



EPRA

EUROPEAN PUBLIC
REAL ESTATE ASSOCIATION

EPRA sBPR Database User Guide

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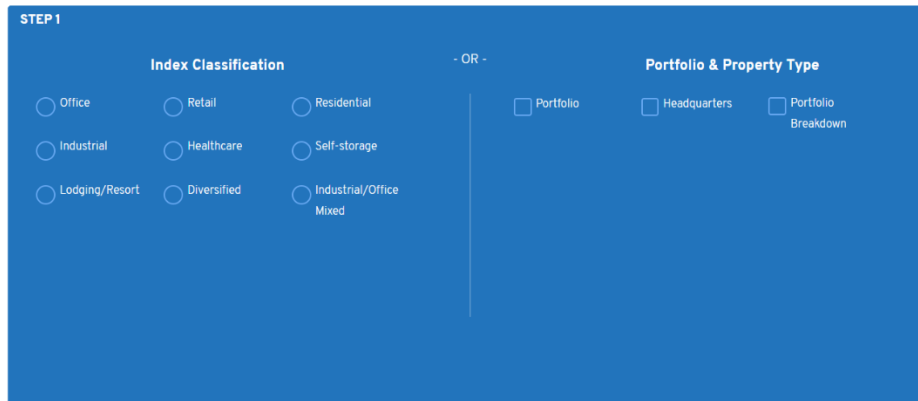
1. Scope of the database

To ensure consistency across the data, the sBPR Database includes **only** EPRA sBPR award winners from 2011 onwards. EPRA sBPR award winners are either EPRA Members and/or FTSE EPRA Nareit Developed Index constituents.

2. Steps

2.1. Step 1

As a first selection option, you can choose to filter companies **either** by the *Index Classification* **or** by the *Portfolio and Property type*. These two options classify companies according to different criteria.



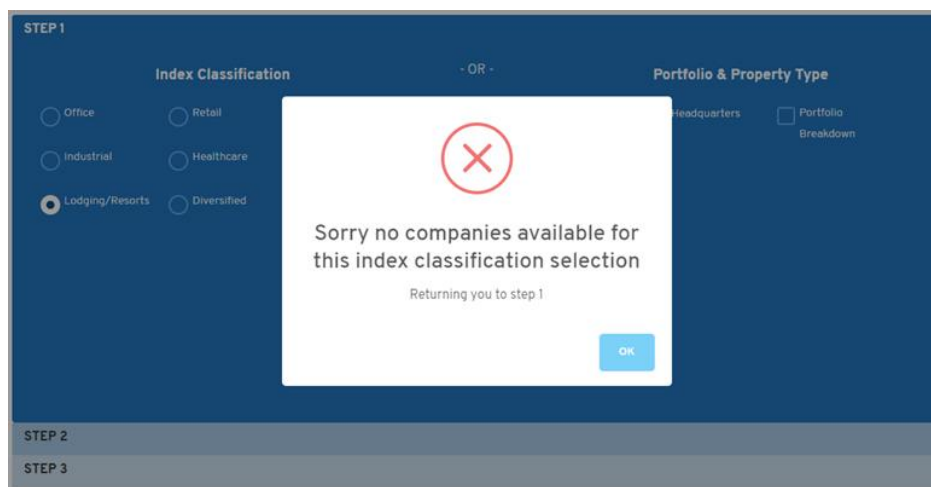
The screenshot shows a blue interface for 'STEP 1' with two main sections: 'Index Classification' and 'Portfolio & Property Type', separated by a vertical line and the text '- OR -'. The 'Index Classification' section contains nine radio button options: Office, Retail, Residential, Industrial, Healthcare, Self-storage, Lodging/Resort, Diversified, and Industrial/Office Mixed. The 'Portfolio & Property Type' section contains three checkbox options: Portfolio, Headquarters, and Portfolio Breakdown.

The two filters mutually exclude each other, meaning that if you want to follow the criteria as in the Index Classification, that filter is activated while the right hand one is deactivated. Same logic applies if Portfolio & Property type is chosen.

Choice at step 1 is mandatory, before you can move to step 2.

Index Classification: it categorises companies according to the FSTE EPRA Nareit Developed Index sector classification. For instance, a company can be classified as Office under the FSTE EPRA Nareit Developed Index but still own, on top of offices, other types of buildings such as retail, residential etc.

If no company is available for a certain index sector classification, you will get an error message.



The screenshot shows the same 'STEP 1' interface as above, but with an error message overlay. The message is a white box with a red 'X' icon and the text: 'Sorry no companies available for this index classification selection. Returning you to step 1.' There is an 'OK' button in the bottom right corner of the message box. The 'Lodging/Resorts' radio button is selected in the 'Index Classification' section.

- **Companies available if you select Index Classification > FSTE EPRA Nareit Developed Index constituents who won an EPRA sBPR award from 2011 onwards.**

- **Type of data available if you select Index Classification** > If you opt for the Index Classification option, the data provided by the database will be:
 - consolidated total portfolio performance data for environmental indicators;
 - consolidated corporate performance data for social and governance indicators. **[Scenario A]**

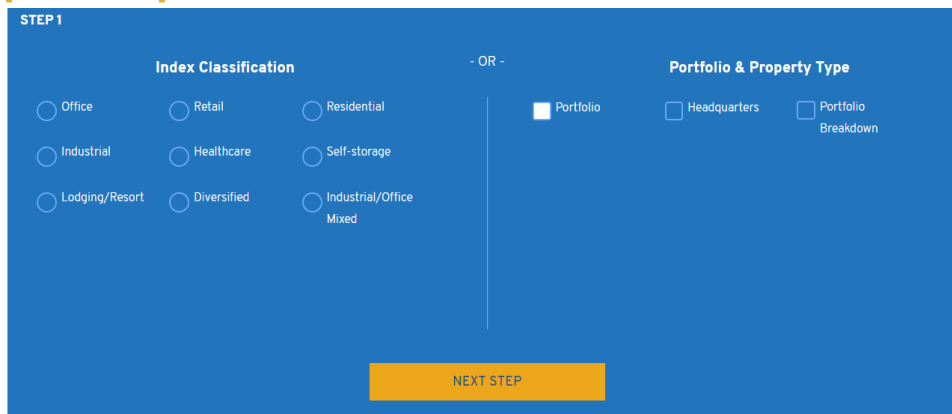
Portfolio & Property type: it classifies companies according to their portfolio composition in terms of types of properties/buildings owned by the companies.

- **Companies available if you select Portfolio & Property type** > EPRA members and FSTE EPRA Nareit Developed Index who won an EPRA sBPR award over the 2011 -2019 period.

- **Type of data available if you select Portfolio & Property type** > It varies according to the four options described below:

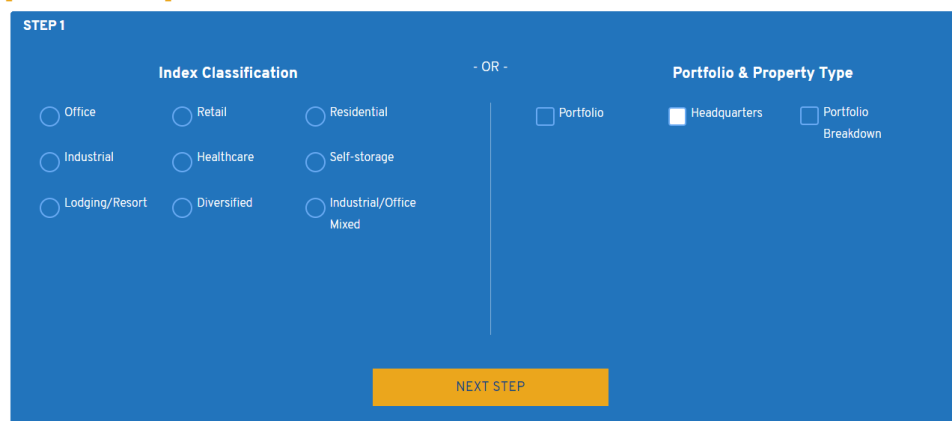
- i) If you select **Portfolio only**, you will get:
- total portfolio performance data for environmental indicators;
 - corporate performance data for social and governance indicators.

[Scenario B.1]



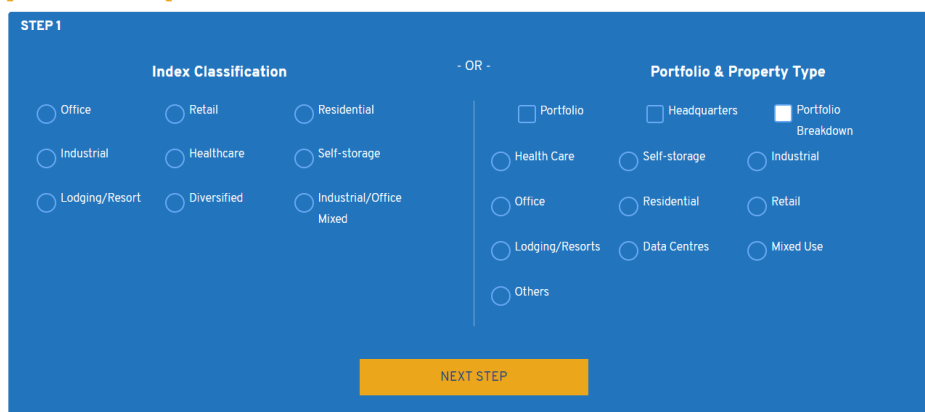
- ii) If you select **Headquarters only**, you will get:
- environmental performance data for the corporate premises/headquarters;
 - corporate performance data for social and governance indicators.

[Scenario B.2]



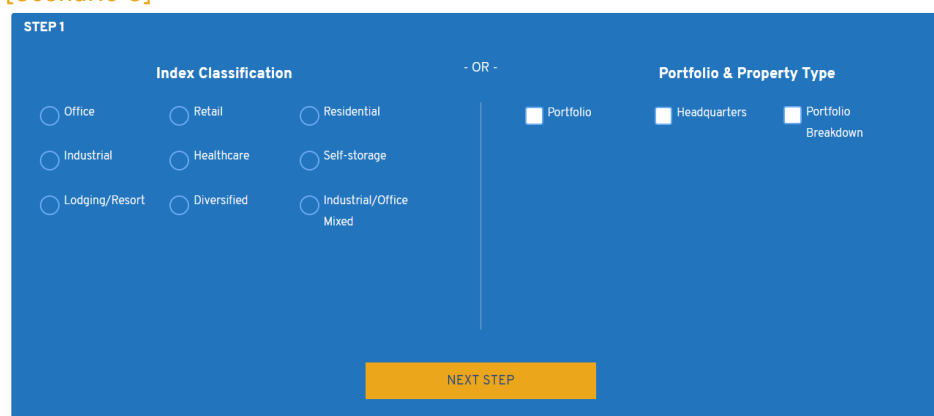
- iii) If you select **Portfolio breakdown only**, you will get:
- environmental data you are requesting filtered by property type. You can then choose one category of property type for which to get the data;
 - corporate performance data for social and governance indicators.

[Scenario B.3]



- iv) If you select **all three options**, namely **Portfolio, Headquarters and Portfolio breakdown** together, the drop-down list for portfolio breakdown is frozen and you will get:
- environmental portfolio, headquarters and property type segmental data only for one selected company;
 - corporate performance data for social and governance metrics for one selected company.

[Scenario C]



In this case, you can download data for one company.

2.2. Step 2

Step 1 creates a subsample of the companies available in the whole database. At step 2, you can further characterise the dataset, choosing to filter by country **and/or** by company, as well as choosing the time span.

In all the scenarios, except for Scenario C, you can download data for full database coverage selecting 'Select All Companies'. [Scenario A, B1, B2,B3]

STEP 1

STEP 2

Country: All Countries

Companies: All selected

- [Select all]
- Alstria office REIT AG
- Aroundtown SA
- Atrium Group Services BV
- Atrium Ljungberg AB
- Befimmo SA
- Big Yellow Group Plc
- British land company

From: Select

To: Select

STEP 3

For scenario C, you can download data for one company.

[Scenario C]

STEP 1

STEP 2

Country: All Countries

Companies: Alstria office REIT AG

From: Select

To: Select

2.3. Step 3

At Step 3, you can select among the impact categories that are available in the sBPR Database. You can choose among Environmental Impact Category (E), Social Impact Category (S) and Governance Impact Category (G). You can download data for one impact category at a time. Each impact category (except for Governance) contains a subset of metrics among which you will be further asked to choose.

- **If Environmental Impact is selected:**

- Metrics available:
 - Electricity, DH&C, Fuel, Water, Waste, Cert-Tot, GHG-Dir, GHG-Ind.
- Values, among which at least one must be chosen:
 - Abs, LfL, Intensity.
- Overarching recommendations, voluntary selection:
 - Coverage;
 - Estimation;
 - Landlord and tenant utility consumption;
 - Organisational boundaries.

STEP 3

Impact category

Environmental Impact Social Impact Governance

Metrics

Electricity DH&C

Fuel Water

Waste Cert-Tot

GHG-Dir GHG-Ind

Values

Abs

Lfi

Intensity

Overarching Recommendations

Coverage Estimation

Landlord & Tenant Utility Consumption Organisational Boundaries

- **If Social Impact is selected:**
 - o Metrics available:
 - Gender Diversity, Emp, H&S, Communities.

STEP 3

Impact category

Environmental Impact Social Impact Governance

Gender Diversity Emp

H&S Communities

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- **If Governance is selected:** you will get all the three metrics included in Governance (Gov-Board, Gov-Select, Gov-Col).

STEP 3

Impact category

Environmental Impact Social Impact Governance

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According to the selection made throughout Step 1 and Step 2, the available selection at Step 3 can change. Once the selection procedure has been completed, you will be able to download the data.

If at Step 2 you have ticked 'Select All Companies', you will be able to download data for a limited number of EPRA sBPR metrics. See [\[Scenario B.1\]](#)

3. Available Scenarios

3.1. Scenario A

Scenario A, Step 1

You choose to filter companies by Index Classification.

Scenario A, Step 2

Companies:

- The dropdown list for companies changes according to the box ticked under Index Classification (Office, Retail, Residential, Self-storage etc) at Step 1;
 - E.g. If you choose Index classification > Office, then in the dropdown list only the companies classified as Office under the FSTE EPRA Nareit Developed Index will appear. In this case Befimmo, Gecina, Alstria office REIT, Colonial, ENTRA ASA, Hibernia REIT, Workspace Group, Derwent London, BR Properties, Helical Bar, Kungsliden, Gecina, Technopolis, Standard Life Investment Properties, Société Foncière Lyonnaise will be in the Companies list.
- You can choose as many companies as you want data for or select all companies included in the Index Classification you choose at Step 1. In the latter case it will be all 15 companies included in Index Classification > Office.

Country:

- The country dropdown list depends on Step 1:
 - If you choose Index classification > Office, then in the dropdown list only the companies classified as Office under the Index will appear. In this case, the countries shown as options will be BE, UK, FR, DE, SP, SWED, NOR, FIN, GER, IR.
- You can choose one country;
 - If you choose a specific country, the list of companies will adjust accordingly, i.e. only companies in the selected country will appear.
- If you skip this selection, you will be able to select companies across different countries.

Time:

- As for now, the maximum range of time is seven years, from 2011 to 2017;
- You can select your preferred time window within the maximum range of years available, or you can select the maximum range of years;
- Remember that not all companies cover the same time span. E.g. some companies cover a five-year data span, while others only two years, others one etc. If you choose companies with different time spans, you will get populated only those years for which data exist.

Scenario A, Step 3

At step 3 you will be able to choose the Impact category and the metrics you want to download data for. In this scenario, there is no restriction applicable on the number of metrics that you can choose.

Once you have selected the desired metrics, you are ready to download the data.

3.2. Scenario B.1

Scenario B.1, Step 1

You choose to filter companies by Portfolio & Property Type.

You choose option i) Portfolio only.

Scenario B.1, Step 2

Companies:

- You can choose as many companies as you want data for or select all companies. In the latter case, you will get the full scope of companies included in the database (60+ companies).

Country:

- You can choose one country or skip this selection. In the latter case, you will be able to select companies across different countries;
- If you choose a specific country, the list of companies will adjust accordingly, i.e. only companies in the selected country will appear.

Time:

- Time span selection is mandatory;

- As for now, the maximum range of time is seven years, from 2011 to 2017;
- You can select your preferred time window within the maximum range of years available, or you can select the maximum range of years;
- Remember that not all companies cover the same time span. E.g. some companies cover a five-year data span, while others only two years, others one etc. If you choose companies with different time spans, you will get populated only those years for which data exist.

Scenario B.1, Step 3

In this scenario, at step 3, due to the large amount of information required, you will be limited in the selection of each impact category metrics. You shall use only a specific set of metrics at a time, which is:

- Energy metrics: Electricity, DH&C, Fuel; **OR**
- Water; **OR**
- Waste; **OR**
- Cert-Tot; **OR**
- GHG-Dir and GHG-Indirect; **OR**
- Gender diversity; **OR**
- Emp; **OR**
- H&S; **OR**
- Communities; **OR**
- Governance.

Once you have selected the desired metrics, you are ready to download the data.

3.3. Scenario B.2

Scenario B.2, Step 1

You choose to filter companies by Portfolio & Property Type.

You choose option ii) Headquarters only.

Scenario B.2, Step 2

- *Companies:*
 - You can choose as many companies as you want data for or select all companies. In the latter case, you will get the number of companies which disclose separately the performance for headquarters – which does not necessarily match with the full scope of companies in the database.
- *Country:*
 - The country dropdown list depends on Step 1:
 - Only the companies which disclose separately headquarters performance will appear.
 - You can choose one country;
 - If you choose a specific country, the list of companies will adjust accordingly, i.e. only companies in the selected country will appear.
- *Time:*
 - Time span selection is mandatory;
 - As for now, the maximum range of time is seven years, from 2011 to 2017;
 - You can select your preferred time window within the maximum range of years available, or you can select the maximum range of years;
 - Remember that not all companies cover the same time span. E.g. some companies cover a five-year data span, while others only two years, others one etc. If you choose companies with different time spans, you will get populated only those years for which data exist.

Scenario B.2, Step 3

At step 3 you will be able to choose the Impact category and the metrics you want to download data for. In this scenario, there is no restriction applicable on the number of metrics that you can choose. Once you have selected the desired metrics, you are ready to download the data.

3.4. Scenario B.3

Scenario B.3, Step 1

You choose to filter companies by Portfolio & Property Type.
You choose option iii) Portfolio breakdown only, one property.

Scenario B.3, Step 2

- *Companies:*
 - o If you choose a specific property type under the portfolio breakdown, the list of companies will adjust accordingly, i.e. Step 2 will show only companies that own the selected property type.
 - For example, if you choose Portfolio Breakdown > Retail, all the companies that own Retail (shopping centres, retail parks, etc) will appear in this list. Companies shown will be: Hammerson (UK), Covivio (FR), Intu Properties (UK), IGD (IT), Klépierre (FR), Unibail-Rodamco-Westfield (NL) and 25 other companies.
 - o You can choose as many companies as you want data for or select all companies. In the latter case, you will get the number of companies which own a certain property type, in this case 31 companies.
- *Country:*
 - o The country dropdown list depends on Step 1:
 - Only the companies which disclose a certain property type will appear.
 - o You can choose one country;
 - o If you choose a specific country, the list of companies will adjust accordingly, i.e. only companies in the selected country will appear.
- *Time:*
 - o As for now, max. range of time span within the database is seven years, from 2011 to 2017; it will change year by year;
 - o Not all companies cover the same time span. E.g. some companies cover a five-year data span, while others only two years, others one etc.

Scenario B.3, Step 3

At Step 3 you will be able to choose the Impact category and the metrics you want to download data for. In this scenario, there is no restriction applicable on the number of metrics that you can choose. Once you have selected the desired metrics, you are ready to download the data.

3.5. Scenario C

Scenario C, Step 1

You choose to filter companies by Portfolio & Property Type.
You choose option iv) Portfolio breakdown only, Portfolio, Headquarters and Portfolio breakdown.

Scenario C, Step 2

- *Companies:*
 - o You can choose only **one company** among the companies included in the database.
- *Country*
 - o You can choose one country;
 - o If you choose a specific country, the list of companies will adjust accordingly, i.e. only companies in the selected country will appear.
- *Time*
 - o As for now, the maximum range of time is seven years, from 2011 to 2017;

- You can select your preferred time window within the maximum range of years available, or you can select the maximum range of years;
- Remember that not all companies cover the same time span. E.g. some companies cover a five-year data span, while others only two years, others one etc. If you choose companies with different time spans, you will get populated only those years for which data exist.

Scenario C, Step 3

At Step 3 you will be able to choose the Impact category and the metrics you want to download data for. In this scenario, there is no restriction applicable on the number of metrics that you can choose. Once you have selected the desired metrics, you are ready to download the data.

4. Time span and data availability

The database reflects the evolution of the EPRA sBPR standard from its launch in 2011. The table below resumes since when a certain performance measure is available.

Performance measure	Available from
Elec-Abs	2011
Elec-LfL	2011
Fuel-Abs	2011
Fuel-LfL	2011
DH&C-Abs	2011
DH&C-LfL	2011
Energy-Int	2011
GHG-Dir-Abs	2011
GHG-Ind-Abs	2011
GHG-Int	2011
Water-Abs	2011
Water-LfL	2011
Water-Int	2011
Waste-Abs	2011
Waste-LfL	2011
Cert-Tot	2011
	2011
	2011
H&S-Asset	2017
H&S-Comp	2017
H&S-Emp	2017
Diversity-Emp	2017
Diversity-Pay	2017
Emp-Training	2017
Emp-Dev	2017
Emp-Turnover	2017
Comty-Eng	2017
Gov-Board	2017
Gov-Selec	2017
Gov-Col	2017

5. Symbols legend

-	Out of the database scope – Please refer to paragraph 1
N/A	Not applicable i.e. not relevant or no material data for a certain business.
N/D	Not disclosed

6. Preferred units of measure

Metric	Preferred unit of measure	Note
Elec-Abs	MWh	When data is disclosed in kWh, conversion to MWh is made
Elec-LfL	MWh	When data is disclosed in kWh, conversion to MWh is made
Fuel-Abs	MWh	When data is disclosed in kWh, conversion to MWh is made
Fuel-LfL	MWh	When data is disclosed in kWh, conversion to MWh is made
DH&C-Abs	MWh	When data is disclosed in kWh, conversion to MWh is made
DH&C-LfL	MWh	When data is disclosed in kWh, conversion to MWh is made
Energy-Int	MWh/m ² /year	When nominator is disclosed in kWh, conversion to MWh is made
GHG-Dir-Abs	t CO ₂	When data is disclosed in kgCO ₂ , conversion to tCO ₂ is made
GHG-Ind-Abs	t CO ₂	When data is disclosed in kgCO ₂ , conversion to tCO ₂ is made
GHG-Int	t CO ₂ /m ² /year	When nominator is disclosed in kgCO ₂ , conversion to tCO ₂ is made
Water-Abs	m ³	When data is disclosed in litres or in ft ³ , conversion to m ³ is made.
Water-LfL	m ³	When data is disclosed in litres or in ft ³ , conversion to m ³ is made
Water-Int	m ³ /m ² /year	When nominator is disclosed in litres or in ft ³ , conversion to m ³ is made
Waste-Abs	m ³ or tonnes	N/A
Waste-LfL	m ³ or tonnes	N/A
Cert-Tot	% of portfolio certified by floor area	N/A
	% of portfolio certified by number of properties	N/A
	% of portfolio certified by value	N/A
H&S-Asset	% of assets	N/A
H&S-Comp	Total number of incidents	N/A
H&S-Emp		N/A
Injury rate	per 100,000 hours worked	N/A
Lost day rate	per 100,000 hours worked	N/A
Absentee rate	days per employee	N/A
Fatalities	Total number	N/A
Diversity-Emp	% of female	N/A
Diversity-Pay	Pay ratio (Women/Men)	N/A
Emp-Training	Average hours	N/A
Emp-Dev	% of employees	N/A

Emp-Turnover	Total number and rate	N/A
Comty-Eng	% of assets	N/A
Gov-Board	Total number	N/A
Gov-Selec	Narrative on process	N/A
Gov-Col	Narrative on process	N/A
Coverage	Nº of applicable properties	For residential companies, namely Grand City Properties and Grainger, the number of properties has been replaced with number of residential units.
	m2 of applicable properties	When data is disclosed in ft ² , conversion to m ² is made.

7. Disclaimer

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