the minimum required green building rating level for new acquisitions and developments for the leading scheme LEED.	Not applicable
Select the minimum required green building rating level for new acquisitions and developments for the leading scheme BREEAM.	Very good
Does your company have a minimum required green building rating level for new developments for a different scheme?	no
Environment: New Developments Does your company have a material selection strategy/policy for new developments?	yes

Does your company/fund have a list of preferred sustainable materials	yes
Does your company/fund have a list of non-sustainable materials	no
Environment: New Developments Please specify the percentage of materials used that are recycled input materials (for new developments in 2010):	0 (Note : There were no new developments under construction in 2010)
Environment: New Developments Does your company have a policy/standard regarding the use of sustainable sourced timber for new developments?	yes
Environment: New Developments Please specify the percentage of timber from the following sustainable sources (as a fraction of total timber used for new developments in 2010):	Note: Data not available.
Environment: New Developments Please specify the percentage of timber from the following sustainable sources (as a fraction of total timber used for new developments in 2010):	0
Environment: New Developments Please specify the number of new developments that is located on a floodplain?	0
Environment: New Developments	yes

<p>Does your company have guidelines or policies to include environmental standards in contractor selection?</p>	
<p>Environment: New Developments</p> <p>Does your company monitor contractors and subcontractors regarding environmental standards?</p>	<p>yes</p>
<p>Environment: New Developments</p> <p>Please specify the number of buildings providing occupiers or visitors with access to public transportation nodes within a distance of 1000 metres from the entrance:</p>	<p>90</p>
<p>Environment: New Developments</p> <p>Please provide a description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.</p>	<p>Buildings of the Befimmo portfolio are located predominantly in city areas or business centers.</p>
<p>Does your company/fund have a social policy in place for its real estate portfolio, covering the following social aspects? - Community</p>	<p>no</p>
<p>Does your company/fund have a social policy in place for its real estate portfolio, covering the following social aspects? - Employees</p>	<p>yes</p>
<p>Does your company/fund have a social policy in place for its real estate</p>	<p>no</p>

<p>portfolio, covering the following social aspects? - Customers (tenants or visitors)</p>	
<p>Social Factors: Standing Investments</p> <p>Are there formal community engagement programs in place?</p>	<p>no</p>
<p>Social Factors: Standing Investments</p> <p>Does your company carry out independent surveys of employee health and satisfaction?</p>	<p>no</p>
<p>Social Factors: Standing Investments</p> <p>Please specify the average number of hours of sustainability-related ("Green Skills") training per year per employee:</p>	<p>4</p>
<p>Social Factors: Standing Investments</p> <p>Have tenant (behaviour) programs been implemented for the assets managed by your company - focusing on sustainability improvements?</p>	<p>yes</p>
<p>Social Factors: Standing Investments</p> <p>Which of the following tenant (behaviour) programs are implemented and what is the floor area covered (standing investments) associated with each program? <i>Multiple answers possible</i></p>	<p>environmental/sustainability engagement meetings with major occupiers, floor area covered</p>
<p>Which of the following tenant (behaviour) programs are implemented and what is the floor area covered</p>	<p>25000</p>

<p>(standing investments) associated with each program? - environmental/sustainability engagement meetings with major occupiers, floor area covered</p>	
<p>Social Factors: Standing Investments</p> <p>What fraction of new leases signed in 2010 were "Green Leases"?</p>	<p>0</p>
<p>Social Factors: New Developments</p> <p>Does your company have guidelines or policies to include social factors, such as labour standards, in contractor selection?</p>	<p>no</p>
<p>Social Factors: New Developments</p> <p>Does your company monitor contractors and subcontractors with regard to labour standards?</p>	<p>no</p>
<p>Social Factors: New Developments</p> <p>Have people been voluntarily and involuntarily displaced and/or resettled by development?</p>	<p>no</p>
<p>Social Factors: New Developments</p> <p>Are programs and/or policies for workplace health and safety in place?</p>	<p>yes</p>
<p>Social Factors: New Developments</p> <p>Does your company report on actual health and safety performance?</p>	<p>yes</p>

<p>Social Factors: New Developments</p> <p>What is the total incidence of the following health and safety matters in 2010? - Number of injuries</p>	1
<p>Social Factors: New Developments</p> <p>What is the total incidence of the following health and safety matters in 2010? - Work-related fatalities</p>	0
<p>Social Factors: New Developments</p> <p>What is the total incidence of the following health and safety matters in 2010? - Non-fatal accidents</p>	1
<p>Social Factors: New Developments</p> <p>What is the total incidence of the following health and safety matters in 2010? - Absentee days (lost days for sick leave or injuries, in FTE)</p>	7
<p>Social Factors: New Developments</p> <p>What is the total incidence of the following health and safety matters in 2010? - Corresponding total FTE employed</p>	40
<p>Date of end questionnaire</p>	13-7-2011