



# Environmental, Social and Governance

**2019 REPORT**





On the cover: 221 Main Street, San Francisco  
View from: 114 Fifth, New York City



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# To All Our Stakeholders

Integrity, responsibility and service govern every decision we make at Columbia Property Trust. We are committed to doing business the right way and caring for others in all that we undertake, and during the challenging times that we all are now facing, that commitment is more important than ever. We are proud to share the proof of that commitment in this report on our Company's environmental, social and governance ("ESG") performance.

Since listing the Company's shares on the New York Stock Exchange in 2013, we have completed a dramatic transformation of our portfolio and platform to create a company that today has greater capabilities, resilience, market presence and investment performance potential than ever before. We successfully executed that transition by focusing relentlessly on the needs of our tenants and investors. We have assembled properties that offer the physical attributes, amenities and locations that forward-leaning companies seek, and have committed to providing the exceptional service that they deserve. In turn, our investors have been rewarded with growing cash flows and improved financial performance. Along the way, our talented and motivated team has developed a reputation for performance, reliability, and service among our stakeholders and our industry.



**OUR SUCCESS RELIES  
ON CONTINUING  
OUR TRADITION  
OF INTEGRITY,  
RESPONSIBILITY  
AND SERVICE.**



Because our success relies on continuing our tradition of integrity, responsibility and service, our Board of Directors oversees how ESG factors impact the long-term interests of our stockholders, investors and community. The Board works hand-in-hand with management to ensure that our Company's business strategy aligns with our values, culture, ethics, and corporate responsibility.

We are pleased to share with you the progress we made in each of these important areas in 2019:

**Environmental Sustainability.** We initiated, renewed or enhanced certification under the USGBC's Leadership in Energy and Environmental Design (LEED®) green building rating system on seven of our properties in 2019, with five additional properties awaiting confirmation of certification in early 2020, representing 82% of our portfolio by square feet. We continue to evaluate the portfolio to identify and pursue additional opportunities to enhance the value and appeal of our properties through LEED, ENERGY STAR, and other benchmark certifications, while promoting operational efficiency, health, and well-being at our buildings. Recognizing that climate change presents potential risks to our business, we assess opportunities to fortify our properties against these risks, while actively managing and reducing our carbon footprint.

**Governance and Oversight.** Columbia's Board of Directors is dedicated to serving the best interests of our stockholders, as evidenced by their six-year average tenure of service. As part of the Company's enterprise risk management framework, our Board directly oversees material ESG risks to the Company, as well as investment, casualty, cybersecurity, and other risks. Additionally, Columbia has long maintained a Code of Ethics that applies to every director, officer and employee, we have established a robust Whistleblower Policy, and we have a zero-tolerance policy for bribery and corruption.

**Employee Engagement and Diversity.** Our team is the engine that drives our success, and we take a deliberate approach to retaining and growing a healthy, diverse and engaged workforce. We provide high-quality benefits and health and wellness initiatives to promote a healthy work-life balance for our employees, and we invest in a variety of opportunities for professional growth. We are proud that women comprise 41% of our senior-level professionals and 62% of our full-time employees. Our Board reflects Columbia's commitment to diversity as well, with two women serving as independent directors. Our team and Board also reflects diverse ethnic, race, age, and cultural backgrounds.

**Community Impact.** We recognize that our success as a company is closely tied to the success of the communities that surround our areas of operation. Therefore, as a corporate citizen, we invest prudently toward thriving neighborhoods through service and philanthropic donations. We encourage all of our employees to volunteer, and we provide team-building opportunities that emphasize community service. We also have established a committee, "Columbia Cares," to thoughtfully allocate these contributions of time and money, in accordance with guidelines that respect the needs of all our stakeholders.

In this report, we are pleased to share more details on these accomplishments and to highlight some of the ways these initiatives have benefited our stockholders, our tenants, our team, and our communities. With all that we have accomplished so far, we know that there is still room to enhance our efforts, and we are committed to advancing both our actions and reporting across ESG dimensions in the year ahead.

Thank you for giving us the opportunity to serve you.

Sincerely,



Nelson Mills  
President, Chief Executive Officer, and Director







Outdoor amenity space at University Circle, Palo Alto, CA



# Overview

# Columbia as a Corporate Citizen

## Who We Are

Columbia Property Trust is a team of passionate real estate leaders who seek out opportunities to create value through owning, operating and developing Class-A office buildings in New York, San Francisco, Washington, D.C., and Boston. With corporate leadership in these cities and Atlanta, we bring together local expertise and deep experience in transactions, asset management and repositioning, leasing, development, and property management to grow value across our high-quality, well-leased portfolio, while maintaining a strong balance sheet.

A fully-integrated real estate investment trust (REIT), Columbia holds a portfolio of 17 properties that contain approximately seven million rentable square feet, as well as two properties under development. As of January 2020, we also have approximately eight million square feet under management for private investors and third parties. We strive to maximize returns for our investors through proactive management, exceptional tenant service, creative leasing and value-enhancing capital improvement across our portfolios.

Columbia is listed on the New York Stock Exchange under the ticker symbol “CXP” and carries an investment-grade rating from both Moody’s and S&P Global Ratings.

## ESG Drives Value

Concentrated in strategic Central Business District locations in New York, San Francisco, Washington D.C., and Boston, our properties offer the top locations, boutique style, and exceptional service and amenities that today’s top companies want.

At each of these properties, and in each neighborhood where we operate, we take great care to ensure that we live as a good corporate citizen within the community. We operate efficiently, responsibly, and always in the best interest of our stakeholders, because, not only does ESG benefit the environment and our communities, it creates long-term value for our stakeholders, investors, and our business. Our energy-efficient and sustainable building operations benefit our tenants and foster trust among our stakeholders, differentiating our brand and reputation in the marketplace.



Based on a review of our Company’s operations and interactions, we have determined our stakeholders to include our investors, tenants, employees, and the communities in which we operate.

*Unless otherwise noted, all data herein is as of 12.31.2019, at 100% of all majority-owned properties, including those held through joint venture partnerships, and is pro forma for the sale of properties in Pittsburgh, PA, and Pasadena, CA.*

- 1. Includes all assets owned by Columbia (wholly-owned and partially-owned), or managed by Columbia for co-investors and third-parties.*
- 2. Data reflect all properties that have met certification criteria and have received or are awaiting certification.*





NYC  
HEADQUARTERS



165  
EMPLOYEES



350+  
TENANTS NATIONWIDE



7.3M  
SQUARE FEET  
MAJORITY OWNED



15M  
TOTAL SQUARE FEET  
UNDER MANAGEMENT<sup>1</sup>



97%  
OF PORTFOLIO  
LEASED



75%  
OF PORTFOLIO  
CERTIFIED<sup>2</sup>



82%  
OF PORTFOLIO  
CERTIFIED<sup>2</sup>



78%  
OF PORTFOLIO  
CERTIFIED

Union Square Park, New York City



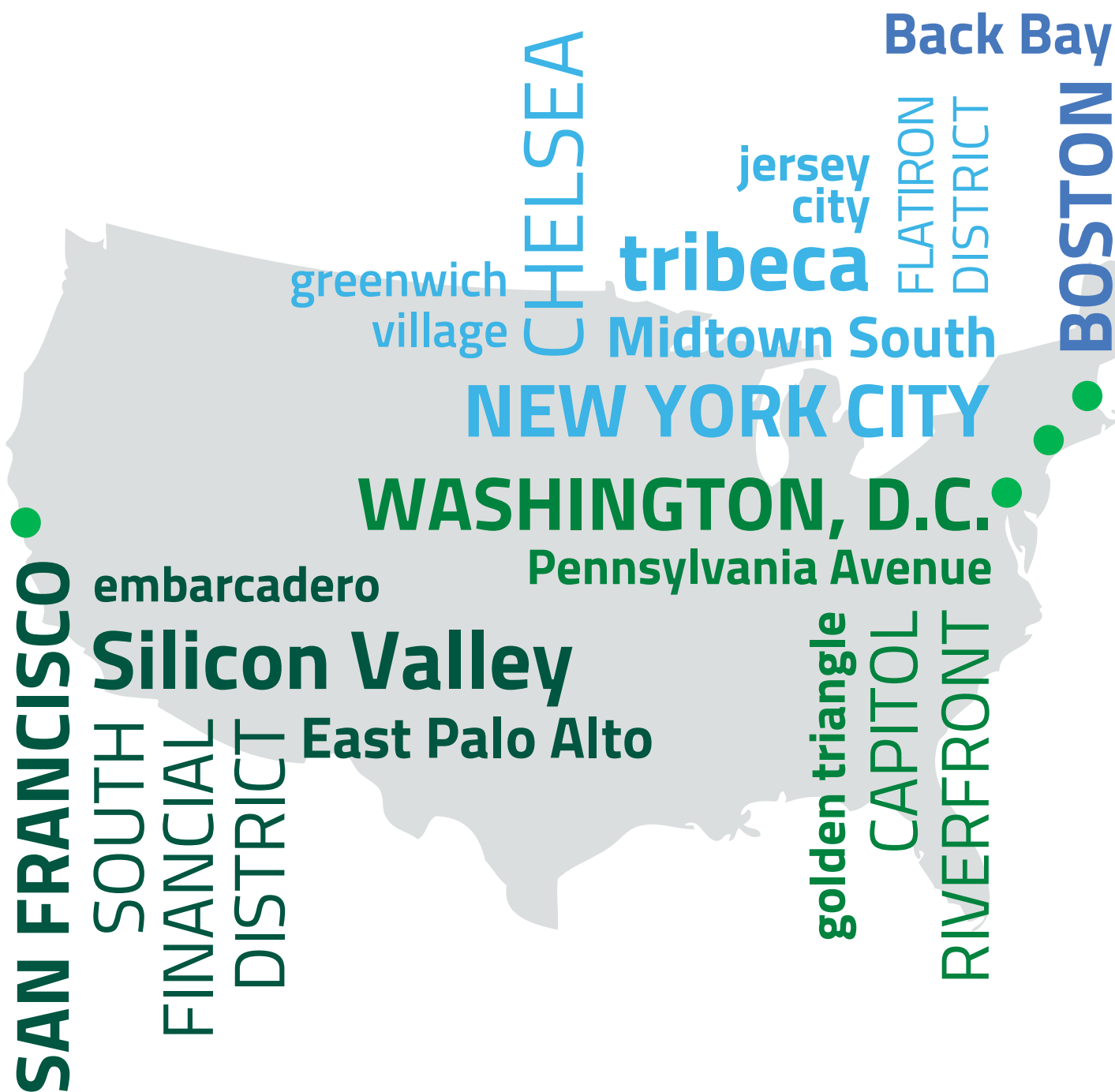


## Our Neighborhoods

We operate in distinct neighborhoods, each with its own personality and place within the larger metropolitan city that surrounds it. We are proud to be part of the skyline, part of the street scene, and part of the day-to-day life in each one. Every day, in each of our neighborhoods, we work together to deliver optimal outcomes for our communities, tenants, the environment, and our business. From conserving energy to offering solutions that boost tenant health and wellness, Columbia delivers value for our stakeholders across material ESG dimensions.







An aerial night photograph of Market Square in Washington, D.C. The image shows the illuminated buildings of the U.S. Capitol and the Supreme Court, with light trails from traffic on Pennsylvania Avenue. A large, bright starburst light is positioned at the top center of the frame. The text is overlaid in the center, flanked by horizontal lines and double slashes.

**ENVIRONMENTALLY  
AND SOCIALLY  
RESPONSIBLE  
OPERATING PRACTICES  
GO HAND-IN-HAND  
WITH GENERATING  
VALUE FOR OUR  
STOCKHOLDERS.**



# Sustainability Framework

## Our Governance of Sustainability

We believe good governance at all levels is necessary to drive corporate responsibility, which in turn promotes the long-term interests of our stockholders and strengthens Board and management accountability. As a part of its primary duty overseeing the Company's corporate strategy, our Board of Directors also oversees how environmental and social issues may impact the long-term interests of our stockholders and stakeholders. Corporate responsibility at Columbia is not just overseen by our most senior leadership; it is the responsibility of each and every employee, because a commitment to responsibility must govern our actions at every level of the company in order to achieve operational excellence.

As a part of this endeavor, the Board oversees the management team's efforts fulfilling responsibilities relating to sustainability and corporate social responsibility, particularly those that may affect the stakeholders and stockholders of our company, and the communities in which we operate. In addition to our governance best practices, we consider environmental and social issues in our operations. As part of overseeing our corporate strategy and our enterprise risk management program, our Board monitors our environmental and social practices. We believe that environmentally and socially responsible operating practices go hand-in-hand with generating value for our stockholders, providing efficiency and comfort for our tenants, being good neighbors within our communities, and being a good employer to our employees.

At the management level, Columbia maintains a sustainability working group consisting of dedicated internal resources and external advisors to address environmental, social, and governance ("ESG") factors that are material to our business. Our sustainability working group evaluated potential ESG risks and opportunities relevant for our company based on the views held by our stockholders, leading ESG frameworks, and ESG rating agencies. We utilized criteria established by the Sustainability Accounting Standard Board ("SASB"), the Global Real Estate Sustainability Benchmark ("GRESB"), and the Task Force on Climate-related Disclosures ("TCFD"), as well as the Global Reporting Initiative ("GRI"), to evaluate our practices. This working group reports to the Nominating and Corporate Governance Committee of the Board on a quarterly basis.

## How We Evaluate Our Enterprise Risk and Materiality

At Columbia, we take a prudent and proactive approach to risk management, recognizing the importance of understanding risks to the business, determining which risks are material to our operations, and implementing the systems and controls required to mitigate them. We assess ESG issues to assist the Board and our Senior Leadership Team in identifying our corporate responsibility goals as well as to analyze, monitor, and mitigate risks.

Our ESG assessment has three primary goals:

- 1 Identify the **company's key sustainability risk areas** based on materiality, considering the severity and likelihood of potential impact;
- 2 Evaluate **risk mitigation** measures in place for those key risk areas;
- 3 **Address any material residual unmitigated risks identified**; establish key performance indicators and action plans.

The results of that assessment drive the priorities of Columbia's corporate responsibility program and the content of this report.



### A Better View in Midtown South

315 Park Avenue South, New York City

Over the past two years, Columbia replaced all windows on floors four and above in this early 1900's building, including both glass and frames, to reduce air and noise penetration issues and improve the property's aesthetics. Former double-hung windows were replaced with in-swing casement windows with low-E insulated glazing that allow more light penetration while still reducing heat transfer, infrared and UV rays, and noise penetration, giving the historic building a more modern look and function.



## Our Corporate Responsibility Priorities



### ENVIRONMENTAL RESPONSIBILITY

- Climate resiliency
- Compliance with carbon regulation
- Reductions in greenhouse gas emissions
- Reducing usage of nonrenewable energy resources



### TEAM, TENANTS AND COMMUNITIES

- Occupational health and safety
- Providing for shifting customer needs and preference toward green/more efficient buildings
- Our impact on the communities in which we operate
- Providing an environment that fosters equal opportunity without discrimination



### GOVERNANCE

- Business ethics
- Conduct and anti-corruption practices
- Disclosure of risks to stockholders
- Effective board oversight



### ECONOMICS

- Financial performance for our stockholders and communities

Columbia approaches ESG-related risks as opportunities and sees them as the key building blocks of running a company that is focused on resilience and long-term profitability. Columbia measures, manages and mitigates our ESG-related risk exposures but also is focused on disclosing relevant, reliable ESG data to key stakeholders. This is achieved through:

- ✓ A systematic, integrated and intentional cross-enterprise approach in the evaluation of ESG risks and opportunities;
- ✓ Monitoring of ESG rating agency scores;
- ✓ Engaging with investors;
- ✓ Designating owners of ESG risks; and
- ✓ Effective corporate governance practices.



*Rendering of planned expansion space*

# Building Sustainably: 80 M Street

A pioneering expansion project will make this urban office building the first in D.C. to feature environmentally-friendly mass-timber construction.

**Location:** Capital Riverfront District, Washington, D.C.

**Size:** 286,000 square feet (current) + 105,000 square-foot planned expansion

Columbia will soon commence a 105,000-square-foot vertical expansion of 80 M Street, creating the first commercial office mass-timber construction project in Washington, D.C. The expansion space will consist of two new floors and a penthouse to be built atop the existing 286,000-square-foot building, and more than half of this new space is already pre-leased to the American Trucking Associations.

A cutting-edge building technique, mass timber construction relies on a composite wood product that is engineered from hard wood grown under climate-smart forestry practices in the U.S. Pacific Northwest. Mass timber construction has been recognized for providing structural integrity and fire resistance that is favorably comparable to steel and concrete construction, but with a lower overall weight load and a lower carbon footprint than these other building methods.

Complementing the project's environmental attributes, the expansion space at 80 M Street will also provide wellness and productivity benefits for future tenants. The new floors will feature 16-foot ceiling heights and 12-foot-high windows – a combination that allows for double the amount of light penetration possible in standard space. Other design highlights include exposed ceilings, polished concrete floors, and nearly 4,000 square feet of new outdoor amenity space.





## Sustainability Highlights



### Mass timber:

- Is specially engineered for loads similar in strength to structural materials like concrete and steel, but with 60-70% less weight and a lower carbon footprint;
- Allows for greater window heights (12'-15') than typically possible in D.C. office buildings of standard construction (8.5'), resulting in potential increase in interior light penetration of almost 200%; and
- May offer wellness benefits such as reduced stress, improved cognitive function and enhanced mood and creativity.

Using timber for construction offers several advantages:

- Timber is a renewable resource that can be grown and harvested indefinitely.
- Engineered wood products require less energy to manufacture, and much of the energy is produced with renewable biomass, such as bark and residual fiber (byproducts of wood harvesting), rather than fossil fuels.
- Wood has lower thermal conductivity than other common building materials, and mass timber buildings are exceptionally air-tight due to precise manufacturing practices. Both of these qualities contribute to increased operational energy efficiency for mass timber structures.

Source: WoodWorks™ Wood Products Council







Rendering of planned terraces at 799 Broadway, New York City



# Our Environmental Commitment

# Our Enterprise-Level Environmental Policy

At an enterprise level, Columbia is committed to implementing best practices that support an environmental policy based on sustainability. We recognize that environmental issues are a global concern, which is another reason why we operate our properties and business processes to minimize our environmental impact. We strive to be mindful of our finite resources and energy usage and to not only conserve, but also use, our resources both efficiently and effectively.

Columbia's environmental sustainability program pursues these objectives:

- 1 Provide a safe, environmentally responsible workplace;
- 2 Fully comply with applicable environmental laws and regulations throughout our portfolio;
- 3 Minimize environmental impact by ensuring responsible use of energy throughout our business, measuring usage, and setting targets for reduction;
- 4 Maintain and expand our participation and certifications under green building programs such as LEED, ENERGY STAR, WELL, and others;
- 5 Perform predictive analytics to assess climate related risks; and
- 6 Provide ESG disclosures through annual reports.



## A Bay Area Garden with Purpose

### 221 Main Street, San Francisco

Tenants at 221 Main Street enjoy one of the most remarkable amenities in the city – an 11,000-square-foot rooftop terrace overlooking a planned city park adjacent to the Salesforce Transit Center. The terrace is appealingly landscaped with a variety of greenery, designed with the area's draught conditions in mind – carefully placed and maintained sprinklers run only when needed, and then only for a few minutes at night. The foliage features almost exclusively low-water plants, primarily native varieties, and attractive artificial turf softens the other hardscape areas – all combining to create a drought-sensitive oasis.



## Environmental Certifications

Our property management teams practice responsible property management as well as energy and water conservation and encourage our tenants to do the same. The effectiveness of our sustainable and responsible operations is evidenced by the recognition our properties have received from some of the most respected third-party organizations that benchmark property efficiency and sustainability.



### 82% OF OUR PORTFOLIO IS LEED CERTIFIED

Approximately 82% of our portfolio based on square footage has been certified under the USGBC's Leadership in Energy and Environmental Design (LEED®) green building rating system. Beyond just achieving LEED certification, we continue to evaluate the portfolio to identify and pursue additional opportunities to enhance the value and appeal of our properties through LEED certification, while promoting operational efficiency, health and well-being.

#### LEED Buildings

80 M Street / 95 Columbus / 114 Fifth Avenue / 116 Huntington Avenue / 201 California Street  
221 Main Street / 229 W. 43rd Street / 315 Park Avenue South / 650 California Street  
1800 M Street / Market Square / University Circle



### 75% OF OUR PORTFOLIO IS ENERGY STAR CERTIFIED

We benchmark our portfolio performance through the EPA's ENERGY STAR® Portfolio Manager tool. In 2019, 15 of our buildings met the qualifications for ENERGY STAR certification, representing 75% of our portfolio based on square footage. This recognizes our commitment to superior energy efficiency and reduced greenhouse gas emissions. We intend to continue tracking our portfolio through ENERGY STAR and to maintain and/or pursue certification for all properties that are eligible.

#### Energy Star Buildings

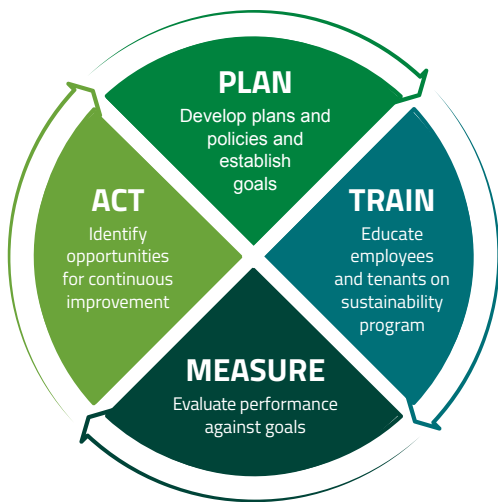
80 M Street / 95 Columbus / 116 Huntington Avenue / 201 California Street / 221 Main Street  
249 West 17th Street / 315 Park Avenue South / 333 Market Street / 650 California Street  
Market Square / University Circle



### 2 OF OUR BUILDINGS RECEIVED BOMA 360 BUILDING DESIGNATION

We also participate in the Building Owners and Managers (BOMA) "The Office Building of the Year" (TOBY) Awards and the BOMA 360 Performance Program, which sets a worldwide standard for operational best practices in the commercial real estate industry. Two of our buildings, 95 Columbus in New Jersey and 221 Main Street in San Francisco, can claim the prestigious BOMA 360 Building designation, while 221 Main Street also won at both the local and regional levels in its class in the 2019 TOBY Awards.

*Data reflect all properties that have met certification criteria and have received or are awaiting certification.*



## Sustainability Data Management

In 2020, Columbia will further enhance its sustainability data management as our environmental initiatives continue to evolve. In order to optimize building systems and drive operational efficiencies, Columbia intends to utilize a comprehensive Environmental Management System (EMS) based on the Integrated Organization for Standardization (ISO) 140001 standard. The framework follows a Plan-Train-Measure-Act cycle and will enable us to continually monitor our performance and identify opportunities that align with our overall sustainability strategy.

Using this system, we will track metrics across our portfolio for energy, water, waste, and greenhouse gas emissions. We will also leverage external platforms including the EPA's ENERGY STAR Portfolio Manager tool to benchmark performance.

## Sustainability Data Verification

Columbia is not only committed to reporting performance for key environmental metrics, we are also working to ensure that all data we report is accurate and transparent, per third-party verification. To this end, we not only track our data in the ENERGY STAR Portfolio Manager and internal databases, but, in 2020, we have also begun pursuing third-party data verification aligned with ISO14064-3, an industry standard for verification. As part of this, we will conduct a third-party limited assurance review of the 2019 data for our energy, water, and greenhouse gas emission calculations and will release this data upon verification. This will provide validation that our data is reported accurately to key internal and external stakeholders and corporate reporting programs.



## Lighting a Better Way

### 95 Columbus, Jersey City, NJ

To provide for the security of our tenants, the six-level parking garage that serves this 630,000-square-foot office tower overlooking downtown Manhattan is lighted 24 hours a day, 365 days a year. Although the garage had been utilizing induction lighting for the past ten years, which is more efficient than standard lighting, in 2019 we fully replaced the induction fixtures with even more highly-efficient LED lighting, to further reduce the energy needed to keep the garage continually and safely lighted.





## Climate Resiliency Programs

As part of our effort to drive positive financial and environmental outcomes for our stakeholders, we seek to provide best-in-class sustainability practices for our employees and best-in-class assets for our tenants. In order to achieve this, we carefully considered leading ESG frameworks, such as the Task Force on Climate-Related Financial Disclosures (TCFD) and the Sustainability Accounting Standards Board (SASB). These frameworks have guided our efforts to date and we expect to provide more data about our performance against relevant standards in future reports.

We recognize that the climate-related risks could have a material impact on our properties, operations and business, which is why Columbia's Board of Directors oversees how we assess and manage relevant climate-related risks under our sustainability governance framework. Our asset teams are focused on infrastructure enhancements, including efficiency retrofits that provide cost-effective climate resiliency solutions that reduce vulnerability to climate impacts while strategically meeting tenant expectations at the same time. The results of our efforts are visible in our evaluations by third-party benchmarking programs such as LEED, ENERGY STAR, and BOMA 360.

Examples of our recent efforts associated with building or process enhancements to improve climate resiliency include:

### Life Safety

- Retrofitted sprinkler bracing systems for earthquake resistance
- Life safety and emergency response plans
- Flood emergency response plans
- Water leak response plans
- Regular evacuation drills

### Sustainability Practices

- Construction waste management
- Optimized site design

### Sustainable Technologies

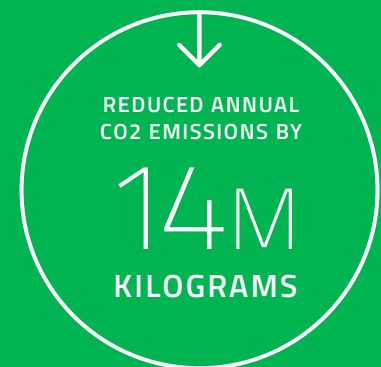
- Energy-efficient mechanical and electrical systems
- Use of low emitting materials
- Sustainable construction materials
- Meter upgrades
- Lighting retrofits
- Destination elevators
- High efficiency HVAC
- Efficient plumbing fixtures
- Energy Management System upgrades



## Shedding New Light on the Former *New York Times Building*

229 West 43<sup>rd</sup> Street, New York City

For nearly a century, this stalwart chateau-styled tower housed the staff and printing operations of the great "Gray Lady." Modern renovations had already brought new media into the building in recent years, but Columbia has undertaken new projects to improve efficiency, including lighting retrofits in the lobby, elevators and stairwells. Together, these resulted in over 400 LED bulb replacements that, on average, reduced overall watts by 55%.



## Tenant Health and Wellness

Delivering a great experience for our tenants is about more than making tenants comfortable. Office space and amenities have become a key recruitment tool for forward-thinking tenants who are competing for talent. We can not only provide them a competitive advantage, we can also provide a measure of business efficiency by integrating health and wellness initiatives into our property management operations, which allows our tenants to focus on their core business.

Because tenant quality, satisfaction, and retention are critical to fulfilling our Company mission, we view serving tenants as “part of our DNA.”

### Objectives

Our tenant service program has four primary objectives:

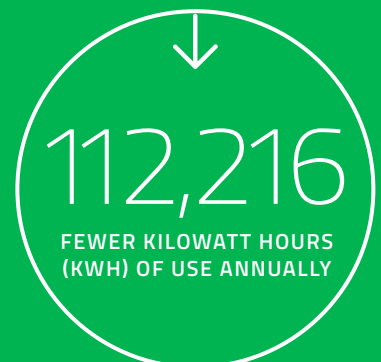
- 1 RELATIONSHIPS**  
We build and maintain connections with our tenants that provide the actionable intelligence we need to improve our service offerings.
- 2 RETENTION**  
We ensure a level of tenant satisfaction that keeps tenants in our buildings. We want to be our tenants' first phone call when they're considering changing, or future, space needs.
- 3 RESPONSIVENESS**  
We invest strategically in our properties so that we drive opportunity for the Company by meeting tenants' needs and expectations.
- 4 REPUTATION**  
We strive to distinguish Columbia among its peers with our reputation for being a leader in tenant service and the best landlord in our markets.



### Energy Savings in Boston's Back Bay

#### 116 Huntington Avenue, Boston

Renovations to the lobby and other common areas at 116 Huntington, as well as bringing local favorite java stop Jaho Coffee Roaster to the building, helped to fully occupy this 1991-vintage office tower. In 2019, we also replaced the building's chillers, which remove heat from the building's HVAC system. Replacing the chillers increased overall efficiency and reduced energy consumption, as well as providing energy cost savings for both Columbia and our tenants at the property.





*Fitness center at Market Square, Washington, D.C.*



To achieve these objectives, Columbia focuses on the following:

**Experience:** We collaborate with partners, tenants and vendors to ensure that our tenants' overall experience exceeds expectations, from a welcoming lobby to innovative new restaurant and convenience concepts, to seamless technologies and exceptional service. Every detail reflects each property's unique attributes and each community's culture.

**Relationships:** We establish and maintain strong tenant relationships at the property level through meetings, communications, programs and events, and we ensure responsive and exceptional levels of service delivery by all team members and extended service providers. Examples include the implementation of property-wide efforts that facilitate high tenant engagement, such as sustainability efforts, volunteer and charitable efforts, community involvement, industry involvement, and support of local businesses.

**Conveniences:** We provide competitive technology access and features at each of our properties by enhancing building technology systems, modernizing access points, improving connectivity, and providing interactive technologies for our tenants.

## Tenant Services and Amenities at Our Properties

|                                 | NEW YORK                      |                   |                               |                               |                  |             | SAN FRANCISCO  |                 |                |                   | D.C.          |               |             | B**            |
|---------------------------------|-------------------------------|-------------------|-------------------------------|-------------------------------|------------------|-------------|----------------|-----------------|----------------|-------------------|---------------|---------------|-------------|----------------|
|                                 | 229 W 43 <sup>rd</sup> Street | 315 Park Avenue S | 249 W 17 <sup>th</sup> Street | 218 W 18 <sup>th</sup> Street | 114 Fifth Avenue | 95 Columbus | 650 California | 221 Main Street | 201 California | University Circle | Market Square | 1800 M Street | 80 M Street | 116 Huntington |
| Fitness Center                  |                               | ✓                 |                               |                               |                  | ✓*          | ✓              |                 |                | ✓                 | ✓             | ✓             | ✓           | ●              |
| Tenant Lounge                   |                               |                   | ✓                             |                               |                  |             |                | ✓               | ✓              |                   |               | ✓             | ✓           | ●              |
| Terrace Space                   | ✓                             |                   | ✓*                            | ✓                             | ✓                |             |                | ✓               | ✓              |                   | ✓             | ✓             | ✓           | ✓ ●            |
| Conference Center               |                               |                   |                               |                               |                  |             | ✓              | ✓               | ✓              |                   | ✓             | ✓             | ✓           | ●              |
| Bike Parking / Fix-It Stations  | ✓                             | ✓                 | ✓                             |                               | ✓                | ✓           | ✓              | ✓               | ✓              | ✓                 | ✓             | ✓             | ✓           | ✓ ●            |
| EV Charging Station             |                               |                   |                               |                               |                  | ✓*          | ✓              | ✓               | ✓              | ✓                 | ✓             |               |             |                |
| eWaste Pickup                   | ✓                             | ✓                 |                               |                               |                  | ✓           | ✓              | ✓               | ✓              | ✓                 |               | ✓             |             | ✓              |
| Common Area Wi-Fi               | ✓                             |                   |                               |                               | ✓                | ✓           |                | ✓               | ✓              | ✓                 |               | ✓             | ✓           |                |
| Recycling Waste Bins            | ✓                             | ✓                 |                               | ✓                             |                  |             | ✓              | ✓               | ✓              | ✓                 | ✓             | ✓             | ✓           | ✓              |
| Tenant Events                   | ✓                             | ✓                 |                               | ✓                             | ✓                | ✓           | ✓              | ✓               | ✓              | ✓                 | ✓             | ✓             | ✓           | ✓              |
| Co-Working Space                |                               |                   |                               |                               |                  | ✓           | ✓              |                 |                |                   |               | ✓             | ✓           |                |
| Green Cleaning                  |                               | ✓                 |                               |                               |                  | ✓           | ✓              | ✓               | ✓              |                   | ✓             | ✓             |             | ✓              |
| Tenant Interaction Portal       |                               |                   | ✓                             | ✓                             |                  |             |                | ✓               |                |                   |               | ✓             |             | ✓              |
| Emergency Notification System   |                               | ✓                 |                               |                               |                  | ✓           | ✓              |                 | ✓              | ✓                 |               | ✓             |             | ✓              |
| Outdoor Amenities               |                               |                   |                               |                               | ✓                |             |                | ✓               | ✓              | ✓                 |               | ✓             | ✓           | ●              |
| Shuttle / Public Transit Access | ✓                             |                   |                               |                               |                  | ✓           |                |                 |                | ✓                 | ✓             |               | ✓           | ✓              |
| Concierge Services              |                               |                   |                               |                               |                  |             |                |                 |                |                   | ✓             |               |             |                |
| Onsite Café / Restaurant(s)     | ✓                             | ✓                 |                               |                               |                  | ✓           | ✓              | ✓*              |                | ✓                 | ✓             | ✓             | ✓           | ✓              |

Excludes single-tenant properties (333 Market St., San Francisco) and properties under development (149 Madison, 799 Broadway, and 101 Franklin, New York).

\*Planned amenity in development for the property.

\*\* Boston



**FITNESS CENTER** / 1800 M Street**TENANT LOUNGE** / 80 M Street**TERRACE** / 229 W. 43<sup>rd</sup> Street**CONFERENCE CENTER** / Market Square**OUTDOOR AMENITY SPACE** / University Circle**BIKE ROOM** / 201 California





# Setting the Standard: 221 Main Street

**Location:** Financial District, San Francisco

**Size:** 381,000 square feet

With striking views of the cityscape and San Francisco Bay, 221 Main Street is a 16-story, Class-A office tower in a transit-oriented location that provides easy access to public transportation. 221 Main Street exemplifies Columbia's commitment to tenant satisfaction, energy efficiency, and reducing environmental impact by achieving and maintaining its BOMA 360 and LEED Platinum certifications, annual ENERGY STAR Certification, and Wired Certified Gold status.

Since its development in 1974, the building has been extensively renovated with building occupants' health and wellbeing in mind. The new state-of-the-art hybrid conference center and tenant lounge offer a flexible meeting space, large screen TVs, AV capabilities, and complimentary wi-fi and beverages. Tenants can enjoy the building's expansive outdoor terrace, which provides open space for tenants to gather and socialize, inviting collaboration with features such as ping pong tables, outdoor games, hammock chairs, and an outdoor television. The property management team offers free weekly fitness classes to tenants during the lunch and evening hours. All building upgrades and amenities were thoughtfully selected to improve the building's appeal and aesthetic, creating a vibrant, productive workspace for tenants that fosters social interaction, collaboration, health and well-being.



## Tenant-Focused Amenities to Promote Health and Well-Being

98

WALK SCORE

100

TRANSIT SCORE



ONSITE BICYCLE PARKING



ONSITE SHOWERS



ONSITE DAYCARE

### Communal Spaces

- Connected conference center and rooftop terrace
- Includes communal meeting and activity space, collaborative seating, and outdoor garden areas
- Wellness programming with fitness classes including yoga, strength training, HIIT, and Zumba

### Entrance Amenities

- LED entrance and lobby display
- Surround-sound lobby music
- First-to-market interactive, high-tech waste receptacles
- Complimentary Wi-Fi

## 221 Main Street's Sustainability Highlights



ENERGY STAR Certified  
for 8 consecutive years;  
ES score: 96



LEED Platinum  
Certified



Winner – 2019 Building  
Owner and Managers'  
Association (BOMA)  
Office Building of the Year  
(TOBY) Award, local and  
regional levels

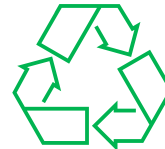


Sustainability policies to drive operational performance:

- Sustainable site management
- Sustainable purchasing
- Solid waste management
- Green cleaning



High efficiency water fixtures that  
reduce consumption 30% compared  
to LEED baseline

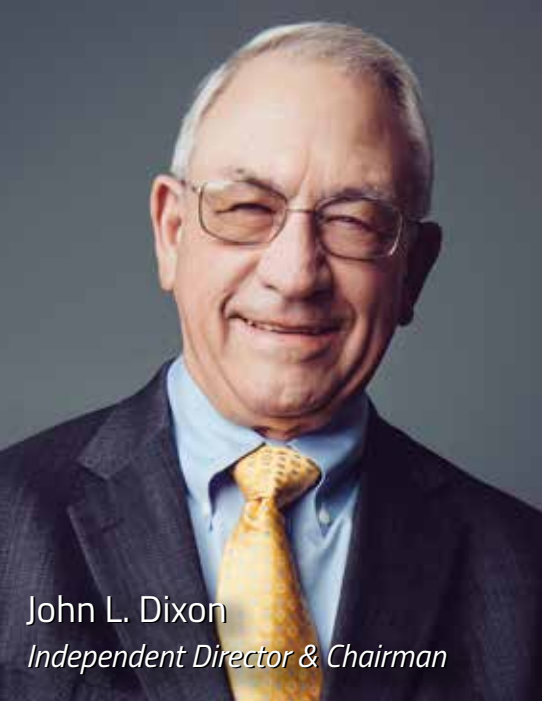


Extensive recycling program;  
building has an average annual  
volumetric diversion rate of 68%



Connected indoor/outdoor amenity spaces





John L. Dixon  
*Independent Director & Chairman*



Carmen M. Bowser  
*Independent Director*



David B. Henry  
*Independent Director*



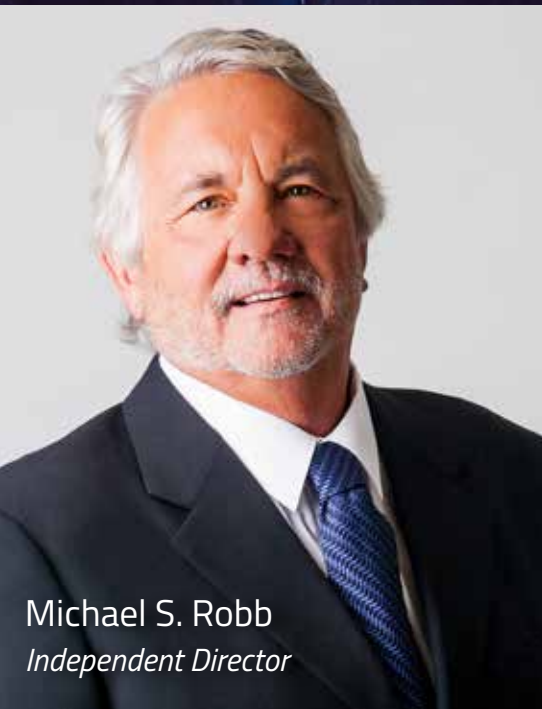
Murry McCabe  
*Independent Director*



Nelson Mills  
*Director*



Constance B. Moore  
*Independent Director*



Michael S. Robb  
*Independent Director*



Thomas G. Wattles  
*Independent Director*



Finn Wentworth  
*Non-independent Director*



# Governance: Ensuring Continued Excellence

Corporate governance sets the structure by which we manage our business and how we communicate with our stakeholders and investors. Our governance framework is founded upon a corporate culture of uncompromising ethics and integrity, proactive risk management, and Board oversight.

## Our Board of Directors

Consistent with its proactive evaluation of director performance, skills and attributes, the Board is committed to a policy of inclusiveness and actively seeks out highly qualified diverse candidates (including race, gender and ethnicity) to include in the pool from which director nominees are chosen. The composition of our director nominees reflects these efforts as well as the importance of differentiating personal characteristics and diversity among our directors.

### EXCELLENCE ON OUR BOARD

- Independent Chair
- Directors elected annually
- Majority voting standard for director elections
- Majority voting standard for bylaw/charter amendment
- Special meeting right
- Robust annual board, committee, and director evaluations

### STOCKHOLDER ALIGNMENT

- Commitment to pay-for-performance
- Meaningful stock ownership guidelines for CEO and directors
- Prohibit hedging our securities
- Clawback policy

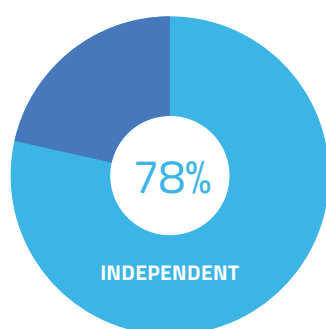


Conference Room at 1800 M Street, Washington, D.C.

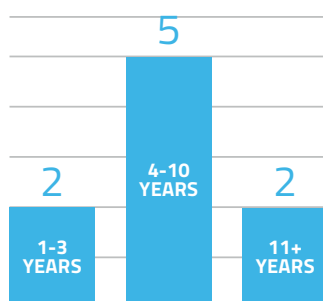


## Board Composition

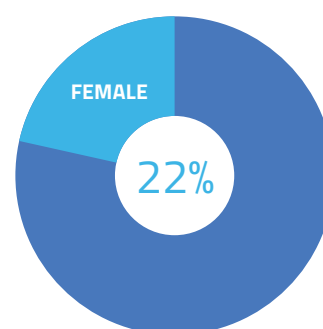
The Nominating and Corporate Governance Committee seeks to maintain a well-rounded board with a breadth of skills applicable to Columbia's management. Because no one person is likely to possess deep experience in the real estate industry, investment management, and accounting and financial management, the Board of Directors and the Nominating and Corporate Governance Committee have sought a diverse group of members who collectively possess these skills and experiences. They proactively consider a diverse collection of backgrounds and relevant experiences in our director candidates. The composition and skills of our 2020 Board nominees are summarized as follows:



**DIRECTOR INDEPENDENCE**



**DIRECTOR TENURE**  
(AVERAGE: 6 YEARS)



**GENDER DIVERSITY**

## BOARD SKILLS

|                                  |                                   |                                     |                                |
|----------------------------------|-----------------------------------|-------------------------------------|--------------------------------|
| Leadership                       | Public Company Experience         | Finance & Accounting Expertise      | Real Estate Industry Expertise |
| Public Board Service             | NYSE Financial Experts            | Investment Management               | Financial Services Experience  |
| REIT Experience                  | Management & Executive Experience | Knowledge of Capital Markets        | Financial Management           |
| Commercial Real Estate Expertise | Securities Brokerage Experience   | Familiarity with Our Target Markets | Familiarity with Our Company   |

## Board Effectiveness and Committee Composition

As a part of its responsibility to oversee the strategic risks of the Company, the Board regularly reviews the Company's significant risk exposures and how those exposures are managed. To effectively discharge these oversight responsibilities, the Board maintains four standing committees: Audit, Nominating and Corporate Governance, Compensation, and Investment.

Columbia's Board and committees have direct oversight of material ESG risks, integrated within the Company's enterprise risk management framework. For example, the Audit Committee oversees the Company's cybersecurity risks, and works closely with management to assess and control such risk exposures through relevant policies and procedures.



# Our Governance Policies

## Ethics & Integrity: Code of Ethics

Our core values of integrity and accountability guide us in our day-to-day business activities. To ensure our business is conducted responsibly with honesty, integrity, and in compliance with applicable laws, we established our Code of Ethics that applies to every director, officer and employee. Each year, all Columbia employees are required to certify that they comply with the Code of Ethics and its related policies and programs.

Columbia has a zero-tolerance policy for bribery and corruption. The Audit Committee of the Board established a robust Whistleblower Policy to set optimal procedures with regard to reports of concerns made by employees and other parties, and to protect whistleblowers against harassment or retaliation. Columbia did not receive any hotline inquiries in 2019.

Columbia's Code of Ethics and other governance documents can be found here:

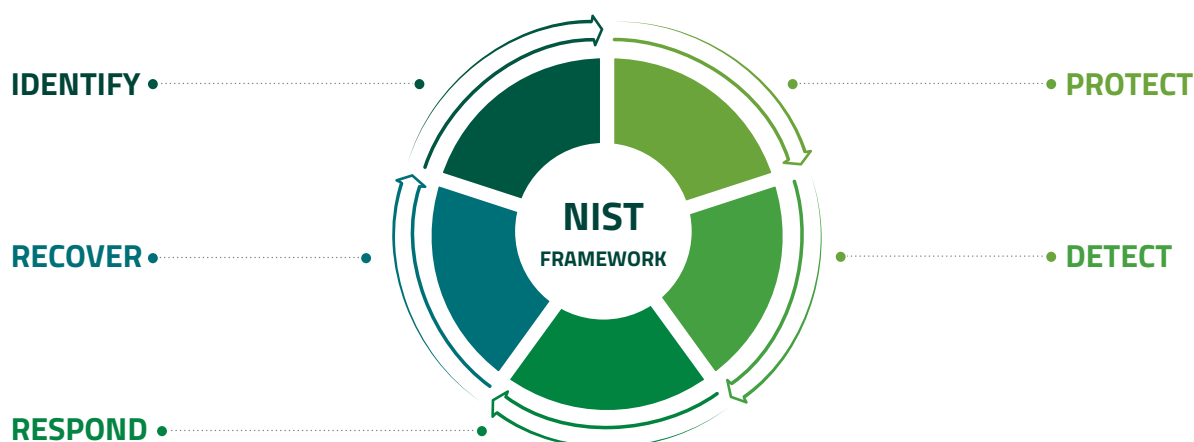
<https://ir.columbia.reit/governance/governance-documents/default.aspx>



# Protecting Vital Information: Cybersecurity

In 2019, Columbia implemented the National Institute of Standards and Technology (“NIST”) Cybersecurity Framework to leverage a risk-based approach in establishing our information security program. Columbia also engages independent third-party providers to audit our cyber controls and assess potential vulnerabilities. The Audit Committee of our Board discusses cybersecurity risks with management, and has oversight into how the management team systematically monitors and controls exposures to such risks.

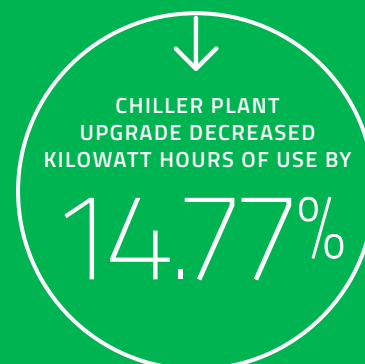
In addition, we believe training our employees on the value of these information security controls is a critical part of our cybersecurity management. Each year, our employees review cybersecurity training and learn details about specific risks relevant to our Company and its operations.



## Improving Efficiency on Pennsylvania Avenue

**Market Square, Washington, D.C.**

In 2019, we upgraded this property's chiller plant, which is the machinery that removes heat from the building's HVAC system. By installing variable frequency drivers on the chillers at Market Square, we increased overall efficiency, reduced energy consumption, and reduced maintenance by creating less wear and tear on both the motor and the compressor.





Columbia employees volunteering at 315 Park Avenue South, New York



# Practicing Good Citizenship

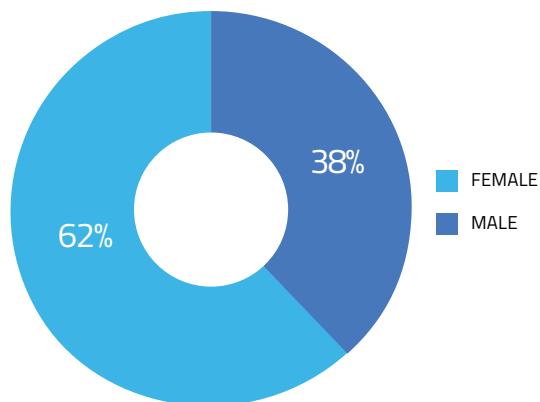
# Our Team

## Diversity and Inclusion

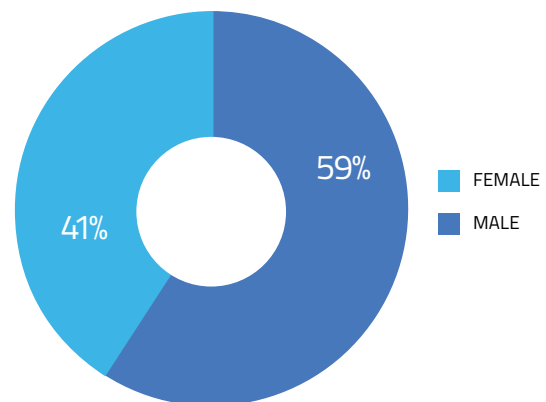
At Columbia, we believe that a diverse workforce is essential to our continued success, and we strive to maintain a diverse and inclusive workplace environment at all levels. By building an inclusive workplace environment, we seek to leverage the talent, diversity of insights, and ideas of our employees. To demonstrate our commitment to our employees who are the foundation of our success, we uphold fair and consistent policies that respect cultural differences and diversity of different kinds.

Our aspiration is to not only reflect the diversity of the communities in which we operate, but to also exceed industry trends in our diversity and inclusion efforts. As of December 31, 2019, women comprised 41% of our senior-level professionals and around 62% of our full-time employees. Our workforce reflects diverse ethnic, race, age, and cultural backgrounds. Our board composition also reflects a commitment to diversity, as two out of seven independent directors on our Board are women.

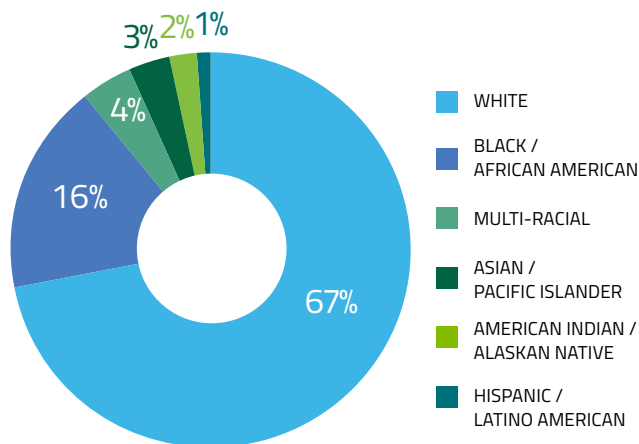
Our corporate training includes policies on diversity, equal opportunity, stockholder rights, worker's rights, non-discrimination and non-harassment, and the inclusive culture at Columbia serves as a resource to our business to attract, engage and retain our diverse talent.



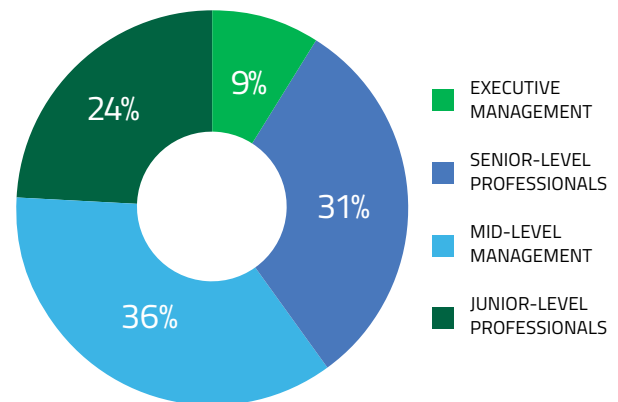
ALL EMPLOYEES - GENDER



MANAGEMENT GENDER



ETHNIC DIVERSITY



JOB MANAGEMENT LEVEL



## Employee Engagement and Benefits

We recognize that attracting and retaining talent at all levels is vital to continuing our success. At Columbia, we encourage all our employees to view the workplace as a place where they can develop as professionals and be nurtured as people. One of the great advantages of working at Columbia is the outstanding benefits package provided by the Company, including comprehensive health coverage, commuter benefits, parental leave, time-off and holiday pay, and continuing education opportunities. These benefits are designed to help our employees achieve their short- and long-term goals as professionals at Columbia.

We actively promote work-life balance for our employees and invest in our employees through high-quality benefits and various health and wellness initiatives. To create a healthy work environment in our offices, we offer healthy dining and snack options and provide ergonomically sound and comfortable work stations for our employees.

Our efforts were recognized by the *Atlanta Journal-Constitution*, which named Columbia a “Top Workplace” in the mid-size category every year from 2016 to 2019, the years during which the majority of our corporate team worked in Atlanta. The award was based on an independent survey of more than 50,000 employees at approximately 150 companies across the metro Atlanta area.



## Employee Motivation and Development

To further engage and incentivize our workforce, Columbia offers a wide range of programs and avenues for support, motivation, and professional recognition.

Our Professional Development Program promotes ongoing education and development opportunities for our employees. We also offer a Work-Life Balance Employee Assistance Program, which provides services related to stress management, financial and legal assistance, and other services designed to support our employees' wellness and self-help. Some of our Work-Life Balance services for our employees include:



- Career development
- Financial planning assistance and seminars
- Wellness and self-help programs
- Stress management
- Assistance with substance dependency
- Childcare and/or eldercare referrals
- Personal relationship management resources

### **ANNUAL PERFORMANCE DEVELOPMENT REVIEWS**

Columbia participates in performance reviews twice a year. These reviews are designed to track each employee's accomplishments against both individual and corporate-level goals established at the start of each year by the employee's manager and Columbia's Senior Leadership Team and Board of Directors. Our Performance Development Review program is intended to highlight the employee's contribution to the larger performance of the Company and ensure that every employee is motivated to perform at his or her best capacity, in line with the Company's objectives.

### **ONGOING EDUCATION AND PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

Columbia covers employees' expenses for membership and attendance/participation in relevant organizational events and activities in a number of prominent national and local professional and industry-related organizations. These include, but are not limited to, the following, and each offers multiple opportunities for training and learning, networking, and career advancement:

- The National Association of Real Estate Investment Trusts (Nareit)
- The Commercial Real Estate Development Assoc. (NAIOP)
- The Commercial Real Estate Women's Network (CREW)
- Building Owners and Managers Assoc. (BOMA)
- The Urban Land Institute (ULI)

Through various sponsorships, Columbia also supports many of these organizations in their efforts to provide opportunities for growth and learning.



Our recent professional organization participation has included, but is not limited to:




---

BOMA National Advisory Council – Participant  
 BOMA Georgia – Sustaining Partner  
 BOMA New Jersey – Bronze Member  
 BOMA San Francisco chapter – Silver Member




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ULI Annual Fund - Contributor  
 ULI Fall Meeting 2019 – Gold Sponsor  
 ULI Sustaining Member - Corporate Membership




---

NAIOP San Francisco – Golf Tournament Sponsorship  
 NAIOP San Francisco – Silver Chapter Sponsorship  
 NAIOP New York, D.C., and Atlanta chapters – Membership




---

Real Estate Board of New York – Sponsorship



The Real Estate Roundtable

---

Bay Area Real Estate Roundtable – Sponsorship

#### TUITION REIMBURSEMENT

In addition to participating in internal and industry-related professional development programs, Columbia provides financial assistance for higher education and continuing professional education (CPE) programs to full-time employees who meet certain criteria.

## Employee Health and Wellness Programs

Columbia is proud to provide an outstanding benefits package for our employees, both to care for their needs and the needs of their families, as part of our effort to motivate and retain talent.

### **HEALTH INSURANCE PACKAGE**

Columbia provides best-in-class medical health insurance coverage to all employees and their eligible family members, and pays 100% of the premiums for this coverage. We also provide pre-tax Health Savings Accounts (HSA) for employees to help them prepare for medical expenses, as well as a dedicated claims consultant to assist employees with claims.

Employees enrolled in the company's medical plan also have access to Teledoc, which provides access 24 hours a day, 7 days a week to U.S. board-certified doctors and pediatricians by phone or video.

### **FINANCIAL PLANNING ASSISTANCE**

We provide a full range of benefits to help our employees meet their retirement and financial goals. Columbia provides supplemental life and disability insurance, critical illness insurance, and short-term and long-term disability insurance for employees at no cost to them. Columbia also makes long-term care insurance available to employees.

Columbia matches employees' contributions to their 401(k) retirement plans dollar for dollar up to the IRS maximum, and provides the opportunity to participate in a tax-advantaged 529 College saving plan. Columbia also both contributes an initial sum to employees' Health Savings Accounts and matches employees' further contributions to these accounts, up to a specified amount. We provide dependent-care flex-spending accounts and transportation spending accounts, which give employees access to pre-tax savings on these crucial expenses.

Additionally, our employees can enjoy membership in the Associated Credit Union, which offers interest-free checking, savings accounts, lower-interest loans, IRAs, ACU's Auto Finder program and Visa Card, and other financial services.

### **FITNESS SUPPORT**

In order to encourage healthy lifestyles for our employees, Columbia provides a monthly reimbursement to eligible employees who participate in qualifying paid exercise activities or gym memberships.

### **HEALTH AND COMFORT**

Columbia promotes healthy workspaces by furnishing each of our company offices with ergonomic office furniture to promote individually appropriate fit for our employees, and we use LED lighting throughout our workspaces. We also provide healthy fruits, snacks and beverages free to employees at the workplace.

### **WORK / LIFE BALANCE**

Columbia is proud to offer an Employee Assistance Program (EAP), which provides confidential assistance 24 hours a day, 7 days a week to employees and family members for marital, emotional, financial, or addiction problems that may interfere with an employee's work/life and/or performance. This service is free to employees. Columbia also provides a generous paid-time-off package based on years of service and paid time off for new parents.







# Our Communities

## Our Philanthropic Vision

Columbia recognizes that success as a business enterprise is affected by the vitality of the communities in which our people work and live and the viability of the nonprofit organizations that serve the needs and interests of these communities. At Columbia, our corporate culture is defined by a genuine spirit of caring and giving back to our communities. Through a well-organized philanthropy program, we actively support a number of civic, community, health, and welfare initiatives and pursue a variety of volunteer efforts in the communities in which we operate.

Through our corporate charitable contributions and employee philanthropic engagement, Columbia is committed to supporting organizations that focus on two strategic areas:

### CREATING RESILIENT COMMUNITIES

- Organizations that specifically benefit the environments in which our buildings are located
- Organizations that promote economic and business opportunities, as well as business retention and attraction activities in our markets

### IMPROVING ACCESS TO EMPLOYMENT AND EDUCATIONAL OPPORTUNITIES

- Organizations that focus on inspiring youth and promoting the next generation of students and leaders
- Organizations that help people find employment and prepare for new jobs

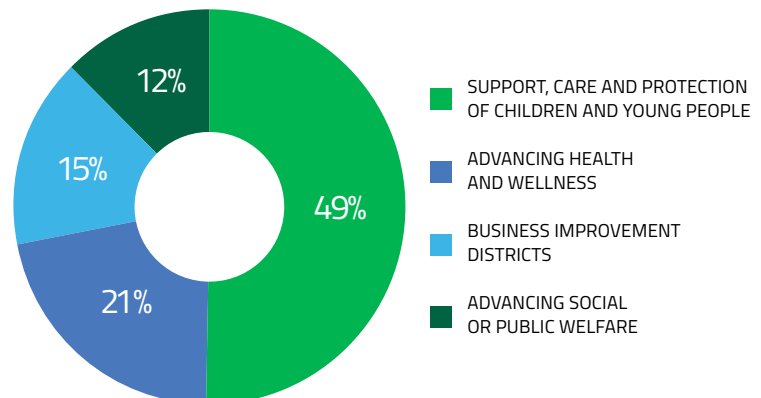


## Columbia Cares: Our Corporate Charitable Contribution Program

As part of our governance of Columbia's philanthropic program, we have established an internal review board to carefully consider the opportunities our company has to fulfill our philanthropic goals.

In addition to reviewing organizations against our strategic areas of focus, we also consider the following primary objectives when evaluating opportunities to devote any of the company's money or our employees' time to charitable endeavors:

- 1 First and foremost, we recognize that we are fiduciaries of our investors' capital. We will approach this process with discipline.
- 2 Columbia is dedicated to supporting the communities we serve, as well as the philosophy of "People Helping People."
- 3 Columbia supports charitable organizations that enhance the lives of our constituents and the communities in which they work and live.



**DONATIONS BY CATEGORY**





## Philanthropic Engagement and Volunteerism

Our team finds many opportunities to contribute time to national and local programs that align with Columbia's philanthropic vision. We believe that our philanthropic efforts and volunteerism offer another opportunity to create engagement and inspiration among our team, enhancing our reputation as a responsible and socially engaged presence in the communities in which we operate. Our teams in each major city where we operate participate in opportunities to serve the local community.

### New York



#### **Madison Square Park Conservancy**

Team painted park benches to enhance beauty and extend life



#### **Backpacks for the Streets**

Team packed critical supplies in backpacks and distributed them to members of the city's homeless community

### Atlanta



#### **Special Olympics**

Team supports athletes competing in the Summer games



#### **Center for Family Resources**

Team collected canned and other non-perishable food goods and bagged for individual delivery to those in need at Thanksgiving



#### **Project Valentine**

Team prepared and delivered handmade valentines to children and families fighting cancer at Children's Healthcare of Atlanta

#### **Southwest Ecumenical Emergency Assistance Center (SWEEAC)**

Team distributed food to those in need

#### **Toys for Tots**

Team collected new toys for children of all ages and donated in advance of the holidays

## San Francisco

### Ecumenical Hunger Program

Team collected and donated food items and home goods to those in need

### Live in Peace – Kids Day

Team collected school supplies and assembled into backpacks for children in need

### Thanksgiving in the Park

Team served food to the local homeless community for Thanksgiving

## Washington, D.C.



### Food Pantry and Power Packs

Team helped in providing food distribution for children who do not regularly receive balanced meals

### So Others Might Eat (S.O.M.E)

Team served meals to those in need

### Walter Reed Army Medical

Team met, visited with, and created care packages for injured military service members returning from war and their families to help re-acclimate them back to everyday life





# Participating as a Good Neighbor

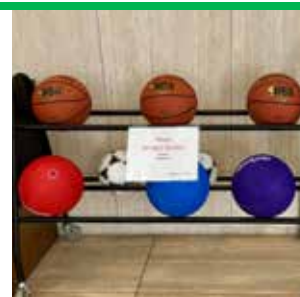
At every Columbia building, our property teams work actively to make a difference in the surrounding community through a variety of programs, contributions, and volunteer activities.

## 650 California

**Live in Peace** – basketballs collected at the building and donated to this E. Palo Alto youth organization's "March Madness" sports rally

**Holiday Food Drive** – canned food collected at the building and donated prior to Thanksgiving

**Toy Drive** – unopened toys for children of all ages and food items are collected at the building and donated prior to the holiday season



## 221 Main

**Habitat for Humanity** – trash bins collected and donated for use by the program

**Delancey Street Foundation** – approximately 900 pounds per year of toilet paper collected and donated to this organization that serves the homeless, as well as other charitable facilities

**East Cut Community Benefit District** – the building regularly provides meeting space and sponsors food and beverage for this neighborhood improvement organization's meetings

**American Red Cross Blood Drive** – the building offers a "Pint-for-Pint" program, providing a pint of ice cream to each tenant employee who donates a pint of blood

## University Circle

**YUCA (Youth for Community Action)** – building hosted a community fair focused on housing resources and tenants' rights legal aid for this Palo Alto-based organization

**Veterans Administration and E. Palo Alto Police** – building hosted the organization's Career Fair

**E. Palo Alto High School Academy** – building hosted the school's Career Day

**E. Palo Alto Senior Center** – building hosted a "Crab Feed" event for the seniors

**Retraining the Village** – building provides conference space for this community housing organization's board meetings

**Annual "Juneteenth" Celebration** – for three consecutive years, property has hosted the City of E. Palo Alto's observance of the national celebration commemorating the emancipation of enslaved African Americans



## Market Square

**The Purple Heart Foundation** – coats collected at the building and donated to support U.S. veterans and their families

**Operation Backpack** – school supplies and backpacks collected at the building and donated to local school children in need



# Living as a Good Neighbor: 95 Columbus

One of the original office towers built in the heart of Jersey City, 95 Columbus has been serving the local community in creative ways for over two decades. This stalwart office tower exemplifies our company's commitment to serving the communities in which we operate through service and sustainability – the tower has earned designation as a BOMA 360 Building for achieving best practices in building operations and management, safety and risk management, training and education, energy performance, environment and sustainability, and tenant/community relations. The 95 Columbus property team was also proud to earn LEED Gold Certification in 2019.

## Community Commitment Highlights

- **New York Blood Center** – blood drives periodically hosted at the building
- **Smile Preschool and Nursery** – Socks are collected at the building and delivered to shelters throughout Jersey City
- **Hudson City Transit Authority** – Bicycles and bike racks that are left unused at the building are donated to HCTA for individuals in need
- **York Street Project** – A large gingerbread house is donated as a holiday gift for York House clients to enjoy (pictured above)
- **Jersey City Historical Special Improvement District** – Property team participates in meetings
- **CPR/AED Training** – Provided to property team
- **Special Olympics** – Together with BOMA New Jersey, property team participates in “Plane Pull” annual fundraiser event
- **Tackle Kids Cancer** – Together with BOMA New Jersey, property team participates in a bowling event to raise and donate proceeds
- **Marines Toys for Tots** – Together with BOMA New Jersey, property team participates in the Holiday Toy Drive
- **Community Food Bank of New Jersey** – Together with BOMA New Jersey, property team participates in the Thanksgiving canned food drive, and building donates change collected from its large lobby fountain
- **Jersey City East District Police Dept.** – building makes a donation to the department's annual “Shop with a Cop” event
- **Annual Fun Run** – Property participates in this event, raising money to benefit a different charity each year, most recently the Leukemia & Lymphoma Foundation and Tackle Kids Cancer
- Property team also supports tenant **Pershing/Bank of New York** in charitable events, including:
  - Liberty State Park - Volunteer clean-up event
  - Community Food Bank of New Jersey - Volunteer event



# GRI Index

| GRI #  | TOPIC   | CXP DISCLOSURE                      |
|--------|---|-------------------------------------|
| 102-1  | Name of the organization  | ESG Report, page 2                  |
| 102-2  | Activities, brands, products, and services                                    | 10-K, page 6; ESG Report, page 7    |
| 102-3  | Location of headquarters  | ESG Report, page 7                  |
| 102-4  | Location of operations  | ESG Report, page 9                  |
| 102-5  | Ownership and legal form  | 10-K, page 6; Proxy page 30         |
| 102-6  | Markets served  | ESG Report, page 9                  |
| 102-7  | Scale of the organization   | ESG Report, page 7                  |
| 102-8  | Information on employees and other workers                                    | ESG Report, page 36                 |
| 102-9  | Supply chain  | n/a                                 |
| 102-10 | Significant changes to the organization and its supply chain                  | n/a                                 |
| 102-11 | Precautionary Principle or approach   | ESG Report, page 12                 |
| 102-12 | External initiatives  | n/a                                 |
| 102-13 | Membership of associations  | ESG Report, page 39                 |
| 102-14 | Statement from senior decision-maker  | ESG Report, page 2                  |
| 102-15 | Key impacts, risks, and opportunities   | ESG Report, page 13                 |
| 102-16 | Values, principles, standards, and norms of behavior                          | ESG Report, page 11                 |
| 102-17 | Mechanisms for advice and concerns about ethics                               | ESG Report, page 32                 |
| 102-18 | Governance structure  | Proxy, page 19; ESG Report, page 31 |
| 102-19 | Delegating authority  | n/a                                 |
| 102-20 | Executive-level responsibility for economic, environmental, and social topics | ESG Report, page 31; Proxy, page 24 |
| 102-21 | Consulting stakeholders on economic, environmental, and social topics         | n/a                                 |
| 102-22 | Composition of the highest governance body and its committees                 | Proxy, page 19; ESG Report, page 31 |
| 102-23 | Chair of the highest governance body  | Proxy, page 22; ESG Report, page 28 |
| 102-24 | Nominating and selecting the highest governance body                          | Proxy, page 18; ESG Report, page 31 |
| 102-25 | Conflicts of interest   | Proxy, page 59                      |
| 102-26 | Role of highest governance body in setting purpose, values, and strategy      | Proxy, page 19; ESG Report, page 31 |
| 102-27 | Collective knowledge of highest governance body                               | Proxy, page 12; ESG Report, page 31 |
| 102-28 | Evaluating the highest governance body's performance                          | Proxy, page 23; ESG Report, page 31 |
| 102-29 | Identifying and managing economic, environmental, and social impacts          | Proxy, page 21, ESG Report, page 11 |
| 102-30 | Effectiveness of risk management processes                                    | Proxy, page 20; ESG Report page 12  |
| 102-31 | Review of economic, environmental, and social topics                          | Proxy, page 21, ESG Report, page 11 |
| 102-32 | Highest governance body's role in sustainability reporting                    | Proxy, page 21, ESG Report, page 11 |

| GRI #  | TOPIC  | CXP DISCLOSURE                      |
|--------|--|-------------------------------------|
| 102-33 | Communicating critical concerns  | Proxy, page 19; ESG Report, page 32 |
| 102-34 | Nature and total number of critical concerns                                   | ESG Report, page 18                 |
| 102-35 | Remuneration policies  | Proxy, page 31                      |
| 102-36 | Process for determining remuneration   | Proxy, page 31                      |
| 102-37 | Stakeholders' involvement in remuneration                                      | Proxy, page 8                       |
| 102-38 | Annual total compensation ratio  | Proxy, page 54                      |
| 102-39 | Percentage increase in annual total compensation ratio                         | n/a                                 |
| 102-40 | List of stakeholder groups   | ESG Report, page 6                  |
| 102-41 | Collective bargaining agreements   | None                                |
| 102-42 | Identifying and selecting stakeholders   | ESG Report, page 6                  |
| 102-43 | Approach to stakeholder engagement   | Proxy, page 8                       |
| 102-44 | Key topics and concerns raised   | Proxy, page 8                       |
| 102-45 | Entities included in the consolidated financial statements                     | 10-K, page F-15                     |
| 102-46 | Defining report content and topic Boundaries                                   | ESG Report, page 6                  |
| 102-47 | List of material topics  | ESG Report, page 13                 |
| 102-48 | Restatements of information  | n/a                                 |
| 102-49 | Changes in reporting   | n/a                                 |
| 102-50 | Reporting period   | ESG Report, page 6                  |
| 102-51 | Date of most recent report   | ESG Report, page 6                  |
| 102-52 | Reporting cycle  | n/a                                 |
| 102-53 | Contact point for questions regarding the report                               | n/a                                 |
| 102-54 | Claims of reporting in accordance with the GRI Standards                       | n/a                                 |
| 102-55 | GRI content index  | ESG Report, page 48                 |
| 102-56 | External assurance   | n/a                                 |
| 103-1  | Explanation of the material topic and its Boundary                             | ESG Report, page 12                 |
| 103-2  | The management approach and its components                                     | ESG Report, page 12                 |
| 103-3  | Evaluation of the management approach  | ESG Report, page 31                 |
| 201-1  | Direct economic value generated and distributed                                | n/a                                 |
| 201-2  | Financial implications and other risks and opportunities due to climate change | ESG Report, page 21                 |
| 201-3  | Defined benefit plan obligations and other retirement plans                    | ESG Report, page 40                 |
| 201-4  | Financial assistance received from government                                  | n/a                                 |
| 202-1  | Ratios of standard entry level wage by gender compared to local minimum wage   | n/a                                 |



| GRI # | TOPIC   | CXP DISCLOSURE      |
|-------|---|---------------------|
| 202-2 | Proportion of senior management hired from the local community  | n/a                 |
| 203-1 | Infrastructure investments and services supported   | n/a                 |
| 203-2 | Significant indirect economic impacts   | n/a                 |
| 204-1 | Proportion of spending on local suppliers   | n/a                 |
| 205-1 | Operations assessed for risks related to corruption   | n/a                 |
| 205-2 | Communication and training about anti-corruption policies and procedures  | Proxy, page 19      |
| 205-3 | Confirmed incidents of corruption and actions taken   | ESG Report, page 32 |
| 206-1 | Legal actions for anti-competitive behavior, anti-trust, and monopoly practices   | None                |
| 301-1 | Materials used by weight or volume  | n/a                 |
| 301-2 | Recycled input materials used   | n/a                 |
| 301-3 | Reclaimed products and their packaging materials  | n/a                 |
| 302-1 | Energy consumption within the organization  | n/a                 |
| 302-2 | Energy consumption outside of the organization  | n/a                 |
| 302-3 | Energy intensity  | n/a                 |
| 302-4 | Reduction of energy consumption   | n/a                 |
| 302-5 | Reductions in energy requirements of products and services  | n/a                 |
| 303-1 | Interactions with water as a shared resource  | n/a                 |
| 303-2 | Management of water discharge-related impacts   | n/a                 |
| 303-3 | Water withdrawal  | n/a                 |
| 303-4 | Water discharge   | n/a                 |
| 303-5 | Water consumption   | n/a                 |
| 304-1 | Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas | n/a                 |
| 304-2 | Significant impacts of activities, products, and services on biodiversity   | n/a                 |
| 304-3 | Habitats protected or restored  | n/a                 |
| 304-4 | IUCN Red List species and national conservation list species with habitats in areas affected by operations                                | n/a                 |
| 305-1 | Direct (Scope 1) GHG emissions  | n/a                 |
| 305-2 | Energy indirect (Scope 2) GHG emissions   | n/a                 |
| 305-3 | Other indirect (Scope 3) GHG emissions  | n/a                 |
| 305-4 | GHG emissions intensity   | n/a                 |
| 305-5 | Reduction of GHG emissions  | n/a                 |
| 305-6 | Emissions of ozone-depleting substances (ODS)   | n/a                 |
| 305-7 | Nitrogen oxides (NOX), sulfur oxides (SOX), and other significant air emissions   | n/a                 |

| GRI #  | TOPIC  | CXP DISCLOSURE      |
|--------|--|---------------------|
| 306-2  | Waste by type and disposal method  | n/a                 |
| 306-3  | Significant spills   | None                |
| 306-4  | Transport of hazardous waste   | None                |
| 307-1  | Non-compliance with environmental laws and regulations   | None                |
| 308-1  | New suppliers that were screened using environmental criteria  | n/a                 |
| 308-2  | Negative environmental impacts in the supply chain and actions taken   | n/a                 |
| 401-1  | New employee hires and employee turnover   | n/a                 |
| 401-2  | Benefits provided to full-time employees that are not provided to temporary or part-time employees             | ESG Report, page 40 |
| 401-3  | Parental leave   | n/a                 |
| 402-1  | Minimum notice periods regarding operational changes   | n/a                 |
| 403-1  | Occupational health and safety management system   | ESG Report, page 20 |
| 403-10 | Work-related ill health  | n/a                 |
| 403-2  | Hazard identification, risk assessment, and incident investigation   | n/a                 |
| 403-3  | Occupational health services   | n/a                 |
| 403-4  | Worker participation, consultation, and communication on occupational health and safety                        | n/a                 |
| 403-5  | Worker training on occupational health and safety  | n/a                 |
| 403-6  | Promotion of worker health   | ESG Report, page 40 |
| 403-7  | Prevention and mitigation of occupational health and safety impacts directly linked by business relationships  | n/a                 |
| 403-8  | Workers covered by an occupational health and safety management system   | n/a                 |
| 403-9  | Work-related injuries  | n/a                 |
| 404-1  | Average hours of training per year per employee  | n/a                 |
| 404-2  | Programs for upgrading employee skills and transition assistance programs                                      | ESG Report, page 38 |
| 404-3  | Percentage of employees receiving regular performance and career development reviews                           | ESG Report, page 38 |
| 405-1  | Diversity of governance bodies and employees   | ESG Report, page 36 |
| 405-2  | Ratio of basic salary and remuneration of women to men   | n/a                 |
| 406-1  | Incidents of discrimination and corrective actions taken   | n/a                 |
| 407-1  | Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk | n/a                 |
| 408-1  | Operations and suppliers at significant risk for incidents of child labor                                      | n/a                 |
| 409-1  | Operations and suppliers at significant risk for incidents of forced or compulsory labor                       | n/a                 |
| 410-1  | Security personnel trained in human rights policies or procedures  | n/a                 |

| GRI # | TOPIC  | CXP DISCLOSURE      |
|-------|--|---------------------|
| 411-1 | Incidents of violations involving rights of indigenous peoples   | n/a                 |
| 412-1 | Operations that have been subject to human rights reviews or impact assessments  | n/a                 |
| 412-2 | Employee training on human rights policies or procedures   | ESG Report, page 38 |
| 412-3 | Significant investment agreements and contracts that include human rights clauses or that underwent human rights screening | None                |
| 413-1 | Operations with local community engagement, impact assessments, and development programs                                   | ESG Report, page 42 |
| 413-2 | Operations with significant actual and potential negative impacts on local communities                                     | n/a                 |
| 414-1 | New suppliers that were screened using social criteria   | n/a                 |
| 414-2 | Negative social impacts in the supply chain and actions taken  | n/a                 |
| 415-1 | Political contributions  | n/a                 |
| 416-1 | Assessment of the health and safety impacts of product and service categories  | ESG Report, page 23 |
| 416-2 | Incidents of non-compliance concerning the health and safety impacts of products and services                              | n/a                 |
| 417-1 | Requirements for product and service information and labeling  | n/a                 |
| 417-2 | Incidents of non-compliance concerning product and service information and labeling  | n/a                 |
| 417-3 | Incidents of non-compliance concerning marketing communications  | n/a                 |
| 418-1 | Substantiated complaints concerning breaches of customer privacy and losses of customer data                               | n/a                 |
| 419-1 | Non-compliance with laws and regulations in the social and economic area   | n/a                 |



## CAUTIONARY STATEMENT REGARDING FORWARD-LOOKING STATEMENTS

This report includes forward-looking statements based on management's current expectations relating to our operations and business plans. Such forward-looking statements can generally be identified by our use of forward-looking terminology such as "may," "will," "expect," "intend," "anticipate," "estimate," "believe," "continue," or other similar words. As forward-looking statements, these statements are subject to certain risks and uncertainties, including known and unknown risks, which could cause actual results to differ materially from those projected or anticipated. Please refer to the Company's most recently filed Annual Report on Form 10-K for the year ended December 31, 2019 and the Company's other filings with the Securities and Exchange Commission for a discussion of some of the risks and uncertainties that could cause actual results to differ materially from those presented in our forward-looking statements.

Although we believe that the expectations reflected in such forward-looking statements are based on reasonable assumptions, we can give no assurances that our expectations will be achieved. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of the date of this report. We make no representations or warranties (express or implied) about the accuracy of, nor do we intend to publicly update or revise, any such forward-looking statements contained herein, whether as a result of new information, future events, or otherwise.

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**WE ARE COMMITTED  
TO ADVANCING  
BOTH OUR ACTIONS  
AND REPORTING  
ACROSS MATERIAL  
ESG DIMENSIONS IN  
THE YEAR AHEAD.**







