



## Befimmo SA

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GRESB GRESB Real Estate Assessment 2020

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## ASPECT CHECKLIST

There are no errors or warnings for this assessment! Click "Contents" to resume the assessment.

## ENTITY AND REPORTING CHARACTERISTICS

## Entity Characteristics

## EC2

## Nature of ownership

 Public (listed) entity

Specify ISIN:

BE0003678894

Legal status:

 Property company Real Estate Investment Trust (REIT) Private (non-listed) entity Government entity

## EC3

## Entity commencement date

Year of commencement (listed) or Year of establishment (non-listed) 1995

## EC4

## Reporting year

 Calendar year Fiscal year

## ENTITY AND REPORTING CHARACTERISTICS

## Reporting Characteristics

## RC1

## Reporting currency

Values are reported in:

EUR Euro

## RC2

## Economic size

What was the gross asset value (GAV) of the entity at the end of the reporting year in millions?

2 788,6

## RC3

## Floor area metrics

Metrics are reported in:

 m2 sq. ft.

## RC4

## Property type and Geography

Portfolio predominant location (\*): Belgium

Portfolio predominant property type (\*\*): Office: Corporate: Low-Rise Office

## RC5

## Nature of entity's business

The entity's core business:

- Management of standing investments only (continue with Management and Performance Components)
- Management of standing investments and development of new construction and major renovation projects (continue with Management, Performance, and Development Components)
- Development of new construction and major renovation projects (continue with Management and Development Components)

## LEADERSHIP

## ESG Commitments and Objectives

LE1

## ESG leadership commitments

Has the entity made a public commitment to ESG leadership standards and/or principles?

 Yes

Select all commitments included (multiple answers possible)

- Climate Action 100+
- Global Investor Coalition on Climate Change (including AIGCC, Ceres, IGCC, IIGCC)
- International Labour Organization (ILO) Standards
- Montreal Pledge
- OECD - Guidelines for multinational enterprises
- PRI signatory
- RE 100
- Science Based Targets initiative
- Task Force on Climate-related Financial Disclosures (TCFD)
- UN Environment Programme Finance Initiative
- UN Global Compact
- UN Sustainable Development Goals
- WorldGBC's Net Zero Carbon Buildings Commitment
- Other

Other selected. Please describe

Cop21 (Paris Agreement)

Provide applicable hyperlink

Provide hyperlink

<https://www.befimmo.be/en/csr/csr-befimmo><https://www.befimmo.be/en/csr/csr-befimmo>

Indicate where the relevant information can be found

Evidence for Befimmo's commitment towards the UN Global Compact, Cop21 and the Sustainable Development Goals.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/imce/publications/befimmo_annual_financial_report_2019.pdf)[https://www.befimmo.be/sites/default/files/imce/publications/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/imce/publications/befimmo_annual_financial_report_2019.pdf)

Indicate where the relevant information can be found

Annual Financial Report 2019, p.32:  
Evidence for the link between the SDGs and the global strategy of the company.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/politique\\_rse\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/politique_rse_en.pdf)[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/politique\\_rse\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/politique_rse_en.pdf)

Indicate where the relevant information can be found

CSR policy (still applicable in 2019):  
Evidence for the link between the SDGs and the global strategy of the company.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/plan\\_dactions\\_site\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/plan_dactions_site_en.pdf)[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/plan\\_dactions\\_site\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/plan_dactions_site_en.pdf)

Indicate where the relevant information can be found

Action plan 2019-2020:  
Evidence for the link between the SDGs and the future objectives of the company. This is the new action plan (2019 and, with updated figures in 2020).

Provide hyperlink

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/lettre\\_cop21\\_signee\\_befimmo\\_9.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/lettre_cop21_signee_befimmo_9.pdf)[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/lettre\\_cop21\\_signee\\_befimmo\\_9.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/lettre_cop21_signee_befimmo_9.pdf)

Indicate where the relevant information can be found

Cop 21 letter (Paris Agreement):  
Evidence for our commitment towards the Cop 21.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/lettre\\_un\\_global\\_compact\\_-\\_befimmo\\_29.04\\_8.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/lettre_un_global_compact_-_befimmo_29.04_8.pdf)[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/lettre\\_un\\_global\\_compact\\_-\\_befimmo\\_29.04\\_8.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/lettre_un_global_compact_-_befimmo_29.04_8.pdf)

Indicate where the relevant information can be found

UN Global Compact Letter:  
Evidence for our commitment towards the UNGC (still applicable in 2019).

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/plan\\_dactions\\_2019\\_resume\\_uk.pdf](https://www.befimmo.be/sites/default/files/imce/publications/plan_dactions_2019_resume_uk.pdf)

[https://www.befimmo.be/sites/default/files/imce/publications/plan\\_dactions\\_2019\\_resume\\_uk.pdf](https://www.befimmo.be/sites/default/files/imce/publications/plan_dactions_2019_resume_uk.pdf)

Indicate where the relevant information can be found

Action plan 2018-2019:  
Evidence for the link between the SDGs and the future objectives of the company. This is the former action plan [2018-2019], which has been fully reviewed with new objectives in 2019-2020 (see evidence above).

No

LE2

ESG objectives

Does the entity have specific ESG objectives?

Yes

The objectives relate to (multiple answers possible)

- General sustainability
- Environment
- Social
- Governance
- Health and well-being

The objectives are

- 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

Provide applicable hyperlink

Provide hyperlink

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/plan\\_dactions\\_site\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/plan_dactions_site_en.pdf)

[https://www.befimmo.be/sites/default/files/gbl\\_quicklinks/plan\\_dactions\\_site\\_en.pdf](https://www.befimmo.be/sites/default/files/gbl_quicklinks/plan_dactions_site_en.pdf)

Indicate where the relevant information can be found

Action plan 2019-2020: evidence for all objectives determined by the company in 2019 for the future.  
Evidence for general sustainability: all objectives within this action plan  
Evidence for environment: all objectives linked to Use of Resources (p.9-10)  
Evidence for social: Example: Part of the suppliers with whom we maintain a dialogue (p.5)  
Evidence for governance: Example: Certifications (p.7)  
Evidence for health and well-being: Example: Occupant satisfaction rate (p.3)

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/plan\\_dactions\\_2019\\_resume\\_uk.pdf](https://www.befimmo.be/sites/default/files/imce/publications/plan_dactions_2019_resume_uk.pdf)

[https://www.befimmo.be/sites/default/files/imce/publications/plan\\_dactions\\_2019\\_resume\\_uk.pdf](https://www.befimmo.be/sites/default/files/imce/publications/plan_dactions_2019_resume_uk.pdf)

Indicate where the relevant information can be found

Action plan 2018-2019: This is the former action plan (2018-2019), which has been fully reviewed with new objectives in 2019-2020 (see evidence above).  
Evidence for all objectives determined by the company in 2019 for the future.  
Evidence for general sustainability: all objectives within this action plan  
Evidence for environment: all objectives linked to Use of Resources (p.2)  
Evidence for social: all objectives linked to Ethics (p.4) and CSR Governance (p.6)  
Evidence for governance: all objectives linked to Setting an Example (p.4)  
Evidence for health and well-being: objectives linked to the World of Work (p.1)

Not publicly available

Communicate the objectives and explain how they are integrated into the overall business strategy (maximum 250 words)

Befimmo's action plan was reviewed in 2019. In order to integrate the entire team within this action plan, meetings and workshops were planned over the year with all departments. Following these encounters, new KPI's were introduced, some existing KPI's were updated. The main target is to achieve, as a team, all objectives related to the KPI's. These KPI's are all linked to the 6 strategic axes of the Company and to various CSR standards (like 15 of the 17 Sustainable Development Goals, GRI or EPRA).

1. Integration into the city:

- Part of the projects carried out in dialogue with the stakeholders



- Part of the buildings of the portfolio that is open to the city
- 2. World of work:
  - Occupant satisfaction rate
- 3. Mobility:
  - Part of the portfolio that offers real mobility solutions
- 4. Dialogue:
  - Part of the suppliers with whom we maintain a dialogue
  - Investor targeting / Investor relations
  - Aim for the integration of Befimmo in sustainable indexes and funds
- 5. Setting an example:
  - Part of innovative projects
  - Certifications
  - External communication
  - Green financings
- 6. Use of resources
  - CO2e emissions of the portfolio
  - Part of the projects that includes material recovery
  - Specific water consumption
- + Team:
  - Participation level to transverse working groups (innovation, Comité B+, LynX)
  - Members of the team who changed their mobility
  - Weight of the Corporate waste per year
  - Efficiency level

The principles of Social Responsibility are at the heart of the strategy and are reflected in the Company's daily activities at the environmental, economic and social levels.

No

**LEADERSHIP**

**ESG Decision Making**

**LE3**

Individual responsible for ESG

Does the entity have one or more persons responsible for implementing ESG objectives?

Yes

Select the persons responsible (multiple answers possible)

Dedicated employee(s) for whom ESG is the core responsibility

Provide the details for the most senior of these employees

Name

Emilie Delacroix

Job title

Head of CSR & Innovation

Employee(s) for whom ESG is among their responsibilities

Provide the details for the most senior of these employees

Name

Frédéric Tourné

Job title

Head of Environmental Management

External consultants/manager

Name of the main contact

Grégory Tassenoy

Job title

Director (Deloitte)

Investment partners (co-investors/JV partners)

No

## LE4

## ESG taskforce/committee

Does the entity have an ESG taskforce or committee?

 Yes

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

- Board of Directors
- C-suite level staff
- Investment Committee
- Fund/portfolio managers
- Asset managers
- ESG portfolio manager
- Investment analysts
- Dedicated staff on ESG issues
- External managers or service providers
- Investor relations
- Other

Other selected. Please describe

With dedicated staff on ESG issues, we mean the CSR and Environmental departments). Furthermore, Befimmo has a Social Responsibility Team (meets around 2 to 3 times a year), that is composed of the Head of CSR & innovation, the Head of Environment, the CEO, the CFO and the COO.

 No

## LE5

## ESG senior decision-maker

Does the entity have a senior decision-maker accountable for ESG issues?

 Yes

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

Name

Benoît De Blicq

Job title

CEO

The individual's most senior role is as part of

- Board of Directors
- C-suite level staff
- Investment Committee
- Fund/portfolio managers
- Other

Describe the process of informing the most senior decision-maker on the ESG performance of the entity (maximum 250 words)

At strategic level, the 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 Head of CSR & Innovation. This team, which meets quarterly, is responsible for developing and monitoring the CSR 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 Head of CSR & Innovation, 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 CSR Action Plan, acting as in-house consultant for other departments and encouraging staff to embrace change). The HRO works with the Head of CSR & Innovation and interacts with the Social Responsibility Team.

 No

## LE6

## Personnel ESG performance targets

Does the entity include ESG factors in the annual performance targets of personnel?

Yes

Does performance on these targets have predetermined consequences?

Yes

Financial consequences

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

- Board of Directors
- C-suite level staff
- Investment Committee
- Fund/portfolio managers
- Asset managers
- ESG portfolio manager
- Investment analysts
- Dedicated staff on ESG issues
- External managers or service providers
- Investor relations
- All employees
- Other

Non-financial consequences

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

- Board of Directors
- C-suite level staff
- Investment Committee
- Fund/portfolio managers
- Asset managers
- ESG portfolio manager
- Investment analysts
- Dedicated staff on ESG issues
- External managers or service providers
- Investor relations
- All employees
- Other

No

Provide applicable evidence

[LE6 - Formulaire evaluation collaborateurs.pdf](#)

Indicate where in the evidence the relevant information can be found

Staff assessment form (only available in French or Dutch)

See on page 7 out of 9, Objectives / Achievements in terms of Social Responsibility on Befimmo Assessment/Evaluation Form. This Form is completed together with the Manager (N+1), at least once a year; usually at the end of the year. This Form is applicable to all Befimmo's employees, this means all employees are assessed at the end of each year. By all employees, we also mean the c-suite level staff, the investment committee, the investor relations and the dedicated staff on CSR issues.

These CSR targets are obligations of means and not result and are, among others, appreciated by the manager by the end of the year (non-financial consequences).

Show investors

[LE6 - Acte d'adhésion Befimmo 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Befimmo has also a set of measurable ESG targets linked to a collective bonus for the whole team. In 2019, this target concerned the reduction of 10% of all types of waste (paper, plastic and overall waste). The 2019 target was successfully met thanks to a collective effort of the entire team (better waste sorting, awareness-raising around packaging, etc.).

On pages 3 and 4, you will find the explanation of the 2019 target (Article 2: reduction of 10% of all corporate waste), article 3 on page 4 indicated the reference period, and article 4 on page 4 indicated how this target will be followed up and controlled (through weighing of the waste by the maintenance company MCA).

This is an example on financial consequences.

Show investors

[LE6 - Formulaire evaluation collaborateurs \(completed\).pdf](#)

Indicate where in the evidence the relevant information can be found

This is the same assessment document as the first evidence to this question, but this is a completed evaluation form (by one of our staff members), showing in practice how these documents are completed.

Show investors

No

## POLICIES

## ESG Policies

P01

Policy on environmental issues

Does the entity have a policy/policies on environmental issues?

 Yes

Select all environmental issues included (multiple answers possible)

- Biodiversity and habitat
- Climate/climate change adaptation
- Energy consumption
- Greenhouse gas emissions
- Indoor environmental quality
- Material sourcing
- Pollution prevention
- Renewable energy
- Resilience to catastrophe/disaster
- Sustainable procurement
- Waste management
- Water consumption
- Other

Provide applicable evidence

[P01 - CSR policy.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for environmental issues included in the CSR policy. This is the latest CSR Policy (2018) and is still applicable.

 Show investors[P01 - Action plan 18-19.pdf](#)

Indicate where in the evidence the relevant information can be found

The action plan provides a breakdown of actions, indicators and objectives linked to the CSR policy.

 Show investors[P01 - Action plan 19-20.pdf](#)

Indicate where in the evidence the relevant information can be found

The action plan provides a breakdown of actions, indicators and objectives linked to the CSR policy. This action plan is the latest version. This action plan includes evidence for pollution prevention (reduce the amount of cars and encourage soft mobility solutions).

 Show investors[P01 - Climate change -Energy - Resilience.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for climate change and resilience. All information within the document is framed in green with extra information in English as the documents are only available in French.

 Show investors[P01 - Sheet use of resources.pdf](#)

Indicate where in the evidence the relevant information can be found

Dedicated sheet with information, actions and targets for climate change, material sourcing, energy consumption, GHG emissions, renewable energy, waste management, water consumption and sustainable procurement.

 Show investors[P01 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for pollution prevention: p.118-119

 Show investors[P01 - Matrice Qualité.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for indoor environmental quality. Befimmo minimum technical requirements beyond standards and regulations.

This document is only available in French. Important information is surrounded by a green frame:  
 - Pages 3-4: Choices made specifically for the well-being and health of occupants: (acoustics, removable materials that are provided, etc.)  
 - Pages 4-5: Choices of materials that respect the environment and the well-being of the occupants (wood, plaster, paint, carpet, etc.).

Show investors

[P01 - Matrice qualité biodiversité suite response check.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Biodiversity (quality matrix): Befimmo minimum technical requirements beyond standards and regulations.  
 This document is only available in French. Important information is surrounded by a green frame.

Show investors

No

**P02**

Policy on social issues

Does the entity have a policy/policies on social issues?

Yes

Select all social issues included (multiple answers possible)

- Child labor
- Community development
- Customer satisfaction
- Employee engagement
- Employee health & well-being
- Employee remuneration
- Forced or compulsory labor
- Freedom of association
- Health and safety: community
- Health and safety: contractors
- Health and safety: employees
- Health and safety: tenants/customers
- Human rights
- Inclusion and diversity
- Labor standards and working conditions
- Social enterprise partnering
- Stakeholder relations
- Other

Other selected. Please describe

Responsible procurement charter (suppliers)

Provide applicable evidence

[P02 - Letter UN Global Compact.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Child labour, Human rights, Forced or compulsory labor and Labor standards and working conditions.  
 This document was signed in 2016 and was still applicable during the reporting period of 2019.  
 Befimmo itself has no dedicated charter on these matters as it follows the Belgian Law: "Labour and Employment" ([http://www.ejustice.just.fgov.be/cgi\\_loi/change\\_lg.pl?language=fr&la=F&cn=1971031602&table\\_name=loi](http://www.ejustice.just.fgov.be/cgi_loi/change_lg.pl?language=fr&la=F&cn=1971031602&table_name=loi)).  
 In the general conditions of Befimmo, this law is also referred to.

Show investors

[P02 - Sheet integration into the city.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for community development and health & safety community.

Show investors

[P02 - Tenant survey.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for customer/tenant satisfaction.

Show investors

[P02 - Présentation enquête 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for employee engagement (whole document). Survey is done every two years and was carried out in 2019.

 Show investors[P02 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for:

- Community development: p.117
- Employee health and well-being: p.116-117
- Freedom of association: p.210-218
- Health & safety community: p.117
- Health & safety employees: p.116-117
- Health & safety tenants: p.36-37
- Inclusion & diversity: p.112
- Social enterprise partnering: p.117

 Show investors[P02 - Labour regulations Befimmo.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Employee remuneration (p.11, 12, 13 and 35). This document is only available in French or Dutch.

- Pages 11-13 explain the composition of the employee remuneration (meal vouchers, etc.), when and how employees are being paid, and what to do in special cases.
- Pages 13 and 35-38 mentioned the equality of remuneration between men and women, this means the elimination of all forms of discrimination based on gender for remuneration.

Evidence for Labor standards and working conditions (p.5). This document is only available in French or Dutch.

- Pages 5-6: Nature of work, work place and flexibility in time and space
- Pages 6-7: Work time (hours a day, schedule of hours, part-time work, etc.)
- Pages 7-11: holidays and absence/leave
- Pages 11-13: salary
- Pages 13-14: end of contract
- Pages 14-15: security
- Pages 17-24: prevention of psychosocial risks
- Page 24: discrimination
- Pages 25-27: absence

 Show investors[P02 - Sheet dialogue.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for stakeholder relations (whole document).

 Show investors[P02 - Code of ethics.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for child labour and Forced or compulsory labour (whole document). The code of Ethics was still applicable in 2019.

 Show investors[P02 - H&S contractors.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Health &amp; safety contractors. This document is only available in French. All necessary passages are highlighted in red frames.

 Show investors[P02 - Responsible procurement charter.pdf](#)

Indicate where in the evidence the relevant information can be found

Responsible procurement charter (suppliers) (whole document): this charter includes social aspects that are to be respected by the suppliers. All suppliers are asked to take note of this charter whenever an order is placed.

 Show investors No

P03

Policy on governance issues

Does the entity have a policy/policies on governance issues?

 Yes

Select all governance issues included (multiple answers possible)

- Bribery and corruption
- Cybersecurity
- Data protection and privacy
- Executive compensation
- Fiduciary duty
- Fraud
- Political contributions
- Shareholder rights
- Other

Other selected. Please describe

Whistleblower protection

Provide applicable evidence

[P03 - Sheet ethics.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Bribery and corruption.

 Show investors[P03 - Internal procedure GDPR.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Data protection and privacy.

 Show investors[P03 - Governance charter 2020.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Executive compensation and Shareholder rights. This is the latest version of the charter.

 Show investors[P03 - Governance charter 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This is the previous version of the Corporate Governance Charter, as it was applied over the reporting year 2019. Evidence for Executive compensation and Shareholder rights.

 Show investors[P03 - Dealing code.pdf](#)

Indicate where in the evidence the relevant information can be found

Evidence for Bribery and Corruption, Fraud and Whistleblower Protection. This is the latest version of the dealing code and was applied over the reporting year 2019.

 Show investors[P03 - Code of ethics.pdf](#)

Indicate where in the evidence the relevant information can be found

Page 1: General principles. Evidence for Corruption. This code of ethics was still applicable during the reporting period 2019.

 Show investors No



## REPORTING

### ESG Disclosure

RP1

ESG reporting

Does the entity disclose its ESG actions and/or performance?

 Yes

Please select all applicable options (multiple answers possible)

 Section in Annual Report

Select the applicable reporting level

- Entity  
 Investment manager  
 Group

Aligned with 

Disclosure is third-party reviewed:

- Yes  
 Externally checked  
 Externally verified  
 Externally assured  
 using

 No

Provide applicable evidence

[RP1 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Although the CSR report is not aligned with the IIRC framework, the CSR content was fully integrated into the corporate and financial parts of the Annual Financial Report 2019 to point out the integrated CSR strategy into the overall strategy of the Company. This report is aligned with the GRI Standards as well as the EPRA Best Practices Recommendations in Sustainability Reporting 2017 (p.95) and the GRI Standards 2016 (p.244-247).

The limited assurance can be found on pages 248-249 of the Annual Financial Report 2019.

 Show investors Stand-alone sustainability report(s) Integrated Report Dedicated section on corporate website

Select the applicable reporting level

- Entity  
 Investment manager  
 Group

Provide hyperlink

<https://www.befimmo.be/en/csr/csr-befimmo>

Indicate where the relevant information can be found

Direct link to the CSR part of the website.

Provide hyperlink

<https://www.befimmo.be/en/csr/recognition>

Indicate where the relevant information can be found

Page containing all scores and assessments on ESG matters in which Befimmo participated.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/befimmo_annual_financial_report_2019.pdf)

Indicate where the relevant information can be found

Direct link to the Annual Financial Report 2019.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/plan\\_dactions\\_2019\\_resume\\_uk.pdf](https://www.befimmo.be/sites/default/files/imce/publications/plan_dactions_2019_resume_uk.pdf)

Indicate where the relevant information can be found

Direct link to the CSR action plan, containing ESG targets.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/gri\\_content\\_index\\_uk\\_final\\_0.pdf](https://www.befimmo.be/sites/default/files/imce/publications/gri_content_index_uk_final_0.pdf)

[https://www.befimmo.be/sites/default/files/imce/publications/gri\\_content\\_index\\_uk\\_final\\_0.pdf](https://www.befimmo.be/sites/default/files/imce/publications/gri_content_index_uk_final_0.pdf)

Indicate where the relevant information can be found

Direct link to the GRI reporting.

Provide hyperlink

<https://www.befimmo.be/en/investors/publications?type=382>

<https://www.befimmo.be/en/investors/publications?type=382>

Indicate where the relevant information can be found

Direct link to all assessment in which Befimmo participated.

- Section in entity reporting to investors  
 Other

No

## REPORTING

### ESG Incident Monitoring

#### RP2.1

ESG incident monitoring

Does the entity have a process to monitor ESG-related controversies, misconduct, penalties, incidents, accidents, or breaches against the codes of conduct/ethics?

Yes

The process includes external communication of controversies, misconduct, penalties, incidents or accidents to:

- Clients/Customers  
 Community/Public  
 Contractors  
 Employees  
 Investors/Shareholders  
 Regulators/Government  
 Special interest groups (NGOs, Trade Unions, etc)  
 Suppliers  
 Other stakeholders

Other selected. Please describe

Board of directors and Executive Committee

Describe the process (maximum 250 words)

For the prevention of conflicts of interest, Befimmo is governed simultaneously by:

- the applicable legal provisions, common to listed companies, as per articles 523, 524 and 524ter of the Code of Company Law;
- a specific regime provided for by article 37 of the Law of 12 May 2014 on BE-REITs, which provides in particular for the obligation of prior notification to the FSMA of certain transactions planned with persons covered by that provision, to carry out such operations at normal market conditions and to make them public;
- and also by the additional rules specified in its charter of corporate governance.

These rules and their application in fiscal year 2019 are described in detail in the Annual Report 2019, pages 145 to 147 and in the Corporate Governance Charter. This Charter embodies rules designed to prevent market abuses, applicable to the Directors, members of the Management Committee and staff of Befimmo, and anyone else who may have access to privileged information through their involvement in the preparation of a particular transaction. These rules have been supplemented by a code of conduct (the dealing code), intended to raise the awareness of the persons concerned of their principal obligations and to lay down internal procedures to be followed in that regard. The Dealing Code is laid down by the Board of Directors and all employees receive and sign a copy when taking up their post, as part of training provided by the Compliance Officer. The Dealing Code is updated regularly.

No

#### RP2.2

ESG incident occurrences

Has the entity been involved in any ESG-related breaches that resulted in fines or penalties during the reporting year?

Yes  
 No

## RISK MANAGEMENT

### Risk Management

RM1

#### Environmental Management System (EMS)

Does the entity have an Environmental Management System (EMS)?

- Yes
- The EMS is aligned with a standard
  - The EMS is externally certified by an independent third party
    - ISO 14001
    - EMAS (EU Eco-Management and Audit Scheme)
    - Other
  - The EMS is not aligned with a standard nor certified externally

Provide applicable evidence

[RM1 - ISO 14001.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is fully dedicated to provide evidence of ISO 14001 certification. This document is only available in French.

Show investors

[RM1 - Action plan 18-19.pdf](#)

Indicate where in the evidence the relevant information can be found

This action plan refers to the reporting period 2018-2019. The steps concerning ISO 14001 can be found on page 5.

Show investors

[RM1 - Action plan 19-20.pdf](#)

Indicate where in the evidence the relevant information can be found

This is the latest version of the action plan (2019-2020). The steps concerning ISO 14001 can be found on page 7.

Show investors

No

RM2

#### Process to implement governance policies

Does the entity have processes to implement governance policy/policies?

- Yes
- Select all applicable options (multiple answers possible)
- Compliance linked to employee remuneration
  - Dedicated help desks, focal points, ombudsman, hotlines
  - Disciplinary actions in case of breach, i.e. warning, dismissal, zero tolerance policy
  - Employee performance appraisal systems integrate compliance with codes of conduct
  - Investment due diligence process
  - Responsibilities, accountabilities and reporting lines are systematically defined in all divisions and group companies
  - Training related to governance risks for employees (multiple answers possible)
    - Regular follow-ups
    - When an employee joins the organization
  - Whistle-blower mechanism
  - Other
- No
- Not applicable

**RISK MANAGEMENT**  
**Risk Assessments****RM3.1**

## Social risk assessments

Has the entity performed social risk assessments within the last three years?

 Yes

Select all issues included (multiple answers possible)

- Child labor
- Community development
- Controversies linked to social enterprise partnering
- Customer satisfaction
- Employee engagement
- Employee health & well-being
- Forced or compulsory labor
- Freedom of association
- Health and safety: community
- Health and safety: contractors
- Health and safety: employees
- Health and safety: tenants/customers
- Health and safety: supply chain (beyond tier 1 suppliers and contractors)
- Human rights
- Inclusion and diversity
- Labor standards and working conditions
- Stakeholder relations
- Other

 No**RM3.2**

## Governance risk assessments

Has the entity performed governance risk assessments within the last three years?

 Yes

Select all issues included (multiple answers possible)

- Bribery and corruption
- Cybersecurity
- Data protection and privacy
- Executive compensation
- Fiduciary duty
- Fraud
- Political contributions
- Shareholder rights
- Other

 No**RM4**

## ESG due diligence for new acquisitions

Does the entity perform asset-level 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)

- Biodiversity and habitat
- Building safety
- Climate/Climate change adaptation
- Compliance with regulatory requirements
- Contaminated land
- Energy efficiency
- Energy supply
- Flooding
- GHG emissions
- Health and well-being

- Indoor environmental quality
- Natural hazards
- Socio-economic
- Transportation
- Waste management
- Water efficiency
- Water supply
- Other

Other selected. Please describe

Environmental, building certification & energy ratings

- No
- Not applicable

## STAKEHOLDER ENGAGEMENT

## Employees

SE1

## Employee training

Does the entity provide training and development for employees?

 YesPercentage of employees who received professional training during the reporting year Percentage of employees who received ESG-specific during the reporting year 

ESG-specific training focuses on (multiple answers possible):

- Environmental issues
- Social issues
- Governance issues

 No

SE2.1

## Employee satisfaction survey

Has the entity undertaken an employee satisfaction survey within the last three years?

 Yes

The survey is undertaken (multiple answers possible)

 InternallyPercentage of employees covered Survey response rate  By an independent third party

Provide applicable evidence

[SE2.1 - Présentation enquête 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is fully dedicated in providing evidence of the employee Survey. This document is only available in French/Dutch. This Survey is conducted every two years and was executed in 2019. The overall satisfaction rate can be found on slide 2.

 Show investors

The survey includes quantitative metrics

 Yes

Metrics include

- Net Promoter Score
- Overall satisfaction score
- Other

 No No

SE2.2

## Employee engagement program

Does the entity have a program in place to improve its employee satisfaction based on the outcomes of the survey referred to in SE2.1?

 Yes

Select all applicable options (multiple answers possible)

- Planning and preparation for engagement
- Development of action plan
- Implementation
- Training
- Program review and evaluation
- Feedback sessions with c-suite level staff

Feedback sessions with separate teams/departments

Focus groups

Other

Other selected. Please describe

Feedback session to the entire team. Next to the feedback sessions ticked above, Befimmo also takes time to invite all employees to a presentation of the results (breakfast presentation).

No

Not applicable

### SE3.1

#### Employee health & well-being program

Does the entity have a program in place for promoting health & well-being of employees?

Yes

The program includes (multiple answers possible):

Needs assessment

Goal setting

Action

Monitoring

No

### SE3.2

#### Employee health & well-being measures

Does the entity take measures to incorporate the health & well-being program for employees described in SE3.1?

Yes

Select all applicable options (multiple answers possible)

Needs assessment

Creation of goals to address:

Action to promote health through:

Acoustic comfort

Biophilic design

Childcare facilities contributions

Flexible working hours

Healthy eating

Humidity

Illumination

Inclusive design

Indoor air quality

Lighting controls and/or daylight

Noise control

Paid maternity leave in excess of legally required minimum

Paid paternity leave in excess of legally required minimum

Physical activity

Physical and/or mental healthcare access

Social interaction and connection

Thermal comfort

Water quality

Working from home arrangements

Other

Monitor outcomes by tracking:

No

Not applicable

## SE4

## Employee safety indicators

Has the entity monitored conditions for and / or tracked indicators of employee safety during the last three years?

Yes

Select all applicable options (multiple answers possible)

Work station and/or workplace checks

Percentage of employees

Absentee rate

Injury rate

Lost day rate

Other metrics

Explain the employee occupational 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.  
 'Injury Rate' refers to the frequency of injuries, relative to the total time worked by all employees during the reporting period. It can be expressed as the number of injuries (the numerator) per multiple of hours worked (the denominator). An injury refers to any non-fatal or fatal injury arising out of, or in the course of, work (EPRA).  
 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 (EPRA).  
 % of employees that are part-time employed: ratio of employees that are working under a part-time contract (including time credits). We consider openness to part-time work as a guarantee for our team members to adapt their work load to their specific private situation and allow them to have a better work/life balance.  
 In terms of work stations, Befimmo renewed all its offices at its head office ("Smart Ways Of Working") opening up the entire space in 2016. In 2018, a survey was launched to check where improvements could be made. This survey is now completed and a summary is made to get started on the improvements: Befimmo has introduced some improvements like plants in its office space and collaborative spaces.

No

## SE5

## Inclusion and diversity

Does the entity monitor inclusion and diversity?

Yes

Diversity of the entity's governance bodies

Select all diversity metrics (multiple answers possible)

Age group distribution

Board tenure

Gender pay gap

Gender ratio

Percentage of employees that identify as:

Women

Men

International background

Racial diversity

Socioeconomic background

Diversity of the organization's employees

Select all diversity metrics (multiple answers possible)

Age group distribution

Percentage of employees that are:

Under 30 years old



Between 30 and 50 years old Over 50 years old 

- Gender pay gap
- Gender ratio

Percentage of employees that are:

Women Men 

- International background
- Racial diversity
- Socioeconomic background

Provide additional context for the response (maximum 250 words)

In the Team chapter of the Annual Financial Report 2019, graphs are setting out the composition of governance bodies (board of directors, executive committee, management and other employees) and breakdown of employees by gender AND by age (p.114). Furthermore, the board tenure is set out in the chapter "Corporate governance" (p.123). The wage gap can be found on p.112.

Provide applicable evidence

[SE5 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

In the Team chapter of the Annual Financial Report 2019, graphs are setting out the composition of governance bodies (board of directors, executive committee, management and other employees) and breakdown of employees by gender AND by age (p.114). Furthermore, the board tenure is set out in the chapter "Corporate governance" (p.123). The wage gap can be found on p.112.

- Show investors

 No**STAKEHOLDER ENGAGEMENT****Suppliers**

SE6

Supply chain engagement program

Does the entity include ESG-specific requirements in its procurement processes?

 Yes

Select elements of the supply chain engagement program (multiple answers possible)

- Developing or applying ESG policies
- Planning and preparation for engagement
- Development of action plan
- Implementation of engagement plan
- Training
- Program review and evaluation
- Feedback sessions with stakeholders
- Other

Select all topics included (multiple answers possible)

- Business ethics
- Child labor
- Environmental process standards
- Environmental product standards
- Health and safety: employees
- Health and well-being
- Human health-based product standards
- Human rights
- Labor standards and working conditions
- Other

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

- Contractors
- Suppliers

- Supply chain (beyond 1 tier suppliers and contractors)
- Other

Other selected. Please describe

Property/asset managers

 No**SE7.1**

## Monitoring property/asset managers

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

 Yes

The entity monitors compliance of:

- Internal property/asset managers
- External property/asset managers
- Both internal and external property/asset managers

Select all methods used (multiple answers possible)

- Checks performed by independent third party
- Property/asset manager ESG training
- Property/asset manager self-assessments
- Regular meetings and/or checks performed by the entity's employees
- Require external property/asset managers' alignment with a professional standard

Standard

ISO 14001

 Other

- No
- Not applicable

**SE7.2**

## Monitoring external suppliers/service providers

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

 Yes

Select all methods used (multiple answers possible)

- Checks performed by an independent third party
- Regular meetings and/or checks performed by external property/asset managers
- Regular meetings and/or checks performed by the entity's employees
- Require supplier/service providers' alignment with a professional standard
- Supplier/service provider ESG training
- Supplier/service provider self-assessments
- Other

- No
- Not applicable

**SE8**

## Stakeholder grievance process

Is there a formal process for stakeholders to communicate grievances?

 Yes

Select all characteristics applicable to the process (multiple answers possible)

- Accessible and easy to understand
- Anonymous
- Dialogue based
- Equitable & rights compatible
- Improvement based
- Legitimate & safe

- Predictable
- Prohibitive against retaliation
- Transparent
- Other

Which stakeholders does the process apply to? (multiple answers possible)

- Contractors
- Suppliers
- Supply chain (beyond tier 1 suppliers and contractors)
- Clients/Customers
- Community/Public
- Employees
- Investors/Shareholders
- Regulators/Government
- Special interest groups (NGO's, Trade Unions, etc)
- Other

No

REPORTING CHARACTERISTICS

**Reporting Characteristics**

**R1.1**

The entity's standing investments portfolio during the reporting year

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Property type	Number of Assets	Floor Area (m <sup>2</sup> )	% GAV
Lodging, Leisure & Recreation: Fitness Center	1	1625.0	0,07
Lodging, Leisure & Recreation: Swimming Center	1	4049.0	0,61
Office: Corporate: High-Rise Office	14	251998.93	43,73
Office: Corporate: Low-Rise Office	40	90467.0	5,1
Office: Corporate: Mid-Rise Office	46	423660.0	50,49
<b>Total</b>	<b>102</b>	<b>771799,93</b>	<b>100.0</b>

Note: This table is generated by GRESB and represents an aggregation of the data provided at the asset level. It is provided for review purposes and defines the scope of your 2020 GRESB Performance Component submission. It should reflect the total standing investments portfolio and exclude any development and/or major renovation projects, exclude vacant land, cash or other non real estate assets owned by the entity. You are not able to amend information in this table, with the exception of "% GAV" (this is because GAV is an optional field at asset level and cannot be used for aggregation). Please note that % GAV is used for entity and peer group classification and should accurately reflect the composition of the portfolio.

Provide applicable evidence

Provide hyperlink

[https://www.befimmo.be/sites/default/files/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/befimmo_annual_financial_report_2019.pdf)

[https://www.befimmo.be/sites/default/files/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/befimmo_annual_financial_report_2019.pdf)

Indicate where the relevant information can be found

See on pages 53 and 60 (breakdown of GAV), and 60-63 for the overview of the entire portfolio (individual assets). The latter contains all floor areas per asset.

[R1.1 and DR1.1 explanation.pdf](#)

Indicate where in the evidence the relevant information can be found

All the document is dedicated to explain the Befimmo's portfolio composition in 2019 and also the difference with the figures published in our annual report 2019 on pages 60 to 63.

Show investors

Provide additional context on how the uploaded evidence supports the entity's reporting boundaries and portfolio composition in R1.1 (maximum 1000 words).

Please see evidence R1.1 an DR1.1 explanation.pdf

## R1.2

Countries/states included in the entity's standing investments portfolio

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Country	% GAV
Luxembourg	5,57
Belgium	94,43

## RISK ASSESSMENT

### Risk Assessments

RA1

Risk assessments performed on standing investments portfolio

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

Yes

Select all issues included (multiple answers possible)

Biodiversity and habitat  
 Building safety and materials  
 Percentage of portfolio covered

Climate/climate change adaptation  
 Contaminated land  
 Percentage of portfolio covered

Energy efficiency  
 Percentage of portfolio covered

Energy supply  
 Percentage of portfolio covered

Flooding  
 Percentage of portfolio covered

GHG emissions  
 Percentage of portfolio covered

Health and well-being  
 Indoor environmental quality  
 Natural hazards  
 Regulatory  
 Percentage of portfolio covered

Resilience  
 Socio-economic  
 Transportation  
 Percentage of portfolio covered

Waste management  
 Percentage of portfolio covered

Water efficiency  
 Percentage of portfolio covered

Water supply  
 Percentage of portfolio covered

Other

The risk assessment is aligned with a third-party standard

Yes

No

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

When managing its portfolio, the Company is exposed to environmental risks, notably in terms of pollution, soil, water, air (high CO2 emissions) and also noise pollution. It is also exposed to the risk of not achieving its targets for improving its environmental performance and of losing the certifications (BREEAM, ISO 14001, etc.) that it was received.

In view of its real-estate activity in the broad sense, if such risks were to materialise, the environment could sustain damage and Befimmo could also incur significant costs and suffer damage to its reputation with its stakeholders. The occurrence of an environmental risk could, in some cases, also have an adverse impact on the fair value of the portfolio.

[2] Level of implementation & [3] Risk mitigation:



Befimmo adopts a responsible approach under which it has, for many years, aimed to take the necessary measures to reduce the environmental impact of the activities it controls and directly influences, such as, for its renovation and/or building projects, site checks, and for the operational portfolio compliance with the environmental permits.

No

Technical building assessments

Technical building assessments performed during the last three years

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Topic	Number of assets	% of portfolio covered
Energy		
Water		
Waste		

**RISK ASSESSMENT**

**Efficiency Measures**

**RA3**

## Energy efficiency measures

Energy efficiency measures implemented in the last three years

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Energy efficiency measures	Number of assets	% of portfolio covered
Automatic meter readings (AMR)	12	9,6
Automation system upgrades / replacements	14	14,05
Management systems upgrades / replacements	14	11,49
Installation of high-efficiency equipment and appliances	14	15,79
Installation of on-site renewable energy	3	7,35
Occupier engagement / informational technologies		
Smart grid / smart building technologies		
Systems commissioning or retro-commissioning	3	4,12
Wall / roof insulation	1	0,71
Window replacements	1	0,71

**RA4**

## Water efficiency measures

Water efficiency measures implemented in the last three years

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Water efficiency measures	Number of assets	% of portfolio covered
Automatic meter readings (AMR)	12	9,6
Cooling tower	1	0,91
Drip / smart irrigation		
Drought tolerant / native landscaping		
High efficiency / dry fixtures		
Leak detection system		
Metering of water subsystems		
On-site waste water treatment		
Reuse of storm water and/or grey water	2	1,24

**RA5**

## Waste management measures

Waste management measures implemented in the last three years

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Waste management measures	Number of assets	% of portfolio covered
Composting landscape and/or food waste		
Ongoing waste performance monitoring		
Recycling		
Waste stream management		
Waste stream audit	1	0,38

**TARGETS**  
**Targets**

T1.1

Portfolio improvement targets

Has the entity set long-term performance improvement targets?

Yes

Area	Target type	Long-term target (%)	Baseline year	End year	Are these targets communicated externally?
Energy consumption		<input type="text"/>			<input type="checkbox"/>
Renewable energy use		<input type="text"/>			<input type="checkbox"/>
GHG emissions	Intensity-based	33	2016	2030	<input checked="" type="checkbox"/> Yes
Water consumption	Intensity-based	15	2016	2030	<input checked="" type="checkbox"/> Yes
Waste diverted from landfill		<input type="text"/>			<input type="checkbox"/>
Building Certifications		<input type="text"/>			<input type="checkbox"/>
Data Coverage		<input type="text"/>			<input type="checkbox"/>
		<input type="text"/>			<input type="checkbox"/>

Explain the methodology used to establish the targets and communicate the anticipated pathways to achieve these targets (maximum 250 words)

In 2017, Befimmo has redefined new long term targets for reducing greenhouse gas emissions in accordance with the recommendations of IPCC scientists, following the Science Based Target method. Befimmo aims to reduce by 50% its direct CO2e emissions related to the heating of buildings by 2030. In addition, Befimmo still has a target of cutting the CO2e emissions related to controlled indirect energy consumption by 17%, and the CO2e emissions related to uncontrolled indirect energy consumption by 17% (excluding offsets) of its buildings. It is well aware that this ambitious aim of reducing its environmental impact can be influenced by the constantly changing needs and behaviours of society, the world of work, especially through the use of new technologies and/or a new form of mobility that is now more geared towards electricity, but it intends to stand firmly by this target. This approach assumes flexibility and anticipation of the electricity needs that Befimmo will immediately integrate into all of its projects. Finally, to achieve its objectives, Befimmo's ambition is firstly to maximise and/or develop existing and future renewable energy generation facilities, and to achieve 100% use of green energy across its entire portfolio, including private areas, by 2021.

No

T1.2

Science-based targets

Is the entity's GHG emissions target science-based?

Yes

Has the target been approved by the Science-Based Targets initiative?

Yes

No

Select the scope of the science-based target:

Scope 1

Scope 2 (location-based)

Scope 2 (market-based)

Scope 1+2 (location-based)

Scope 1+2 (market-based)

Scope 1+2 (location-based) + Scope 3

Scope 1+2 (market-based) + Scope 3

Scope 3

Other

No

Not applicable

## TENANTS AND COMMUNITY

## Tenants/Occupiers

TC1

## Tenant engagement program

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

 Yes

Select all approaches to engage tenants (multiple answers possible)

 Building/asset communication

0%, &lt;25%

 Feedback sessions with individual tenants Provide tenants with feedback on energy/water consumption and waste

≥25%, &lt;50%

 Social media/online platform

≥75, ≤100%

 Tenant engagement meetings

0%, &lt;25%

 Tenant ESG guide

0%, &lt;25%

 Tenant ESG training Tenant events focused on increasing ESG awareness

0%, &lt;25%

 Other

Describe the tenant engagement program and methods used to improve tenant satisfaction (maximum 250 words)

The high level of BREEAM certification and quality criteria that it strives for in its development projects take full account of the considerations and requirements regarding people's health, security and well-being.

An Environmental Cooperation Agreement (+ a personalized presentation), Building User Guide (BUG) and welcome pack containing all useful contact details related to Befimmo will be systematically offered to new tenants. These documents also include all ESG related topics.

Befimmo's Communication team supports the Property Managers to guarantee the occupants a clear and cohesive communication including ESG aspects. Different communication channels are used: newsletters, screens in the entrance halls, surveys, events and information sessions.

Regarding the mobility aspect, the Environmental team and the team Services and Facilities both work on collecting information regarding mobility issues, and further implementing new initiatives like charging points, electric pooled bikes, etc.

 No

TC2.1

## Tenant satisfaction survey

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

 Yes

The survey is undertaken (multiple answers possible)

 Internally

Percentage of tenants covered 100

Survey response rate 32

 By an independent third party

The survey includes quantitative metrics

 Yes

Metrics include

 Net Promoter Score Overall satisfaction score



- Satisfaction with communication
- Satisfaction with property management
- Satisfaction with responsiveness
- Understanding tenant needs
- Value for money
- Other

No

Provide applicable evidence

[TC2.1 - Tenant survey.pdf](#)

Indicate where in the evidence the relevant information can be found

Presentation of the survey led in the Befimmo buildings. This survey is only available in French. This presentation contains the occupancy rate of shared meeting spaces in the Befimmo buildings.

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[TC2.1 - Tenant survey lunch.pdf](#)

Indicate where in the evidence the relevant information can be found

Example of a lunch organised with the tenants of our building Planet 2, in order to catch their level of satisfaction as well as their needs. The English version is at the end of the communication.

Show investors

[TC2.1 - Tenant survey needs.pdf](#)

Indicate where in the evidence the relevant information can be found

These surveys were taken in different buildings of the portfolio. The first one, regarding our building Arts 56 for example, questioned the occupants regarding their needs on the following services:

Catering  
BringMe Boxes  
Mobility  
Showers  
Lockers  
Fitness  
Concierge service  
Other services they think of

According to the answers given by the occupants, new services are put into place (collective sport area, a laundry room, etc.).

Show investors

No

## TC2.2

Program to improve tenant satisfaction

Does the entity have a program in place to improve tenant satisfaction based on the outcomes of the survey referred to in TC2.1?

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 of its 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 reporting to the Chief Operating Officer, whose goal is to improve the quality of "customer service".

Project managers pay special attention during the design phase of its projects to the future satisfaction of the occupants and users of its buildings and aims to secure their loyalty by providing quality spaces that are flexible, efficient in terms of environmental management, use of space. The high level of BREEAM certification and quality criteria that it strives for in its developments take full account of the considerations and requirements regarding people's health, security and well-being. The property managers manage the buildings while improving tenant satisfaction and comfort. They develop a regular and transparent relationship with tenants, becoming their day-to-day contact point, with a view to meeting their expectations. To that end, tenants have a helpdesk (24/7) and management tools: Helpsite, Extranet.

Services and Facilities is in touch with tenants to implement services in order to meet their needs and facilitate their lives. An Environmental Cooperation Agreement, Building User Guide (BUG) and welcome pack containing all useful contact details related to Befimmo will be systematically offered to new tenants.

Finally, the tenant satisfaction is one of Befimmo's core objectives. One of the objectives of the Befimmo action plan is to obtain 100% tenant satisfaction by 2030.

- No  
 Not applicable

## TC3

## Fit-out &amp; refurbishment program for tenants on ESG

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

- Yes

Select all topics included (multiple answers possible)

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

Tenant fit-out guides

≥25%, <50%

Minimum fit-out standards are prescribed

0%, <25%

Procurement assistance for tenants

0%, <25%

Other

- No

## TC4

## ESG-specific requirements in lease contracts (green leases)

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

- Yes

Select all topics included (multiple answers possible)

Cooperation and works:

Environmental initiatives

Enabling upgrade works

ESG management collaboration

Premises design for performance

Managing waste from works

Social initiatives

Other

Management and consumption:

Energy management

Water management

Waste management

Indoor environmental quality management

Sustainable procurement

Sustainable utilities

Sustainable transport

Sustainable cleaning

Other

Reporting and standards:

Information sharing

Performance rating

Design/development rating

Performance standards

Metering

Comfort

Other

Percentage lease contracts with an ESG clause (by floor area)

100

- No

## TC5.1

## Tenant health &amp; well-being program

Does the entity have a program for promoting health & wellbeing of tenants, customers, and local surrounding communities?

Yes

The program includes (multiple answers possible):

- Needs assessment
- Goal setting
- Action
- Monitoring

No

## TC5.2

## Tenant health &amp; well-being measures

Does the entity take measures to incorporate the health & well-being program for tenants and local communities described in TC5.1?

Yes

Select all applicable options (multiple answers possible)

- Needs assessment

The entity monitors employee health and well-being needs through (multiple answers possible):

- Tenant survey
- Community engagement
- Use of secondary data
- Other

- Creation of goals to address:

- Mental health and well-being
- Physical health and well-being
- Social health and well-being
- Other

- Action to promote health through:

- Acoustic comfort
- Biophilic design
- Community development
- Physical activity
- Healthy eating
- Hosting health-related activities for surrounding community
- Improving infrastructure in areas surrounding assets
- Inclusive design
- Indoor air quality
- Lighting controls and/or daylight
- Physical and/or mental healthcare access
- Social interaction and connection
- Thermal comfort
- Urban regeneration
- Water quality
- Other activity in surrounding community
- Other building design and construction strategy

Other selected. Please describe

Befimmo has introduced a sustainable procurement policy for the incoming flow of materials in order to include social criteria consistently across all procurement.

- Other building operations strategy
- Other programmatic intervention

- Monitor outcomes by tracking:

- Environmental quality
- Program performance
- Population experience and opinions
- Other

- No
- Not applicable

## TENANTS AND COMMUNITY

### Community

#### TC6.1

##### Community engagement program

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

- Yes

Select all topics included (multiple answers possible)

- Community health and well-being
- Effective communication and process to address community concerns
- Enhancement programs for public spaces
- Employment creation in local communities
- Research and network activities
- Resilience, including assistance or support in case of disaster
- Supporting charities and community groups
- ESG education program
- Other

Describe the community engagement program and the monitoring process (maximum 250 words)

Befimmo aims to ensure that every building in its portfolio is harmoniously integrated in the neighbourhood in which it is located. Sustainable integration into the city is a recent topic, so no target has yet been set. However, an indicator was calculated for the third time in 2019, "Community Engagement", published by EPRA. The objective is to measure the percentage of buildings for which measures have been taken to open up to dialogue with local communities. To calculate it, Befimmo takes account of the projects (m<sup>2</sup>) that it is supporting and setting up in the North district, and public announcements, surveys or consultations that it organises when making applications for environmental and urban planning permits. In fiscal year 2019, 25% of the consolidated portfolio was covered. The value of the indicator is notable directly related to and/or influenced by the number of permit applications that depend on ongoing and/or development projects. The teams are working to bring about this urban evolution.

- No

#### TC6.2

##### Monitoring impact on community

Does the entity monitor its impact on the community?

- Yes
- No

**ENERGY CONSUMPTION**

**Energy Consumption**

## Energy consumption

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

Floor Areas	Floor Area (m <sup>2</sup> )
Whole Building	
Landlord Controlled	
Tenant Controlled	
Common Areas	1.0
Shared Services	1625.0
Tenant Space	1624.0
Landlord Controlled	0.0
Tenant Controlled	1624.0
Floor Areas	Floor Area (m <sup>2</sup> )
Whole Building	
Landlord Controlled	
Tenant Controlled	
Common Areas	1.0
Shared Services	4049.0
Tenant Space	4048.0
Landlord Controlled	0.0
Tenant Controlled	4048.0
Floor Areas	Floor Area (m <sup>2</sup> )
Whole Building	212251.93
Landlord Controlled	
Tenant Controlled	212251.93
Common Areas	4.0
Shared Services	39747.0
Tenant Space	39743.0
Landlord Controlled	6816,76
Tenant Controlled	32926,24
Floor Areas	Floor Area (m <sup>2</sup> )
Whole Building	41877.0
Landlord Controlled	
Tenant Controlled	41877.0
Common Areas	26.0
Shared Services	48590.0
Tenant Space	48564.0
Landlord Controlled	7577,99
Tenant Controlled	40986,01
Floor Areas	Floor Area (m <sup>2</sup> )
Whole Building	281500.0
Landlord Controlled	
Tenant Controlled	281500.0
Common Areas	14.0
Shared Services	142160.0
Tenant Space	142146.0
Landlord Controlled	27222,12
Tenant Controlled	114924,21

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the total area size reported in the Energy tab, split by floor area types.

Total energy consumption of the portfolio

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

			2018		Absolute 2019		Maximum Floor Area (m <sup>2</sup> )	Like-for-Like 2019	
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Consumption (MWh)		Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Whole Building	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Sub-total			0.0	0.0	N/A	N/A	0.0	0.0	N/A
Base Building - Common Areas	Landlord Controlled	Fuels	0.0	0.0	1.0	1.0	0.0	0.0	1.0
		District Heating & Cooling	0.0	0.0	1.0	1.0	0.0	0.0	1.0
		Electricity	0,05	0,06	1.0	1.0	0,05	0,06	1.0
Base Building - Shared Services	Landlord Controlled	Fuels	67,74	69,74	1625.0	1625.0	67,74	69,74	1625.0
		District Heating & Cooling	0.0	0.0	1625.0	1625.0	0.0	0.0	1625.0
		Electricity	11,37	13,84	1625.0	1625.0	11,37	13,84	1625.0
Tenant Spaces	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Landlord Controlled	Fuels	0.0	0.0	1624.0	1624.0	0.0	0.0	1624.0
		District Heating & Cooling	0.0	0.0	1624.0	1624.0	0.0	0.0	1624.0
		Electricity	86,63	91,85	1624.0	1624.0	86,63	91,85	1624.0
Sub-total			165,78	175,49	N/A	N/A	165,78	175,49	N/A
Outdoor / Exterior areas / Parking	Landlord Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Tenant Controlled	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Total			165,78	175,49	N/A	N/A	165,78	175,49	N/A
			2018		Absolute 2019		Maximum Floor Area (m <sup>2</sup> )	Like-for-Like 2019	
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Consumption (MWh)		Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Whole Building	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Sub-total			0.0	0.0	N/A	N/A	0.0	0.0	N/A
Base Building - Common Areas	Landlord Controlled	Fuels	0.0	0.0	1.0	1.0	0.0	0.0	1.0
		District Heating & Cooling	0.0	0.0	1.0	1.0	0.0	0.0	1.0
		Electricity	0,2	0,21	1.0	1.0	0,2	0,21	1.0
Base Building - Shared Services	Landlord Controlled	Fuels	1798,5	1703,98	4049.0	4049.0	1798,5	1703,98	4049.0
		District Heating & Cooling	0.0	0.0	4049.0	4049.0	0.0	0.0	4049.0
		Electricity	501,87	457,94	4049.0	4049.0	501,87	457,94	4049.0
Tenant Spaces	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Landlord Controlled	Fuels	0.0	0.0	4048.0	4048.0	0.0	0.0	4048.0
		District Heating & Cooling	0.0	0.0	4048.0	4048.0	0.0	0.0	4048.0
		Electricity	809,7	839,84	4048.0	4048.0	809,7	839,84	4048.0
Sub-total			3110,27	3001,96	N/A	N/A	3110,27	3001,96	N/A
Outdoor / Exterior areas / Parking	Landlord Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Tenant Controlled	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Total			3110,27	3001,96	N/A	N/A	3110,27	3001,96	N/A
			2018		Absolute 2019		Maximum Floor Area (m <sup>2</sup> )	Like-for-Like 2019	
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Consumption (MWh)		Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Whole Building	Landlord Controlled	Fuels	12719,08	11395,63	194161.0	212251.93	11508,88	11313,25	188094.0
		District Heating & Cooling	1135,23	1099,97	194161.0	194161.0	1135,23	1099,97	188094.0
		Electricity	15843,48	14900,26	194161.0	194161.0	14468,42	14858,86	188094.0
Sub-total			29697,8	27395,86	N/A	N/A	27112,53	27272,08	N/A

			Absolute				Like-for-Like		
			2018	2019	2018	2019	2018	2019	2019
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Base Building - Common Areas	Landlord Controlled	Fuels	0.0	0.0	4.0	4.0	0.0	0.0	4.0
		District Heating & Cooling	0.0	0.0	4.0	4.0	0.0	0.0	4.0
		Electricity	0,21	0,2	4.0	4.0	0,21	0,2	4.0
Base Building - Shared Services	Landlord Controlled	Fuels	4147,5	3770,23	39747.0	39747.0	4147,5	3770,23	39747.0
		District Heating & Cooling	0.0	0.0	39747.0	39747.0	0.0	0.0	39747.0
		Electricity	2791,67	2162,78	39747.0	39747.0	2791,67	2162,78	39747.0
Tenant Spaces	Landlord Controlled	Fuels	0.0	0.0	6816,76	32718.0			
		District Heating & Cooling	0.0	0.0	6816,76	32718.0			
		Electricity	0.0	0.0	6816,76	32718.0			
	Tenant Controlled	Fuels	0.0	0.0	32926,24	39743.0	0.0	0.0	7025.0
		District Heating & Cooling	0.0	0.0	32926,24	39743.0	0.0	0.0	7025.0
		Electricity	2147,97	2257,55	32926,24	39743.0	392,12	336,79	7025.0
Sub-total		9087,36	8190,76	N/A	N/A	7331,51	6269,99	N/A	
Outdoor / Exterior areas / Parking	Landlord Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
	Tenant Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Total		38785,16	35586,62	N/A	N/A	34444,04	33542,07	N/A	

  

			Absolute				Like-for-Like		
			2018	2019	2018	2019	2018	2019	2019
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Whole Building	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Fuels	3323,33	3198,7	37945.0	41877.0	3323,33	3198,7	37945.0	
	District Heating & Cooling	0.0	0.0	41877.0	41877.0	0.0	0.0	41877.0	
	Electricity	1510,05	1095,2	39120.0	41877.0	1358,08	1095,2	39120.0	
Sub-total		4833,38	4293,9	N/A	N/A	4681,41	4293,9	N/A	
Base Building - Common Areas	Landlord Controlled	Fuels	0.0	0.0	25.0	26.0	0.0	0.0	25.0
		District Heating & Cooling	0.0	0.0	26.0	26.0	0.0	0.0	26.0
		Electricity	0,97	0,94	26.0	26.0	0,97	0,94	26.0
Base Building - Shared Services	Landlord Controlled	Fuels	3660,15	3536,19	46880.0	48590.0	3499,58	3536,19	46880.0
		District Heating & Cooling	0.0	0.0	48590.0	48590.0	0.0	0.0	48590.0
		Electricity	1065,74	1155,5	46393.0	48590.0	1065,74	1155,5	46393.0
Tenant Spaces	Landlord Controlled	Fuels	0.0	0.0	7577,99	23599.0	0.0	0.0	1049,28
		District Heating & Cooling	0.0	0.0	7577,99	23599.0	0.0	0.0	1049,28
		Electricity	0.0	0.0	7577,99	23599.0	0.0	0.0	1049,28
	Tenant Controlled	Fuels	0.0	0.0	40986,01	48564.0	0.0	0.0	23421,72
		District Heating & Cooling	0.0	0.0	40986,01	48564.0	0.0	0.0	23421,72
		Electricity	1797,44	1722,17	40986,01	48564.0	1082,16	1039,9	23421,72
Sub-total		6524,31	6414,8	N/A	N/A	5648,45	5732,52	N/A	
Outdoor / Exterior areas / Parking	Landlord Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
	Tenant Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Total		11357,69	10708,7	N/A	N/A	10329,87	10026,42	N/A	

  

			Absolute				Like-for-Like		
			2018	2019	2018	2019	2018	2019	2019
			Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Whole Building	Landlord Controlled	Fuels							
		District Heating & Cooling							
		Electricity							
Tenant Controlled	Fuels	21403,64	18938,7	264390.0	275800.0	19801,51	18938,7	264390.0	
	District Heating & Cooling	0.0	0.0	270506.0	272846.0	0.0	0.0	270506.0	
	Electricity	14546,63	13779,12	267292.0	281500.0	14237,47	13779,12	267292.0	
Sub-total		35950,27	32717,82	N/A	N/A	34038,97	32717,82	N/A	
Base Building - Common Areas	Landlord Controlled	Fuels	0.0	0.0	14.0	14.0	0.0	0.0	13.0
		District Heating & Cooling	0.0	0.0	14.0	14.0	0.0	0.0	13.0
		Electricity	0,64	0,63	14.0	14.0	0,58	0,57	13.0
Base Building - Shared Services	Landlord Controlled	Fuels	9379,56	9538,94	142160.0	142160.0	8748,95	9011,67	134778.0
		District Heating & Cooling	1272,57	976,3	142160.0	142160.0	1272,57	976,3	134778.0
		Electricity	6440,32	6062,0	142160.0	142160.0	6351,06	5988,66	134778.0
Tenant Spaces	Landlord Controlled	Fuels	0.0	0.0	22867,32	113059.33			
		District Heating & Cooling	0.0	0.0	22867,32	113059.33			
		Electricity	0.0	0.0	22867,32	113059.33			
	Tenant Controlled	Fuels	0.0	0.0	119279,01	142146.33	0.0	0.0	48161,64
		District Heating & Cooling	0.0	0.0	119279,01	142146.33	0.0	0.0	48161,64
		Electricity	7406,28	7347,41	119279,01	142146.33	2765,06	2518,27	48161,64
Sub-total		24499,36	23925,28	N/A	N/A	19138,22	18495,47	N/A	
Outdoor / Exterior areas / Parking	Landlord Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
		Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A



		Absolute			Like-for-Like			
		2018	2019	2019	2018	2019	2019	
		Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (MWh)	Consumption (MWh)	Floor Area Covered (m <sup>2</sup> )
Tenant Controlled	Fuels	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Tenant Controlled	Electricity	0.0	0.0	N/A	N/A	0.0	0.0	N/A
Total		60449,63	56643,1	N/A	N/A	53177,19	51213,29	N/A

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated Energy consumption values per property type, along with their related Floor Area Covered, Maximum Floor Areas and Like-for-like consumption changes (%)

Total data coverage of the portfolio

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

	Area-Aggregated Data coverages (%)	Data Coverage		Area/Time-Aggregated Data coverages (%)	Like-for-Like	
		Time-Aggregated Data coverages (%)			2019/2018 Aggregated LFL changes (%)	LFL data coverage (%)
Landlord Controlled	100.0	100.0		100.0	5.66	100.0
Tenant Controlled	100.0	100.0		100.0	6.03	100.0
Landlord Controlled	100.0	100.0		100.0	-6.02	100.0
Tenant Controlled	100.0	100.0		100.0	3.72	100.0
Landlord Controlled	88,9	100.0		88,9	-14,5	85,36
Tenant Controlled	90,86	97.0		95,78	0,38	83,71
Landlord Controlled	91,11	100.0		91,11	2,77	84,8
Tenant Controlled	92,59	100.0		92,59	-7,46	71,7
Landlord Controlled	89,55	100.0		90,0	-2,42	79,57
Tenant Controlled	94,64	97.0		94,63	-4,26	78,44

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays a summary of aggregated Data Coverages and Like-for-Like consumption changes per property type, split by Landlord Controlled and Tenant Controlled areas. While "Area - Aggregated Data coverage" only accounts for the floor area size of assets when aggregating values, "Time - Aggregated Data coverage" accounts for the period of ownership. Consequently, "Area/Time - Aggregated Data coverage" aggregates both dimensions and is used for benchmarking purposes.

Renewable energy generated

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

	2018		2019		Consumption 2019/2018 change (%)
	Consumption (MWh)	% of total Consumption	Consumption (MWh)	% of total Consumption	
Generated and consumed by landlord					
On-site Generated and exported by landlord					
Generated by third-party (or tenant)					
On-site - Sub-total	0.0	0.0	0.0	0.0	0.0
Off-site Purchased by Landlord	11,37	6,86	13,84	7,89	
Purchased by Tenant	86,63	52,25	91,85	52,34	
Off-site - Sub-total	97,99	59,11	105,69	60,23	1,12
Renewable Energy - Total	97,99	59,11	105,69	60,23	1,12
Generated and consumed by landlord					
On-site Generated and exported by landlord					
Generated by third-party (or tenant)					
On-site - Sub-total	0.0	0.0	0.0	0.0	0.0
Off-site Purchased by Landlord	501,87	16,14	457,94	15,25	
Purchased by Tenant	809,7	26,03	839,84	27,98	
Off-site - Sub-total	1311,57	42,17	1297,78	43,23	1,06
Renewable Energy - Total	1311,57	42,17	1297,78	43,23	1,06
Generated and consumed by landlord					
On-site Generated and exported by landlord					
Generated by third-party (or tenant)					
On-site - Sub-total	841,94	2,17	1270,49	3,57	
Off-site Purchased by Landlord	38,56	0,1	76,32	0,21	
Purchased by Tenant	449,97	1,16	1009,16	2,84	

		2018		2019		
		Consumption (MWh)	% of total Consumption	Consumption (MWh)	% of total Consumption	Consumption 2019/2018 change (%)
Off-site	On-site - Sub-total	1330,47	3,43	2355,98	6,62	3,19
	Purchased by Landlord	2791,67	7,2	2162,78	6,08	
	Purchased by Tenant	17991,46	46,39	17157,81	48,21	
	Off-site - Sub-total	20783,13	53,59	19320,59	54,29	0,7
Renewable Energy - Total		22113,6	57,02	21676,57	60,91	3,89
		2018		2019		
		Consumption (MWh)	% of total Consumption	Consumption (MWh)	% of total Consumption	Consumption 2019/2018 change (%)
On-site	Generated and consumed by landlord					
	Generated and exported by landlord					
Generated by third-party (or tenant)						
Off-site	On-site - Sub-total	0,0	0,0	0,0	0,0	0,0
	Purchased by Landlord	876,0	7,71	1033,26	9,65	
	Purchased by Tenant	1868,8	16,45	1616,33	15,09	
	Off-site - Sub-total	2744,8	24,17	2649,58	24,74	0,57
Renewable Energy - Total		2744,8	24,17	2649,58	24,74	0,57
		2018		2019		
		Consumption (MWh)	% of total Consumption	Consumption (MWh)	% of total Consumption	Consumption 2019/2018 change (%)
On-site	Generated and consumed by landlord	272,73	0,45	363,82	0,64	
	Generated and exported by landlord	17,82	0,03	22,51	0,04	
Generated by third-party (or tenant)		25,96	0,04	12,76	0,02	
Off-site	On-site - Sub-total	316,51	0,52	399,08	0,7	0,18
	Purchased by Landlord	5169,75	8,55	5029,21	8,88	
	Purchased by Tenant	21150,7	34,99	20200,44	35,66	
	Off-site - Sub-total	26320,44	43,54	25229,65	44,54	1,0
Renewable Energy - Total		26636,95	44,06	25628,73	45,25	1,18

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated Renewable Energy consumed/generated per property type, either on-site or off-site, as well as the Percentage of total Consumption by category.

Provide additional context for the answer provided (not validated, for reporting purposes only)

**GHG EMISSIONS**

**GHG Emissions**

## GHG emissions

Total GHG emissions of the portfolio

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

		Absolute				Like-for-Like				
		2018		2019		2018		2019		
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )	
Whole Building	Scope 1	12,73	13,11	1625.0	1625.0	12,73	13,11	1625.0	1625.0	
	Scope 2	Location Based	1,93	2,35	1625.0	1625.0	1,93	2,35	1625.0	1625.0
		Market Based (optional)	0.0	0.0	-	-	0.0	0.0	-	-
	Total Scope 1&2 GHG emissions		14,67	15,46	N/A	N/A	14,67	15,46	N/A	N/A
	Scope 3	14,74	15,62	1625.0	1625.0	14,74	15,62	1625.0	1625.0	
	Total Scope 1&2&3 GHG emissions		29,4	31,09	N/A	N/A	29,4	31,09	N/A	N/A
Outdoor / Exterior areas / Parking	Scope 1	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A	
	Scope 2	Location Based	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
		Market Based (optional)	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2 GHG emissions		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Total Scope 1&2&3 GHG emissions		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
GHG Offsets		16,67	17,98	N/A	N/A	16,67	17,98	N/A	N/A	
Net GHG Emissions after offsets				N/A	N/A			N/A	N/A	

		Absolute				Like-for-Like				
		2018		2019		2018		2019		
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )	
Whole Building	Scope 1	338,12	320,35	4049.0	4049.0	338,12	320,35	4049.0	4049.0	
	Scope 2	Location Based	85,32	77,85	4049.0	4049.0	85,32	77,85	4049.0	4049.0
		Market Based (optional)	0.0	0.0	-	-	0.0	0.0	-	-
	Total Scope 1&2 GHG emissions		423,44	398,2	N/A	N/A	423,44	398,2	N/A	N/A
	Scope 3	137,68	142,81	4049.0	4049.0	137,68	142,81	4049.0	4049.0	
	Total Scope 1&2&3 GHG emissions		561,12	541,01	N/A	N/A	561,12	541,01	N/A	N/A
Outdoor / Exterior areas / Parking	Scope 1	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A	
	Scope 2	Location Based	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
		Market Based (optional)	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2 GHG emissions		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Total Scope 1&2&3 GHG emissions		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
GHG Offsets		223,0	220,66	N/A	N/A	223,0	220,66	N/A	N/A	
Net GHG Emissions after offsets				N/A	N/A			N/A	N/A	

		Absolute				Like-for-Like				
		2018		2019		2018		2019		
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )	
Whole Building	Scope 1	779,73	708,8	39747.0	39747.0	779,73	708,8	39747.0	39747.0	
	Scope 2	Location Based	502,09	434,88	39747.0	39747.0	502,09	434,88	39747.0	39747.0
		Market Based (optional)	0.0	0.0	-	-	0.0	0.0	-	-
	Total Scope 1&2 GHG emissions		1281,82	1143,68	N/A	N/A	1281,82	1143,68	N/A	N/A
	Scope 3	2986,92	2709,01	233908.0	251998.93	2759,4	2693,52	227841.0	227841.0	
	Total Scope 1&2&3 GHG emissions		4268,73	3852,7	N/A	N/A	4041,21	3837,21	N/A	N/A
Outdoor / Exterior areas / Parking	Scope 1	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A	

		Absolute				Like-for-Like			
		2018		2019		2018		2019	
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )
GHG Offsets	Scope 2 Location Based	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Market Based (optional)	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2 GHG emissions	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 3	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2&3 GHG emissions	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Net GHG Emissions after offsets	3533,17	3284,54	N/A	N/A	3299,41	3277,5	N/A	N/A	

		Absolute				Like-for-Like			
		2018		2019		2018		2019	
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )
Whole Building	Scope 1	688,11	664,8	46880.0	48590.0	657,92	664,8	46880.0	48590.0
	Scope 2 Location Based	216,52	226,36	48590.0	48590.0	216,52	226,36	48590.0	48590.0
	Market Based (optional)	56,94	40,47 -	-	-	56,94	40,47 -	-	-
	Total Scope 1&2 GHG emissions	904,63	891,16	N/A	N/A	874,44	891,16	N/A	N/A
	Scope 3	940,19	912,27	90467.0	90467.0	940,19	912,27	90467.0	90467.0
Outdoor / Exterior areas / Parking	Total Scope 1&2&3 GHG emissions	1844,81	1803,43	N/A	N/A	1814,63	1803,43	N/A	N/A
GHG Offsets	Scope 1	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 2 Location Based	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Market Based (optional)	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2 GHG emissions	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 3	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Net GHG Emissions after offsets	Total Scope 1&2&3 GHG emissions	485,34	472,11	N/A	N/A	485,34	472,11	N/A	N/A

		Absolute				Like-for-Like			
		2018		2019		2018		2019	
		Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Emissions (tonnes)	Emissions (tonnes)	Floor Area Covered (m <sup>2</sup> )	Floor Area Covered (m <sup>2</sup> )
Whole Building	Scope 1	1933,06	1971,0	142160.0	142160.0	1814,51	1871,88	134778.0	134778.0
	Scope 2 Location Based	1281,82	1229,2	142160.0	142160.0	1221,65	1216,73	134778.0	134778.0
	Market Based (optional)	3,22	0,15 -	-	-	3,22	0,15 -	-	-
	Total Scope 1&2 GHG emissions	3214,88	3200,2	N/A	N/A	3036,15	3088,61	N/A	N/A
	Scope 3	5135,86	4613,15	412666.0	423660.0	4950,67	4539,32	405284.0	405284.0
Outdoor / Exterior areas / Parking	Total Scope 1&2&3 GHG emissions	8350,75	7813,35	N/A	N/A	7986,83	7627,93	N/A	N/A
GHG Offsets	Scope 1	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 2 Location Based	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Market Based (optional)	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Total Scope 1&2 GHG emissions	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
	Scope 3	0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Net GHG Emissions after offsets	Total Scope 1&2&3 GHG emissions	4739,75	4530,58	N/A	N/A	4640,71	4444,28	N/A	N/A

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated GHG emissions values per property type, along with their related Floor Area Covered, Maximum Floor Areas and Like-for-like changes (%) in emissions.

Note: Scope 3 emissions in the 2020 GRESB Assessment are calculated as the emissions associated with tenant areas, unless they are already reported as Scope 1 or Scope 2 emissions (if they cannot be disassociated from emissions from other areas). Scope 3 emissions do not include emissions generated through the entity's operations or by its employees, transmission losses or upstream supply chain emissions.

Total data coverage of the portfolio

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

	Area-Aggregated Data coverages (%)	Data Coverage		Area/Time-Aggregated Data coverages (%)	Like-for-Like	
		Time-Aggregated Data coverages (%)			2019/2018 Aggregated LFL changes (%)	LFL data coverage (%)
Scope 1 & 2	100.0	100.0	100.0	100.0	5,43	100.0
Scope 3	100.0	100.0	100.0	100.0	6,03	100.0
Scope 1 & 2	100.0	100.0	100.0	100.0	-5,96	100.0
Scope 3	100.0	100.0	100.0	100.0	3,72	100.0
Scope 1 & 2	100.0	100.0	100.0	100.0	-10,78	100.0
Scope 3	92,21	97.0	97,19	97,19	-2,39	90,41
Scope 1 & 2	98,24	100.0	100.0	98,24	1,91	98,24
Scope 3	100.0	100.0	100.0	100.0	-2,97	100.0
Scope 1 & 2	100.0	100.0	100.0	100.0	1,73	94,81
Scope 3	96,88	93.0	96,87	96,87	-8,31	95,66

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays a summary of aggregated Data Coverages and Like-for-Like consumption changes per property type, split by emission Scopes. While "Area - Aggregated Data coverage" only accounts for the floor area size of assets when aggregating values, "Time - Aggregated Data coverage" accounts for the period of ownership. Consequently, "Area/Time - Aggregated Data coverage" aggregates both dimensions and is used for benchmarking purposes.

Explain (a) the GHG emissions calculation standard/methodology/protocol, (b) used emission factors, (c) level of uncertainty in data accuracy, (d) source and characteristics of GHG emissions offsets (maximum 250 words).

**WATER USE**

**Water Use**

Water use

Total water consumption of the portfolio

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

			Absolute				Like-for-Like			
			2018		2019		2018		2019	
			Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Area Covered (m <sup>2</sup> )
Whole Building	Whole Building	Landlord Controlled	22.7	1708.0	1625.0	1625.0	22.7	1708.0	1625.0	1625.0
		Tenant Controlled								
	Sub-total		22.7	1708.0	N/A	N/A	22.7	1708.0	N/A	N/A
Base Building	Common Areas	Landlord Controlled								
		Shared Services								
Tenant Spaces	Tenant Spaces	Landlord Controlled								
		Tenant Controlled								
	Sub-total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Outdoor / Exterior areas / Parking	Total	Landlord Controlled			N/A	N/A			N/A	N/A
		Tenant Controlled			N/A	N/A			N/A	N/A
	Total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A

			Absolute				Like-for-Like			
			2018		2019		2018		2019	
			Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Area Covered (m <sup>2</sup> )
Whole Building	Whole Building	Landlord Controlled	21348,83	17816,42	4049.0	4049.0	21348,83	17816,42	4049.0	4049.0
		Tenant Controlled								
	Sub-total		21348,83	17816,42	N/A	N/A	21348,83	17816,42	N/A	N/A
Base Building	Common Areas	Landlord Controlled								
		Shared Services								
Tenant Spaces	Tenant Spaces	Landlord Controlled								
		Tenant Controlled								
	Sub-total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Outdoor / Exterior areas / Parking	Total	Landlord Controlled			N/A	N/A			N/A	N/A
		Tenant Controlled			N/A	N/A			N/A	N/A
	Total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A

			Absolute				Like-for-Like			
			2018		2019		2018		2019	
			Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Maximum Floor Area (m <sup>2</sup> )	Consumption (m <sup>3</sup> )	Consumption (m <sup>3</sup> )	Floor Area Covered (m <sup>2</sup> )	Area Covered (m <sup>2</sup> )
Whole Building	Whole Building	Landlord Controlled	17358,36	15356,66	39747.0	39747.0	17358,36	15356,66	39747.0	39747.0
		Tenant Controlled	56444,38	63106,9	194161.0	212251.93	56350,57	62416,63	188094.0	188094.0
	Sub-total		73802,74	78463,56	N/A	N/A	73708,93	77773,29	N/A	N/A
Base Building	Common Areas	Landlord Controlled								
		Shared Services								
Tenant Spaces	Tenant Spaces	Landlord Controlled								
		Tenant Controlled								
	Sub-total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A
Outdoor / Exterior areas / Parking	Total	Landlord Controlled			N/A	N/A			N/A	N/A
		Tenant Controlled			N/A	N/A			N/A	N/A
	Total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	N/A



			Absolute				Like-for-Like			
			2018		2019		2018		2019	
			Consumption	Consumption	Floor Area	Maximum Floor Area	Consumption	Consumption	Floor Area	Area Covered
			(m <sup>3</sup> )	(m <sup>3</sup> )	(m <sup>2</sup> )	(m <sup>2</sup> )	(m <sup>3</sup> )	(m <sup>3</sup> )	(m <sup>2</sup> )	(m <sup>2</sup> )
Whole Building	Whole Building	Landlord Controlled	6067,89	6042,04	45021.0	48590.0	5809,65	5425,14	43228.0	
		Tenant Controlled	3498,14	2537,95	24752.0	41877.0	3230,02	2537,95	24752.0	
	Sub-total		9566,03	8579,99	N/A	N/A	9039,67	7963,09	N/A	
Base Building	Common Areas	Landlord Controlled								
		Shared Services								
Tenant Spaces	Tenant Spaces	Landlord Controlled								
		Tenant Controlled								
	Sub-total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	
Outdoor / Exterior areas / Parking		Landlord Controlled								
		Tenant Controlled								
	Total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	

			Absolute				Like-for-Like			
			2018		2019		2018		2019	
			Consumption	Consumption	Floor Area	Maximum Floor Area	Consumption	Consumption	Floor Area	Area Covered
			(m <sup>3</sup> )	(m <sup>3</sup> )	(m <sup>2</sup> )	(m <sup>2</sup> )	(m <sup>3</sup> )	(m <sup>3</sup> )	(m <sup>2</sup> )	(m <sup>2</sup> )
Whole Building	Whole Building	Landlord Controlled	48282,51	47308,25	134778.0	142160.0	45571,22	47308,25	134778.0	
		Tenant Controlled	41313,57	27312,42	168628.0	281500.0	26793,89	21366,09	139015.0	
	Sub-total		89596,08	74620,66	N/A	N/A	72365,11	68674,34	N/A	
Base Building	Common Areas	Landlord Controlled								
		Shared Services								
Tenant Spaces	Tenant Spaces	Landlord Controlled								
		Tenant Controlled								
	Sub-total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	
Outdoor / Exterior areas / Parking		Landlord Controlled								
		Tenant Controlled								
	Total		0.0	0.0	N/A	N/A	0.0	0.0	N/A	

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated Water consumption values per property type, along with their related Floor Area Covered, Maximum Floor Areas and Like-for-like consumption changes (%).

Total data coverage of the portfolio

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

	Area-Aggregated Data coverages (%)	Data Coverage Time-Aggregated Data coverages (%)	Area/Time-Aggregated Data coverages (%)	2019/2018 Aggregated LFL changes (%)	Like-for-Like LFL data coverage (%)
Landlord Controlled	100.0	100.0	100.0	7424,23	100.0
Tenant Controlled					
Landlord Controlled	100.0	100.0	100.0	-16,55	100.0
Tenant Controlled					
Landlord Controlled	100.0	100.0	100.0	-11,53	100.0
Tenant Controlled	91,48	95.0	96,91	10,76	88,62
Landlord Controlled	92,65	92.0	92,65	-6,62	88,96
Tenant Controlled	59,11	64.0	59,11	-21,43	59,11
Landlord Controlled	94,81	94.0	96,07	3,81	94,81
Tenant Controlled	59,9	68.0	59,9	-20,26	49,38

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays a summary of aggregated Data Coverages and Like-for-Like consumption changes per property type, split by Landlord Controlled and Tenant Controlled areas. While "Area - Aggregated Data coverage" only accounts for the floor area size of assets when aggregating values, "Time - Aggregated Data coverage" accounts for the period of ownership. Consequently, "Area/Time - Aggregated Data coverage" aggregates both dimensions and is used for benchmarking purposes.

Reused and recycled water

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

	2018		2019		2019/2018 change (%)
	Consumption (m <sup>3</sup> )	% of total Consumption	Consumption (m <sup>3</sup> )	% of total Consumption	
On-site water reuse	0.0	0.0	0.0	0.0	
On-site On-site water capture					
On-site On-site water extraction					
On-site - Sub-total	0.0	0.0	0.0	0.0	0.0
Off-site Off-site purchased	22.7	100.0	1708.0	100.0	
Off-site - Sub-total	22.7	100.0	1708.0	100.0	0.0
Reused and Recycled - Total	22.7	100.0	1708.0	100.0	0.0
On-site water reuse	0.0	0.0	0.0	0.0	
On-site On-site water capture					
On-site On-site water extraction					
On-site - Sub-total	0.0	0.0	0.0	0.0	0.0
Off-site Off-site purchased	21348,83	100.0	17816,42	100.0	
Off-site - Sub-total	21348,83	100.0	17816,42	100.0	0.0
Reused and Recycled - Total	21348,83	100.0	17816,42	100.0	0.0
On-site water reuse	0.0	0.0	0.0	0.0	
On-site On-site water capture	1969,18	2,67	1620,75	2,07	
On-site On-site water extraction	6868,12	9,31	4265,0	5,44	
On-site - Sub-total	8837,31	11,97	5885,75	7,5	-4,47
Off-site Off-site purchased	64965,44	88,03	72577,8	92,5	
Off-site - Sub-total	64965,44	88,03	72577,8	92,5	4,47
Reused and Recycled - Total	73802,74	100,0	78463,56	100,0	0,0
On-site water reuse	0.0	0.0	0.0	0.0	
On-site On-site water capture	157,83	1,65	163,72	1,91	
On-site On-site water extraction					
On-site - Sub-total	157,83	1,65	163,72	1,91	0.26
Off-site Off-site purchased	9408,2	98,35	8369,2	97,54	
Off-site - Sub-total	9408,2	98,35	8369,2	97,54	-0,81
Reused and Recycled - Total	9566,03	100,0	8532,92	99,45	-0,55

	2018		2019		
	Consumption (m <sup>3</sup> )	% of total Consumption	Consumption (m <sup>3</sup> )	% of total Consumption	2019/2018 change (%)
On-site water reuse	0.0	0.0	0.0	0.0	
On-site On-site water capture	1273,0	1,42	518,04	0,69	
On-site water extraction	2200,77	2,46	3932,49	5,27	
On-site - Sub-total	3473,77	3,88	4450,53	5,96	2.08
Off-site Off-site purchased	86122,31	96,12	69252,79	92,81	
Off-site - Sub-total	86122,31	96,12	69252,79	92,81	-3,31
Reused and Recycled - Total	89596,08	100.0	73703,32	98,77	-1,23

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated Reused and Recycled water captured/purchased per property type, on-site and off-site, as well as the Percentage of total Consumption by category.

Provide additional context for the answer provided (not validated, for reporting purposes only)

WASTE MANAGEMENT

**Waste Management**

Waste management

Total waste generation of the portfolio

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

		2018			2019			Absolute	
		Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Floor area weight	
Whole Building	Landlord Controlled	0,03	5,19	100.0	0.0	8,06	100.0	100.0%	
	Tenant Controlled								
<b>Total waste generation</b>		<b>0,03</b>	<b>5,19</b>	<b>100.0</b>	<b>0.0</b>	<b>8,06</b>	<b>100.0</b>	<b>100.0%</b>	

		2018			2019			Absolute	
		Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Floor area weight	
Whole Building	Landlord Controlled			0.0			0.0	100.0%	
	Tenant Controlled								
<b>Total waste generation</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100.0%</b>	

		2018			2019			Absolute	
		Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Floor area weight	
Whole Building	Landlord Controlled	1,82	291,61	100.0	4,46	262,27	100.0	15,77%	
	Tenant Controlled	0,22	160,42	80.42	0,87	103,73	53,71	84,23%	
<b>Total waste generation</b>		<b>2,04</b>	<b>452,03</b>	<b>180,42</b>	<b>5,32</b>	<b>366,0</b>	<b>153,71</b>	<b>100.0%</b>	

		2018			2019			Absolute	
		Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Floor area weight	
Whole Building	Landlord Controlled	0,5	168,8	100.0	0.0	216,1	100.0	53,71%	
	Tenant Controlled	1,4	27,09	41,35	2.9	17,26	31,69	46,29%	
<b>Total waste generation</b>		<b>1,9</b>	<b>195,89</b>	<b>141,35</b>	<b>2.9</b>	<b>233,36</b>	<b>131,69</b>	<b>100.0%</b>	

		2018			2019			Absolute	
		Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Hazardous waste (tonnes)	Non-hazardous waste (tonnes)	Data coverage (%)	Floor area weight	
Whole Building	Landlord Controlled	0,58	671,44	100.0	0,44	639,86	100.0	33,56%	
	Tenant Controlled	0.0	328,13	44,83	0.03	332,24	27,76	66,44%	
<b>Total waste generation</b>		<b>0,58</b>	<b>999,58</b>	<b>144,83</b>	<b>0,47</b>	<b>972,1</b>	<b>127,76</b>	<b>100.0%</b>	

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the aggregated Hazardous and Non-hazardous waste quantities generated per property type, along with their related Data Coverage.

- [Showing "Lodging, Leisure & Recreation: Fitness Center"](#)
  - [Lodging, Leisure & Recreation: Fitness Center](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: High-Rise Office](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)

Proportion of waste by disposal route (%)		
	2018	2019
Landfill	0.0	0.0
Incineration	0.0	0.0
Diverted (total)	100.0	100.0
Reuse	0.0	0.0
Waste to energy	60,96	26,71

Proportion of waste by disposal route (%)		
	2018	2019
<i>Recycling</i>	39,04	73,29
Other / Unknown	0.0	0.0

Proportion of waste by disposal route (%)		
	2018	2019
Landfill		
Incineration		
Diverted (total)		
<i>Reuse</i>		
<i>Waste to energy</i>		
<i>Recycling</i>		
Other / Unknown		

Proportion of waste by disposal route (%)		
	2018	2019
Landfill	0,01	0,0
Incineration	0.0	0.0
Diverted (total)	99,99	99,9
<i>Reuse</i>	0.0	0.0
<i>Waste to energy</i>	36,65	32,77
<i>Recycling</i>	63,33	67,14
Other / Unknown	0.0	0,1

Proportion of waste by disposal route (%)		
	2018	2019
Landfill	0.0	0.0
Incineration	0.0	0.0
Diverted (total)	100.0	100.0
<i>Reuse</i>	0.0	0.0
<i>Waste to energy</i>	55,99	32,62
<i>Recycling</i>	44,01	67,38
Other / Unknown	0.0	0.0

Proportion of waste by disposal route (%)		
	2018	2019
Landfill	0.0	0.0
Incineration	0.0	0.0
Diverted (total)	100.0	99,89
<i>Reuse</i>	0.0	0.0
<i>Waste to energy</i>	45,87	43,35
<i>Recycling</i>	54,13	56,54
Other / Unknown	0.0	0,11

The table above is automatically populated by GRESB based on information provided at the asset level by the GRESB participants through the GRESB Asset Spreadsheet. It displays the proportion of waste by disposal route.

Provide additional context for the answer provided (not validated, for reporting purposes only)

## DATA MONITORING AND REVIEW

## Review, verification and assurance of ESG data

## MR1

External review of energy data

Has the entity's energy consumption data reported in EN1 been reviewed by an independent third party?

- Yes
- Externally checked
  - Externally verified
  - Externally assured

Using scheme 

Provide applicable evidence

[MR1 - Limited assurance Deloitte 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is an annex of our annual financial report 2019 providing evidence of the external assurance (p.248-249).

 Show investors[MR1 - EPRA sustainable performance measures 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

EPRA Sustainable Performance Indicators: External verification 2019 for Befimmo (p.95 of the Annual Financial Report 2019).

 Show investors

- No
- Not applicable

## MR2

External review of GHG data

Has the entity's GHG data reported in GH1 been reviewed by an independent third party?

- Yes
- Externally checked
  - Externally verified
  - Externally assured

Using scheme 

Provide applicable evidence

[MR2 - Limited assurance Deloitte 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is an annex of our annual financial report 2019 providing evidence of the external assurance (p.248-249).

 Show investors[MR2 - EPRA sustainable performance measures 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

EPRA Sustainable Performance Indicators: External verification 2019 for Befimmo (p.95 of the Annual Financial Report 2019).

 Show investors

- No
- Not applicable

## MR3

External review of water data

Has the entity's water data reported in WT1 been reviewed by an independent third party?

- Yes
- Externally checked



- Externally verified
- Externally assured

Using scheme

Provide applicable evidence

[MR3 - Limited assurance Deloitte 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is an annex of our annual financial report 2019 providing evidence of the external assurance (p.248-249).

Show investors

[MR3 - EPRA sustainable performance measures 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

EPRA Sustainable Performance Indicators: External verification 2019 for Befimmo (p.95 of the Annual Financial Report 2019).

Show investors

- No
- Not applicable

#### MR4

External review of waste data

Has the entity's waste data reported in WS1 been reviewed by an independent third party?

- Yes
  - Externally checked
  - Externally verified
  - Externally assured

Using scheme

Provide applicable evidence

[MR4 - Limited assurance Deloitte 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

This document is an annex of our annual financial report 2019 providing evidence of the external assurance (p.248-249).

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[MR4 - EPRA sustainable performance measures 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

EPRA Sustainable Performance Indicators: External verification 2019 for Befimmo (p.95 of the Annual Financial Report 2019).

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- No
- Not applicable

**BUILDING CERTIFICATIONS**

**Building Certifications**

## BC1.1

Building certifications at the time of design/construction

Standing investments that obtained a green building certificate at the time of design, construction, and/or renovation

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Office: Corporate: Low-Rise Office"](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)
  - [Office: Corporate: High-Rise Office](#)

Scheme name / sub-scheme name / level	Area Certified (m <sup>2</sup> ) (within property type) 2019	% of Floor Area certified (within property type) 2019	Number of assets	% of GAV certified - optional (within property type) 2019
BREEAM/New Construction / Very Good	4645.0	5,13	3	<input type="text"/>
<b>Scheme name / sub-scheme name / level</b>	<b>Area Certified (m<sup>2</sup>) (within property type) 2019</b>	<b>% of Floor Area certified (within property type) 2019</b>	<b>Number of assets</b>	<b>% of GAV certified - optional (within property type) 2019</b>
BREEAM/New Construction / Excellent	10694.0	2,52	2	<input type="text"/>
BREEAM/Refurbishment and Fit-out / Good	4623.0	1,09	1	<input type="text"/>
BREEAM/Refurbishment and Fit-out / Very Good	8000.0	1,89	1	<input type="text"/>
<b>Scheme name / sub-scheme name / level</b>	<b>Area Certified (m<sup>2</sup>) (within property type) 2019</b>	<b>% of Floor Area certified (within property type) 2019</b>	<b>Number of assets</b>	<b>% of GAV certified - optional (within property type) 2019</b>
BREEAM/Refurbishment and Fit-out / Excellent	3107.0	1,23	1	<input type="text"/>
BREEAM/Refurbishment and Fit-out / Very Good	3107.0	1,23	1	<input type="text"/>
BREEAM/New Construction / Excellent	71688.0	28,45	2	<input type="text"/>
BREEAM/New Construction / Very Good	34493.0	13,69	1	<input type="text"/>

## BC1.2

Operational building certifications

Standing investments that hold a valid operational green building certificate

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Office: Corporate: Mid-Rise Office"](#)
  - [Office: Corporate: Mid-Rise Office](#)

Scheme name / sub-scheme name / level	Area Certified (m <sup>2</sup> ) (within property type) 2019	% of Floor Area certified (within property type) 2019	Number of assets	% of GAV certified - optional (within property type) 2019
BREEAM/In Use / Good	35300.0	8,33	4	<input type="text"/>
BREEAM/In Use / Very Good	14069.0	3,32	1	<input type="text"/>

## Energy Ratings

Standing investments that hold a valid energy rating

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

- [Showing "Lodging, Leisure & Recreation: Swimming Center"](#)
  - [Lodging, Leisure & Recreation: Swimming Center](#)
  - [Office: Corporate: Low-Rise Office](#)
  - [Office: Corporate: Mid-Rise Office](#)
  - [Office: Corporate: High-Rise Office](#)

Energy Rating	Area Covered (m <sup>2</sup> )	% of Floor Area covered (within property type) 2019	Number of assets	% GAV covered - optional (within property type) 2019
EU EPC - Belgium	4049.0	100.0	1	
Energy Rating	Area Covered (m <sup>2</sup> )	% of Floor Area covered (within property type) 2019	Number of assets	% GAV covered - optional (within property type) 2019
EU EPC - Belgium	13014.0	14.3854	4	
Energy Rating	Area Covered (m <sup>2</sup> )	% of Floor Area covered (within property type) 2019	Number of assets	% GAV covered - optional (within property type) 2019
EU EPC - C	12247.0	2.8908	1	
EU EPC - Belgium	215257.0	50.8089	21	
Energy Rating	Area Covered (m <sup>2</sup> )	% of Floor Area covered (within property type) 2019	Number of assets	% GAV covered - optional (within property type) 2019
EU EPC - Belgium	53959.0	21.4124	7	

DEV - REPORTING CHARACTERISTICS

**Reporting Characteristics**

**DR1.1**

Composition of the entity's development projects portfolio during the reporting year

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

Property Type	Construction/ Renovation	In progress at the end of reporting period		Completed during reporting period		% GAV
		Number of Assets	Gross Floor Area (m <sup>2</sup> )	Number of Assets	Gross Floor Area (m <sup>2</sup> )	
Office: Corporate: Low-Rise Office	Major Renovation Project	5	7944.0	0	0.0	2,28
Office: Corporate: Mid-Rise Office	New Construction Project	1	7184.0	0	0.0	5,27
Office: Corporate: Mid-Rise Office	Major Renovation Project	3	15970.0	0	0.0	12,73
Office: Corporate: High-Rise Office	New Construction Project	8	258500.0	0	0.0	79,72
<b>Total</b>		<b>17</b>	<b>289598.0</b>	<b>0</b>	<b>0.0</b>	<b>100.0</b>

Note: The table above defines the scope of your 2020 GRESB submission on development projects. It should include new construction and major renovations projects that are in progress at the end of reporting year, as well as projects that are completed during the reporting year. The reporting scope reported above should exclude vacant land, cash or other non real estate assets owned by the entity.

\*% GAV represented as the share of the development projects within the entire development portfolio (including both new construction and major renovations)

Provide applicable evidence

Provide hyperlink

[https://www.befimmo.be/sites/default/files/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/befimmo_annual_financial_report_2019.pdf)

[https://www.befimmo.be/sites/default/files/befimmo\\_annual\\_financial\\_report\\_2019.pdf](https://www.befimmo.be/sites/default/files/befimmo_annual_financial_report_2019.pdf)

Indicate where the relevant information can be found

See on pages 57 and 60 to 63.

[R1.1 and DR1.1 explanation.pdf](#)

Indicate where in the evidence the relevant information can be found

All the document is dedicated to explain the Befimmo's portfolio composition in 2019 and also the difference with the figures published in our annual report 2019 on pages 57 and 60 to 63.

Show investors

Provide additional context on how the uploaded evidence supports the entity's reporting boundaries and portfolio composition (maximum 250 words)

Please see evidence R1.1 an DR1.1 explanation.pdf

**DR1.2**

Countries/states included in the entity's development projects portfolio

The indicator below is automatically populated by GRESB based on information provided through the reporting entity's GRESB Asset Portal. Participants can access the Asset Portal via the Assessment Portal menu, section ASSETS.

**Country % GAV**

Belgium



## DEV - ESG REQUIREMENTS

## ESG Requirements

DRE1

ESG strategy during development

Does the entity have an ESG strategy in place for development projects?

 Yes

Elements addressed in the strategy (multiple answers possible)

- Biodiversity and habitat
- Building safety
- Climate/climate change adaptation
- Energy consumption
- Green building certifications
- Greenhouse gas emissions
- Health and well-being
- Indoor environmental quality
- Life-cycle assessments/embodied carbon
- Location and transportation
- Material sourcing
- Net-zero/carbon neutral design
- Pollution prevention
- Renewable energy
- Resilience to catastrophe/disaster
- Site selection and land use
- Sustainable procurement
- Waste management
- Water consumption
- Other

The strategy is

- Publicly available
- Not publicly available

Provide applicable evidence

[DRE1 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

Annual Financial Report 2019, pages 30-32 (general strategy with integrated CSR strategy), 36-37 (serving our tenants), 65-71 (supply chain and all environmental aspects) and 110-119 (chapter on team health & well-being).

Evidence for the following subjects:

Energy consumption, p.67-68  
 Green building certifications, p.71  
 Greenhouse gas emissions, p.66  
 Health & well-being, p.37 & 115  
 Pollution prevention, p.66  
 Renewable energy, p.67-68  
 Resilience to catastrophe/disaster, p.16  
 Sustainable procurement, p.69-70  
 Waste management, p.69-70  
 Water consumption, p.68

 Show investors[DRE1 - Sheet use of resources.pdf](#)

Indicate where in the evidence the relevant information can be found

Dedicated sheet on use of resources (including all environmental aspects and climate change, as well as circular economy and responsible procurement - whole document). This document was applicable during the reporting period 2019.

Evidence for the following subjects:

Climate/climate change adaptation, p.28-35  
 Energy consumption, p.29-32, 35  
 Greenhouse gas emissions, p.30-31  
 Life-cycle assessments/embodied carbon, p.30-31  
 Material sourcing: p.36-37  
 Pollution prevention: p.30-31  
 Renewable energy: p.31-33, 35  
 Sustainable procurement, p.36-37  
 Waste management, p.38-40  
 Water consumption, p.33

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#### DRE1 - Matrice Qualité.pdf

Indicate where in the evidence the relevant information can be found

Quality matrix for internal use. It defines all ESG criteria to be implemented in the management and /or the renovation of buildings in the portfolio.

Evidence for the following subjects:

Indoor environmental quality, p.3-4 (part 5/ health & well-being): all aspects that increase the indoor quality of a building for its tenants  
 Material sourcing, p.6-8 (part 8/ Materials): use and specific choice of materials during constructions and renovations (wood, carpet, etc.)  
 Net-zero/carbon neutral design  
 Site selection and land use  
 Sustainable procurement, p.1 (part 1/ Circular economy): re-use of materials during constructions and renovations

 Show investors

Provide hyperlink

[https://www.befimmo.be/en/work-environments?type%5B0%5D=599&field\\_availability\\_tid=4](https://www.befimmo.be/en/work-environments?type%5B0%5D=599&field_availability_tid=4)

[https://www.befimmo.be/en/work-environments?type%5B0%5D=599&field\\_availability\\_tid=4](https://www.befimmo.be/en/work-environments?type%5B0%5D=599&field_availability_tid=4)

Indicate where the relevant information can be found

Evidence for location and transportation. This part of the website contains all buildings of the portfolio. Each building comes with an accurate location and public transportation in the area.

#### DRE1 - Acquisition - Checklist.pdf

Indicate where in the evidence the relevant information can be found

Evidence for site selection and land use. The interesting information for these criteria is in a green frame.

 Show investors

Communicate the objectives and explain how they are integrated into the overall business strategy (maximum 250 words)

[1] Strategy: Main focus of the environmental policy are: ISO 14001 certification; compliance of energy performance (EPB) certificates and EPB certification for heating and air conditioning; BREEAM compliance for all of its portfolio; short and long-term targets; dedicated budget for energy performance optimization.  
 [2] Applicability:  
 - When major works are carried out, Befimmo ensures that the certificates are updated. Although theoretical, the data of the certificates are also compared with the actual specific consumption figures.  
 - Since 2010, its Environmental Management System has been ISO 14001 certified (recertified in 2016).  
 - 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.  
 - Before, during and after construction and throughout the operational phase of its buildings, it ensures that BREEAM criteria are maintained and/or exceeded.  
 - Several years ago, Befimmo devised a multi-annual investment plan (averaging €2 million/year) for carrying out works to improve the energy and environmental performance of the operational buildings (excluding properties undergoing major renovation) such as the removal of oil-fired boilers, the installation of water-recovery systems, upgraded BREEAM certifications, installation of solar panels, installation of cogeneration units, replacement and/or optimisation of certain technical installations, etc.  
 [3] Scope of implementation: The strategy is applied to all buildings in the portfolio (including the Corporate areas).

 No

## DRE2

Site selection requirements

Does the entity require sustainable site selection criteria to be considered for development 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 aquatic ecosystems
- Protect, restore, and conserve farmland
- Protect, restore, and conserve floodplain functions
- Protect, restore, and conserve habitats for native, threatened and endangered species
- Protect, restore, and conserve historical and heritage sites
- Redevelop brownfield sites
- Other

 No

DRE3

Site design and development requirements

Does the entity have sustainable site design/development requirements for development projects?

Yes

Select all criteria included (multiple answers possible)

- Manage waste by diverting construction and demolition materials from disposal
- Manage waste by diverting reusable vegetation, rocks, and soil from disposal
- Minimize light pollution to the surrounding community
- Minimize noise pollution to the surrounding community
- Perform environmental site assessment
- Protect air quality during construction
- Protect and restore habitat and soils disturbed during construction and/or during previous development
- Protect surface water and aquatic ecosystems by controlling and retaining construction pollutants
- Other

No

## DEV - MATERIALS

## Materials

## DMA1

## Materials selection requirements

Does the entity have a policy requiring that the environmental and health attributes of building materials be considered for development projects?

Yes

Select all issues addressed (multiple answers possible)

- Requirement for disclosure about the environmental and/or health attributes of building materials (multiple answers possible)
- Material characteristics specification preferences, including (multiple answers possible)
- Locally extracted or recovered materials
  - Low embodied carbon materials
  - Low-emitting VOC materials
  - Materials and packaging that can easily be recycled
  - Materials that disclose environmental impacts
  - Materials that disclose potential health hazards
  - Rapidly renewable materials and recycled content materials
  - "Red list" of prohibited materials or ingredients that should not be used on the basis of their human and/or environmental impacts
  - Third-party certified wood-based materials and products

Types of third-party certification used:

FSC or PEFC certified wood

Other

## Provide applicable evidence

[DMA1 - Sheet use of resources.pdf](#)

Indicate where in the evidence the relevant information can be found

Document 2019: Pages 1 and 10-11 (responsible procurement - supply chain).

Show investors

[DMA1 - Conditions générales et critères techniques.pdf](#)

Indicate where in the evidence the relevant information can be found

This document gathers the technical terms and conditions. It provides evidence for requirements for disclosure of health and environmental attributes from suppliers, building product specifications and information about compliance procedure. The document is only available in French, but contains comments/sticky notes that clarify the necessary paragraphs.

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[DMA1 - Annual Financial Report 2019.pdf](#)

Indicate where in the evidence the relevant information can be found

p.65 of the annual financial report: policy regarding environmental and health attributes and performance of building materials.

Show investors

[DMA1 - Quality matrix suite response check.pdf](#)

Indicate where in the evidence the relevant information can be found

The Befimmo quality matrix is used by project managers to design construction and renovation projects. Its content is distributed to architects and design offices. Important information is in a green frame and explained in the margin.

Show investors

No

## DMA2.1

## Life cycle assessments

Does the entity assess the life cycle emissions of its development projects?

Yes

Select the type of assessment:

- Quantitative assessment
- Qualitative assessment

Select the boundaries of the calculation applied:

- Cradle-to-gate
- Cradle-to-practical completion/handover
- Use stage
- End-of-life stage
- Cradle-to-grave
- Whole life
- Other

Select the standards/methodologies/tools applied:

- BBCA Label (Bâtiment Bas Carbone)
- E+C- Label (Énergie Positive & Réduction Carbone)
- Embodied Carbon in Construction Calculator (EC3) Tool
- EN 15978
- EN 15804
- GHG Protocol - Product Life Cycle Accounting and Reporting Standard
- ISO 14040/44
- ISO 14025
- One Click LCA
- The Carbon Smart Materials Palette®
- Whole life carbon assessment for the built environment, RICS
- Other

Other selected. Please describe

TOTEM, the Belgian tool for assessing the environmental performance of buildings, based on the life cycle analysis of materials, is now one of the tools recognized for BREEAM certification.

Percentage of development projects completed during the last three years using any calculation method

100

Percentage of development projects completed during the last three years using the whole life LCA

100

Explain the embodied carbon calculation method applied and the results of the assessment (maximum 250 words)

Since 2010 Befimmo has been applying the most widely used method of assessing the environmental performance of buildings, developed by Environmental Assessment Method (BRE), to its entire portfolio of buildings, whether they are under construction or renovation or in operation. One requirement of BREEAM certification, which Befimmo systematically implements for its major renovation projects, is to keep up-to-date data on the use of natural resources and recycled materials by integrating a life cycle dimension into it. But a building's environmental performance is also determined at the Design stage. The adoption of an eco-design approach from the initial phase, in consultation with the architects and consultancy bureaux, also extends the building's potential commercial life.

No

## DMA2.2

## Embodied carbon disclosure

Has the entity disclosed the embodied carbon emissions of its development projects completed within the last three years?

Yes

The disclosure is

Publicly available

Provide hyperlink

[https://www.cdp.net/en/formatted\\_responses/responses?campaign\\_id=66216852&discloser\\_id=822378&locale=en&organization\\_name=Befimmo+SA&organization\\_number=31360&program=Investor&project\\_year=2022](https://www.cdp.net/en/formatted_responses/responses?campaign_id=66216852&discloser_id=822378&locale=en&organization_name=Befimmo+SA&organization_number=31360&program=Investor&project_year=2022)

responses?campaign\_id=66216852&discloser\_id=822378&locale=en&organization\_name=Befimmo+SA&organization\_number=31360&program=Investor&project\_year=2019&redirect=https%3A%2F%2Fcdp.credit360.com%2Fsurveys%2F9hz110bc%2F40771&survey\_id=65670419

Indicate where the relevant information can be found

In the section [C6.5] "Account for your organization's Scope 3 emissions, disclosing and explaining any exclusions" of the CDP reporting 2019 Befimmo give a explanation and a calculation of the scope 3 emissions linked to (i) Purchased goods and services (ii) Capital goods.

Provide hyperlink

[https://www.befimmo.be/sites/default/files/imce/publications/response\\_cdp\\_climate\\_change\\_questionnaire\\_2019\\_2019-07-30.pdf](https://www.befimmo.be/sites/default/files/imce/publications/response_cdp_climate_change_questionnaire_2019_2019-07-30.pdf)

[https://www.befimmo.be/sites/default/files/imce/publications/response\\_cdp\\_climate\\_change\\_questionnaire\\_2019\\_2019-07-30.pdf](https://www.befimmo.be/sites/default/files/imce/publications/response_cdp_climate_change_questionnaire_2019_2019-07-30.pdf)

Indicate where the relevant information can be found

In the section [C6.5] "Account for your organization's Scope 3 emissions, disclosing and explaining any exclusions" of the CDP reporting 2019 Befimmo give a explanation and a calculation of the scope 3 emissions linked to (i) Purchased goods and services (ii) Capital goods.

Not publicly available

No

Not applicable

DEV - BUILDING CERTIFICATIONS

**Building Certifications**

**DBC1.1**

Green building standard requirements

Does the entity's development portfolio include projects that are aligned with green building rating standards?

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 but does not require a specific level of certification
- The entity requires projects to achieve a specific (above the minimum) level of certification

≥25%, <50%

Green building rating systems (include all that apply):

BREEAM International New Construction & Fit Out

Level of certification (above the minimum) adopted as a standard by the entity (include all applicable rating systems):

Very Good (minimum!!!!)

No

Green building certifications

Does the entity's development portfolio include projects that obtained or are registered to obtain a green building certificate?

Yes

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

Projects registered to obtain a green building certificate at the end of reporting year

Scheme name / sub-scheme name	Area Registered (m <sup>2</sup> )	% portfolio covered by floor area 2019	Number of assets	% GAV covered - optional 2019
BREEAM/Refurbishment and Fit-out	3 193	0,01	2	
BREEAM/New Construction	63 449	4,23	4	
<a href="#">Add new</a>				

Projects that obtained a green building certificate or official pre-certification during the reporting year

Scheme name / sub-scheme name / level	Area Certified (m <sup>2</sup> )	% portfolio certified by floor area 2019	Number of assets	% of GAV certified - optional 2019
BREEAM/Refurbishment and Fit-out   Excellent	6 500	0,02	1	
BREEAM/Refurbishment and Fit-out   Good	3 126	0,01	2	
BREEAM/New Construction   Outstanding	16 000	0,06	1	
<a href="#">Add new</a>				

No

Not applicable



## DEV - ENERGY CONSUMPTION

## Energy

## DEN1

## Energy efficiency requirements

Does the entity have minimum energy efficiency requirements for development projects?

Yes

Requirements for planning and design include (multiple answers possible)

- Development and implementation of a commissioning plan
- Integrative design process
- To exceed relevant energy codes or standards
- Requirements for minimum energy use intensity post-occupancy
- Other

Provide applicable evidence

[DEN1 - Sheet use of resources.pdf](#)

Indicate where in the evidence the relevant information can be found

The evidence can be found in the "Energy approach" on page 30 of the sheet 'Use of resources'.

Show investors

[DEN1 - Quality matrix.pdf](#)

Indicate where in the evidence the relevant information can be found

The evidence can be found on page 2 "Energy" of the Befimmo's quality matrix. This matrix is used by the external architects and engineers.

Show investors

Common energy efficiency measures include (multiple answers possible)

- Air conditioning
- Commissioning
- Energy modeling
- High-efficiency equipment and appliances
- Lighting
- Occupant controls
- Passive design
- Space heating
- Ventilation
- Water heating
- Other

Operational energy efficiency monitoring (multiple answers possible)

- Building energy management systems
- Energy use analytics
- Post-construction energy monitoring

For on average years

- Sub-meter
- Other

No

## DEN2.1

## On-site renewable energy

Does the entity incorporate on-site renewable energy in the design of development projects?

Yes

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

- Biofuels
- Geothermal

Percentage of all projects

- Hydro

Solar/photovoltaic  
Percentage of all projects

Wind  
 Other

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

No  
 Not applicable

**DEN2.2**

Net zero carbon design and standards

Does the entity's portfolio include any buildings designed to meet net zero carbon completed within the last three years?

Yes

The entity's definition of "net zero carbon" includes:

Net zero carbon - construction  
 Net zero carbon - operational energy  
 Other

The entity uses net zero carbon code/standard:

National/local green building council standard, specify  
 National/local government standard, specify

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, 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/m<sup>2</sup>.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.

International standard, specify  
 Other

Percentage of projects covered: \_\_\_\_\_%

No

## DEV - WATER USE

## Water Conservation

DWT1

Water conservation strategy

Does the entity promote water conservation in its development projects?

 Yes

The entity promotes water conservation through (multiple answers possible)

 Requirements for planning and design include (multiple answers possible)

- Development and implementation of a commissioning plan
- Integrative design for water conservation
- Requirements for indoor water efficiency
- Requirements for outdoor water efficiency
- Requirements for process water efficiency
- Requirements for water supply
- Requirements for minimum water use intensity post-occupancy
- Other

Provide applicable evidence

[DWT1 - GRESB water.pdf](#)

Indicate where in the evidence the relevant information can be found

Please refer to cover page.

Pages 2-7 : General technical conditions including requirements for reducing and / or minimizing water consumption - Evidence for re-use of stormwater and greywater for non-potable applications

Pages 8-15: Joseph II – Breeam Pre-Assessment Overview with specific credits for effective water management measures - Evidence for commissioning of water systems, fixtures, leak detection systems, water efficiency monitoring (This study has been conducted in 2019, the report of this study was delivered early 2020)

Page 16: Extract from the intern telemonitoring system and projection of consumption

 Show investors[DWT1 - Quality matrix suite response check.pdf](#)

Indicate where in the evidence the relevant information can be found

The Befimmo quality matrix is used by project managers to design construction and renovation projects. Its content is distributed to architects and design offices. Important information is in a green frame and explained in the margin.

 Show investors 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
- Reuse of stormwater and greywater for non-potable applications
- Other

 Operational water efficiency monitoring (multiple answers possible) Post-construction water monitoringFor on average years 

- Sub-meter
- Water use analytics
- Other

 No

DEV - WASTE MANAGEMENT

Waste Management

DWS1

Waste management strategy

Does the entity promote efficient on-site solid waste management during the construction phase of its development projects?

Yes

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

Management and construction practices (multiple answers possible)

- Construction waste signage
- Diversion rate requirements
- 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/audit
- Non-hazardous waste monitoring/audit
- Other

No

## DEV - STAKEHOLDER ENGAGEMENT

### Health, Safety & Well-being

#### DSE1

#### Health & Well-being

Does the entity take measures to incorporate occupant health & well-being in its development 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)

- Health Impact Assessment
- Integrated planning process
- Other planning process

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

- Acoustic comfort
- Active design features
- Biophilic design
- Commissioning
- Daylight
- Ergonomic workplace
- Humidity
- Illumination
- Inclusive design
- Indoor air quality
- Natural ventilation
- Occupant controls
- Physical activity
- Thermal comfort
- Water quality
- 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)

For on average years

Other

No

#### DSE2.1

#### On-site safety

Does the entity promote on-site safety during the construction phase of its development projects?

Yes

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

- Availability of medical personnel
- Communicating safety information
- Continuously improving safety performance
- Demonstrating safety leadership
- Entrenching safety practices
- Managing safety risks
- On-site health and safety professional (coordinator)
- Personal Protective and Life Saving Equipment
- Promoting design for safety
- Training curriculum
- Other

No

## DSE2.2

## Safety metrics

Does the entity monitor safety indicators at construction sites?

Yes

Select all applicable options (multiple answers possible)

Injury rate

Explain the injury rate calculation method (maximum 250 words)

We use absolute value of injury observed on construction sites and these are kept in an Excel database. No particular formula is used. 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. The health and safety of occupants remain a priority. Befimmo makes every effort to ensure that its buildings are healthy and perfectly safe. It constantly checks that the proper mandatory statutory controls are in place and that any observations and/or infringements arising from reports made by qualified staff in its portfolio are addressed. One property manager works part-time as risk coordinator. His responsibilities include regular monitoring of quality and risks related to the operational, technical and administrative management of the buildings and renovation and upgrade projects. In 2019, the property managers team managed 1 minor incident involving people. There were no major incidents, penalties, fines, etc. during the fiscal year.

Fatalities

Near misses

Lost day rate

Severity rate

Other metrics

No

## DEV - STAKEHOLDER ENGAGEMENT

## Supply Chain

## DSE3.1

## Contractor ESG requirements

Does the entity have ESG requirements in place for its contractors?

Yes

Select all topics included (multiple answers possible)

Business ethics

Child labor

Community engagement

Environmental process standards

Environmental product standards

Health and well-being

Human rights

Human health-based product standards

Occupational safety

Labor standards and working conditions

Other

Percentage of projects covered

No

## DSE3.2

## Contractor monitoring methods

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

Yes

Select all methods used (multiple answers possible)

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

Percentage of projects audited during the reporting year

- Internal audits

Percentage of projects audited during the reporting year

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

Percentage of projects visited during the reporting year

- Other

No

Not applicable

## DEV - STAKEHOLDER ENGAGEMENT

### Community Impact and Engagement

#### DSE4

Community engagement program

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

Yes

Select all topics included (multiple answers possible)

- Community health and well-being
- Effective communication and process to address community concerns
- Employment creation in local communities
- Enhancement programs for public spaces
- ESG education program
- Research and network activities
- Resilience, including assistance or support in case of disaster
- Supporting charities and community groups
- Other

Describe the community engagement program and the monitoring process (maximum 250 words)

Befimmo aims to ensure that every building in its portfolio is harmoniously integrated in the neighbourhood in which it is located. Sustainable integration into the city is a recent topic, so no target has yet been set. However, an indicator was calculated for the third time in 2019, "Community Engagement", published by EPRA. The objective is to measure the percentage of buildings for which measures have been taken to open up to dialogue with local communities. To calculate it, Befimmo takes account of the projects (m2) that it is supporting and setting up in the North district, and public announcements, surveys or consultations that it organises when making applications for environmental and urban planning permits. In fiscal year 2019, 25% of the consolidated portfolio was covered. The value of the indicator is notable directly related to and/or influenced by the number of permit applications that depend on ongoing and/or development projects. The teams are working to bring about this urban evolution.

No

#### DSE5.1

Community impact assessment

Does the entity assess the potential socio-economic impact of its development 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 job creation
- Local residents' well-being

Walkability score Other

Other selected. Please describe

All projects are subject to public inquiry, announced by red panels placed in the neighbourhood. During 15 days communities have a chance to consult projects and submit comments. Furthermore, Befimmo opens up more and more buildings to the community, letting them use the services within the buildings. This target is stated in out action plan and is monitored every 6 months through an analysis of the portfolio.

 No**DSE5.2**

## Community impact monitoring

Does the entity have a systematic process to monitor the impact of development 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. Impact monitoring: 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. Actions taken when issues arise: 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. Measures for improvement: Preventive measures are included in the ISO 14001 continuous improvement process.

Provide applicable evidence

[DSE5.2 - Quatuor full documentation.pdf](#)

Indicate where in the evidence the relevant information can be found

Example documents Befimmo creates/offers during a construction project towards community:

Evidence for all ticked topics (see cover page). The documents are established in Dutch en French:

- Contract: communication and community monitoring plan, information sessions, etc.
- Communication procedure
- Complaint sheet
- Presentation to the neighbourhood

The complaint procedure is in relation with the community monitoring plan as the complaints are saved and listed. Page 11 of this document contains the complaint flow, i.e. the way a certain complaint is analysed, monitored and handled.

 Show investors[DSE5.2 Registre des aspects et impacts env..pdf](#)

Indicate where in the evidence the relevant information can be found

Register of aspects &amp; impacts of Befimmo. Important information is in a green frame and explained on page 2.

 Show investors[DSE5.2 - Incidence study.pdf](#)

Indicate where in the evidence the relevant information can be found

Impact study of the QUATUOR BUILDING project. The impact study assesses the impact of the project on the environment in which it is located. It also considers the impact on the communities around the project. Important information is in a green frame and explained on page 127; 133, 267; 308 ; 310; 344.

 Show investors No