# 2017 KEY PERFORMANCE INDICATORS DATA COMPLIANT WITH EPRA STANDARDS

#### **SCOPE**

The data are calculated based on information in possession of Cofinimmo as landlord and of the Cofinimmo Services as property manager of the landlord's portfolio. They also include data collected from the building occupants. In this way, an operational control approach was adopted. The surface areas under operational control include Cofinimmo's head office and the operational multi-tenant leases (394,201/1,981,863 m²).

Cofinimmo has no operational control over the consumptions in buildings in the following sectors: healthcare real estate, single-tenant buildings, property of distribution networks and PPP, which represent together 80 % of the portfolio.

### **COVERAGE**

Coverage is always expressed in m² per segment. The used surfaces match with the buildings' superstructure (→ see Real Estate Report, pages 118-127 of the 2017 Annual Financial Report, on www.cofinimmo.com).

# CONSUMPTION ESTIMATES

Consumption estimates are made using the same formula for all of the meters. The data source is mentioned on the annual invoice. To align the consumption of a calendar year, an estimate is made to complete the missing period on an annual consumption basis (for example: consumption for the period from June 2016 to May 2017 is used to estimate the consumption for the period from June 2017 to December 2017). The formula takes 'degree day' into account for fuels. This method has been validated and the data were verified for a sampling of sites during the external audit.

# EXTERNAL ASSURANCE

All indicators have been externally assured by Deloitte Bedrijfsrevisoren / Reviseurs d'Entreprises BV o.v.v.e. CVBA / SC s.f.d. SCRL ( see the Statutory Auditor's Report, pages 98-100 of the 2017 Sustainable Report - full version on **www.cofinimmo.com)**. in accordance with ISAE 3000. The report provides an outside and objective data review and provides a guarantee that they accurately reflect reality. The indicators assessed correspond to the 28 performance indicators recommended by EPRA and represent 21 Global Reporting Initiative indicators (GRI standards). They are considered to be material for the real estate sector

# **LIMITS**

We receive consumption data directly from tenants for a sampling of the surface areas (68 %) based on a mix of operational and financial leases.

84 % of the consumption data for the private areas of multi-tenant buildings are obtained from the landlord's Property Manager (71 %) or by the distribution network's manager with a formal agreement of the tenant (13 %).

Cofinimmo can only act on common technical equipments' consumption in multi-tenant office buildings of which Cofinimmo Services covers the property management, and in the head office (20 % of the portfolio).

#### **STANDARDISATION**

Fuel consumption is usually standardised to assess the harshness of the climate. The comparison is based on standardised consumption in 'degree days' (DD). The number of DD raises as it becomes colder. The average DD value for a location (established over the past 30 years) is called 'normal degree days' (NDD).

Standardised consumption = Consumption recorded x NDD/DD.



-3.6 %

Greenhouse gas emissions



-3.0%

Electricity consumption



**5.1%** 

Gas consumption at constant climate

The environmental intensity indicators are always mentioned per surface area unit. The surface used as the denominator is the superstructure area.

# ANALYSIS PER SEGMENT

In addition to the distinction made for buildings under operational control, or not, another distinction is made based on the following segments: head office, multi-tenant office buildings, healthcare real estate, single-tenant office buildings, property of distribution networks and Public-Private Partnerships. Segmentation is done in the same way as for the financial analysis with the exception of the Other segment which is not material for the environmental analysis and, therefore, included in the single-tenant office building segment since it is managed by the same people.

The indicators are not analysed by geography, except for PEB certificates, since the legislation differs in each country.

# SURFACE OF THE PORTFOLIO

**1,981,589** m<sup>2</sup>

# **HEAD OFFICE**

The head office's results and their evolution are transparently indicated on a separate line for each indicator. No estimates are made for the head office.

Social employee indicators concern all employees (133 persons) in Belgium (125 persons), France (4 persons) and the Netherlands (4 persons). All other indicators only concern surface areas in Belgium (3,868 m²), since surfaces occupied in France (93 m<sup>2</sup>) and the Netherlands (52 m²) are not material.

## **PERFORMANCE**

Results concerning electricity and gas consumption, water consumption and waste are related to buildings under operational control of Cofinimmo and the tenants.

Conclusions below concern the 2016-2017 like-for-like analysis of the results for buildings under operational control. On a like-for-like basis, there was a 3.6 % decrease in greenhouse gas emissions, with the following breakdown:

- a 3.0 % decrease of electricity consumption;
- a 3.9 % decrease of gross gas consumption.

# CHANGES ON A LIKE-FOR-LIKE BASIS BE-TWEEN 2016 AND 2017

The like-for-like electricity and greenhouse gas emissions analysis is based on common technical equipments' consumptions of multi-tenant offices, the head office excluded.

The like-for-like gas analysis at constant climate is based on the building's total consumption, without distinction between private and common areas, the head office included.

The gas consumption decrease was climate linked. Despite the fact that 2017 was warmer than 2016, with an average of 1,780.4 degree days (1,947.6 in 2016), there was only a 3.9 % consumption decrease. At constant climate we did not realise a

#### WITHOUT OPERATIONAL CONTROL



**754,739** m<sup>2</sup>





**402,221** m<sup>2</sup> Distribution networks



**287,309** m<sup>2</sup> Single-tenant offices



143,119 m<sup>2</sup> Public-Private

**Partnerships** 

#### **UNDER OPERATIONAL CONTROL**



**390,333** m<sup>2</sup> Multi-tenant offices



**3,868** m<sup>2</sup>

Coverage Buildings under operational control of	Electricity and gas consumption	Water consumption	Waste
Cofinimmo	100 %	100 %	100 %
Tenant(s)	60%	50 %	11 %

gas consumption decrease.

The standardised 2017 like-for-like gas consumption represented 36,024 MWh, in comparison with 34,264 MWh in 2016. As a result, gas consumption at constant climate increased by 5.1 %, mainly related to the facilities' excesses during June 2017, which was exceptionally warm.

All 2017 data were provided by the energy accounting system.

The material challenge related to energy consumption and CO<sub>2</sub> emissions has been described in the 2017 Sustainable Development Report (+ see page 44-45). The goals related to the coverage of energy consumption and CO<sub>2</sub> emissions are described in the **Appendix** Dashboard to the 2017 Sustainable **Development Report - full version on** • www.cofinimmo.com (→ see pages 86-91).

# **PUBLICATION**

All environmental and social indicators are published in the 2017 Sustainability Report - full version ( see pages 74-85). Information concerning government indicators is published in the 2017 Annual Financial Report ( see pages 90-117) on www.cofinimmo.com.

# **PERIOD**

The indicators cover the period from 01.01.2017 to 31.12.2017. A comparison is made with the 2016 figures.

No adaption was made to the 2016 historical data.

#### MATERIALITY MATRIX

A complete materiality analysis was carried out and is documented in the 2017 Sustainability Report (→ see pages 36-37).

# **ENVIRONMENTAL PERFORMANCE INDICATORS**

#### **ELEC-ABS**

#### TOTAL ELECTRICAL ENERGY CONSUMPTION (MWH/YEAR)

#### Based on GRI 302-1 and 302-2

Total electricity consumed from indirect renewable and non-renewable sources ('indirect' means that the electricity is produced offsite and purchased from an electricity provider).

	Number of buildings	Coverage in m² per segment		ity consur	mption	Electricity consumed from renew-	Estimated electricity consump-	Rela consun	
			2016 MWh	2017 MWh	Δ	able produc- tion sources	tion	2016 kWh/m²	2017 kWh/m²
Multi-tenant office buildings - Shared	57	100%	20,060	19,452	-3.0 %	1.7 %	0.4 %	51	50
Head office	1	100 %	348	343	-1.5 %	1.3 %	-	90	89
TOTAL under operational control	58	100 %	20,408	19,795	-3.0 %	1.7 %	0.4 %	52	50
Like-for-like Elec-LfL	57	100 %	20,060	19,452	-3.0 %	1.7 %	-	51	50
Multi-tenant office buildings - Private	56	84 %	13,600	13,264	-2.5%	-	3.3 %	41	40
Single-tenant buildings	27	99 %	56,460	50,284	-10.9 %	0.2 %	18.2 %	200	176
Public-Private Partnerships	4	89 %	5,277	5,253	-0.5 %	6.8 %	-	41	41
Healthcare real estate	109	80%	32,175	40,653	26.4 %	-	1.0 %	63	67
Property of distribution networks	19	2%	318	343	8.0 %	-	20.0 %	31	38
TOTAL without operational control	159	69 %	107,830	109,797	1.8 %	0.4 %	8.3 %	85	81
Like-for-like Elec-LfL	139	59 %	93,805	87,895	-6.3 %	-	-	101	95
TOTAL	217	<b>74</b> %	128,238	129,592	1.1%	0.6 %	<b>7.1</b> %	77	74

The values indicated for the buildings under operational control are only for the consumption of the shared technical equipment of the buildings, except for the head office where all 1 The values indicated for the buildings under operational control are only for the consumption of the snared technical equipment of the buildings, except for the read once where an consumption is measured.

2 The values shown for buildings which are not under operational control are for the total consumption of the buildings, including the private and shared areas, except for multi-tenant office buildings where only the private consumption of tenants is shown.

3 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant office buildings for which Cofinimmo Services provides Property Management.

4 The like-for-like analysis for buildings under operational control is based on the consumption of the shared technical equipment of the multi-tenant office buildings, excluding the head office.

5 The like-for-like analysis of buildings which are not under operational control is carried out based on the total consumption of the buildings without distinction between the private and the shared areas, and excluding the private areas of multi-tenant office buildings.

6 The consumption increase of the healthcare real estate segment is caused by the increase in coverage.

#### TOTAL ELECTRICAL ENERGY CONSUMPTION (MWH/YEAR) BASED ON BUILDING AGE

		Number of buildings		city consump	Relative consumption		
	2016	2017	2016 MWh	2017 MWh	Δ	2016 kWh/m²	2017 kWh/m²
O - 5 years	3	3	1,851	1,747	-5.6 %	55	52
6 - 10 years	10	10	3,105	3,068	-1.2 %	48	48
11 - 15 years	8	7	3,083	1,374	-55.4 %	51	44
> 15 years	36	37	12,020	13,262	10.3 %	52	51
TOTAL under operational control	57	57	20,060	19,452	-3.0 %	51	50

<sup>1</sup> The analysis of buildings by age is carried out for buildings under operational control based on the consumption of the shared technical equipment of multi-tenant office buildings, excluding the head office.

#### **DH&C-ABS**

#### TOTAL CONSUMPTION OF ENERGY FROM URBAN HEATING AND COOLING SYSTEMS (MWH/YEAR)

#### Based on GRI 302-2

	Number of buildings			consump	tion	Heat consumed from renew-	Estimated heat con- sumption	Rela consun	
			2016 MWh	2017 MWh	Δ	able produc- tion sources		2016 kWh/m²	2017 kWh/m²
Healthcare real estate	2	1.2 %	1,754	1,740	-0.8 %	100%	-	259	199
TOTAL without operational control	2	0.6%	1,754	1,740	-0.8%	100 %	-	259	199
Like-for-like DH&C-LfL	1	0.4 %	1,754	1,641	-6.4 %	100 %	-	259	242

#### **FUELS-ABS**

#### TOTAL DIRECT ENERGY CONSUMPTION FROM FUELS (MWH/YEAR)

#### Based on GRI 302-1 and 302-2

Total direct energy consumed from fuels (gas and fuel oil).

	Number of buildings	Coverage in m² per segment		consump	tion	Fuel consumed from renew-	Estimated fuel con- sumption	Rela consun	
			2016 MWh	2017 MWh	Δ	able produc- tion sources		2016 kWh/m²	2017 kWh/m²
Multi-tenant office buildings	57	100%	34,738	33,373	-3.9 %	-	-	89	85
Head office	1	100%	348	348	0.2 %	-	-	90	90
TOTAL under operational control	58	100%	35,085	33,721	-3.9 %	-	-	89	86
Like-for-like Fuels-LfL	58	100%	35,085	33,721	-3.9 %	-	-	89	86
Single-tenant buildings	28	100%	30,104	24,149	-19.8 %	-	25.2 %	106	84
Public-Private Partnerships	4	78 %	9,158	7,741	-15.5 %	-	-	67	69
Healthcare real estate	95	73 %	52,794	66,885	26.7%	2.6 %	0.7 %	116	121
Property of distribution networks	17	2%	753	444	-41.0 %	-	33.7 %	85	54
TOTAL without operational control	144	61%	92,808	99,219	6.9 %	1.8 %	6.1 %	105	103
Like-for-like Fuels-LfL	124	54%	90,162	84,908	-5.8 %	1.9 %	-	106	99
TOTAL	202	68%	127,893	132,940	3.9 %	1.3 %	4.6 %	100	98

<sup>1</sup> The conversion factor used is 278 kWh/GJ.2 Heat consumption accounts for 0.002 % of total fuel consumption.

<sup>1</sup> The values of the fuels used for the total under operational control relate to 91.6 % for heating gas and 8.4 % for fuel oil. For the total without operational control, the figures are 93.0 % for heating gas and 7.0 % for fuel oil.
2 The values shown are the total consumption for the building, without differentiating between the private and shared areas.
3 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant office buildings for which Cofinimmo Services provides Property Management.
4 The like-for-like analysis is carried out on the basis of the total consumption of the building, without differentiating between the private and shared areas.
5 The fuel consumed does not come from renewable production sources.
6 The biggest variations are caused by the buildings' coverage changes.

#### TOTAL DIRECT ENERGY CONSUMPTION FROM FUELS (MWH/YEAR) BASED ON BUILDING AGE

Total direct energy consumed from fuel (gas and oil).

	Number o	f buildings	Fue	l consumpt	Relative consumption		
	2016	2017	2016 MWh	2017 MWh	Δ	2016 kWh/m²	2017 kWh/m²
0 - 5 years	3	3	1,640	1,472	-10.2 %	48	43
6 - 10 years	10	10	5,336	5,106	-4.3 %	83	80
11 - 15 years	8	7	5,671	2,891	-49.0 %	94	92
> 15 years	37	38	22,438	24,252	8.1%	95	92
TOTAL under operational control	58 58 35,085		33,721	-3.9 %	89	86	

#### NORMALISED DIRECT ENERGY CONSUMPTION ON A LIKE-FOR-LIKE BASIS (MWH/YEAR)

Normalised consumption is usually compared to assess weather severity, based on Degree Days (DD). The colder it is, the higher the DD value. The average DD value for a location (established over the past 30 years) is referred to as the 'Normal Degree Days' (NDD).

Normalised consumption = Consumption recorded x NDD/DD.

	Number of buildings	Coverage in m <sup>2</sup> per segment	Fuel	consumpt	ion	Relative consumption	
			2016 MWh	2017 MWh	Δ	2016 kWh/m²	2017 kWh/m²
Multi-tenant office buildings	57	100%	33,924	35,652	5.1%	87	91
Head office	1	100%	339	372	9.7 %	88	96
TOTAL under operational control	58	100%	34,264	36,024	5.1 %	87	91
Like-for-like	58	100%	34,264	36,024	5.1%	87	91
Single-tenant buildings	28	100%	29,399	25,798	-12.2 %	103	90
Public-Private Partnerships	4	78 %	8,943	8,269	-7.5 %	65	74
Healthcare real estate	95	73 %	51,557	71,453	38.6 %	113	129
Property of distribution networks	17	2%	735	475	-35.4 %	83	57
TOTAL without operational control	144	61%	90,635	105,996	16.9 %	102	110
Like-for-like	124	54 %	88,051	90,708	3.0 %	103	106
TOTAL	202	<b>68</b> %	124,898	142,020	<b>13.7</b> %	97	105

The analysis by building age is done for the total under operational control.
 The analysis by building age is done based on the total consumption of the building, without differentiating between the private and shared areas.

<sup>1</sup> The 15/15 DD in Uccle/Ukkel for 2016 was 1,947.6.
2 The 15/15 DD in Uccle/Ukkel for 2017 was 1,780.4.
3 The NDD for Uccle/Ukkel was 1,902 (base year 2015).
4 The biggest changes are caused by the buildings' coverage changes.

#### **ENERGY-INT**

#### **RELATIVE ENERGY CONSUMPTION (KWH/M²/YEAR)**

#### **Based on GRI CRE1**

Ratio between the total energy consumed from all sources, i.e. electricity, fuel, urban heating and cooling divided by the surface unit. The total energy consumed or the numerator corresponds to the sum of the three following absolute value indicators: electrical energy, energy from urban heating and cooling, and energy from fuels. The surface used as the denominator is the superstructure area.

	Number of buildings	Coverage in m² per segment	Relat	lative consumption		
			2016 kWh/m²	2017 kWh/m²	Δ	
Multi-tenant office buildings	57	100%	181	176	-3.1%	
Head office	1	100%	180	179	-0.6 %	
TOTAL under operational control	58	100 %	182	176	-3.0 %	
Like-for-like	58	100%	181	176	-3.1%	
Single-tenant buildings	27	99%	306	261	-14.8 %	
Public-Private Partnerships	3	73 %	108	105	-2.5 %	
Healthcare real estate	94	73 %	172	182	6.0 %	
Property of distribution networks	17	2%	119	95	-20.8 %	
TOTAL without operational control	141	60 %	205	196	-4.2 %	
Like-for-like	122	53 %	203	189	-6.5 %	
TOTAL	199	68 %	226	219	-3.0 %	

The values shown are the total consumption for the building, without differentiating between the private and shared areas.
 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant office buildings for which Cofinimmo Services provides Property Management.
 The like-for-like analysis is carried out on the basis of the total consumption of the building, without differentiating between the private and shared areas.

#### RELATIVE ENERGY CONSUMPTION (KWH/M²/YEAR) BASED ON BUILDING AGE

	Number o	f buildings	Relative consumption				
	2016	2017	2016 kWh/m²	2017 kWh/m²	Δ		
0 - 5 years	3	3	103	95	-7.8 %		
6 - 10 years	10	10	132	128	-3.2 %		
11 - 15 years	8	7	145	135	-7.0 %		
> 15 years	36	37	147	143	-2.9 %		
TOTAL under operational control	57	57	140	140 135			

<sup>1</sup> The analysis of buildings by age is carried out for buildings under operational control based on the consumption of the shared technical equipment of multi-tenant office buildings, excluding the head office.

#### **GHG-DIR-ABS AND GHG-INDIR-ABS**

#### TOTAL DIRECT AND INDIRECT GREENHOUSE GAS EMISSIONS (TONNES OF CO,E/YEAR)

#### Based on GRI 305-1, 305-2 and 305-3

Electricity: amount of greenhouse gas emitted indirectly by the purchase of electricity and urban heating and cooling per year. Gas: amount of greenhouse gas emitted indirectly by the use of fuel on site per year.

Total: total direct and indirect greenhouse gas emissions.

		2016			2017		Δ
	Electricity tonnes CO <sub>2</sub> e	Gas tonnes CO <sub>2</sub> e	Total tonnes CO <sub>2</sub> e	Electricity tonnes CO <sub>2</sub> e	Gas tonnes CO <sub>2</sub> e	Total tonnes CO <sub>2</sub> e	
Coverage (number of buildings)	200	186		217	202		
Multi-tenant office buildings - Shared	4,529	7,121	11,651	4,392	6,841	11,234	-3.6 %
Head office	79	71	150	77	71	149	-0.6 %
TOTAL under operational control	4,608	7,192	11,800	4,470	6,913	11,382	-3.5 %
Like-for-like GHG-Dir-LfL and GHG-Indir-LfL	4,529	7,192	11,722	4,392	6,913	11,305	-3.6 %
Multi-tenant office buildings - Private	3,071	-	3,071	2,995	-	2,995	-2.5 %
Single-tenant buildings	12,749	6,171	18,920	11,354	4,951	16,305	-13.8 %
Public-Private Partnerships	1,192	1,877	3,069	1,186	1,587	2,773	-9.6 %
Healthcare real estate	7,265	10,823	18,088	9,179	13,711	22,891	26.6 %
Property of distribution networks	72	154	226	78	91	169	-25.4 %
TOTAL without operational control	24,348	19,026	43,374	24,792	20,340	45,132	4.1 %
Like-for-like GHG-Dir-LfL and GHG-Indir-LfL	21,181	18,483	39,664	19,847	17,406	37,253	-6.1%
TOTAL	28,956	26,218	55,174	29,262	27,253	56,515	2.4%

#### TOTAL DIRECT AND INDIRECT GREENHOUSE GAS EMISSIONS (TONNES OF CO2E/YEAR) BASED ON BUILDING AGE

		2016			Δ		
	Electricity tonnes CO <sub>2</sub> e	Gas tonnes CO <sub>2</sub> e	Total tonnes CO <sub>2</sub> e	Electricity tonnes CO <sub>2</sub> e	Gas tonnes CO <sub>2</sub> e	Total tonnes CO <sub>2</sub> e	
0 - 5 years	418	336	754	395	302	696	-7.7 %
6 - 10 years	701	1,094	1,795	693	1,047	1,740	-3.1%
11 - 15 years	696	1,163	1,859	310	593	903	-51.4 %
> 15 years	2,714	4,600	7,314	2,995	4,972	7,966	8.9 %
TOTAL under operational control	4,529	7,192	11,722	4,392	6,913	11,305	-3.6 %

<sup>1</sup> The analysis of buildings by age is carried out for buildings under operational control based on the consumption of the shared technical equipment of multi-tenant office buildings, excluding the head office.

<sup>1</sup> The values indicated for the buildings under operational control are only for the consumption of the shared technical equipment of the buildings, except for the head office where all consumption is taken into account.

2 The values shown for buildings which are not under operational control are for the total consumption of the building, including the private and shared areas, except for multi-tenant office buildings where only the private consumption of tenants is shown.

3 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant buildings for which Cofinimmno Services provides Property Management.

4 The like-for-like analysis for buildings under operational control is based on the consumption of the shared technical equipment of the multi-tenant office buildings, excluding the head office.

<sup>4</sup> The like-for-like analysis for buildings under operational control is based on the consumption of the buildings without distinction between the private and the shared areas, and excluding the private areas of multi-tenant buildings.
5 The like-for-like analysis of buildings which are not under operational control is carried out based on the total consumption of the buildings without distinction between the private and the shared areas, and excluding the private areas of multi-tenant buildings.
6 The CO, emissions factor is 225.8 g/kWh for electricity (source IEA 2015) and 205 g/kWh for gas (source ADEME).
7 The conversion coefficients used are based on location. Taking into account market conversion coefficients, total indirect emissions under operational control are zero as a result of the green electricity contracts that Cofinimms Services has signed for all of its areas under operational control.
8 The emissions' increase for the healthcare real estate segment is caused by an increase in coverage.

#### **GHG-INT**

#### RELATIVE GREENHOUSE GAS EMISSIONS (KG CO<sub>2</sub>E/M<sup>2</sup>/YEAR)

#### **Based on GRI CRE3**

Total quantity of direct and indirect greenhouse gas emissions per m² per year.

The surface used as the denominator is the superstructure area.

		2016			2017		Δ
	Electricity kg CO <sub>2</sub> e/ m <sup>2</sup>	Gas kg CO <sub>2</sub> e/ m²	Total kg CO <sub>2</sub> e/ m²	Electricity kg CO <sub>2</sub> e/ m²	Gas kg CO <sub>2</sub> e/ m²	Total kg CO <sub>2</sub> e/ m²	
Coverage (number of buildings)	200	186		217	202		
Multi-tenant office buildings - Shared	12	18	30	11	18	29	-3.5 %
Head office	20	18	39	20	18	38	-0.6 %
TOTAL under operational control	12	18	30	11	18	29	-3.5 %
Like-for-like	12	18	30	11	18	29	-3.6 %
Multi-tenant office buildings - Private	9	-	9	9	-	9	-1.5 %
Single-tenant buildings	45	22	67	40	17	57	-14.6 %
Public-Private Partnerships	9	14	23	9	14	23	1.8 %
Healthcare real estate	14	24	38	15	25	40	5.5 %
Property of distribution networks	7	17	24	9	11	20	-19.3 %
TOTAL without operational control	19	21	41	18	21	39	-3.0 %
Like-for-like	23	22	44	27	20	42	-6.1%
TOTAL	17	20	38	17	20	37	-2.8 %

<sup>1</sup> The values indicated for the buildings under operational control are only for the consumption of the shared technical equipment of the buildings, except for the head office where all consumption is taken into account.

2 The values shown for buildings which are not under operational control are for the total consumption of the building, including the private and shared areas, except for multi-tenant office buildings where only the private consumption of tenants is shown.

3 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant buildings for which Cofinimmo Services provides Property Management.

4 The like-for-like analysis for buildings under operational control is based on the consumption of the shared technical equipment of the multi-tenant office buildings, excluding the head office.

5 The like-for-like analysis of buildings which are not under operational control is carried out based on the total consumption of the buildings without distinction between the private and the shared areas, and excluding the private areas of multi-tenant buildings.

6 The CO, emissions factor is 225.8 g/kWh for electricity (source IEA 2015) and 205 g/kWh for gas (source ADEME).

7 The conversion coefficients used are based on location. Taking into account market conversion coefficients, total indirect emissions under operational control are zero as a result of the green electricity contracts that Cofinimmo Services has signed for all of its areas under operational control.

#### **WATER-ABS AND WATER-INT**

## TOTAL WATER CONSUMPTION BY SUPPLY SOURCE (M<sup>3</sup>/YEAR)

#### Based on GRI 303-1 and CRE2

	Number of buildings	Coverage in m <sup>2</sup> per segment	Wate	er consumpt	ion	Estimated water consumption	Relative consumption	
			2016 m³	2017 m <sup>3</sup>	Δ		2016 m³/m²	2017 m³/m²
Multi-tenant office buildings	57	100 %	120,603	99,647	-17.4 %	1.6 %	0.31	0.26
Head office	1	100 %	597	599	0.3 %	-	0.15	0.15
TOTAL under operational control	58	100 %	121,200	100,246	-17.3 %	1.6 %	0.31	0.25
Like-for-like Water-LfL	58	100 %	121,200	100,246	-17.3 %	-	0.31	0.25
Single-tenant buildings	25	73 %	60,369	42,132	-30.2 %	1.9 %	0.33	0.20
Public-Private Partnerships	4	30 %	34,396	36,929	7.4 %	1.5 %	0.77	0.85
Healthcare real estate	95	72 %	442,650	552,005	24.7 %	2.8 %	0.96	1.01
Property of distribution networks	-	-	-	-	-	-	-	-
TOTAL without operational control	124	50 %	537,415	631,066	<b>17.4</b> %	0.8%	0.78	0.79
Like-for-like Water-LfL	99	41 %	519,005	477,055	-8.1%	-	0.79	0.72
TOTAL	182	60 %	658,615	731,312	11.0 %	0.6%	0.61	0.61

1 The values shown are the total consumption for the building, without differentiating between the private and shared areas.
2 Cofinimmo does not have any control over the private consumption of tenants in the buildings. It can only act on the consumption of the shared technical equipment of multi-tenant office buildings for which Cofinimmo Services provides Property Management.
3 The like-for-like analysis is carried out on the basis of the total consumption of the building, without differentiating between the private and shared areas.
4 The sole supply source is city water.
5 The water consumed is used for air conditioning, sanitary facilities and the kitchenettes.
6 The surface used as the denominator is the superstructure area.
7 The increase consumption of the healthcare real estate segment is caused by the increase in coverage.

#### TOTAL WATER CONSUMPTION BY SUPPLY SOURCE (M3/YEAR) BASED ON BUILDING AGE

	Number of buildings		Water consumption			Relative consumption		
	2016	2017	2016 m³	2017 m <sup>3</sup>	Δ	2016 m³/m²	2017 m³/m²	
0 - 5 years	3	3	8,777	7,092	-19.2 %	0.26	0.21	
6 - 10 years	10	10	25,439	20,012	-21.3 %	0.40	0.31	
11 - 15 years	8	7	15,379	6,336	-58.8 %	0.26	0.20	
> 15 years	37	38	71,605	66,805	-6.7 %	0.30	0.25	
TOTAL under operational control	58	58	121,200	100,246	<b>-17.3</b> %	0.31	0.25	

The analysis by building age is done for the total under operational control.
 The analysis by building age is done based on the total consumption of the building, without differentiating between the private and shared areas.

#### **WASTE-ABS**

#### TOTAL WEIGHT OF WASTE COLLECTED BY PROCESSING CHANNEL (TONNES/YEAR)

#### Based on GRI 306-2

Quantity of waste collected by processing channel: reuse, recycling, composting, incineration, burying, etc.

	Number of buildings	Coverage 2016 in m² per tonnes/year				20 tonne			Δ		
		segment	Recy- cled	Incin- erated	Other	Total	Recy cled	Incin- erated	Other	Total	
Multi-tenant office buildings	57	100%	679	633	-	1,312	680	654	-	1,334	1.7 %
Head office	1	100%	12	5	-	17	14	5	-	19	7.7 %
TOTAL under operational control	58	100 %	691	638	-	1,329	694	659	-	1,353	1.8 %
Like-for-like Waste-LfL	57	99%	691	638	-	1,329	685	650	-	1,335	0.5 %
Single-tenant buildings	21	47 %	121	209	-	330	150	209	-	359	8.7 %
Public-Private Partnerships	1	20 %	12	55	-	67	13	62	-	75	11.4 %
Healthcare real estate	2	1%	-	-	-	-	10	27	-	36	-
Property of distribution networks	-	-	-	-	-	-	-	-	-	-	-
TOTAL without operational control	24	11 %	133	264	-	397	173	297	-	470	18.3 %
Like-for-like Waste-LfL	21	9%	133	264	-	397	135	271	-	406	2.2 %
TOTAL	82	28%	825	902	-	1,726	867	956	-	1,822	5.6 %

- Waste is collected at source by type: general waste, paper, cardboard, plastic, cans, glass, etc.
  The breakdown of waste according to processing channel depends on the type of waste.
  The values shown are the total quantities for the buildings, without differentiating between the private and shared areas.
  Cofinimmo does not have any control over the private quantities of waste of building tenants. It can only act on the quantities of multi-tenant buildings for which Cofinimmo Services provides Property Management.
  The like-for-like analysis is carried out on the basis of the total quantities from the buildings, without differentiating between the private and shared areas.
  Waste classified as hazardous is handled by tenants (not applicable).
  Conversion factor depending on type: general waste 60 kg/m³, paper/cardboard 50 kg/m³, plastic/cans 30 kg/m³ and glass 18.25 kg/m³.

#### PERCENTAGE OF WASTE COLLECTED BY PROCESSING CHANNEL (% OF TOTAL WASTE)

#### Based on GRI 306-2

Proportion of waste collected by processing channel: reuse, recycling, composting, incineration, burying, etc.

	Number of buildings	Coverage in m² per		2016		2017		
		segment	Recycled	Incin- erated	Other	Recycled	Incin- erated	Other
Multi-tenant office buildings	57	100%	52 %	48 %	-	51 %	49 %	-
Head office	1	100 %	69 %	31 %	-	76 %	24 %	-
TOTAL under operational control	58	100%	<b>52</b> %	48 %	-	51 %	49 %	-
Like-for-like	57	99%	52 %	48 %	-	51 %	49 %	-
Single-tenant buildings	21	47%	37 %	63 %	-	42 %	58 %	-
Public-Private Partnerships	1	20%	18 %	82 %	-	17 %	83 %	-
Healthcare real estate	2	1%	-	-	-	26 %	74 %	-
Property of distribution networks	-	-	-	-	-	-	-	-
TOTAL without operational control	24	11%	34%	66%	-	37 %	63 %	-
Like-for-like	21	9%	34 %	66 %	-	33 %	67 %	-
TOTAL	82	28%	48%	<b>52</b> %	-	48 %	<b>52</b> %	-

#### **CERT-TOT**

#### **TYPE AND NUMBER OF CERTIFICATIONS**

#### **Based on GRI CRE8**

Total number of buildings receiving certification by type.

The table shows the number of buildings which have received at least one certification by type (PEB, ISO 14001:2015, BREEAM).

The energy performance level shown is the weighted average of the scores by segment.

				Certific	ation			
	Country		PEB		ISO 140	01:2015	BREI	EAM
		Number of buildings	Coverage in m² per segment	Energy perfor- mance kWh/m²	Number of buildings	Coverage in m² per segment	Number of buildings	Coverage in m² per segment
Multi-tenant office buildings	Belgium	33	54%	218	57	100 %	8	11 %
Head office	Belgium	1	100%	238	1	100 %	1	100 %
TOTAL under operational control	Belgium	34	54 %	218	58	100 %	9	12 %
Like-for-like	Belgium	33	53 %	218	58	100%	1	1%
Single-tenant buildings	Belgium	15	43 %	280	30	100 %	2	11 %
Public-Private Partnerships	Belgium	4	53 %	190	-	-	1	20 %
Healthcare real estate	Belgium	8	4%	168	11	8%	-	-
Healthcare real estate	France	45	92 %	311	-	-	-	-
Healthcare real estate	The Netherlands	17	58 %	208	-	-	-	-
Healthcare real estate	Germany	5	36 %	186	-	-	-	-
Property of distribution networks	Belgium	28	9%	389	-	-	-	-
Property of distribution networks	France	271	97%	294	-	-	-	-
Property of distribution networks	The Netherlands	-	-	-	-	-	-	-
TOTAL without operational control		393	35 %	266	41	22 %	3	4%
Like-for-like		355	27%	273	12	8 %	2	3 %
TOTAL		427	<b>39</b> %	253	99	<b>37</b> %	12	<b>5</b> %

PEB certification is regulated differently in each country and sector.
 For some PEB certificates, the score is 0 kWh/m² due to lack of information. These certificates are not included in the average.
 ISO 14001:2015 and BREEAM certifications are voluntary.
 ISO 14001:2015 certification covers property management, development and projet management activities.
 The head office's BREEAM In-Use certificate is valid until 03.03.2017 and its renewal is in progress.

# **DISTRIBUTION OF BREEAM CERTIFICATES BY LEVEL**

	BREEAM	/I In-Use	BREEAM
	Asset	Building Management	
Head office	Good	Very Good	
Leuze-en-Hainaut prison			Good
BELLIARD 40			Excellent
ARTS 19H			Excellent
GUIMARD 10-12			Very Good
PARK LANE C	Good	Good	
PARK LANE D	Good	Very Good	
PARK LANE E	Good	Very Good	
PARK LANE F	Good	Very Good	
PARK LANE G	Good	Very Good	
PARK LANE H	Good	Very Good	
PARK HILL 16	Good	Good	

<sup>1</sup> The head office's BREEAM In-Use certificate is valid until 03.03.2017 and its renewal is in progress.

#### ANNUAL COMPARISON OF THE NUMBER AND PERFORMANCE OF PEB CERTIFICATIONS BY SEGMENT

Total number of buildings with PEB certification.

The table shows the number of buildings which have received at least one PEB certification.

The energy performance level shown is the weighted average of the scores by segment.

			PEE	3 certification	1		
	Country	Number of buildings		Coverag per seg	je in m² gment	Energy performance kWh/m²	
		2016	2017	2016	2017	2016	2017
Offices	Belgium	47	49	48%	50 %	235	241
Public-Private Partnerships	Belgium	4	4	55%	53 %	190	190
Healthcare real estate	Belgium	6	8	4%	4%	132	168
Healthcare real estate	France	39	45	82 %	92 %	304	311
Healthcare real estate	The Netherlands	2	17	9%	58 %	123	208
Healthcare real estate	Germany	-	5	-	36 %	-	186
Property of distribution networks	Belgium	30	28	2%	1%	394	389
Property of distribution networks	France	273	271	97%	97%	293	294
Property of distribution networks	The Netherlands	4	-	2%	-	487	-

<sup>1</sup> PEB certification is regulated differently in each country and sector.

# SOCIAL PERFORMANCE INDICATORS

#### **DIVERSITY-EMP**

#### **EMPLOYEE DIVERSITY (% OF EMPLOYEES)**

#### Based on GRI 405-1

	20	)16	20	17	
	Women	Men	Women	Men	
Board of Directors members	31 %	69 %	42 %	58 %	
Executive Committee	25 %	75 %	25 %	75 %	
Managers	53 %	47 %	50 %	50 %	
Employees	64 %	36 %	63 %	37 %	

<sup>1</sup> In 2016, 28 % of women and 9 % of men worked part-time 2 In 2017, 19 % of women and 3 % of men worked part-time.

#### **DIVERSITY-PAY**

#### **REMUNERATION BY GENDER (% WOMEN/MEN)**

#### Based on GRI 405-2

	2017
	Women/ Men
Board of Directors members	72 %
Executive Committee	92 %
Managers	82 %
Employees	85 %

The difference at Managers' level can be explained by the fact that there are more male operational Managers.
 At employee level, there is a small difference by the fact that many female employees have a function of administrative assistant.
 In 2016 the calculation was not realised. The 2016 figures are therefore not available.
 The CEO and chairman are male, which explains the difference at Executive Committee and Board level.

#### **EMP-TRAINING**

#### **EMPLOYEE TRAINING AND DEVELOPMENT (NUMBER OF HOURS)**

#### Based on GRI 404-1

	2016				2017			
	Women h	Men h	Total h	Average h/ employee	Women h	Men h		Average h/ employee
Head office	2,424	1,622	4,046	31	3,159	1,808	4,967	36

<sup>1</sup> The denominator is 137 people (= number of employees, the Executive Committee included).

#### **EMP-DEV**

#### **EMPLOYEE PERFORMANCE APPRAISALS (% OF EMPLOYEES)**

#### Based on GRI 404-3

	2016	2017
Head office	100 %	100%

#### **EMP-TURNOVER**

#### **NEW HIRES AND DEPARTURES (NUMBER OF EMPLOYEES)**

#### Based on GRI 401-1

	2016				2017			
	Departures New hires		Departures		New hires			
	Total	% of employees	Total	% of employees	Total	% of employees	Total	% of employees
Head office	5	3.8 %	8	6.1%	9	6.6 %	6	4.4 %

<sup>1</sup> The denominator is 137 people (= number of employees, the Executive Committee included).

#### **H&S-EMP**

#### **EMPLOYEE HEALTH AND SAFETY**

#### Based on GRI 403-2

		2016			2017		
	Rate of short-term absenteeism	Rate of long-term absenteeism	accidents	Rate of short-term absenteeism	Rate of long-term absenteeism	Workplace accidents	
Head office	1.2 %	3.5 %	0	1.6 %	2.6 %	4	

#### **H&S-ASSET**

#### **ASSET HEALTH AND SAFETY ASSESSMENTS (% OF BUILDINGS)**

#### Based on GRI 416-1

	2016	2017
Multi-tenant office buildings	100 %	100 %
Head office	100 %	100%
TOTAL under operational control	100 %	100 %

<sup>1</sup> Fire audit, asbestos monitoring.

The denominator is the total of working days, holidays following the Belgian legislation included.
 Short term means absenteeism of 20 days or less, long term means more than 20 days.
 There were no serious or fatal work-related accidents. The four cases mentionned concern only minor injuries.

#### **H&S-COMP**

#### **ASSET HEALTH AND SAFETY COMPLIANCE (NUMBER OF INCIDENTS)**

#### Based on GRI 416-2

	2016	2017
Multi-tenant office buildings	0	0
Head office	0	0
TOTAL under operational control	0	0

<sup>1</sup> In 2017 no infringement related to fire audit and asbestos monitoring with a financial or health impact on the occupant was noted.

#### **COMTY-ENG**

#### SOCIAL ENGAGEMENT, IMPACT ASSESSMENTS AND DEVELOPMENT PROGRAMMES (% OF BUILDINGS)

#### Based on GRI 413-1

	2016	2017
Multi-tenant office buildings	100 %	100 %
Head office	100 %	100 %
TOTAL under operational control	100 %	100 %

Mobility impact has been evaluated ( see page 60 of the 2017 Sustainability Report). The strategy also includes individual actions by building such as the opening of the garden to the public ( see pages 56-59 of the 2017 Sustainability Report).
 The engagement related to the head office is described in the GRI reference table.

# **GOVERNANCE PERFORMANCE INDICATORS**

#### **GOV-BOARD**

#### **COMPOSITION OF THE HIGHEST GOVERNANCE BODY (TOTAL NUMBER)**

#### Based on GRI 102-22

	Board of Directors	Executive Committee		
Independent members	8/12	-	3/3	4/4
Executive members	4/12	-	-	-
Average term in years	5	9	5	1
Members with CSR expertise	1	1	-	-

<sup>1</sup> Mr. Denis, Chief Operating Officer, is responsible for all operations linked to the company's real estate portfolio. This responsibility comprises sustainability skills based on his studies and experiences in the frame of several projects.

#### **GOV-SELEC**

#### NOMINATION AND SELECTION PROCESS FOR THE HIGHEST GOVERNANCE BODY

#### Based on GRI 102-24

→ See chapter Corporate governance statement on pages 90-117 of the 2017 Annual Financial Report on 
www.cofinimmo.com.

#### **GOV-COL**

#### **CONFLICT OF INTEREST MANAGEMENT PROCESS**

#### Based on GRI 102-25

→ See chapter Corporate governance statement on pages 90-117 of the 2017 Annual Financial Report on € www.cofinimmo.com.