



# EPRA

EUROPEAN PUBLIC  
REAL ESTATE ASSOCIATION

## EPRA sBPR Database User Guide

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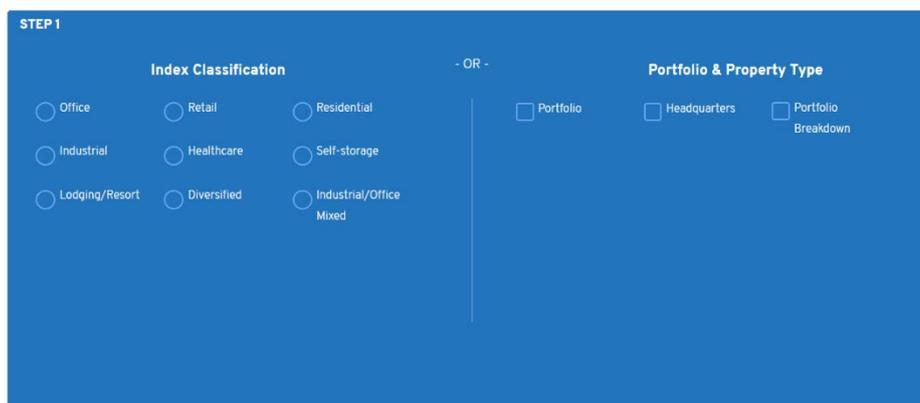
## 1. Scope of the database

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 and EPRA members from 2020.

## 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.



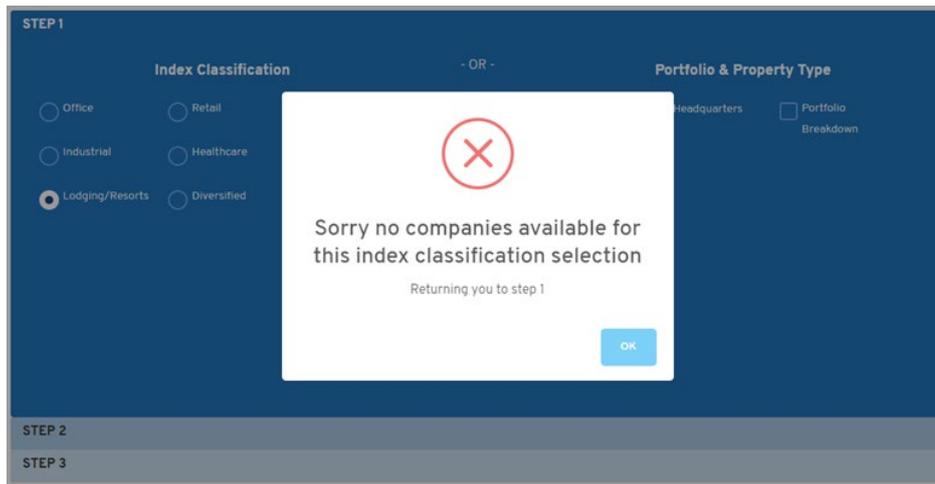
The screenshot shows a blue interface for 'STEP 1' with two mutually exclusive filter options. On the left, under 'Index Classification', there are nine radio button options: Office, Retail, Residential, Industrial, Healthcare, Self-storage, Lodging/Resort, Diversified, and Industrial/Office Mixed. On the right, under 'Portfolio & Property Type', there are three checkbox options: Portfolio, Headquarters, and Portfolio Breakdown. A vertical line and '- OR -' text separate the two sections, indicating that only one filter can be active at a time.

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.*

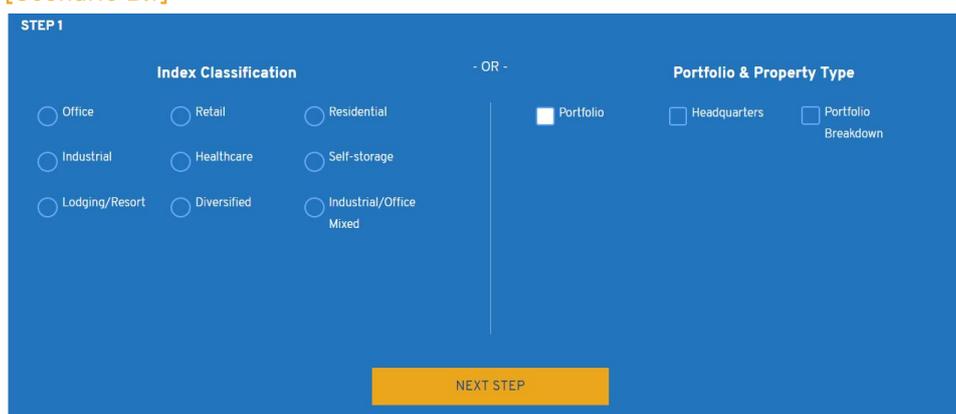


- **Companies available if you select Index Classification** > FSTE EPRA Nareit Developed Index constituents who won an EPRA sBPR award from 2011 onwards.
- **Type of data available if you select Index Classification** > If you opt for the Index Classification option, the data provided by the database 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.

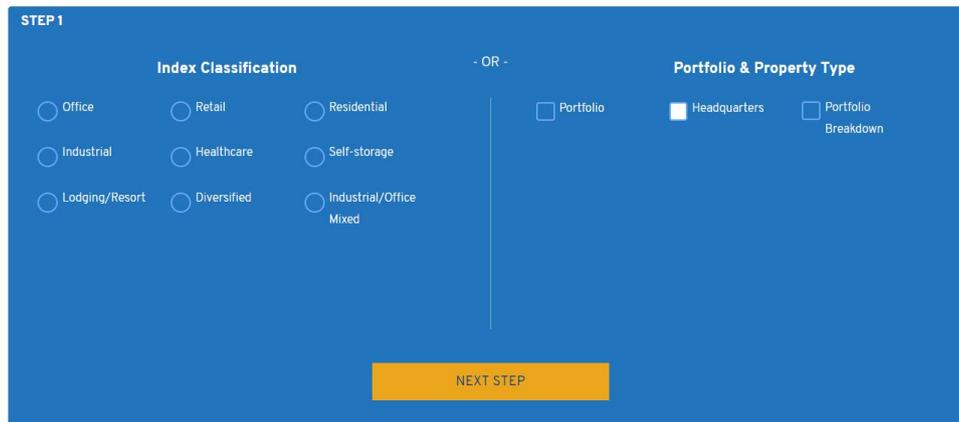
- **Companies available if you select Portfolio & Property type** > EPRA members and FSTE EPRA Nareit Developed Index who won an EPRA sBPR award over the 2011 -2019 period.
- **Type of data available if you select Portfolio & Property type** > It varies according to the four options described below:
  - If you select **Portfolio only**, you will get:
    - total portfolio performance data for environmental indicators;
    - corporate performance data for social and governance indicators.

[\[Scenario B.1\]](#)



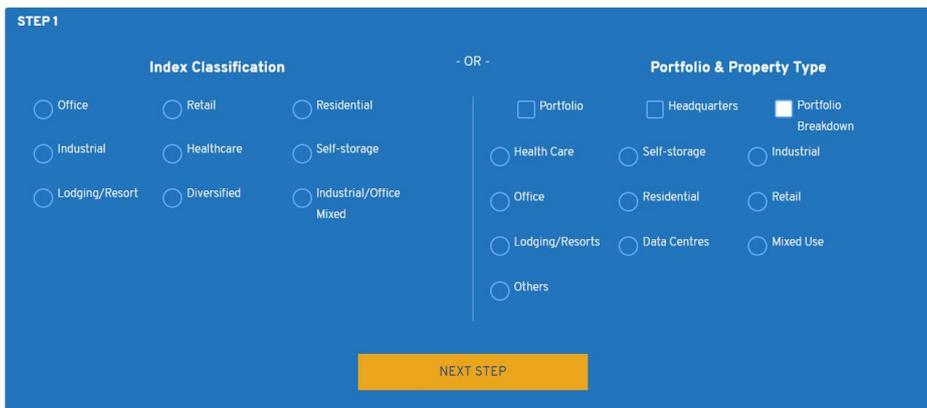
- ii) If you select **Headquarters only**, you will get:
- environmental performance data for the corporate premises/headquarters;
  - corporate performance data for social and governance indicators.

[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]

STEP 1

**Index Classification**

Office     Retail     Residential

Industrial     Healthcare     Self-storage

Lodging/Resort     Diversified     Industrial/Office Mixed

- OR -

**Portfolio & Property Type**

Portfolio     Headquarters     Portfolio Breakdown

**NEXT STEP**

*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, Aroundtown SA

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:**
  - o Metrics available:
    - Electricity, DH&C, Fuel, Water, Waste, Cert-Tot, GHG-Dir, GHG-Ind.
  - o Values, among which at least one must be chosen:
    - Abs, LfL, Intensity.
  - o 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

LfL

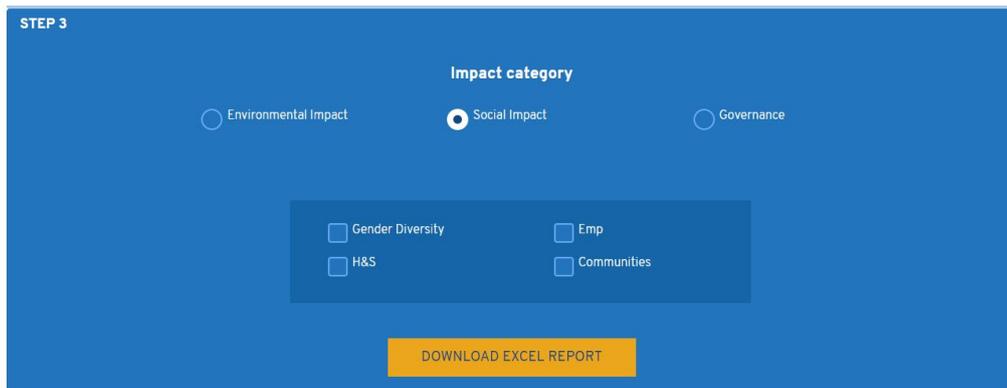
Intensity

**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

DOWNLOAD EXCEL REPORT

- **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

DOWNLOAD EXCEL REPORT

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:*
  - 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.
  - 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:*
  - The country dropdown list depends on Step 1:
    - Only the companies which disclose a certain property type 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:*
  - As for now, max. range of time span within the database is seven years, from 2011 to 2017; it will change year by year;
  - 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:*

- You can choose only **one company** among the companies included in the database.

- *Country*

- 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*

- 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

### 4.1 Metrics 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

## 4.2 Reports availability

The database includes companies reporting on either December year-end or March year-end. For the latter, EPRA has decided to match reporting with the latest available data for each company, i.e. for March year end reporting, N+1 year will be included for N reporting year.

Within the database scope, the following companies are reporting on March year-end: Big Yellow Group, British Land, Great Portland Estates, Helical, Land Securities, LondonMetric Property, U&I and Workspace Group.

## 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. Update – New CSV files

### 6.1 New spreadsheet available

Starting XX/XX/XXXX new available CSV encoded reports will be available to download data on the sBPR Data Tool. As text files, they will allow users to integrate the data in a more various set of analysis software.

In addition to the usual Environmental, Social and Governance impact categories spreadsheets, the new CSV functionality provides a set of additional data, for users interested to integrate ESG performance in financial analysis. Indeed, whichever is the selection made by the user among the E,S and G categories, an additional spreadsheet titled ‘financial data.csv’ will be downloaded.

The ‘financial data.csv’ will include the following information:

- Financial identifiers such as: Bloomberg ticker; ISIN code; SEDOL code.
- Sector allocation of companies (where applicable): Office, Retail, Residential, Industrial, Industrial/Office mixed, Healthcare, Diversified, Lodging/Resorts, Self-Storage;
- Country allocation: BELG, FIN, FRA, GER, GRC, IRE, ITA, NETH, NOR, POL, SP, SWED, SWIT, UK.
- Market Capitalization, according to the reporting year path, i.e. the value is available at the date 31/12/year (N-1) for each year for which there is a report stored in the database. For the following companies: Big Yellow Group, British Land, Great Portland Estate, Helical, LandSec, LondonMetric

Property, U&I and Workspace Group the system should pick up the date 31/12/year (N). Please see section 4.2 Reports availability.

## 6.2 Changes in Environmental, Social and Governance Impact Category spreadsheets

In relation to the Environmental, Social and Governance impact categories, data will be available in a single CSV spreadsheet according to the metrics, value and overarching recommendations selected in the front-end data tool. Specifically:

- Metrics: each metric selected will be included in a single spreadsheet titled with the reference impact category.
- Value: Absolute and Like-for-Like values, if selected, will be downloaded as two separate .csv files.
- Overarching recommendations: according to the selection made in the front end, the chosen overarching recommendations will be available within the .csv file (no changes with respect to .xls files).

## 7. 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 <sup>2</sup> /year	When nominator is disclosed in kWh, conversion to MWh is made
GHG-Dir-Abs	t CO <sub>2</sub>	When data is disclosed in kgCO <sub>2</sub> , conversion to tCO <sub>2</sub> is made
GHG-Ind-Abs	t CO <sub>2</sub>	When data is disclosed in kgCO <sub>2</sub> , conversion to tCO <sub>2</sub> is made
GHG-Int	t CO <sub>2</sub> /m <sup>2</sup> /year	When nominator is disclosed in kgCO <sub>2</sub> , conversion to tCO <sub>2</sub> is made
Water-Abs	m <sup>3</sup>	When data is disclosed in litres or in ft <sup>3</sup> , conversion to m <sup>3</sup> is made.
Water-LfL	m <sup>3</sup>	When data is disclosed in litres or in ft <sup>3</sup> , conversion to m <sup>3</sup> is made
Water-Int	m <sup>3</sup> /m <sup>2</sup> /year	When nominator is disclosed in litres or in ft <sup>3</sup> , conversion to m <sup>3</sup> is made
Waste-Abs	m <sup>3</sup> or tonnes	N/A
Waste-LfL	m <sup>3</sup> 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 <sup>2</sup> , conversion to m <sup>2</sup> is made.

## 8. Disclaimer

EPRA® does not intend this Database to be a solicitation related to any particular company, nor does it intend to provide investment, legal or tax advice. Investors should consult with their own investment, legal or tax advisers regarding the appropriateness of investing in any of the companies covered by this Database. Nothing herein should be construed to be an endorsement by EPRA of any specific company or products or as an offer to sell or a solicitation to buy any security or other financial instrument or to participate in any trading strategy. EPRA expressly disclaims any liability for the accuracy, timeliness or completeness of data in this Database. Any performance data (past, hypothetical, or otherwise) are not necessarily indicative of future performance. For commercial use of the data, please contact: [sustainability@epra.com](mailto:sustainability@epra.com)