

Detailed data notes

The following notes provide details around definitions, re-statements and methodologies pertaining to the data in our 2012 Sustainability Report. These notes should be read in tandem with the 'Data summary' section, as well as with relevant indicators throughout the report per the section headers below.

Our approach

Energy and Sustainability Services clients:

The increase in clients from 2010 to 2011 is due to the Americas change in methodology, as well as an expanded range of services to a wider group of clients.

Energy and Sustainability Services indicators (overall):

LaSalle Investment Management is not included in these indicators (e.g. Energy and Sustainability Services revenue) due to differences in sustainability service provision and business structure.

Energy and resources

Client energy savings – U.S. managed portfolio:

Greenhouse gas emissions savings have been calculated using eGRID conversion factors. Energy savings have been calculated using average unit costs. Effects of weather were ignored, but data from ENERGY STAR is normalized for weather.

Client renewable energy: Averted GHG emissions were calculated using a global emissions factor of 0.585 kg CO₂e per kWh from [Siemens' Environmental Portfolio Report](#). Our analysis assumes that installations are fully operational year-round and that average capacity is 30% for wind and 80% for biomass. They also assume a 1,100 kWh per KW capacity per year for solar.

Offices with video and/or web conferencing facilities:

In 2011, we recorded where there were video and/or web conferencing facilities at country-level, then assumed this applied to all offices. This likely distorts the 2011 figure. In 2012, we analyzed number of offices with these facilities.

Greening our IT: Although we historically have reported IT savings figures, these are not included in the 'Data summary' because our tracking is significantly different and therefore not comparable to 2012.

Client service excellence

Industry initiatives related to sustainability:

2011 and 2012 number industry initiatives are not comparable, as the 2011 figure does not include activity from global and EMEA due to lack of information.

Global Sustainability Perspective: We have re-stated 2010 unique page views.

Energy and Sustainability Services indicators (overall):

LaSalle Investment Management is not included in these indicators (e.g. Buildings on Jones Lang LaSalle's sustainability data platforms) due to differences in sustainability service provision and business structure

Green buildings

Energy and sustainability accredited professionals and accreditations:

The total accreditations exceeds the number of accredited professionals because some professionals have multiple credentials. The 'Association of Energy Engineers: Other AEE accreditations' includes Business Energy Professional (BEP), CAP, Certified Building Commissioning Professional (CBCP), Certified Energy Auditor (CEA),

Certified Energy Procurement Professional (CEP), Certified Sustainable Development Professional (CSDP) and Existing Building Commissioning Professional (EBCP). 'Other accreditations' includes CASBEE (and only this for 2010), Certified Demand Side Management, DGNB, Bilan Carbone, Energy Institute Member, Green Advantage, Green Mark, IGBC AP, and Ska Assessor.

Offices with a green building certificate or principles:

We re-stated the 2011 percentage of Jones Lang LaSalle offices with a green building or fit-out certificate from 6% to 5%.

New offices with a green building certificate or principles:

We re-stated the 2011 percentage of Jones Lang LaSalle new offices with a green building or fit-out certificate from 17% to 13%.

Revised occupancy strategies:

In 2011, we recorded where sustainability was considered in revised occupancy strategies at country-level, then assumed this applied to all offices. This likely distorted the 2011 overall figure.

Energy and Sustainability Services indicators (overall):

LaSalle Investment Management is not included in these indicators (e.g. Client green building certifications) due to differences in sustainability service provision and business structure.

Community and supply chain

Total charitable contributions: In 2010 and 2011, employee and corporate contributions are stated as a percentage of pre-tax profit because a breakdown is not available. In 2012, we state corporate only as a percentage of pre-tax profit, as this aligns with best practice. LaSalle Investment Management was excluded in 2010 and is included within the other regions for 2011 and 2012.

Volunteering days: In 2010, we did not report on Americas volunteering days due to lack of information and have since made improvements in our tracking systems.

Spend on office and kitchen supplies with sustainability credentials: In 2012, we expanded the analysis to include social credentials.

Workplace, well-being and diversity

Workplace, well-being and diversity (overall):

For employee indicators in this section, we use data from our people system, which differs slightly from our financial system.

Total employees by gender: Total employees from our people system were 47,614, 43,019 and 39,072 in 2012, 2011 and 2010 respectively.

Directors by gender: Directors, which include Associate Directors and above, were approximately 5,626, 5,104 and 4,409 in 2012, 2011 and 2010 respectively.

Training hours from Jones Lang LaSalle's Sustainability University: We applied a new methodology in 2012 to Sustainability University figures by looking at training hours instead of attendees from 2010-2012.

About this report

In 2012, data relating to our operations (from the Corporate Sustainability Survey) represented 239 corporate offices and 15,981 corporate office employees. Data coverage, as a percentage of corporate offices and employees from our carbon management system, is 96% and 99% respectively. In 2011, this data represented 246 corporate offices and 15,289 corporate office employees. Data coverage, as a percentage

of corporate offices and employees from our carbon management system, was 98% and 99% respectively. Six indicators in 2011 excluded former King Sturge offices due to the merger.

Our annual Corporate Sustainability Survey aims to collect county-level data. For the most part, countries and survey respondents are the same. However, some respondents represented geographic areas in 2011. We resolved this in 2012. In both years, some respondents represented the same country, but submitted two surveys where Jones Lang LaSalle and LaSalle Investment Management occupy separate corporate offices. Data relating to our operations (from the Corporate Sustainability Survey) represented 55 respondents in 2011 and 2012. We equate this figure to countries throughout the report because we can conclude that 'country' accurately reflects our activities. When excluding LaSalle, the data represented 47 countries in 2011 and 46 countries in 2012. Data coverage, as a percentage of countries in our carbon management system, was 94% and 92% respectively.

After further validation, we have re-stated the number of corporate offices and employees in 2011, which in some cases results in re-stated data. Our methodology for understanding performance relative to number of corporate offices changed marginally from last year, enabling increased robustness. This change applies to all 10 indicators where number of corporate offices is used in the calculation.

When we refer generally to 'offices' this relates to Jones Lang LaSalle's corporate space. If we refer to our clients' offices, or report an indicator that exists separately for our own offices and clients' offices (e.g. Renewable energy) this is noted.

