2016
GRESB Debt Assessment
April 1, 2016
**Entity Characteristics**

**EC1**  
**Entity name** ________________  
**Organization name (if applicable)** ________________

**EC2**  
**Nature of business:**

Nature of the organization
- Bank
- Insurance company
- Mortgage REIT
- Pension fund
- Private equity real estate fund manager
- Sovereign wealth fund
- Other ________________

Nature of the entity (multiple answers possible)
- Asset originator
  - Originator of balance sheet loans  
    _______% of annual originations held on balance sheet
  - Originator of off-balance sheet loans (intended for securitization)  
    _______% of annual originations securitized
- Asset purchaser

The entity is a:
- Public company. Please specify ISIN ________________
- Non-listed entity
- Other ________________

**EC3**  
**The reporting period is:**
- Calendar year
- Fiscal year. Specify the starting month ________________
Reporting Characteristics

**RC1** Values are reported in:

- Euro (EUR)
- Pound Sterling (GBP)
- United States Dollar (USD)
- Australian Dollar (AUD)
- Brazilian Real (BRL)
- Canadian Dollar (CAD)
- Chinese Yuan (CNY)
- Danish Krone (DKK)
- Hong Kong Dollar (HKD)
- Indian Rupee (INR)
- Japanese Yen (JPY)
- Malaysian Ringgit (MYR)
- Mexican Peso (MXN)
- Singapore Dollar (SGD)
- South African Rand (ZAR)
- South Korean Won (KRW)
- Swedish Krona (SEK)
- Swiss Franc (CHF)
- Other ________________

**RC2** What was the entity portfolio’s aggregate unpaid principal balance at the end of the reporting period?

____________________ (in millions)

**RC3** Describe the composition of the entity’s portfolio during the reporting period:

Property as security (multiple answers possible; must sum to 100%)

- Secured (% of UPB _______)
- Unsecured (% of UPB _______)

Borrower type(s) (multiple answers possible; must sum to 100%)

- Exposure to corporates (% of UPB _______)
- Exposure to SMEs (% of UPB _______)

Participations and syndications

- Syndicated and participated loans (% of UPB _______)

Maturity

- Average loan term _______ (in years)

**RC4** Which countries are included in the entity’s portfolio?

<table>
<thead>
<tr>
<th>Country</th>
<th>% of UPB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country</td>
<td></td>
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<tr>
<td>Country</td>
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<tr>
<td>Country</td>
<td></td>
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</tbody>
</table>

**RC5** Provide additional context for the entity’s portfolio composition (maximum 250 words)
Sustainability Objectives

Q1 Does the organization have specific sustainability objectives? 1.1 & 1.2

Yes

The objectives relate to (multiple answers possible)
- Environment
- Social
- Governance

The objectives are (select one)
- Fully reflected in the overall strategy of the lending entity
- Partially reflected in the overall strategy of the lending entity
- Not reflected in the overall strategy of the lending entity

The objectives are
- Publicly available
  - Online - hyperlink
  - Offline - separate document

UPLOAD supporting evidence
Indicate where the relevant information can be found
Communicate the broader organization’s objectives and how they are incorporated in the entity’s real estate finance strategy (maximum 250 words).

No
Q2  Does the organization have one or more persons responsible for implementing the sustainability objectives at entity level? [multiple answers possible]

- Yes
  - 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
  - Employee[s] for whom sustainability is among their responsibilities
    - Provide the details for the most senior of these employees
      - Name
      - Job title
      - E-mail
  - External consultant/manager
    - Name of the organization
    - Name of the main contact
    - Job title
    - Email
  - Other

- No

Sustainability Decision-Making

Q3  Does the organization have a sustainability taskforce or committee that is applicable to the entity?

- Yes
  - Select the members of this taskforce or committee (multiple answers possible)
    - Asset managers
    - Board of Directors
    - Chief Credit Officer
    - Chief Risk Officer
    - Credit Committee
    - External Consultant
      - Name of the organization
  - Other

- No
**Q4** Does the organization have a senior decision-maker dedicated to sustainability at the entity level?

- **Yes**
  - The individual is part of:
    - Board of Directors
    - Credit Committee
    - Fund/portfolio manager
  - Provide the details for the most senior decision-maker on sustainability issues:
    - Name: 
    - Job title: 
    - E-mail (optional): 

- **No**

**Q5** Does the entity have a formal process to inform the most senior decision-maker on sustainability performance of the entity?

- **Yes**
  - Describe the process (maximum 250 words):

- **No**

- **Not applicable**

**Q6** Does the organization include sustainability factors in the annual performance targets of the employees responsible for this entity?

- **Yes**
  - Select the employees to whom these factors apply (multiple answers possible):
    - All Employees
    - Asset managers
    - Board of Directors
    - Credit Committee
    - Fund/portfolio managers
    - Loan Servicing Team
    - Loan Underwriting Team
    - Risk Management Committee
    - Senior Management Team
    - Other

- **No**
Sustainability Disclosure

Q7.1 Does the organization disclose its sustainability performance?  

☐ Yes [multiple answers possible]

☐ Section in Annual Report

[UPLOAD] supporting evidence [Indicate where the relevant information can be found]

Select the applicable reporting level

☐ Entity
☐ Investment manager or business unit
☐ Group

Aligned with [Guideline name]

☐ Stand-alone sustainability report(s)

[UPLOAD] supporting evidence [Indicate where the relevant information can be found]

Select the applicable reporting level

☐ Entity
☐ Investment manager or business unit
☐ Group

Aligned with [Guideline name]

☐ Integrated Report

[UPLOAD] supporting evidence [Indicate where the relevant information can be found]

Select the applicable reporting level

☐ Entity
☐ Investment manager or business unit
☐ Group

Aligned with [Guideline name]

☐ Dedicated section on corporate website

Provide applicable hyperlink ____________________

Select the applicable reporting level

☐ Entity
☐ Investment manager or business unit
☐ Group
Section in entity reporting to investors

Upload supporting evidence

Document name AND Publication date

Indicate where the relevant information can be found

Upload supporting evidence

Indicate where the relevant information can be found

Aligned with Guideline name

Other

Upload supporting evidence

Indicate where the relevant information can be found

Select the applicable reporting level

- Entity
- Investment manager or business unit
- Group

Aligned with Guideline name

No

Guideline name:

- GRI Sustainability Reporting Guidelines
- IIRC International Integrated Reporting Framework
- PRI Reporting Framework
Q7.2 Is the organization’s sustainability disclosure reviewed by an independent third party?

- Yes

Select all applicable options (multiple answers possible, selections must match answers in Q7.1)

- Section in Annual Report
  - Externally checked by ________________
  - Externally verified by ________________ using Scheme name ▼
  - Externally assured by ________________ using Scheme name ▼

- Stand-alone sustainability report
  - Externally checked by ________________
  - Externally verified by ________________ using Scheme name ▼
  - Externally assured by ________________ using Scheme name ▼

- Integrated Report
  - Externally checked by ________________
  - Externally verified by ________________ using Scheme name ▼
  - Externally assured by ________________ using Scheme name ▼

- Section in entity reporting to investors
  - Externally checked by ________________
  - Externally verified by ________________ using Scheme name ▼
  - Externally assured by ________________ using Scheme name ▼

- Other
  - Externally checked by ________________
  - Externally verified by ________________ using Scheme name ▼
  - Externally assured by ________________ using Scheme name ▼

- No
- Not applicable
ESG Policies

Q8 Does the organization have a policy/policies in place, applicable to the entity level, that address(es) governance issues?

- Yes
  - Bribery and corruption
  - Diversity and equal opportunity
  - Executive compensation
  - Shareholder rights
  - Worker rights
  - Other __________________
  
  **UPLOAD** Supporting evidence
  
  Indicate where the relevant information can be found
  
  Document name AND Publication date 

- No

Q9 Does the organization have systems and procedures in place to facilitate effective implementation of the governance policy/policies in Q8?

- Yes
  
  Select all applicable categories (multiple answers possible)
  
  - Internal audit
  - Training on governance - related to bribery and corruption risks for employees (multiple answers possible)
    - When an employee joins the organization
    - Regular follow-ups
  - Whistle-blower mechanism
  - Other ________________
  
  **UPLOAD** Supporting evidence
  
  Indicate where the relevant information can be found
  
  Document name AND Publication date 

- No

- Not applicable
Q10 Does the organization have a stakeholder engagement policy in place that applies to the entity level?

- [ ] Yes
  - [ ] Borrowers
  - [ ] Community
  - [ ] Investor/shareholders
  - [ ] Government/ local authorities
  - [ ] Investment partners
  - [ ] Other ________________

[UPLOAD] Supporting evidence

Indicate where the relevant information can be found

________________________

Document name AND
Publication date

- [ ] No

Q11 Does the organization have an employee policy in place that applies to the employees responsible for this entity?

- [ ] Yes
  
Select all issues included (multiple answers possible)

  - [ ] Cyber security
  - [ ] Diversity and equal opportunity
  - [ ] Health, safety and well-being
  - [ ] Performance and career development
  - [ ] Remuneration
  - [ ] Other ________________

[UPLOAD] Supporting evidence

Indicate where the relevant information can be found

________________________

Document name AND
Publication date

- [ ] No
Q12.1 Does the organization have a policy/policies in place, applicable to the entity level, that address(es) environmental issues at the property?  

Select all environmental issues included (multiple answers possible)

- Biodiversity and habitat
- Building safety
- Climate/climate change adaptation
- Contamination
- Energy consumption/management
- Environmental attributes of building materials
- Flood risk
- GHG emissions/management
- Resilience
- Waste management
- Water consumption/management
- Other __________________________

Upload supporting evidence

Indicate where the relevant information can be found

Document name AND Publication date

☐ No

Q12.2 Does the organization have a policy/policies in place, applicable to the entity level, that address(es) sustainability standards for property improvements?  

Yes

Select all applicable categories (multiple answers possible)

- Capital expenditure
- Fit out or tenant improvement
- New construction
- Rehabilitation
- Retrofit/renovation
- Other __________________________

Upload supporting evidence

Indicate where the relevant information can be found

Document name AND Publication date

☐ No
**Due Diligence**

**Property Assessment**

**Q13**  
As part of its standard due diligence process, does the entity require the following items?

- Yes
  - Select all applicable options (multiple answers possible)
    - Appraisal or valuation report
    - Borrower submitted sustainability asset plan
    - Engineering report or property condition assessment (PCA)
    - Environmental site assessment (ESA)

[UPLOAD] Supporting evidence  
Indicate where the relevant information can be found

Document name AND Publication date  
_________________________________________________

- No

**Q14**  
As part of its standard due diligence process, does the entity review the sustainability risk profile of each property?

- Yes
  - Select all issues assessed (multiple answers possible)
    - Building safety and materials
    - Climate change and adaptation
    - Contamination
    - Energy consumption/management
    - Energy rating
    - Flexibility for different use
    - GHG emissions/management
    - Green building certification
    - Health, safety and well-being
    - Natural hazards
    - On-site renewable energy generation and consumption
    - Socio-economic
    - Regulatory
    - Transportation
    - Waste management
    - Water consumption/management
    - Other ______________

For a minimum of one and up to five selected risks, describe how the outcome of the review is integrated into loan underwriting or lending decision-making processes (maximum 250 words)

[UPLOAD] Supporting evidence  
Indicate where the relevant information can be found

Document name AND Publication date  
_________________________________________________

- No
Q15  As part of its standard due diligence, does the entity review a property’s community engagement or other social impact programs?

- Yes
  
  Describe how this information is incorporated into loan underwriting, origination and/or the lending decision, and if there are specific triggering circumstances for review (maximum 250 words)

- No

Borrower Assessment

Q16  As part of its standard due diligence process, does the entity consider the sustainability performance of the borrower or sponsor?

- Yes
  
  Select all applicable options (multiple answers possible)

  - Carbon Disclosure Project (CDP) score is referenced
  - GRESB Real Estate or GRESB Infrastructure score is referenced
  - Sustainability policy of the borrower or sponsor is referenced
  - Other ________________

- No

Q17  As part of its standard due diligence process, does the entity consider borrower or sponsor receipt of environmental fines or penalties?

- Yes
  
  Select the most rigorous applicable option

  - As part of mandatory Know Your Customer (KYC) compliance
  - As part of voluntary Know Your Customer (KYC) compliance
  - As part of other on-boarding framework (describe)____________________________________________________________________________

  Describe how this information is incorporated into the loan underwriting, origination and/or the lending decision (maximum 250 words)

- No
Q18  As part of its standard due diligence process, does the entity consider borrower or sponsor misconduct?

- Yes
  Select all applicable options (multiple answers possible)
  - Ongoing investigations
  - Past investigations
  - Ongoing legal cases
  - Past legal cases
  Consideration is given to misconduct related to the following issues (multiple answers possible)
  - Environmental
  - Social
  - Governance
  - Other __________________

- No
Environmental Management System

Q19  Does the organization have an Environmental Management System or comparable framework in place that is applicable to the entity level?

☐ Yes

Describe the EMS or comparable framework (maximum 250 words)

Select all elements covered by the EMS or comparable framework (multiple answers possible)

- Policies and plans
- Implementation actions
- Monitoring
- Accountability and responsive actions

UPLOAD supporting evidence

Indicate where the relevant information can be found

☐ No

Q20  Is the Environmental Management System (EMS) in Q19 aligned with a standard and/or certified by an independent third party?

☐ Yes

- Alligned with
- Externally certified by ______________ using ______________

UPLOAD supporting evidence

Indicate where the relevant information can be found

☐ No

☐ Not applicable

Q21  Does the entity maintain a data management system to collect, organize, and manage environmental, social, or governance performance data related to properties and/or borrowers?

☐ Yes

Select all data points (multiple answers possible)

- Borrower sustainability credentials
- GHG emissions
- Energy consumption
- Green building certifications
- Energy ratings
- On-site renewable energy generation
- Flood risks
- Other ______________

UPLOAD supporting evidence

Indicate where the relevant information can be found

☐ No
Portfolio Assessment

Q22 Does the entity monitor its loan portfolio for significant flood risk?

- Yes
  - What percentage of the loan portfolio is monitored (based on UPB)?
    - Percentage of portfolio covered
  - What percentage of the loan portfolio is identified as having significant flood risk (based on UPB)?
    - ____%
- No

Select the interval of % portfolio covered by each measure from the list below:

- > 0%, < 25%
- ≥ 25%, < 50%
- ≥ 50%, < 75%
- ≥ 75%, ≤ 100%

Q23 Does the entity monitor ongoing energy ratings within the loan portfolio?

- Yes
  - Report percentage of the portfolio which has received an energy rating:
    - EU EPC (Energy Performance Certificate): ____ % of the portfolio based on UPB
      - What threshold is applied by the entity?
      - What percentage of the portfolio falls below this threshold? ____%
    - NABERS Energy: ____ % of the portfolio based on UPB
      - What threshold is applied by the entity?
      - What percentage of the portfolio falls below this threshold? ____%
    - ENERGY STAR: ____ % of the portfolio based on UPB
      - What threshold is applied by the entity?
      - What percentage of the portfolio falls below this threshold? ____%
    - Government energy efficiency benchmarking: ____ % of the portfolio based on UPB
    - Other. Please specify scheme ____________ : ____ % of the portfolio based on UPB
- No

Q24 Does the entity monitor its loan portfolio for green building certificates?

- Yes
  - Specify the certification scheme(s) used and the percentage of the portfolio certified (multiple answers possible)
    - BREEAM: ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
    - CASBEE: ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
    - DGNB: ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
    - Green Star: ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
    - LEED: ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
    - Other. Please specify scheme _____________ : ____ % of the portfolio [based on UPB] receiving [re]certification within the last 5 years.
- No
Market Transformation

Q25 Does the entity monitor its borrowers’ adherence to the sustainability standards for property improvements outlined in the policy referred to in Q12.2?

- Yes
  - Select all applicable categories (multiple answers possible)
    - Capital expenditure
    - Fit out or tenant improvement
    - New construction
    - Rehabilitation
    - Retrofit/renovation
    - Other

- Select all applicable categories (multiple answers possible)
  - Documentation review
  - Property inspection
  - Other

Describe how the entity ensures borrower adherence (maximum 250 words)

- No
Q26  Does the entity engage with its borrowers to encourage use of sustainability-specific terms in underlying tenant leases?

- Yes
  Select all topics addressed as part of engagement (multiple answers possible)
  - Tenant obligation to do nothing to adversely affect the environmental performance of the building
  - Sharing of utility data
  - Cost-recovery clause for energy-efficiency-related capital improvements
  - Shared consumption targets/goals in place
  - Energy efficiency and/or environmentally responsible specifications for tenant works
  - Operational performance standards for the building
  - Information sharing relevant to support green building certificates
  - Ability for the landlord (borrower) to prioritize sustainability requirements over minimizing costs of improvement and adjustments
  - Legal obligations regarding the correctness of landlord (borrower)/tenant information required for mandatory energy rating schemes

UPLOAD Supporting evidence
Indicate where the relevant information can be found

Document name AND Publication date

- No

Q27  Does the entity provide financing for property improvements resulting in lower environmental impacts

- Yes
  Describe relevant financing options available to borrowers and at least one example of funding positive environmental outcomes (maximum 250 words)

UPLOAD Supporting evidence
Indicate where the relevant information can be found

Document name AND Publication date

- No