

FTSE JSE QUESTIONS AND ANSWERS

<http://www.attacq.co.za/investors-home/Financial Results/Integrated&Annual Reports/FTSE Russell ESG Questions and Answers 2018>

Theme: GOVERNANCE ANTI-CORRUPTION		
Number	Questions	Response
		<p>Attacq's Anti-Corruption Mission Statement (encapsulated in the Anti-Corruption Policy dated 29 July 2016):</p> <p>At the Attacq group of companies and in alignment with international laws, we conduct business with the utmost integrity and do not condone any form of corruption including, but not limited to, we do not promise, give, offer, authorise directly or indirectly a bribe or anything of value to anyone, including service providers or any government official/employee with the goal of improperly influencing any decision to obtain or retain business or to secure any advantage to Attacq or any of its employees.</p> <p>Attacq's approach to anti-corruption measures are contained in an Anti-Corruption Policy, Gift Policy and Whistleblowing Policy which are reviewed regularly. Staff are made aware of these policies through an induction process when joining the Company for the first time and regular reminders/updates are provided and monitored via an attendance register.</p>
GAC01_1 and GAC01_2	Bribery – Policy or commitment statement: a) Addresses countering bribery b) Specifies countering at least 2 different forms of bribery related activities	<p>Please refer to the Attacq anti-corruption mission statement above.</p> <p>Attacq defines a bribe or bribery as anything of value given in an attempt to affect a person's actions or decisions in order or to gain or retain a business advantage, including but not limited to, cash, entertainment or other gifts or courtesies. Bribery also refers to "active bribery" which refers to a party who offers or actually pays the bribe, and "passive bribery" which refers to the recipient who receives the bribe.</p>
GAC02_1 and GAC02_2	Anti-corruption – Policy or commitment statement: a) Addresses anti-corruption b) Specifies countering relevant forms of corruption (e.g. money laundering, embezzlement, obstruction of justice, etc.)	<p>Please refer to the Attacq anti-corruption mission statement above.</p> <p>Attacq defines corruption as dishonest or fraudulent conduct by those in power, typically involving a Bribe, Kickbacks, Embezzlement, Favouritism, Fraud, Nepotism and also includes acts of Insider Trading/Abuse of Privileged Information, which also amounts to an Abuse of Power.</p>
GAC03_1 and GAC03_2	Board has oversight of anti-corruption policy: a) Covers elements/types of corruption including bribery b) Covers anti-corruption comprehensively	<p>The Board takes ultimate responsibility for risk management and has delegated oversight responsibility to the Transformation, Social and Ethics Committee. The Transformation, Social and Ethics Committee ensures that an Anti-Corruption Policy is in place and that it is adhered to. The Chairperson of the Transformation, Social and Ethics Committee, whom is an Independent Non Executive Director, reports to the Board on a quarterly basis.</p>
GAC04_1 and GAC04_2	Due diligence of new business partners addresses corruption by: a) Covering elements/types of corruption including bribery b) Covering anti-corruption comprehensively	<p>We follow a formal process in assessing the desirability and credit worthiness of all new tenants. The service provider procurement form has an anti-corruption section at the back of the form stating that the business relationship will be terminated should a service provider be a party to any corruptive behaviour.</p>
GAC05_1 and GAC05_2	Confidential or anonymous whistle-blowing mechanism for staff covers: a) Elements/types of corruption including bribery b) Anti-corruption comprehensively	<p>To protect Attacq employees' anonymity, Attacq has made an anonymous Whistleblowing Hotline available where any form of Corruption can be reported. Bribery and corruption is defined under GAC01 and GAC02. Staff are made aware that the Whistleblowing Policy must be read in conjunction with the Anti-Corruption Policy; the latter defining and giving example of elements/types of corruption and measures taken by Attacq to combat corruption.</p>
GAC08_1 and GAC08_2	Training for staff on the anti-corruption policy covers: a) Elements/types of corruption including bribery; b) Anti-corruption comprehensively	<p>In line with our desire to maintain high standards of ethical conduct, ethics, insider trading and anti-corruption training are included in the quarterly induction for new employees and repeated annually. Our employees are encouraged to report any form of unethical behaviour anonymously to an independent external whistleblowing service provider.</p>
GAC09_1 and GAC09_2	Corruption risk assessment for company operations covers: a) Elements/types of corruption including bribery b) Anti-corruption comprehensively	<p>Corruption is difficult to detect and manage. We have processes in place for internal stakeholders, e.g. they can speak to a manager or legal, whistleblowers, etc.</p>
GAC10_1 and GAC10_2	Procedures are in place to address corruption in operations that are assessed to be 'high risk' covering: a) Elements/types of corruption including bribery b) Anti-corruption comprehensively	<p>Procedures for addressing corruption include speaking to your direct line-manager, speaking to the HR manager, whistleblower hotline, induction of new employees, training and updating existing employees, internally and externally published anti-corruption policy, printed on a monthly basis on our employees salary slip.</p>
GAC11_1 and GAC11_2	Process for intermediaries (including contractors or agents): a) Corruption risk assessment or procedures to address corruption for intermediaries b) Anti-corruption policy is communicated to intermediaries	<p>b) Contractors are welcome to use the Whistleblowing hotline. The Whistleblowing hotline contact details are on our website.</p>
GAC12	Disclosure of total amount of political contributions made	<p>No political contributions have been made to date (including the 2017 financial year). Should contributions be made in the future, disclosure will be made in the Integrated Report (Annual Report).</p>
GAC13	Disclosure of number of staff disciplined or dismissed due to non-compliance with anti-corruption policy/policies	<p>To date no staff member has been disciplined or dismissed due to non-compliance with anti-corruption policies (more specifically during the 2017 financial year). Disclosure of such discipline or dismissal will be made in case of such an event.</p>
GAC14	Disclosure of cost of fines, penalties or settlements in relation to corruption	<p>Attacq has as at March 2018 not paid any fine or penalty or entered into a settlement in relation to corruption. Should the position change in the future, disclosure will be made to that effect.</p>

Theme: CLIMATE CHANGE		
Number	Questions	Response
ECC05_1 and ECC05_2	Initiatives in place include measures to address climate change through adaptation: a) Company mentions addressing adaptation b) Company explains specific actions taken	<p>Attacq acknowledges that climate change is occurring and will have an effect on our business as average temperatures rise, water resources come become constraint, waste management becomes more critical and the general impact of climate change starts to impact our tenants and their staff and customers. Attacq also recognises that as national, provincial and local governments are increasingly forced to deal with the effects of climate change, legislative pressure will increase on property developers and owners like Attacq. Therefore Attacq has increased the importance it places on sustainability as is reflected by the appointment of a Head of Sustainability and their pursuit of greener buildings that will be more efficient and resilient especially in terms of the water and electricity it consumes and the waste it generates. Sustainability is now a key consideration in all developments to ensure our properties are adapted to a warmer, drier, harsher climate.</p> <p>In terms of specific initiatives to adapt its business to the changing climate, Attacq is pursuing the installation of water filters that will allow its properties situated in the driest parts of the country to clean and utilise ground water to allow operation with constrained water supply. Attacq has also engaged all stakeholders (including local councils and tenants) in these properties to develop technical and operational plans to allow these properties to operate even when municipal water supply is totally lost as we foresee might be the case in the foreseeable future. Likewise design standards for water and energy in buildings are constantly re-evaluated to ensure more efficient designs. At the moment the standard is that all properties should achieve water resilience in the next 12 months that will allow them to - at the very least - operate for 48 hours without municipal water supply by either operational or design measures.</p>
ECC08_1 and ECC08_2	Board oversight of climate change: <input type="checkbox"/> a) Evidence of Board or Board Committee oversight of the management of climate change risks <input type="checkbox"/> b) Named position responsible at Board level	The Board monitors strategy implementation and performance targets and related risks and opportunities. These responsibilities have been delegated to the Transformation Social and Ethics ("TSE") Committee. The roles and responsibilities of the TSE Committee include driving environmental responsibility and sustainability matters, and formulating and implementing a green policy throughout the Group. Werner Mulder, an existing employee, was appointed as Head of Sustainability during the past year.
ECC52	Scope 1 breakdown by GHG type	<p>Scope 1 Refrigerants output data</p> <p>R134a 25,74 tCO2e</p> <p>R407a 130,63 tCO2e</p> <p>R410a 310,07 tCO2e</p>
Theme: CORPORATE GOVERNANCE		
Number	Questions	Response
GCG06_1 and GCG06_2	Commitment to gender diversity on the board: a) Statement of support b) Targets in place to improve gender ratio	<p>The Attacq Board of Directors ("the Board") acknowledges the importance of diversity in the boardroom as a driver of board effectiveness. A gender diversity policy, applicable to the Board, is in place as a contribution to the diversity of perspective in the boardroom and Company.</p> <p>Voluntary targets for gender diversity is currently set to attain at least 20% female Board representation. The voluntary target and the actual female representation are annually reviewed by the Board and Attacq is currently looking at improving it. As at 30 June 2017, 20% of the Board were female.</p>
GCG07_1 and GCG07_2	Board addresses: a) Conflict of interest b) Related party transactions	b) Related party transactions are disclosed in the Annual Financial Statements, approved by the Board - see note 35, page 124-129, Annual Financial Statements for the year ended 30 June 2017.
GCG21_2	Shareholders have the right to vote on executive remuneration: b) The right to vote annually is explicitly covered in a company policy	Our Executive Directors' remuneration was disclosed, but never voted on by the shareholders. According to KING IV this will be implemented in the near future.
GCG22_1 and GCG22_2	Shareholders have the right to vote on Director appointments and dismissals: b) The right to vote annually for election/re-election of all directors is explicitly covered in a company policy.	Annually, the Chairperson of the Audit and Risk Committee is voted in, including the members of Audit and Risk Committee. Annual Report, page 105, "In line with our Memorandum of Incorporation and King III, Non-Executive Directors appointed after the last Annual General Meeting and one-third of Non-Executive Directors are required to retire and stand for re-election at the next Annual General Meeting, if eligible or capable of doing so."
GCG27_2	Remuneration for senior executives: b) Incorporates ESG performance	b) Remuneration for senior executives does not incorporate an ESG performance measurement, but in future it will.
GCG40_1 and GCG40_2	Claw-back or malus provision exists for remuneration a) Applies to CEO b) Applies to CEO and to one or more senior executives	No performance equates to no short term incentive bonus. The CEO did not get any bonus for the 2017 financial year, as will be reflected in the 2018 reporting. The same applies to the CFO - no performance, no short term incentive bonus.
GCG43_1	If the company does not have a separate Non-Executive Chairman and CEO, does it have a Lead Director or Senior Independent Director?	Hellen El Haimer has been appointed as the Lead Independent Director. Date of appointment 7 September 2017.
GCG44_1 and GCG44_2	Financial expertise on the audit committee: a) At least one independent financial expert on the audit committee b) A majority of independent financial experts on the audit committee	a) All four directors on the Audit and Risk Committee are independent. B) Helen El Haimer has a strong financial, legal and property background although she is not a Chartered Accountant (SA). The other three non-executive directors are professionally qualified as Chartered Accountants (SA).

Theme: HEALTH & SAFETY		
Number	Questions	Response
SHS01_1 and SHS01_2	Health and safety policy or commitment statement which: a) Identifies the issues as relevant and important b) Applies to contractors and other external stakeholders	All professionals and contractors needs to adhere to the Occupational Health and Safety Act ("OHSA") requirements. Attacq is ultimately responsible for the implementation of OSHA requirements and we demand that professionals and contractors adhere to the Health and Safety practises. The Attacq business concept is built around providing client value by delivering quality and innovative property solutions. The achievement of Health and Safety best practise at all levels of the group is a way of life for all of us and is part of our value system.
SHS02_1, SHS02_2 and SHS02_3	Company statement on programme(s) to address global health issues including: a) HIV/AIDS b) Tuberculosis c) Malaria	Attacq is aware of the health issues around HIV/AIDS, Tuberculosis and Malaria. Should employees be directly affected, support will be provided.
SHS03_1 and SHS03_2	Board oversight of health and safety: a) Evidence of board or board committee oversight of management of health and safety risks b) Named position responsible at Board level	The CEO is appointed as the responsible person for Occupational Health and Safety. The Combined Assurance Forum oversees Health and Safety. The Combined Assurance Forum reports into the Audit and Risk Committee, which again reports into the Board.
SHS-4_1	Risk assessment carried out regarding health and safety for: a) Potential new operations or projects (due diligence) b) Existing operations or projects	Attacq has not purchased a building/operation since listing, therefore the question is not applicable on a due diligence level. Attacq only developed their own properties since listing. During the development phase Attacq complies to Occupational Health and Safety Act requirements. The internal audit division, which is outsourced to PwC, performs reviews in accordance with the internal audit plan which covers the review of the Occupational Health and Safety process and identify any significant risk areas not appropriately addressed by the Occupation Health and Safety guideline. The internal audit plan is approved on an annual basis by the Audit and Risk Committee, which is a sub-committee of the Board. The Occupational Health and Safety Act Construction Regulations require bi-annual inspections on new buildings for the first two years by an competent Occupational Health and Safety External Agent and thereafter annually. Attacq complies with this regulation, therefore risk assessments are performed for all potential new operations and projects.
SHS-4_2		b) Attacq ensures that the daily, weekly, monthly and quarterly scheduled Occupational Health and Safety inspections are performed in accordance with the Occupational Health and Safety Act checklist register. Therefore the risk assessment is carried out regarding health and safety on a regular basis. On an annual basis, a company called CAMSAF is appointed to do an external audit. This independent third party provides reports of their findings with recommendations. Rekopane Fire, an independent third party, annually performs Fire and Safety inspections.
SHS-5	Employee involvement in health and safety improvements, through: a) Participative initiatives such as employee health and safety committees b) Management discussions on health and safety with worker representatives or trade unions	Attacq complies with all Occupational Health and Safety Act ("OHSA") requirements. (a) Attacq, as an employer, has Health & Safety Committee and Health & Safety Representatives (Officers) as required by OHSA and ensures compliance. Attacq, ensures training, delegation and appointments in terms of the OHSA. (b) Management discussions happens on at least a weekly basis, which includes a walk through the head office of Attacq, ensuring that injury is mitigated. On a monthly basis, the Operational Manager chairs a facility management meeting. Hazards, new developments and safety on site is discussed at these monthly meetings and feedback is obtained on progress made on safety of all sites.
SHS-8	Performance monitoring and management of health and safety, demonstrated by: a) Performance and progress against previously set targets b) Performance benchmarking against industry standards	The company complies to all Occupational Health and Safety Act ("OHSA") requirements. a) twice year, a strategy session is held where progress on Health and Safety is discussed and measured against the previous year. b) industry standard is the OHSAS requirements. Attacq is fully compliant on all OHSAS requirements.
SHS-10	For health and safety data, there is: a) Independent verification by a third party b) Clear disclosure of the international assurance standard used and the level of assurance	As part of new developments and refurbishments, Attacq appoints an outside Health & Safety consultant on each project. They are part of the professional team and their main focus is compliance with OHSAS. (a) Annually, a full independent verification is performed by COMSAF (third party) whereas Rekopane Fire annually inspects the Fire and Safety compliance; (b) COMSAF ensures OHSAS compliance and provides a report which includes a detailed list of recommendations where applicable.
SHS-11	Programme regarding prevention and control of at least one global health issue which applies to: b) employees c) community	Attacq is aware of the health issues around HIV/AIDS, Tuberculosis and Malaria. Should employees be directly affected, support will be provided.
SHS-12	Percentage of sites with OHSAS 18001 certification	All sites that are directly owned and managed comply with OHSAS. We are currently investigating the option of getting a OHSAS 18001 certification for all sites.
SHS-13	Number of staff trained on health and safety standards within the last year 1) Year 2) Staff trained on safety 3) Staff trained (general training which includes safety)	During the 2017 financial year, five staff members were trained on safety and 17 staff members were trained on Health and Safety in general (e.g. fire, first aid, etc.). In total 22 staff members were trained as required by the Occupational Health & Safety Act.
SHS-15	Lost-time incident rate, over last 3 years	One small accident was reported (20 July 2015, 2016 financial year) which resulted in one week of lost-time for one person. No accidents reported in the 2017 financial year.
SHS-37	In cases of accidents or incidents leading to injuries or fatalities, the company discloses: a) Investigations and findings of reported incidents b) Actions following reported incidents	With any accidents or incident there is a process in place to minimize risk exposure. There were no cases of accidents or incidents during the 2017 financial year. (a) Should there be accidents or incidents, Attacq will disclose investigations and findings (b) as well as actions following reported incidents.
SHS-38	Number of work-related employee fatalities, over last 3 years	For the 2017 financial year: Zero
SHS-39	Policy or commitment statement on reducing health and safety impact through: a) Commitment to continuous improvement b) Time-specific, quantitative targets to reduce incidents	Attacq is committed to provide a healthy and safe work environment. Continuous improvements are made to processes and the work environment to ensure that there are no incidents or fatalities. For the 2017 financial year, there were no incidents or fatalities and Attacq is committed to ensure that there will be no incidents or fatalities in future. We ensure Occupational Health and Safety Act compliance, including training. Through training there is constant awareness of specific dangers and Attacq is committed to continuously improve health and safety precautions.
SHS-40	Number of work-related contractor fatalities, over last 3 years.	There has been no work-related contractor fatalities over the last three years.

Theme: HUMAN RIGHTS & COMMUNITY		
Number	Questions	Response
SHR03_1 and SHR03_2	Statement of principles or process by which community investments are made: a) Covering defined focus areas b) Community investment focus area(s) linked to the company's business strategy	b) 2017 Integrated Report (Annual Report), page 90, Enterprise and supplier development paragraph. Attacq's business strategy is supported through Enterprise and Supplier Development. Through our investment in Property Point, potential suppliers are developed in property related trades that can in future assist our property and asset management and development teams. Our objective is to develop beneficiaries that will feed our supply chain.
SHR04_1 and SHR04_2	Policy addresses children's rights, other than child labour through: a) Evidence of support for children's rights in company operations or through programmes b) Policy or commitment statement on children's rights, such as commitment to the Children's Rights and Business Principles.	Attacq regards the employment of children in any work that deprives them of their childhood, as an undignifying and inhumane act and does not support nor condone these practices.
SHR05_1 and SHR05_2	Commitment to local employment and/or sourcing: a) Comment on local employment / sourcing b) Clear commitment	Stated in the Human Resource recruitment and selection policy is the following, "The policy is guided by, and based on the following legislation: the employment equity act, the labour relations act, the basic conditions of employment act and the skills development act." Candidates are selected according to South Africa's demographic characteristics as prescribed by the Department of Labour.
SHR16_1 and SHR16_2	Mechanisms to facilitate employee engagement and involvement with charitable partners: a) Evidence of recognising volunteering b) Specific targets or structures set up to facilitate employee engagement.	b) Attacq does not have specific targets, but structures have been put in place around employee engagement and involvement with charitable partners. E.g. employees are always invited to the gift drop and Mandela Day functions held at the Bana ba Rona Early Childhood Development Centre. Further employee engagement and involvement in charitable partners can be seen with the Mall's initiatives see SCI and employee participation, page 91 of the Annual Report (Integrated Report). The Mall initiatives are driven by our property management staff at Mall level.
Theme: LABOUR STANDARDS		
Number	Questions	Response
SLS01_1 and SLS01_2	In relation to the prevention of child labour, company: a) Addresses the issue/states it complies with local laws in general disclosures b) Publishes a separate policy/principles/codes	a) The company complies with the following South African labour laws which includes the prevention of child labour and forced labour: - Basic Conditions of Employment Act ("BCEA"), - Employment Equity Act ("EEA"), - Labour Relations Act ("LRA"), - Skills Development Act ("SDA"), - Skills Development Levies Act ("SDLA"), - Occupational Health and Safety Act ("OHSA"). As a legally compliant company, we support the prevention of child labour and forced labour. b) Attacq regards forced labour as well as the employment of children in any work that deprives them of their childhood, as an undignifying and inhumane act and does not support nor condone these practices.
SLS02_1 and SLS02_2	In relation to the prevention of forced labour, company: a) Addresses the issue/states it complies with local laws in general disclosures b) Publishes a separate policy/principles/codes	a) The company complies with the following South African labour laws which includes the prevention of child labour and forced labour: - Basic Conditions of Employment Act ("BCEA"), - Employment Equity Act ("EEA"), - Labour Relations Act ("LRA"), - Skills Development Act ("SDA"), - Skills Development Levies Act ("SDLA"), - Occupational Health and Safety Act ("OHSA"). As a legally compliant company, we support the prevention of child labour and forced labour. b) Attacq regards forced labour as well as the employment of children in any work that deprives them of their childhood, as an undignifying and inhumane act and does not support nor condone these practices.
SLS03_1	In relation to non-discrimination, company: a)Addresses non-discrimination/equal opportunity in general disclosures	
SLS03_2, 3,4,5, 6,7,8	b) Publishes a separate policy/principles/code covering at least five of (i) race (ii) religion (iii) gender (iv) age (v) sexual orientation (vi) disabilities (vii) nationality	We aim to attract, develop and retain the most capable employees from all cultures, ethnicities, races, nationalities, genders, ages, religions, disabilities, backgrounds and experiences.
SLS05_1 and SLS05_2	Policy or statement supporting the right to freedom of association that: a) Refers only to compliance with local law on freedom of association b) Covers the respect for or support of the right to freedom of association	As stated in questions number SLS01, the company complies to all local regulations and laws. The freedom of association is governed by the Constitution of South Africa. The company complies to all the Labour Laws of South Africa as well as the Constitution of South Africa. As a company we respect and support the right to freedom of association.
SLS06	Policy or statement supporting the right to collective bargaining that:	
SLS06_1	a) Refers only to compliance with local law on collective bargaining	The Labour Relations Act ("LRA") refers to collective bargaining. Attacq complies to the LRA.
SLS06_2	b) Covers the respect for or support of the right to collective bargaining.	Employees are free to join collective bargaining organisations, e.g. Labour Unions, the company respects their right to do so.
SLS07	Policy/principles/code addressing the elimination of excessive working hours, which:	
SLS07_1	a) Focuses on compliance with local law on working hours/overtime	Attacq prescribes to the principles of the Basic Conditions of Employment Act ("BCEA") and fair labour practices and promotes a healthy work-life balance for all employees which includes but is not limited to a flexi-time policy.
SLS07_2	b) Focuses on specifically reducing excessive working hours.	Attacq prescribes to the principles of the Basic Conditions of Employment Act ("BCEA") and fair labour practices and promotes a healthy work-life balance for all employees which includes but is not limited to a flexi-time policy and is included in the company values and ethos.
SLS08	Policy or statement supporting the right to a minimum or living wage, which:	
SLS08_1	a) Focuses on compliance with minimum wage	At present we do not have a general minimum wage across all sectors in South Africa. By complying to all Labour Laws, we are also complying to minimum wage requirements.
SLS08_2	b) Commits to exceed minimum wage/meet living wage	Attacq is committed to pay just and equitable wages for all employees and complies with at least the minimum prescribed rates for each applicable category.

SLS11	Policy supporting the community addressing:	
SLS11_1	a) The employment of under-privileged groups, including those from deprived backgrounds, having poor social status and with no formal education or qualifications.	We comply to the Employment Equity Act ("EEA"). Please also refer to our 2016 SCl Overview under www.attacq.co.za/investors for more information on jobs created by the Attacq Foundation.
SLS12	Company policy on labour standards is:	
SLS12_1	a) communicated globally to employees	Attacq encourages employees to familiarise themselves with all policies, including labour policies. Any new or amended policies are reviewed by the ER/EE Committee and made available to all staff on the company intranet. For staff that does not have access to the company intranet, a printed copy is given.
SLS14	Company has taken action to address labour issues, including:	
	a) Prevention of child labour	Attacq regards the employment of children in any work that deprives them of their childhood, as an undignifying and inhumane act and does not support nor condone these practices. Attacq regards practices that coerce persons to work through violence, intimidation, accumulation of debt, retention of identity documents or denunciation to immigration authorities, which includes slavery and human trafficking, as undignifying and inhumane acts and does not support nor condone these practices.
	b) Prevention of forced labour	
	c) Mechanisms to allow employee representatives to engage with company management	Attacq has established a functional employee representative ("ER") committee that is representative of the race and gender demographics of the company. The ER Committee meets frequently and at least quarterly with the Executive Management of Attacq.
	d) Reduction of excessive working hours	Attacq prescribes to the principles of the Basic Conditions of Employment Act ("BCEA") and fair labour practices and promotes a healthy work-life balance for all employees which includes but is not limited to a flexi-time policy and is included in the company values and ethos.
	e) Supporting a living wage	Attacq promotes the payment of just and equitable wages that exceed the published and proposed minimum wages and prescribes to the principles of equal pay for equal work.
SLS16	Company has taken action to improve workforce diversity, equal opportunities, or reduce discrimination, including those based on: (a) Race, (b) Religion, (c) Gender, (d) Age, (e) Sexual orientation (f) Disabilities (g) Nationality	Attacq prescribes to the guidelines set out in the Employment Equity Act and promotes fair, equitable and consistent labour practices. Candidates are selected without having regard to discriminatory factors, such as race, religion, gender, age, sexual orientation, disabilities and nationality.
SLS21	In relation to instances of labour standards non-compliance, the company:	
	a) Discloses the number of incidents but not how they dealt with them	As at 30 June 2017, the company complies to all Labour Laws. No instances of non-compliance have been brought to the attention of management.
	b) Has disclosed specific action taken regarding non-compliance specifying the types of incidents	As at 30 June 2017, the company complies to all Labour Laws. No instances of non-compliance have been brought to the attention of management.
SLS25	Percentage of employees that are contractors or temporary staff.	As at 31 March 2018, 3.2% of the staff compliment of Attacq are contractors.
SLS27	For companies with operations in South Africa, evidence of addressing Board-Based Black Economic Empowerment, including:	
	a) Targets in place that support B-BBEE	a) We are a Level 4 rated company (existing property charter) and strive to improve on our rating.
	b) Reporting of % Historically Disadvantaged South Africans (HDSA) in management positions	b) the HDSA % in management positions for the 2017 financial year is 49.1% (2016: 46.8%).
	c) Reporting of B-BBEE rating	c) Annual Report 2017, Page 34
SLS29	Employee personal development training to enhance abilities or individual skills, including:	
SLS29_1	a) policy or commitment statement to provide employee personal development training	2017 Annual Report, page 106, "A tremendous amount of focus has been placed on personal development plans to enhance succession plan at management levels and continues to remain a focus point of management."
SLS29_2	b) detailed description of the personal development training that is provided	2017 Annual Report, page 106, "Formal and informal training follows the 70/20/10 principle: 70% comprises on-the-job training, 20% is channelled through mentorship and 10% is addressed by customised training. Each business unit has identified its training needs, for which HR is developing specific solutions."
SLS30	The company addresses bullying and/or harassment:	
SLS30_1	a) providing a confidential reporting channel or whistleblowing system	The Attacq policy on the various forms of harassment indicates a zero tolerance stance towards any form of harassment. The policy makes provision for anonymous reporting channels as well as a clear process for escalation.
SLS30_2	b) manager training on handling of reports or instances of bullying or harassment	The harassment policy provide clear guidelines in terms of how to handle instances of bullying or harassment.
Theme: POLLUTION & RESOURCES		
Number	Questions	Response
EPR24	EPR24 - Disclosure of three years hazardous waste generation (tonnes)	Attacq's Hazardous waste (recorded by Don't Waste) 2015: 0,424t; wet 0,150t dry 2016: 20,250t; wet 0,200t dry 2017: 48,732t; wet 0 t dry

Theme: RISK MANAGEMENT		
Number	Questions	Response
GRM01_1 and GRM01_2	The Board: a) Has oversight of risk management b) Reviews the effectiveness of the risk management process	b) 2017 Integrated Report, page 104, Our governance framework. The Board delegated its responsibility to a subcommittee, namely the Audit and Risk Committee. The Audit and Risk Committee is supported by the Combined Assurance Forum. The Audit and Risk Committee, as part of its responsibility to oversee risk management, also reviews the effectiveness of the risk management process. The effectiveness of the risk management process is assessed every three years through the internal audit function. The risk management effectiveness review is currently in progress and will be reported to the Audit and Risk Committee in May 2018.
GRM04	Reporting and Standards - Reference is made to external standards to inform the company's risk management system and reporting transparency: a) Company uses risk management standards or frameworks such as ISO31000 b) Company reports using standards such as GRI, Integrated Reporting (IIRC), SASB, another system	b) We are guided by the following reporting frameworks and regulations in preparing this report: International Integrated Reporting Council <IR> Framework; The King Report on Governance for South Africa 2009 and the King Code of Governance Principles; The Companies Act, 71 of 2008; The JSE Limited Listings Requirements and International Financial Reporting Standards.
GRM05	Board specifically oversees: a) Code of Conduct, Code of Ethics or equivalent b) ESG risks	2017 Annual Report (Integrated Report), page 108, "The Roles and responsibilities of the Transformation, Social and Ethics Committee: planning, implementing and monitoring Attacq's transformation strategy; driving environmental policy and sustainability matters; monitoring compliance with legislation; monitoring employment equity and fair labour practices; overseeing good corporate citizenship and the contribution to community development; and ensuring that employees are treated with fairness, dignity and respect.
GMR08	The company has a corporate-wide approach to non-compliance including: a) Procedures to investigate and follow up on any non-compliance identified b) Reporting the number of claims or incidents of non-compliance	Attacq has appointed PwC as the internal audit function and they report directly to the Audit and Risk Committee meeting. The internal audit function attends the quarterly Audit and Risk Committee meetings.
GRM - 10	The company commits to: a) The regular rotation of auditors / audit partner b) Tender for a new audit firm on a regular basis	a) At the end of the financial year ended 30 June 2015, the Deloitte audit partner, Zuleka Jaspers, rotated with a new Deloitte audit partner, Patrick Kleb. This appointment was approved at the AGM on 2 December 2015. This is in-line with the Companies Act 71 of 2008 of South Africa's requirements that audit partners must rotate every five years.
GRM - 12	The company: a) Reviews compliance with its Code of Conduct/Code of Ethics and identifies any non-compliance b) Periodically reviews the effectiveness of its Code of Conduct/Code of Ethics	a) The Transformation Social and Ethics Committee supports the Board in providing strategic direction and oversight of ethics in the Company b) The Company's ethics programme is reviewed annually by the Internal Audit function of the organisation. The company will in future periodically review the effectiveness of its Code of Conduct / Code of Ethics, once finalised.
GRM - 14	Provisions for fines and settlements specified for ESG issues in audited accounts	As per the Group Annual Financial Statements for the year ended 30 June 2017, no provisions for fines and settlements with regards to ESG matters have been made as none are required.
GRM - 20	There is a confidential or anonymous whistle-blowing or equivalent mechanism to notify breaches of company codes or policies for: a) Staff which can include contractors, joint ventures, or other parties working with the company b) Other external stakeholders and members of the public	b) Attacq is making use of Whistle Blowers Pty Ltd to manage and report on all potential whistle-blowing. A monthly report is generated by Whistle Blowers Pty Ltd which is circulated to the CEO, CFO and Head of Legal. The service is available for all stakeholders, therefore other external stakeholders and members of the public.
Theme: SOCIAL SUPPLY CHAIN		
Number	Questions	Response
SSC - 23	Evidence of urban regeneration projects: a) The company has a clear policy or process b) Case study examples are disclosed	The Newtown precinct as a whole was an urban regeneration project and in the 2016 financial year we completed the City Lodge hotel. We did not comment on this in the 2016 Integrated Report but did so in the 2015 and 2014 reports. The development of the City Lodge in Newtown created 398 employment opportunities, 148 of which was for woman and youths. The project also provide opportunities for 33 SME's from the immediate local community. The Hotel added 5 828m ² GLA to the Newtown Precinct adding to the already completed 72 477m ² completed during 2015. In total the Newtown Precinct project (Consisting of Majestic, Newtown Retail, Newtown Nedbank and City Lodge Hotel Newtown) created 3 195 jobs (1732 woman and youth), and created opportunities for 88 Local businesses (58 of which are SME's) totalling R251 million (R71 million for SME's).
SSC - 24	Consideration of access via public transport during design and development stages: a) In some properties b) In all properties	Attacq's developments are focussed on Waterfall. For Waterfall as a whole public transport is a key consideration with public transport facilities, bus and taxi stops included in Waterfall. Consideration is always given to access via public transport during the design and development stages of our properties.
SSC - 25	Disabled persons access is assessed for all buildings: a) In some properties b) In all properties	Consideration is always given to access for disabled persons during the design and development stages of our properties. Attacq design all its properties to ensure appropriate access for disabled persons.
SSC - 26	Property portfolio management policy for employees/contractors addresses: a) Social issues generally b) At least two specific issues such as health & safety, fair wages, equal opportunities	Attacq has a HR recruitment and selection policy as well as a preferential procurement policy. The preferential procurement policy prioritises spend toward historical disadvantaged individuals. Stated in the HR recruitment and selection policy is the following, "The policy is guided by, and based on the following legislation: the employment equity act, the labour relations act, the basic conditions of employment act and the skills development act. Candidates are selected for appointment according to their ability, qualifications and competencies, required to fulfil the job requirements, without having regard to discriminatory factors, such as race and gender. It is imperative that the recruitment and selection process is considered as fair, equitable and consistent. The company considers itself an equal opportunity employer and thus aims to eliminate all forms of unfair discrimination in the recruitment and selection of staff." The HR remuneration policy states the following, "Attacq's philosophy is to structure remuneration in a way that ensures a fair and equitable level of pay for all employees and which is formulated in a manner which attracts, retains, motivates and rewards high calibre employees."