

2019

Developer Assessment

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Disclaimer: 2019 GRESB Developer Assessment

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Introduction

About GRESB

GRESB is the environmental, social and governance (ESG) benchmark for real assets. Working in collaboration with the industry, GRESB defines the global standard for sustainability performance in real assets providing standardized and validated ESG data to more than 75 institutional investors, representing over USD 18 trillion in institutional capital.

For more information, visit gresb.com. Follow @GRESB on Twitter.

Overview of GRESB Real Estate Assessments

GRESB Real Estate Assessment

The GRESB Real Estate Assessment is the global standard for ESG benchmarking and reporting for listed property companies, private property funds, developers and investors that invest directly in real estate. The Assessment evaluates performance against 7 Sustainability Aspects, including information on performance indicators, such as energy, GHG emissions, water and waste. The methodology is consistent across different regions, investment vehicles and property types and aligns with international reporting frameworks, such as GRI and PRI.

The GRESB Real Estate Assessment provides investors with actionable information and tools to monitor and manage the ESG risks and opportunities of their investments, and to prepare for increasingly rigorous ESG obligations. Assessment participants receive comparative business intelligence on where they stand against their peers, a roadmap with the actions they can take to improve their ESG performance and a communication platform to engage with investors.

GRESB Developer Assessment

In addition to the GRESB Real Estate Assessment for property companies and fund managers that focus on themanagement of standing investments, GRESB provides a stand-alone GRESB Developer Assessment to evaluate the ESG performance of organizations that focus on development activities. The Developer Assessment focuses on policies, strategies, and measurable actions related to newnconstruction and major renovation projects. It contains a subset of indicators from the GRESB Real Estate Assessment, plus the 14 indicators in the New Construction & Major Renovations (NC&MR) Aspect.

The GRESB Developer Assessment is designed for:

- Organizations that develop projects, or acquire development projects, with the aim to sell the projects at completion. Projects can be developed to a tenant's specification (build to suit), commissioned by an investment manager, or can be developed at risk;
- Organizations that acquire properties exclusively for redevelopment and resale;
- Organizations that manage standing investments as a by-product of their development activities, and for whom the development activities are considered to be the core business.

Supplement: Resilience

The GRESB Resilience Module is an optional supplement to the GRESB Real Estate and Infrastructure Assessments. It evaluates how real estate and infrastructure companies and funds are preparing for potentially disruptive events and changing conditions, assessing long-term trends, and becoming more resilient over time.

The Module is motivated by two key factors:

 To meet investor demand for information about the resilience of property and infrastructure companies and funds; and • To increase access to information about resilience-promoting actions among companies and funds.

Supplement: NAREIT Leader in the Light

GRESB works in close collaboration with the National Association of Real Estate Investments Trusts (Nareit), a GRESB Industry Partner. s. NAREIT encourages its corporate members to complete the annual GRESB Real Estate Assessments, which, for the past six years, has been the basis for their annual Leader in the Light Award competition. The Leader in the Light Awards are presented to REITs in eight property sectors: Diversified, Global (for non-U.S. companies), Health Care, Industrial, Lodging/Resorts, Office, Residential and Retail. If there are both large and small cap entries that meet the awards criteria in a given property sector, awards are presented to both the leading large and small cap companies. To participate in the Leader in the Light Award program, Nareit members must complete both the GRESB Real Estate Assessment and the Leader in the Light Supplement. Once all sections of the GRESB Real Estate Assessment are completed, including the Leader in the Light Supplement, participants are able to submit their entire submission which will automatically be included in the Leader in the Light Award competition.

The role of the GRESB benchmark

GRESB's global benchmark uses a consistent methodology to compare performance across different regions, investment vehicles and property types. This consistency, combined with our broad market coverage, means our members and participants can apply a single, globally recognized ESG framework to all their real estate investments.

GRESB results provide a practical way to understand ESG performance and communicate that performance to investors and other stakeholders. GRESB provides overall scores of ESG performance - such as the GRESB Score and GRESB Ratings - as well as detailed aspect-level and individual indicator-level assessments of performance. The key to analyzing GRESB data is in peer group comparisons that take into account country, regional, sectoral and investment type variations. This richer analysis enables fund managers and companies to understand their results in the context of their investment strategies and communicate this to their investors.

GRESB is committed to facilitating the use of its ESG metrics in investment decision-making processes and encouraging an active dialogue between investors, fund managers and companies on ESG issues. GRESB updates its Investor Member Guidance on an annual basis to assist GRESB Investor Members in their engagement with managers.

Timeline and Process

The GRESB Developer Assessment opens in the Assessment Portal on April 1, 2019. The submission deadline is July 1, 2019, providing participants with a three-month window to complete the Assessment. This is a fixed deadline, and GRESB will not accept submissions received after this date.

The GRESB validation process starts on June 15 and continues until July 31, 2019. We may need to contact you during this time to clarify any issues with your response.

Results are published in September and are distributed as follows:

- Participants: Receive a Scorecard for all of their Assessment submissions.
- Fund Manager and Company Members: Receive a Scorecard and Benchmark Report for all of their Assessment submissions, discounts on products and services, additional functionality in the Member Portal and preferential marketing, industry recognition, and networking opportunities.
- Investor Members: Receive Benchmark Reports for all of their investments and have access to GRESB's Member Portal, which contains additional analysis tools to create reports based on a selection of their investments.

For an overview of key dates and activities for the 2019 Assessment cycle, please see the <u>Assessment timeline</u>.

Participants are able to contact the **GRESB Helpdesk** at any time for support and guidance.

GRESB Assessment Training Program

GRESB Real Estate Assessment Training is designed to help participants, potential participants and other GRESB stakeholders (managers, consultants, data partners) improve their ESG reporting through the GRESB Real Estate Assessment.

The training is divided into two sessions – Introductory and Advanced – to reflect the level of experience with GRESB.

- Introductory Training covers the "what" and "how to" of the GRESB Real Estate Assessment. It presents the Assessment's scope, processes and scoring components, addressing the Assessment topics at a high level and providing practical reporting tips. This training program is best suited for new participants and those who have not yet attended a previous GRESB training.
- Advanced Training tackles complex reporting and scoring components of the Assessment including performance indicators, and includes hands-on case studies and exercises.

Both programs are delivered via face-to-face group sessions, in select locations across all regions with GRESB participation, including Europe, North America and Asia Pacific. See dates and locations for 2019 GRESB Assessment Training.

2019 GRESB Developer Assessment Changes

GRESB works closely with its members and broader industry stakeholders to ensure the Assessment addresses material issues in the sustainability performance of real estate investments. The main focus of the 2019 Assessment development process were enhancements to asset-level reporting functionality and the integration of selected Health & Well-being Module elements. The changes serve the longer term development of the Assessment, support our efforts for good quality data and reflect the evolution of the real estate industry as measured by the benchmark over the last years.

The table below lists all changes, as well as their implications for your reporting process.

High-level comments

The access to the Template Tool is no longer restricted to members.

The template tool enables participants to copy information across multiple submissions, reducing the amount of time spent replicating information across entities held by the same fund manager.

The Validation Interview process changes structure and will be mainly based on a desktop review.

While the scope of the Validation Interview will remain the same (the validators will do an in-depth analysis of all supporting evidences, mandatory and non-mandatory), the Validation Interview report, the call with the participant, and the participant's ability to change their responses following the call will be removed from the process. Participants will continue to be automatically notified if they are selected for a Validation Interview and there may still be instances where we need to contact the participant for missing supporting evidence, additional information, clarifications or corrections to the data submitted.

A selection of Health & Well-being indicators are incorporated into the Developer Assessment

With the release of the 2018 results and after a successful 3-year cycle, the Health & Well-being Module has served its purpose as an exploratory vehicle and incubator for new indicators. In 2019, a selection of health & well-being indicators are incorporated into the GRESB Developer Assessment, effectively making these indicators a reporting requirement for all GRESB participants. The newly introduced Health & Well-being indicators are grouped as a separate section in the Stakeholder Engagement aspect.

Validation Plus indicators

The Validation Plus indicator selection is performed by GRESB and is subject to change on an annual basis in order to rotate the validation scope every year. This allows GRESB to apply a consistent level of scrutiny on all participating entities. In 2019, the following changes are introduced:

- MA1, PD3: are excluded from the Validation Plus scope and become APC indicators. 2018 supporting
 evidence is pre-filled and pre-validated
- MA5, PD1: become Validation Plus indicators and the supporting evidence is reviewed for all participants

Indicators level comments

	Entity & Reporting Characteristics
RC- NC1.1	Vacant land is excluded from the reporting scope.

Rationale for change: Vacant land does not share the same ESG issues as standing investments or development projects, and it does not directly associate to any performance indicator. **Policy and Disclosure** Two new options are added "Employee Health & Well-being" and "Tenant/customer PD2 and community health & well-being". Rationale for change: This is part of the Health & Well-being integration. Impact of change: The scope of the indicator is expanded to assess the presence of policies to address employee, tenant/customer and community health and well-being. The indicator will still be pre-filled for 2018 participants. PD4 Non-scored indicator is further developed to introduce a set of quantitative diversity metrics and the ability to report on governance bodies and employees separately. Rationale for change: This indicator was introduced as a non-scored indicator in 2018. Building on last year's answers, we have further developed it into a more analytical indicator on diversity. Impact of change: The changes bring a better alignment with the GRI Standards and EPRA's sBPRs. PD5.2 Third-party verification and third-party assurance of sustainability disclosure receive equal points. Rationale for change: Over the past years, the non-financial information third-party review industry has witnessed the development of several new verification and assurance standards. The level of scrutiny underpinning such third-party reviews tends to be dictated by the standard used, rather than the terminology used to describe the review process. Impact of change: The scoring is adjusted to recognize external verification in the same way as external assurance. "Other" answers provided to the Scheme name dropdown menu are subject to validation. Stakeholder Engagement SE3.1 Indicator is incorporated into SE5.1 Rationale for change: Consolidation of health & well-being indicators into an individual section Impact of change: Indicator maintains its score within SE5.1 and is pre-filled with the 2018 information (if applicable) New indicators on employees health and well-being. SE5.1/ SE5.2 Rationale for change: Integration of select indicators from the old Health & Well-being Module into the Developer Assessment. Impact of change: The weight of the Stakeholder Engagement aspect increases as a result of: SE5.1: 2p, S, IM • SE5.2: Op, S, IM

	New Construction and Major Renovation
NC7.2	The open textboxes for describing the entity's definition of "net-zero energy" and referenced code/standards are replaced by checkboxes.
	Rationale for change: Responses in open textboxes are difficult to compare and provide little analytical value.
	Impact of change: An easier to report, better-structured indicator.

Entity & Reporting Characteristics

Entity Characteristics EC1 Reporting entity Entity name: _____ Fund Manager Organization Name (if applicable): EC2 Nature of ownership: Listed entity Please specify ISIN: _____ Year of commencement: _____ Legal status: Property company Real Estate Investment Trust (REIT) Non-listed entity Year of first closing: _____ Entity style classification: Core Value Added Opportunistic Open or closed end: Open end Closed end Finite or infinite structure: Finite structure Specify termination date: Infinite structure Government entity EC3 The reporting period is: Calendar year

Fiscal year

Specify the starting month Month ▼

EC4 Is the organization a member of a	n industry association?
Yes (multiple answers possible)	
Asian Association for Investors in No	n-listed Real Estate Vehicles (ANREV)
Asia Pacific Real Estate Association (APREA)
British Property Federation (BPF)	
European Association for Investors in	Non-Listed Real Estate Vehicles (INREV)
European Public Real Estate Associa	tion (EPRA)
National Association of Real Estate Ir	ivestment Trusts (NAREIT)
Pension Real Estate Association (PR	EA)
Real Property Association of Canada	(REALpac)
Other:	
O No	

Reporting Characteristics

RC1 Values are reported in: Currency

- Australian Dollar (AUD)
- Brazilian Real (BRL)
- Canadian Dollar (CAD)
- Chinese Yuan (CNY)
- Danish Krone (DKK)
- Euro (EUR)
- Hong Kong Dollar (HKD)
- Indian Rupee (INR)
- Japanese Yen (JPY)
- Malaysian Ringgit (MYR)
- Mexican Peso (MXN)

- New Zealand Dollar (NZD)
- Norwegian Krone (NOK)
- Philippine Peso (PHP)
- Pound Sterling (GBP)
- Singapore Dollar (SGD)
- South African Rand (ZAR)
- South Korean Won (KRW)
- Swedish Krona (SEK)
- Swiss Franc (CHF)
- United States Dollar (USD)
- Other: __

RC2	What was the gross asset value (GAV) of the entity at the end of the
	reporting period in millions?

RC3 Metrics are reported in:

- **m**2
- sq. ft.

RC4 What is the entity's core business?

- Management of standing investments only (continue with RC5.1, RC5.2, RC6)
- Management of standing investments and development of new construction and major renovation projects (continue with RC5.1, RC5.2, RC6, RC-NC1, RC-NC2, RC-NC3)
- Development of new construction and major renovation projects (continue with Developer Assessment)

New Construction & Major Renovations

RC-NC1.1 Describe the composition of the entity's new construction projects during the reporting period

	In progress at the end of reporting period			Completed during reporting period		
Property type	Number of Assets	Gross Floor Area	GAV* in million	Number of Assets	Gross Floor Area	GAV* in million
Retail, High Street						
Retail, Shopping Center						
Retail, Warehouse						
Office						
Industrial, Distribution Warehouse						
Industrial, Business Parks						
Industrial, Manufacturing						
Residential, Multi-family						
Residential, Family Homes						
Senior Homes						
Residential, Student Housing						
Hotel						
Healthcare						
Medical Office						
Lodging, Leisure & Recreation						
Data Centers						
Self-storage						
Parking (indoors)						
Other						
Other						

Note: The table above defines the scope of your 2019 GRESB submission on development projects and should include new construction projects that are in progress at the end of reporting period, as well as projects that are completed during the reporting period. The reporting scope reported above should exclude vacant land, cash or other non real estate assets owned by the entity.

Does the table above list all the entity's new construction projects as per the reporting requirements described above?
Voc

)	les
	Provide additional context for the reporting boundaries on new construction projects (maximum 250 words)
)	No No
	Provide additional context for the reporting boundaries on new construction projects (maximum 250 words)

^{*}GAV either according to fair value or based on construction costs

RC-NC2.1 Describe the composition of the entity's major renovation projects during the reporting period

	In progress at the end of reporting period			Completed during reporting period		
Property type	Number of Assets	Gross Floor Area	GAV* in million	Number of Assets	Gross Floor Area	GAV* in million
Retail, High Street						
Retail, Shopping Center						
Retail, Warehouse						
Office						
Industrial, Distribution Warehouse						
Industrial, Business Parks						
Industrial, Manufacturing						
Residential, Multi-family						
Residential, Family Homes						
Senior Homes						
Residential, Student Housing						
Hotel						
Healthcare						
Medical Office						
Lodging, Leisure & Recreation						
Data Centers						
Self-storage						
Parking (indoors)						
Other						
Other						

Note: The table above defines the scope of your 2019 GRESB submission on development projects and should include major renovation projects that are in progress at the end of reporting period, as well as projects that are completed during the reporting period. The reporting scope reported above should exclude vacant land, cash or other non real estate assets owned by the entity.

RC-NC2.2	Does the table above list all the entity's major renovation projects
	as per the reporting requirements described above?

	as per the reporting requirements described above?
0	Yes
	Provide additional context for the reporting boundaries on major renovation projects (maximum 250 words)
0	No
	Provide additional context for the reporting boundaries on major renovation projects (maximum 250 words)

^{*}GAV either according to fair value or based on construction costs

RC-NC3 Which countries/states are included in the entity's new construction and/or major renovation projects portfolio?

Country	% of GAV
Select country -	
Select country ▼	
Select country ▼	



Management

Sustainability Objectives MA1 Does the entity have specific ESG objectives?

2018 Indicator

Yes
The objectives relate to (multiple answers possible)
General sustainability
Environment
Social
Governance
Health and well-being
The objectives are
Fully integrated into the overall business strategy
Partially integrated into the overall business strategy
Not integrated into the overall business strategy
The objectives are
O Publicly available
Please provide a hyperlink or a separate publicly available document
UPLOAD or URL Indicate where in the evidence the relevant information can be found
Not publicly available
UPLOAD
Indicate where in the evidence the relevant information can be found
Communicate the objectives and explain how the objectives are integrated into the overall business strategy (maximum 250 words)
No

MA2 Does the organization have one or more persons responsible for implementing the ESG objectives referenced in MA1? Yes Select the persons responsible (multiple answers possible) Dedicated employee(s) for whom sustainability is the core responsibility Provide the details for the most senior of these employees Name: Job title: _____ E-mail: _____ LinkedIn profile (optional): _____ Employee(s) for whom sustainability is among their responsibilities Provide the details for the most senior of these employees Job title: E-mail: LinkedIn profile (optional): External consultants/manager Name of the organization | Service provider | Name of the main contact: _____ Job title: _____ E-mail: _____ LinkedIn profile (optional): _____ Investment partners (co-investors/JV partners)

Name of the main contact: _____

LinkedIn profile (optional):

Job title: _____

E-mail: _____

O No

Not applicable

Sustainability Decision Making MA3 Does the organization have a series

2018 Indicato

1A3	Does the organization have a sustainability taskforce or committee that is applicable to the entity?	
0	Yes	
	Select the members of this taskforce or committee (multiple answers possible)	
	Asset managers	
	Board of Directors	
	External consultants	
	Name of the organization Service provider	
	Fund/portfolio managers	
	Property managers	
	Senior Management Team	
	Other:	
0	No	
		MA3
1 A4	\boldsymbol{J}	
	the entity's sustainability strategy?	
0	Yes	
	Provide the details for the most senior decision-maker on sustainability issues	
	Name:	
	Job title:	
	E-mail:	
	LinkedIn profile (optional):	
	The individual is part of	
	Board of Directors	
	Senior Management Team	
	Fund/portfolio managers	
	Investment Committee	
	Other:	
	Disconding the annual of information the most continuous desiries median and the	
	Please describe the process of informing the most senior decision-maker on the sustainability performance of the entity (maximum 250 words)	

MA5	Does the organization include ESG factors in the annual performance targets of the employees responsible for this entity?
0	Yes
	Does performance on these targets have predetermined consequences? Yes
	Financial consequences
	Non-financial consequences
	O No
	Select the employees to whom these factors apply (multiple answers possible): All employees
	Board of Directors
	Senior Management Team
	Other:
	UPLOAD
	Indicate where in the evidence the relevant information can be found

O No



Policy & Disclosure

PD1 Does the organization have a policy/policies in place, applicable to the entity level, that address(es) environmental issues?

Yes

Select all environmental issues included (multiple answers possible)

Biodiversity and habitat

Climate/climate change adaptation

Energy consumption/management

Environmental attributes of building materials

GHG emissions/management

UPLOAD

Resilience

Waste management

Other: _____

Water consumption/management

Indicate where in the evidence the relevant information can be found_____

O No

PD1

PD2	Does the organization have a policy/policies in place, applicable to the entity level, that address(es) social issues?
0	Yes
	Select all social issues included (multiple answers possible) Child labor
	Diversity and equal opportunity
	Forced or compulsory labor
	Occupational safety (for employees)
	Asset level safety (for tenants)
	Employee health & well-being
	Tenant/customer and community health & well-being
	Labor-management relationships
	Employee performance and career development
	Stakeholder engagement
	Worker rights
	Other:
	UPLOAD or document name and publication date
	Indicate where in the evidence the relevant information can be found

No

Does the organization have a policy/policies in place, applicable to the entity level, that address(es) governance issues?
Yes
Select all governance issues included (multiple answers possible) Bribery and corruption
Data protection and privacy
Employee remuneration
Executive compensation
Fiduciary duty
Fraud
Political contributions
Shareholder rights
Whistleblower protection
Other:
UPLOAD or document name and publication date
Indicate where in the evidence the relevant information can be found No

PD4	Does the organization monitor the diversity of the entity's governance bodies and/or the organization's employees?
0	Yes
	Diversity of the entity's governance bodies
	Select all diversity metrics (multiple answers possible) Age group distribution
	Board tenure
	Gender pay gap
	Gender ratio
	Percentage of employees that are: Women:% Men:% International background
	Racial diversity
	Socioeconomic background
	Diversity of the organization's employees
	Select all diversity metrics (multiple answers possible) Age group distribution
	Percentage of employees that are: Under 30 years old:
	Gender ratio
	Percentage of employees that are: Women:% Men:% International background
	Racial diversity
	Socioeconomic background
	Provide additional context for the response (maximum 250 words)

O No

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

Yes (multiple answers possible)		
Section in Annual Report		
Select the applicable reporting level Entity		
Investment manager		
Group		
UPLOAD or URL Indicate where in the evidence the relevant information can be found Aligned with Guideline name ▼ Stand-alone sustainability report(s)		
Select the applicable reporting level Entity		
Investment manager		
Group		
UPLOAD or URL Indicate where in the evidence the relevant information can be found Aligned with Guideline name ▼ Integrated Report		
*Integrated Report must be aligned with IIRC framework Select the applicable reporting level Entity		
Investment manager		
Group		
UPLOAD or URL Indicate where in the evidence the relevant information can be found Aligned with Guideline name ▼ Dedicated section on corporate website		
Select the applicable reporting level		
Entity		
Investment manager		
○ Group		

URL
Indicate where in the evidence the relevant information can be found
Section in entity reporting to investors
Aligned with Guideline name
UPLOAD
Indicate where in the evidence the relevant information can be found
Other:
Select the applicable reporting level
Entity
Investment manager
Group
UPLOAD or URL
Indicate where in the evidence the relevant information can be found
Aligned with Guideline name
O No

Guideline name

- ANREV Sustainability Reporting Guidelines, 2016
- EPRA Best Practice Recommendations in Sustainability Reporting, 2017
- GRI Standards, 2016
- GRI Sustainability Reporting Guidelines, G4
- IIRC International Integrated Reporting Framework, 2013
 INREV Sustainability Guidelines, 2016
- PRI Reporting Framework, 2018
- TCFD Recommendations, 2017Other: ______

0

	E36 disclosule:
)	Yes
	Select all applicable options (multiple answers possible, selections must match answers in PD5.1)
	Section in Annual Report
	Externally checked by Service provider
	○ Externally verified by Service provider ▼
	using Scheme name Externally assured by Service provider
	using Scheme name Stand-alone sustainability report
	○ Externally checked by Service provider ▼
	Externally verified by Service provider
	using Scheme name Externally assured by Service provider
	using Scheme name Integrated Report
	Externally checked by Service provider
	○ Externally verified by Service provider ▼
	using Scheme name Externally assured by Service provider
	using Scheme name Section in entity reporting to investors
	○ Externally checked by Service provider ▼
	Externally verified by Service provider
	using Scheme name Externally assured by Service provider
	using Scheme name ▼ Other:
	○ Externally checked by Service provider ▼
	Externally verified by Service provider
	using Scheme name

○ Externally assured by Service provider ▼

using	Scheme name 🔻
O No	
Not applicable	e

Scheme name

- AA1000AS
- Advanced technologies promotion Subsidy Scheme with Emission reduction Target (ASSET)
- Airport Carbon Accreditation (ACA) des Airports Council International Europe
- Alberta Specified Gas Emitters Regulation
- ASAE3000
- Attestation Standards established by the American Institute of Certified Public Accountants/AICPA (AT101)
- Australia National Greenhouse and Energy Regulations (NGER Act)
- California Mandatory GHG Reporting Regulations (also known as Californian Air Resources Board regulations)
- Canadian Institute of Chartered Accountants (CICA) Handbook: Assurance Section 5025
- Carbon Trust Standard
- Chicago Climate Exchange verification standard
- Climate Registry General Verification Protocol (also known as California Climate Action Registry (CCAR))
- Compagnie Nationale des Commissaires aux Comptes (CNCC)
- Corporate GHG Verification Guidelines from ERT
- DNV Verisustain Protocol/ Verification Protocol for Sustainability Reporting
- Earthcheck Certified
- Enviro-Mark Solutions' CEMARS (Certified Emissions Measurement And Reduction Scheme) standard
- ERM GHG Performance Data Assurance Methodology
- IDW PS 821: IDW Prüfungsstandard: Grundsätze ordnungsmäßiger Prüfung oder prüferischer Durchsicht von Berichtenim Bereich der Nachhaltigkeit
- IDW AsS 821: IDW Assurance Standard: Generally Accepted Assurance Principles for the Audit or Review of Reports on Sustainability Issues

- ISAE 3000
- ISAE 3410, Assurance Engagements on Greenhouse Gas Statements
- ISO14064-3
- JVETS (Japanese Voluntary Emissions Trading Scheme) Guideline for verification
- Korean GHG and energy target management system
- NMX-SAA-14064-3-IMNC: Instituto Mexicano de Normalización y Certificación A.C
- Compagnie Nationale des Commissaires aux Comptes (CNCC)
- RevR 6 Bestyrkande av hållbarhetsredovisning (RevR 6 Assurance of Sustainability)
- RevR6 Procedure for assurance of sustainability report from Far, the Swedish auditors professional body
- Saitama Prefecture Target-Setting Emissions Trading Program
- SGS Sustainability Report Assurance
- Spanish Institute of Registered Auditors (ICJCE)
- Standard 3810N Assurance engagements relating to sustainability reports of the Royal Netherlands Institute of Registered Accountants
- State of Israel Ministry of Environmental Protection,
 VERIFICATION OF GREENHOUSE GAS EMISSIONS AND
 EMISSIONS REDUCTION IN ISRAEL GUIDANCE DOCUMENT FOR
 CONDUCTING VERIFICATIONS. Process A.
- Swiss Climate CO2 label
- Thai Greenhouse Gas Management Organisation (TGO)
 Greenhouse Gas (GHG) Verification Protocol
- The Climate Registry's General Verification Protocol (also known as California Climate Action Registry (CCAR))
- Tokyo Emissions Trading Scheme
- Verification under the EU Emissions Trading Scheme (EU ETS)
 Directive and EU ETS related national implementation laws
- Other: _____

PD6	Has the organization made a public commitment to ESG leadership standards or groups that applies to investments in this entity?	PD6
0	Yes	
	Select all issues included (multiple answers possible)	
	Institutional Investors Group on Climate Change (IIGCC)	
	Montreal Pledge	
	PRI signatory	
	RE 100	
	Science Based Targets initiative	
	Task Force on Climate-related Financial Disclosures (TCFD)	
	UN Environment Programme Finance Initiative	
	UN Global Compact	
	Other:	
	Please provide applicable hyperlink	
	URL	
	Indicate where in the evidence the relevant information can be found	
0	No	
PD7.	1 Does the entity have a process to communicate about ESG-related misconduct, penalties, incidents or accidents?	PD7.1
	Yes	
	The entity would communicate misconduct, penalties, incidents or accidents to: Investors	
	Public	
	Other stakeholders:	
	Describe the process (maximum 250 words):	
	No No	

0	Yes
	Specify the total number of cases imposed: Specify the total value of fines and/or penalties resulting from these cases
	Provide additional context for the response (maximum 250 words)
0	No No

^{*} The information in PD7.1 and PD7.2 may be used as criteria for the recognition of 2019 Sector Leaders

Risks & EMS

Gov	vernance	2018 Indicator
RE1	Does the organization have systems and procedures in place to facilitate effective implementation of the governance policy/policies in PD3?	
0	Yes	
	Select all applicable options (multiple answers possible)	
	Investment due diligence process	
	Training related to governance risks for employees (multiple answers possible)	
	Regular follow-ups	
	When an employee joins the organization	
	Whistle-blower mechanism	
	Other:	
	UPLOAD or document name and publication date	
	Indicate where in the evidence the relevant information can be found	
0	No	
0	Not applicable	

RE1

RE2	Did the entity perform entity-level governance and/or social risk assessments within the last three years?
0	Yes
	Select all issues included (multiple answers possible)
	Bribery and corruption
	Child labor
	Diversity and equal opportunity
	Executive compensation
	Forced or compulsory labor
	Labor-management relationships
	Shareholder rights
	Worker rights
	Other:
	UPLOAD or document name and publication date
	Indicate where in the evidence the relevant information can be found
0	No

Not applicable

RE3	Does the entity perform asset-level environmental and/or social risk assessments as a standard part of its due diligence process for new acquisitions?
0	Yes
	Select all issues included (multiple answers possible)
	Building safety and materials
	Climate change adaptation
	Contamination
	Energy efficiency
	Energy supply
	Flooding
	GHG emissions
	Health and well-being
	Indoor environmental quality
	Natural hazards
	Regulatory
	Resilience
	Socio-economic
	Transportation
	Water efficiency
	Waste management
	Water supply
	Other:
	UPLOAD
	Indicate where in the evidence the relevant information can be found
0	No

Environmental Management Systems

2018 Indicato

RE4 Does the organization have an Environmental Management System (EMS) that applies to the entity level?

0	Yes	Yes	
	0	The EMS is aligned with a standard	
		O ISO 14001	
		EMAS (EU Eco-Management and Audit Scheme)	
		Other:	
	0	The EMS is externally certified by an independent third party	
		Name of the organization Service provider ISO 14001	
		EMAS (EU Eco-Management and Audit Scheme)	
		Other:	
	0	The EMS is not aligned with a standard nor certified externally	
	UF	PLOAD	
	Ind	licate where in the evidence the relevant information can be found	
0	No		



Stakeholder Engagement

Employees 2018 Indicator

Yes				
Percentage of employees who received professional training in 2018				
 Perce	ntage of employees who received sustainability-specific training in 2018			
Sustainability-specific training focuses on the following elements (multiple answers possible)				
Tr	aining topics on environmental issues			
	Contamination			
	Greenhouse gas emissions			
	Energy			
	Natural hazards			
	Regulatory standards			
	Supply chain environmental impacts			
	Waste			
	Water			
	Other:			
Tr	aining topics on social issues			
	Community social and economic impacts			
	Safety			
	Community safety			
	Customer / tenant safety			
	Employee safety			
	Supply chain safety			
	Health and well-being			
	Community health and well-being			
	Customer / tenant health and well-being			
	Employee health and well-being			
	Supply chain health and well-being			

Other: _____

Not applicable

SE3	Has the organization monitored conditions for and/or tracked indicators of employee safety during the last three years?
0	Yes
	Select all applicable options (multiple answers possible)
	Work station and/or workplace checks
	Percentage of employees:%
	Absentee rate:
	Injury rate:
	Lost day rate:
	Other metrics:
	Rate of other metric(s):
	Explain the employee occupational safety indicators calculation method (maximum 250 words)
0	No No

		018 Indicator
SE4.1	Does the entity include ESG-specific requirements in procurement processes to drive sustainable procurement?	SE4.1
C	Yes	
	Select all issues covered by procurement processes (multiple answers possible) Business ethics	
	Environmental process standards	
	Environmental product standards	
	Human rights	
	Human health-based product standards	
	Occupational safety	
	Health and well-being	
	ESG-specific requirements for sub-contractors	
	Other:	
	Select the external parties to whom the requirements apply (multiple answers possible)	
	Contractors	
	Property/asset managers	
	Suppliers	
	Supply chain (beyond 1 tier suppliers and contractors)	
	Other:	
	UPLOAD	
	Indicate where in the evidence the relevant information can be found	
C	No No	
O	Not applicable	
SE4.2	Does the entity engage with its supply chains to ensure the specific ESG requirements in SE4.1 are met?	SE4.2
C	Yes	
	Describe the process (maximum 500 words):	

O No

Not applicable

O No

i.1	Does the organization have a program in place for promoting health & well-being of employees?
0	Yes
	The program includes (multiple answers possible): Needs assessment
	The organization monitors employee health and well-being needs through (multiple answers possible): Employee surveys on health and well-being
	Percentage of employees:% Physical and/or mental health checks
	Percentage of employees:% Other:
	Percentage of employees:% Goal setting
	Action
	Monitoring
	UPLOAD or document name and publication date Indicate where in the evidence the relevant information can be found

SE5.2 Does the organization take measures to incorporate the health & well-being program for employees described in SE5.1? Yes Select all applicable options (multiple answers possible) Creation of goals to address Mental health and well-being Physical health and well-being Social health and well-being Other: _____ Action to promote health through Acoustic comfort Biophilic design Physical activity Healthy eating Inclusive design Indoor air quality Lighting controls and/or daylight Physical and/or mental healthcare access Social interaction and connection Thermal comfort Water quality Other building design and construction strategy: _____ Other building operations strategy: _____ Other programmatic intervention: _____ Monitor outcomes by tracking

O No

Environmental quality

Program performance

Other: _____

Population experience and opinions

New Construction & Major Renovations

2018 Indicator

Sus NC1	tainability Requirements Does the entity have a sustainability strategy in place for new construction and major renovation projects?
0	Yes
	Elements addressed in the strategy (multiple answers possible)
	Biodiversity and habitat
	Climate/climate change adaptation
	Energy consumption/management
	Environmental attributes of building materials
	GHG emissions/management
	Green building certifications
	Building safety
	Health and well-being
	Location and transportation
	Resilience
	Supply chain
	Water consumption/management
	Waste management
	Other:
	The strategy is
	O Publicly available
	Please provide a hyperlink or a separate publicly available document
	UPLOAD or URL
	Indicate where in the evidence the relevant information can be found
	Not publicly available
	UPLOAD
	Indicate where in the evidence the relevant information can be found
	Communicate the objectives and explain how the objectives are integrated into the overall business strategy (maximum 250 words)

O No

- N. II	~ 4
IN.	1.1
1.4	\sim 1

NC2	Does the entity require sustainable site selection criteria to be considered for new construction and major renovation projects?
0	Yes
	Select all criteria included (multiple answers possible)
	Connect to multi-modal transit networks
	Locate projects within existing developed areas
	Protect, restore, and conserve aquatic ecosystems
	Protect, restore, and conserve farmland
	Protect, restore, and conserve floodplain functions
	Protect, restore, and conserve habitats for threatened and endangered species
	Redevelop brownfield sites
	Other:
	The entity's sustainable site selection criteria are aligned with
	Third-party guidelines
	Specify:
	Third-party rating system(s)
	Specify scheme(s)/sub-scheme(s):
	Other:
	Not aligned
	UPLOAD or document name and publication date
	Indicate where in the evidence the relevant information can be found
0	No
0	Not applicable

NC3	Does the entity have sustainable site design/development requirements for new construction and major renovation projects?
0	Yes
	Select all applicable options (multiple answers possible)
	Manage waste by diverting construction and demolition materials from disposal
	Manage waste by diverting reusable vegetation, rocks, and soil from disposal
	Protect air quality during construction
	Protect surface water and aquatic ecosystems by controlling and retaining construction pollutants
	Protect and restore habitat and soils disturbed during construction and/or during previous development
	Other:
	The entity's sustainable site design/development criteria are aligned with
	Third-party guidelines
	Specify:
	Third-party rating system(s)
	Specify scheme(s)/sub-scheme(s):
	Other:
	Not aligned
	UPLOAD or document name and publication date
	Indicate where in the evidence the relevant information can be found
0	No

Not applicable

Materials and Certifications NC4 Does the entity require that the environmental and health attributes
of building materials be considered for new construction and major renovation projects?
Yes
Select all issues addressed (multiple answers possible)
Formal adoption of a policy on health attributes of building materials
Formal adoption of a policy on the environmental attributes and performance of building materials
Requirement for information (disclosure) about the environmental and/or health attributes of building materials (multiple answers possible)
Health and environmental information
Environmental Product Declarations
Health Product Declarations
Other types of health and environmental information:
Material characteristics specification, including (multiple answers possible)
Preference for materials that disclose environmental impacts
Preference for materials that disclose potential health hazards
"Red list" of prohibited materials or ingredients that should not be used on the basis of their human and/or environmental impacts
Locally extracted or recovered materials
Rapidly renewable materials, low embodied carbon materials, and recycled content materials
Materials that can easily be recycled
Third-party certified wood-based materials and products
Types of third-party certification used:
Low-emitting materials
Other:
UPLOAD or document name and publication date
Indicate where in the evidence the relevant information can be found
O No

Percentage portfolio covered

Not applicable

- > 0%, < 25%
- ≥50%, < 75%

O No

■ ≥ 25%, < 50%

NC5.1

■ ≥ 75%, ≤ 100%

NC5.2 Does the entity's new construction and major renovation portfolio include projects that obtained or are registered to obtain a green building certificate?

Yes

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

Scheme name/ sub-scheme name	Level of certification	% portfolio covered by floor area	Number of certified projects
Select scheme ▼			
Select scheme ▼			
Select scheme ▼			

Scheme name/ sub-scheme name	Level of certification	% portfolio covered by floor area	Number of certified projects
Select scheme ▼			
Select scheme ▼			
Select scheme ▼			

Ν	0

Not applicable

Scheme Name/Sub-scheme Name

A list of provisionally validated certification schemes is provided in Appendix of the Reference Guide.

No

NC6 Does the entity have minimum energy efficiency requirements for new construction and major renovation projects?

0	Yes	
	Req	uirements for planning and design include (multiple answers possible)
		Integrative design process
		To exceed relevant energy codes or standards
		Other:
	Com	nmon energy efficiency measures include (multiple answers possible)
		Air conditioning
		Commissioning
		Energy modeling
		Lighting
		Occupant controls
		Space heating
	•	Ventilation
	•	Water heating
		Other:
	Оре	rational energy efficiency monitoring (multiple answers possible)
		Energy use analytics
		Post-construction energy monitoring for on
		Average years:
		Sub-meter
		Other:

	or new construction and	major remov	ation projects.
0	Yes		
	Projects designed to generate possible)	e on-site renewa	able energy (multiple answers
	Biofuels		
	Percentage of all projects	:	_%
	Geothermal		
	Percentage of all projects	:	_%
	Hydro		
	Percentage of all projects	:	%
	Solar/photovoltaic		
	Percentage of all projects	:	_%
	Wind		
	Percentage of all projects	:	_%
	Other:		
	Percentage of all projects	:	_%
	Average design target for the renewable energy	fraction of total	l energy demand met with on-site
0	No		
0	Not applicable		

designed to meet het-zero energy codes and/or standards:
Yes
The entity's definition of "net-zero energy" includes:
Net Zero Site Energy
Net Zero Source Energy
Net Zero Energy Costs
Net Zero Energy Emissions
Other:
The entity uses net-zero energy code/standard:
National/local green building council standard, specify:
National/local government standard, specify:
International standard, specify:
Other:
Percentage of projects covered:%
O No

NC8

UPLOAD Indicate where in the evidence the relevant information can be found_____ Common water efficiency measures include (multiple answers possible) Commissioning of water systems Drip/smart irrigation Drought tolerant/low-water landscaping High-efficiency/dry fixtures Leak detection system Occupant sensors On-site wastewater treatment Re-use of stormwater and greywater for non-potable applications Other: ______ Operational water efficiency monitoring (multiple answers possible) Post-construction water monitoring for on

Average years: _____

Sub-meter

No

Not applicable

Water use analytics

Other: _____

NC9	Does the entity promote efficient on-site solid waste management during the construction phase of its new construction and major renovation projects?		
0	Yes		
	The entity promotes efficient solid waste management through (multiple answer possible)		
	Management and construction practices (multiple answers possible)		
	Construction waste signage		
	Education of employees/contractors on waste management		
	Incentives for contractors for recovering, reusing and recycling building materials		
	Targets for waste stream recovery, reuse and recycling		
	Waste management plans		
	Waste separation facilities		
	Other:		
On-site waste monitoring (multiple answers possible)			
	Hazardous waste monitoring		
	Non-hazardous waste monitoring		
	Other:		
	UPLOAD or document name and publication date		
	Indicate where in the evidence the relevant information can be found		
0	No		

Supply Chain

NC10.1 Does the entity have ESG requirements in place for its contractors?

NC10.1

U.1	Does the entity have ESG requirements in place for its contractors
0	Yes
	Select all topics included (multiple answers possible)
	Business ethics
	Community engagement
	Environmental process standards
	Environmental product standards
	Fundamental human rights
	Human health-based product standards
	On-site occupational safety
	ESG-specific requirements for sub-contractors
	Other:
	Percentage of projects covered:%
	UPLOAD or document name and publication date
	Indicate where in the evidence the relevant information can be found
0	No

	230-specific requirements in ptace for this entity:		
0	Yes		
	Select all applicable options (multiple answers possible)		
	Contractors provide update reports on environmental and social aspects during construction		
	External audits by third party		
	Percentage of projects audited during the reporting period:% Name of the organization Service provider Internal audits		
	Percentage of projects audited during the reporting period:% Weekly/monthly (on-site) meetings and/or ad hoc site visits		
	Percentage of projects visited during the reporting period:% Other:		
0	No		
0	Not applicable		

Health, Safety and Well-being

Not applicable

2018 Indicator

NC11 Does the entity promote occupant health and well-being in its new construction and major renovation projects?

The entity addresses health and well-being in the design of its product through (multiple answers possible) Requirements for planning and design, including (multiple answers possible) Health Impact Assessment Integrated planning process Other planning process: UPLOAD or document name and publication date Indicate where in the evidence the relevant information can be found Common occupant health and well-being measures, including (multiple answers possible) Access to spaces for active and passive recreation Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Yes
Health Impact Assessment Integrated planning process Other planning process: and publication date	The entity addresses health and well-being in the design of its product through (multiple answers possible)
Integrated planning process Other planning process:	Requirements for planning and design, including (multiple answers possible)
UPLOAD or document name and publication date Indicate where in the evidence the relevant information can be found Common occupant health and well-being measures, including (multiple answers possible) Access to spaces for active and passive recreation Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Health Impact Assessment
UPLOAD or document name and publication date Indicate where in the evidence the relevant information can be found Common occupant health and well-being measures, including (multiple answers possible) Access to spaces for active and passive recreation Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Integrated planning process
Indicate where in the evidence the relevant information can be found	Other planning process:
Common occupant health and well-being measures, including (multiple answers possible) Access to spaces for active and passive recreation Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	UPLOAD or document name and publication date
answers possible) Access to spaces for active and passive recreation Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Indicate where in the evidence the relevant information can be found
Active design features Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	
Commissioning Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Access to spaces for active and passive recreation
 Daylight Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on	Active design features
Indoor air quality monitoring Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Commissioning
Indoor air quality source control Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Daylight
Natural ventilation Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Indoor air quality monitoring
Occupant controls Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Indoor air quality source control
Provisions for active transport Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Natural ventilation
Other: Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Occupant controls
Provisions to verify health and well-being performance include (multiple answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Provisions for active transport
answers possible) Occupant education Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	Other:
Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on Average years: Other:	
and satisfaction) for on Average years: Other:	Occupant education
Other:	Post-construction health and well-being monitoring (e.g., occupant comfort and satisfaction) for on
	Average years:
No	Other:
	No

NC12.1	Does the entity promote on-site safety during the construction	NC12.1
	phase of its new construction and major renovation projects?	
0	Yes	
	The entity promotes on-site safety through (multiple answers possible)	
	Availability of medical personnel	
	Communicating safety information	
	Continuously improving safety performance	
	Demonstrating safety leadership	
	Entrenching safety practices	
	Managing safety risks	
	Personal Protective and Life Saving Equipment	
	Promoting design for safety	
	Training curriculum	
	Other:	
0	No	
0	Not applicable	
NC12.2	Does the organization monitor safety indicators at construction	NC12.2
	sites?	
0	Yes	
	Select all applicable options (multiple answers possible)	
	Injury rate:	
	Explain the injury rate calculation method (maximum 250 words)	
	Fatalities:	
	Near misses:	
	Other metrics:	
	Rate of other metric(s):	
0	No	

Community Impact and Engagement

O No

NC13	Does the entity assess the potential socio-economic impact of its new construction and major renovation projects on the community as part of planning and pre-construction?	tor
0	Yes	
	Select the areas of impact that are assessed (multiple answers possible)	
	Housing affordability	
	Impact on crime levels	
	Livability score	
	Local income generated	
	Local residents' well-being	
	Walkability score	
	Other:	
0	No	
NC14	Does the entity have a systematic process to monitor the impact of new construction and major renovation projects on the local community during different stages of the project? Yes	
	The entity's process includes (multiple answers possible)	
	Analysis and interpretation of monitoring data	
	Development and implementation of a communication plan	
	Development and implementation of a community monitoring plan	
	Development and implementation of a risk mitigation plan	
	Identification of nuisance and/or disruption risks	
	Identification of stakeholders and impacted groups	
	Management practices to ensure accountability for performance goals and issues identified during community monitoring	
	Other:	
	Describe the monitoring process (maximum 250 words):	
	UPLOAD	
	Indicate where in the evidence the relevant information can be found	