

# DASHBOARD

Actions taken in 2020	Progress in 2020	Future actions	Deadline
<b>Business ethics</b>			
<b>1. Maximise the transparency of the company's non-financial information.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> scores obtained in the different surveys			
<ul style="list-style-type: none"> <li>Received an EPRA Sustainability sBPR Award for the ninth consecutive year.</li> <li>Prepared a sustainability report in line with GRI standards: Core option and received third-party assurance for it.</li> </ul>	<p>Gold Award</p> <p>Limited assurance on EPRA performance indicators, the GRI Content Index and the green and social portfolio</p>	<ul style="list-style-type: none"> <li>Continually and actively participate in the GRESB, MSCI, Sustainalytics, ISS ESG and CDP surveys and ratings.</li> <li>Publish non-financial information in a combined annual financial report and obtain third-party assurance.</li> <li>Prepare the annual financial report based on risks and opportunities associated with climate change as recommended by TCFD.</li> </ul>	2021
<ul style="list-style-type: none"> <li>Participated in the GRESB survey with a score which went from 45% to 67% in seven years.</li> <li>Reviewed the sustainable financing framework, confirmed by Vigeo Eiris Second Party Opinion.</li> </ul>	<p>67%</p> <p>Reasonable assurance (highest level of assurance)</p>		
<ul style="list-style-type: none"> <li>'Prime' rating for the first time according to the ISS ESG rating methodology.</li> <li>Renewed participation in the Carbon Disclosure Project.</li> </ul>	<p>C (Prime)</p> <p>B (management band)</p>		
<b>2. ISO 14001 certification for the Environmental Management System.</b>			
<b>Scope:</b> portfolio in Belgium <b>Measurement of objective:</b> certification renewal / extension			
<ul style="list-style-type: none"> <li>Renewed ISO 14001:2015 certification for the fourth time.</li> <li>Published an ESG policy.</li> </ul>	<p>100%</p>	<ul style="list-style-type: none"> <li>Extend the ISO 14001:2015 certification annually.</li> <li>Understand the European Green Deal and define Cofinimmo's contribution.</li> </ul>	2021
<b>3. Annually review the materiality matrix for the company's sustainability topics.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> completion of planned actions			
<ul style="list-style-type: none"> <li>Survey polling major investors to understand their needs in terms of ESG.</li> </ul>	<p>100%</p>	<ul style="list-style-type: none"> <li>New customer satisfaction survey for the healthcare segment.</li> <li>Stakeholders' contribution in the health real estate segment to challenge material issues.</li> <li>In-depth portfolio risk analysis of physical risks associated with climate change.</li> </ul>	2021
<b>4. Promote the collaboration agreement signed by Cofinimmo and the tenant in order to actively promote sustainability and encourage all parties to reduce the environmental impact of leased property: sharing of consumption data, initiatives to reduce consumption, better waste sorting, etc.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> coverage in m <sup>2</sup> of buildings			
<ul style="list-style-type: none"> <li>Converted the green charter into a green clause as soon as the lease is signed with a new tenant.</li> <li>63% of surface areas covered by a collaboration agreement in order to share consumption data (in the form of a green clause, a green charter, a proxy, or a simple email exchange).</li> </ul>	<p>63%</p>	<ul style="list-style-type: none"> <li>75% of surface areas in healthcare real estate covered by a sustainable collaboration agreement.</li> </ul>	2021
<b>5. Include a separate clause in contracts and calls for tenders regarding the adoption of sustainability practices by subcontractors as a selection criterion.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> % of contracts			
<ul style="list-style-type: none"> <li>ESG policy is included in any general contractor contract. Cofinimmo encourages its suppliers to adopt an environmentally friendly behaviour.</li> <li>Cofinimmo reiterated its commitment as a signatory to the UN Global Compact Charter, which encompasses ten principles of fundamental corporate responsibility in the fields of human rights, labour, environment, and the fight against corruption.</li> <li>2019 sustainability report published as 'communication in progress' on the UN Global Compact Charter website.</li> </ul>	<p>100%</p>	<ul style="list-style-type: none"> <li>Publish the 2020 annual financial report as 'communication in progress' on the UN Global Compact Charter website.</li> <li>Prepare a supplier policy addressing environmental and social aspects in the value chain.</li> <li>Prepare a tax compliance policy in line with OECD recommendations.</li> </ul>	2021



Actions taken in 2020	Progress in 2020	Future actions	Deadline
<b>6. Mobilise employees.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> completion of planned actions			
<ul style="list-style-type: none"> <li>Disclosed the results of the employee engagement survey.</li> <li>Donated smartphones to a local organisation for distribution through the Red Cross in order to bridge the digital divide.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Implement the action plan following the results of the employee engagement survey.</li> <li>Define an overall ESG objective in the annual individual objectives of each employee.</li> <li>Implement an HR policy dealing with the training, diversity, safety, and well-being topics.</li> </ul>	2021
<b>Profitability for investors and access to capital</b>			
<b>7. Develop a financial strategy that is consistent with ESG objectives.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> completion of planned actions			
<ul style="list-style-type: none"> <li>Reviewed the green and social financing framework to ensure eligible assets.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Studies to integrate sustainability criteria in financial models during due diligence.</li> </ul>	2021
<b>Innovation</b>			
<b>8. Develop a culture of innovation within the company.</b>			
<b>Scope:</b> Cofinimmo group <b>Measurement of objective:</b> completion of planned actions			
<ul style="list-style-type: none"> <li>Defined an effective and sustainable data governance practice.</li> <li>Implemented the electronic signature of leases and any other digital document in general.</li> <li>The generalised telework system has been applied without any problems since the lockdown in March 2020.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Launch an effective and sustainable data governance practice.</li> <li>Explore the use of innovative construction materials.</li> </ul>	2021
<b>Aesthetics, respect for public spaces and diversity of districts</b>			
<b>9. Improve the aesthetics and public space when redeveloping existing buildings.</b>			
<b>Scope:</b> overall portfolio <b>Measurement of objective:</b> number of projects			
<ul style="list-style-type: none"> <li>Acceptance of the redevelopment works on the Quartz office building.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Delivery of construction, renovation and extension works for 11% of the portfolio.</li> <li>Maximal target energy intensity of 50 kWh/m<sup>2</sup> for redevelopment projects.</li> </ul>	2025
<b>10. Receive BREEAM and BREEAM In-Use certifications.</b>			
<b>Scope:</b> overall portfolio <b>Measurement of objective:</b> number of buildings since 2010			
<ul style="list-style-type: none"> <li>Extension of the BREEAM In-Use certification for Woluwe 58, Cofinimmo's head office.</li> <li>BREEAM In-Use certification received for a multi-tenant office building.</li> </ul>	28	<ul style="list-style-type: none"> <li>Confirm the BREEAM certification for in-depth renovation projects, once completed:               <ul style="list-style-type: none"> <li>– Quartz – BREEAM Excellent certification expected for February 2021.</li> </ul> </li> <li>Initiate the procedure to receive a BREEAM certification for 5 healthcare real estate projects in Spain.</li> <li>Obtain a BREEAM In-Use Very good for at least 6 healthcare real estate properties in Belgium.</li> </ul>	2021
<b>11. Improve the collection of water consumption data.</b>			
<b>Scope:</b> overall portfolio <b>Measurement of objective:</b> % of data coverage			
<ul style="list-style-type: none"> <li>89 % of data collected on water consumption for the directly managed portfolio, 47 % in healthcare real estate, 75 % for PPPs and 93 % for single-tenant offices.</li> <li>Monitoring system installed for 13 healthcare real estate assets in the Netherlands, in collaboration with Smartvatten.</li> </ul>	52 %	<ul style="list-style-type: none"> <li>Increase coverage to 75 % of building surface areas.</li> </ul>	2021

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<b>12. Ensure biodiversity.</b>			
Scope: overall portfolio Measurement of objective: % of projects			
<ul style="list-style-type: none"> <li>The assessment in due diligence reviews is based on various factors. For the environment, the presence of green areas is one of the factors taken into account for each project.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Analyse projects carried out on undeveloped land in order to reduce environmental impact through the obtention of environmental certification.</li> </ul>	2021
<b>Safety and well-being</b>			
<b>13. Gradually decontaminate buildings still containing traces of asbestos.</b>			
Scope: overall portfolio Measurement of objective: coverage in m <sup>2</sup> of buildings without asbestos			
<ul style="list-style-type: none"> <li>54 % of the portfolio no longer contains traces of asbestos.</li> </ul>	54 %	<ul style="list-style-type: none"> <li>Improve the quality of data collected for the different segments.</li> </ul>	2021
<b>14. Promote solidarity in order to maximise its social impact.</b>			
Scope: Cofinimmo group Measurement of objective: completion of planned actions			
<ul style="list-style-type: none"> <li>Various measures in response to the COVID-19 pandemic in the countries where the group is active in order to guarantee the continuity of its activities.</li> <li>Targeted savings programme in order to allocate the amount collected to several initiatives related to the fight against this pandemic and its effects.</li> </ul>	100 %	<ul style="list-style-type: none"> <li>Integrate social risk into the customer relationship for the healthcare segment by analysing and comparing existing audit tools for the qualification of health care.</li> </ul>	2021
<b>Employee training</b>			
<b>15. Develop the necessary framework for employee development.</b>			
Scope: Cofinimmo group Measurement of objective: average number of days per employee			
<ul style="list-style-type: none"> <li>3,857 hours of training were followed by 50 % of employees, representing an average of 3.5 days of training per employee.</li> <li>Cofinimmo encouraged its employees to follow trainings during the COVID-19 period. This could easily be done online. Offers from the following sites were consulted: Cevora/Cefora, Forem, ONEM/VDAB, Wallangues, Studytube, Coursera and Yale.</li> </ul>	50 %	<ul style="list-style-type: none"> <li>Continued employee training.</li> <li>Define ESG training needs associated with performance appraisals.</li> </ul>	2021
<b>Respect for differences and cultural diversity</b>			
<b>16. Ensure sufficient diversity at the different levels of the company's hierarchy.</b>			
Scope: Cofinimmo group Measurement of objective: % of women / % of men at executive committee level			
<ul style="list-style-type: none"> <li>Greater parity between men and women at staff level.</li> </ul>	72 %	<ul style="list-style-type: none"> <li>Continued vigilance on a parity between men and women on the board of directors and the executive committee.</li> </ul>	2021
<b>17. Audit and research potential improvements related to the accessibility of buildings to people with reduced mobility (PRM).</b>			
Scope: overall portfolio Measurement of objective: % of multi-tenant offices			
<ul style="list-style-type: none"> <li>25 % of the buildings have been audited since 2013.</li> </ul>	25 %	<ul style="list-style-type: none"> <li>Continued vigilance on accessibility within the framework of the construction sites.</li> </ul>	2021
<b>Mobility</b>			
<b>18. Inform clients about the accessibility of buildings using alternative transport modes to the car.</b>			
Scope: office portfolio Measurement of objective: % of office buildings			
<ul style="list-style-type: none"> <li>Progressive set-up of multi-modal sheets for office buildings.</li> </ul>	66 %	<ul style="list-style-type: none"> <li>Analyse parking spaces management tools.</li> </ul>	2021
<b>19. Promote the use of alternative transport modes to the car by improving facilities.</b>			
Scope: office portfolio Measurement of objective: % of bicycle parking spaces			
<ul style="list-style-type: none"> <li>2 % of parking spaces are equipped with charging stations in the office segment.</li> <li>18 % of bicycle parking spaces are available in the office segment.</li> </ul>	18 %	<ul style="list-style-type: none"> <li>Gradually improve infrastructure for cyclists by: <ul style="list-style-type: none"> <li>- increasing bicycle parking spaces;</li> <li>- improving the type of bicycle parking spaces;</li> <li>- increasing the number of showers.</li> </ul> </li> </ul>	2021



Actions taken in 2020	Progress in 2020	Future actions	Deadline
<b>20. Increase the rate of use of car parks by sharing them or through a conversion into car parks for semi-public or public use.</b>			
Scope: office portfolio Measurement of objective: % of shared or public parking spaces			
<ul style="list-style-type: none"> <li>Assessed the implementation of public parking spaces in the context of the renewal of the environmental permit for 15% of the parking spaces subject to COBRACE in Brussels.</li> <li>4% of the parking spaces available in the office portfolio are converted into shared and public parking spaces.</li> </ul>	4%	<ul style="list-style-type: none"> <li>Study conducted for the gradual conversion of 1,200 parking spaces into public parking as permits are renewed.</li> </ul>	2030
<b>21. Implement a mobility plan.</b>			
Scope: Cofinimmo group Measurement of objective: completion of planned actions			
<ul style="list-style-type: none"> <li>Raise awareness among staff members as to alternative transport modes by implementing a new green mobility plan.</li> </ul>	100%	<ul style="list-style-type: none"> <li>Revision of the three-year mobility plan including the set-up of new objectives, postponed to 2021 due to the health crisis.</li> </ul>	2021
<b>Energy intensity and GHG emissions</b>			
<b>22. Increase renewable energy production.</b>			
Scope: overall portfolio Measurement of objective: number of buildings			
<ul style="list-style-type: none"> <li>Renewal of the green electricity supply contract for the supply points directly managed.</li> <li>Several tenants in healthcare real estate have taken steps to install photovoltaic panels in the indirectly managed portfolio.</li> </ul>	26%	<ul style="list-style-type: none"> <li>Raise tenant awareness about investing in renewable energy sources during construction/renovation/extension projects.</li> <li>Commitment to the green electricity supply until 2030.</li> </ul>	2030
<b>23. Improve the portfolio's energy performance with a building renovation programme.</b>			
Scope: overall portfolio Measurement of objective: % surface area			
<ul style="list-style-type: none"> <li>3.6% of the real estate portfolio underwent redevelopment or large-scale renovation, which improved the energy performance (excluding new constructions and acquisitions).</li> </ul>	3.6%	<ul style="list-style-type: none"> <li>Cofinimmo is planning to refurbish 8.8% of its portfolio between 2021 and 2025 (excluding new constructions and acquisitions).</li> </ul>	2025
<b>24. Better monitoring of the energy intensity of buildings.</b>			
Scope: overall portfolio Measurement of objective: % of surface areas			
<ul style="list-style-type: none"> <li>Consumption data has been collected for 61% of the healthcare real estate segment and 99% of the office segment.</li> </ul>	63%	<ul style="list-style-type: none"> <li>Increase the consumption data for the healthcare real estate segment to 75%.</li> </ul>	2021
<b>25. Reduce the energy intensity of buildings by 30% to reach the level of 130 kWh/m<sup>2</sup> by 2030.</b>			
Scope: overall portfolio Measurement of objective: in kWh/m <sup>2</sup>			
<ul style="list-style-type: none"> <li>Decreased the energy intensity by 8% compared to 2019 by reaching 163 kWh/m<sup>2</sup>.</li> <li>Official validation of the global objective by the 'science based targets initiative'.</li> <li>Confirmed commitment to the Belgian alliance for climate action (BACA).</li> </ul>	163 kWh/m <sup>2</sup>	<ul style="list-style-type: none"> <li>Program the actions identified in the energy cadastre.</li> <li>Acquisition policy with a target average energy intensity of 85 kWh/m<sup>2</sup>.</li> <li>Reduce the performance of the portfolio under operational control by 10%.</li> </ul>	2030
<b>26. Partially recycle materials during renovation projects.</b>			
Scope: office portfolio Measurement of objective: number of projects			
<ul style="list-style-type: none"> <li>In 2020, the opportunity to recuperate materials prior to demolition did not occur in any of the redevelopment projects.</li> </ul>	n/a	<ul style="list-style-type: none"> <li>Calculate the embedded carbon for at least one redevelopment project in each geographical area.</li> <li>Material recovery considered for new renovation projects.</li> </ul>	2021

Actions taken in 2020	Progress in 2020	Future actions	Deadline
<b>27. Receive electronic invoices from suppliers and send invoices to clients in digital format.</b>			
<b>Scope:</b> Cofinimmo group			
<b>Measurement of objective:</b> number of invoices received/sent digitally			
<ul style="list-style-type: none"> <li>In 2020, 28,521 invoices were received. In total, 89% of all invoices received in digital format were directly attached in an e-mail. The remaining invoices, received in paper format, were scanned.</li> <li>Likewise, for 82% of lease contracts, all documents (rent bills and rental-related expenses breakdowns, etc.) were sent in digital format.</li> </ul>	89%	<ul style="list-style-type: none"> <li>90% of invoices will be received in digital format.</li> <li>85% of tenants will receive their rent bills and rental-related expenses breakdowns in digital format.</li> </ul>	2021
<b>28. Improve waste sorting in multi-tenant office buildings by raising awareness among occupants.</b>			
<b>Scope:</b> office portfolio			
<b>Measurement of objective:</b> % of recycled waste compared to the 70% target			
<ul style="list-style-type: none"> <li>44% of collected waste are recycled.</li> <li>Waste reduction from 2.99 tonnes/m<sup>2</sup> to 2.07 tonnes/m<sup>2</sup>.</li> </ul>	63%	<ul style="list-style-type: none"> <li>Improve waste sorting, and reduce the overall weight of waste per m<sup>2</sup> by raising awareness among tenants in the portfolio under operational control.</li> </ul>	2021
<b>29. Annual assessment of the head office's carbon footprint.</b>			
<b>Scope:</b> Cofinimmo group			
<b>Measurement of objective:</b> emissions in tonnes CO <sub>2</sub> e per employee			
<ul style="list-style-type: none"> <li>Aim to reduce the carbon footprint by 50% by 2030 in line with the science based targets initiative, through an advanced mobility policy.</li> </ul>	4.1 tonnes CO <sub>2</sub> e/FTE	<ul style="list-style-type: none"> <li>Assess the impact of the application of the mobility policy implemented in 2020, which offers a mobility budget to all the employees.</li> </ul>	2021



Quartz office building – Brussels CBD (BE)