



**Österreichisches
Umweltzeichen**

Eco-label Guideline UZ 49

Sustainable Investment Products

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Eco-label products are available on the internet at
www.umweltzeichen.at

For further information, please contact one of the bodies responsible for the Austrian
Eco-label

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Introduction

For a growing number of investors the ecological and social behaviour of enterprises constitutes an important role in their investment decisions. The number of investment funds registered in Austria orienting their investment policy towards ecological and ethic-social criteria is rising. They are offered under most different designations such as, for example, sustainability fund, eco-fund, or ethical fund.

Investments in “green funds” bring manifold environmental benefits. They can favourably influence the financing situation and the image of ecologically focused enterprises. The investigations regarding sustainability that are undertaken for enterprises eligible for these funds ensure that the environmental and social performance of the companies concerned becomes transparent.

The key criteria of the “Eco-label Guideline for Sustainable Investment Products” focus on three priorities:

The **selection criteria** must be suited to identify enterprises or issuers that really provide positive services for the society and the environment. Moreover, investments in enterprises which produce nuclear energy, extract coal, natural gas and crude oil by means of fracking or from rae sand (crude oil) or which produce or trade in armaments are not permitted. Activities in the field of genetic engineering have to be evaluated and, if necessary, must lead to the exclusion from an investment just as systematic violations of human rights or labour law. States and government-affiliated issuers must not violate major political, social or environmental standards. For the first time issuers of real estate financing are integrated into the product group and shall be selected according to assessment indicators in the fields of environment and climate and health and social affairs.

Quality requirements placed in the survey and selection process ensure that defined selection criteria are implemented in a transparent manner.

The third pillar of the Eco-label criteria is **transparency**. Information about the sustainability and ecological/social concept of Sustainable Investment Products has to be prepared in accordance with the Transparency Guidelines for Sustainability Funds of EUROSIF (European Sustainable and Responsible Investment Forum). This makes it possible for potential investors to get a clear idea of the investment policy of the fund.

The self-regulating quality standards of the association of Austrian investment companies constitute the basis of the assessment of the economic quality of the investment company.

General information

The Austrian Eco-label (Umweltzeichen UZ) is awarded to products and services that represent the more environmentally compatible options within a range of comparable products offered. It is awarded by the Federal Ministry of Sustainability and Tourism (Bundesministerium für Nachhaltigkeit und Tourismus, BMNT). On behalf of the BMNT the Consumer Information Association (Verein für Konsumenteninformation VKI) is responsible for the development of the Eco-label Guidelines which constitute the basis of the award of the label.

The Eco-label for “Sustainable Investment Funds” is awarded to investment products with portfolio character according to point 1, “Definition of the product groups”, which comply with the criteria provided for in Guideline “UZ 49” (Eco-label for Sustainable Investment Funds). Applications for the Eco-label can be submitted at the BMLFUW or at the VKI by suppliers (investment companies, banks, financial services providers) from Austria and abroad.

The product’s conformity with the requirements of the Guideline has to be confirmed by a qualified control body. All documents required for a proof of conformity have to be used in the course of the inspection e.g.:

- Investment policy
- Selection criteria
- Documents on the survey, evaluation and selection process, such as
 - ⇒ Criteria catalogues
 - ⇒ Questionnaires
 - ⇒ Company profiles
- Descriptions of procedures
- Quality manuals
- Terms and conditions

The applicant can choose the qualified control body from a list of control agencies which is prepared and maintained by the consumer information association VKI.

1 Definition of the product groups

The product group comprises investment products with portfolio character (subsequently called “investment products”) which design their investment policies in line with sustainable or ethical-social/ ecological criteria. These investment products can comprise in particular issues of enterprises, public issuers or investments in real estate. The Guideline therefore covers also umbrella funds as well as investment products that are based on sustainable, respectively ethical-social/ecological, indices.

Investment products for which an application for the Eco-label has been filed have to be assigned to one of the categories described below:

- Sustainable investment products - ethics and ecology (SIP) invest in issues which, compared to other issues of the same business line, provide a better environmental or ethical-social performance (best in class). Positive and negative criteria can supplement

this selection. Excluding certain sectors or activities is a means of emphasising the compliance with views and values of certain investor groups.

- Investment products for topics (TIP) - Climate, water, renewable energy & environmental technology (TF), invest in issues, characterised by above-average environmental compatibility which are selected by applying positive and negative criteria and/or the best-in-class principle, as well as in companies producing or selling products to remedy or prevent environmental damage. They are usually selected according to business lines complying with these principles.
- Investment products for real estate invest in real estate characterised by above-average environmental and social compatibility, which are selected by applying positive and negative criteria and/or the best-in-class principle.

Assessments are carried out according to the category of sustainable investment products and the asset class.

2 Criteria

All issues of the investment universe must comply with the exclusion and selection criteria of the sustainable investment product.

2.1 Exclusion criteria for enterprises

Investment policy and selection criteria as well as the survey, evaluation and selection process of the sustainable investment products must be designed in a way excluding companies with the following business segments exceeding the indicated percentage of turnover, or business practices from an investment.

Business segments

- ⇒ Nuclear energy: Production and suppliers of nuclear components
- ⇒ Armaments production and trade
- ⇒ Genetic engineering¹
- ⇒ Extraction of natural gas by means of fracking
- ⇒ Extraction of crude oil by fracking and from tar sand
- ⇒ Extraction of coal

Business practices

- ⇒ Systematic violations of human rights and labour law
Investment policy, selection criteria, the survey, evaluation and selection process must be suited
 - to ensure the exclusion of companies active in risk business lines, risk activities and risk areas, from an investment **and**
 - that do not respect the International Labour Organisation's (ILO) minimum standards with respect to child labour, forced labour, and discrimination in that they do not commit themselves to these standards or verifiably and systematically

¹ Cultivation and marketing of genetically modified organisms and products; applications in the medical sector that are ethically problematic, such as gene therapy in germ line cells, cloning techniques with humans.

contravene them. The ILO minimum standards are based on the UN Human Rights Convention.

The exclusion and evaluation criteria must apply also to consolidated shares and must relate to at least 95% of the company's turnover. They must be formulated in a way clearly reflecting the above-mentioned limitations

2.2 Exclusion criteria for government bonds/government-affiliated issuers

Investment policy, selection criteria as well as the survey, evaluation and selection processes of the sustainable investment products must be designed in a way excluding issuers from an investment to which the following points apply:

Political and social standards

- States violating fundamental rights concerning democracy and human rights
- States where the death penalty is applied
- States with particularly high military budgets

Environmental standards

- States without (strategic) objectives and/or measures to reduce greenhouse gases
- States with expansive policy concerning the further development of nuclear energy

The expert opinion has to outline in which way the different requirements are taken into account and implemented.

2.3 Exclusion criteria for real estate

Investment policy, selection criteria as well as the survey, evaluation and selection process of the sustainable real estate must be designed in such a way that real estate (new building or already remediated) which does not comply with the basic criteria of the klima:aktiv building standards ² are excluded from an investment.

- Quality of infrastructure
- Economic transparency
- High energy efficiency
- Utilisation of renewable energy sources
- Use of ecological building materials
- Thermal comfort

2.4 Selection criteria

Investment policy, selection criteria as well as survey, evaluation and selection process for the sustainable investment products must be suited

² BASIC CRITERIA 2014 FOR RESIDENTIAL BUILDINGS AND SERVICE BUILDINGS NEW BUILDINGS/RENOVATION
http://www.klimaaktiv.at/dms/klimaaktiv/bauen-sanieren/gebaeuedeklaration/kriterienkatalog/2014_basiskriterien0/2014_basiskriterien.pdf

- to identify issues which show the above-average performance in one or several of the below-mentioned fields of topics
and/or
- to identify issues which are suited to contribute to the solution of present or future problems in one or several of the below-mentioned fields of topics
and/or
- to exclude issues whose business lines, activities or practices contribute to present or future problems in one or several of the below-mentioned fields of topics.

For this purpose investment policy, selection criteria, as well as survey, evaluation and selection process for the sustainable investment products are to be assessed by the control body.

- for enterprises the following fields of topics supported by the examples from Table 1 in Annex 1³.

Evaluation of selection criteria enterprises

Fields of topics		Category of sustainable financial products	
		SIP	TIP
Corporate Governance, business policy and management		1	1
Environment & climate (processes and products)	Biodiversity, species protection, and animal welfare, landscape conservation	1	(4)*
	Climate protection	1	(4)*
	Air and water pollution, waste (introduction of hazardous substances)	1	(4)*
	Material efficiency; dealing with finite resources	1	(4)*
Stakeholder groups	Staff	1	1
	Suppliers and customers	1	1
	Investors	1	1
	Society/Public	1	1
* The assessment has to comprise the fields of topic mentioned in the investment policy of the sustainable financial product and the points are to be multiplied according to the product category by the following weighting factors:			

- for government bonds and government-affiliated issuers the following fields of topics are to be assessed supported by examples from Table 2, Table 3 and 4 in Annex 1⁴.

³ The examples given in the tables are intended as a help for the control body. The list is not exhaustive and can be supplemented at any time.

⁴ The examples given in the tables are intended as a help for the control body and not considered to be a complete list. Table 2 contains the "Indicators for the total evaluation of sustainable development in Austria" of the Austrian Sustainability Strategy. Table 3 contains the indicators for the implementation of the EU Sustainable Development Strategy. Table 4 contains the indicators of the Human Development Index 2014.

Evaluation of selection criteria states and government-affiliated issuers

Fields of topics	
Environment & climate	Climate change and energy
	Air and water pollution, waste, hazardous substances
	Prudent use of natural resources
Health and social affairs	Poverty and social marginalisation
	Labour and society
	Health
	Education
The economy and governance	Economic development
	Governance
	International cooperation and contracts

- for real estate the following fields of topics are to be assessed supported by the examples from Table 5 in Annex 3⁵.

Evaluation of selection criteria real estate funds

Fields of topics	
Environment & Climate	Energy efficiency and primary energy demand
	Resources (e.g. eco-balance construction materials)
	Biodiversity, soil (e.g. demand for land)
Health and social affairs	Pollutants and burden (e.g. emissions)
	Tenants (e.g. diversity)
	Use and infrastructure (e.g. accessibility for disabled persons)

By means of the indicators of Table 6 in Annex 1 the investment policy and the selection criteria as well as the survey, evaluation and selection process for each applicable field of topics have to be evaluated according to the following key:

- Not sufficiently fulfilled no Eco-label possible
- Sufficiently fulfilled 1 point
- Average state of fulfilment 2 points
- Above-average state of fulfilment 3 points

The fields of topics considered in the evaluation according to the product category must at least be “sufficiently fulfilled”.

For the selection criteria the (weighted) points have to be added.

⁵ The examples given in the tables are intended as a help for the control body. They are not exhaustive and can be supplemented at any time.

2.5 Implementation of the selection criteria

Existing approaches suited to implement selection criteria in the selection of issues have to be applied in the survey, evaluation, and selection processes.

At least four indicators, in the case of exclusive investment in bonds of public issuers, at least two of the indicators described in Table 7 and/or Table 8: of Annex 1 have to be applied.

For each indicator of the survey, evaluation and selection process that has been fulfilled, points have to be assigned according to Table 7 and/or Table 8: of Annex 1. For products containing several asset classes the points shall be weighted according to the distribution of the asset classes (issuers, companies or states/government-affiliated issuers, and/or investments in real estate. The sum of the indicator points has to be calculated.

2.6 Requirement level:

Irrespective of the quality of criteria and the method of the sustainability analysis the way the results are dealt with is to be interpreted. The results, which are mostly available in the form of ratings or scores constitute the basis for the investability status (yes/no and/or overweighting/underweighting) and this can be defined in a more or less demanding way.

- For sustainable investment products with Best in Class or Absolute Selection

Most sustainable investment products use Best in Class approaches or (partly also in combination with absolute investability limits (e.g. best x %, all issues with rating >y). Here the degree of selection within the total universe has the highest significance and the following benchmarks apply to the assessment:

- less than 25 % are investable 3 points
- 25 % to 33.3 % are investable 2 points
- 33.3 to 50 % are investable 1 point
- More than 50 % are investable 0 points, and/or no Eco-label possible

These quotas refer to the total universe before exclusion criteria. If this is not available the quotas are to be corrected for the total volume according to exclusion criteria depending on the degree of selection (e.g. 30 % of 100 = 33.3 % of 100-10 %).

The above-mentioned degrees of selection should be identified on the basis of universes which are as broad as possible (or even for the whole coverage of a research enterprise (e.g. STOXX600) and not for maybe very narrowly-defined product-related universes (e.g. EUROSTOXX50), in order to avoid a potential (positive or negative) bias to the extent possible.

In addition to the pure quota - the effect of the selection on the structure of the branch of industry can be taken into consideration in the assessment in marginal cases (e.g. more or less over-/underweighting of a problematic and/or a positive branch of industry).

- For sustainable investment products with target values at the level of the total portfolio

Some sustainable investment products do not draw a clear-cut line as regards investability, but may basically invest in all issues (not affected by exclusion criteria). The ratings and/or scores from the positive sustainability analysis are aggregated to a portfolio index and the objectives are defined at this level (e.g. In the case of a score range from 0 to 100 the

portfolio should reach at least 75). For such approaches a conversion of the portfolio minimum rating for the purposes of the above-mentioned quota table takes place.

- For thematic products

For thematic products the definition of the investment theme already results in a (first) restriction. Depending on the homogeneity of the investment theme (e.g. renewable energy versus energy) an orientation according to the above-mentioned degrees of selection takes place.

2.7 Commitment

2.7.1 *Issues by enterprises, public issuers*

If a commitment approach and/or election and/or election and/or voting behaviour is pursued this is to be rewarded with a bonus depending on its markedness.

The respective activities must be documented in order to ensure that the following bonus percentage points can be awarded.

- Exercise of shareholders rights
Voting on general assemblies
“proxy voting” – 3 % - points
- Commitment - process with
contact to enterprises, demonstrating the
need for action and possible approaches to solutions
publication of the results, etc. 5 % - points
- Combination
Execution of shareholder's rights
Commitment – process 7 % - points

2.7.2 *Real estate*

If investments are made in real estate which has not yet been renovated at the time of investment, it has to be documented which measures have been taken in order to ensure that this real estate fulfils after the sanitation the basic criteria of the klima:aktiv building standards.

2.8 Requirement

The sum of the weighted points from the selection criteria (point 2.4) (Point 2.2) and from the implementation (point 2.5), requirement category (point 2.6) and commitment (point 2.7) must amount to at least 65 % of the maximum amount of points that can be obtained for the relevant product category.

3 Survey, evaluation and selection process

Qualification, quality and integrity of the internal or external) organisation, which carries out the surveying and evaluation processes, is to be evaluated by the control body on the basis of the documentation and quality description of these processes. Depending on applicability, the following points should be taken into account:

- Independence, impartiality and integrity

- Administrative requirements
- Confidentiality
- Organisation and management
- Quality management system
- Staff
- Research standards and indicators
- Research and evaluation; methodologies and processes
- Stakeholder involvement
- Records
- Reports and other publications
- Sub-contracting
- Complaints and appeals
- Co-operations

If the (internal or external) organisation which carries out the survey and evaluation processes for enterprises or states has committed itself to apply the Responsible Investment Research Standard (ARISTA 3.0⁶) or a comparable quality standard this is considered to be a proof of compliance.

If the (internal or external) organisation carrying out the survey and evaluation process for real estate is accredited according to one of the following standards this is considered a proof of compliance:

- Generally certified and court -certified expert/reviewer/civil engineer for real estate
- Certifying agency for
 - Klima:aktiv building standard, Austrian Sustainable Building Council (Österreichische Gesellschaft für Nachhaltiges Bauen ÖGNB) Total Quality Building Assessment (TQB)
 - EU Green Building, Austrian Society for Sustainable Real Estate Management (Österreichische Gesellschaft für Nachhaltige Immobilienwirtschaft ÖGNI) German Sustainable Building Council (Deutsche Gesellschaft für Nachhaltiges Bauen DGNB)
 - Leadership in Energy and Environmental Design (LEED)
 - Building Research Establishment Environmental Assessment Methodology (BREEAM)

By means of the survey, evaluation and selection processes one has to prove that the subject-matter decision on the composition of the “*sustainable investment universe*” is made independent of the economic/financial decision concerning the selection of issues.

4 Transparency

Information on

- Basic details about the sustainable investment product
- Selection criteria⁷
- Survey, evaluation and selection processes⁸
- Regular activities

⁶ ARISTA 3.0 http://www.aristastandard.org/content/the_standard_arista_30.html

⁷ “Investment criteria for sustainability funds” in EUROSIF transparency criteria

⁸ “Research process” and “evaluation and implementation” in EUROSIF transparency criteria

is to be prepared and presented in a transparent way. The control body assesses on the basis of the European Transparency Guidelines for sustainability funds of EUROSIF (European Sustainable and Responsible Investment Forum)⁹ the completeness and transparency of the presentation.

The complete portfolio composition of generally available Eco-label investment products (e.g. mutual funds) is available for the respective previous months on the website or upon request. For the TOP 5 issues and/or for 5 selected issues it has to be declared why they have been identified as particularly sustainable.

5 Investment fund business, Asset Management

Management companies (Verwaltungsgesellschaften VWG) comply with the self-regulating quality standards of the Austrian investment fund industry set up via the Association of Austrian Investment Companies (Vereinigung österreichischer Investmentgesellschaften VÖIG) by way of voluntary self-commitment.¹⁰

Investment funds not managed in Austria are subject to comparable self-regulating quality standards. If such a standard is not in place, compliance with the relevant and applicable requirements of the self-regulating mechanisms of the quality standards of the Austrian investment fund industry is required and has to be confirmed.

6 Compliance

Investment products entail risks, in the extreme case also the risk of total loss. The development in the past does not permit any conclusion about the future development. Not every investment product is suitable for every investor. The administration, documentation and the distribution of investment products are subject to relevant legal provisions. The compliance with these provisions constitutes a mandatory condition for the maintenance of the Eco-label.

7 Information, declaration

The Eco-label has to be used in a way excluding any misleading confusion or subject-matter association with other investment products of the label user that have not been awarded it.

Depending on the product category, the following has to be stated in clear relation to the graphical depiction of the Eco-label:

“Eco-label for “product category””:

The Austrian Ministry of Environment has awarded the Austrian Eco-label to the “NAME OF THE INVESTMENT PRODUCT” as, in its selection of stocks/bonds/investment fund shares , and/or real estate¹¹ environmental and social criteria are taken into account in addition to economic criteria. The Eco-label ensures that these criteria and their implementation are suited to select corresponding stocks/bonds/investment fund shares and/or real estate¹¹. This has been checked by an independent body. The fact that the Eco-label has been

⁹ The transparency criteria required in the present Guideline can be found in Annex 2., the complete German version of the transparency criteria is available as download at http://www.eurosif.org/wp-content/uploads/2014/05/8-transparency-code_german-1.pdf

¹⁰ In this context we would like to point out that the Austrian investment fund industry has agreed that only those investment funds may be classified as “sustainable investment funds” which comply with the transparency requirements of EUROSIF. In this way those investment funds shall be highlighted which fulfil these Europe-wide criteria.

¹¹ depending on the asset class

awarded does neither constitute an economic evaluation, nor does it permit any conclusions regarding the future performance of the investment product.”

The control body has to be informed about the way in which statements of account, half-year reports, as well as, if any, quarterly and monthly reports are published.

ANNEX 1

Table 1: Evaluation guideline

	Evaluation of the following areas	Controversial business segments and activities	
Corporate Governance, business policy and management	<ul style="list-style-type: none"> • Mission statement and objectives • Quality of financial reporting • Quality of environmental reporting • Quality of social reporting • Quality of sustainability reporting • Audits • Existence of certified or validated environmental management systems (EMAS, ISO 14001), respective awards 	<ul style="list-style-type: none"> • Existence of quality certificates (ISO 9000, EFQM, TQM) or of a quality management system • Composition and organisational structure of the supervisory board • Organisation of the annual general meeting • Quality of the financial information and reporting on Corporate Governance • Commitment and donations of the company • Voting rights • Transparency of the shareholder structure 	<ul style="list-style-type: none"> • Corruption • Insider trading • Balance sheet fraud
Biodiversity, species protection and animal welfare, landscape conservation	<ul style="list-style-type: none"> • Animal experiments • Species-appropriate animal husbandry • Antibiotics, hormones in animal husbandry • Use of mineral fertilisers and pesticides in agricultural production 	<ul style="list-style-type: none"> • Maintenance of the species and age diversity in forest management/timber utilisation • Sustainable fishery • Maintenance, restoration, development of the ecological balance and its capacity • Maintenance of the recreational function, preservation of cultural and natural monuments • Maintenance of traditional types of utilisation 	<ul style="list-style-type: none"> • Animal experiments • Trade in cosmetics or pharmaceutical products involving animal testing • Biocides • Organic pollutants • Mass-produced chloro-organic products • Deforestation • Commercial and tourism investments (re-zoning, ski lifts, power stations, road construction, river regulations)

Table 1: Evaluation guideline

	Evaluation of the following areas	Controversial business segments and activities
Climate protection	<p><i>Energy</i> Research, development, generation in the fields of</p> <ul style="list-style-type: none"> • renewable sources of energy solar cells/ solar energy, photovoltaics, fuel cells, hydraulic power, wind turbines/ wind energy/ wind park, utilisation of the heat from earth and oceans/ geothermal energy/ geothermics (terrestrial heat), biomass, recovery of raw materials, biodiesel <ul style="list-style-type: none"> • Energy efficiency, • Multiple use • Energy saving • Raising efficiency in the fields of • Heat supply • Electricity • Storage systems • Drive and transportation systems • Technologies • Products <p><i>Chemistry</i></p> <ul style="list-style-type: none"> • Replacing climate-affecting substances (HCFCs, CFCs etc.) • Measures to reduce climate-affecting substances CO₂, methane etc. 	<ul style="list-style-type: none"> • Crude oil • Energy • Automotive industry • Airplane industry • Promotion and utilisation of fossil sources of energy • Production/use of ozone-depleting substances (HCFCs, CFCs etc.)

Table 1: Evaluation guideline

	Evaluation of the following areas	Controversial business segments and activities
Air and water pollution, waste (introduction of hazardous substances)	<ul style="list-style-type: none"> • Water emissions • Atmospheric emissions • Waste • Hazardous waste • Recycling • Waste avoidance • Benchmarks on the average of the sector, best available technology • Development (improvement) Research, development, products, technologies for reduction, avoidance 	Companies which in the course of production, transportation, marketing and disposal of goods and services severely stress air, soil, water and living beings with pollutants, noises or heat
Material efficiency; dealing with finite resources	<ul style="list-style-type: none"> • Measures to extend the service life of products, e.g. by a design easily repairable • Offering services instead of products • Offering repair and servicing work • Environmentally compatible, renewable construction materials • Developing and operating resource-efficient water technology • Defecation, waste water purification, maintaining waste water clean, building facilities to maintain the cleanliness of water, water treatment • Improving the possibility of renaturation and recyclability • Replacing non-regenerative raw materials by regenerative raw materials 	<ul style="list-style-type: none"> • Mining • Raw materials • Promotion and utilisation of fossil resources

Table 1: Evaluation guideline

	Assessment of the following areas	Controversial business segments and activities
Staff	<ul style="list-style-type: none"> • Safety and health protection at the workplace • Ratios, measures etc. (ILO 155) • Accident and health insurance • Possibilities of co-determination (e.g. employee suggestion scheme) • Promoting human relations by means of dialogue • Above-average further training opportunities (e.g. more than 50 % of the employees take part in further training measures every year) • Social benefits that exceed legal requirements e.g. pension insurances • Above-average promotion of women • Promotion of ethnic or social minorities • Payment of appropriate wages ("living wages") (ILO 131) • Social plans in case of restructuring, closure or relocation of sites • Working hours, hours/free days (ILO 1, 14, 106) 	<ul style="list-style-type: none"> • Freedom to form associations and right to collective bargaining (ILO 87 98) • No forced labour (ILO 29, 105) • No child labour (ILO 138, 182) • No discrimination at the workplace (ILO 100, 111) • Systematic gross violations of laws concerning employees
Suppliers Customers	<p>Suppliers/Sub-contractors/ Contractors</p> <ul style="list-style-type: none"> • Fair prices to producers • Monitoring of the suppliers as regards defined social/ecological criteria • Sustainable relationships with suppliers <p>Consumers</p> <ul style="list-style-type: none"> • Services • Survey/ evaluate customer satisfaction • CRM (Customer Relationship Management) • Above-average product liability • Damages • Voluntary labelling of products acc. to standards / guidelines etc. • Information policy vis-à-vis customers, information of the public • Establishment of intra-company quality management systems and ombudsman services for customer complaints • Participation in extra-judicial arbitration 	<ul style="list-style-type: none"> • Unfair pricing policy, price agreements • Establishment/trade relations in/to regions having a questionable human rights record • Violations of the law, convictions for infringements of human rights • Unfair practices

Table 1: Evaluation guideline

	Evaluation of the following areas	Controversial business segments and activities
Investors	<ul style="list-style-type: none"> • Provision of information about social and environmental criteria • Transparency of information • Business conduct 	
Society/public	<p>Society in general</p> <ul style="list-style-type: none"> • Significant donations/sponsoring for charity/culture • Disclosure of grants and contributions (politics/stakeholders) • Disclosure of lobbying activities • Relations to authorities <p>locally concerned stakeholder groups/company sites</p> <ul style="list-style-type: none"> • Evaluation of the human rights situation in the countries where company sites are located • Evaluation (methods/routines) of the social & ecological impacts of the company's activities to the regions where the company sites are located <p>Safety of the production site</p> <ul style="list-style-type: none"> • Co-operation with local NGOs • Interaction with the population • Reinvestment of profits at the spot • Appointing managers from the relevant regions • Avoiding the substitution of local products 	<ul style="list-style-type: none"> • Non-compliance with laws (corruption, tax fraud)

Table 2: Indicators for the total evaluation of sustainable development in Austria https://www.bmlfuw.gv.at/umwelt/nachhaltigkeit/monitoring_bewertung.html

Field of humans/society		
Thematic areas	Headline indicators	Other indicators
Intra- and intergenerational fairness	Inequality of income distribution (top/lowest quintile)	Gender pay gap in unadjusted form Projected changes in age-related public expenditure on pensions and education
International justice	Amount of development aid	Amount of spending on central themes of the Austrian Development Cooperation (Österreichische Entwicklungszusammenarbeit ÖEZA) Sale of selected fair trade labelled products Contribution of the Clean Development Mechanism (CDM) to reducing greenhouse gas emissions in developing countries
Freedom	Authoritarianism index	<i>Sense of security</i>
Peace and security	At-risk-of-poverty-rate before and after social transfers	Crime, violence or vandalism in the neighbourhood Disasters (floods, mudflows, avalanches) Resource dependency
Governance and participation	Level of Austrians' confidence in institutions	Electoral participation Number of LA21 processes Creating the necessary framework conditions for sustainable development Environmental taxes
Health and well-being	Healthy life expectancy	Self-perceived health status Health expenditure relative to GDP Well-being/health
Nutrition	Body-mass index	Health behaviour Sales figures for organic food Food contaminated with residues of pesticides + dioxin, PCB, heavy metals and mercury
Prosperity	GDP per capita	Equivalised household income Persistent-at-risk-of-poverty rate Time abundance
Work	Total unemployment rate by age, gender, and highest level of education	Total unemployment rate by nationality and disabilities Job satisfaction Working climate index Unpaid work Housekeeping, childcare, and other forms of care

Table 2: Indicators for the total evaluation of sustainable development in Austria https://www.bmlfuv.gv.at/umwelt/nachhaltigkeit/monitoring_bewertung.html

Field of humans /society		
Thematic areas	Headline indicators	Other indicators
Leisure time	Satisfaction with leisure time organisation Compatibility of work and family life	Leisure activities Activities by associations and groups
Living and living space	Close social <i>and functional</i> mixing	Housing costs relative to available household income <i>Well-being in the living environment</i> Satisfaction with housing situation
Mobility	Access of population to mobility	External costs of transport Volume of transport (passenger and freight) Traffic-related emissions of pollutants
Culture and art	Expenditure on cultural activities	Museum sites awarded a quality label Cultural activities over the past 12 months
Education and research	Youth educational level 20-24	Lifelong learning Early school-leavers Public expenditure on education and research & experimental development in % of GDP

Table 2: Indicators for the total evaluation of sustainable development in Austria https://www.bmlfuw.gv.at/umwelt/nachhaltigkeit/monitoring_bewertung.html

Environmental sector		
Thematic areas	Headline indicators	Other indicators
Climate	Greenhouse gas emissions.	Emission forecast for GHG until 2020
Air	Exceedances of the limit value for PM10	Exceedances of the ozone target value for the protection of human health Exceedances of the ozone target value for the protection of vegetation Exceedances of the NO ₂ limit value
UV radiation	UV radiation intensity	Thickness of the ozone layer Gamma dose rate
Ionising radiation		
Energy and material flows	Energy consumption absolute and relative to GDP (gross domestic energy consumption and final energy consumption) material use (DMC and DMI)	Groundwater quantity Waste quantities
Landscape	Landscape changes Changes in land use (forests, grassland/arable land)	Development of specific areas for ÖPUL measures Development of the area/length and quality of characteristic landscape features Fragmentation Surface area of managed grassland
Ecosystems	Bird species groups and orchids as indicators of habitat quality	Naturalness of composition of tree species Activities to promote biodiversity
Water	Quality of surface water (eco-morphology) Bodies of running water: ecological and chemical condition Groundwater quality	Lakes: ecological and chemical condition Substantially modified or artificial bodies of water: ecological potential and chemical condition
Soil	Use of soil Percentage of sealed land	Accumulation of pollutants in the topsoil or exceeding of thresholds Percentage of farmland with anti-erosion measures
Toxic and environmentally harmful substances	Chemicals index Consumption of specific materials	
Noise	Noise pollution	Percentage of the population exposed to street traffic noise above the threshold levels Percentage of population exposed to railway noise above the threshold levels Percentage of the population exposed to air traffic noise above the threshold levels

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Socio-economic development	Operational objectives and targets	Actions/explanatory variables
Real GDP per capita, growth rate and totals	<i>Economic development</i>	
	Investment by institutional sectors Real adjusted, available household income per capita	Per capita distribution of the regional GDP Net national income Household saving rate
	<i>Innovation, competitiveness and eco-efficiency</i>	
	Real labour productivity growth per hour worked	Eco-innovation index Total expenditure for research and development Real effective exchange rate - 37 trading partners Turnover from innovation Energy intensity of the economy
	<i>Employment</i>	
Total employment rate Young people without employment and not undergoing training	Employment rate, by highest educational level attained, dispersion of the regional employment rates according to gender Unemployment rate Nominal unit labour costs	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Sustainable consumption and production	Operational objectives and targets	Actions/explanatory variables
Resource productivity	<i>Resource use and waste</i>	
	Generation of waste excluding major mineral waste	Components of domestic material consumption Domestic material consumption, according to materials Municipal waste generation and landfilling treatment, by type of treatment method Generation of hazardous waste, by economic activity Emissions of sulphur oxides (SO _x), by sector Emissions of nitrogen oxides (NO _x), by sector Emissions of non-methane volatile organic compounds (NMVOC), by sector Ammonia emissions (NH ₃), by sector
	<i>Consumption patterns</i>	
	Electricity consumption of private households	Final energy consumption by sector Motorisation rate
	<i>Production patterns</i>	
Organisations and sites with EMAS (Eco-Management and Audit Scheme) registration	European Ecolabel licences Utilized agricultural area under the Agri-environmental Scheme Area under organic farming Livestock density index	
Contextual indicators	Number of persons in households Consumer expenditure of private households, by consumption purpose	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Social inclusion	Operational objectives and targets	Actions/explanatory variables
People at-risk-of-poverty or social exclusion	Financial poverty and living conditions	
	People at-risk-of-poverty, after social transfers Severely materially deprived people	Persistent-at-risk-of-poverty rate Relative median at-risk-of-poverty gap Inequality of income distribution
	Access to labour market	
	People living in households with very low work intensity	In work at-risk-of-poverty rate Long-term unemployment rate, by gender Gender pay gap in unadjusted form
	Education	
Early leavers from education and training Tertiary educational level attainment, by gender, age group 30-34	At-risk-of-poverty rate, by highest level of education attained Lower secondary educational attainment by age) Lifelong learning Low reading literacy performance of pupils Individuals' level of computer skills Individuals' level of internet skills	
Contextual indicator	Public expenditure on education (for sub-theme education)	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Demographic changes	Operational objectives and targets	Actions/explanatory variables
Employment rate of older workers	Demography	
	Healthy years of life, life expectancy at the age of 65, by gender Rate of change of population	Total fertility rate Rate of net migration plus adjustment
	Old-age income adequacy	
	Aggregate replacement ratio	
	Public financial stability	
Contextual indicators	Dependency ratio (for sub-theme demography)	
	Predicted dependency ratio (for sub-theme demography)	
	Predicted change of population (for sub-theme demography)	
	Pension expenditure projections (basic scenario) (for sub-theme public financial stability)	
	Expenditure on care for the elderly (for sub-theme public financial stability)	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Public Health	Operational objectives and targets	Actions/explanatory variables
Healthy life years and life expectancy at birth, by gender	<i>Health and health inequalities</i>	
	Death rate due to chronic diseases, by gender	Suicide rate by age group Self-reported unmet need for medical examination or treatment, by income quintile People with prolonged diseases or health problems according to income quintile
	<i>Determinants of health</i>	
	Index of the production of toxic chemicals, by toxicity class	Urban population exposure to air pollution by particulate matter Urban population exposure to air pollution by ozone Proportion of population living in households considering that they suffer from noise Serious accidents at work by gender and age

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Climate change and energy	Operational objectives and targets	Actions/explanatory variables
Greenhouse gas emissions Primary energy consumption	Climate change	
	Greenhouse gas emissions by sector (including sinks)	Greenhouse gas emissions intensity by energy consumption Projections of greenhouse gas emissions Global and European surface temperature
	Energy	
Energy dependence	Gross inland energy consumption by fuel Electricity generated from renewable sources Share of renewable energy in fuel consumption of transport Combined heat and power generation Implicit tax rate on energy	
Headline indicator Sustainable transport	Operational objectives and targets	Actions/explanatory variables
Energy consumption of transport relative to GDP	Transport and mobility	
	Modal split of passenger transport Modal split of freight transport	Volume of freight transport relative to GDP Volume of passenger transport relative to GDP Total energy consumption by transport mode
	Transport impacts	
Greenhouse gas emissions by transport mode People killed in road accidents	Emissions of nitrogen oxides (NO _x) from transport (NO _x) Emissions of particulate matter from transport Average CO ₂ emissions per km from new passenger cars	
Contextual indicator	Average annual price indices for transport	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Natural resources	Operational objectives and targets	Actions/explanatory variables
Common bird index	Diversity of species:	
	Appropriateness of sites designated under the EU Habitats Directive	Deadwood (<i>not yet available</i>)
	Fresh water resources	
	Water abstraction index	Share of population connected to municipal waste water treatment with at least secondary treatment Biochemical oxygen demand in rivers
	Marine ecosystems	
		Size of fishing fleet
	Land use	
Build-up areas Forest increment and fellings	Nutrient balance of farmland	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development

Headline indicator Global partnership	Operational objectives and targets	Actions/explanatory variables
Public development aid, by share of the Gross Domestic Product	<i>Globalisation of trade</i>	
	EU imports from developing countries, by income group	EU imports from developing countries, by product group EU imports from least-developed countries by product group Aggregated sum of support for agriculture
	<i>Financing of sustainable development</i>	
	Total EU funding for developing countries, by type	Foreign direct investment in developing countries, by income group Public development aid, by income group Uncoupled public development aid Bilateral official development aid by category Population living on less than 1.25 USD a day
	<i>Global resource management</i>	
	CO ₂ emissions per capita in the EU and in developing countries	Population with sustainable access to a good water source
Contextual indicator	Public development aid per capita (for sub-theme financing of Sustainable Development)	

Table 3: Indicators for the implementation of the EU Strategy for Sustainable Development <http://ec.europa.eu/eurostat/web/sdi/indicators>

Headline indicator Good governance	Operational objectives and targets	Actions/explanatory variables
	<i>Political coherence and effectivity</i>	
	New infringement cases	Implementation of community law, per policy areas
	<i>Openness and participation</i>	
	Voter turnout in national and EU parliamentary elections	E-government usage by individuals
	<i>Economic instruments</i>	
	Shares of environmental and labour taxes in total tax revenues	Energy tax rate
Contextual indicator	Level of citizens´ confidence in EU institutions (for sub-theme policy coherence and effectiveness)	

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Human Development Index and its individual components	Life expectancy at birth Average duration of schooling Expected duration of schooling Gross National Income (GNI) per capita	
Human Development Index Trends (1980 to 2013)	HDI (values)	
	HDI ranking	
	Average annual HDI growth	
Inequality-adjusted human development index	Human inequality coefficient Inequality-adjusted life expectancy at birth index Inequality-adjusted education index Inequality-adjusted income index	
	Inequality in income (%)	Quintile ratio Palma ratio GINI coefficient
Gender Inequality Index	Mortality rate of mothers Birth rate from adolescents Share of seats in parliament (%) Population with at least secondary education (% ages 25 and older) Employment rate (% 15 years and older)	

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Index for gender-specific development	Gender-related development index Life expectancy at birth Average duration of schooling Expected duration of schooling Gross National Income (GNI) per capita	
Index for multidimensional poverty	Population in multidimensional poverty	Share of persons concerned Intensity of deprivation
	People at risk of multidimensional poverty	
	Population in extreme poverty	
	Population with at least one severe strong deprivation in ...	Education Health Standard of living
	Population below the income threshold of	\$1.25 PPP per day National poverty line
Multidimensional Poverty Index - change for selected countries	Population in multidimensional poverty	
	Population on the verge of multidimensional poverty	
	Population in extreme poverty	
	Contribution to the reduction of poverty	Education Health Standard of living

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Health Children and youths	New-born breastfed babies	
	New-born babies without vaccination	Infants without vaccination against STP and measles
	Mortality	Children under 5 y Prenatal coverage (% of life births)
	Children malnutrition	Underweight Overweight
	HIV prevalence	Children living with HIV (up to 14 years) Youths (ages 15-24)
	HIV prevention	Use of condoms by youths having sexual intercourse with several partners (15 to 24 years) Pregnant women who are living with HIV and don't receive any therapy against the transmission from mother to child
Adult health and health expenses	Health expenses	Total (% of GDP) Private expenses (% of the total health expenses)
	Doctors (per 10,000 people)	
	Risk factors	Infants without vaccination against STP and measles HIV prevalence (youths, adults)
	Adult mortality	Adults (per 1,000 people) Age-standardised mortality
	Age-standardised mortality	From alcohol consumption From drug consumption
	Age- standardised overweight rate (from 20 years onwards)	
	HIV prevalence adults	
	Life expectancy	At the age of 60 years At the state of health

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Education	Literacy rate	Adults Youths
	Population with at least secondary education	
	Enrolment rate	Pre-primary level Primary level Secondary level Tertiary level
	Primary school drop-out rate	
	Trained primary school teachers	
	Educational quality	Pupil/teacher ratio Performance of 15-year-old students (Mathematics, reading, science)
	Expenditure on education	
Decision about and distribution of resources	GDP (in billion and per capita)	
	Gross fixed capital formation	
	GDP	
	General governance expenses	
	Taxes on incomes, profit and capital gain	
	Research and development expenditure	
	Participations in agriculture, hunting, forestry and fisheries	
	Debts	Domestic credits provided by the financial sector External debt stock Total debt service Consumer price index
	Price	Consumer price index Domestic food supply

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Social competencies	Employment and risks	Employment rate Precarious employment Youth labour Unemployment rate Child labour Share of working people living in poverty Mandatorily paid maternity leave
	Birth registration	
	Old age pension recipients	
	Suicide rate	
Human insecurity	Endangered groups	Refugees by country of origin Internally displaced persons Homeless people Orphaned children Prison population Long-term unemployed
	Nutritional deficiency	
	Homicide rate	
	Preservation of values	Justification of violence against women

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
International integration	Trade	International trade Distance (in km)
	Financial flows	Foreign direct investments Private financial flows Development aid received Capital transfers
	Total reserves (without gold)	
	Human mobility	Migration rate Number of immigrants International tourists
	Communication	Internet Internet users International telephone communications (incoming, outgoing)
Environment	Adjusted net savings	
	Ecological footprint of consumption	
	Share in the total primary energy supply	Fossil fuels Renewable sources of energy Rate of electricity supply
	Carbon dioxide	Average annual growth
	Natural resources	Natural resource depletion Forested area (in %) Fresh water consumption
	Effects of environmental threats	Mortality of children below the age of 5 due to air pollution, water pollution, and bad hygienic situation) Population living on degraded land Population affected by natural catastrophes (mortality, population concerned)

Table 4: Human Development Index 2014 <http://hdr.undp.org/es/content/table-1-human-development-index-and-its-components>

Thematic areas	Headline indicators	Other indicators
Demographic trends	Population:	Total Younger than 5 years Older than 65 years Average annual growth Urban population Median age
	Dependency ratio	
	Summarized birth figures	
	Gender ratio at birth	
Perception of well-being	Perception of individual well-being	Quality of education Quality of health service Standard of living Job Safety Freedom of decision
	General Life Satisfaction Index	
	Perceptions in relation to the society	Local labour market Confidence in others Community
	Perceptions in relation to the government	Striving for the reduction of poverty Striving for environmental protection Confidence in national governments

Table 5: Assessment indicators real estate

	Assessment of the following areas	Controversial business segments and activities
Energy efficiency and primary energy demand	<ul style="list-style-type: none"> • Energy certificate • Thermal heat demand • Primary energy demand • Greenhouse potential • Cooling demand • Quality of the thermal building shell • Ventilation system with heat recovery • Air tightness measurement • Use of renewable sources of energy for thermal heat/cooling • Photovoltaic plant • Solar-thermal plants • Shading systems • Energy-efficient lighting technology • Electricity generation on the basis of renewable sources of energy • Surface cooling 	
Resources:	<ul style="list-style-type: none"> • Eco-balance of the building (e.g. OI3 Index) • Exclusion of climate-affective substances (freedom from HFCs) • PVC-free construction materials • Construction materials with acknowledged Eco-label with particularly good ecological properties • Dismantling, recycling and disposal properties of the construction materials and building components used • Water saving sanitary fittings • Dismantling concept 	

Table 5: Assessment indicators real estate

Biodiversity, soil	<ul style="list-style-type: none"> • Preservation of nature and landscape protection areas • Preservation of structures serving animals and plants as habitats • Recovery of structures serving animals and plants as habitats • New planting of hedges or coppices • Preservation of permanent watering sites for animals • Restriction of soil tillage (no soil tillage purely for design) • Animal protection measures (e.g. bird impact protection at glass walls, protective fences) 	
Pollutants and burden	<ul style="list-style-type: none"> • Measurement of indoor air quality (VOC) • Ventilation systems with heat recovery • Use of low-emission products and construction materials (e.g. wall paints, wood-based material) • Measures for the reduction of noise pollution (sound-insulating windows, decoupling) • Identification and remediation of contaminated sites (asbestos, lead, etc.) 	
Tenants	<ul style="list-style-type: none"> • Community rooms • Possibility of interaction of generations • Promotion of sharing activities, repair and other services • Possibilities of co-determination • Mobile and flexible design of housing units • Organised caretaker or service • Social rental policies (including the consideration of marginalised groups) 	<ul style="list-style-type: none"> • Tenants working in business sectors excluded under point 2.1

Table 5: Assessment indicators real estate

Use and infrastructure	<ul style="list-style-type: none"> • Barrier-free access to housing units • Infrastructure facilities at a distance of 1000m (e.g. Short-distance supplier, kindergarten, schools, medical supply, service providers) • Connection to public transport at a distance of 1000 m. • Network of bicycle paths • Bicycle parking facilities (roofed, lockable) • Parking facilities for baby carriages • Measuring facilities for the separate collection of consumption data for rental units (electricity, heat) • Waste separation (near, easily accessible) • Supply with daylight • Life cycle costs 	
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Table 6: Degree of fulfilment selection criteria

Points	Degree of fulfilment	Evaluation
0	Not sufficiently fulfilled	<ul style="list-style-type: none"> Neither the selection criteria of the fund nor the survey method (list of criteria, questionnaires, company profiles) take account of this topic The topic is mentioned in the selection criteria of the fund, but is not reflected in the survey method The influence the aspects of the topic have on the evaluation is not traceable
1	Sufficiently fulfilled	<ul style="list-style-type: none"> The survey method takes account of a few important aspects of the topic The influence of the aspects on the evaluation is traceable The affiliation to high-risk sectors and controversial activities lead to depreciation (PREVIOUSLY AT AVERAGE STATE OF FULFLLMENT) The compliance with minimum standards based on international conventions is evaluated
2	Average state of fulfilment	<ul style="list-style-type: none"> The survey method takes account of many aspects of the topic. The influence of the aspects on the evaluation is traceable. Qualitative and quantitative indicators are applied The industry background is taken into account by means of weighting adapted to the most important factors and indicators specific for the branch of industry (NEW) Non-compliance with minimum standards which are based on international conventions leads to depreciation
3	Above-average state of fulfilment	<ul style="list-style-type: none"> The survey method takes account of as many important aspects as are necessary to cover the topic as thoroughly and comprehensively as possible The influence of the aspects on the evaluation is traceable. For the overriding number of criteria, qualitative and quantitative indicators are used The criteria are suited to investigate and assess activities that are markedly above minimum standards. The affiliation to high-risk sectors and controversial activities lead to the exclusion from the investment universe Non-compliance with minimum standards which are based on international conventions leads to the exclusion from the investment universe

Table 7: Degree of fulfilment - Survey, evaluation and selection process

Indicator	Example for the evaluation	Issuers	
		Companies	States/ government- affiliated
The sector is evaluated with consequences for the evaluation of the companies.	<ul style="list-style-type: none"> Different weighting of the individual sectors Automobile branch: stronger weighting of the product Textile industry: Stronger weighting of the production processes 	2	-
Divestment	<ul style="list-style-type: none"> Withdrawal from climate-affecting branches of industry and enterprises 	2	
It is traceable which documents are used for the evaluation of the criteria	<ul style="list-style-type: none"> Corresponding quality control is implemented. Profiles document the origin of the relevant information. 	2	2
In individual cases local stakeholders are interviewed, e.g. for company sites in regions prone to risk and/or in risk sectors	<ul style="list-style-type: none"> Facts and figures provided in company reports are checked for their plausibility by contacting local trade unions/ employee representatives 	2	-
Share of current evaluations of companies/ public issuers is high	<ul style="list-style-type: none"> Less than 50% of the evaluations are older than 1 year 	2	2
Companies are visited for the evaluation	<ul style="list-style-type: none"> There is a network which permits conducting investigations also on the spot 	2	-
The relevant documents of the company are analysed	<ul style="list-style-type: none"> The process description determines which media/ databases/ other source are analysed. Company profiles document the origin of the relevant information 	2	-

Table 7: Degree of fulfilment - Survey, evaluation and selection process

Indicator	Example for the evaluation	Issuers	
		Companies	States/ government-affiliated
Relevant sources of information – independent of the enterprise and/or the issuer - , in particular from NGOs, are analysed; systematic media investigation is conducted	<ul style="list-style-type: none"> The process description determines which media/ databases/ NGO publications/other sources are analysed. Country profiles show which sources were analysed 	2	2
Negative criteria refer to a turnover share of at least 95% of the company's turnover; in the case of government bonds there are negative criteria which lead to a significant depreciation or to the exclusion of public issuers	<ul style="list-style-type: none"> Profiles clearly show controversial activities/ business segments which, according to the investment policy, lead to the exclusion of the issues, the influence on the introduction into/ exclusion from the investment universe is traceable 	2	2
Criteria are also appropriate to evaluate shares/bonds of financing companies	<ul style="list-style-type: none"> Criteria evaluate the environmental relevance of the projects of an environmental bond of a financing company 	2	2
Relevant criteria are used for suppliers (supply chain)	<ul style="list-style-type: none"> Monitoring systems for the suppliers are considered in the evaluation. Signed agreements between enterprise and supplier are considered in the evaluation 	2	-
An evaluation of the quality of sustainability reporting is carried out	<ul style="list-style-type: none"> Only those enterprises are accepted which submit sustainability reports certified by auditors according to GRI G4 	2	-
The orientation of the fund is continuously discussed by an Advisory Committee	<ul style="list-style-type: none"> Advisory Committee made up of different groups of stakeholders The body discusses recommendations and exclusions concerning the fund 	2	2

Table 8: Degree of fulfilment, investigation, evaluation, and selection process for real estate

Indicator	Evaluation/examples for the evaluation	Real estate
Sustainability evaluations of the following quality labels for buildings are considered in the evaluation	<ul style="list-style-type: none"> In addition to the compliance with the klima:aktiv basic criteria declaration/certification of the building according to ÖGNB/TQB (750 - 900 points); klima:aktiv silver (750 - 900 points), EU Green Building, ÖGNI/DGNB, LEED, BREEAM takes place 	2
Sustainability evaluations of the following quality labels for buildings are considered in the evaluation	<ul style="list-style-type: none"> Klima:aktiv building standard Gold and/or ÖGNB/TQB (From 900 points onwards) 	6
An inspection of the real estate and its surrounding is made within the framework of the evaluation	<ul style="list-style-type: none"> Indications on maps, certificates are checked for their plausibility by means of the inspection 	1
The relevant documents for the evaluation of the real estate are analysed.	<ul style="list-style-type: none"> The process description determines, which documents are analysed 	1
Documents on the evaluation of the real estate are updated	<ul style="list-style-type: none"> Current analysis of existing property Renovation documents, etc. 	1
It is traceable which documents are used for the evaluation of the real estate	<ul style="list-style-type: none"> Corresponding quality control is implemented 	1
The orientation of the fund is continuously discussed by an Advisory Committee.	<ul style="list-style-type: none"> Advisory Committee made up of different groups of stakeholders Advisory Committee discusses the inclusion of a real estate 	1

ANNEX 2

Selected Guideline Categories of the EUROSIF Transparency Guidelines

1. Basic information	
The investment company	
1a	<p>What is the name of the investment company which administrates the fund(s) to which this code applies</p> <p>Provide general information on the investment company which administrates the fund(s) to which this code applies (e.g. name, address, website ...)</p>
1b	<p>Please make a general description of the philosophy of the investment company with a view to the consideration of ESG criteria.</p> <ul style="list-style-type: none"> • Is the philosophy of the investment company coordinated with respect to ESG criteria with their CSR strategy? Or inspired by it? Yes/No If Yes please insert a link to the CSR strategy of the company. If No please explain why not. • Has the investment company signed the Principles for Responsible Investment (PRI)? If Yes please insert the link to your PRI report and/or the response to the evaluation questionnaire. If No please explain why not. • Is the fund manager signatory or member of another national or international initiative promoting sustainability on the financial sector? If so, please mention it. • Does the investment company have an ESG commitment strategy? If Yes please describe the strategy by outlining its targets and methods and/or insert a link to the commitment Strategy, if it is generally accessible. If No please explain why not • Does the investment company have principles on the exercise of voting rights? If Yes please describe the principles by outlining their targets and methods and/or insert a link to the principles if they are generally accessible. If No please explain why not. • Please describe how the investment company or the group contributes to promoting and further developing sustainable investments.
1c	<p>Describe or list your sustainable investment products and the specific resources which are available to you in connection with your sustainability activities.</p> <ul style="list-style-type: none"> • Please describe briefly your sustainable investment products (number, assets under management, strategies...) • Please describe/specify the resources the investment company makes available (organisation, internal or external ESG research, portfolio management team ...) and indicate where this information is available.
1d	<p>How do content, frequency and ways of transmission of information, by which the investment company informs the investors about the ESG criteria taken into consideration, look like?</p>
Sustainability funds	
1e	<p>Please indicate the name of the fund(s) to which this code applies as well as the respective main characteristics.</p> <p>Please describe the main characteristics of the fund(s), geographical orientation, type of fund, sustainability approach (please use the classification prescribed by Eurosif/EFAMA).</p>
1f	<p>What do(oes) this (these) fund(s) try to reach by means of the consideration of ESG criteria?</p> <ul style="list-style-type: none"> • Please describe the objectives e.g. financing of a specific sector, risk reduction, support of better CSR strategies, development of new value-added options. • If a part of the fund is invested in non-listed companies with a high social or regional benefit or impact investment relevance please indicate the respective details.
2. Procedure on the ESB evaluation of companies	
2a	<p>By which fundamental principles is the ESG research methodology characterized?</p> <p>Please describe the principles or standards on which the ESG analysis is based with respect to the three fields, environment, social and governance). If applicable, please indicate how stakeholders are involved.</p>
2b	<p>Which internal and external resources are used in order to carry out the ESG research?</p> <p>Please describe the general sources of information which are used for ESG research, internal analysis, external analysis, sustainability rating agencies, other external sources of information.</p>

2c	Which ESG analysis criteria are applied? Please indicate the (main) criteria for the three fields of environment, social, and governance (ESG). If these criteria vary depending on the branch of industry, geographical zone, type of enterprise, etc. please explain this more precisely and mention, if applicable, an example.
2d	How do your ESG analysis and your evaluation methodology look like (how is the investment universe structured, how the rating system ...)? Please describe the ESG evaluation or rating system and its design by explaining how the different ESG criteria are structured. Please mention an example, if applicable.
2e	How often is the ESG evaluation revised? Please explain briefly the process by which the evaluation methodology is updated and who participates in this process. Please explain, if applicable, whether the methodology has changed in the course of the past twelve months and the most important changes.

3. The fund management process

3a	How are the ESG criteria considered in the course of the determination/definition of the investment universe? Please describe, if applicable, the criteria and the resulting degree of selection.
3b.	How do you consider ESG criteria when developing the portfolio? Please describe how you combine ESG criteria with the financial analysis or the portfolio management. Please describe in particular how the results of the analysis of the individual dimensions (E, S, and G) are integrated in the investment/divestment process? Please provide information about the divestments which were made in the course of the last year due to ESG criteria. Please explain in addition to that, if applicable, how possible ESG evaluations are defined and how you are dealing with enterprises which are not subject to an ESG analysis.
3c	Do the funds pursue a specific ESG commitment approach? What do you understand by commitment? How do you select enterprises/sectors for your commitment activities and which effects do they have on the portfolio management of the fund(s)? Who is responsible for the commitment in the interest of the fund (internal and/or external provider)?
3d	Does the fund have special principles concerning the exercise of voting rights taking into consideration ESG criteria? Yes/No
3e	Do the funds participate in security lending businesses? If yes (i) are there guidelines for the recall of securities lending in order to ensure that the voting rights can be exercised? (ii) does the selection process of the counterparty consider ESG criteria?
3f	Do(es) the fund(s) make use of derivatives? If Yes please provide information on their (i) Properties (ii) Objectives (iii) Possible limits with respect to the risk (iv) If applicable their effect on the sustainability quality of the fund
3g	Has a part of the fund(s) been invested in non-listed enterprises which pursue strong social objectives? If Yes, please describe in one or two sentences the objectives of this investment.

4. Controls and ESG reporting

4a	Which internal and external procedures are applied to ensure that the portfolio fulfils the ESG criteria defined in section 3 of this code? Who carries out the controls in which frequency? In which period adaptations would have to be made if a case of non-compliance were discovered?
4b	Please list all public media and documents for the information of the investors on the sustainability approach of the fund and indicate the respective internet websites (links). Securities folder Annual or semestrial report Annexes

	KIID (Key Investor Information Document) - product information sheet Fund Factsheet Special websites on sustainable investments at entrepreneurial level/funds level (if applicable) Strategies for/approaches to the commitment and/or exercise of voting rights (if applicable) Link to the website of the sustainability research provider (if applicable) Link to the research results accessible for the investor (if applicable) The detailed portfolio composition (not older than six months) CSR strategy of the enterprise (if applicable) Others (please list)
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Definitions of key terms used in the guidelines

Term	Definition
Divestments (dissolution of investments)	Sale of corporate values from the fund portfolio (disinvestment).
Exclusion (exclusion of securities)	An approach which excludes sectors or companies from a fund if it is involved in activities that correspond to specific investment criteria* (e.g. no sale or production of tobacco or no animal testing).
Commitment	A policy which seeks to actively influence the policy of companies towards better social, ecological and ethical practices. This includes also commitment at the level of the branch of industry as well as the dialogue on social, ecological, and ethical risks.
Fund(s)	A legal entity the purpose of which is solely the acquisition of investments. This also includes sub-funds.
Fund manager	The entity responsible for overall management of the fund.
Investment criterion	The principle or standard of judgement used to determine what the fund may or must not invest in from an ecological, social, or ethical point of view.
Voting policy	Policy of a fund to exercise its voting rights as investors to influence the company policy.
Title	Corporate values which are part of the fund.
Signatories	See fund and fund manager.
Securities portfolio	An investment bundle managed by the fund manager.
Purpose (of the fund)	Description of the philosophy and the overall focus of the fund, but not the investment criteria employed.