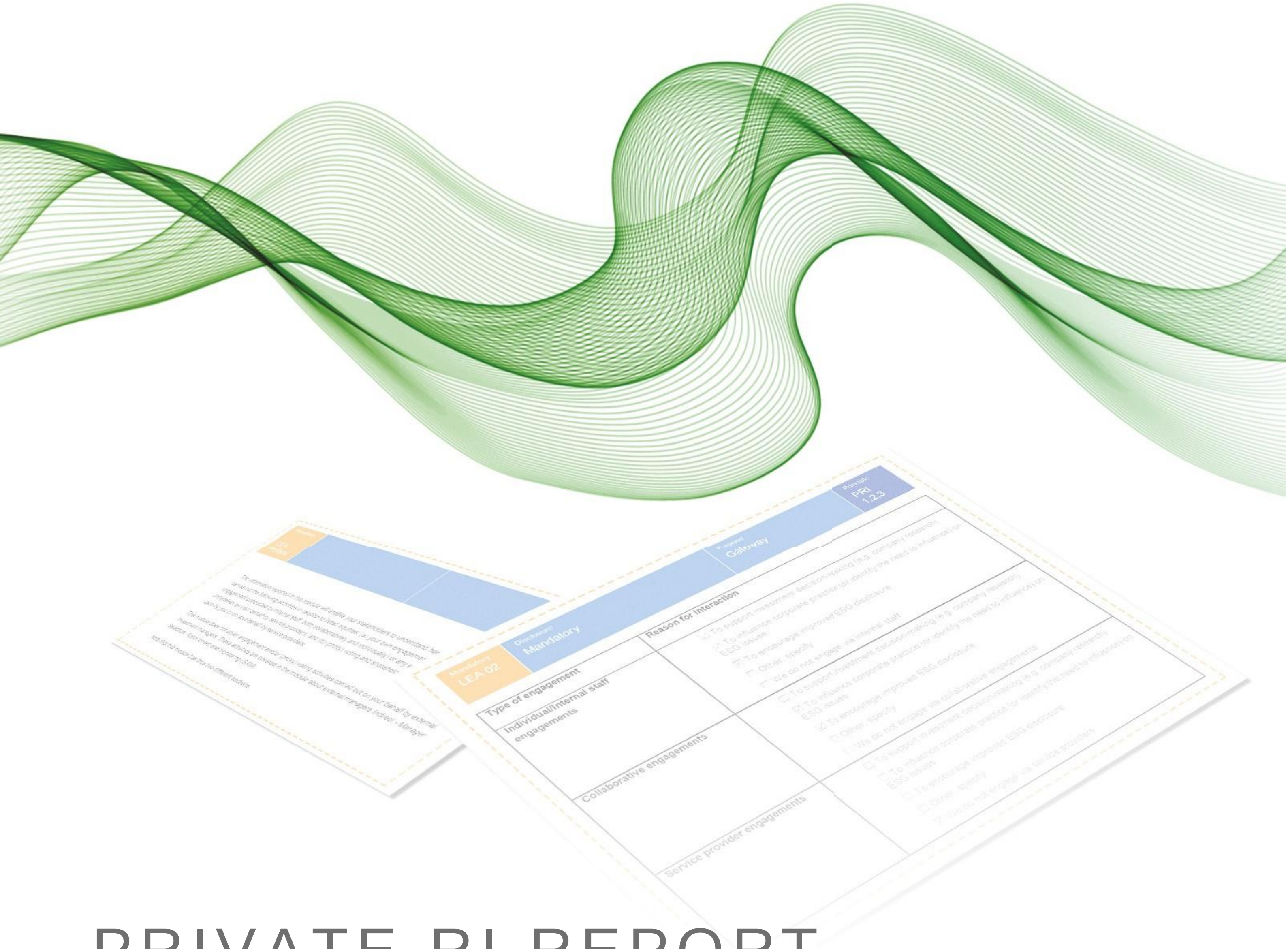

PRIVATE RI REPORT

2017

University of Victoria

An investor initiative in partnership with UNEP Finance Initiative and UN Global Compact

About this report

This report is an export of the individual Signatory organisation responses to the PRI Reporting Framework during the 2017 reporting period. It shows your responses to all completed indicators, even those you chose to keep private. It is designed for your internal review or – if you wish - to share with your stakeholders. The PRI will **not publish** this report on its website. Instead, you will be able to access the public RI Transparency report of your organisation and that of other signatories on the PRI website.

The information is presented exactly as it was reported. Where an indicator offers a response option that is multiple-choice, all options that were available to the signatory to select are presented in this report. Presenting the information exactly as reported is a result of signatory feedback which suggested the PRI not summarise the information. As a result, the reports can be extensive. However, to help easily locate information, there is a **Principles index** which highlights where the information can be found and summarises the indicators that signatories complete and disclose.

Understanding the Principles Index

The Principles Index summarises the response status for the individual indicators and modules and how these relate to the six Principles for Responsible Investment. It can be used by stakeholders as an 'at a glance' summary of reported information and to identify particular themes or areas of interest.

Indicators can refer to one or more Principles. Some indicators are not specific to any Principle. These are highlighted in the 'General' column. When multiple Principles are covered across numerous indicators, in order to avoid repetition, only the main Principle covered is highlighted.

All indicators within a module are presented below. The status of indicators is shown with the following symbols:

Symbol	Status
✓	The signatory has completed all mandatory parts of this indicator
☑	The signatory has completed some parts of this indicator
🔒	This indicator was not relevant for this signatory
-	The signatory did not complete any part of this indicator.
⚐	The signatory has flagged this indicator for internal review

Within the table, indicators marked in blue are mandatory to complete. Indicators marked in grey are voluntary to complete.

PRI Principles for Responsible Investment

Principles Index

Organisational Overview				Principle						General
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
OO 01	Signatory category and services	✓	Public							✓
OO 02	Headquarters and operational countries	✓	Public							✓
OO 03	Subsidiaries that are separate PRI signatories	✓	Public							✓
OO 04	Reporting year and AUM	✓	Public							✓
OO 05	Breakdown of AUM by asset class	✓	Asset mix disclosed in OO 06							✓
OO 06	How would you like to disclose your asset class mix	✓	Public							✓
OO 07	Fixed income AUM breakdown	✓	Public							✓
OO 08	Segregated mandates or pooled funds	✓	Public							✓
OO 09	Breakdown of AUM by market	✓	Private							✓
OO 10	RI activities for listed equities	✓	Public							✓
OO 11	RI activities in other asset classes	✓	Public							✓
OO 12	Modules and sections required to complete	✓	Public							✓
OO End	Module confirmation page	✓	-							

Strategy and Governance				Principle						General
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
SG 01	RI policy and coverage	✓	Public							✓
SG 02	Publicly available RI policy or guidance documents	✓	Public						✓	
SG 03	Conflicts of interest	✓	Public							✓
SG 04		✓	Public							✓
SG 05	RI goals and objectives	✓	Public							✓
SG 06	Main goals/objectives this year	✓	Public							✓
SG 07	RI roles and responsibilities	✓	Public							✓
SG 08	RI in performance management, reward and/or personal development	✓	Public							✓
SG 09	Collaborative organisations / initiatives	✓	Public				✓	✓		
SG 10	Promoting RI independently	✓	Public				✓			
SG 11	Dialogue with public policy makers or standard setters	✓	Public				✓	✓	✓	
SG 12	ESG issues in strategic asset allocation	✓	Public	✓						
SG 13	Long term investment risks and opportunity	✓	Private	✓						
SG 14	Allocation of assets to environmental and social themed areas	✓	Private	✓						
SG 15	ESG issues for internally managed assets not reported in framework	🔒	n/a							✓
SG 16	ESG issues for externally managed assets not reported in framework	🔒	n/a							✓
SG 17	Innovative features of approach to RI	✓	Public							✓
SG End	Module confirmation page	✓	-							

PRI Principles for Responsible Investment

Indirect – Manager Selection, Appointment and Monitoring				Principle						General
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
SAM 01	Role of investment consultants/fiduciary managers	✓	Public				✓			
SAM 02	RI factors in selection, appointment and monitoring across asset classes	✓	Public	✓						
SAM 03	Breakdown by passive, quantitative, fundamental and other active strategies	✓	Private							✓
SAM 04	ESG incorporation strategies	✓	Public	✓	✓					
SAM 05	Selection processes (LE and FI)	✓	Public	✓						
SAM 06	Evaluating engagement and voting practices in manager selection (listed equity/fixed income)	✓	Public		✓					
SAM 07.1	Appointment processes (listed equity/fixed income)	✓	Public	✓						
SAM 07.2-5	Appointment processes (listed equity/fixed income)	✓	Public	✓						
SAM 08	Monitoring processes (listed equity/fixed income)	✓	Public	✓						
SAM 09	Monitoring on active ownership (listed equity/fixed income)	✓	Public	✓						
SAM 10	Percentage of (proxy) votes	✓	Public		✓					
SAM 11	Percentage of externally managed assets managed by PRI signatories	✓	Private	✓						
SAM 12	Examples of ESG issues in selection, appointment and monitoring processes	✓	Public	✓					✓	
SAM 13	Disclosure of RI considerations	✓	Public						✓	
SAM End	Module confirmation page	✓	-							

Closing Module				Principle						General
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
CM 01	Assurance, verification, or review	✓	n/a							✓
CM 02	To what extent has the Reporting Framework captured your implementation of the Principles.	✓	n/a							✓
CM 03	Suggestions or comments on the Reporting and Assessment process	✓	n/a							✓
CM 04	Reporting & Assessment contact	✓	n/a							✓
CM 05	Final review before submission	✓	n/a							✓
CM 06	Submit your responses	✓	n/a							✓
CM Fin		-	n/a							

University of Victoria

Reported Information

Private version

Organisational Overview

PRI disclaimer

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Basic Information

OO 01	Mandatory	Public	Gateway/Peering	General

OO 01.1	Select the type that best describes your organisation or the services you provide.

○ Non-corporate pension or superannuation or retirement or provident fund or plan
○ Corporate pension or superannuation or retirement or provident fund or plan
○ Insurance company
◉ Foundation
○ Endowment
○ Development finance institution
○ Reserve - sovereign or government controlled fund
○ Family office
○ Other, specify

OO 01.2	Additional information. [Optional]

- The foundation is a separate legal entity that stewards the University's endowed assets. The University is the sole beneficiary.

OO 02	Mandatory	Public	Peering	General

OO 02.1	Select the location of your organisation's headquarters.

Canada

OO 02.2	Indicate the number of countries in which you have offices (including your headquarters).

◉ 1
○ 2-5
○ 6-10
○ >10

OO 02.3	Indicate the approximate number of staff in your organisation in full-time equivalents (FTE).

	FTE

2

OO 03	Mandatory	Public	Descriptive	General

OO 03.1	Indicate whether you have subsidiaries within your organisation that are also PRI signatories in their own right.

○ Yes

◉ No

OO 04	Mandatory	Public	Gateway/Peering	General

OO 04.1	Indicate the year end date for your reporting year.

31/03/2017

OO 04.2	Indicate your total AUM at the end of your reporting year, excluding subsidiaries you have chosen not to report on.

	trillions	billions	millions	thousands	hundreds
Total AUM			320	000	000
Currency	USD				
Assets in USD			320	000	000

OO 06	Mandatory	Public	Descriptive	General

New selection options have been added to this indicator. Please review your prefilled responses carefully.

OO 06.1	How you would like to disclose your asset class mix.

◉ as percentage breakdown

	Internally managed (%)	Externally managed (%)
Listed equity	0	57
Fixed income	0	26
Private equity	0	0
Property	0	10
Infrastructure	0	7
Commodities	0	0
Hedge funds	0	0

Forestry	0	0
Farmland	0	0
Inclusive finance	0	0
Cash	0	0
Other (1), specify	0	0
Other (2), specify	0	0

○ as broad ranges

OO 06.2	Publish our asset class mix as per attached image [Optional].

OO 07	Mandatory to Report Voluntary to Disclose	Public	Gateway	General

OO 07.1	Provide to the nearest 5% the percentage breakdown of your Fixed Income AUM at the end of your reporting year, using the following categories.

Externally managed	SSA 0 Corporate (financial) 70 Corporate (non-financial) 30 Securitised 0 Total 100%

OO 08	Mandatory to Report Voluntary to Disclose	Public	Peering	General

New selection options have been added to this indicator. Please review your prefilled responses carefully.

OO 08.1	Provide a breakdown of your organisation's externally managed assets between segregated mandates and pooled funds.

Asset class breakdown	Segregated mandate(s)	Pooled fund(s)
[a] Listed equity	○ 0% ○ <10% ◉ 10-50% ○ >50 %	○ 0% ○ <10% ◉ 10-50% ○ >50 %
[b] Fixed income - SSA	◉ 0% ○ <10% ○ 10-50% ○ >50 %	◉ 0% ○ <10% ○ 10-50% ○ >50 %
[c] Fixed income – Corporate (financial)	○ 0% ◉ <10% ○ 10-50% ○ >50 %	○ 0% ◉ <10% ○ 10-50% ○ >50 %
[d] Fixed income – Corporate (non-financial)	○ 0% ◉ <10% ○ 10-50% ○ >50 %	○ 0% ◉ <10% ○ 10-50% ○ >50 %
[e] Fixed income – Securitised	◉ 0% ○ <10% ○ 10-50% ○ >50 %	◉ 0% ○ <10% ○ 10-50% ○ >50 %
[g] Property	◉ 0% ○ <10% ○ 10-50% ○ >50 %	○ 0% ◉ <10% ○ 10-50% ○ >50 %
[h] Infrastructure	◉ 0% ○ <10% ○ 10-50% ○ >50 %	○ 0% ◉ <10% ○ 10-50% ○ >50 %
Total externally managed assets	*Please ensure the entire table (both columns combined) totals to 100%*	

OO 09	Mandatory to Report Voluntary to Disclose	Private	Peering	General

OO 09.1	Indicate the breakdown of your organisation’s AUM by market.

Developed Markets	○ 0% ○ <10% ○ 10-50% ◉ >50 %
Emerging, Frontier and Other Markets	○ 0% ◉ <10% ○ 10-50% ○ >50 %
Total	*100%*

Gateway asset class implementation indicators

OO 10	Mandatory	Public	Gateway	General

OO 10.1	Select the direct or indirect ESG incorporation activities your organisation implemented for listed equities in the reporting year.

☑ We address ESG incorporation in our external manager selection, appointment and/or monitoring processes

☐ We do not incorporate ESG in our directly managed listed equity and/or we do not address ESG incorporation in our external manager selection, appointment and/or monitoring processes.

OO 10.2	Select the direct or indirect engagement activities your organisation implemented for listed equity in the reporting year.

☐ We engage with companies on ESG factors via our staff, collaborations or service providers

☐ We require our external managers to engage with companies on ESG issues on our behalf

☑ We do not engage directly and do not require external managers to engage with companies on ESG factors.

	Please explain why you do not.

We do not require that our investment managers engage but we ask them annually for a report of how they used ESG in their investment decision making process.

PRI Principles for Responsible Investment

OO 10.3	Select the direct or indirect voting activities your organisation implemented for listed equity in the reporting year

☐ We cast our (proxy) votes directly or via dedicated voting providers

☑ We require our external managers to vote on our behalf

☐ We do not cast our (proxy) votes directly and do not require external managers to vote on our behalf

OO 11	Mandatory	Public	Gateway	General

OO 11.2	Select the externally managed assets classes where you addressed ESG incorporation and/or active ownership in your external manager selection, appointment and/or monitoring processes (during the reporting year)

☑ Fixed income – corporate (financial)

☑ Fixed income – corporate (non-financial)

☑ Property

☑ Infrastructure

☐ None of the above

OO 12	Mandatory	Public	Gateway	General

You will need to make a selection in OO 12.1onlyif you have any voluntary modules that you can choose to report on.

OO 12.1	Select from below any additional applicable modules or sections you would like to report on voluntarily. You are only required to report on asset classes that represent 10% or more of your AUM.

	Core modules

☑ Organisational Overview

☑ Strategy and Governance

	RI implementation via external managers

	Indirect - Selection, Appointment and Monitoring of External Managers

☑ Listed Equities

☑ Fixed income - Corporate (financial)

☑ Fixed income - Corporate (non-financial)

☑ Property

☑ Infrastructure

	Closing module

☑ Closing module

University of Victoria

Reported Information

Private version

Strategy and Governance

PRI disclaimer

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Investment policy

SG 01	Mandatory	Public	Core Assessed	General

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 01.1	Indicate if you have an investment policy that covers your responsible investment approach.

◉ Yes

SG 01.2	Indicate the components/types and coverage of your policy.

Select all that apply

Policy components/types	Coverage by AUM
☑ Policy setting out your overall approach ☐ Formalised guidelines on environmental factors ☐ Formalised guidelines on social factors ☐ Formalised guidelines on corporate governance factors ☐ Asset class-specific RI guidelines ☐ Sector specific RI guidelines ☐ Screening / exclusions policy ☐ Engagement policy ☐ (Proxy) voting policy ☐ Other, specify (1) ☐ Other, specify(2)	◉ Applicable policies cover all AUM ○ Applicable policies cover a majority of AUM ○ Applicable policies cover a minority of AUM

SG 01.3	Indicate if the investment policy covers any of the following

☐ Your organisation's definition of ESG and/or responsible investment and it's relation to investments

☐ Your investment objectives that take ESG factors/real economy influence into account

☑ Processes / approaches to incorporating ESG

☑ Time horizon of your investment

☐ Governance structure of organisational ESG responsibilities

☐ ESG incorporation approaches

☐ Active ownership approaches

☑ Reporting

☐ Other RI considerations, specify (1)

☐ Other RI considerations, specify (2)

SG 01.4	Indicate what norms you have used to develop your investment policy that covers your responsible investment approach.

☐ UN Global Compact Principles

☐ UN Guiding Principles on Business and Human Rights

☐ Universal Declaration of Human Rights

☐ International Bill of Human Rights

☐ International Labour Organization Conventions

☐ United Nations Convention Against Corruption

☐ OECD Guidelines for Multinational Enterprises

☐ Other, specify (1)

☐ Other, specify (2)

☐ Other, specify (3)

☑ None of the above

SG 01.5	Describe your organisation's investment principles, and overall investment strategy, and how they consider ESG factors and real economy impact.

As long term investors, the Foundation Board believes responsible investing, taking environmental, social and governance (ESG) factors into consideration, can have a positive effect on long term financial performance and investment returns.

○ No

SG 01.6	Provide a brief description of the key elements, any variations or exceptions to your investment policy that covers your responsible investment approach. [Optional]

The Foundation Board will apply the following measures: • In evaluating prospective investment managers, the Board considers how ESG issues are incorporated into the investment decision making process; • In evaluating prospective investment managers, the Board considers how investment managers engage with management to improve ESG practices; • Existing equity investment managers are requested to provide proxy voting reports and to highlight exceptions to their proxy voting policy; and • Requests annual disclosure by investment managers regarding the processes by which ESG factors are incorporated into the investment decision making process.

We also consider if investment managers are PRI signatories.

SG 02	Mandatory	Public	Core Assessed	PRI 6

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 02.1	Indicate which of your investment policy documents (if any) are publicly available. Provide a URL and an attachment of the document.

☑ Policy setting out your overall approach

	URL/Attachment

☑ URL

	URL

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Statement_Investment_Objectives_Guidelines_8005_June_2016.pdf

☐ Attachment (will be made public)

☐ We do not publicly disclose our investment policy documents

SG 02.2	Indicate if any of your investment policy components are publicly available. Provide URL and an attachment of the document.

☑ Processes / approaches to incorporating ESG

	URL/Attachment

☑ URL

	URL

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Summary_of_Investment_Beliefs_February_2016.pdf

☐ Attachment

☑ Time horizon of your investment

	URL/Attachment

☑ URL

	URL

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Statement_Investment_Objectives_Guidelines_8005_June_2016.pdf

☐ Attachment

☑ Reporting

	URL/Attachment

☑ URL

	URL

https://www.uvic.ca/universitysecretary/otherbodies/foundations/reports/index.php

☐ Attachment

☐ We do not publicly disclose any investment policy components

SG 02.3	Indicate if your organisation's investment principles, and overall investment strategy is publicly available

◉ Yes

	Url

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Statement_Investment_Objectives_Guidelines_8005_June_2016.pdf

○ No

SG 03	Mandatory	Public	Core Assessed	General

SG 03.1	Indicate if your organisation has a policy on managing potential conflicts of interest in the investment process.

◉ Yes

SG 03.2	Describe your policy on managing potential conflicts of interest in the investment process.

The Foundation requires board members to complete and sign a statement annually disclosing any interests from which real or apparent conflicts could arise. If personal or business interests may conflict with a board members duty to act in the best interests of the Foundation, the board member must notify the Chair of this situation immediately.

○ No

SG 04	Voluntary	Public	Descriptive	General

SG 04.1	Indicate if your organisation has a process for identifying and managing incidents that occur within portfolio companies.

○ Yes
◉ No

Objectives and strategies

SG 05	Mandatory	Public	Gateway/Core Assessed	General

SG 05.1	Indicate if and how frequently your organisation sets and reviews objectives for its responsible investment activities.

○ Quarterly or more frequently
○ Biannually
◉ Annually
○ Less frequently than annually
○ Ad-hoc basis
○ It is not reviewed

SG 06	Voluntary	Public	Descriptive	General

SG 06.1	List the main responsible investment objectives that your organisation set for the reporting year.

	Responsible investment processes

☐ Provide training on ESG incorporation
☐ Provide training on ESG engagement
☐ Improved communication of ESG activities within the organisation
☐ Improved engagement to encourage change with regards to management of ESG issues
☐ Improved ESG incorporation into investment decision making processes
☑ Other, specify (1)

Requiring existing equity investment managers to provide proxy voting reports and to highlight exceptions to their proxy voting policy;

	Key performance indicator

Proxy reports.

	Progress achieved

All equity managers are now providing this information.

☑ Other, specify (2)

	other description (2)

Requests annual disclosure by investment managers regarding the processes by which ESG factors are incorporated into the investment decision making process.

	Key performance indicator

Reports

	Progress achieved

All investment managers are providing this information.

☐ Other, specify (3)

	Financial performance of investments

☐ Increase portfolio performance by consideration of ESG factors

☐ Other, specify (1)

☐ Other, specify (2)

☐ Other, specify (3)

	ESG characteristics of investments

☐ Over or underweight companies based on ESG characteristics

☐ Improve ESG ratings of portfolio

☐ Setting carbon reduction targets for portfolio

☐ Other, specify (1)

☐ Other, specify (2)

☐ Other, specify (3)

	Other activities

☐ Joining and/or participation in RI initiatives

☑ Encouraging others to join a RI initiative

	Key performance indicator

Invited others (non PRI members) to the Western North American PRI conference initiative.

☐ Documentation of best practice case studies

☐ Using case studies to demonstrate engagement and ESG incorporation to clients

☐ Other, specify (1)

☐ Other, specify (2)

☐ Other, specify (3)

Governance and human resources

SG 07	Mandatory	Public	Core Assessed	General

SG 07.1	Indicate the roles present in your organisation and for each, indicate whether they have oversight and/or implementation responsibilities for responsible investment.

	Roles present in your organisation

☑ Board members or trustees

☑ Oversight/accountability for responsible investment

☐ Implementation of responsible investment

☐ No oversight/accountability or implementation responsibility for responsible investment

☐ Chief Executive Officer (CEO), Chief Investment Officer (CIO), Investment Committee

☐ Other Chief-level staff or head of department, specify

☐ Portfolio managers

☐ Investment analysts

☐ Dedicated responsible investment staff

☑ External managers or service providers

☐ Oversight/accountability for responsible investment

☑ Implementation of responsible investment

☐ No oversight/accountability or implementation responsibility for responsible investment

☐ Investor relations

☐ Other role, specify (1)

☐ Other role, specify (2)

SG 07.2	For the roles for which you have RI oversight/accountability or implementation responsibilities, indicate how you execute these responsibilities.

Existing equity investment managers are requested to provide proxy voting reports and to highlight exceptions to their proxy voting policy,

Investment managers are requested to report annually regarding the processes by which ESG factors are incorporated into the investment decision making process, and;

A responsible investing section is included in the annual report.

SG 07.3	Indicate the number of dedicated responsible investment staff your organisation has.

	Number

0

SG 07.4	Additional information. [Optional]

We have no internal staff dedicated to investments. Investments are delegated to external managers.

SG 08	Voluntary	Public	Additional Assessed	General

SG 08.1	Indicate if your organisation's performance management, reward and/or personal development processes have a responsible investment element.

Board members/Board of trustees

☐ Responsible investment included in personal development and/or training plan

☐ None of the above

SG 08.4	Describe the level of experience board members/trustees/chief-level staff have with incorporating ESG factors into investment decision-making processes.

The responsible investing belief was adopted in 2012. We have subscribed to Sustainalytics since 2012 to help us incorporate ESG factors into investment decision-making processes.

Promoting responsible investment

SG 09	Mandatory	Public	Core Assessed	PRI 4,5

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 09.1	Select the collaborative organisation and/or initiatives of which your organisation is a member or in which it participated during the reporting year, and the role you played.

Select all that apply

☑ Principles for Responsible Investment

	Your organisation's role in the initiative during the reporting period (see definitions)

- ☑ Basic
- ☐ Moderate
- ☐ Advanced

- ☐ AFIC – La Commission ESG
- ☐ Asian Corporate Governance Association
- ☐ Australian Council of Superannuation Investors
- ☐ BVCA – Responsible Investment Advisory Board
- ☐ CDP Climate Change
- ☐ CDP Forests
- ☐ CDP Water
- ☐ CFA Institute Centre for Financial Market Integrity
- ☐ Code for Responsible Investment in SA (CRISA)
- ☐ Code for Responsible Finance in the 21st Century
- ☐ Council of Institutional Investors (CII)
- ☐ ESG Research Australia
- ☐ Eumedion
- ☐ EVCA – Responsible Investment Roundtable
- ☐ Extractive Industries Transparency Initiative (EITI)
- ☐ Global Investors Governance Network (GIGN)
- ☐ Global Impact Investing Network (GIIN)
- ☐ Global Real Estate Sustainability Benchmark (GRESB)
- ☐ Green Bond Principles
- ☐ Institutional Investors Group on Climate Change (IIGCC)
- ☐ Interfaith Center on Corporate Responsibility (ICCR)
- ☐ International Corporate Governance Network (ICGN)
- ☐ Investor Group on Climate Change, Australia/New Zealand (IGCC)
- ☐ International Integrated Reporting Council (IIRC)
- ☐ Investor Network on Climate Risk (INCR)/CERES
- ☐ Local Authority Pension Fund Forum
- ☐ Principles for Sustainable Insurance
- ☐ Regional or National Social Investment Forums (e.g. UKSIF, Eurosif, ASRIA, RIAA), specify
- ☐ Responsible Finance Principles in Inclusive Finance
- ☐ Shareholder Association for Research and Education (Share)
- ☐ United Nations Environmental Program Finance Initiative (UNEP FI)
- ☐ United Nations Global Compact
- ☐ Other collaborative organisation/initiative, specify
- ☐ Other collaborative organisation/initiative, specify
- ☐ Other collaborative organisation/initiative, specify
- ☐ Other collaborative organisation/initiative, specify

SG 10	Mandatory	Public	Core Assessed	PRI 4

SG 10.1	Indicate if your organisation promotes responsible investment, independently of collaborative initiatives.

○ Yes

◉ No

SG 11	Voluntary	Public	Additional Assessed	PRI 4,5,6

SG 11.1	Indicate if your organisation - individually or in collaboration with others - conducted dialogue with public policy makers or regulators in support of responsible investment in the reporting year.

◉ Yes

☐ Yes, individually

☑ Yes, in collaboration with others

SG 11.2	Select the methods you have used.

☑ Endorsed written submissions to governments, regulators or public policy-makers developed by others

☐ Drafted your own written submissions to governments, regulators or public-policy markers

☐ Participated in face-to-face meetings with government members or officials to discuss policy

☐ Other, specify

SG 11.3	Where you have made written submissions (individually or collaboratively) to governments and regulatory authorities, indicate if these are publicly available.

◉ Yes, publicly available

	provide URL

http://www.iigcc.org/files/publication-files/20150818_Investor_CEO_letter_to_Finance_Ministers_Final_FINAL_FORMATTED.pdf

○ No

○ No

SG 11.4	Provide a brief description of the main topics your organisation has engaged with public policy-makers or regulators on.

Investor CEO Letter on Climate Change to G7 Finance Ministers

Implementation not in other modules

SG 12	Mandatory	Public	Descriptive	PRI 1

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 12.1	Indicate if your organisation executes scenario analysis and/or modelling in which the risk profile of future ESG trends at portfolio level is calculated.

☐ We execute scenario analysis which includes factors representing the investment impacts of future environmental trends

☐ We execute scenario analysis which includes factors representing the investment impacts of future social trends

☐ We execute scenario analysis which includes factors representing the investment impacts of future governance trends

☐ We execute other scenario analysis, specify

☑ We do not execute such scenario analysis and/or modelling

SG 12.2	Indicate if your organisation considers ESG issues in strategic asset allocation and/or allocation of assets between sectors or geographic markets.

○ We do the following

◉ We do not consider ESG issues in strategic asset allocation

SG 13	Mandatory to Report Voluntary to Disclose	Private	Additional Assessed	PRI 1

SG 13.1	Some investment risks and opportunities arise as a result of long term trends. Indicate which of the following you act on.

☐ Changing demographics

☐ Climate change

☐ Resource scarcity

☐ Technology developments

☑ Other, specify(1)

	other description (1)

We rely on investment managers to identify investment risks and opportunities that arise as a result of long term trends.

☐ Other, specify(2)

☐ None of the above

SG 14	Mandatory to Report Voluntary to Disclose	Private	Descriptive	PRI 1

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 14.1	Indicate if your organisation allocates assets to, or manages, funds based on specific environmental and social themed areas.

○ Yes

◉ No

Innovation

SG 17	Voluntary	Public	Descriptive	General

SG 17.1	Indicate whether any specific features of your approach to responsible investment are particularly innovative.

○ Yes

◉ No

University of Victoria

Reported Information

Private version

Indirect – Manager Selection, Appointment and Monitoring

PRI disclaimer

This document presents information reported directly by signatories. This information has not been audited by the PRI Secretariat or any other party acting on their behalf. While this information is believed to be reliable, no representations or warranties are made as to the accuracy of the information presented, and no responsibility or liability can be accepted for any error or omission.

Overview

SAM 01	Mandatory	Public	Core Assessed	PRI 4

New selection options have been added to this indicator. Please review your prefilled responses carefully.

SAM 01.1	Indicate whether your organisation uses investment consultants and/or fiduciary managers.

☑ Yes, we use investment consultants

SAM 01.2	Indicate how your organisation uses investment consultants in the selection, appointment and/or monitoring of external managers.

☑ We use investment consultants in our selection and appointment of external managers

	Asset class

☑ Listed Equity (LE)

☑ Fixed income - Corporate (financial)

☑ Fixed income - Corporate (non-financial)

☑ Infrastructure (INF)

☐ Property (PR)

☑ We use investment consultants in our monitoring of external managers

	Asset class

☑ Listed Equity (LE)

☑ Fixed income - Corporate (financial)

☑ Fixed income - Corporate (non-financial)

☑ Infrastructure (INF)

☐ Property (PR)

SAM 01.3	Indicate if your organisation considers responsible investment in the selection, appointment and/or review processes for investment consultants.

☑ Responsible investment is incorporated in the selection process for investment consultants

☐ Consultants' responsibilities in terms of responsible investment in manager selection, appointment and monitoring processes are included in our contractual agreements with them.

☑ Responsible investment is considered when reviewing investment consultants' advice on manager selection and performance monitoring.

☐ We do not consider responsible investment in the selection, appointment and/or review processes for investment consultants.

☐ Yes, we use a fiduciary manager that delegates management of some or all of our assets to third-party managers.

☐ No, we do not use investment consultants or fiduciary managers.

SAM 02	Mandatory	Public	Gateway	PRI 1

SAM 02.1	Indicate for which of the following externally managed asset classes your organisation, and/or your investment consultants, consider responsible investment factors in investment manager: (a) Selection, (b) Appointment (investment management agreements/contracts), and (c) Monitoring

Select all that apply

Asset classes	(a) Selection	(b) Appointment	(c) Monitoring
Listed equity	☑	☑	☑
Fixed income - Corporate (financial)	☑	☑	☑
Fixed income - Corporate (non-financial)	☑	☑	☑
Property	☑	☑	☑
Infrastructure	☑	☑	☑

SAM 02.2	Provide a brief description of how your organisation includes responsible investment considerations in your investment manager selection, appointment and monitoring processes.

In evaluating prospective investment managers, the Board considers how ESG issues are incorporated into the investment decision making process;

In evaluating prospective investment managers, the Board considers how investment managers engage with management to improve ESG practices.

Listed Equity and Fixed Income Strategies

SAM 03	Mandatory to Report Voluntary to Disclose	Private	Gateway	General

SAM 03.1	Provide a breakdown of your externally managed listed equities and fixed income by passive, active quant and, active fundamental and other active strategies.

Listed equity (LE)	Passive 0 Active - quantitative (quant) 0 Active - fundamental and active - other 100 100%
Fixed income - Corporate (financial)	Passive 0 Active - quantitative (quant) 0 Active - fundamental and active - other 100 100%
Fixed income - Corporate (non-financial)	Passive 0 Active - quantitative (quant) 0 Active - fundamental and active - other 100 100%

SAM 04	Mandatory	Public	Gateway	PRI 1,2

SAM 04.1	Indicate which of the following ESG incorporation strategies you require your external manager(s) to implement on your behalf:

Active investment strategies

Active investment strategies	Listed Equity		FI - Corporate (financial)	FI - Corporate (non-financial)	
Screening	☐		☐	☐	
Thematic	☐		☐	☐	
Integration	☑		☑	☑	
None of the above	☐		☐	☐	

SAM 04.3	Additional information. [Optional]

Requests annual disclosure by investment managers regarding the processes by which ESG factors are incorporated into the investment decision making process.

Selection

SAM 05	Mandatory	Public	Core Assessed	PRI 1

SAM 05.1	Indicate what RI-related information your organisation typically covers in the majority of selection documentation for your external managers

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
Investment strategy and how ESG objectives relate to it	☑		☑	☑			☐	☑
ESG incorporation requirements	☐		☐	☐			☐	☐
ESG reporting requirements	☑		☑	☑			☐	☑
Other	☐		☐	☐			☐	☐
No RI information covered in the RFPs	☐		☐	☐			☐	☐

SAM 05.2	Explain how your organisation evaluates the investment manager's ability to align between your investment strategy and their investment approach

Strategy

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
Assess the time horizon of the investment manager's investment strategy	☑		☑	☑			☐	☑
Assess the quality of investment policy and its reference to ESG	☑		☑	☑			☐	☑
Assess the investment approach and how ESG objectives are implemented in the investment process (asset class specific)	☑		☑	☑			☐	☑
Assess the ESG definitions to be used	☑		☑	☑			☐	☑
Other	☐		☐	☐			☐	☐
None of the above	☐		☐	☐			☐	☐

ESG people/oversight

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
Assess ESG expertise of investment teams	☐		☐	☐			☐	☐
Review the ownership of the ESG implementation	☐		☐	☐			☐	☐
Review how is ESG implementation enforced /ensured	☑		☑	☑			☐	☑
Other	☐		☐	☐			☐	☐
None of the above	☐		☐	☐			☐	☐

Process/portfolio construction/investment valuation

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
Review the process ensuring the quality of the ESG data used	☐		☐	☐			☐	☐
Review and agree the investment decision making process (and ESG data use in it)	☑		☑	☑			☐	☑
Review and agree the ESG incorporation strategy impact of ESG analysis on investment decisions	☐		☐	☐			☐	☐
Review and agree how the manager is targeting returns and ESG objectives	☑		☑	☑			☐	☑
Review and agree how the manager identifies, measures and manages ESG risk	☑		☑	☑			☐	☑
Review and agree return and risk in combination at a portfolio level (portfolio construction) and ESG objectives	☐		☐	☐			☐	☐
Review how ESG materiality is evaluated by the manager in the monitored period	☑		☑	☑			☐	☑
Review process for defining and communicating on ESG incidents	☐		☐	☐			☐	☐
Other, specify	☐		☐	☐			☐	☐
None of the above	☐		☐	☐			☐	☐

SAM 05.3	Describe the selection process

☑ Review responses to RfP, RfI, DDQ etc.

☐ Review Limited Partners' Responsible Investment Due Diligence Questionnaire (PE DDQ)

☐ Review publicly available information

☐ Review assurance process

☑ Review PRI Transparency Reports

☐ Request and discuss PRI Assessment Reports

☑ Meetings with the potential shortlisted managers

☐ Site visits to potential managers offices

☐ Other, specify

SAM 05.4	When selecting external managers does your organisation set any of the following:

	LE		**FI - Corporate (financial)**	**FI - Corporate (non-financial)**			**Property**	**Infrastructure**
ESG score	☐		☐	☐			☐	☐
ESG weight	☐		☐	☐			☐	☐
Real world economy targets	☐		☐	☐			☐	☐
Other RI considerations	☑		☑	☑			☐	☑
None of the above	☐		☐	☐			☐	☐

SAM 06	Mandatory	Public	Additional Assessed	PRI 2

SAM 06.1	Indicate how your organisation typically evaluates the manager’s active ownership practices in the majority of the manager.

	Engagement

Principles for Responsible Investment

			FI - Corporate (financial)	FI - Corporate (non-financial)	
Review the manager's engagement policy			☐	☐	
Review the manager's engagement process (with examples and outcomes)			☐	☐	
Ensure that engagement outcomes feed back into the investment decision-making process			☐	☐	
Other engagement issues in your selection process specify			☐	☐	
None of the above			☑	☑	

	(Proxy) voting

	LE
Review the manager's voting ability within different ownership rights	☑
Review the manager's voting policy	☑
Ensure that voting outcomes feed back into the investment decision-making process	☑
Other active ownership voting issues in your selection process; specify	☐
None of the above	☐

SAM 06.2	Describe how you assess if the manager's engagement approach is effective.

☐ Impact on investment decisions

☐ Impact on company / asset level

☐ Impact on ESG profile or the portfolio

☐ Evidence of changes in corporate practices

☐ Other, specify

☑ None of the above

SAM 06.3	Describe how you assess if the manager's voting approach is effective/appropriate

☐ Impact on investment decisions

☐ Impact on ESG profile or the portfolio

☐ Evidence of changes in corporate practices

☐ Other, specify

☑ None of the above

Appointment

SAM 07.1	Mandatory	Public	Core Assessed	PRI 1

SAM 07.1	Indicate if in the majority of cases and where the structure of the product allows, your organisation does any of the following as part of the manager appointment

☐ Sets standard or ESG benchmarks

☐ Defines ESG objectives

☐ Sets incentives and controls linked to the objectives

☐ Requires reporting on these objectives

☐ None of the above

☑ None of the above, we invest only in pooled funds and have a thorough selection process

SAM 07.2-5	Mandatory	Public	Core Assessed	PRI 1

SAM 07.2	Provide an example per asset class of your benchmarks, objectives, incentives/controls and reporting requirements that would typically be included in your managers' appointment.

	Asset class

☑ Listed equity (LE)

	Benchmark

☑ We do not set benchmarks

	Objectives

☑ We do not define ESG objectives

	Incentives and controls

☑ We do not set incentives and controls

Reporting requirements

⦿ We do not require the reporting on ESG objectives

☑ Fixed income - Corporate (financial)

Benchmark

☑ We do not set benchmarks

Objectives

☑ We do not define ESG objectives

Incentives and controls

☑ We do not set incentives and controls

Reporting requirements

⦿ We do not require the reporting on ESG objectives

☑ Fixed income - Corporate (non-financial)

Benchmark

☑ We do not set benchmarks

Objectives

☑ We do not define ESG objectives

Incentives and controls

☑ We do not set incentives and controls

Reporting requirements

⦿ We do not require the reporting on ESG objectives

☐ Property

☑ Infrastructure

Benchmark

☑ We do not set benchmarks

Objectives

☑ We do not define ESG objectives

	Incentives and controls

☑ We do not set incentives and controls

	Reporting requirements

⦿ We do not require the reporting on ESG objectives

Monitoring

SAM 08	Mandatory	Public	Core Assessed	PRI 1

SAM 08.1	When monitoring managers, indicate which of the following types of responsible investment information your organisation typically reviews and evaluates from the investment manager in meetings/calls

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
ESG objectives linked to investment strategy	☐		☐	☐			☐	☐
Investment restrictions and any controversial investment decisions	☐		☐	☐			☐	☐
ESG incorporation objectives (with examples)	☐		☐	☐			☐	☐
ESG portfolio characteristics	☐		☐	☐			☐	☐
How ESG materiality has been evaluated by the manager in the monitored period	☑		☑	☑			☐	☑
Information on any ESG incidents	☐		☐	☐			☐	☐
Metrics on the real economy influence of the investments	☐		☐	☐			☐	☐
PRI Transparency Reports	☐		☐	☐			☐	☐
PRI Assessment Reports	☐		☐	☐			☐	☐
Other general RI considerations in investment management agreements; specify	☑		☑	☑			☐	☑
None of the above	☐		☐	☐			☐	☐

	If you select any 'Other' option(s), specify

Requests annual disclosure by investment managers regarding the processes by which ESG factors are incorporated into the investment decision making process.

SAM 08.2	When monitoring external managers, does your organisation set any of the following to measure compliance/progress

	LE		FI - Corporate (financial)	FI - Corporate (non-financial)			Property	Infrastructure
ESG score	☐		☐	☐			☐	☐
ESG weight	☐		☐	☐			☐	☐
Real world economy targets	☐		☐	☐			☐	☐
Other RI considerations	☐		☐	☐			☐	☐
None of the above	☑		☑	☑			☐	☑

SAM 09	Mandatory	Public	Additional Assessed	PRI 1

SAM 09.1	When monitoring managers, indicate which of the following active ownership information your organisation typically reviews and evaluates from the investment manager in meetings/calls

Engagement

			FI - Corporate (financial)	FI - Corporate (non-financial)	
Report on engagements undertaken (outcomes and examples)			☑	☑	
Account on engagement ESG impacts			☐	☐	
Other RI considerations relating to engagement in investment management agreements; specify			☐	☐	
None of the above			☐	☐	

(Proxy) voting

	LE
Report on voting undertaken (with outcomes and examples)	☑
Report on voting decisions taken	☐
Other RI considerations relating to (proxy) voting in investment management agreements; specify	☐
None of the above	☐

	If you select any 'Other' option(s), specify

Existing equity investment managers are requested to provide proxy voting reports and to highlight exceptions to their proxy voting policy.

SAM 10	Mandatory	Public	Additional Assessed	PRI 2

SAM 10.1	For the listed equities for which you have given your external managers a (proxy) voting mandate, indicate the approximate percentage (+/- 5%) of votes that were cast during the reporting year.

☐ Votes cast (to the nearest 5%)

☑ We do not collect this information.

Outputs and outcomes

SAM 11	Mandatory to Report Voluntary to Disclose	Private	Descriptive	PRI 1

SAM 11.1	Indicate approximately what percentage (+/- 5%) of your externally managed assets are managed by PRI signatories.

	%

55

SAM 11.2	Describe how you ensure that best RI practice is applied to managing your assets

☐ Encourage improved RI practices with existing investment managers

☐ Move assets over to investment managers with better RI practices

☑ Other, specify

Reporting

	Measures

Requests annual disclosure by investment managers regarding the processes by which ESG factors are incorporated into the investment decision making process.

☐ None of the above

SAM 12	Mandatory	Public	Additional Assessed	PRI 1,6

SAM 12.1	Provide examples of how ESG issues have been addressed in the manager selection, appointment and/or monitoring process for your organisation during the reporting year.

☑ Add Example 1

Topic or issue	Manager selection
Conducted by	☐ Internal staff ☑ Investment consultants
Asset class	☐ All asset classes ☑ Listed Equity ☐ Fixed income – corporate (financial) ☐ Fixed income – corporate (financial) ☐ Infrastructure ☐ Property
Scope and process	Equity manager search
Outcomes	An investment manager was excluded from being shortlisted in part because they did not consider ESG issues.

☐ Add Example 2

☐ Add Example 3

☐ Add Example 4

☐ Add Example 5

☐ We are not able to provide examples

Communication

SAM 13	Mandatory	Public	Core Assessed	PRI 6

SAM 13.1	Indicate if your organisation proactively discloses any information about responsible investment considerations in your indirect investments.

◉ Yes, we disclose information publicly

	provide URL

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Annual%20Reports/2014_2015_annual_report.pdf

	provide URL

https://www.uvic.ca/universitysecretary/assets/docs/obfoundations/Memo%20to%20BOG_Divestment-09%2012%202014.pdf

SAM 13.2	Indicate if the level of information you disclose to the public is the same as that disclosed to clients and/or beneficiaries.

◉ Yes

SAM 13.3	Indicate what type of information your organisation proactively discloses to the public and clients and/or beneficiaries about your indirect investments.

☐ How responsible investment considerations are included in manager selection, appointment and monitoring processes

☑ Details of the responsible investment activities carried out by managers on your behalf

☐ E, S and/or G impacts and outcomes that have resulted from your managers' investments and active ownership

☐ Other, specify

○ No

○ Yes, we disclose information to clients/beneficiaries only

○ We do not proactively disclose information to the public and/or clients/beneficiaries

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Reported Information

Private version

Closing Module

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Principles for Responsible Investment

Assurance

CM 01	Mandatory	Public	Core Assessed	General

New selection options have been added to this indicator. Please review your prefilled responses carefully.

CM 01.1	Indicate whether the reported information you have provided for your PRI Transparency Report this year has undergone:

☐ Independent assurance by a third party over selected responses from this year's PRI Transparency Report

☐ Independent assurance by a third party over data points from other sources that have subsequently been used in your PRI responses this year

☐ Independent process assurance by a third party (specific to assurance of RI processes that have been reported to the PRI this year)

☐ Internal process assurance conducted by internal auditors (specific to assurance of RI processes that have been reported to the PRI this year)

☑ Internal verification/review of responses before submission to the PRI (e.g. by the CEO or the board)

◉ Whole PRI Transparency Report has been internally verified

CM 01.9	Whole PRI Transparency Report has been internally verified Who has conducted the verification

☑ CEO or other Chief-Level staff

☐ The Board

☐ Investment Committee

☐ Compliance Function

☑ RI/ESG Team

☑ Investment Teams

☐ Legal Department

☐ Other (specify)

○ Selected data has been internally verified

☐ Other, specify

☐ None of the above

CM 01.2	We plan to assure this year's PRI Transparency report

○ Whole PRI Transparency Report will be assured

○ Selected data will be assured

◉ We do not plan to assure this year's PRI Transparency report

PRI Principles for Responsible Investment

CM 01.3	We undertook independent assurance by a third party on last year's PRI Transparency Report

○ Whole PRI Transparency Report was assured last year

○ Selected data was assured in last year's PRI Transparency Report

◉ We did not assure last year's PRI Transparency report, or we did not have such a report last year.

CM 01.4	We undertake confidence building measures that are unspecific to the data contained in our PRI Transparency Report:

☐ We adhere to an RI certification or labelling scheme

☐ We carry out independent/third party assurance over a whole public report (such as a sustainability report) extracts of which are included in this year's PRI Transparency Report

☐ ESG audit of holdings

☐ Other, specify

☑ None of the above

Feedback

Contact details

CM 04	Mandatory	Public	Descriptive	General

CM 04.1	Provide a primary and secondary contact person.

	Primary contact for this submission

First name	Andrew
Last name	Coward
Email address	acoward@uvic.ca

	Secondary contact for this submission [optional]

First name	Kristi
Last name	Simpson
Email address	ksimpson@uvic.ca

	Contact for Data Portal

First name	Andrew
Last name	Coward
Email address	acoward@uvic.ca

Final review and submission

CM 05	Mandatory	Public	Descriptive	General

CM 05.1	Thank you for completing the PRI reporting framework. Click the links below to review how your reported information will be presented in two separate reports: the public RI Transparency Report (to be published on the PRI website) and the Private RI report (confidential, for internal review and use). If you have responded incorrectly to any indicators, please return to these indicators in the Online Reporting Tool and adjust accordingly

Download your reports:

Your private RI report (confidential)
Your public RI Transparency report (to be published on the PRI website)

CM 05.2	Indicate if you give PRI permission to publish your RI Transparency Report. Once your report is submitted, you will not be able to modify your responses and information you have marked as public will automatically be published on the PRI website

◉ I give the PRI permission to publish any information I have marked as public.

CM 06	Mandatory		Descriptive	General

You can submit your responses to the PRI reporting framework by clicking "I hereby submit my response" and the "Confirm" button.

☑ I hereby submit my response