



## Kimco Realty Corporation - Non-APG Properties

# Management

**Please describe your vision / strategy / focus on sustainability during the reporting period and beyond in no more than 250 words**

Kimco was founded more than 50 years ago with the integrity of a handshake. Since the beginning, we've focused on building a thriving and sustainable business – one that succeeds by delivering long-term value for investors, tenants, associates and communities. Kimco recognizes its obligation to conserve natural resources and preserve the global environment. Our Sustainability Program focuses on delivering improved economic, environmental and social performance for the company and its partners while balancing the needs of its core stakeholders. We accomplish this by making investments, implementing business practices and setting standards that will improve the efficiency of our operations, enhance the satisfaction of our tenants, and ensure the long-term viability of our assets. Kimco formalized its sustainability efforts in 2010 with the hiring of a full-time Director of Sustainability, reporting to the national Vice President of Property Management. Since then, the Director has worked with key senior executives to create, approve and implement a corporate sustainability strategy. The strategy includes our program objectives, environmental priorities, key initiatives, and implementation roadmap. From an environmental perspective, our corporate issue priorities are Energy & Climate Change, Water Scarcity & Quality, Waste Management & Recycling, and Material Health & Sustainability. As of 2011, our corporate environmental initiatives include Utility Management, Building Controls, Common Area Efficiency Improvements, Rooftop Solar, Integrated Waste Management

**Q1 Who is responsible for implementing the sustainability strategy for your real estate portfolio: (multiple answers possible)**

Dedicated full-time employee(s) at organisational level, please specify 2 FTE.

Part-time employee(s) (i.e., sustainability is part of the roles and responsibilities) at the organisational level please specify \_\_\_\_\_ FTE

External consultants are largely responsible for implementing the sustainability strategy for your real estate portfolio. Please provide the name of the consultancy organisation: \_\_\_\_\_

Outsourced managing agents are largely responsible for implementing the sustainability strategy for your real estate portfolio . Please provide the name of the managing agent: \_\_\_\_\_

Other (please specify): \_\_\_\_\_

Not applicable

None of the above

**Do you have sustainability taskforces/building management committees at the asset-level? Local asset-level sustainability committees are present at:**

- Some assets
- Most assets
- All assets
- No assets
- Not applicable (we do not have direct/management control at any assets)

**Do these sustainability taskforces/building management committees typically involve (select all that apply):**

- Employees
- Property/facility managers
- Tenants
- Consultants
- Building suppliers/cleaners etc
- None of the above

**Q2 Indicate whether the most senior decision-maker on sustainability issues (multiple answers possible):**

- Is a member of the highest management body
- Directly reports to the highest management body
- None of the above

**Q3 Does the highest management body receive regular updates on sustainability performance:**

- Yes, on a monthly basis
- Yes, on a quarterly basis
- Yes, on a bi annual basis
- Yes, on an annual basis
- Yes, other As necessary
- None of the above

**How do you ensure your sustainability strategy is understood and implemented by employees and external service providers (multiple answers possible):**

- Training
- Staff meetings
- Newsletters/intranet
- Workshops/events
- Forms part of induction program for new employees
- Other (please specify): Quarterly all-employee conference calls
- None of the above

**Q4 The sustainability performance of the property portfolio is relevant for the annual performance review of (multiple answers possible):**

- Members of the highest management body
- Corporate/central employees
- Employees such as Property/Facilities Managers at the asset level
- External asset managers or investment advisors

None of the above

**Q5 Are sustainability requirements in place for your external property/asset managers:**

Yes for \_\_\_\_\_% of external property/asset managers

No

Not applicable

**How do you monitor external property/asset managers on compliance with your sustainability requirements: (multiple answers possible)**

Receive update reports from service providers

Other (please specify): \_\_\_\_\_

Discussed during regular meetings with suppliers

No monitoring undertaken

Audits performed by internal employees

Not applicable

Audits performed by external consultants

**Q6 Is your particular organisation currently involved or represented in (inter)national committees or working groups concerning sustainability:**

If yes, please provide the name and a description of the objectives of the (inter)national committee or working group (in no more than 100 words)

No, but the parent organisation / investment house is, please provide the name and a description of the objectives of the (inter)national committee or working group (in no more than 100 words)

No involvement in reporting period

Kimco engages with policy makers on issues of relevance to our business, through our involvement with sustainability working groups of the International Council of Shopping Centers (ICSC) and the National Association of Real Estate Investment Trusts (NAREIT). We believe that issues relating to climate change, including climate policy, energy policy, building standards, and others are common challenges.

**Q7 Has your organisation or assets been credited sustainability awards or other recognition with regards to implementing sustainability (best practices) in your portfolio during the reporting period:**

Yes, please describe the awards/recognition (in no more than 300 words)

No

## Policy and Disclosure

**Q8 How do you disclose your sustainability performance, vision and strategy (multiple answers possible):**

Section in Annual report & Accounts (please provide hyperlink and pages of report): \_\_\_\_\_

Stand alone Corporate Social Responsibility or Corporate Sustainability report (please provide hyperlink of latest report): \_\_\_\_\_

Integrated report (sustainability disclosure fully integrated into the annual report) (please provide hyperlink)

\_\_\_\_\_

Dedicated section on your corporate website (please provide hyperlink):

<http://www.kimcorealty.com/CorporateResponsibility/CorporateResponsibility.aspx>

Section in Fund reporting to investors (either annual or quarterly)

Other (please specify): [Kimco Realty Corporation Blog, Brochures, etc.](#)

None of the above

**Q9 Has your annual sustainability report been externally assured:**

Yes, the annual sustainability report been fully assured by an independent third-party auditor. Please provide the company name: \_\_\_\_\_

Yes, the annual sustainability report been assured to a reasonable or limited extent by an independent third-party auditor. Please provide the company name: \_\_\_\_\_

No, an external independent third party reviewed our sustainability report to validate the information and/or provided an Advisor Statement but this is not assurance and the party that performed the check was not a qualified auditor. Please provide the company name: \_\_\_\_\_

No, the annual sustainability report has not been assured or reviewed to any degree by a third-party of any kind

Not applicable

**Which framework is used to disclose information relating to sustainability performance:**

Global Reporting Initiative (GRI)

AA1000

GHG Protocol

Other (please specify): \_\_\_\_\_

No reporting or accounting standard is used

Not applicable

**Q10 Do you have a policy/policies in place, covering the following environmental issues (multiple answers possible):**

Energy consumption / management

GHG emissions/ management

Water consumption / management

Waste management

Climate change adaptation

Other (please specify): \_\_\_\_\_

No such policy

## Risks & Opportunities

**Q11 Please answer the questions in the following table:**

<b>Bribery &amp; Corruption</b>	<b>Answer</b>
Do you have a (ethics) policy, approved by the board, to address the risks from exposure to bribery & corruption:	<b>Yes</b>
Do you assess your exposure to material bribery & corruption risk on a regular basis:	<b>Yes</b>
Do you have comprehensive systems and procedures in place to ensure the effective implementation of the policy by your own staff as well as your business partners:	<b>Yes</b>
Do you carry out regular training for employees and especially personnel at the frontline most exposed to corrupt demands:	<b>Yes</b>
Do you have an effective whistle-blower mechanism in place at management level:	<b>Yes</b>
Is bribery & corruption included in your investment due diligence processes, e.g. during M&A and with joint venture partners:	<b>Yes</b>

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**Q12 Have you performed sustainability risk assessments for your standing investments in the last three years on:**

Risk assessment performed for:	Percentage of total number of assets covered
Climate change risks	<u>0</u> %
Regulatory risks	<u>0</u> %
Occupational risks	<u>0</u> %
Financial risks	<u>0</u> %
Other (please specify): _____	<u>0</u> %

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**Please describe the assessment undertaken to identify the risks for your assets in no more than 250 words**

N/A - no assessment undertaken to date.

**Q13 How do you assess the energy performance of your standing investments (multiple answers possible)**

Energy performance review by internal employees

Energy performance review performed by external contractors: please specify the name of the service provider \_\_\_\_\_

Energy audit: please specify the name of the auditor \_\_\_\_\_

External benchmarking: please specify the name of the benchmark \_\_\_\_\_

Other (please specify): Partnering with ICSC to develop a new benchmarking tool.

No assessment in place

**Q14 Have you implemented an energy efficiency program for your standing investments during the last three years:**

Yes, for 1 % of the portfolio (of total number of assets)

No

Not applicable

**Which measures are included in your energy efficiency program (multiple answers possible)**

Choice of energy-efficient lighting and controls

Upgrade to metering -- installation of AMR and sub-meters

Ensure that all M&E is efficient through retrocommissioning

Continuous building energy optimization programs

Replacing M&E with more efficient products

Focus on passive measures to reduce energy consumption e.g solar shading, natural ventilation, natural daylighting

Decisions on design, layout and choice of building fabric (partitioning, windows, etc) are made with energy efficiency as a key driver

Other (please specify): \_\_\_\_\_

Not applicable

**Please describe the energy efficiency program in no more than 250 words**

In 2011, Kimco launched a series of pilot initiatives aimed at improving the energy efficiency of common areas. Kimco is pioneering a comprehensive building-controls system that provides property managers with the ability to remotely monitor, measure and control key mechanical and electrical systems at our shopping centers. In 2011, we deployed the system at 5 pilot properties with a goal of significantly reducing energy usage.

associated with night lighting while refining the technical specifications for a broader roll-out of the technology in 2012-2014. This technology represents a new generation of lighting controls, beyond the traditional web-enabled controllers that were installed on approximately 150 properties within the last decade. We are currently testing or evaluating further uses of the technology including irrigation, tenant energy management, site monitoring and other capabilities for a rollout across several hundred properties. In conjunction with building-controls, Kimco is working to improve the efficiency of common area light fixtures, ballasts and lamps. Technological advances in these areas have created significant opportunities to enhance property-level performance without compromising tenant experience. In 2011, Kimco tested high efficiency fixtures on 2 properties. We are currently developing a corporate lighting specification, and will be leveraging this new specification to retrofit additional sites.

**Q15 Have you implemented water efficiency program for your standing investments during the last three years:**

- Yes, for \_\_\_\_\_ % of the portfolio (of total number of assets)
- No
- Not applicable

**Which measures are included in your water efficiency program (multiple answers possible)**

- Dual flush, waterless urinals or low flush toilets
- Efficient water faucets or efficient showers
- Real time water management or AMR water metering
- Grey water recycling is actively promoted
- Other (please specify) \_\_\_\_\_
- Not applicable

**Voluntary question: Please provide one example of a “best practice” investment in the sustainability performance of your portfolio during the reporting period:**

Best practice	Results
Type of best practice, please specify	
Amount of initial investment:	0
Number of buildings covered:	0
Floor area covered:	0
Expected returns on investments (ROI)	0
Expected improvement in sustainability performance (in MWh savings etc)	

**Please describe the “best practice” investment, the main effort, expected improvements in the operating costs (no more than 400 words)**

## Monitoring and EMS

**Q17 Do you have an Environmental Management System (EMS) in place that collects information on environmental performance indicators (multiple answers possible):**

- Yes, at the corporate level
- Yes, at the asset level. Please specify the percentage of your whole portfolio covered by an EMS \_\_\_\_\_%
- Yes, at the asset level. Please specify the percentage of your managed portfolio (landlord controlled) covered by an EMS \_\_\_\_\_%

No Environmental Management System (EMS) in place

**Q18 What is the scope of the Environmental Management System (EMS) (multiple answers possible):**

- |                                 |  |
|---------------------------------|--|
| Energy consumption / management | Health and safety of users of the assets |
| Water consumption / management  | Business travel                          |
| GHG emissions / management      | Other (please specify): _____            |
| Waste management                | There is no EMS in place                 |

**Q19 Is the Environmental Management System (EMS) certified:**

- Yes, the EMS is externally certified according to ISO14001
- Yes, the EMS is externally certified according to EMAS
- Yes, the EMS is externally certified according to another standard, please specify: \_\_\_\_\_
- The EMS is purposefully aligned with an international standard but not certified to this
- The EMS is not externally certified or aligned with a standard
- No Environmental Management System (EMS) in place

**How often does your Environmental Management System (EMS) undergo external audits or recertification:**

- Annually
- Every two years
- Every three years
- Other frequency (please specify): \_\_\_\_\_
- Not applicable

**Q20 How do you monitor the energy consumption of your standing investments for assets where there is partial or whole building service provision by the landlord (multiple answers possible):**

- Automatic meter readings: please specify the percentage of your portfolio covered by floor area \_\_\_\_\_
- Based on invoices, please specify the percentage of your portfolio covered by floor area 100
- By taking manual-visual readings, please specify the percentage of your portfolio covered by floor area \_\_\_\_\_
- Other (please specify): Working to develop a list of sites with automatic meter reading.
- None of the above

**Q21 How do you monitor the water consumption of your standing investments for assets where there is partial or whole building service provision by the land percentage ord:**

- Automatic meter readings: please specify the percentage of your portfolio covered by floor area \_\_\_\_\_
- Based on invoices, please specify the percentage of your portfolio covered by floor area 100
- By taking manual-visual readings, please specify the percentage of your portfolio covered by floor area \_\_\_\_\_
- Other (please specify): Working to develop a list of sites with automatic meter reading.
- None of the above

## Performance Indicators

**Q22 Energy consumption: Please fill out the following table.**

**Retail, Warehouse Box**

Energy consumption	Absolute measurement			Like for like data	
	2009	2010	2011	2010	2011
Fuels (natural gas, gasoline, etc) for shared landlord services (for common parts and tenant areas on un-metered basis) in mWh	0	0	23390	0	22923
District heating and cooling for shared landlord services (for common parts and tenant areas on un-metered basis) in mWh	0	0	251	0	246
Electricity consumption for shared landlord services (for common parts and tenant areas on un-metered basis) in mWh	0	0	142702	0	139970
Fuels (natural gas, gasoline, etc) for exclusive tenant consumption (on (sub)metered* basis) in mWh	0	0	8420	0	8251
District heating and cooling for exclusive tenant consumption (on (sub)metered* basis) in mWh	0	0	90	0	89
Electricity consumption for exclusive tenant consumption (on (sub) metered* basis) in mWh	0	0	38130	0	37404
Corresponding floor area	0	0	98453817	96457314	
Percentage of the floor area of your <u>managed</u> portfolio (landlord controlled) that is covered?	0	0	100	100	
Percentage of the <u>whole</u> portfolio is covered?	0	0	100	100	
No of assets included in disclosure	0	0	684	649	
Total energy expenditures	0	0	24723429	0	24151496
Total renewable energy produced onsite in mWh	0	0	1876	0	1876
Total tenant-obtained energy in mWh	0	0	0		
Corresponding floor area for tenant obtained energy	0	0	0		

*\* Exclusive tenant consumption (that has first been obtained by the landlord) falls into two types, where the landlord has installed sub-meters to itemise tenant consumption, but also (due to utility arrangements in some countries, such as Poland) where the landlord is named on utility bills for main meters that service single-let assets*

**Q23 GHG emissions: Please fill out the following table, corresponding to the data provided in Q21.**



**Retail, Warehouse Box**

GHG emissions	Absolute measurement			Like for like data	
	2009	2010	2011	2010	2011
<b>Scope 1</b> Direct green-house gas emissions by weight (in metric tonnes CO2e)	0	0	4824	0	4118
<b>Scope 2</b> Indirect green-house gas emissions by weight (in metric tonnes CO2e)	0	0	75080	0	73247
<b>Scope 3</b> Emissions by tenants (in metric tonnes CO2e)	0	0	21091	0	20888

For each energy type, please give: the emissions factors; and units you have applied; and reference their origin (stating where factors are supplier-specific or country-level defaults);

**Q24 Water consumption: Please fill out the following table.**
**Retail, Warehouse Box**

Water consumption	Absolute measurement			Like for like data	
	2009	2010	2011	2010	2011
Water consumption for shared landlord services (for common parts and tenant areas on un-metered basis) in m3/year	0	0	0	0	0
Water consumption for exclusive tenant consumption (on (sub)metered* basis) in m3/year	0	0	0	0	0
Corresponding floor area	0	0	0	0	
№ of assets included in disclosure	0	0	0	0	
Total water expenditures	0	0	0	0	0

\* Exclusive tenant consumption (that has first been obtained by the landlord) falls into two types, where the landlord has installed sub-meters to itemise tenant consumption, but also (due to utility arrangements in some countries, such as Poland) where the landlord is named on utility bills for main meters that service single-let assets

**Q25 Waste management: Please fill out the following table.**
**Retail, Warehouse Box**

Waste management	Absolute measurement			Like for like data	
	2009	2010	2011	2010	2011
Total weight of hazardous waste in metric tonnes	0	0	0	0	0
Total weight of non-hazardous waste in metric tonnes	0	0	0	0	0
<b>Proportion of waste by disposal route (% of Total by weight):</b>					
- Recycling	0	0	0	0	0
- Incineration	0	0	0	0	0
- Landfill	0	0	0	0	0
- Composting	0	0	0	0	0
- Reuse	0	0	0	0	0

Waste management	Absolute measurement			Like for like data	
	2009	2010	2011	2010	2011
- Recovery	0	0	0	0	0
- On-site storage	0	0	0	0	0
Corresponding floor area	0	0	0	0	
No of assets included in disclosure	0	0	0	0	

**Q26 Have you set any reduction targets on:**

**Retail, Warehouse Box**

	Reduction target (%)	Focus on operational control or beyond	Base year	End year
Energy consumption				
GHG emissions				
Water consumption				
Waste recycling				
Waste diverted from landfill				
Other please specify _____				

Comments (max 250 words)

## Building Certifications

**Q27 Please provide the number of standing investments that have been certified or scored by the following schemes (multiple answers possible):**

- LEED, please specify the number of buildings: \_\_\_\_\_
- BREEAM, please specify the number of buildings: \_\_\_\_\_
- Green Star, please specify the number of buildings: \_\_\_\_\_
- CASBEE, please specify the number of buildings: \_\_\_\_\_
- Other rating tool, please specify \_\_\_\_\_, please specify the number of buildings: \_\_\_\_\_
- None of the above

Please specify the percentage of your portfolio that has been certified by floor area \_\_\_\_\_%

**Q28 Please provide the number of standing investments with an energy certificate (multiple answers possible):**

- EPC (energy performance certificates), please specify the number of certificates (including but not double counting whole building and unit / floor-specific EPCs): \_\_\_\_\_
- DEC (display energy certificates), please specify the number of buildings: \_\_\_\_\_
- NABERS, please specify the number of buildings: \_\_\_\_\_ and the floor-area-weighted average NABERS rating \_\_\_\_\_
- Energy Star, please specify the number of buildings: \_\_\_\_\_ and the floor-area-weighted average Energy Star rating \_\_\_\_\_
- Other energy certificate (please specify): \_\_\_\_\_, please specify: \_\_\_\_\_ number of buildings
- None of the above

Please specify the percentage of your portfolio that have been certified by floor area \_\_\_\_\_%

## Social Factors

**Q29** Please specify the total number of permanent employees in full time equivalents (FTE)

Male 253

Female 439

**Please specify:**

The total number of permanent employees newly hired during the reporting period in FTE 112

Total number of permanent employees leaving employment during the reporting period in FTE 123

**Please provide the total number of highest management body members in full time equivalents (FTE) split by gender:**

Male 8

Female 1

**Q30** Do you have an independent remuneration committee:

Yes

No

**Does your remuneration policy include deferred, long-term incentives**

Yes, those incentives are performance related

Yes, those incentives are not performance related

No

**What is the percentage of permanent employees that received a formal performance appraisal and/or review during the reporting period:**

Male 0 %

Female 0 %

**Q31** What is the average hours of training per year per employee by gender

Male 0

Female 0

**Q32** Do you carry out independent surveys on employee satisfaction:

Yes;

Please indicate the last year the survey was carried out 20 \_\_\_\_\_

Please provide the percentage of employees covered through employee surveys \_\_\_\_\_%

Please provide the overall score of the survey \_\_\_\_\_% (from 0-100)

No survey is carried out

**Q33 Do you have a program of tenant engagement in place, focusing on sustainability factors (multiple answers possible):**

Tenants' sustainability guide distributed and reissued at least bi-annually. Please provide the percentage of portfolio covered by rental value \_\_\_\_\_%

Green leases or Memoranda of Understandings (MoU) introduced with reference to sustainability factors as a percentage of the number of leases agreed in the most recent reporting period \_\_\_\_\_%

Tenant engagement meetings took place. Please provide an estimate of the percentage of tenants covered by rental value \_\_\_\_\_%

Health and well-being improvement programs implemented. Please provide the percentage of portfolio covered by rental value \_\_\_\_\_%

Other (please specify): \_\_\_\_\_

Not applicable

**Q34 Have you carried out a tenant (customer) satisfaction surveys during the reporting period:**

Yes for \_\_\_\_\_ % of tenants by rental value

No

**Q35 Do you have a sustainability policy for external suppliers and/or service providers**

Yes, this policy is publicly available. Please provide hyperlink \_\_\_\_\_

Yes, but policy is for internal use only

No criteria developed

Not applicable

**Do you integrate sustainability criteria/standards into contracts for external suppliers and/or service providers**

Yes, integrated into contracts for \_\_\_\_\_ % of suppliers by value of contract

No

**How do you monitor suppliers and/or service providers on compliance with your sustainability criteria (multiple answers possible):**

By having regular meetings with suppliers

Through update reports from suppliers

Audits performed by internal employees

Other \_\_\_\_\_

Audits performed by external consultants

None of the above

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