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EPRA SUSTAINABILITY BEST PRACTICE RECOMMENDATIONS REPORT 2017

# **1. OVERARCHING RECOMMENDATIONS**

### Introduction

As EPRA members, we have chosen to report our environmental and social data in accordance with the EPRA Sustainability Best Practice Recommendations (sBPR). Our reporting response has been split into 2 sections:

- · Overarching recommendations,
- Sustainability performance measures.

## **Overarching recommendations**

## **Organisational boundaries**

The portfolio of Mobimo Holding AG (equivalent to a Gross Asset Value (GAV) of CHF 2,799 million) consists of investment properties (75.5% by GAV) and development properties (24.5% by GAV). We report on all properties in our investment portfolio for which we have operational control.

### Coverage

The Table "Portfolio" represents the scope of our 2018 EPRA submission and includes the total standing investments portfolio (100%) of the investible entity (commercial and residential). In total this covers 107 assets.

Development projects, as well as underdeveloped or vacant land or other owned cash or non-real estate assets are excluded.

### **Estimation of landlord-obtained utility consumption**

All data for the assets which are included in the organisational boundary are based on invoices received for the reporting period (since 2013) covering electricity, district heating, cooling, energy consumption from fuel and water.

Scope 1 and 2 GHG emissions are calculated based on energy consumption by type of energy (fuels, gas, district heating etc.) which in turn are based on invoices. No data is estimated.

### Boundaries – Reporting on landlord and tenant consumption

The consumption reported includes only utilities which we purchase as landlords. Tenant obtained data (i.e. from bills which the tenant receives directly) are excluded.

Waste data (incineration, recycling, PET, paper and cardboard) are collected and reported only for our owned offices. Waste data are neither directly available nor reported for the standing investment properties. Every building in Switzerland is connected to the country's highly sophisticated public waste system. This developed waste separation system optimises usage and waste disposal. Its usage is managed directly by the tenants (incl. invoices).

### Analysis – Normalisation

We have calculated intensity indicators for heating, cooling and electricity based on the energy consumption per investment property measured and billed for the accounting period. The energy consumption for heating is recorded over several reporting years (since 2013), for plausibility testing and control. The number of heating days/year is considered, analysed and normalised. The total energy use from heating, cooling and electricity is then divided by the total floor area (including tenant areas) to calculate the intensity rate. The energy-consuming space for each property is calculated on the basis of the plans in accordance with Swiss Society of Engineers and Architects (SIA) guidelines.

The basis used for the calculation of  $CO_2$  emissions are the heating system, type of energy, the respective emissions factors and the consumption in kWh.

Water consumption corresponds to the consumption per investment property, measured and billed for the accounting period. The intensity is calculated by the total water consumption divided by the total floor area.

Health and safety performance measures are calculated using the following formula:

• Absentee rate = Total number of absent days per employee/total number of working days x 100.

## Analysis - Segmental analysis (by property type, geography)

Segmental analysis is defined by the property classification used in our financial reporting (see our Annual Report, p. 110) which organises our investment portfolio into commercial and residential properties. Segmental analysis by geography is not relevant for our portfolio given that our assets are all located in the same climatic zone.

### **Disclosure on own offices**

Utilities consumption which we are responsible for at our own offices are reported separately to the rest of our portfolio.

Please see EPRA Table "EPRA Performance measures" on page 5.

### Narrative on performance

For a full narrative on our performance in 2017, please see the following sections of our Sustainability Report 2017.

- Energy, water and waste: Environment (pages 8 10),
- Employee training and development: People (pages 20 23),
- Community engagement: Society (pages 14 15),
- Own offices, environmental indicators: Appendix (page 33).

The report is available to download here: > Sustainability Report 2017

Information of our governance procedures and Board of Directors can be found in the Corporate Governance Report of our Annual Report 2017 which is available to download here: > Annual Report 2017

#### Location of EPRA sustainability performance measures

EPRA sustainability performance measures for our portfolio, own offices and corporate operations can be found in the tables on pages 3 – 7 of this report.

### Third party assurance

Energy and GHG emissions data are independently assured by EY. The assurance statement can be found on page 46 – 47 of our Sustainability Report 2017.

### Materiality

Regarding sustainability, Mobimo Holding AG reports in accordance with EPRA, GRI, GRESB and CDP (since 2011, 2013 and 2017) and integrates annually internal and external stakeholders for the determination and evaluation of the material aspects. Three criteria are applied to determine materiality: the strategic relevance of the individual theme, the possibility of exercisable influence, and the aspects, effects within and outside the organisation. At this time, all important KPIs that have been identified as material according to the results of our materiality review are reported. The full list of material issues can be found on page 7 of our Sustainability Report 2017.

# **2. SUSTAINABILITY PERFORMANCE MEASURES**

EPRA environmental performance			Portfolio total				Commercial				Residential						
measures (portfolio)		Absolut Like-for-like		Absolut Like-for-like				Absolut Like-for-like									
Indicator	EPRA	Unit of measure	2016	2017	2016	2017	% change	2016	2017	2016	2017	% change	2016	2017	2016	2017	% change
Electricity consumption for landlord controlled areas Proportion of electricity consumption from renewable sources	Elec-Abs, Elec-LfL	MWh%	49,980 55.6	41,897	49,980 55.6	41,897		43,450	35,606	43,450	35,606		6,530	6,290 32.2	6,530	6,290	-3.7
Energy consumption from landlord obtained district heating and cooling	DH&C- Abs,	MWh	16,691	17,536	16,691	17,536	4.8	12,481	13,590	12,481	13,590	8.1	4,210	3,946	4,210	3,946	-6.3
Proportion of district heating & cooling from renewable sources	DH&C-LfL	%	18.6	21.8	18.6	21.8		17.8	22.3	17.8	22.3		21.1	20.2	21.1	20.2	
Energy consumption from landlord obtained fuels	Fuels-Abs,	MWh	23,216	20,956	23,216	20,956	-9.7	14,012	11,651	14,012	11,651	-16.8	9,204	9,304	9,204	9,304	1
Proportion of fuels from renewable sources	Fuels-LfL	%	25.8	26.1	25.8	26.1		20	19.1	20	19.1		46.1	47.6	46.1	47.6	
Building energy intensity	Energy-Int	kWh/m²	150	151	150	151	1	181	158	181	158	-12.7	141	135	141	135	-4.3
Direct Scope 1 GHG emissions (total)	GHG-Dir- Abs	tCO2	5,479	4,400	5,479	4,400	19.7	3,383	2,525	3,383	2,525	25.4	2,096	1,876	2,096	1,876	-10.5
Total Scope 2 indirect GHG emission (location based)	GHG- Indir-Abs	tCO <sub>2</sub>	10,267	9,153	10,267	9,153		8,613	7,576	8,613	7,576	12	1,654	1,576	1,654	1,576	-4.7
Total Scope 2 indirect GHG emission (market based)	INUIT-ADS	tCO2	8,911	8,013	8,911	8,013	10.1	7,234	6,465	7,234	6,465	-10.6	1,676	1,547	1,676	1,547	-7.7
Building GHG emissions intensity	GHG-Int	kgCO <sub>2</sub> /m <sup>2</sup>	24	23	24	23	-4.2	23	23	23	23	0	26.6	23.6	26.6	23.6	-11.3
Total water consumption	Water- Abs, Water-LfL	m <sup>3</sup>	250,006	341,255	250,006	341.255	26.7	172,511	177.467	172,511	177.467	2.8	77.495	163.788	77,495	163,788	52.7
Building water consumption intensity	Water-Int	m <sup>3</sup> /m <sup>2</sup>	0.418	0.643	0.418	0.643	34.9	0.378	0.46	0.378	0.46	17.8	0.546	1.13	0.546	1.13	51.7
building water consumption intensity		tonnes	N/A	0.043 N/A	0.418 N/A	0.043 N/A	N/A	0.378 N/A	0.40 N/A	0.378 N/A	0.40 N/A	N/A	0.540 N/A	N/A	0.540 N/A	N/A	N/A
	Waste- Abs,	recycled	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Weight of waste by disposal route (total)	Waste-LfL	% sent to landfill	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Indicator	EPRA	Unit of measure	Investment portfolio	Development portfolio
		% of portfolio certified	2017:	2017 (and 2016):
Type and number of	Cert-Tot	OR number of	25%	100%
assets certified		certified assets	Minergie-certified	Minergie-certified

## Data qualifying notes

## Waste Abs & Waste-LfL

Waste data are neither directly available nor reported for our investment properties. For this reason, we have reported waste as not applicable (N/A). Every building in Switzerland is connected to the country's highly sophisticated public waste system. This developed waste separation system optimises usage and waste disposal. Its usage is managed directly by the tenants (incl. invoices). We support tenants by providing facilities and systems to, for example, segregate waste according to type, for example compostable materials, recycling, refuse, PET, etc. For more information, see page 33 of our Sustainability Report 2017.

### Cert-Tot

Minergie is a Swiss certification label protected and supported by the Swiss Confederation, the Cantons and the Economy. Minergie-certified buildings are mainly characterised by very low energy consumption (high energy-efficiency) and the highest possible share of renewable energies. For more information, see https://www.minergie.ch/de/verstehen/uebersicht

Minergie-certification is the minimum-standard required for all development properties. For other used labels (for example DGNB, 2000 Watt) see pages 10 – 11 and 27 of our Sustainability Report 2017.

## EPRA environmental performance measures (own office and headquarters)

			Abso	blut	Like-for-like		
Indicator	EPRA	Unit of measure	2016	2017	2016	2017	% change
Electricity consumption	Elec-Abs, Elec-LfL	kWh	273,101	333,472	273,101	333,472	18.1%
Proportion of electricity consumption from renewable sources		%	100	100	100	100	
Energy consumption from district heating and cooling	DH&C-Abs,	kWh	224,473	231,570	224,473	231,570	3%
Proportion of district heating & cooling from renewable sources	DH&C-LfL	%	100	100	100	100	
Energy consumption from fuel	Fuels-Abs,	kWh	0	0	0	0	
Proportion of fuels from renewable sources	Fuels-LfL	%	0	0	0	0	
Building energy intensity	Energy-Int	kWh/m²	155.1	176.1	155.1	176.1	11.9%
Direct Scope 1 GHG emissions (total)	GHG-Dir-Abs	tCO2	0	0	0	0	
Total Scope 2 indirect GHG emission (location based)		tCO2	76,626	87,016	76,626	87,016	11.9%
Total Scope 2 indirect GHG emission (market based)	GHG-Indir-Abs	tCO2	54,733	62,155	54,733	62,155	11.9%
Building GHG emissions intensity	GHG-Int	kgCO <sub>2</sub> /m <sup>2</sup>					
Total water consumption	Water-Abs, Water-LfL	m <sup>3</sup>	1,348	1,919	1,348	1,919	29.8%
Building water consumption intensity	Water-Int	m <sup>3</sup> /m <sup>2</sup>	1,540	1,919	1,540	1,919	29.070
			16 022	18,588	16 022	10 500	9.4%
	Waste-Abs,	kg	16,832		16,832	18,588	
	Waste-LfL	Recycled	7,913	9,537	7,913	9,537	20.5%
Weight of waste by disposal route (total)		Sent to incineration	8,919	9,051	8,919	9,051	1.5%

Indicator	Status 2017			
Type and number of assets certified,	The main office in Küsnacht	75% (in m²) of the own		
own offices	is Minergie-certified	offices are Minergie-certified		

## Data qualifying notes

# Cert-Tot

Minergie is a Swiss certification label protected and supported by the Swiss Confederation, the Cantons and the Economy. Minergie-certified buildings are mainly characterised by very low energy consumption (high energy-efficiency) and the highest possible share of renewable energies. For more information, see https://www.minergie.ch/de/verstehen/uebersicht

# EPRA social and governance performance measures (portfolio and corporate)

Indicator	EPRA	Unit of measure	Scope	2016	2017
		Number of male/female (Board)	Corporate operations	7/0	7/0
Employee diversity		Number of male/female (Executive Board)		5/0	5/0
Linployee diversity	Diversity-Linp	Number of male/female (middle management)	corporate operations	17/4	16/7
		Number of male/female (Employees)		54/72	63/71
	Emp-Training	Average hours per employee	Corporate operations	20	14
	Emp-Dev	% of total workforce with performance appraisals	Corporate operations	100%	100%
Employee training and		Total number of new hires		31	31
development	Г Т	Rate	Company	21%	20%
Employee training and development Emp-Turnov Health and safety H&S-Ass	Emp-Iurnover	Total number of leavers	Corporate operations	12	19
		Rate		8%	12%
	Occupational accident rate (in %)		0	0.7	
		Lost day rate	Company	0	0
	H&S-Emp	Absentee rate (in % relative to total target hours)	Corporate operations .	3.9	1.02
Health and safety		Fatalities (total number)		0	0
	H&S-Asset	% of assets undergoing health & safety assessments	Portfolio	95	95
	H&S-Comp	Total number of incidents of non-compliance from health & safety assessments	Portfolio	0	0
Communities	Comty-Eng	% of assets with community engagement initiatives	Portfolio	100%	100%

Indicator	EPRA	Unit of measure	Scope	2016	2017	
	Gov-Board	Total number of Executive members Total number of Independent members Average tenure in years Total number with competencies relating to environmental and social topics	Corporate operations	0 7 6.9 7 c	0 7 79 f 7	
Governance	Gov-Select		Corporate operations	<ul> <li>The process is defined and requires that:</li> <li>Nominations are prepared in consultation w (advice, suggestions, recommendations);</li> <li>The candidates meet certain criteria: diversi speaking and French-speaking Switzerland, (Lausanne), sector and branch representatic and political contacts, and independence. T not met); and</li> <li>Members of the highest governance body a by the shareholders' meeting.</li> </ul>	ty, regional representation from German- representation from the merger company In, real estate expertise, good business here is currently a lack of women (criterion	
		Description		For more information, see page 39 of our Ani	nual Report 2017.	
	Gov-Col	Description	Corporate operations	All members of the Board are non-executive members pursuant to the Swiss C of Best Practice for Corporate Governance. None of the members of the Board Directors have any significant business relationships with Mobimo Holding AG a Mobimo Group company. Full details of Board memberships are disclosed in Annual Report 2017.		

## Data qualifying notes

## **Diversity-Pay**

We are not currently able to report this information. Equal opportunities and equality are part of the Agenda 2018 and will precisely be analysed to make sure there are no inequalities.

## H&S-Asset

Clearly defined quality management for development properties is implemented on building sites and in services, with an emphasis on health and safety aspects for the future users and the building site operators. Health and safety checks are carried out on products and services at all stages of the process (purchase, development and construction, moving in, use and operation, waste disposal). In addition to the standard requirements laid down by the federal government, cantons, Suva, SIA, police, fire service, etc., measures also comply with internal regulations. For more information, see page 16 of our Sustainability Report 2017.

# Comty-Eng:

The figure relates to the Development portfolio only. For more information on our approach to community engagement, see page 15 of our Sustainability Report 2017.

# Gov-Board

Board profiles and competencies can be found on page 35 of our Annual Report 2017.



**Mobimo Holding AG** 

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