













DASHBOARD

		Commitments	Scope	2017 actions
	3.4	Gradually decontaminate buildings with remaining traces of asbestos	Overall portfolio	<ul style="list-style-type: none"> Updated the inventory of buildings with remaining traces of asbestos; Improved the quality of data collected for healthcare real estate in France; Decontaminated buildings during refurbishment works (office buildings Belliard 40 and Quartz (formerly Arts/Kunst 19H)); Informed and trained the employees involved on procedures to detect and remove asbestos in the various segments and territories.
	4.4	Implement the framework necessary for employee career development	Head office	<ul style="list-style-type: none"> 4,967 training hours, of which 700 hours of coaching, followed by 117 of 137 employees, representing an average of 36 hours per employee.
	6.4	Improve water consumption data collection	Overall portfolio	<ul style="list-style-type: none"> 100 % of data collected for water consumption in multi-tenant offices, 72 % in healthcare real estate, 73 % in single-tenant offices and 30 % for Public-Private Partnerships.
	7.2	Increase renewable energy production	Overall portfolio	<ul style="list-style-type: none"> Photovoltaic energy production is currently 1 GWh for the entire portfolio (Woluwe 58, Lucie Lambert, Termonde/Dendermonde, Leuze, Omega Court, Paepsem, Arcus, Paloke, Zonneweelde Rijmenam), which represents less than one percent of the portfolio's electricity consumption; Analysed the potential for photovoltaic energy production in the healthcare real estate portfolio in Belgium and the Netherlands.
	7.3	Improve the portfolio's energy performance with a building refurbishment programme	Overall portfolio	<ul style="list-style-type: none"> 1.1 % of the real estate portfolio underwent redevelopment or large-scale refurbishment, which improved the energy performance (new constructions and acquisitions excluded).
	7.3	Extend energy accounting to the healthcare real estate segment and the Pubstone sub-portfolio (distribution network)	Healthcare real estate Pubstone	<ul style="list-style-type: none"> 73 % consumption data of the healthcare real estate segment have been collected; Creation of a healthcare real estate benchmark; 2 % consumption data of the Pubstone sub-portfolio have been collected.
	7.3	Better measurement and management of the energy consumption of multi-tenant office buildings	Offices	<ul style="list-style-type: none"> Four buildings have been equipped with remote meters, which brings the total number of connected buildings to 45; Monitored the 'smart' consumption management pilot project in the Bourget 42 building in Diegem, by using big data; Implemented quantified energy reduction objectives within the framework of energy audits for nine buildings since 2015; Extended the quantified energy reduction goals for four buildings, i.e. a total of 13 buildings for which an objective has been set; Assessed the energy reduction objectives of 45 office buildings in Brussels as part of the application of the local action plan for energy management (PLAGE: 'Plan Local d'Action pour la Gestion Energétique').
	8.4	Mobilise employees	Cofinimmo Group	<ul style="list-style-type: none"> Implemented the action plan developed by each Cofinimmo team to improve the application of the company values throughout its business activities; Set an objective related to the company's sustainable development strategy in the individual annual objectives of each employee for 2017.
	9.1	Develop an innovation culture within the company.	Cofinimmo Group	<ul style="list-style-type: none"> Continued the implementation of innovation projects: Opened new Flex Corners® in the buildings Park Hill and Bourget 42 in Diegem, Omega Court in Auderghem/Oudergem and Souverain/Vorst 36 in Watermael-Boitsfort/Watermaal-Bosvoorde and extended the existing Flex Corner® in Paepsem Business Park. Eight office buildings are now equipped with this type of spaces; Opened a second Lounge® in The Gradient building; Continued the internal use of 'big data'; Converted the roof of Brand Whitlock into a rooftop terrace with furniture in the shape of the Cofinimmo logo; Used the roofs of three buildings as marketing media by the placement of the Cofinimmo logo; Temporary use as housing of six pubs in the Netherlands until their rental.

	Objective measurement	2017 progress	Future actions	Deadline
	Number of buildings without traces of asbestos	59 %	<ul style="list-style-type: none"> Improve the quality of data collected for the various segments. 	2018
	Average number of hours per employee	100 %	<ul style="list-style-type: none"> Obtain the Gold level for the 2018 Investors in People label. 	2018
	% of data coverage	60 %	<ul style="list-style-type: none"> Increase to a 75 % coverage of the building surfaces (100 % of multi-tenant office buildings, 90 % of single-tenant buildings and 75 % of healthcare real estate). 	2019
	Production in MWh	100 %	<ul style="list-style-type: none"> Install a solar energy production system on the Amphia parking building in the Netherlands (production estimated at 381 MWh/year); Plan to install photovoltaic production units in the Brussels-Capital Region (estimated potential: 420 MWh/year) and the Netherlands (estimated potential, Amphia project excluded: 700 MWh/year); Raise tenant awareness about investing in renewable energy sources during construction/refurbishment/extension projects. 	2019
	% surface area	100 %	<ul style="list-style-type: none"> Cofinimmo is planning to refurbish 6.05 % of its portfolio between 2018 and 2022 (new constructions and acquisitions excluded). 	2022
	% surface area	94 %	<ul style="list-style-type: none"> Improve the healthcare real estate benchmark; By 2018, Cofinimmo intends to dispose 75 % of the consumption data in the healthcare real estate sector and 5 % in the Pubstone portfolio. 	2018
	Number of buildings	79 %	<ul style="list-style-type: none"> Track energy consumption reduction results; Equip the remainder of the multi-tenant buildings with remote meters, i.e. nine buildings before the 2019 deadline set initially. 	2021
	Completion of the actions planned	100 %	<ul style="list-style-type: none"> Set an objective related to the company's sustainable development strategy in the individual annual objectives of each employee for 2018. 	2018
	Completion of the actions planned	100 %	<ul style="list-style-type: none"> Continue deployment of new Flex Corner® in the Arts/Kunst 46 building in Etterbeek. Expand the Flex Corners® in the buildings Park Hill in Diegem and Omega Court in Auderghem/Oudergem; Continue the promotion and marketing of the Lounges®; Implement the selected ideas from the second Innovation workgroup of 2017; Project Quartz (formerly Arts/Kunst 19H): creation of a rooftop terrace. 	2019

		Commitments	Scope	2017 actions
 10 REDUCED INEQUALITIES	10.2	Ensure sufficient diversity at all levels of the company	Head office	<ul style="list-style-type: none"> Improved the equality at employee level: 64 % women and 36 % men; Equality at management level: 50 % women and 50 % men; Improved the equality at Board level: 42 % women and 58 % men.
	10.2	Audit and research potential improvements in building accessibility for persons with reduced mobility (PRM)	Offices	<ul style="list-style-type: none"> 16 buildings have been audited since 2013; Improvement works on the Belliard 40 building.
 11 SUSTAINABLE CITIES AND COMMUNITIES	11.3	Improve the aesthetics and urban space when redeveloping existing buildings	Offices	<ul style="list-style-type: none"> Redevelopment of the Belliard 40 building, redesigned by renowned architects Marc Thill from Art & Build and Pierre Lallemand; Started the redevelopment works of the Quartz (formerly Arts/Kunst 19H) building; Reconversion project of the Woluwe 106-108 building into the Vivalys nursing and care home.
	11.6	Obtain BREEAM and BREEAM In-Use certificates	Offices	<ul style="list-style-type: none"> Extended the BREEAM In-Use certificate for Woluwe 58, Cofinimmo's head office; BREEAM In-Use certificate for eight buildings; BREEAM 'Excellent' certificate (design stage) for the Quartz (formerly Arts/Kunst 19H) building and 'Very Good' for the Guimard 10-12 building.
	11.6	Inform clients about building accessibility by alternative transport options.	Offices	<ul style="list-style-type: none"> Participated in the initiative launched by Voka (Vlaams Netwerk van Ondernemingen) and Commu to extend the carpooling platform to all companies in Diegem/Zaventem to increase the number of carpoolers.
	11.6	Promote the use of alternative transport modes to the car by improving infrastructure	Offices	<ul style="list-style-type: none"> Added four charging stations for electric vehicles in the Guimard 10-12 building, bringing their total to 13 in seven buildings; Creation of 195 bicycle parking spaces in the office buildings; Installation of 22 new showers in seven buildings.
	11.6	Improve the rate of use of car parks by pooling or by conversion into car parks for semi-public or public use	Offices	<ul style="list-style-type: none"> Assessed the implementation of public car parks for four buildings as part of the renewal of the environmental permit; 2.7 % available parking spaces in the office portfolio transformed into shared and public parking spaces (333 spaces in total).
	11.6	Implement a mobility plan	Head office	<ul style="list-style-type: none"> Implemented a bicycle plan and participated in European Mobility Week. Training on how to ride a bicycle in the city, supply of tools to cyclists and organised bicycle maintenance twice a year; Update the mobility plan by the three-year regulatory deadline. In progress; Increased facilities for people who are carpooling: provided taxi vouchers for urgent return at home. Is included in the mobility plan.
	11.7	Increase green zones in the office portfolio while respecting biodiversity	Offices	<ul style="list-style-type: none"> Green zone project for the Brand Whitlock building; There are currently five beehives in our office portfolio.
 12 RESPONSIBLE CONSUMPTION AND PRODUCTION	12.2	Partially recycle materials during refurbishment projects	Offices	<ul style="list-style-type: none"> Installed 100 % gerecycled carpeting for all refurbishments, except when explicitly requested otherwise by a new tenant. 15,355 m² of recycled carpet installed; In 2017, 15.14 tonnes of materials were recovered before demolition of the Quartz (formerly Arts/Kunst 19H) building; Recovery/recycling of Cofinimmo's computer equipment by the Out-of-Use company. Trees were planted to compensate the recovered equipment.
	12.5	Digital invoicing from suppliers and to clients	Head office	<ul style="list-style-type: none"> In 2017, 8,420 invoices were received in digital format, i.e. 40 % of all invoices received (12,675 invoices scanned and 8,420 invoices sent by e-mail); For 52 % of the tenants, all documents (rent bills, charge breakdowns, etc) were sent in digital format.
	12.5	Improve waste sorting in multi-tenant office buildings via occupant awareness raising	Offices	<ul style="list-style-type: none"> Improved waste sorting: 52 % of the collected waste was recycled.

	Objective measurement	2017 progress	Future actions	Deadline
	% of women / % of men at Board level	72 %	<ul style="list-style-type: none"> ➤ Strive for better equality in the Board of Directors. 	2018
	Number of buildings audited	18 %	<ul style="list-style-type: none"> ➤ Audit of 50 % of multi-tenant buildings by 2018; ➤ Gradually improve accessibility, based on audit comments; ➤ Obtain a PRM accessibility label. 	2022
	Number of projects	100 %	<ul style="list-style-type: none"> ➤ Conversion project of the Souverain/Vorst 23 building into residential use; ➤ Refurbishment project of the Bourget 40 building in Diegem. 	2019
	Number of buildings	100 %	<ul style="list-style-type: none"> ➤ Evaluate the opportunity to have the office portfolio BREEAM In-Use certified; ➤ Confirm the BREEAM certificate for large-scale refurbishment once completed: <ul style="list-style-type: none"> - Quartz (formerly Arts/Kunst 19H): BREEAM 'Excellent' certificate expected in 2019; - Belliard 40: BREEAM 'Excellent' certificate expected in 2018. 	2019
	Number of buildings	100 %	<ul style="list-style-type: none"> ➤ Gradual preparation of multi-modal sheets for office buildings; ➤ Voka-Commuty initiative to increase carpooling by opening up the platform for more companies (Boulevard de la Woluwe/Woluwelaan in Brussels). 	2019
	Number of buildings	100 %	<ul style="list-style-type: none"> ➤ Gradually improve cyclist infrastructure by: <ul style="list-style-type: none"> - increasing bicycle parking; - improving the bicycle parking type; - increasing the number of showers; ➤ Equip three buildings with charging stations for electric vehicles by adding eight charging points. 	2019
	Number of shared or public parking spaces	100 %	<ul style="list-style-type: none"> ➤ Study for the gradual transformation of 2,500 parking spaces into public parking as permits are renewed. 	2030
	Number of actions	100 %	<ul style="list-style-type: none"> ➤ Raise the awareness of staff members using a company car about their average consumption; ➤ Take part in 'The Bike Project', a Brussels Region initiative to promote alternatives to cars, including bicycles, by providing coaching to the companies that are joining the project. 	2018
	Number of beehives	100 %	<ul style="list-style-type: none"> ➤ Expand the collaboration with Beeodiversity to extend the geographical scope of the pollution and biodiversity study by installing new hives. Plan to add another beehive on the roof or in the garden of an office building. 	2018
	% of installed recycled carpet, compared to carpet purchases	100 %	<ul style="list-style-type: none"> ➤ Engagement to reuse materials for every new refurbishment projects; ➤ Participation in the study of potential pooling of sanitary facilities in the framework of demolition works. 	2018
	Number of invoices received/sent in digital format	40 %	<ul style="list-style-type: none"> ➤ 50 % of invoices will be received in digital format. ➤ 50 % of tenants will receive their rent reminders and charge breakdowns in digital format. 	2018
	% of recycled waste, compared to the 70 % objective	74 %	<ul style="list-style-type: none"> ➤ Improved waste sorting; ➤ Thinking exercise regarding the waste performance indicator following the decrease in paper use (paperless offices). 	2020

		Commitments	Scope	2017 actions
	13.3	Update the head office's carbon balance sheet	Head office	<ul style="list-style-type: none"> Update the current head office's carbon balance sheet based on 2014 data. Over the last five years, the company's carbon footprint increased from 592 tonnes CO₂e in 2009 to 756 tonnes CO₂e in 2014. This is the result of the portfolio's geographical diversification. The most significant source of emissions (55%) is travel (company cars, business travel, home/work travel, travel by our visitors).
	13.3	Decrease the CO ₂ emissions of leased cars	Head office	<ul style="list-style-type: none"> Measured the impact of the mobility policy implemented in 2017, which provides mobility solutions and enables the combination of company cars with 'soft' mobility; The efforts made since 2010 have enabled a 27% decrease in the average CO₂ emissions (manufacturer data) of leased cars.
	16.6	Maximise the transparency of the company's extra-financial information	Cofinimmo Group	<ul style="list-style-type: none"> Received an EPRA¹ Sustainability sBPR Gold Award Received an outside validation for the Key Performance Indicators recommended by EPRA and published on the Cofinimmo website; Produced a sustainability report in line with GRI² Standards Core-level, and obtained its outside validation; Linked Cofinimmo's sustainable development policy with the 17 objectives of the United Nations (Sustainable Development Goals - SDG); Participated in the GRESB³ survey with a significant score improvement from 53% to 66%.
	16.6	Extend the Environment Management System's ISO 14001 certification in addition to the existing certification for the overall office portfolio under management and for Project Management	Overall portfolio	<ul style="list-style-type: none"> Renewed the ISO 14001 certification based on the new 2015 version. It has been extended and now encompasses Property Management, Project Management and Development activities.
	17.17	Annually review the materiality matrix for the company's sustainable challenges	Cofinimmo Group	<ul style="list-style-type: none"> Continued the dialogue with external stakeholders via a survey in the property of distribution networks segment. We met one of the two main clients in this segment, AB InBev, to exchange our sustainable perspectives and best practices.
	17.17	Promote the Green Charter, a cooperation agreement signed by Cofinimmo, Cofinimmo Services and tenants in order to actively promote sustainable development and encourage all parties to reduce the environmental impact of leased properties: sharing of consumption data, initiatives to reduce consumption, better waste sorting, etc.	Offices	<ul style="list-style-type: none"> Promoted the Green Charter to new tenants at the time of the lease signature; Covered 20% of office spaces by a Green Charter; Studied the potential to implement a Green Lease, stricter than a Green Charter; Sent an automated consumption tracking report to tenants who signed a Green Charter.
	17.17	Include a separate clause in contracts and calls for tenders regarding the adoption of sustainable practices by subcontractors as a selection criterion	Overall portfolio	<ul style="list-style-type: none"> Provided the environmental policy to the main suppliers. Cofinimmo encourages its suppliers to adopt a respectful behaviour for the environment. 28 out of the 53 surveyed suppliers signed Cofinimmo's environmental policy.

¹ EPRA, European Public Real Estate Association, www.epra.com.

² GRI, Global Reporting Initiative, www.globalreporting.org.

³ GRESB, Global Real Estate Sustainability Benchmark, www.gresb.com.

	Objective measurement	2017 progress	Future actions	Deadline
	Carbon footprint per employee, based on the spread of the real estate portfolio	0%	<ul style="list-style-type: none"> ➤ New assessment of Cofinimmo's carbon balance sheet 	2018
	% vehicles < 95 g CO ₂ /km	2%	<ul style="list-style-type: none"> ➤ Cofinimmo has committed to aligning itself with the new European Commission objective of 95 g CO₂/km by 2020. 	2020
	Scores obtained for the different surveys	100%	<ul style="list-style-type: none"> ➤ Improve Cofinimmo's scores on the GRESB surveys; ➤ Publish EPRA performance indicators following the new Best Practices' version, including new social indicators; ➤ Active participation in the Vigeo Eiris rating; ➤ Produce the first report concerning the Green & Social Bonds issued in December 2016 and included in the 2017 Sustainability Report - full version. 	2018
	Certification renewal/extension	100%	<ul style="list-style-type: none"> ➤ Continue the life cycle analysis for the properties managed by the company. 	2018
	Execution of the planned actions	100%	<ul style="list-style-type: none"> ➤ Organise round tables with different stakeholders to re-examine the materiality matrix. 	2018
	% surface area	68%	<ul style="list-style-type: none"> ➤ Cover 30% of all office spaces by a Green Charter by 2018. 	2018
	Number of companies	53%	<ul style="list-style-type: none"> ➤ Formalise a sustainable purchasing policy, starting with Cofinimmo's supplies; ➤ Sign the UN Global Compact Charter and its ten fundamental company responsibilities in the areas of human rights, labour, environment and fight against corruption. 	2018