

TBI GRI G4 CONTENT INDEX (CORE) 2016



GRI INDEX

* The scope of the Assurance includes GRI table

GRI-Code (G4)	Description	Reference	Omissions
Strategy and analysis			
G4-1	Statement from the organisation's most senior decision maker about the relevance of sustainable development for the organisation and its strategy	Message from the CEO	
Organisational profile			
G4-3	Name of the organisation	TBI Holdings B.V.	
G4-4	Primary brands, products, and services	About TBI TBI in the market Operational structure of TBI	
G4-5	Location of the organisation's headquarters	TBI Holdings B.V. Wilhelminaplein 37 3072 DE Rotterdam	
G4-6	Number of countries where the organisation operates (with relevance to sustainability issues)	TBI is mainly active in the Netherlands. >95% of its turnover is realised in the Netherlands. TBI is also active in Romania, Poland, Aruba, Denmark, the United States of America and Germany Note: all non-financial (sustainable-economic) indicators in the annual report only relates to the Dutch business activities.	
G4-7	Nature of ownership and legal form	Corporate Governance	
G4-8	Markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries)	About TBI TBI in the market	
G4-9	Scale of the organisation	Key figures TBI	
G4-10	Total number of employees by employment contract, gender and region	Employees - In 2016, there were on average 743.4 FTEs recipient to work for TBI	By region is not applicable to TBI as it is mainly active in the Netherlands and reports non-financial aspects in respect of the Netherlands only. See indicator GRI-LA1 for further specification of staff numbers (M/F). The aim is to include the full- and part-time and type of employees in the 2017 Annual Report.
G4-11	Percentage of total employees covered by collective bargaining agreements	90,3% of the total number of average FTE are covered by collective bargaining agreements.	
G4-12	Describe the organisation's supply chain	How TBI creates value	
G4-13	Any significant changes during the reporting period regarding size, structure, ownership or supply chain	None	
G4-14	Description of the application of the precautionary principle	Risk management	
G4-15	List externally developed economic, environmental, and social charters, principles, or other initiatives to which the organisation subscribes or which it endorses	Guidelines: GRI G4 core, IIRC Reporting Framework, Code of Conduct (Neprom), Sustainable Procurement Manifesto (NEVI), Sustainable Construction and Timber Covenant (FSC Nederland) and Code of Conduct (Bewuste Bouwers) TBI Holdings has partnerships with: YES! Delft and Habitat for Humanity	
G4-16	Memberships of associations in which the organisation has administrative control	Neprom, Nationaal Renovatie Platform, Dutch Green Building Council, NEVI, SKAO, VCA **, Centrum Ondergronds Bouwen, De Stroomversnelling, Bewuste Bouwers en Bouwend Nederland	
Identified material aspects and boundaries			
G4-17	a. Overview of entities included in the consolidated financial statements of the organisation or in equivalent documentation b. Entities in the consolidated financial statements that are not included in the report	Appendix 1 - Operational structure TBI	
G4-18	Process for determining the content and scope and responsibility of the report	Material themes Scope and responsibility	
G4-19	Overview of all material aspects that are identified in the process for determining the content of the report	Material themes	

GRI-Code (G4)	Description	Reference	Omissions
G4-20	Specific materiality determination within the organisation	Material themes Scope and responsibility	
G4-21	Specific materiality determination outside the organisation	Material themes Scope and responsibility	
G4-22	Effect of any restatements of information provided in previous reports, and the reasons for such restatements	Scope and responsibility Various footnotes (for specific changes)	
G4-23	Significant changes from previous reporting periods in the scope and Aspect boundaries	None	

Stakeholder engagement

G4-24	List of stakeholder groups engaged by the organisation	Stakeholder dialogue - We make no explicit distinction in stakeholder groups on organisation and/or project level.	
G4-25	Basis for identification and selection of stakeholders with whom to engage	Stakeholder dialogue Material themes	
G4-26	Organisation's approach to stakeholder engagement	Stakeholder dialogue	
G4-27	Key topics and concerns that have been raised through stakeholder engagement	Stakeholder dialogue Material themes	The organisation intends to disclose more specifically in its report for 2017 how it follows up the themes prioritised by our stakeholders.

Report profile

G4-28	Reporting period (e.g. fiscal/calendar year) for information provided	Calendar year 2016	
G4-29	Date of most recent previous report	Annual report 2015, publication April 2016	
G4-30	Reporting cycle (annual, biannual)	Annual	
G4-31	Contact point for questions regarding the report or its contents	Colophon - communicatie@tbi.nl	
G4-32	a. The 'in accordance' option that the organisation has chosen b. GRI index for the chosen option c. Reference to the external assurance report	Scope and responsibility	
G4-33	a. Policy and current practice with regard to the involvement of external assurance of the report b. Scope and responsibility of the external assurance c. Relationship between the organisation and the assurance-granting party d. Role of the highest governing body in respect of external assurance on the sustainability information	Scope and responsibility Assurance report of the independent auditor	

Organisational structure

G4-34	Governance structure of the organisation (description of decision-making powers)	Corporate Governance	
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Ethics and integrity

G4-56	Organisation's values, principles, standards and norms of behaviour such as codes of conduct and codes of ethics	Profile How TBI creates value Corporate governance	
G4-57	The internal and external procedures for advice on ethical and legal behavior, as well as matters relating to integrity, such as guides or advice lines	Integrity	
G4-58	The internal and external procedures for reporting of (suspected) unethical or illegal behavior, and matters related to integrity, such as escalation of line management, whistleblower or hotlines	Integrity	

Economic performance indicators

Economic performance

G4-EC1	Direct economic value generated and distributed (specify any financial support from a Government)	Key figures Consolidated profit and loss account There is no significant financial support from the Government.	
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Environmental performance indicators

Energy

G4-EN3	Direct and indirect energy consumption within the organisation (scope 1 and 2) (including energy source-by type: renewable or not)	Energy and CO ₂	The organisation intends to address in more detail in its 2017 Annual Report how it gives follow up how consumed energy is generated (source).
G4-EN5	Energy intensity	Energy and CO ₂	
G4-EN6	Reduction of energy consumption	Energy and CO ₂	

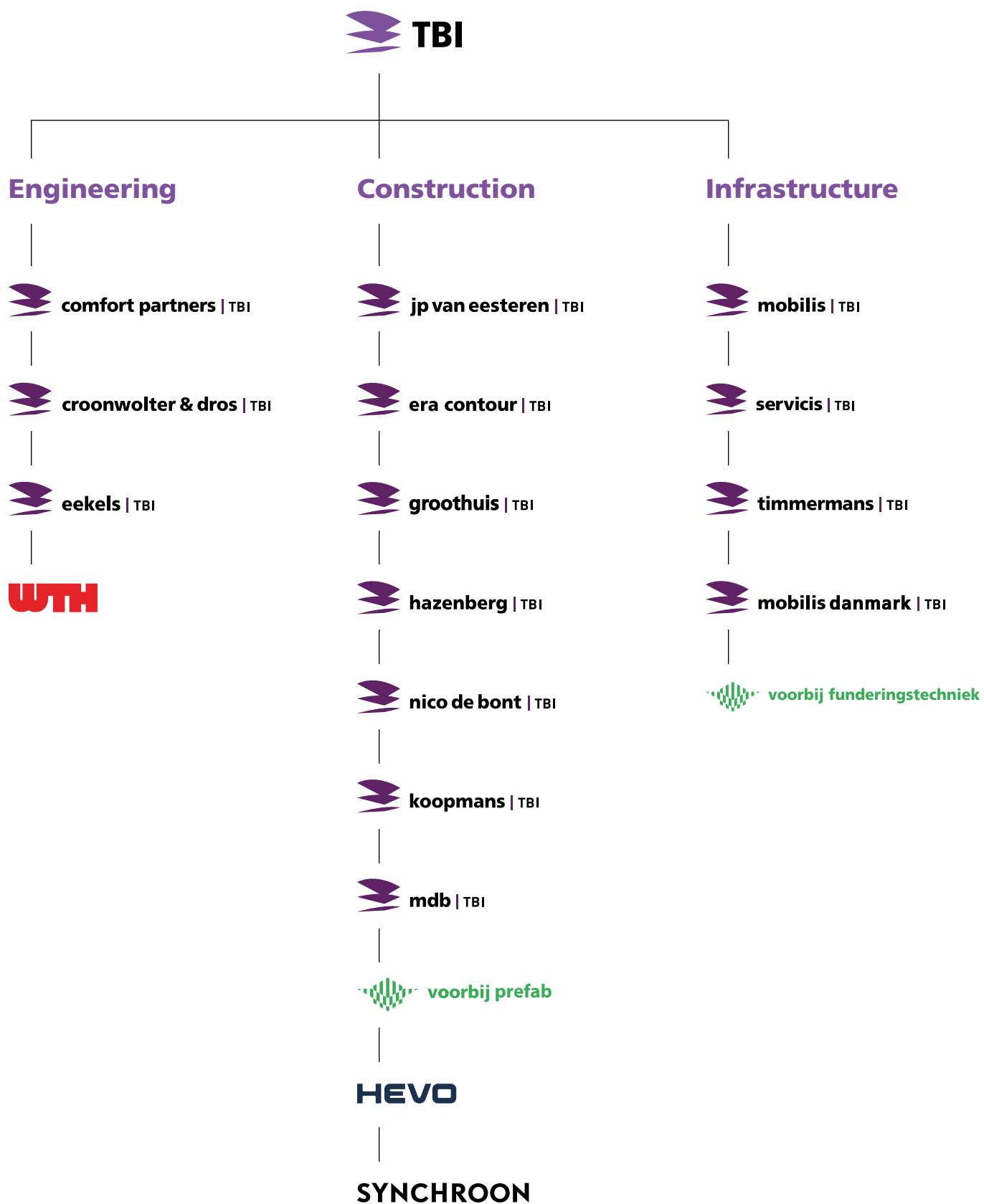
GRI-Code (G4)	Description	Reference	Omissions
Emissions			
G4-EN15	Direct greenhouse-gas emissions by weight (scope 1) and type	Energy and CO ₂	
G4-EN16	Indirect greenhouse-gas emissions by weight (scope 1) and type	Energy and CO ₂	
G4-EN18	Greenhouse gas emission intensity ratio	Energy and CO ₂	
G4-EN19	Reduction of greenhouse gas emissions	Energy and CO ₂	
Effluents and waste			
G4-EN23	Total weight of waste by type and disposal	Waste management	The organisation intends to explain more explicitly in its 2017 Annual Report how it follows up on waste management (incl. hazardous waste).
G4-EN25	Weight of hazardous waste	The organisation's activities released a total of 31,361 kg of hazardous waste in 2016.	
Compliance			
G4-EN29	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations	Integrity	
Transport			
G4-EN30	Significant environmental impacts of transporting products and other goods and materials used for the organisations activities and the transport of staff	Energy and CO ₂	
Supplier Environmental Assessment			
G4-EN32	Percentage of new suppliers screened using environmental criteria	Raw materials and supply chain cooperation -- 78.2% of the suppliers assessed in 2016 were also screened as to their environmental standards.	Environmental screening did not make a distinction between 'old' and 'new' suppliers. The organisation does not consider such a distinction to be relevant.
Working conditions and indicators for decent work			
Working conditions			
G4-LA1	Total number and rate of new employee hires and employee turnover by age group, gender and region.	Appendix 2	Staff turnover by region is not relevant to TBI; TBI is mainly active in the Netherlands. The breakdown by sex is not yet reported. The organisation intends to include such a breakdown in the appendix of the 2017 Annual Report.
Occupational health and safety			
G4-LA6	Type of injury and rates of injury, occupational diseases, lost days and absenteeism and the number of work-related fatalities by region and gender	Health and safety	By region is not applicable for TBI, regarding the fact that TBI is mainly active in the Netherlands. Breakdown by gender is not reported (yet). Intention is to include this in the 2017 Annual Report.
Training and education			
G4-LA9	Average number of hours that an employee spends on training per year, broken down by employee category and type of training	Training and development Average hours of training per FTE: 10.8	Not specified by category of employee, sex and type of training. The organisation intends to include this information in the appendix of the 2017 Annual Report.
G4-LA10	Programs for skills management and lifelong learning that guarantee the continued employability of employees and assist them in completing their careers	Development employees Training and development	
G4-LA11	Percentage of employees having regular performance and career development, by gender	Labour relations	Not specified by category of employee. The organisation intends to include this information in the appendix of the 2017 Annual Report.
Supplier assesment on working conditions			
G4-LA14	Percentage of new suppliers/subcontractors screened using labour practices criteria	Health and safety – 1,390 suppliers (out of a total of 1,660) who were assessed in 2016 were also assessed as to their labour relations.	Labour relations screening did not make a distinction between 'old' and 'new' suppliers. The organisation does not consider such a distinction to be relevant.
Human right			
Non-discrimination			
G4-HR3	Total number of incidents of discrimination and corrective actions taken	Integrity – one case of discrimination was reported in 2016.	
Social			
Anti-corruption			
G4-SO5	Confirmed incidents of corruption and actions taken	Integrity - Zero incidents of corruption, breaches of the TBI Code of Conduct	

GRI-Code (G4)	Description	Reference	Omissions
Compliance with laws and regulations			
G4-SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations	Laws and regulations In total, five warnings were received from the competent authority.	
Sector Supplement (Construction & Real Estate)			
CRE-4	Greenhouse gas emissions intensity from new construction and redevelopment activities	Energy and CO ₂	
CRE-6	Percentage of the organisation operating in verified compliance with an internationally recognised health and safety management system	100%. All TBI companies operate in compliance with the TBI Safety Guidelines, which are effectively integrated into existing management systems such as ISO 9001/14001 and OHSAS 18001.	

DISCLOSURE ON MANAGEMENT APPROACH (DMA)

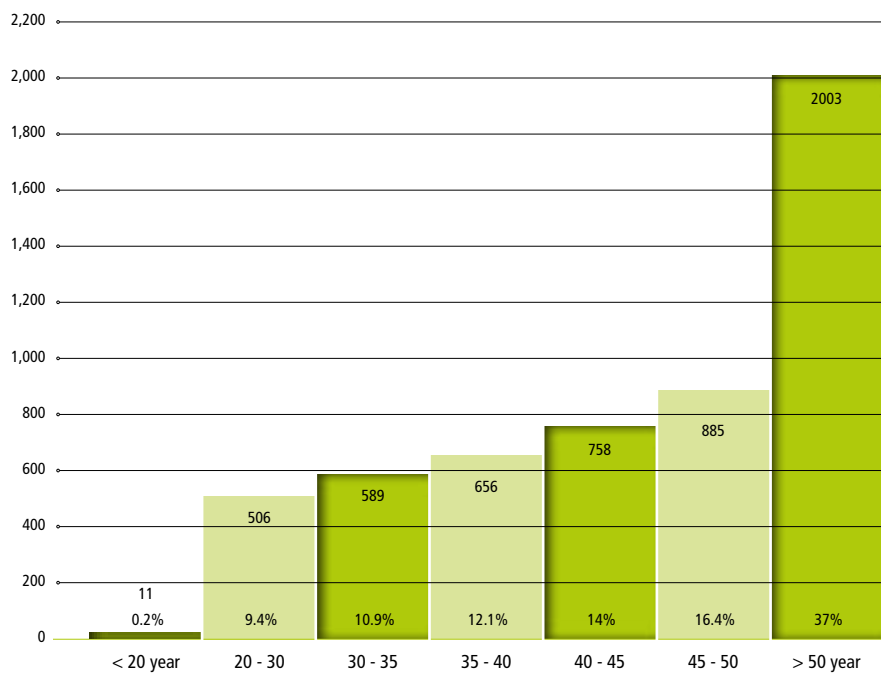
Material aspects	Importance	Controls	Evaluation processes
Economic performance	See Material themes table - Solid financial position / healthy return	<ul style="list-style-type: none"> Monthly and quarterly reports of the TBI companies' management boards. The management boards of the TBI companies meet with the Supervisory Board every quarter. 	<ul style="list-style-type: none"> Annual internal and external audits of the annual accounts.
Energy	See Material themes table - Care for the environment	<ul style="list-style-type: none"> Energy reduction is a standard feature of the TBI companies' operating plans. TBI companies have a duty of best efforts vis-à-vis their position on the CO₂ performance ladder TBI steers vehicle energy performance through the lease contracts. 	<ul style="list-style-type: none"> Results are evaluated by the Executive Board at the end of the year. Annual assessment of footprint and progress by certifying agency based on CO₂ performance ladder. The lease contract is managed by a fleet manager.
Emissions	See Material themes table - Care for the environment	<ul style="list-style-type: none"> Greenhouse gas emissions reductions are a standard feature of the TBI companies' operating plans. TBI companies have a duty of best efforts vis-à-vis account of their position on the CO₂ performance ladder. TBI steers the vehicles' CO₂ emissions platform through the lease contracts. TBI also has a framework agreement for green energy. 	<ul style="list-style-type: none"> Results are evaluated by the Executive Board at the end of the year. Annual assessment of footprint and progress by certifying agency based on CO₂ performance ladder. The lease contract is managed by a fleet manager.
Waste	See Material themes table - Care for the environment	<ul style="list-style-type: none"> Waste separation is a permanent feature of the TBI companies' operating plans. TBI has a framework agreement to process construction waste. It is managed by a dedicated user group. 	<ul style="list-style-type: none"> Results are evaluated by the Executive Board at the end of the year. Waste processors report on their results every quarter. Best practices are shared.
Compliance	See Material themes table - Integrity	<ul style="list-style-type: none"> As a matter of policy TBI companies must comply with applicable laws and regulations. The management system of most of the TBI companies complies with ISO 14001. 	<ul style="list-style-type: none"> TBI companies report breaches of laws and regulations every quarter.
Transport	See Material themes table - Care for the environment	<ul style="list-style-type: none"> Greenhouse gas emissions reductions are a standard feature of the TBI companies' operating plans. TBI companies have a duty of best efforts vis-à-vis account of their position on the CO₂ performance ladder TBI steers the vehicles' CO₂ emissions platform through the lease contracts. TBI also has a framework agreement for green energy. 	<ul style="list-style-type: none"> Results are evaluated by the Executive Board at the end of the year. Annual assessment of footprint and progress by certifying agency based on CO₂ performance ladder. The lease contract is managed by a fleet manager.
Supplier environmental assessment	See Materiality themes table - Responsible procurement	<ul style="list-style-type: none"> TBI companies apply their own specific policy to contracts and assess suppliers and subcontractors. 	<ul style="list-style-type: none"> TBI companies report annually on the number of suppliers assessed and the assessment criteria.
Employment	See Materiality themes table - Good labour relations	<ul style="list-style-type: none"> Employee interests are protected by the Works Councils and Central Works Council. 	<ul style="list-style-type: none"> The Central Works Council meets at least every quarter to discuss relevant matters.
Health and safety	See Materiality themes table - Safe work place	<ul style="list-style-type: none"> All TBI companies have a safety system that complies with TBI safety regulations. Most of the TBI companies also have a VCA** or OHSAS certificates. Safety is a permanent topic in all TBI companies' operational plans. 	<ul style="list-style-type: none"> TBI companies report every quarter on their safety performance (occupational incidents). This is a permanent feature of the quarterly meetings with the management boards. Results are evaluated by the Executive Board at the end of the year.
Training and development	See Materiality themes table - Training and development	<ul style="list-style-type: none"> TBI companies have their own specific staff training and development policies. Every TBI employee is entitled to a performance and/or appraisal review once a year. TBI acdmy continuously provides a variety of training courses 	<ul style="list-style-type: none"> TBI companies report on performance and appraisal reviews every year. Management development is a permanent feature in the annual review with the management boards of TBI companies.
Supplier assessment on working conditions	See Materiality themes table - Safety at work	<ul style="list-style-type: none"> TBI companies handling site (specific) contracts policy assessing suppliers. 	<ul style="list-style-type: none"> TBI companies report on the number of suppliers companies that has been reviewed and the way in which they are judged.
Non-discrimination	See Materiality themes table - Integrity	<ul style="list-style-type: none"> All TBI employees must comply with the TBI Code of Conduct. The Code forms part of the employment contract. 	<ul style="list-style-type: none"> Supervisors report every quarter on the nature of notifications of breaches of the TBI Code of Conduct.
Anti-corruption	See Materiality themes table - Integrity	<ul style="list-style-type: none"> All TBI employees must comply with the TBI Code of Conduct. The Code forms part of the employment contract. 	<ul style="list-style-type: none"> Supervisors report every quarter on the nature of notifications of breaches of the TBI Code of Conduct.

APPENDIX 1 OPERATIONAL STRUCTURE TBI



APPENDIX 2

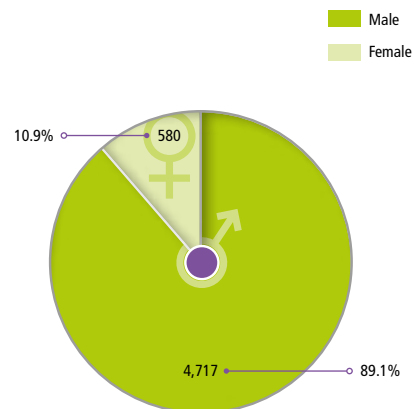
Age categories number FTE* 2016



* Based on actual number of FTE per Q4 2016 and excluding foreign entities.

Gender FTE* 2016

Total 5.297



* Based on average number of FTE in 2016 excluding foreign operations.