



G R E S B[®]

Befimmo SA

GRESB Real Estate Assessment 2016

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ASPECT CHECKLIST
ERRORS

The following checklist items need to be addressed before this Assessment can be submitted.

New Construction & Major Renovations » Sustainability Requirements

- NC 2 Please complete.
- NC 3 Please complete.

New Construction & Major Renovations » Materials and Certifications

- NC 4 Please complete.

New Construction & Major Renovations » Energy and Water Efficiency

- NC 7.1 Please complete.
- NC 7.2 Please complete.

New Construction & Major Renovations » Building Requirements

- NC 8 Please complete.
- NC 9 Please complete.
- NC 10.1 Please complete.

New Construction & Major Renovations » Health, Safety & Well-being

- NC 11 Please complete.
- NC 12.1 Please complete.

New Construction & Major Renovations » Community Impact and Engagement

- NC 13 Please complete.

New Construction & Major Renovations » Community Impact and Engagement

- NC 14 Please complete.

Supplements » Health & Well-being

- H1 Please complete.
- H2 Please complete.
- H3 Please complete.
- H4 Please complete.
- H5 Please complete.
- H6 Please complete.
- H7 Please complete.
- H8 Please complete.
- H9 Please complete.
- H10 Please complete.

ENTITY AND REPORTING CHARACTERISTICS

Entity Characteristics

EC2

Nature of ownership

Listed entity

Please specify ISIN

BE0003678894

Year of commencement

1995

Non-listed entity

EC3

The reporting period is

Calendar year

Fiscal year

EC4

Is the organization a member of a real estate association?

Yes (multiple answers possible)

Asian Association for Investors in Non-listed Real Estate Vehicles (ANREV)

- Asia Pacific Real Estate Association (APREA)
- British Property Federation (BPF)
- European Public Real Estate Association (EPRA)
- European Association for Investors in Non-Listed Real Estate Vehicles (INREV)
- Vereniging van Institutionele Beleggers in Vastgoed, Nederland (IVBN)
- National Association of Real Estate Investment Trusts (NAREIT)
- Pension Real Estate Association (PREA)
- Real Property Association of Canada (REALpac)

No

ENTITY AND REPORTING CHARACTERISTICS

Reporting Characteristics

RC1

Values are reported in

Euro EUR

RC2

What was the gross asset value (GAV) of the entity at the end of the reporting period?

2388.3

RC3

Metrics are reported in

- m2
- sq. ft.

RC4

What is the entity's core business?

- Management of standing investments
- Management of standing investments only
- Management of standing investments and new construction and major renovation projects
- Development of new construction and major renovation projects

ENTITY AND REPORTING CHARACTERISTICS

Standing Investments

RC5.1

Describe the composition of the entity's portfolio during the reporting period:

Property Type	% of GAV	Number of Assets	Floor Area		Units	% Indirectly Managed Assets
			m ²	Floor Area Type		
Retail, High Street	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Retail, Shopping Center	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Retail, Warehouse	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Office	100	81	838798	Lettable Floor Area	<input type="text"/>	34.5
Industrial, Distribution Warehouse	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Industrial, Business Parks	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Industrial, Manufacturing	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Residential, Multi-family	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Residential, Family Homes	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Residential, Senior Homes	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Residential, Student Housing	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Hotel	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Healthcare	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Medical Office	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Leisure	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Data Centers	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Self-storage	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Parking (indoors)	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>
Totals:	100	81	838 798			

Note: The table above defines the scope of your 2016 GRESB submission and should include the total portfolio

Provide additional context for the reporting boundaries (maximum 250 words)

We would point out that the policy implemented by Befimmo at operational level cannot yet be fully applied to the Fedimmo portfolio [368.116 m²] (portfolio let to the Buildings Agency (Public Sector)). The agreement with the Buildings Agency stipulates that most of the recurring work is its responsibility, so Befimmo does not have absolute control over those activities. Nevertheless, through regular dialogue and consultation with the Buildings Agency, the environmental performance of the buildings is gradually being improved.

RC6

Which countries are included in the entity's portfolio?

Country	% of GAV
Belgium	96.4
Luxembourg	3.6
Total % GAV	Error

ENTITY AND REPORTING CHARACTERISTICS

New Construction & Major Renovations

RC-NC1.1

Describe the composition of the entity's new construction projects during the reporting period:

Property Type	In progress at the end of reporting period			Completed during reporting period		
	Number of Assets	Gross Floor Area	GAV* in millions	Number of Assets	Gross Floor Area	GAV* in millions
Retail, High Street						
Retail, Shopping Center						
Retail, Warehouse						
Office	1	37427	140			
Industrial, Distribution Warehouse						
Industrial, Business Parks						
Industrial, Manufacturing						
Residential, Multi-family						
Residential, Family Homes						
Residential, Senior Homes						

* GAV either according to fair value or based on construction costs

RC-NC1.1 (continued)

Property Type	In progress at the end of reporting period			Completed during reporting period		
	Number of Assets	Gross Floor Area	GAV* in millions	Number of Assets	Gross Floor Area	GAV* in millions
Residential, Student Housing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hotel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Healthcare	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Medical Office	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Leisure	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Data Centers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Self-storage	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Parking (indoors)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* GAV either according to fair value or based on construction costs

Provide additional context for the reporting boundaries on new construction projects (maximum 250 words)

The Gateway building, which Befimmo acquired in early 2015, embodies a comprehensive redevelopment of the old airport terminal. Due to its unique strategic location in the heart of the airport and its accessibility, thanks to the railway station under the building offering easy connections to major Belgian and foreign cities, it enjoys the characteristics of a city-centre building. The new building (34,000 m² off-plan) is let long term (18 years) to Deloitte. The acquisition represents a total investment of about €140 million (initial yield of 4.65%), of which €75.4 million have already been booked. The transaction will be completed upon the handover of the building, expected for the fourth quarter of 2016, when the lease with Deloitte will start. This highly flexible and sustainable project aims at least for a "Very Good" rating in the BREEAM Post Construction phase.

RC-NC2.1

Describe the composition of the entity's major renovation projects during the reporting period:

Property Type	In progress at the end of reporting period			Completed during reporting period		
	Number of Assets	Gross Floor Area	GAV* in millions	Number of Assets	Gross Floor Area	GAV* in millions
Retail, High Street	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Retail, Shopping Center	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Retail, Warehouse	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Office	<input type="text" value="3"/>	<input type="text" value="13574"/>	<input type="text" value="27"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* GAV either according to fair value or based on construction costs

RC-NC2.1 (continued)

Property Type	In progress at the end of reporting period			Completed during reporting period		
	Number of Assets	Gross Floor Area	GAV [*] in millions	Number of Assets	Gross Floor Area	GAV [*] in millions
Industrial, Distribution Warehouse	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Industrial, Business Parks	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Industrial, Manufacturing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Residential, Multi-family	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Residential, Family Homes	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Residential, Senior Homes	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Residential, Student Housing	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hotel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Healthcare	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Medical Office	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Leisure	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Data Centers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Self-storage	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Parking (indoors)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* GAV either according to fair value or based on construction costs

Provide additional context for the reporting boundaries on major renovation projects (maximum 250 words)

Befimmo continually invests in its portfolio to meet the needs of its tenants and to keep its properties at a high level of quality, attractiveness and occupancy. It takes the opportunities to create value in its portfolio. The Brederode 9 and Namur 48 buildings (Brussels CBD – Centre) are undergoing a major renovation for a total amount of around €15 million. These buildings will once again be available for rent as from mid-2016. Befimmo obtained a “Very Good” rating for the BREEAM certification in the Design phase of the Brederode 9 building. Early 2016, Befimmo has started the full renovation works of the Guimard building (Brussels CBD - Leopold district) for a total amount of around €12 million. This building benefits from a strategic location in the heart of the Leopold district in Brussels, and will be ready to welcome new occupants as from the second quarter of the 2017 fiscal year.

RC-NC3

Which countries are included in the entity's portfolio of new construction and major renovation projects?

Country	% of GAV
Belgium	<input type="text" value="100"/>
Total % GAV	100

MANAGEMENT

Sustainability Objectives

1

Does the entity have specific sustainability objectives?

 Yes

The objectives relate to (multiple answers possible)

 General sustainability Environment Social Governance

The objectives are (select one)

 Fully integrated into the overall business strategy Partially integrated into the overall business strategy Not integrated into the overall business strategy

The objectives are

 Publicly available Online - hyperlinkHyperlink Offline - separate document

Communicate the objectives (maximum 250 words)

Befimmo seeks to strike a balance between its stakeholders expectations and the challenges it regularly faces. Accordingly, it has identified and prioritized - through a materiality exercise - fourteen environmental, economic and social challenges grouped into four major themes: Environment, Team, Tenants and Governance. For each of these challenges, Befimmo undertakes to act on important initiatives both in its own interests and for the society in which it operates. The response to these challenges takes the form of specific measures, long-term quantifiable and measurable objectives described in the CSR Actions Plan prepared in cooperation with the management and the team. This action Plan is published on Befimmo website (http://www.befimmo.be/sites/default/files/plan_dactions_uk_0.pdf). Since Befimmo operates in the real-estate business, the main focus is on the (1) ENVIRONMENT. The external stakeholders have also broadly agreed that this topic is the most important overall. Therefore Befimmo focuses on the following priorities: Energy, Pollution, Mobility and Certification. The involvement of (2) its TEAM is crucial to the success of its global strategy, so Befimmo identified as priorities related to this topic in consultation with stakeholders: Well-being, Ethics and Dialogue. Befimmo attaches great importance to (3) its TENANTS by providing quality spaces that are easily accessible, with good environmental management. The Dialogue between the landlord and tenant and their Safety and Health are priorities. Regarding the fourth identified theme, (4) GOVERNANCE, the main priorities are Dialogue and Communication with stakeholders, Supply Chain Management, Ethics and Compliance.

 Not publicly available No

2

Does the organization have one or more persons responsible for implementing the sustainability objectives at entity level? (multiple answers possible)

 Yes Dedicated employee(s) for whom sustainability is the core responsibility

Provide the details for the most senior of these employees

Name

Job title

E-mail

LinkedIn profile (optional)

 Employee(s) for whom sustainability is among their responsibilities

Provide the details for the most senior of these employees

Name

Job title

E-mail

LinkedIn profile (optional)

 External consultants/manager Other No

MANAGEMENT

Sustainability Decision-Making

3

Does the organization have a sustainability taskforce or committee that is applicable to the entity?

Yes

Select the members of this taskforce or committee (multiple answers possible)

- Asset managers
- Board of Directors
- External consultants
- Fund/portfolio managers
- Property managers
- Senior Management Team
- Other

No

4

Does the entity have a senior decision-maker dedicated to sustainability?

Yes

The individual is part of

Board of Directors

Provide the details for the most senior decision-maker on sustainability issues

Name

De Blicck Benoit

Job title

CEO

E-mail

b.deblieck@befimmo.be

LinkedIn profile (optional)

- Fund/portfolio managers
- Investment Committee
- Senior Management Team
- Other

No

5

Does the entity have a formal process to inform the most senior decision-maker on sustainability performance of the entity?

Yes

Describe the process (maximum 250 words)

At strategic level, the Corporate Social Responsibility team consists of 5 people including 3 Executive Officers: the Chief Executive Officer (CEO), the Chief Financial Officer (CFO), the Chief Operating Officer (COO), the Head of Environmental Management and the CSR Manager. This team, which meets quarterly, is responsible for developing and monitoring the Social Responsibility Action Plan, releasing sufficient resources, and actively participates in the annual Management Review of the ISO 14001 Environmental Management System. The Directors of Befimmo also take part in defining and approving budgets and taking major decisions on Social Responsibility, especially at the strategy meetings held each year and at the meetings scheduled every quarter when the results are published. At operational level, the Environmental Technical Team consists of 5 specialists with the task of improving the environmental performance of the portfolio. It meets regularly and its responsibilities include implementing the Social Responsibility Action Plan. These specialists include the Green Adviser who plays an important role monitoring the effectiveness of energy investments on the ground while ensuring a high level of comfort for tenants. The CSR Manager, a member of the Social Responsibility Team, reports directly to the CEO. Her role is both strategic (developing CSR strategy, managing relations with stakeholders) and operational (coordinating and running CSR projects, managing the Social Responsibility Action Plan, acting as in-house consultant for other departments and encouraging staff to embrace change). The HRO works with the CSR Manager and interacts with the Social Responsibility Team.

No

Not applicable

6

Does the organization include sustainability factors in the annual performance targets of the employees responsible for this entity?

Yes

Select the employees to whom these factors apply (multiple answers possible)

Acquisitions team

All employees

Asset managers

Board of Directors

Client services team

Fund/portfolio managers

Property managers

Senior Management Team

Other

Other selected. Please describe
Environmental Technical Team

No

POLICY AND DISCLOSURE

Sustainability Disclosure

7.1

Does the organization disclose its sustainability performance?

 Yes (multiple answers possible) Section in Annual Report

Upload supporting evidence

[Befimmo's CSR REPORT 2015.pdf](#)

Indicate where the relevant information can be found

Select the applicable reporting level

 Entity Investment manager GroupAligned with Stand-alone sustainability report(s) Integrated Report Dedicated section on the corporate websiteProvide the applicable hyperlink

Select the applicable reporting level

 Entity Investment manager Group Section in entity reporting to investors Other No

7.2

Is the organization's sustainability disclosure reviewed by an independent third party?

 Yes

Select all applicable options (multiple answers possible, selections must match selections in Q7.1)

 Section in Annual Report Externally checked by

Externally verified by

Externally assured by

Deloitte

Add a service provider
using

Stand-alone sustainability report

Integrated Report

Section in entity reporting to investors

Other

No

Not applicable

POLICY AND DISCLOSURE

ESG Policies

8

Does the organization have a policy/policies in place, applicable to the entity level, that address(es) environmental issues?

Yes

Select all environmental issues included (multiple answers possible)

- Biodiversity and habitat
- Building safety
- Climate/climate change adaptation
- Energy consumption/management
- Environmental attributes of building materials
- GHG emissions/management
- Resilience
- Waste management
- Water consumption/management
- Other

Upload supporting evidence

[CSR policy & action plan.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

No

9

Does the organization have a policy/policies in place, applicable to the entity level, that address(es) governance issues?

Yes

Select all governance issues included (multiple answers possible)

- Bribery and corruption
- Child labor
- Diversity and equal opportunity
- Executive compensation
- Forced or compulsory labor
- Labor-management relationships

Shareholder rights

Worker rights

Other

Upload supporting evidence
[Charter, dealing code & code of ethics.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

No

10

Does the organization have a stakeholder engagement policy in place that applies to the entity?

Yes

Select all stakeholders included (multiple answers possible)

Asset/Property Managers (external)

Consumers

Community

Employees

Government/local authorities

Investment partners

Investors/shareholders

Supply chain

Tenants/occupiers

Other

Upload supporting evidence
[Communication & expectations stakeholders.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

No

11

Does the organization have an employee policy in place that applies to the employees responsible for this entity?

 Yes

Select all issues included (multiple answers possible)

 Cyber security Diversity and equal opportunity Health, safety & well-being Performance and career development Remuneration Other

Upload supporting evidence

[BEF - règlement de travail en vigueur - 02 2015.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

 No

RISKS AND OPPORTUNITIES

Governance

12

Does the organization have systems and procedures in place to facilitate effective implementation of the governance policy/policies in Q9? (refer to Q9 Policy & Disclosure Aspect)

 Yes

Select all applicable options (multiple answers possible)

 Investment due diligence process Training on governance-related risks for employees (multiple answers possible) Regular follow-ups When an employee joins the organization Whistle-blower mechanism Other

Upload supporting evidence

[Charter, dealing code & code of ethics.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found in the evidence

 No Not applicable

13

Did the entity perform entity-level governance risk assessments within the last three years?

 Yes

Select all issues included (multiple answers possible)

 Bribery and corruption Child labor Diversity and equal opportunity Executive compensation Forced or compulsory labor Labor-management relationships Shareholder rights Worker rights Other

Describe how the outcomes of the governance risk assessments are used in order to mitigate the selected risks process (maximum 250 words)

Risk analysis is based on an update of a study to classify the Company's major risks, in order of importance and estimated frequency of occurrence, and to determine the extent to which it controls these risks. During the 2013 year, an external consultant was commissioned to produce a new version of the risk matrix, and the extent to which they are under control, through interviews with Company managers. The findings of this study provide the framework for the work of the internal audit service, reviewed annually as part of a three year plan by the Audit Committee. Risk analysis is reviewed annually by the Audit Committee. The risk factors, as well as the measures taken to control and limit the potential impact of each risk identified, are described and published twice a year.

Moreover, the report on internal control and risk management systems is largely described in the Governance part of 2016 Befimmo's Annual Report (pages 141 to 142) http://www.befimmo.be/sites/default/files/imce/publications/160405_befimmora2015_en_web.pdf

Befimmo's corporate governance charter, the various terms of reference, the code of ethics and the dealing code are published on its website: <http://www.befimmo.be/en/befimmo/corporate-governance>

Befimmo's Risk factors chapter is also available and published on its website: <http://www.befimmo.be/en/befimmo/risk-management>

Provide a document which explains the governance risk assessments as well as the response to mitigate the outcomes of the assessments

Upload supporting evidence

[Report internal control & risk mgt.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

 No

14

Is the organization involved in any legal cases regarding corrupt practices?

 Yes No

RISKS AND OPPORTUNITIES

Risk Assessments

15.1

Does the entity perform environmental and/or social risk assessments as a standard part of its due diligence process for new acquisitions?

 Yes

Select all issues included (multiple answers possible)

 Building safety and materials Climate change adaptation Contamination Energy efficiency Energy supply Flooding GHG emissions Health, safety and well-being Indoor environmental quality Natural hazards Regulatory Resilience Socio-economic Transportation Water efficiency Waste management Water supply Other

Other selected. Please describe

Environmental, building certification & Energy Ratings

Upload supporting evidence

[Befimmo's Risks Factors 2015.pdf](#)

Indicate where the relevant information can be found

<http://www.befimmo.be/en/befimmo/risk-management>

No

Not applicable

15.2

Has the entity performed environmental and/or social risk assessments of its standing investments during the last three years?

Yes

No

Not applicable

RISKS AND OPPORTUNITIES
Technical Building Assessments

16

Has the entity performed technical building assessments during the last four years to identify efficiency opportunities within the portfolio?

Yes

Select applicable options (multiple answers possible)

Energy Efficiency

In-house assessment

External assessment

Name of the organization
 ICEDD

Add a service provider

>0%, <25% of the portfolio covered

≥25%, <50% of the portfolio covered

≥50%, <75% of the portfolio covered

≥75%, ≤100% of the portfolio covered

Upload supporting evidence

[Example of Building Energy Audit \(Poelaert\).pdf](#)

Indicate where the relevant information can be found

This document is fully dedicated to the analysis of the energy performance of a building in our portfolio.

Water Efficiency

In-house assessment

External assessment

Name of the organization
 CES

Add a service provider

>0%, <25% of the portfolio covered

≥25%, <50% of the portfolio covered

≥50%, <75% of the portfolio covered

≥75%, ≤100% of the portfolio covered

Upload supporting evidence

[Berekening debiet RW-buffering rev20160215.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

This document is fully dedicated to the analysis of the water savings possibilities of two buildings in our portfolio.

Waste Management

In-house assessment

External assessment

Name of the organization

ROTOR asbl

Add a service provider

>0%, <25% of the portfolio covered

≥25%, <50% of the portfolio covered

≥50%, <75% of the portfolio covered

≥75%, ≤100% of the portfolio covered

Upload supporting evidence

[Media-liste de matériel et bilan de récupération Rotor.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

This document is fully dedicated to illustrate a construction materials recovery project on one of our renovation projects

Health and Wellness

No

RISKS AND OPPORTUNITIES

Efficiency Measures

Has the entity implemented measures during the last four years to improve the energy efficiency of the portfolio?

Yes

Describe the measures using the table below.

Category	Measure	% portfolio covered during the last 4 years	% whole portfolio covered	Estimated savings (MWh) (optional)	Target ROI (%) (optional)	Describe implemented measure (measure, payback period, property type, scope, link to Q1 objectives and Q28 targets) (maximum 150 words)	Innovation Case Study
Wall/roof insulation	Wall/roof insulation	0%, <25%	≥25%, <50%			Several years ago, Befimmo devised a multiannual investment plan (averaging €2 million/year) f	Add
Building automation system upgrades/replacements	Building management sys	0%, <25%	≥25%, <50%			Several years ago, Befimmo devised a multiannual investment plan (averaging €2 million/year) f	Add
Building energy management systems upgrades/replacements	Telemonitoring system	≥25%, <50%	≥25%, <50%			Befimmo has installed a telemonitoring in its buildings. The data collected generally cover all co	✓ Edit
Installation of high-efficiency equipment and appliances	Condensation boilers / rel	0%, <25%	≥25%, <50%			Several years ago, Befimmo devised a multiannual investment plan (averaging €2 million/year) f	Add
Installation of on-site renewable energy	photovoltaic panels and cc	≥25%, <50%	≥25%, <50%			The current total coverage of photovoltaic panels for the portfolio is 3,757 m ² as against 1,895 m ²	Add
Systems commissioning or retro-commissioning	Controls	0%, <25%	≥25%, <50%			Today, more than ever before, Befimmo pays particular attention to satisfying the occupants and	Add

No

Not applicable

RISKS AND OPPORTUNITIES

Water efficiency

Has the entity implemented measures during the last four years to improve the water efficiency of the portfolio?

Yes

Describe the measures using the table below.

Category	Measure	% portfolio covered during the last 4 years	% whole portfolio covered	Estimated savings (m ³) (optional)	Target ROI (%) (optional)	Describe implemented measure (measure, payback period, property type, scope, link to Q1 objectives and Q28 targets) (maximum 150 words)	Innovation Case Study
On-site waste water treatment	Greywater reuse	0%, <25%	0%, <25%			Befimmo undertakes to strive to cut water consumption in operational buildings and analyse opp	Add
Other:	Occupancy sensors	0%, <25%	0%, <25%			Befimmo undertakes to strive to cut water consumption in operational buildings and analyse opp	Add
Reuse of storm water and/or grey water for non-potable applications	Rainwater tanks	0%, <25%	0%, <25%			Befimmo undertakes to strive to cut water consumption in operational buildings and analyse opp	Add
Cooling tower water management	Water infiltration	0%, <25%	0%, <25%			Befimmo undertakes to strive to cut water consumption in operational buildings and analyse opp	Add
Leak detection system	Telemonitoring and statist	≥50%, <75%	≥50%, <75%			Befimmo has installed a telemonitoring in its buildings. The data collected generally cover all co	✓ Edit

No

Not applicable

RISKS AND OPPORTUNITIES

Waste management

Has the entity implemented measures during the last four years to improve the waste efficiency of the portfolio?

Yes

Describe the measures using the table below.

Category	Measure	% portfolio covered during the last 4 years	% whole portfolio covered	Estimated savings (tonnes) (optional)	Target ROI (%) (optional)	Describe implemented measure (measure, payback period, property type, scope, link to Q1 objectives and Q28 targets) (maximum 150 words)	Innovation Case Study
Waste management	Waste Management contr	0%, <25%	0%, <25%			In 2014, Befimmo set up with an external consultant a contract for management and waste gene	Add
Recycling program	Reuse of construction mat	0%, <25%	0%, <25%			Befimmo is extremely attentive to the waste management of its sites and usually goes beyond ap	Add
Other:	Tenants and cleaning com	0%, <25%	0%, <25%			In 2014 Befimmo, in cooperation with an external partner, launched an awareness campaign for t	Add

No

Not applicable

RISKS AND OPPORTUNITIES

Environmental Fines & Penalties

20.0

Has the entity received any environmental fines and/or penalties?

Yes

No

MONITORING AND EMS

Environmental Management Systems

21.1

Does the organization have an Environmental Management System (EMS) that applies to the entity level?

Yes

Upload supporting evidence

[BEFIMMO - ISO14001 2016.pdf](#)

Indicate where the relevant information can be found

No

21.2

Is the Environmental Management System (EMS) in Q21.1 aligned with a standard and/or verified or certified by an independent third party?

Yes

Aligned with

Externally certified by

Lloyd's Register Quality Assurance Ltd

Add a service provider using

Upload supporting evidence

[BEFIMMO - ISO14001 2016.pdf](#)

Indicate where the relevant information can be found

No

Not applicable

MONITORING AND EMS

Data Management Systems

22.0

Does the organization have a data management system in place that applies to the entity level?

 Yes

Select one of the following

 Developed internally Bespoke internal system developed by a third party External system

Name of the system

Thinkstep [ex. PE International - SoFi]

Name of the organization

Thinkstep [ex. PE International - SoFi]

Add a service provider

Select the aspects included (multiple answers possible)

 Energy consumptionPercentage of portfolio covered GHG emissions/managementPercentage of portfolio covered Health and well-being Indoor environmental quality Resilience Waste streams/managementPercentage of portfolio covered WaterPercentage of portfolio covered Other

Energy & Breeam certification

Percentage of portfolio covered

Upload supporting evidence

[Data management system.docx](#)

Indicate where the relevant information can be found

 No

MONITORING AND EMS

Monitoring Consumption

23.0

Does the entity monitor the energy consumption of the portfolio?

 Yes

Percentage of whole portfolio covered by floor area

95

Type of monitoring: (multiple answers possible)

 Automatic meter readings

Percentage of the whole portfolio covered by floor area

62

 Based on invoices

Percentage of the whole portfolio covered by floor area

29

 Manual-visual readings

Percentage of the whole portfolio covered by floor area

83

 Provided by the tenant

Percentage of the whole portfolio covered by floor area

65

 Other

Other selected. Please describe

consumption data from the distribution operators (network)

Percentage of the whole portfolio covered by floor area

84

 No Not applicable

24.0

Does the entity monitor the water consumption of the portfolio?

 Yes

Percentage of whole portfolio covered by floor area

93

Type of monitoring: (multiple answers possible)

 Automatic meter readings

Percentage of the whole portfolio covered by floor area

48

 Based on invoices Manual-visual readings

Percentage of the whole portfolio covered by floor area

83

Provided by the tenant

Percentage of the whole portfolio covered by floor area

33

Other

No

Not applicable

PERFORMANCE INDICATORS

Office > Energy Consumption

Q25.0

Does the entity collect energy consumption data for Office?

Yes

No

Q25.1

Energy Consumption for Office

Report absolute values and like-for-like consumption for 2014 and 2015. All assets in the whole portfolio for Office should be included.

To make sure you insert data in the correct section of the table, check the definition of "Managed Assets" and "Indirectly Managed Assets".

Only use Whole Building if no breakdown of data is possible between Base Building and Tenant Space. Additionally, if consumption cannot be separated between Common Areas and Shared Services/ Central Plant, provide both in Shared Services/ Central Plant.

Managed Assets		Absolute Consumption					Like-for-Like Consumption			
		2014	2015		Floor area type	2014	2015	Like-for-Like Change		
Base Building		Consumption (MWh)	Consumption (MWh)	Data coverage (m ²)		Maximum coverage (m ²)	Consumption (MWh)	Consumption (MWh)	%	
1	Common areas	Fuels	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
2		District Heating & Cooling	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
3		Electricity	<input type="text" value="22157"/>	<input type="text" value="20708"/>	<input type="text" value="539512"/>	<input type="text" value="576957"/>	<input type="text" value="Floor area"/>	<input type="text" value="19733"/>	<input type="text" value="18539"/>	-6,05%
4	Shared services / central plant	Fuels	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
5		District Heating & Cooling	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
6		Electricity	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
7	Outdoor/Exterior areas / Parking	Fuels	<input type="text"/>	<input type="text"/>	N/A	N/A	N/A	<input type="text"/>	<input type="text"/>	
8		Electricity	<input type="text"/>	<input type="text"/>	N/A	N/A	N/A	<input type="text"/>	<input type="text"/>	
9	Total energy consumption of Base Building		22 157	20 708	N/A	N/A	N/A	19 733	18 539	-6,05%

Managed Assets Tenant space		Absolute Consumption					Like-for-Like Consumption			
		2014	2015			2014	2015	Like-for-Like Change		
		Consumption (MWh)	Consumption (MWh)	Data coverage (m ² / units)	Maximum coverage (m ² / units)	Floor area type	Consumption (MWh)	Consumption (MWh)	%	
10	Purchased by landlord	Fuels	35799	39976	563504	563504	Lettable floor area	30803	34680	12,59%
11		District Heating & Cooling	1377	1301	13453	13453	Lettable floor area	1377	1301	-5,52%
12		Electricity					.			
13	Purchased by tenant	Fuels					.			
14		District Heating & Cooling					.			
15		Electricity	28286	26349	539512	576957	Lettable floor area	25139	22173	-11,80%
16	Total energy consumption of Tenant Areas		65 462	67 626	N/A	N/A	N/A	57 319	58 154	1,46%

Managed Assets Whole building		Absolute Consumption					Like-for-Like Consumption			
		2014	2015			2014	2015	Like-for-Like Change		
		Consumption (MWh)	Consumption (MWh)	Data coverage (m ²)	Maximum coverage (m ²)	Floor area type	Consumption (MWh)	Consumption (MWh)	%	
17	Combined consumption common areas + tenant space	Fuels					.			
18		District Heating & Cooling					.			
19		Electricity					.			
20	Total energy consumption of Whole Building		0	0	N/A	N/A	N/A	0	0	
21	Total energy consumption of Managed Assets		87 619	88 334	N/A	N/A	N/A	77 052	76 693	-0,47%

Indirectly Managed Assets Whole building		Absolute Consumption					Like-for-Like Consumption			
		2014	2015			2014	2015	Like-for-Like Change		
		Consumption (MWh)	Consumption (MWh)	Data coverage (m ²)	Maximum coverage (m ²)	Floor area type	Consumption (MWh)	Consumption (MWh)	%	
22	Tenant space	Fuels	28221	35266	323095	368116	Lettable floor area	24711	33151	34,15%
23		District Heating & Cooling					.			

Q25.1 (continued)

Indirectly Managed Assets Whole building		Absolute Consumption					Like-for-Like Consumption			
		2014	2015			2014	2015	Like-for-Like Change		
		Consumption (MWh)	Consumption (MWh)	Data coverage (m ²)	Maximum coverage (m ²)	Floor area type	Consumption (MWh)	Consumption (MWh)	%	
24	Electricity	17347	15226	325635	368116	Lettable floor area	14560	13526	-7,10%	
25	Outdoor/Exterior areas / Parking	Fuels		N/A	N/A	N/A				
26		Electricity		N/A	N/A	N/A				
27	Total energy consumption of Indirectly Managed Assets		45 568	50 492	N/A	N/A	N/A	39 271	46 677	18,86%
28	Total energy consumption of Whole Portfolio		133 187	138 826	N/A	N/A	N/A	116 323	123 370	6,06%

Explain (a) assumptions made in reporting, (b) limitations in the ability to collect data and (c) exclusions from like-for-like portfolio (maximum 250 words)

[A] Within the 100% private electricity consumption filled/included in "purchased by tenant", there is a minority of buildings with an energy contract purchased by the landlord.
 [B] No data is collected (i) for private consumptions non communicated, (ii) for unknown and non-received meter readings and (iii) for non-received energy contract mandates
 [C] The like-for-like calculation (at constant perimeter), expressed as a year-on-year percentage difference, helps to assess how an indicator changes over time. Indeed, by excluding variations due to changes in perimeter (as a result of major renovations, acquisitions or sales within the reference period and also for buildings where the meter readings is not received), it is possible to analyze, compare and explain the results achieved in relation to the stated objectives. Note, however, that the like-for-like calculation does not take account of changes in the occupancy of the buildings. We would point out that the method of like-for-like calculation was changed for 2014 reporting (vs. 2013) to bring it into line with the EPRA Sustainability Reporting .

Does the entity report the average annual vacancy rate in the like-for-like portfolio for this property type?

Yes

2014

 2015

No

The information above is correct and complete for all Office assets

Q25.2

Energy use intensity rates Office

Does the entity report energy use intensity?

Yes

If optional base-line year data is provided, specify year of the data

	Optional base-line year (include year)	2013	2014	2015
Energy use intensity	<input type="text" value="231.6"/>	<input type="text" value="196.1"/>	<input type="text" value="176.7"/>	<input type="text" value="166.9"/>
% of portfolio covered	<input type="text" value="57.33"/>	<input type="text" value="61.62"/>	<input type="text" value="58.72"/>	<input type="text" value="61.05"/>

Select the elements for which intensities are normalized in your calculations.

Occupancy rate

Footfall

Operational hours

Weather conditions

Degree days

Air conditioning and/or natural ventilation

Building age

Other

None of the above

Explain (a) the Energy use intensity calculation method, (b) assumptions made in the calculation, and (c) how intensities are used by the entity in its operations (maximum 250 words)

[A] Specific consumption or Intensity [kWh/m²] = Absolute consumption (gas & electricity) divided by the total surface (included in the perimeter). Consumption data for heating are normalized for the influence of the outdoor temperature using the 16.5/16.5 degree-day method.

[B] Regarding specific energy consumption (gas + electricity), it is unfortunately impossible to consolidate data related to two different energy sources through two distinct portfolios with different perimeters. Our choice here is to present the specific energy consumption data concerning Directly Managed Assets and which represent the largest share (61%) of the assets in our portfolio. To ensure consistency in specific consumption and to ensure that it is properly representative, some buildings are excluded from the scope solely for the calculation of specific consumption: (i) buildings under construction and/or renovation; (ii) buildings other than offices (for 2015, this concerns only part of one building, that houses an indoor pool and fitness centre); (iii) buildings with incomplete consumption data; (iv) buildings with an average annual occupancy rate below 50% (calculated on the basis of the monthly occupancy history). In the few cases where consumption of common and private areas could not be obtained separately, a distribution of 40/60 between common areas and private areas is assumed and retained for the years 2013 and 2015.

[C] Those specific data help the Entity to analyse and compare the energy performances of its portfolio, in order to define new quantifiable and measurable targets.

No

Q25.3

Renewable energy generated Office

Does the entity collect renewable energy consumption and generation data in the whole portfolio for this property type?

Yes

Report absolute renewable energy generation and consumption. All assets in the portfolio for this property type should be included.

	Absolute measurement	
	2014	2015
On-site renewable energy (MWh generated and consumed on-site)	1449	1378
Off-site renewable energy (MWh generated off-site or purchased from third party)		
On-site renewable energy (MWh generated on-site and exported)		
Total renewable energy	1 449	1 378
Percentage renewable energy	2	2

No

PERFORMANCE INDICATORS

Office > GHG Emissions

Q26.0

Does the entity collect GHG emissions data for Office?

Yes

No

Q26.1

GHG Emissions for Office

Report absolute values and like-for-like consumption for 2014 and 2015. All assets in the whole portfolio for Office should be included.

		Absolute GHG Emissions				Like-for-Like Consumption			
		2014	2015			2014	2015	Like-for-Like Change	
		Emissions (tonnes)	Emissions (tonnes)	Data coverage (m ²)	Maximum coverage (m ²)	Floor area type	Emissions (tonnes)	Emissions (tonnes)	%
1	Scope 1	<input type="text" value="265.45"/>	<input type="text" value="291.05"/>	<input type="text" value="2150"/>	<input type="text" value="2150"/>	<input type="text" value="Lettable floor area"/>	<input type="text" value="265.45"/>	<input type="text" value="291.05"/>	
2	Scope 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
3	Scope 3 (optional)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
4	GHG Offsets purchased	<input type="text"/>	<input type="text"/>	N/A	N/A	N/A	<input type="text"/>	<input type="text"/>	
5	Net GHG Emissions after offsets	<input type="text"/>	<input type="text"/>	N/A	N/A	N/A	<input type="text"/>	<input type="text"/>	

Explain (a) the GHG emissions calculation standard/methodology/protocol, (b) used emission factors, (c) level of uncertainty in data accuracy, (d) exclusions from like-for-like portfolio, and (e) Scope 3 emissions, (f) source and characteristics of GHG emissions offsets (maximum 250 words)

[A]Befimmo applies the GHG Protocol. Please note that for scope 2 there are no CO2 emissions due to the fact that Befimmo has a green electricity contract for its corporate surfaces. [B] The conversion factors needed to calculate CO2e emissions were checked and updated following the GHG protocol and its recommendations. For calculating electricity-related emissions Befimmo use the factor provided by the International Energy Agency. Gas 188gCO2/kwh, Green Electricity 0gCO2/kwh (ADEME, Carbon balance), non green Electricity 196gCO2/kwh, Fuel (heating oil boilers and Befimmo's cars use) 2,662kg CO2/L,(ADEME, Carbon balance), Petrol (Befimmo's cars use) 2,425kg CO2/L (ADEME, Carbon balance). [C] We can estimate that scope 1,2,3 uncertainly range is less than, or equal to 2%. [D] There is no exclusion. It's relevant to calculate the CO2 emissions of waste but, at this stage, Befimmo collects the tones or/and volume of the waste for the Befimmo's buildings in-use as well as for the renovation projects but doesn't convert these data yet into CO2 emissions as well for absolute emissions as for like-for-like calculation. However, Befimmo is studying this issue. [E] It's impossible to consolidate data related to 2 distinct portfolios with different perimeters. Our choice is to present the GHG Emissions of the Directly Managed Assets, which represent the largest share (61%) of the total assets in our portfolio. Befimmo is seeking its tenants and try to convince them to subscribe to green electricity supply contracts for their private parts. This awareness is a significant potential for reducing CO2 emissions since 2013.

The information above is correct and complete for all Office assets

Q26.2

GHG emissions intensity rates Office

Does the entity report GHG emissions intensity?

Yes

If optional base-line year data is provided, specify year of the data

	Optional base-line year (include year)	2013	2014	2015
GHG emissions intensity	<input type="text" value="24.79"/>	<input type="text" value="21.07"/>	<input type="text" value="15.04"/>	<input type="text" value="15.66"/>
% of portfolio covered	<input type="text" value="100"/>	<input type="text" value="100"/>	<input type="text" value="100"/>	<input type="text" value="100"/>

Select the elements for which intensities are normalized in your calculations.

Occupancy rate

Footfall

Operational hours

Weather conditions

Degree days

Air conditioning and/or natural ventilation

Building age

Other

None of the above

Explain (a) the GHG emissions intensity calculation method, (b) assumptions made in the calculation, and (c) how intensities are used by the entity in its operations (maximum 250 words)

[A] Specific consumption = Absolute CO₂ emissions divided by the total surface (included in the perimeter). The units of intensity measurements are used CO₂e/m². [B] Electricity consumption data for private areas obtained directly from information received from tenants with a utility-company meter and unspecified own supply contracts are counted as non-renewable power. Where the type of supply contract is known, only contracts specified as "100% green" are considered renewable, and a zero CO₂e emission rate is applied. Abnormal consumption data (gas, electricity) discovered and possibly related to an occasional activity in the building, such as a major renovation, are removed from the reporting perimeter so as to avoid influencing the results and specific consumption/emission in particular. Any incomplete or partial consumption data obtained are systematically excluded from the perimeter of CO₂e calculation. Buildings whose occupancy rate is less than 50% are also removed from the reporting perimeter. There is a decrease of the specific normalized (by degrees days) greenhouse gas emissions in 2015 (16.38kgCO₂/m²) compared to 2014 (17.98kgCO₂/m²) due (i) to the energy investments achieved in several buildings of Befimmo's portfolio in order to improve the energy performance of the global Befimmo's portfolio; (ii) more green electricity contracts for private areas. The increase of the specific non normalized greenhouse gas emissions in 2015 (15.66kgCO₂/m²) compared to 2014 (15.04kgCO₂/m²) is due to colder temperatures. [C] Those specific data help the Entity to analyse and compare the GHG emissions of its portfolio, in order to define new quantifiable and measurable targets.

No

PERFORMANCE INDICATORS

Office > Water Use

Q27.0

Does the entity collect water use data for Office?

Yes

No

Q27.1

Water Use for Office

Report absolute values and like-for-like consumption for 2014 and 2015. All assets in the whole portfolio for Office should be included.

To make sure you insert data in the correct section of the table, check the definition of "Managed Assets" and "Indirectly Managed Assets".

Only use Whole Building if no breakdown of data is possible between Base Building and Tenant Space. Additionally, if consumption cannot be separated between Common Areas and Shared Services/ Central Plant, provide both in Shared Services/ Central Plant.

Managed Assets		Absolute Consumption				Like-for-Like Consumption			
		2014	2015		Floor area type	2014	2015	Like-for-Like Change	
		Consumption (m ³)	Consumption (m ³)	Data coverage (m ²)		Maximum coverage (m ²)	Consumption (m ³)	Consumption (m ³)	%
1	Common areas	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
2	Shared Services / Central Plant	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
3	Outdoor / Exterior areas / Parking	<input type="text"/>	<input type="text"/>	N/A	N/A	N/A	<input type="text"/>	<input type="text"/>	
4	Total water usage Base Building	0	0	N/A	N/A	N/A	0	0	
5	Purchased by landlord	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
6	Purchased by tenant	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	
7	Total water usage Tenant Areas	0	0	N/A	N/A	N/A	0	0	
8	Whole building Combined consumption common areas + tenant space	<input type="text" value="172539"/>	<input type="text" value="159558"/>	<input type="text" value="530800"/>	<input type="text" value="576957"/>	<input type="text" value="Lettable floor area"/>	<input type="text" value="145954"/>	<input type="text" value="132204"/>	<input type="text" value="-9,42%"/>
9	Total water usage Whole Building	172 539	159 558	N/A	N/A	N/A	145 954	132 204	-9,42%
10	Total water usage Managed Assets	172 539	159 558	N/A	N/A	N/A	145 954	132 204	-9,42%

Indirectly Managed Assets		Absolute Consumption					Like-for-Like Consumption			
		2014	2015		Floor area type	2014	2015	Like-for-Like Change		
		Consumption (m ³)	Consumption (m ³)	Data coverage (m ²)		Maximum coverage (m ²)	Consumption (m ³)	Consumption (m ³)	%	
11	Whole building	Tenant space	52163	72741	343268	368116	Lettable floor area	47091	50729	7,73%
12		Outdoor / Exterior areas / Parking			N/A	N/A	N/A			
13	Total water usage Indirectly Managed Assets		52 163	72 741	N/A	N/A	N/A	47 091	50 729	7,73%
14	Total water usage Whole Portfolio		224 702	232 299	N/A	N/A	N/A	193 045	182 933	-5,24%

Explain (a) assumptions made in reporting, (b) limitations in the ability to collect data and (c) exclusions from like-for-like portfolio (maximum 250 words)

Does the entity report the average annual vacancy rate in the like-for-like portfolio for this property type?

Yes

2014

15.72

2015

15.37

No

The information above is correct and complete for all Office assets

Q27.2

Water use intensity rates Office

Does the entity report water use intensity?

Yes

If optional base-line year data is provided, specify year of the data 2011

	Optional base-line year (include year)	2013	2014	2015
Water use intensity	0.23	0.29	0.27	0.26
% of portfolio covered	53	67	74	78

Select the elements for which intensities are normalized in your calculations.

Occupancy rate

Footfall

Operational hours

Weather conditions

Degree days

Air conditioning and/or natural ventilation

Building age

Other

None of the above

Explain (a) the Water use intensity calculation method, (b) assumptions made in the calculation, and (c) how intensities are used by the entity in its operations (maximum 250 words)

[A] Specific consumption or Intensity = Absolute water consumption divided by the total surface (included in the perimeter). The units of intensity measurements are used m³/m². [B] Abnormal water consumption discovered and possibly related to an occasional activity in the building, such as a major renovation, are removed from the reporting perimeter so as to avoid influencing the results and specific consumption in particular. Buildings for uses other than offices (for 2015, this concerns only part of one building, which houses an indoor pool/fitness centre) are also excluded; Any incomplete or partial consumption data obtained are systematically excluded from the perimeter of calculation. The area of a building used to calculate the specific water consumption is proportional to the average annual occupancy rate. An occupancy rate of 100% implies taking account of 100% of the area of the property when calculating the floor area. However, to cater for irreducible basic consumption, the minimum rate is deliberately restricted to 50%. [C] Those specific data help the entity to analyse and compare the water consumption of its portfolio, in order to define new quantifiable and measurable targets.

No

Q27.3

Water reuse and recycling Office

Does the entity collect reuse, recycling and consumption data?

Yes

Report absolute water reuse, recycling, and on-site capture data. All assets in the whole portfolio for this property type should be included.

		Absolute measurement	
		2014	2015
	On-site water reuse (greywater, blackwater)	<input type="text"/>	<input type="text"/>
	On-site capture (rainwater, fog, condensate)	<input type="text" value="543"/>	<input type="text" value="2237"/>
	On-site extraction (groundwater)	<input type="text" value="160"/>	<input type="text" value="2584"/>
	Total reused and recycled water	703	4 821
	Percentage reused and recycled water	<input type="text" value="0.31"/>	<input type="text" value="2.07"/>

No

PERFORMANCE INDICATORS

Office > Waste Management

Q28.0

Does the entity collect waste management data for Office?

Yes

No

Q28.1

Waste Management for Office

Report absolute values for 2014 and 2015. All assets in the whole portfolio for Office should be included.

		Absolute Measurement		
		2014	2015	
1	Managed Assets	Total weight of hazardous waste in metric tonnes	<input type="text" value="5605"/>	<input type="text" value="2407"/>
2		Total weight of non-hazardous waste in metric tonnes	<input type="text" value="2652"/>	<input type="text" value="4068"/>
3		% managed portfolio covered	<input type="text" value="88"/>	<input type="text" value="86"/>
4	Indirectly Managed Assets	Total weight of hazardous waste in metric tonnes	<input type="text" value="26.2"/>	<input type="text" value="387.19"/>

Q28.1 (continued)

		Absolute Measurement	
		2014	2015
5	Total weight of non-hazardous waste in metric tonnes	1389	4097
6	% indirectly managed portfolio covered	34	59
Proportion of waste by disposal route (% of total by weight)		2014	2015
7	Landfill	7.92	9.19
8	Incineration	43.32	26.7
9	Diverted (total)	48.76	64.11
10	Diverted - waste to energy (optional)		
11	Diverted - recycling (optional)	48.76	64.11
12	Diverted - other (optional)		
13	Other		

Explain (a) assumptions made in reporting, and (b) limitations in the ability to collect data (maximum 250 words). (maximum 250 words)

[A] Building waste includes all waste related to building/renovation projects, 100% of which is reported. The waste associated with such projects has been systematically collected since 2013. The data given relate to the quantities of hazardous [waste that presents a specific hazard to humans or the environment. Types of hazardous waste are identified and listed in regional regulations.] and non-hazardous waste, all categories (paper and cardboard, plastic, glass, wood, earth, concrete, rubble, metals and other mixed waste). The amounts of waste are influenced by the number and characteristics of the renovation construction sites. The decrease of 57% in 2015 compared to 2014 of hazardous waste produced by the sites directly managed is mainly due to reduction in asbestos renovation projects. Some of the waste is also valued by incineration. [B] The most important limitation is collecting data from the Indirectly Managed Assets, especially for operational buildings.

The information above is correct and complete for all Office assets

PERFORMANCE INDICATORS

Data Review

Q25.4

Review, verification and assurance of Energy Consumption data

Has the entity's Energy Consumption data reported above been reviewed by an independent third party?

Yes

Externally checked

Externally verified

Externally assured

Assured by

Deloitte

Add a service provider

Using scheme

Upload supporting evidence

[Deloitte assurance 2015.pdf](#)

Indicate where the relevant information can be found

No

Not applicable

Q26.3

Review, verification and assurance of GHG Emissions data

Has the entity's GHG Emissions data reported above been reviewed by an independent third party?

Yes

Externally checked

Externally verified

Externally assured

Assured by

Deloitte

Add a service provider

Using scheme

Upload supporting evidence

[Deloitte assurance 2015.pdf](#)

Indicate where the relevant information can be found

No

Not applicable

Q27.4

Review, verification and assurance of Water Use data

Has the entity's Water Use data reported above been reviewed by an independent third party?

Yes

Externally checked

Externally verified

Externally assured

Assured by

Deloitte

Add a service provider

Using scheme

Upload supporting evidence

[Deloitte assurance 2015.pdf](#)

Indicate where the relevant information can be found

No

Not applicable

Q28.2

Review, verification and assurance of Waste Management data

Has the entity's Waste Management data reported above been reviewed by an independent third party?

Yes

Externally checked

Externally verified

Externally assured

Assured by
Deloitte

Add a service provider

Using scheme

Upload supporting evidence

[Deloitte assurance 2015.pdf](#)

Indicate where the relevant information can be found

No

Not applicable

PERFORMANCE INDICATORS

Targets

Q29

Has your entity set long-term reduction targets?

Yes

Area	Target type	Long-term target	Baseline year	End year	2015 target	Portfolio coverage	Are these targets communicated externally?
Energy consumption	<input type="text" value="Intensity-based"/>	<input type="text" value="9"/>	<input type="text" value="2013"/>	<input type="text" value="2016"/>	<input type="text" value="6"/>	<input type="text" value="≥50%, <75%"/>	<input type="text" value="Yes"/>
GHG emissions	<input type="text" value="Absolute"/>	<input type="text" value="3.5"/>	<input type="text" value="2015"/>	<input type="text" value="2016"/>	<input type="text" value="0"/>	<input type="text" value="≥50%, <75%"/>	<input type="text" value="No"/>
Water consumption	<input type="text" value="Like-for-like"/>	<input type="text" value="2"/>	<input type="text" value="2014"/>	<input type="text" value="2017"/>	<input type="text" value="1.30"/>	<input type="text" value="≥50%, <75%"/>	<input type="text" value="Yes"/>
Waste diverted from landfill	<input type="text" value="Like-for-like"/>	<input type="text" value="65"/>	<input type="text" value="2015"/>	<input type="text" value="2016"/>	<input type="text" value="63"/>	<input type="text" value="≥50%, <75%"/>	<input type="text" value="Yes"/>
<input type="text" value="Energy consumption (Common ele"/>	<input type="text" value="Intensity-based"/>	<input type="text" value="7.5"/>	<input type="text" value="2013"/>	<input type="text" value="2016"/>	<input type="text" value="5"/>	<input type="text" value="≥50%, <75%"/>	<input type="text" value="Yes"/>

Clarify if and how these targets relate to the objectives reported in Q1 (maximum 250 words)

Specifically, throughout 2015, Befimmo has continued its efforts to cut energy consumption (gas, electricity and water) and waste generation in its buildings. It has also maintained its commitment to improving its BREEAM certification. Thanks to its strategy and its ambitious sustainability goals befimmo reached between 2008 and 2015 significant decreases of co2 emissions related to direct and indirect energy. This significant reduction in CO2e emissions, of -64% overall, is the result of continuous investments made since 2008 to improve the energy and environmental performance of the buildings.

In the coming years, Befimmo aims, to continue investing in its portfolio in a sustainable manner and to carry out the various projects begun or identified for achieving the objectives.

Priority is given to cutting consumption of common areas, over which Befimmo has more control, although efforts to reduce private consumption are also systematically considered, especially during renovation work, commercial renegotiations or when setting up an Environmental Cooperation Agreement with tenants.

No

BUILDING CERTIFICATIONS

Office > Green Building Certificates

30.1

Does the entity's portfolio include standing investments that obtained a green building certificate at the time of design and/or construction?

Yes

Specify the certification scheme(s) used and the percentage of the portfolio certified (multiple answers possible)

Scheme name/sub-scheme name	% portfolio covered by floor area	Number of certified assets
BREEAM New Construction	<input type="text" value="19.9"/>	<input type="text" value="4"/>
BREEAM/Refurbishment	<input type="text" value="6"/>	<input type="text" value="13"/>

Add a certification

No

Not applicable

30.2

Does the entity's portfolio include standing investments that obtained an operational green building certificate?

Yes

Specify the certification scheme(s) used and the percentage of the portfolio certified (multiple answers possible)

Scheme name/sub-scheme name	% portfolio covered by floor area baseline year <input type="text" value=""/> (optional in 2016)	% portfolio covered by floor area 2014 (optional in 2016)	% portfolio covered by floor area 2015	Number of certified assets 2015
BREEAM In Use	<input type="text"/>	<input type="text"/>	<input type="text" value="57.7"/>	<input type="text" value="66"/>

Add a certification

No

Not applicable

BUILDING CERTIFICATIONS

Office > Energy Ratings

31

Does the entity's portfolio include standing investments that obtained an energy rating?

Yes

Specify the rating scheme used and the percentage of the portfolio rated (multiple answers possible).

EU EPC (Energy Performance Certificate)

Percentage of portfolio covered by floor area

Country/Region/Municipality	% Coverage (within region)	Number of rated assets	Floor area weighted score	
			2014	2015
Luxembourg	<input type="text" value="100"/>	<input type="text" value="1"/>	<input type="text" value="778"/>	<input type="text" value="778"/>
Belgium	<input type="text" value="66"/>	<input type="text" value="56"/>	<input type="text" value="221"/>	<input type="text" value="221"/>

- NABERS Energy
- ENERGY STAR
- Government energy efficiency benchmarking
- Other

- No
- Not applicable

STAKEHOLDER ENGAGEMENT

Employees

32

Does the organization have systems and procedures in place to facilitate effective implementation of the employee policy/policies in Q11?

- Yes

Select all applicable options (multiple answers possible)

- Annual performance and career review
- Anonymous web forum/hotlines
- Availability of a compliance officer
- Regular updates/training
- Other

Upload supporting evidence

[BEF - règlement de travail en vigueur - 02 2015.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

The policy is available on the "internal" website of the Company

- No

33

Do the employees responsible for the entity receive regular training?

- Yes

Percentage of employees who received professional training in 2015

Percentage of employees who received sustainability-specific training in 2015

Sustainability-specific training focuses on the following elements (multiple answers possible)

Training topics on environmental issues

- Contamination
- Greenhouse gas emissions

Energy

Natural hazards

Regulatory standards

Supply chain environmental impacts

Waste

Water

Other

Training on social issues

Customer/tenant health, safety and well-being

Community health, safety and well-being

Community social and economic impacts

Supply chain health, safety and well-being

Workplace health, safety and well-being

Other

No

34.1

Has the organization undertaken an employee satisfaction survey during the last three years?

Yes

The survey is undertaken (multiple answers possible)

Internally

Percentage of employees covered

Survey response rate

By an independent third party

Upload supporting evidence

[Présentation Résultats Enquête 2015 - Management V.CA.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

No

34.2

Does the organization have a program in place to improve its employee satisfaction based on the outcomes of the survey referred to in Q 34.1?

Yes

Select all applicable options (multiple answers possible)

Development of action plan

Feedback sessions with Senior Management Team

Feedback sessions with separate teams/departments

Focus groups

Other

No

Not applicable

STAKEHOLDER ENGAGEMENT
Health and Safety

35.1

Has the organization undertaken employee health and safety checks during the last three years?

Yes

Select all applicable options (multiple answers possible)

Employee surveys on health and well-being

Physical and mental health checks

percentage of employees

Work station and/or workplace checks

percentage of employees

Other

No

Not applicable

35.2

Does the organization monitor employee occupational health and safety indicators?

 Yes

Select all applicable options (multiple answers possible)

 Absentee rate

0.0213

 Lost day rate

0.0025

 Other metric

Other selected. Please describe

Part-time employment

Rate of other metric

0.1

Explain the employee occupational health and safety indicators calculation method (maximum 250 words)

Absenteeism rate: ratio of the number of hours of short-term sickness (<30 days) to the total hours worked.

Lost day rate: ratio of the number of hours lost due to occupational injury to the total number of hours scheduled to be worked by the workforce.

 No

STAKEHOLDER ENGAGEMENT

Tenants/Occupiers

36

Does the entity have a tenant engagement program in place that includes sustainability-specific issues?

 Yes

Select all issues included (multiple answers possible)

 Building/asset communicationPercentage of portfolio covered Provide tenants with feedback on energy/water consumption and wastePercentage of portfolio covered Social media/online platform Tenant engagement meetingsPercentage of portfolio covered Tenant events focused on increasing sustainability awarenessPercentage of portfolio covered Tenant sustainability guidePercentage of portfolio covered

Tenant sustainability training Other No

37.1

Has the entity undertaken tenant satisfaction surveys during the last three years?

 Yes

The survey is undertaken (multiple answers possible)

 Internally

Percentage of tenants covered

100

Survey response rate

65

 By an independent third party

Upload supporting evidence

[Tenants + Communication with stakeholders.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

 No Not applicable

37.2

Does the entity have a program in place to improve its tenant satisfaction based on the outcomes of the survey referred to in Q 37.1?

 Yes

Select all applicable options (multiple answers possible)

 Development of an asset-specific action plan Feedback sessions with asset/property managers Feedback sessions with individual tenants Other

Describe the tenant satisfaction improvement program (maximum 250 words)

Befimmo attaches great importance to the occupants and users of its property portfolio. It endeavours to retain its tenants by providing quality spaces that are easily accessible, with good environmental management and affordable. Befimmo has a team of motivated professionals (commercial and technical staff, managers, etc.), reporting to the Chief Operating Officer (COO), whose goal is to improve the quality of "customer service". Indeed, tenants' satisfaction, the dialogue between the landlord and tenant and their security and health are priorities for Befimmo and are essential in the eyes of all its stakeholders. Befimmo intends to invite its tenants to take part in its approach to achieve more sustainable development, and to that end proposes to organise biannual meetings between tenants, the Property Management and Befimmo's commercial department in order to inform tenants about the building they occupy, its technical operation, and the influence and role of each party in relation to environmental protection. An Environmental Cooperation Agreement and a Building User Guide (BUG) will be systematically offered to new tenants as well as to existing ones. Furthermore, the integration of the Property Management (May 2013) business has made Befimmo the tenant's day-to-day contact point, and it therefore has more room to manoeuvre in raising its customers' awareness of these environmental issues.

No

Not applicable

38

Does the entity have a fit-out and refurbishment program in place for tenants that includes sustainability-specific issues?

Yes

Select all topics included (multiple answers possible)

Fit-out and refurbishment assistance for meeting the minimum fit-out standards

Minimum fit-out standards are prescribed

Procurement assistance for tenants

Tenant fit-out guides

Percentage of portfolio covered

Other

No

Not applicable

39.1

Does the entity include sustainability-specific requirements in its standard lease contracts?

Yes

Select all topics included (multiple answers possible)

Ability for the landlord to prioritize sustainability requirements over minimizing costs of improvements and adjustments

Access to the premises to monitor compliance with best practice lease clauses

Cooperation on procurement of sustainable goods and services

Cost-recovery clause for energy-efficiency-related capital improvements

Energy-efficient and/or environmentally responsible specifications for tenant works

Information sharing relevant to green building certificates

Legal obligations regarding the correctness of landlord/tenant information required for mandatory energy rating schemes

Obligations to do nothing to adversely affect the environmental performance of the building

Operational performance standards for the building

Shared consumption targets/goals in place

Sharing of utility data

Other

Upload supporting evidence

[Befimmo - Env. Coop. Agreement - Tenants.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

 No Not applicable

39.2

Does the entity monitor compliance with the sustainability-specific requirements in its lease contracts?

 Yes

Describe the process (maximum 250 words)

Befimmo proposes its tenants an environmental cooperation agreement related to each lease. After visiting private spaces, the Environmental Technical Team (ETT) suggests measures to the occupants for improving environmental performance of their private installations in line with the BREEAM standards followed by Befimmo. On the basis of a detailed analysis of private consumption and internal benchmarking, the ETT also suggests measures for cutting energy consumption and waste production. It also offers support, a telemonitoring and detailed reporting of environmental data for the rented premises. The environmental cooperation agreement is routinely offered to new tenants and to all existing tenants on a gradual basis. In 2015, Befimmo offered an environmental cooperation agreement for five buildings occupied by three major tenants. In 2016, Befimmo plans to meet, dialogue with and educate many tenants through the environmental cooperation agreement. It also plans to measure the positive impact of the process by inventorying savings and improvements brought about through close cooperation with tenants. It will continue to approach a number of existing tenants with the highest private electricity consumption and offer to help them reduce it. Meanwhile it will offer its cooperation and services systematically to all new tenants from 2016.

 No Not applicable

STAKEHOLDER ENGAGEMENT

Supply chain

40

Does the organization include sustainability-specific requirements in its procurement process applicable to the entity level?

 Yes

Select the parties to whom the requirements apply (multiple answers possible)

 External contractors External property/asset managers External service providers External suppliers Other

Select all topics included (multiple answers possible)

 Business ethics Environmental process standards Environmental product standards Human rights

- Human health-based product standards
- Occupational health and safety
- Sustainability-specific requirements for sub-contractors
- Other

Upload supporting evidence

[Gouvernance- responsible supply chain.pdf](#)

OR

Document name AND

Publication date

Indicate where the relevant information can be found

- No
- Not applicable

41.1

Does the organization monitor external property/asset managers' compliance with the sustainability-specific requirements in place for this entity?

- Yes

Select all methods used (multiple answers possible)

- Checks performed by independent third party
 - Name of the organization
 - LRQA
 - Add a service provider
- Property/asset manager self-assessments
- Property/asset manager sustainability training
- Regular meetings and/or checks performed by the organization's employees
- Require external property/asset managers' alignment with a professional standard
 - ISO 14001
- Other

- No
- No, all property/asset management is undertaken internally

41.2

Does the organization monitor other direct external suppliers' and/or service providers' compliance with the sustainability-specific requirements in place for this entity?

- Yes

Select all methods used (multiple answers possible)

- Checks performed by independent third party
 - Name of the organization

ABV Environnement

Add a service provider

Regular meetings and/or checks performed by external property/asset managers

Regular meetings and/or checks performed by the organization's employees

Require supplier/service providers' alignment with a professional standard

Supplier/service provider self-assessments

Supplier/service provider sustainability training

Other

No

Not applicable

STAKEHOLDER ENGAGEMENT

Community

42.1

Does the entity have a community engagement program in place that includes sustainability-specific issues?

Yes

No

42.2

Does the entity monitor its impact on the community?

Yes

No

Not applicable

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Sustainability Requirements

NC 1

Does the entity have a sustainability strategy in place for new construction and major renovation projects?

Yes

Elements addressed in the strategy (multiple answers possible)

Biodiversity and habitat

Climate/climate change adaptation

Energy consumption/management

Environmental attributes of building materials

- GHG emissions/management
- Human health, safety and well-being
- Location and transportation
- Resilience
- Supply chain
- Water consumption/management
- Waste management
- Other

Communication of the strategy

- Publicly available
 - Online - hyperlink

Hyperlink
 - Offline - separate document

Communicate the strategy (maximum 250 words)

Over the years, Befimmo has put together a technical team to manage the construction of new buildings and the renovation of existing buildings for its rental customers. This strategy of ongoing renovation and building goes hand-in-hand with a proactive environmental policy. Befimmo has integrated the principles of corporate social responsibility (including the identification of the climate change issues) into its long-term strategy, and these are reflected in the environmental, economic and social aspects of its day-to-day operation. Since it is in the real-estate business, the main focus of Befimmo's action in this area relates to the environment. For several years, it has built energy performances and sustainable development into its renovation, acquisition and construction projects. Befimmo has wasted no opportunity to demonstrate the efforts it has been making in recent years: (1) its Environmental Management System has been ISO14001 certified since 2010 (recertified in 2013), (2) it uses several recognised tools such as the BREEAM certifications, (3) in 2011 it adopted short, medium and long-term quantitative targets that can be measured objectively year by year - those targets were revised in 2013, and (4) it identifies sustainable and climate change risks & opportunities. Befimmo is interested in real-estate projects in line with its Social Responsibility policy and in a process of continuous improvement. When considering acquisition projects it also reviews and analyses energy efficiency, aspects related to soil pollution and the presence of hazardous substances, together with aspects related to mobility, such as location, accessibility, proximity to public transport, etc.

- Not publicly available
- No

NC 2

Does the entity have sustainable site selection criteria in place for new construction and major renovation projects?

- Yes

Select all criteria included (multiple answers possible)

- Connect to multi-modal transit networks
- Locate projects within existing developed areas
- Protect, restore, and conserve farmland
- Protect, restore, and conserve floodplain functions
- Protect, restore, and conserve aquatic ecosystems
- Protect, restore, and conserve habitats for threatened and endangered species

Redevelop brownfield sites

Other

Other selected. Please describe

contaminated land

The entity's sustainable site selection criteria are aligned with

Third-party guidelines

Third-party rating system(s)

Specify scheme(s)/sub-scheme(s)

Breeam International, new construction

Other

Not aligned

The entity's sustainable site selection criteria are required to

Meet local requirements

Meet above-code standards for some projects

Please describe the standards (maximum 150 words)

Investment criteria - Befimmo is interested in real-estate projects that meet the standard investment criteria such as quality, critical mass, flexibility, the rental situation and the potential for value creation. However, in line with its Social Responsibility policy and in a process of continuous improvement, when considering acquisition projects it also reviews and analyses energy efficiency, aspects related to soil pollution and the presence of hazardous substances, together with aspects related to mobility, such as location, accessibility, proximity to public transport, etc.

Meet above-code standards for all projects

Meet national or global leadership standards for some projects

Meet national or global leadership standards for all projects

Upload supporting evidence

OR

Document name AND

Publication date

Indicate where the relevant information can be found

Relevant information can be found in all the document specially in the blue frames.

No

Not applicable

NC 3

Does the entity have sustainable site design/development requirements for new construction and major renovation projects?

Yes

Select all applicable options (multiple answers possible)

Manage waste by diverting construction and demolition materials from disposal

Manage waste by diverting reusable vegetation, rocks, and soil from disposal

Protect air quality during construction

Protect surface water and aquatic ecosystems by controlling and retaining construction pollutants

Protect and restore habitat and soils disturbed during construction and/or during previous development

Other

Other selected. Please describe

Communicate and verify sustainable construction practices / Control an retain construction pollutants

The entity's sustainable site design/development criteria are aligned with

Third-party guidelines

Third-party rating system(s)

Specify scheme(s)/sub-scheme(s)

Breeam International new construction

Other

Not aligned

The entity's sustainable site design/development criteria are required to

Meet local requirements

Meet above-code standards for some projects

Meet above-code standards for all projects

Meet national or global leadership standards for some projects

Meet national or global leadership standards for all projects

Please describe the standards (maximum 150 words)

Befimmo set itself and applies strict environmental requirements from the design phase of its projects for all stakeholders involved in the realization of its renovation / construction projects. The analysis of the situation, environmental hazards, opportunities for materials reuse and compliance with environmental regulation related to the implemented projects are an integral part of its internal operating procedures. Furthermore in addition to the monitoring and implementing of BREEAM standards, it also ensures, during the study and implementation phases, to be surrounded by specialists (environmental coordinator, specialized consultants in soil survey and / or sustainability), whose expert knowledge ensure the proper application and enforcement of the set requirements. Finally Befimmo also pays special attention to the management of waste generated by its buildings sites for which it requires traceability and accurate reporting from its suppliers.

Upload supporting evidence

Indicate where the relevant information can be found

No

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Materials and Certifications

NC 4

Does the entity require that the environmental and health attributes of building materials be considered for new construction and major renovation projects?

Yes

Select all issues addressed (multiple answers possible)

Formal adoption of a policy regarding health attributes and performance of building materials

Formal adoption of a policy regarding the environmental attributes and performance of building materials

Requirement for information (disclosure) about building product environmental and health attributes, including requirements for (multiple answers possible)

Building product specification, including (multiple answers possible)

Preferential specification and purchasing of materials that disclose environmental impacts

Preferential specification and purchasing of materials that disclose potential health hazards

"Red list" of prohibited materials or ingredients that should not be used on the basis of their human and/or environmental impacts

Specification of locally extracted or recovered materials

Specification and purchasing of rapidly renewable materials, low embodied carbon materials, and recycled content materials

Specification and purchasing materials that can easily be recycled

Specification and purchasing of third-party certified wood-based materials and products

Types of third-party certification used:

Specification and purchasing of low-emitting materials

Other

Compliance with specifications

Describe practices and processes to ensure consistency and compliance with specification requirements and preferences (maximum 250 words)

Actually suppliers and contractors must abide by sustainable procurement procedures and the minimum technical criteria that Befimmo has devised following the Breeam requirements, to demonstrate the measures they are taking to reduce and/or manage environmental risks. Befimmo is aware that a significant part of its environmental and also societal impact lies upstream in its value chain, with its suppliers. Its responsibility therefore extends beyond its own business and it must educate and inspire all of its stakeholders to achieve its qualitative and quantitative objectives as far as possible. Accordingly, in the second half of 2015 Befimmo embarked on a comprehensive analysis of its value chain in order to make its procurement system more structured and professional, to assess its suppliers and integrate environmental and social criteria into its "core" and "corporate" procurement. This study, is structured in several stages: 1) Individual analysis of the various categories of products and services, 2) Preparation of a matrix, notably the Kraljic matrix, to position each procurement category on two axes: (i) risk, assessed according to the position of the buyer in relation to its suppliers (negotiation, availability, substitutes) and criticality of the product/service, and (ii) spendlevel of the product/service [proportion of the category in Befimmo's total spending]. 3) Analysis of the various components of the products/services, and development of sustainable procurement criteria [for the relevant procurement categories]. Objective : Continue this analysis process begun in 2015 and complete it by the end of 2016.

Upload supporting evidence

Indicate where the relevant information can be found

No

Not applicable

NC 5.1

Does the entity incorporate green building standards in new construction and major renovation projects?

Yes

Select all applicable options (multiple answers possible)

The entity requires projects to align with requirements of a third-party green building rating system but does not require certification

The entity requires projects to achieve certification with a green building rating system

Percentage of portfolio covered

Level of certification: green building rating systems: include all that apply

The entity requires projects to achieve a specific level of certification

No

Not applicable

NC 5.2

Does the entity's portfolio include new construction and major renovation projects that obtained a green building certificate?

Yes

Specify the certification scheme(s) used and the percentage of the portfolio certified (multiple answers possible)

Projects in progress at the end of reporting period

Scheme name/sub-scheme name	Level of certification	% portfolio covered by floor area	Number of certified projects
BREEAM New Construction	Very good	13.34	2

Add a certification

Projects completed during the reporting period

Scheme name/sub-scheme name	Level of certification	% portfolio covered by floor area	Number of certified projects
BREEAM New Construction	Excellent	86.66	2

Add a certification

No

Not applicable

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Energy and Water Efficiency

NC 6

Does the entity have minimum energy efficiency requirements for new construction and major renovation projects?

Yes

The entity promotes energy efficiency through (multiple answers possible)

Requirements for planning and design (multiple answers possible)

Integrative design process

Requirement to exceed relevant energy codes or standards

Other

Common energy efficiency measures (multiple answers possible)

Air conditioning

Commissioning

Energy modeling

Lighting

Occupant controls

Space heating

Ventilation

Water heating

Other

Operational energy efficiency monitoring (multiple answers possible)

Energy use analytics

Post-construction energy monitoring

Average years

Sub-meter

Other

The entity's energy efficiency measures are required to:

Meet local requirements

Meet above-code standards for some projects

Please describe the standards (maximum 150 words)

Aspects of climate change that affect the Befimmo's strategy are mainly coming from the new regulations on energy performance of buildings decided by the European Commission and Belgian authorities. Meet the criteria of the passive standard, the EPB (Energy Performance of Buildings) or the NZEB standard (Nearly Zero Energy Building) for existing buildings or renovations is not always an obligation but Befimmo will keep one step ahead of the regulations and gradually improve the energy performance of its buildings. Eager to meet the needs of its tenants, keep its properties attractive and at a high level of quality, and to ensure the highest possible occupancy rate in the portfolio, Befimmo continually invests in its buildings by renovating them, redeveloping them or improving their energy performance. Depending on the project, between 6% and 8% of their costs were specifically devoted to achieving optimal energy performance.

Meet above-code standards for all projects

Meet national or global leadership standards for some projects

Meet national or global leadership standards for all projects

Upload supporting evidence

[upload 160411-B2 - Avant Projet Sommaire.pdf](#)

Indicate where the relevant information can be found

On page 48/55 page you can see the differents choices for the energy performance of the renovation project. Finally Befimmo without obligation opted for the passive standard

No

NC 7.1

Does the entity incorporate on-site renewable energy in the design of new construction and major renovation projects?

Yes

Projects designed to generate on-site renewable energy (multiple answers possible)

Biofuels

Geothermal

Hydro

Solar/photovoltaic

Percentage of all projects

10.51

Wind

Other

Average design target for the fraction of total energy demand met with on-site renewable energy:

.76

Upload supporting evidence

Indicate where the relevant information can be found

No

Not applicable

NC 7.2

Are the entity's new construction and major renovation projects designed to meet net-zero energy codes and/or standards?

Yes

Applicable net-zero standard:

Description of the entity's definition of "net-zero energy" (max 150 words)

The transcript and application of European directives on energy performance in Belgium is relatively complicated because of the existence of three distinct regions (Brussels, Flanders and Wallonia) each defining its own requirements on energy. Buildings designed by Befimmo are of high quality and usually go well beyond the applicable energy regulations which have been anticipated in order to approach and / or reach the passive standard (15kwh / m².year net heating needs) and tender to the concept of Nearly Zero Energy Building (NZEB). Befimmo puts on the market buildings of high environmental quality thanks to its significant investments in innovative, high-performance and low-energy technical installations coupled with renewable energy sources and tenant awareness.

Description of the applicable reference code or standard (max 150 words)

Other

Percentage of projects covered

100

Upload supporting evidence

Indicate where the relevant information can be found

No

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Building Requirements

NC 8

Does the entity promote water conservation in its new construction and major renovation projects?

Yes

The entity promotes water conservation through (multiple answers possible)

Requirements for planning and design include (multiple answers possible)

Common water efficiency measures include (multiple answers possible)

Commissioning of water systems

Drip/smart irrigation

Drought tolerant/low-water landscaping

High-efficiency/dry fixtures

Leak detection system

Occupant sensors

On-site wastewater treatment

Re-use of stormwater and grey water for non-potable applications

Other

Operational water efficiency monitoring (multiple answers possible)

Post-construction water monitoring

Average years

Sub-meter

Water use analytics

Other

The entity's water efficiency measures are required to

Meet local requirements

Meet above-code standards for some projects

Meet above-code standards for all projects

Please describe the standards (maximum 150 words)

Belgium does not really suffer from deficiency and water needs and strictly speaking, national regulations limiting the consumption of this resource does not exist. This probably explains the fact that water management does not appear in the 13 priorities identified by Befimmo's stakeholders in its materiality matrix implemented in 2015. Nevertheless, as a responsible owner, Befimmo pays careful attention to water consumption in all new renovation and / or construction projects. Wherever possible, rainwater collectors are installed, low-consumption devices and leak detection systems are implemented as well as telemonitoring.

Meet national or global leadership standards for some projects

Meet national or global leadership standards for all projects

Upload supporting evidence

Indicate where the relevant information can be found

No

Not applicable

NC 9

Does the entity promote efficient on-site solid waste management during the construction phase of its new construction and major renovation projects?

 Yes

The entity promotes efficient solid waste management through (multiple answers possible)

 Management and construction practices (multiple answers possible) Construction waste signage Education of employees/contractors on waste management Incentives for contractors for recovering, reusing and recycling building materials Targets for waste stream recovery, reuse and recycling Waste management plans Waste separation facilities Other On-site waste monitoring (multiple answers possible) Hazardous waste monitoring Non-hazardous waste monitoring Other

The entity's solid waste management approach is required to

 Meet local requirements Meet above-code standards for some projects Meet above-code standards for all projects

Please describe the standards (maximum 150 words)

Befimmo is extremely attentive to the waste management of its sites and usually goes beyond applicable regulations. Before launching a site, campaigns are systematically organized to dismantle building materials which could be reused for other projects. Furthermore, through its general contractor agreements and targeted level of BREEAM certification, it requires from its contractors a strict management and traceability of waste. Manual workers and all stakeholders concerned with the project are involved and are aware of waste sorting. Waste management plans are drawn up by consultancy specialists while environmental coordinators are also appointed in addition to the BREEAM coordinator to ensure proper respect of waste management. Accurate reporting is also set up for each site.

 Meet national or global leadership standards for some projects Meet national or global leadership standards for all projects

Upload supporting evidence

Indicate where the relevant information can be found

 No

NC 10.1

Does the entity have environmental and social requirements in place for its contractors?

Yes

Select all topics included (multiple answers possible)

- Business ethics
- Community engagement
- Environmental process standards
- Environmental product standards
- Fundamental human rights
- Human health-based product standards
- On-site health and safety
- Sustainability-specific requirements for sub-contractors
- Other

Percentage of portfolio covered

Upload supporting evidence

Indicate where the relevant information can be found

No

NC 10.2

Does the organization monitor its contractors' compliance with its sustainability-specific requirements in place for this entity?

Yes

Select all applicable options (multiple answers possible)

- Contractors provide update reports on environmental and social aspects during construction
- External audits by third party

Name of the organization

ABV Environnement

Environ

Bopro

Add a service provider

Percentage of projects audited during the reporting period

- Internal audits

Percentage of projects audited during the reporting period

Weekly/monthly (on-site) meetings and/or ad hoc site visits

Percentage of projects visited during the reporting period

100

Other

No

Not applicable

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Health, Safety & Well-being

NC 11

Does the entity promote occupant health and well-being in its new construction and major renovation projects?

Yes

The entity addresses health and well-being in the design of its product through (multiple answers possible)

Requirements for planning and design, including (multiple answers possible)

Common occupant health and well-being measures, including (multiple answers possible)

Access to spaces for active and passive recreation

Active design features

Commissioning

Daylight

Indoor air quality monitoring

Indoor air quality source control

Natural ventilation

Occupant controls

Provisions for active transport

Other

Provisions to verify health and well-being performance include (multiple answers possible)

Occupant education

Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction)

Average years

10

Other

The entity's occupant health, safety, and well-being measures are required to

Meet local requirements

Meet above-code standards for some projects

Meet above-code standards for all projects

Meet national or global leadership standards for some projects

Please describe the standards (maximum 150 words)

Befimmo follows and applies since 2010 the first global assessment method for environmental performances and sustainability of buildings developed by BREEAM (BRE Environmental Assessment Method) for its entire portfolio on an operating level as well as in construction / renovation. Furthermore, during the design phase of its projects, it pays particular attention to the future satisfaction of the occupants and users of its buildings in order to gain their loyalty by providing them with quality spaces which are well located, flexible and of high-performance in terms of environmental management, use of space,... The high level of BREEAM certification and quality criteria requested in its developments take into account all considerations and requirements of health and well-being. Finally, it makes sure of the maintaining and / or improvement of these criteria before, during and after construction and throughout the operating phase (BREEAM in use).

Meet national or global leadership standards for all projects

Upload supporting evidence

Indicate where the relevant information can be found

No

Not applicable

NC 12.1

Does the entity promote on-site health and safety during the construction phase of its new construction and major renovation projects?

Yes

The entity promotes on-site health and safety through (multiple answers possible)

Communicate safety information

Continuously improve safety performance

Demonstrate safety leadership

Entrench safety practices

Manage safety risks

Promote design for safety

Other

The entity's on-site health and safety measures are required to

Meet local requirements

Meet above-code standards for some projects

Meet above-code standards for all projects

Meet national or global leadership standards for some projects

Meet national or global leadership standards for all projects

Upload supporting evidence

Indicate where the relevant information can be found

No Not applicable

NC 12.2

Does the organization monitor health and safety indicators at construction sites?

 Yes

Select all applicable options (multiple answers possible)

 Injury rate

Explain the injury rate calculation method (maximum 250 words)

Since 2010, Befimmo hold the ISO 14001 environmental certification. Its environmental management system includes in particular the risk management and procedures allowing its employees and / or other relevant stakeholders to manage emergency situations and environmental accidents. This system and procedures are also extended to the aspects of site safety whether for properties under construction, renovation and / or exploitation. The information collected at three levels (environmental, material and human) is communicated to the management once a year latest at the time of the management review. If necessary corrective measures are immediately implemented and their effectiveness verified. Moreover Befimmo also respects regulations related to health and safety by mandating specialized and certified coordinators for its mobile sites.

 Fatalities Near misses No

NEW CONSTRUCTION AND MAJOR RENOVATIONS

Community Impact and Engagement

NC 13

Does the entity assess the potential socio-economic impact of its new construction and major renovation projects on the community as part of planning and pre-construction?

 Yes

Select the areas of impact that are assessed (multiple answers possible)

 Housing affordability Impact on crime levels Livability score Local income generated Local residents' well-being Walkability score Other

Upload supporting evidence

Indicate where the relevant information can be found

 No

NC 14

Does the entity have a systematic process to monitor the impact of new construction and major renovation projects on the local community during different stages of the project?

Yes

The entity's process includes (multiple answers possible)

Analysis and interpretation of monitoring data

Development and implementation of a communication plan

Development and implementation of a community monitoring plan

Development and implementation of a risk mitigation plan

Identification of nuisance and/or disruption risks

Identification of stakeholders and impacted groups

Management practices to ensure accountability for performance goals and issues identified during community monitoring

Other

Describe the monitoring process (maximum 250 words)

1. Approach: communication with the community before and during the works implementation through e-mails, displays as well as community conference organized on site.
2. Contact details of the builder contractor (phone number & email) are available for the community. A follow-up of the potential complaints is done by the contractor and the owner.
3. Befimmo takes things in hand in collaboration with the contractor to resolve quickly the issue and communicate its action-plan and its follow-up with the community.
4. Moreover, preventive measures are included in the ISO 14001 procedures, which are followed Befimmo.

Upload supporting evidence

Indicate where the relevant information can be found

No

Q3

Water efficiency

Enter information for the projects, that best describe the implementation of Water efficiency measures in your portfolio

Project Type	Portfolio Coverage & Opportunity		Total Capital Investment (USD)	Savings		Description
	Portfolio Covered by this Project	Cumulative Area Covered by this Project		Total Annual Projected Savings	Total Annual Projected Savings	
	%	%	USD	m ³	USD	Max 100 words
1 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Q4

Renewable energy

Enter information for the projects, that best describe the implementation of Renewable energy measures in your portfolio

Project Type	Portfolio Coverage & Opportunity		Total Capital Investment (USD)	Savings		Description
	Portfolio Covered by this Project	Cumulative Area Covered by this Project		Total Annual Projected Savings	Total Annual Projected Savings	
	%	%	USD	Kwh	USD	Max 100 words
1 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3 .	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Q5

Waste management

Enter information for the projects, that best describe the implementation of Waste management measures in your portfolio

SUPPLEMENTS

Health & Well-being

H0

Would you like to participate in the Health and Well-being Module?

Yes

No

H1

Does the organization have a health & well-being policy in place that applies to the entity?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H2

Does the organization have a senior employee responsible for health & well-being issues associated with this entity?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H3

Does the organization understand the health & well-being-related needs of employees responsible for the entity?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H4

Does the entity use specific strategies to promote the health & well-being of the employees responsible for the entity?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H5

Does the organization monitor operational performance, such as determinants of health (health-related behaviors, environmental conditions), health outcomes, or other performance metrics, of employees responsible for this entity?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H6

Does the organization understand the health & well-being-related needs of tenants of its real estate assets and/or customers for its services?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H7

Does the entity use specific strategies to promote health & well-being through its real estate assets and services?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H8

Does the organization monitor operational performance, such as determinants of health (health-related behaviors, environmental conditions), health outcomes, or other performance metrics, of its real estate assets and services?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H9

Has the entity received third-party recognition or was the entity the focus of case studies for its health & well-being-related actions, performance, or achievements?

Yes

No

Provide additional context for the answer provided (maximum 250 words)

H10

Does the entity face financial risks or costs associated with health and well-being?

Yes

No

Provide additional context for the answer provided (maximum 250 words)