

### **ESG Commitment**

Sustainability is part of our DNA at CommonWealth Partners. From our principals at the corporate office to the staff members of each building, a commitment to sustainability resonates throughout our personnel and corporate culture. By continuing to meet or exceed our performance goals, receive industry awards, and provide exceptional value to our investors and stakeholders, we demonstrate the strength and impact of our ESG program.

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#### **Executive Letter**

At CommonWealth Partners, our mission is to create and maintain environments that are safe, healthy, and efficient while securing the financial health of our investors and tenants, and we take this mission seriously. Sustainability is fundamental to our identity, and the principles of Environmental, Social, and Governance (ESG) are embedded throughout our company.

We want to start this year's Annual ESG Report by applauding the hard work and dedication our team has undertaken to maintain that strong ESG focus and to pursue our goals and targets while continuing to cope with the additional protocols and heightened tensions related to an ongoing pandemic. Through their efforts, our ESG program is reaching new heights, and that progress is being recognized.

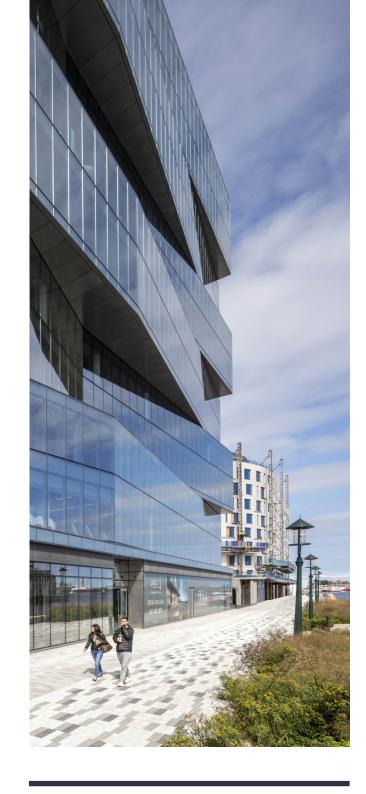
- In March 2021, we received Honorable Mention in the Open-End Fund category of the inaugural PREA Real Estate Investment ESG Awards.
- Also in March 2021, our headquarters, City National Plaza, received an Energy Performance Award from the Los Angeles Better Buildings Challenge.
- In May 2021, we were honored to receive a Gold recertification from Green Lease Leaders.
- 2021 was our fourth consecutive year of being named an ENERGY STAR Partner of the Year and our second receiving the Sustained Excellence award.
- In our eighth consecutive year of reporting to the GRESB Assessment, we achieved 1st in the U.S. Office Corporate High-Rise category, received distinguished recognition as an Office Americas Regional Sector Leader and Regional Nonlisted Sector Leader for exceptional performance, and earned a GRESB 5-Star Rating for our 2021 submission. We also earned a 1st rank in resilience in our peer group for the second year in a row.

In 2020, having reached our end date for the targets we set in 2013, we set several new goals with an end date of 2030. In our first year of action toward the new 2030 goals, the results appear very positive; we understand, however, that results might be skewed because of reduced occupancy during the pandemic. We are optimistic that this positive trend will continue as office occupancy settles into a "new normal."

We are also moving forward on our 2050 goal of achieving net zero carbon emissions. In 2021, we embraced the opportunity offered by the U.S. Department of Energy Better Buildings Challenge and the Los Angeles Better Buildings Challenge to participate in low-carbon pilot programs. These two-year pilots provide an opportunity to work with DOE experts to create decarbonization action plans at three properties, which we hope to roll out to our full portfolio.

The pandemic was still very much with us throughout 2021, requiring all of us to adapt even as we carry on with our duties. As our tenants return to the workplace, we are taking steps to ensure that they feel safe and welcomed. We worked diligently in 2021 to achieve a portfolio-wide Fitwel Viral Response Module certification. We were also one of the first recipients of the UL Verified Healthy Building certification, which we received at each of our properties; these certifications demonstrate our continuing dedication to ensuring occupant safety and health. Our property teams also arranged several virtual activities to educate and engage our tenants throughout the year. And despite the lower number of in-person events, we maintained our spirit of giving; at the corporate level and the property level, we provided significant financial support to 22 charities in 2021.

The following pages of this Annual ESG Report illustrate even more of the work we have done and the strides we have taken during 2021 in our ESG program. We will continue to integrate our sustainability policies and measures throughout our business to mitigate climate change risk, maximize competitiveness, and stay abreast of social, economic, and environmental impacts in the years ahead as we look to 2030, 2050, and beyond. In short, we will continue to drive sustainability for the common good.



Michael W. Croft Chairman
Brett J. Munger CEO & Managing Partner
Richard C. Lewis Principal
Joseph A. Corrente Principal
Travis F. Addison Principal
Stefan Khudic, Principal

### **About This Report**

CommonWealth Partners prepares this annual report on our environmental, social, and governance (ESG) programs for the benefit of our stakeholders, who have deemed these ESG programs as material. Complying with the Global Reporting Initiative's (GRI) G2016 guidelines, this 2021 ESG Annual Report utilizes quantitative data from properties we owned for the entirety of the 2021 calendar year and normalizes data for energy, greenhouse gases (GHGs), and water based on leased occupancy. Waste diversion rates are weighted by floor area and combined for a portfolio-wide diversion rate. Displaying transparency and accountability, this 2021 report shines a light on our ESG targets, progress, accomplishments, and initiatives.



### **Company Profile**

Founded in 1995, CommonWealth Partners is a vertically integrated, privately owned real estate investment, development, and management organization. Since our inception, we have acquired, developed, and managed premier quality office and mixed-use properties valued in excess of \$15 billion. Our current holdings extend across the United States, with assets in Boston, Los Angeles, New York, San Diego, San Francisco, the Seattle metro area, Silicon Valley, and Washington, D.C.

Headquartered in Los Angeles, we offer a diverse suite of services including investment and capital market transactions, portfolio management, asset management, property management, marketing, leasing, development, and reporting. In 1998, we partnered with CalPERS, allowing us to uphold excellent customer service while leveraging the highest levels of investing, operating, and development capacity. Our commitment to creating sustainable, healthy, and equitable environments that benefit our customers, investment partners, employees, and the extended communities in which we operate highlights our mission of providing an unmatched level of service to our tenants and financial partners.



Total gross square feet

Class-A office properties (17 buildings) across the U.S.

16<sup>%</sup> Seattle Metro Area

4<sup>%</sup> Boston

22% New York City

12% San Francisco Bay Area

**5**% Washington D.C.

37% Los Angeles

**1**% San Diego

## **Our Properties in 2021**



OUR PROPERTIES IN 2021

## 2021 ESG Highlights



100% of portfolio

**LEED Certified** 

(65% LEED Platinum, 35% LEED Gold) by gross floor area (GFA)



61% of portfolio

**Fitwel Certified** 

(10% 2 Stars, 51% 1 Star) by GFA



1ST

2021 GRESB U.S. Office Corporate High-Rise

Northern America Regional Sector Leader, Non-listed



2020+21

**ENERGY STAR Partner of the Year Sustained Excellence** 



100% of portfolio

**ENERGY STAR Benchmarked** 

53% of portfolio

**ENERGY STAR Certified**, by GFA

**86** portfolio average

**ENERGY STAR Score** 



**52**%

Renewably Sourced Electricity



71% of portfolio

has a Compost Program (by number of properties)



**128**%

**Water Use Reduction** from 2013 baseline



**32**%

**Energy Use Reduction** from 2013 baseline



**52**%

Emissions Reduction from 2013 baseline



64%Waste Diversion Rate



85 portfolio average

**Walk Score** 



portfolio average

**Bike Score** 



76 portfolio average

**Transit Score** 

### **ESG Timeline**

Each year since the 2013 launch of our sustainability program, we have earned more certifications, enhanced our tenant engagement program, and received more recognitions for industry leadership.

- Environmental
- Social
- Governance
- \* Recognition

#### January

 Health & Well-being lobby announcement released

#### February

 Article on Top 10 LEED States profiled Russell Investments Center

#### March

- Earth Hour memo sent
- ★ City National Plaza received LABBC Innovation Award for Energy Performance
- ★ CommonWealth Partners received Honorable Mention (2nd Place) in PREA Institutional Investor ESG Awards
- Green Lease Leaders application submitted

#### April

- Earth Day memo sent
- ★ 2021 ENERGY STAR Partner of the Year Sustained Excellence Award accepted virtually



#### May

- Sustainability Newsletter #14 published
- Bike to Somewhere
   Day memo sent
- ★ Green Lease Leaders Gold recertification awarded
- ★ ENERGY STAR certification– 560 Mission

#### June

- Pollinator Week memo sent
- GRESB Real Estate Assessment submitted

#### July

- 2020 Sustainability Annual Report released
- Carbon Disclosure Project (CDP) application submitted

#### August

- ★ Fitwel VRM awarded for the portfolio
- All property websites' ESG portals updated, including new Sustainable Leasing flyers
- ★ ENERGY STAR certification
- 650 Page Mill Road

#### September

- Portfolio-wide Water
   Awareness Month
- ★ ENERGY STAR certification
- 1888 Century Park East
- ★ Fitwel recertification 560 Mission (First Fitwel 2-Star recertification in the portfolio)

#### October

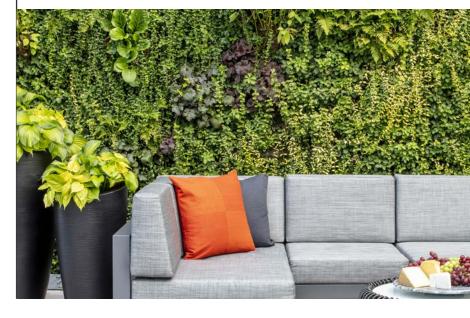
- Sustainability Newsletter #15 published
- Portfolio-wide Energy Awareness Month
- ★ ENERGY STAR certification— City Center Plaza, PacificCenter I & II, Pier 4
- ★ GRESB results announced— 1st in Peer Group US OfficeNon-Listed and Sector Leader

#### November

- Portfolio-wide Waste Awareness Month
- ★ ENERGY STAR certifications
- Russell Investments
   Center, City National Plaza

#### December

- ★ PREA ESG Awards application submitted
- ENERGY STAR Partner of the Year application submitted
- Carbon Disclosure
   Project results received
- ★ LEED Gold recertification
- 2099 Pennsylvania Ave
- Social Giving Month memo sent



### **2021 ESG Recognitions**

#### Environmental



#### **LEED EB Gold Recertification**

December 2021 — 2099 Penn received a LEED Gold recertification.



#### Innovation Award for Energy Performance

March 2021 —
City National Plaza received an Energy



## energy ?

#### **ENERGY STAR Recertification**

In 2021, the following properties received ENERGY STAR certifications:

- · 560 Mission Street
- · 650 Page Mill
- · 1888 Century Park East
- · Russell Investments Center
- · City National Plaza
- · City Center Plaza
- · Pacific Center I and II
- · Pier 4

#### Social



### Women of Influence Recognition

February 2021 —
CWP's Amber Molina,
Senior Property Manager,
was spotlighted in the
San Diego Business

Journal's Women of Influence: Construction, Commercial Real Estate & Design section for her leadership in the field. Molina also currently serves as the President of the BOMA San Diego Chapter.



### Fitwel Viral Response Module Certification

August 2021 — CommonWealth Partners received a portfolio-wide Fitwel VRM certification.



#### **Fitwel Two Star Recertification**

September 2021 -

**560 Mission** received a 2-Star recertification, a first for the portfolio.

#### Governance



#### **Honorable Mention, PREA**

March 2021 -

CommonWealth Partners received Honorable Mention in the Open-End Fund category for the inaugural PREA Real Estate Investment Management ESG Awards.



### **ENERGY STAR Partner of the Year, Sustained Excellence**

April 2021 -

CommonWealth Partners received the ENERGY STAR Partner of the Year Award for the fourth year in a row and the ENERGY STAR Partner of the Year—Sustained Excellence Award for the second year in a row.



#### Green Lease Leader Gold

May 2021 -

**CommonWealth Partners** was honored to receive a Gold recertification from Green Lease Leaders.



#### 1st in the U.S. 2021 GRESB

October 2021 -

CommonWealth Partners was recognized as a Northern America Regional Sector Leader and received 1st in the U.S. Office Corporate High-Rise peer group for our excellence in ESG. This was our eighth annual submission to GRESB and was based on 2020 data.

## 2021 Internal Sustainable Building Awards



Highest Energy Reduction

**Russell Investments Center** 

**ENERGY USE INTENSITY** 

31.7 kBtu/ft<sup>2</sup>

PORTFOLIO AVERAGE EUI =

50.5 kBtu/ft<sup>2</sup>



Highest Water Reduction

**1888 Century Park East** 

**WATER USE INTENSITY** 

 $2.6 \text{ gal/ft}^2$ 

PORTFOLIO AVERAGE WUI =

13.7 Gal/ft<sup>2</sup>



Highest Waste Diversion

560 Mission

**DIVERSION RATE** 

86%

MT DIVERTED

241.82



Health & Well-Being

560 Mission

RECOGNIZED FOR FIRST

2-Star Fitwel

Recertification in the Portfolio

In 2021, CommonWealth Partners held our seventh annual Internal Sustainable Building Awards to recognize the sustainability efforts of our management teams and tenants. Four properties received awards across energy, water, waste, and health and well-being categories. We normalize data by occupancies and resource intensity per square foot to maintain consistency between buildings of differing sizes and occupancies.



## Environmental

Our commitment to serve our tenants encompasses how we impact the environment in which they work and live and instills in us an ongoing sense of pride and responsibility to be dutiful environmental stewards. We reduce the impact from our developments and operations wherever possible, and we have made significant strides in mitigating our energy consumption, water use, and waste generation since we set our first usage targets in 2013. Our strong commitment to environmental responsibility has allowed us to comply with regulatory requirements, uphold CommonWealth Partners' mission to our tenants, and work toward a more resilient future.

## **Environmental SDGs**

100% of the portfolio.

in 2018 and continue to maintain.











SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS	SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS
6 CLEAN WATER AND SANITATION	Ensure availability and sustainable management of water and sanitation for all.	Water	Reduce water use intensity by 10% from 2013 levels by 2030.	Reduced water use intensity in 2021 by 28% from 2013 baseline.	E ALL	RESPONSIBLE CONSUMPTION AND PRODUCTION	Ensure sustainable consumption and production	Waste	Relieve the environmental impact of municipal waste management by achieving a 75% diversion rate by 2030 of overall waste generated.	Achieved a weighted waste diversion rate of 64% in 2021 from 2013 baseline.	
	Ensure access to	Energy	Reduce energy use intensity by 30% from 2013 levels by 2030.	Reduced energy use intensity in 2021 by 32% from 2013 baseline.			patterns.	Waste	Ensure all restaurant retail spaces have access to compost bins.	Established compost bins for 62% of restaurant tenants with accurate waste diversion signage.	
	Ensure availability and sustainable management of water and sanitation for all.  7 AFFORDABLE AND CLEAN ENERGY  Ensure access to affordable, reliable, sustainable and modern energy for all.  Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.  Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.	Renewable Energy	Incorporate renewable energy for 75% of the portfolio by 2030.	Sourced 52% of electricity from renewable sources in 2021.		13 CLIMATE ACTION	Take urgent action to combat climate change and its impacts.	Emissions	Reduce scope 1 and 2 GHG emissions intensity 50% by 2030 from a 2013 baseline.	Reduced emissions intensity by 52% in 2021 from 2013 baseline.	
9 INDUSTRY, INNOVATION AND INFRASTRUCTURE	infrastructure, promote inclusive and sustainable industrialization and foster	ENERGY STAR Benchmarking	Track utility data within ENERGY STAR Portfolio Manager for 100% of the managed properties.	Continually track 100% of the entire portfolio on ENERGY STAR Portfolio Manager since 2018.		14 LIFE BELOW WATER	Conserve and sustainably use the oceans, seas and marine resources for sustainable development.	Life Below Water	Work with restaurant tenants to eliminate single-use plastics.	Eliminated single-use plastics from 77% of our portfolio, covering all California, Seattle, and Washington D.C. restaurant tenants.	
		ENERGY STAR Certifications	Certify all eligible properties annually with the ENERGY STAR Certification.	Certified all eligible properties (9 of 17 properties) in 2021 with the ENERGY STAR Certification.		) Scott HARK					
		Energy Monitoring System (EMS)	Establish an energy monitoring system for all managed properties.	Achieved EMS monitoring for 92% of managed properties.			Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss.	Biodiversity	All new landscape projects include at least 50% native or pollinator-friendly vegetation for all managed properties.	Landscaping at 100% of our managed properties includes at least 50% native or pollinator-friendly vegetation.	
11 SUSTAINABLE CITIES AND COMMUNITIES	human settlements inclusive, safe, resilient and	Public Open Space	Provide universal access to safe, inclusive and accessible, green and public spaces.	Ensured 69% of managed properties provide open public space.		15 LIFE ON LAND					
		Transportation	Provide access to safe, affordable, accessible and sustainable transport systems and provide electric car charging stations and bike storage to at least 75% of the portfolio.	EV charging stations are onsite at 82% of properties. Secured onsite bike storage at 100% of properties.	E AND						
		Certifications	Achieve LEED certification for	Achieved 100% LEED certification							

## 2030 & 2050 **Targets**

Our targets are based on directly managed assets, which represent 95% of our overall portfolio, based on square footage. Our emissions reduction goal has been determined by the Science Based Targets initiative's (SBTi) Steering Committee to be an ambitious target that is aligned with a well-below 2°C trajectory. In 2020, we also committed to reach net zero carbon emissions by 2050 for emissions under our operational control in line with the ULI Greenprint commitment. This goal aligns with the Paris Climate Agreement and the Intergovernmental Panel on Climate Change's (IPCC) requirements to limit global climate increase to 1.5°C. The World Green Building Council defines a net-zero building as one that is highly efficient and powered entirely by renewable energy sources.

2030

In 2020, having reached the deadline for our first set of targets and having taken a careful look at our tenants' needs and usage patterns, we crafted a new set of ambitious but achievable goals with a 2030 target date. By 2030, using a 2013 baseline, CommonWealth Partners aims to do the following:

2050













Water Use

10%

by 2030

Energy Use

130%

by 2030



Waste Diversion

**75**%

by 2030



Carbon **Emissions** 

100%

Net Zero Carbon by 2050

by 2030

per square foot

50%

2030 targets from a 2013 baseline

COMMONWEALTH PARTNERS / ESG 2021-22 2030 & 2050 TARGETS

## **Environmental Performance** 2013 - 2021

2021 — our ninth year of tracking environmental performance across our portfolio - also stands as a year to reflect on progress made toward reaching the 2020 targets we established in 2013. Despite not reaching our initial waste diversion or water reduction goals by 2020, we exceeded our targets for reducing GHG emissions and lowering energy consumption. Continuing to track our progress allows us to intelligently adopt programs and initiatives that will help us further improve as we move toward our new 2030 goals.



281% **PROGRESS** TOWARD 2030 GOAL 0.0407 m3/ft2 **2021 WATER USE INTENSITY** 

85% **PROGRESS** TOWARD 2030 GOAL

64% DIVERSION RATE **2021 WASTE DIVERTED** 

64% Waste **Diversion Rate** 



Chart demonstrates progress to 2030 goal from 2013 baseline. As indicated, CommonWealth Partners appears to have exceeded three of our four 2030 targets in the first year after setting them. However, daily occupancy at our properties is still far below pre-COVID norms, and this year's progress toward our targets may have been exaggerated by the atypical occupancy patterns. We will therefore not be revising our targets but will wait to see what next year brings, even as we are cautiously optimistic about our progress in 2021.

## **ENERGY STAR Commitment**



2021 marks CommonWealth Partners' fourth consecutive year earning the **ENERGY STAR Partner of the Year** Award from the U.S. Environmental Protection Agency (EPA). We also received our second Sustained Excellence recognition in 2021, which is awarded to Partner of the Year winners who have demonstrated consistent performance across a minimum of two years and have exceeded the required criteria for recognition. Receiving this second recognition for Sustained Excellence highlights our drive to save energy, our dedication to transparent ESG reporting, and our efforts to widely communicate the importance of energy efficiency.



### **Environmental Initiatives**

From instituting resource-saving best practices in our standard operating procedures to undertaking innovative solutions to improve our buildings' mechanical equipment and infrastructure,

CommonWealth Partners is constantly progressing toward our energy, emissions, water and waste goals.

Below are the sustainability areas we focus on when designing initiatives that will move us closer to achieving our 2030 targets.



**ENERGY USE REDUCTION** 



**RENEWABLE ENERGY** 



**EMISSIONS REDUCTIONS** 



**WATER EFFICIENCY** 



**WASTE MANAGEMENT** 



**TRANSPORTATION** 



**BIODIVERSITY** 



#### **Energy Use Reduction**

A key strategy for reducing our energy consumption is keeping our equipment -- mechanical and electrical -- in peak operating condition. CommonWealth Partners monitors the energy use of our equipment using the Aquicore software platform and budgets for upgrades to both equipment and software to make the best use of new technologies. The proven combination of monitoring usage and making strategic upgrades keeps our properties moving toward our energy and emissions reduction targets.



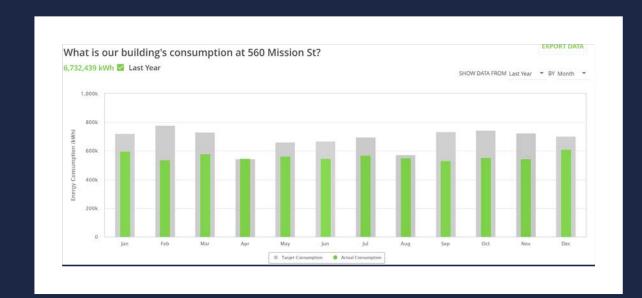


#### **CASE STUDY**

## 560 Mission Incorporates Energy Data Analytics

560 MISSION, SAN FRANCISCO, CA

In 2019, CommonWealth Partners implemented Acquicore's analytics software across our portfolio to provide our corporate ESG and property management teams insight into realtime building energy performance. To expand on the platform's core functionality, we piloted an Aquicore add-on service, HVAC Analytics, at our 560 Mission property that incorporates an artificial intelligence (AI) feature capable of providing project suggestions to improve building energy efficiency.





HVAC Analytics offers insight into core building systems and monitors individual pieces of mechanical equipment for a granular assessment of building performance. In addition to providing real-time energy monitoring, HVAC Analytics can generate reports on historical system data. This allows our team to better understand trends and assess the effectiveness of system upgrades and adjustments. In reference to Aquicore's

HVAC Analytics tool, our Chief Operating Engineer at 560 Mission, Gary Walters, remarked, "It has been a game changer, the HVAC analysis tool provides access to multiple graphs which are configurable for instant performance comparison."

The high-quality data provided by Aquicore's HVAC Analytics program incentivized our team at 560 Mission to implement several energy efficiency improvements in 2021, including:

- Trend all AHU supply temperature and duct static set points performance adherence.
- Verify energy and cost reductions while operating a chiller as a heat exchanger to remove small after-hour chilled water (CWH) loads.
- · Evaluate and verify cooling tower operation is at peak efficiency.
- · Identified and helped improved the CHW system bypass valve operation.
- · Identify after-hour energy loads.

Aquicore and its HVAC Analytics tool will continue to steer 560 Mission toward greater energy efficiency, helping the team save time, money, and energy a s we continue to improve building performance.

## Management System Equipment & Software Upgrades

In 2021, several of our properties undertook upgrades to their building management systems (BMS), energy management systems (EMS), or smart grid/smart building technologies:

- 1888 Century Park East completed the conversion of its air handler controls from pneumatics to modern Direct Digital Controls (DDC).
- 560 Mission made programming changes to its EMS to enhance the Economizer Damper Operation and reduce CHW demands when the OSA temperature is < 60° to extend the heat exchanger online time operation.
- 787 Seventh Avenue completed installation of a new BMS.
- · 975 California made upgrades to its EMS.
- City National Plaza completed further automation of its central plant.
- Pacific Center I and II installed new HVAC software systems.

## Mechanical Equipment & Lighting Upgrades

We upgrade our equipment to more energy-efficient models as our budgets allow to take advantage of improved technologies. The following properties upgraded equipment or lighting:

- City National Plaza completed a lighting retrofit begun in 2020, converting to LEDs and installing lighting controls.
- Hamilton Square undertook an LED lighting retrofit.
- Russell Investments Center upgraded its central plant, with a new control system and provisioning for a new Chiller that will be installed in 2022.

#### **SPOTLIGHT**

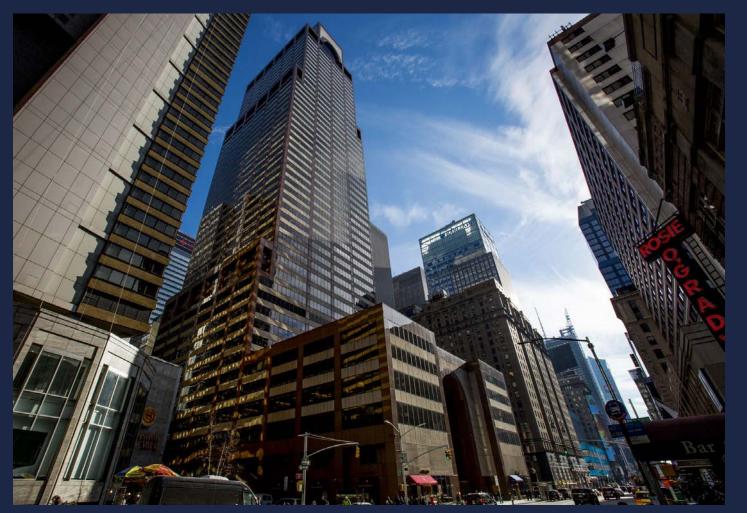
## LED Retrofit Improves Energy Efficiency & Reduces Costs

#### 787 SEVENTH AVENUE, MANHATTAN, NY

CommonWealth Partners' property at 787 Seventh Avenue, a 54-story office building in the heart of Manhattan, underwent an LED lighting retrofit in 2021 that covered all of the building's stairwells and back of house mechanical areas.

This involved conversion of 1,655 lighting fixtures to LEDs throughout stairwells, mechanical rooms, communal corridors, the loading dock, and parking areas. While an equal number of fixtures existed before and after the retrofit, the upgraded LED lighting is 65% more efficient while producing the same — if not better — lighting quality. As a result of this improved energy efficiency, our 787 Seventh Avenue property will reduce its annual energy consumption by an estimated 415,595 kWh, which is equivalent to avoiding approximately 681,992 pounds of carbon dioxide emissions. LEDs also last longer than fluorescent bulbs, reducing the amount of waste we send to the landfill. Because of the many advantages of LED lighting over traditional lighting, this retrofit will generate significant operational cost savings and will provide a favorable return on investment in less than one year.





1,655

light fixtures converted to 65% more efficient than fluorescent bulbs

415,595

kWh estimated reduction in annual energy consumption which is equivalent to approximately,

681,992

pounds of  $CO_2$  emissions

COMMONWEALTH PARTNERS / ESG 2021-22 ENVIRONMENTAL INITIATIVES



#### **Renewable Energy**

CommonWealth Partners continues to incorporate renewable energy sources into its energy profile to uphold our commitment to transition away from GHG-emitting fossil fuels, and to source 75% of our electricity from renewable sources by 2030. These efforts contribute to preserving the environment, creating more livable communities, and combatting climate change. We currently generate 52% of our portfolio's electricity from renewable energy sources, including 37% from wind and 10% from solar. CommonWealth Partners considers the following to be renewable sources of energy:

- Photovoltaic (Solar)
- · Solar Thermal
- Wind
- · Biomass, Biofuel, and Biowaste
- · Small (Low Impact) Hydroelectric
- · Wave and Tidal
- Geothermal

Our adherence to industry guidelines requires that we be flexible and adaptable. We follow ENERGY STAR protocol for reporting offsite renewables and we abide by the LEED v4 O+M Reference Guide (USGBC, updated 2018). While nuclear and large-scale hydroelectric power are considered low-carbon options, they do not qualify as renewable as defined by ENERGY STAR and LEED v4 due to their impact on the environment. Therefore, we have not included those sources into our overall renewable calculations.

#### RENEWABLE ENERGY CREDITS

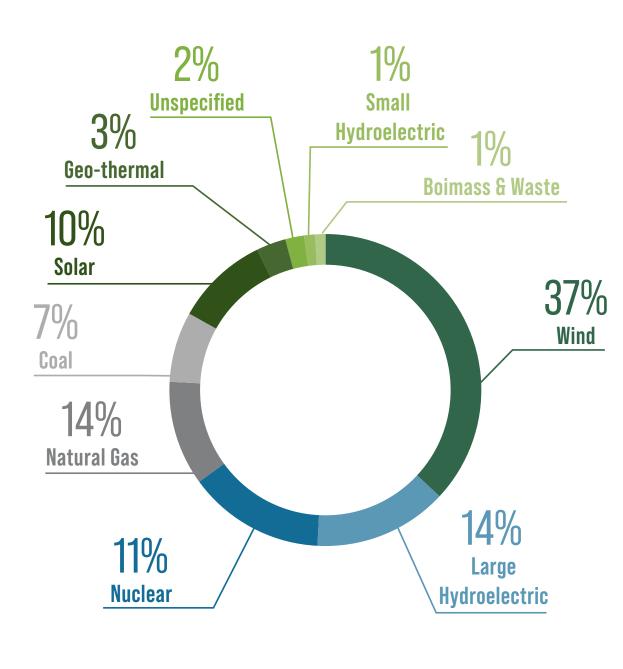
CommonWealth Partners utilizes Renewable Energy Credits (RECs) to offset energy usage from our buildings that do not yet have reliable access to renewably sourced electricity. Our REC selection is third-party verified by the Green-e Certification Program to assure that credits are sourced in accordance with the highest standards in North America. Pier 4 and 787 Seventh Avenue purchase RECs to offset some or all their electricity use, while City Center Plaza purchases renewable power from their utility via an opt-in program. We are continually researching renewable options to pursue when these REC contracts expire.



#### **Emissions Reductions**

CommonWealth Partners has implemented energy strategies and monitoring tools to ensure effective reductions in overall emissions. We monitor our scope 1 and scope 2 emissions using the U.S. Green Building Council's Arc platform and with the assistance of our utility data automation service provider, and we analyze part of our scope 3 emissions through annual tenant and employee transportation surveys, which collect data on transportation modes and commuting distances, as well as by examining employee business travel data and data on waste generated. The collected information shapes the direction for our emissions reduction initiatives.

#### **2021 POWER MIX**





#### **CASE STUDY**

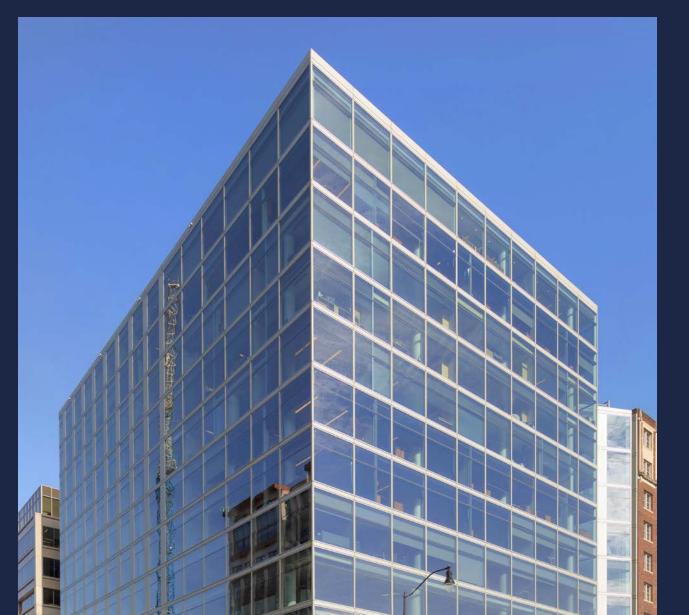
## Participating in Low-Carbon Pilot Programs

To move toward our 2050 goal of reaching net zero carbon emissions, CommonWealth Partners has embraced the opportunity to participate in two low-carbon pilot programs.

By joining the low-carbon pilot groups through the U.S. Department of Energy (DOE) Better Buildings and the Los Angeles Better Buildings Challenge (LA-BBC), CommonWealth Partners promises to be at the forefront of energy innovation within the built environment. The pilot programs focus on creating an action plan for select properties over the course of two years that can then steer decarbonization strategies at a portfolio-wide level.

For the DOE Better Buildings pilot, CommonWealth Partners enlisted two Washington, D.C. properties — Hamilton Square and 2099 Pennsylvania Avenue. These buildings are both LEED Gold certified and represent a combined 574,919 square feet of office and restaurant space in a densely populated urban setting, making them poor candidates for on-site renewables to achieve significant carbon reductions. Therefore, principal efforts at both properties will go toward identifying opportunities to improve energy efficiency.







The Hamilton Square property, built in 1929 and renovated in the late 1990s, enrolled in the DOE pilot to identify the next generation of equipment and technology to optimize efficiency for equipment lifecycle planning. Both Hamilton Square and 2009 Pennsylvania Avenue, which was built in 2000, are undergoing thorough third-party energy audits to identify opportunities and pathways for high-impact energy efficiency improvements.

City National Plaza is participating in the Los Angelesbased low carbon pilot. Similar to efforts at the Washington, D.C. properties, the action plan for City National Plaza will focus heavily on optimizing energy efficiency. CommonWealth Partners is also establishing a long-term electrification plan for the property to transition away from its current natural gas use.

As the action plans for these three properties become clearer over the course of the pilot programs, we will share outcomes, obstacles, and best practices that will help prepare CommonWealth Partners, as well as the larger commercial real estate sector, to apply effective portfoliowide decarbonization strategies.

#### **SPOTLIGHT**

## A Tale of Two Buildings; Two Paths to Decarbonization

HAMILTON SQUARE & 2099 PENNSYLVANIA AVENUE, WASHINGTON D.C.

Located in the heart of Washington, D.C., these two office buildings are both LEED Gold certified and have views of the U.S. Capitol building.

Despite these similarities, the two buildings themselves have drastically different curbside styles. Hamilton Square, built in 1929 and renovated in 1999 and 2019, is a nine-story art-deco style former department store, now housing office space and restaurants on the first floor. In contrast, the twelve-story property at 2099 Pennsylvania Avenue was constructed in 2000 and flaunts floor-to-ceiling glass windows. While both buildings operate similarly, their differences in age and build will undoubtedly result in distinct pathways to decarbonization. Time will tell in this tale of two buildings, as both properties are enlisted to develop and begin implementation of detailed decarbonization action plans over the next two years as participants in the Department of Energy Better Buildings Challenge Low Carbon Pilot.







#### Water Efficiency

CommonWealth Partners integrates a multifaceted water management approach to reduce consumption of this vital resource. In accordance with LEED certification standards, our properties follow policies that require installation of high-efficiency plumbing fixtures, such as those certified under the U.S. Environmental Protection Agency (EPA) WaterSense® program, in any building retrofits or renovations. Additionally, we meter irrigation water use where possible to quickly respond to any usage abnormalities. When appropriate, we also make strategic building improvements — such as upgrading cooling towers for optimal efficiency—that prioritize water savings. To educate our tenants on water conservation, we participate in Water Awareness Month each September, providing information and tips on reducing water use.

#### PLUMBING FIXTURE & FITTING UPGRADES

In 2021, several properties made plumbing upgrades to high-efficiency fixtures and fittings that use less water for washing and/or flushing:

- 560 Mission completed an upgrade, begun in 2020, to fixtures in common area restrooms and basement showers.
- 787 Seventh Avenue began a multi-year project to add highefficiency flush and flow fixtures to restrooms on several floors.
- 975 California renovated all restrooms on the first floor in 2021.
- At City National Plaza, several tenants upgraded their restrooms during tenant improvements.

#### **LANDSCAPING & IRRIGATION CHANGES**

Maintaining landscaping can be water intensive. In 2021, we took several steps to reduce the water used in irrigating the landscaping at our properties:

- Pier 4 installed an irrigation submeter to monitor water use and respond more quickly to leaks and malfunctions at the Harbor Walk.
- Russell Investments Center changed out irrigation heads to replace inefficient sprinklers with more efficient drip irrigation.



#### **Waste Management**

The delay on our 2020 waste reduction target has incentivized CommonWealth Partners to implement more employee trainings, waste-related resources, and innovative strategies as we look onwards to our 2030 target of 75% waste diversion. As of 2021, we reached a portfolio-level waste diversion rate of 64%.

To progress toward our 2030 goal, we have adopted strategies to boost our diversion rate including additional composting training for janitorial staff, informative signage and lobby events for tenants, and more recycling containers located throughout properties. We also track waste diversion rates to identify areas for improvement.

Tenant involvement is a significant element of our waste reduction strategy. Properties in California, Seattle, and Washington, D.C. have eliminated single-use plastics in restaurants, while donating unwanted furniture is a common practice across our portfolio. Several properties hold regular e-waste drives, and last year, Pacific Center also held a light bulb recycling event in addition to maintaining its scrap metal recycling program. To further engage tenants in waste diversion efforts, we participate in Waste Awareness Month in November, sending memos and messages with tips and best practices.

At several of our properties, we are introducing composting programs where facilities are available, and we are educating tenants on how and why we compost. In addition, we encourage tenants to select catering options that mitigate waste.

CommonWealth Partners provides educational resources and training for tenants so that all who use the property are aware of best waste management practices. In 2021, six properties that have lower diversion rates began participating in a pilot program designed to engage tenants in sorting waste, recyclable materials, and compostable materials (where facilities are available) into the correct receptacles. The pilot program includes new signage, new bins, and additional tenant education. We plan to expand program participation in 2022.



# DOE Better Buildings Challenge: Waste Pilot



The Department of Energy's Better Buildings Challenge (BBC) Waste Pilot wrapped up in 2021. This program is designed to bring increased attention to waste diversion rates by reporting these rates in ENERGY STAR Portfolio Manager and to the Better Buildings Challenge team. CommonWealth Partners took part in the Pilot for three yearsand, throughout 2021, participated in working group meetings. At one such meeting, Kelsey Ceccarelli, an Engineering Manager from our ESG consultant Verdani Partners, presented our process with the intention of enhancing waste data analysis among other participants in the BBC Waste Pilot.

To build on the success of the pilot, BBC has launched a waste reduction network in 2022, and CWP will participate as part of our continual push to increase our portfolio-wide diversion rate.



#### **Transportation**

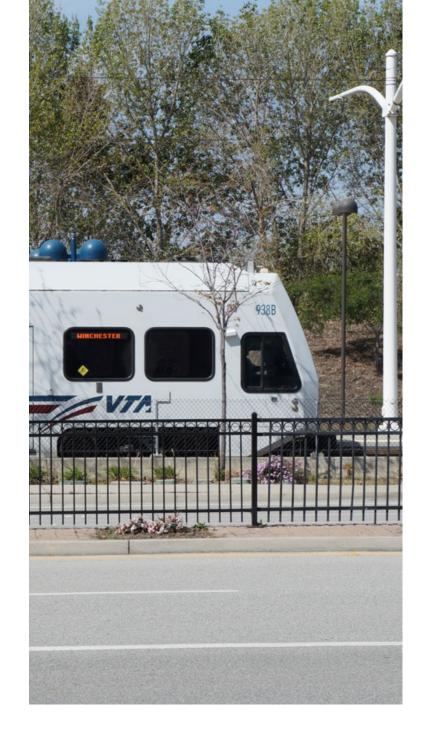
CommonWealth Partners is aware that transportation accounts for roughly 27% of total U.S. emissions, and we are doing our part to reduce this percentage. We are making it easier for our tenants to make use of electric vehicles (EV) by installing EV chargers at an increasing number of our properties. We are also proud of our portfolio's average Walk Scores, Bike Scores, and Transit Scores.

#### **EV CHARGING STATIONS**

Increasing our EV charging capacity promotes EV usage and encourages electrification of transportation, leading to reduced transportation emissions. In 2021, 82% of our properties offered EV charging stations, housing 89 stations with a total of 156 plugs.

#### **ALTERNATIVE TRANSPORTATION**

We support the use of alternative transportation in its many forms. All our properties are located near public transportation infrastructure, and five properties support carpooling and/or rideshare programs such as Zipcar or a community bike-share service. 100% of our properties have secure storage for bicycles, and several have showers and lockers for use by building occupants who bicycle to work. In May 2021, we shared Bike Month materials with employees and tenants, encouraging and educating property occupants of this healthier and lower carbon commuting option.













**76**Transit Score

Portfolio Average

22 **COMMONWEALTH PARTNERS** / ESG 2021-22 ENVIRONMENTAL INITIATIVES

## **Biodiversity**

Recognizing the importance of biodiversity and the connections between biodiversity loss and climate change, CommonWealth Partners aims to support native and adaptive plant growth in landscaping efforts as well as bolster stakeholder engagement strategies that highlight the impact biodiversity has on personal and societal health. In 2021, CommonWealth Partners conducted awareness campaigns and hosted events to engage tenants and employees in the meaningful ways we are supporting biodiversity and how they can incorporate the same principles into their personal and professional lives.

#### **CELEBRATING POLLINATORS**

Pollinators provide critical ecosystem services that promote food security and overall ecosystem health. At CommonWealth Partners, we aim to be champions for our local pollinators. Our on-site landscape strategies enhance biodiversity and help support local pollinator species. By the end of 2021, 14 of our properties used native or adapted low-water plants in the majority of their landscape design. In conjunction with landscape strategies, several properties have added rooftop beehives to promote awareness of the importance of pollinators as well as stimulate tenant and employee engagement.

Additionally, CommonWealth Partners provides educational resources to our employees and tenants so they can get involved with our on-site efforts and replicate strategies at home. Tenants can access the interactive websites that all properties with on-site beehives maintain to showcase their beehive activity. Many of these properties also offer classes and webinars on the impact of pollinators. Finally, in recognition of Pollinator Week from June 21st to 27th 2021, our sustainability team delivered a memo to tenants and employees on the various ways to get involved both onsite and at home.

82%

properties utilize native or adapted lowwater plants in landscape design

35%

properties provided pollinator awareness webinars in 2021









## Social

CommonWealth Partners is committed to creating sustainable, healthy, and equitable environments that benefit our customers, investment partners, and the extended communities in which we operate. Having a positive effect on the well-being of our stakeholders — both internal and external — is an essential component of our sustainability strategy. We embrace the challenge of supporting our employees and tenants inside and outside the office, and actively seek opportunities to contribute to our communities.

### **Social SDGs**







for Tots, and others.





SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS	SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS
1 NO POVERTY	End poverty in all its forms everywhere.	Donations (CSR)	Contribute one Team Volunteer Day donation per year at each managed property or contribute financially in lieu of.	Donations made to 22 organizations across the U.S.		4 QUALITY EDUCATION	Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all.	Education	Ensure employees have equal access to sustainable operations education for our properties.	Green Janitor Education Program at City National Plaza. Also, all property managers and chief engineers receive annual sustainability training.	
2 ZERO HUNGER	End hunger, achieve food security and improved nutrition and promote sustainable agriculture.	Food Drives	Host annual food drives at all operationally controlled properties.	In 2021, 33% of managed properties held food bins in lobbies for food drives.			opportunities for all.			Cooling Tower Water  Management Plan in place for al	I
3 GOOD HEALTH AND WELL-BEING	Ensure healthy lives and promote wellbeing for all at all ages.	Health & Well- being: Air Quality	Conduct annual indoor air quality testing.	All operationally controlled properties conduct annual indoor air quality tests through UL for every 25,000 sq. ft.		G CLEAN WATER AND SANITATION	Ensure availability and sustainable management of water and sanitation for all.	Health & Well- being: Water	Conduct frequent cooling tower water quality testing and annual audit.	properties with cooling towers to ensure hazardous chemicals are disposed of properly. UL annual water quality testing for operationally controlled properties.	
		Green Cleaning	Purchase and use all environmentally preferable cleaning products for at least 50% of all managed spaces.	Implemented LEED compliant green cleaning and sustainable purchasing policies for all operationally controlled properties.		9 INDUSTRY, INNOVATION AND INFRASTRUCTURE  17 PARTINERSHIPS FOR THE GOALS	Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation.  Strengthen the means of implementation and revitalize the global partnership	Tenant Engagement  Community Involvement	Establish annual tenant engagement programs to encourage participation in ESG initiatives.  Participate in local and global partnerships for sustainable development.	Implementing, on average, at least six sustainable programs/initiatives per year, per property.  Support local non-profit organizations through engagement events such as food drives, blood drives, Toys	
		Building Health Certification	Encourage Fitwel certification for 75% of the portfolio by 2023.	64% of managed properties (by GFA) achieved or maintained Fitwel certification in 2021. Entire portfolio achieved Fitwel Viral Response certification in 2021.							
		Fitness	Offer fitness center accessibility and periodic yoga	62% of managed properties	SITE						E ALLE

25 **COMMONWEALTH PARTNERS** / ESG 2021-22 SOCIAL SDGS

for sustainable

development.

and periodic yoga classes.

offer fitness center accessibility

accessibility and periodic yoga

properties.

classes for 50% of the managed

**Fitness** 

## **Employee Engagement**

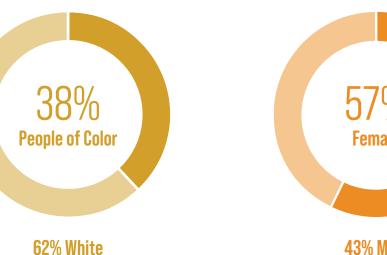
Adapting to the realities of 2021,
CommonWealth Partners has integrated virtual communication methods into our stakeholder engagement strategy. Sharing pertinent information on our ESG programs with internal stakeholders — employees, executive management, the Partners, and the Corporate Responsibility Reporting Team — as well as with our tenants keeps everyone informed of progress and aware of best practices.

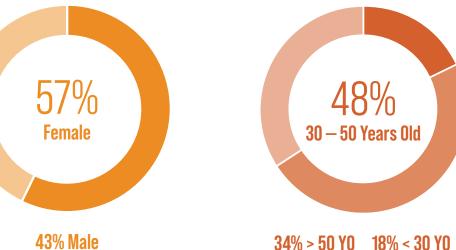


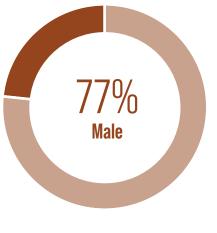
#### Diversity, Equity, & Inclusion

CommonWealth Partners embraces diversity, equity, and inclusion as core values, which are brought to life as we foster a diverse and equitable workforce free of harassment. We provide equal employment opportunity to all employees and applicants. No person shall be discriminated against in employment or harassed because of age, race, religion (including religious dress and grooming practices), color, gender (including transgender, gender identity, and gender expression), genetic information, sexual orientation, sex (including pregnancy, childbirth, breastfeeding or related medical conditions), national origin, ancestry, physical or mental disability, medical condition, marital status, registered domestic partner status, military and veteran status, or any other basis protected by federal, state, or local laws.

#### COMMONWEALTH PARTNERS' WORKFORCE DIVERSITY







23% Female Executive Diversity

#### **STAFF SPOTLIGHT**

#### Clare Sovacool

In a profession where women are the exception, building engineer Clare Sovacool is exceptional. Clare, who works at Russell Investments Center, graduated from her apprenticeship program to become a fully licensed building engineer in 2021 and immediately took on several large projects to improve building system reliability and reduce energy consumption.

To contribute to a new central plant controls deployment, Clare built many of the new control panels, landed all the necessary cabling and meticulously labeled all connections for future troubleshooting, and improved system reliability. From there, she began rebuilding original legacy panels that were poorly labeled and tangled, ensuring that future troubleshooting will be much easier.

Clare also spearheaded an energy management effort to carefully track daily energy consumption and peak demand to identify BMS programming issues that could be causing unnecessary consumption. This monitoring of daily trends and energy charts saved over 1,000,000 kWh of energy — and approximately \$100,000 — compared to the previous year. Clare continues to be a valuable resource to both the property and the CommonWealth Partners team, and we eagerly anticipate her future contributions.



1,000,000 kWh of energy saved





#### **Employee Benefits**

Healthy, empowered employees are pivotal to building a strong, impactful organization. Acting on that truth, CommonWealth Partners offers a robust benefits package to our regular full-time employees to help them build and sustain personal and financial health for themselves and their eligible dependents. This package includes a comprehensive suite of insurance policies — health, disability, and life insurance — as well as a generous 401(k) retirement plan. In addition, we provide wellness benefits such as on-site yoga classes for employees and tenants, healthy snacks, ergonomic workstations, and access to an Employee Assistance Program that provides several online support classes.



#### **Professional Development**

Alongside employees' personal well-being, CommonWealth Partners promotes professional development. We encourage employee participation in a range of trainings to help them maintain industry accreditations and licensures and advance their careers. On average, CommonWealth Partners' employees take part in eight hours of professional development workshops and classes every year to earn new credentials and/or maintain existing ones, including:

- · Real estate licensure
- Real Property Administrator certification
- · Chartered Financial Analyst and/or Certified Public Accountant accreditation
- · Professional Engineer and/or Certified Energy Manager certification
- · LEED and/or other green building accreditation
- AIA licensure

#### **Employee Participation**

CommonWealth Partners' staff is like an extended family. We enjoy spending time together for holidays and special events keeping abreast of milestones in each other's lives. In 2021, our employee family had several opportunities to socialize, including:







- A scavenger hunt for corporate and City National Plaza employees in downtown LA
- A virtual tasting event with chocolate and whiskey pairings
- A virtual candle-making workshop
- · A CWP Kids LED wand-making class
- · Sharing our kids' back-to-school photos
- · A Halloween décor contest and costume photos
- A corporate holiday party
- A virtual holiday event for property management employees: gummy and cocktail making class
- A CWP Kids St. Patrick's Day virtual painting workshop
- · A virtual superhero cookie-decorating workshop
- · A step fitness challenge
- A celebration of new baby announcements posted on the internal CommonArea Sharepoint

We also touch base with our employees on a regular basis to discuss and learn how we can help them in their work. In 2021, our survey showed overall positive responses and a strong Net Promoter Score. Of the 45 employees that responded to the survey, 95% listed their overall satisfaction with the company in the 'good' and 'excellent' category. Management continues to engage employees for additional feedback and improvements.

28 **COMMONWEALTH PARTNERS** / ESG 2021-22 EMPLOYEE ENGAGEMENT

## **Employee Recognition**

#### **Green Engineer Champion**



**GERALD IZAGUIRRE**Pacific Center, San Diego CA

- · Assisted with the Energy Audit in 2021
- Assisted with the property's ENERGY STAR
   Certifications and benchmarking efforts, resulting in a score of 86 (PC1) and 83 (PC2) in 2021
- Facilitated and ensured that resilience measures are in place, including back-up power, MERV 13 filters, and emergency systems, supplies, and partnerships
- Participated in Battle of the Buildings Energy,
   Water, and Waste Awareness Month campaigns
- Actively participated in development and execution of various innovative program strategies, including leading an LED lighting retrofit in 2021, participating in metal recycling, and installing drip-line irrigation at PC2
- Implemented general projects during pandemic downtime, avoiding the need for additional planning that would have been required during full occupancy
- Worked with tenants to create and implement an appropriate HVAC schedule and installed a new HVAC software system during the pandemic downtime
- Conduct metal recycling annually with salvaged parts from failed AC units

#### **Green Property Team Champion**





NEVON BUSH & JONYA SAMUEL 2099 Pennsylvania in Washington, D.C.

- Coordinated with 2099 Penn's tenant-led Green Team programs, including hosting e-waste drives and engaging with tenants on recycling initiatives
- Contributed to the LEED-EB Gold recertification efforts in 2021
- Contributed to the Fitwel 1-Star certification efforts in 2019
- Assisted in implementation of resilience measures, including MERV 13 filters and emergency systems, supplies, and partnerships
- Assisted with energy data collection for compliance with upcoming BEPS regulatory requirement
- · Collaborated with tenants on emergency preparedness
- Participated in the installation of a building-wide EMS system
- Hosted Energy, Water, and Waste Awareness Month campaigns
- Facilitated the social giving campaign using CWP's matching donations program





### **Tenant Engagement**

Being the owner-operator of our properties allows us to engage directly with our tenants. This direct interaction offers insight into tenants' perspectives and opinions on ESG initiatives and helps us deliver the exceptional customer service our tenants have come to rely on.

All tenants have access to our website's tenant portal, which contains sustainability information, policies, building and location specific resources, as well as a sustainability calendar for building events that keep tenants engaged and informed. Last year's events included:

#### Several bee and honey themed events at properties hosting rooftop beehives, such as

- Honey classes
- Honey giveaways
- A "Name the Queen" contest
- Honey tasting events

#### **Earth Day events**

#### **Health & Wellbeing**

- Sound baths
- Yoga
- Virtual fitness
- Relaxation
- Reflexology
- Breathwork
- Meditation

Cooking

Other

- Gardening
- Composting
- Waste reduction
- Trivia competitions
- Blood Drives
- Santa storytelling and holiday cookie decorating
- Plastic Free July

#### Safety and Emergency Preparedness

- Floor Warden Class
- Fire Life Safety Class

## Tenants Catch the Bee Buzz

6

new hives were added at 4 properties in 2021

15

rooftop beehives at 7 properties

450

pounds of honey produced shared with various tenants







### **Environmental Education**

CommonWealth Partners provides our employees and tenants with ongoing sustainability education and training opportunities to empower them to make intelligent choices — for themselves and for the planet.

We distribute biannual e-newsletters as well as periodic emails and bulletins to update staff on best practices and highlight progress made on our own sustainability programs. In October 2021, we received a comprehensive ESG training from our consultant, Verdani Partners, which was later uploaded to our newly established internal portal, along with other useful ESG resources, and made available to all employees. Additionally, all employees have access to Verdani's education portal, Thinkific, where they can view additional webinars and prepare for the LEED Green Associate credentialing exam. Because we are USGBC members, our employees can also take advantage of the educational materials housed on USGBC's website. Finally, we maintain a comprehensive library of industry toolkits, resources, and webinars on our SharePoint site where our employees can learn more about ESG and how it is implemented at CWP.

For our tenants, we release building newsletters that announce sustainability information and offer access to our informative tenant portal. In 2021, the ESG pages of all our properties' websites were updated to offer the most current information on our program.



#### **Awareness Campaigns**











#### **CWP CELEBRATES EARTH DAY**

Several CWP properties hosted events on or around Earth Day in 2021.

- Russell Investments Center and Pacific Center held e-waste drives.
- Pacific Center held a virtual livestream event to introduce their newest tenants: honeybees!
- Russell Investments Center held a virtual tenant education event on DIY herb growing; kits with seeds and materials for a cedar-wood planter box were mailed to tenants who registered in advance. The class had 56 attendees.
- 787 Seventh Avenue held a lobby event and gave away 500 bars of artisanal soaps from Alvéole, the beekeeping vendor.
- City National Plaza held events focused on circular waste, DIY material making, upcycling household items into gardening tools, and gardening advice from a master gardener.

#### **PARTICIPATING IN EARTH DAY**

To recognize and celebrate Earth
Day in 2021, a number of our
properties hosted engaging events
for in-person or virtual participation.
The events educated and entertained
participants through activities
that promoted biodiversity and
environmentally friendly practices.
2021 Earth Day events across
CommonWealth Partners properties
included e-waste drives, DIY
gardening, and DIY events focused
on circular waste.





#### **Tenant Engagement**

## 7th Annual Battle of the Buildings Bootcamp

While pandemic-related building health was a focus of our returning tenants' attention, we also engaged them in our annual Battle of the Buildings Bootcamp, where we encourage the occupants at each of our properties to participate in friendly competition with each other as they work to reduce their building's environmental footprint. During each month of the three-month period, we conduct awareness campaigns on the key performance indicators of water (September), energy and emissions (October), and waste (November). At the end of the three-month period, we examine monthly consumption values against the previous 12 months to determine the effectiveness of our educational campaigns by analyzing overall reductions in each target area. Consumption values are based on year-over-year reductions and are not normalized for occupancy.





Highest Energy Reduction

**City National Plaza** 

**AMOUNT REDUCED** 

4,366,000 kWh

**EQUIVALENT TO** 

602

Homes' electricity use for one year



Highest Water Reduction

**City National Plaza** 

**AMOUNT REDUCED** 

5,307 m3

**EQUIVALENT TO** 

1,461,950

Gallons

AND

2.12

**Olympic Swimming Pools** 



Highest Waste Diversion

**City Center Plaza** 

**AMOUNT REDUCED** 

80 MT

**EQUIVALENT TO** 

276.61

Metric tons of CO, avoided

AND

59.6

Cars taken off the road



Highest Emission Reduction

**City National Plaza** 

AMOUNT REDUCED

 $959 \, \text{MTCO}_2 \text{e}$ 

**EOUIVALENT TO** 

1,135

Acres of US forests sequestering carbon in one year

COMMONWEALTH PARTNERS / ESG 2021-22
ENVIRONMENTAL EDUCATION

## **Employee & Tenant Health & Well-being**

Although we had hoped otherwise, the COVID-19 pandemic remained with us in 2021. Even as our tenants gradually return to the office, the lingering public health crisis has served as an ongoing reminder of the importance of health and well-being safeguards in our buildings.



#### **CASE STUDY**

# Healthy Building Certifications Demonstrate Social Responsibility

In 2021, in response to the ongoing COVID-19 pandemic, we sought to reassure our tenants that we are taking practical, effective measures to provide a safe environment for their return to the workplace. To do so, we pursued two third-party confirmations of our commitment to safety: certification of our portfolio through Fitwel's Viral Response Module (VRM) and verification of each building as a UL Healthy Building. These efforts assure our tenants and property management teams of our diligent efforts to uphold the highest levels of indoor environmental quality and showcase CommonWealth Partners' dedication to being an industry leader in the ESG space.



## THE FITWEL VIRAL RESPONSE MODULE COVERS THREE PRIMARY TOPICS CONCERNING INFECTIOUS DISEASE TRANSMISSION:

- Enhance Indoor Environments
- · Encourage Behavioral Change
- · Build Occupant Trust



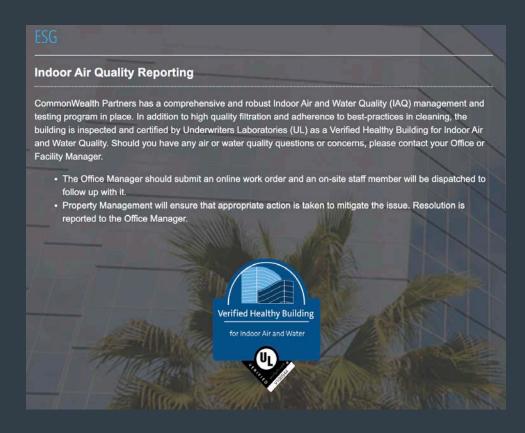


COMMONWEALTH PARTNERS / ESG 2021-22
EMPLOYEE & TENANT HEALTH & WELL-BEING

#### **CASE STUDY CONTINUED**

For over a decade, all CommonWealth Partners properties have regularly undergone two audits per year to test indoor air and water quality, conducted by Underwriters' Laboratories (UL); during the COVID-19 pandemic, we have also engaged UL to verify the effectiveness of our cleaning procedures. These UL audits served to satisfy some of the Fitwel VRM certification requirements. Given our practice of auditing air, water, and cleaning quality through UL, as well as our ongoing commitment to certify at least 75% of our portfolio under the Fitwel Built healthy building rating system, pursuing Fitwel VRM certification was a natural choice to address tenant concerns around returning to the office during the pandemic.

Combined with ongoing efforts to create optimal working environments at all our properties, the Fitwel VRM certification assisted CommonWealth Partners in implementing strategies, such as mental health first-aid responder training and educational health-promotion signage, to better prepare us for potential future outbreaks. The certification process also necessitated the implementation of additional portfolio-level policies, most notably a Contagious Disease Outbreak Preparedness Plan and a Pandemic Procedures Plan. CommonWealth Partners will maintain and build on these practices and policies so our tenants, employees, and stakeholders stay healthy and productive at our properties.

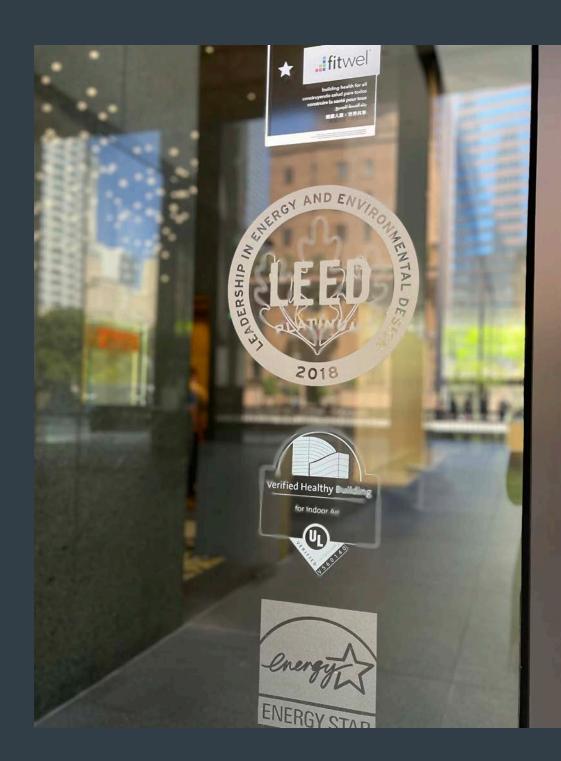


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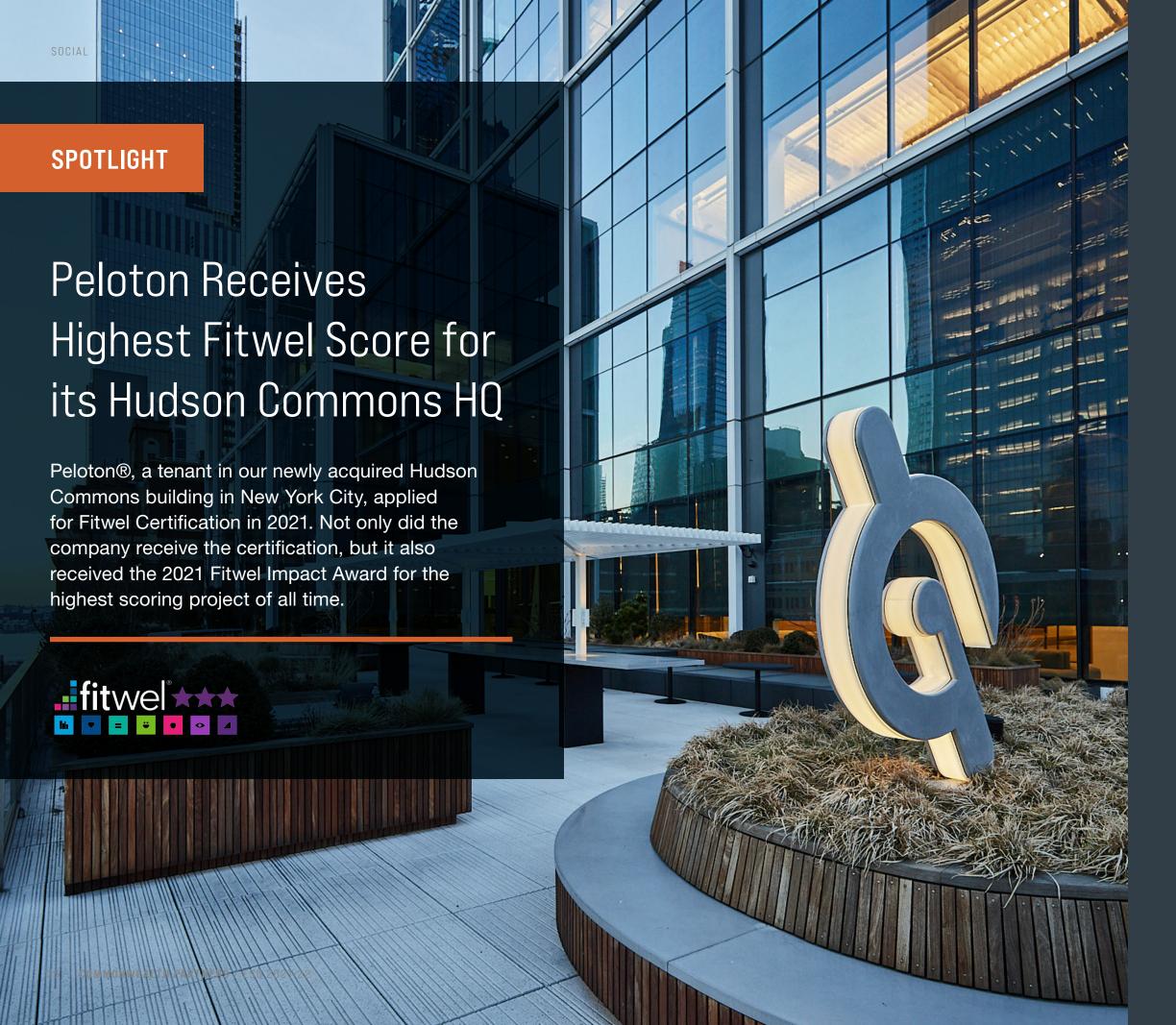
operationally
—controlled
indoor air
and water
quality testing
performed
annually.

As an additional indication of our dedication to maintaining excellent indoor air and water quality, in 2021 our portfolio received the UL Verified Healthy Buildings Mark for Indoor Air and Water. Because of our long-standing relationship, UL offered CommonWealth Partners the opportunity to be one of the first commercial real estate companies to receive the new mark, which debuted in 2021. Based on the results of our indoor air and water quality audits, the mark certifies our commitment to maintaining an indoor environment that supports occupant health and well-being. UL's verification program aligns with other industry-recognized third parties, including EPA, NIOSH, WHO, CDC, ASHRAE, and LEED, which will be of benefit as we pursue additional certifications.

Together, the Fitwel VRM certification and the UL Verified Healthy Building Mark demonstrate to our tenants and to the world that CommonWealth Partners is serious about building health.

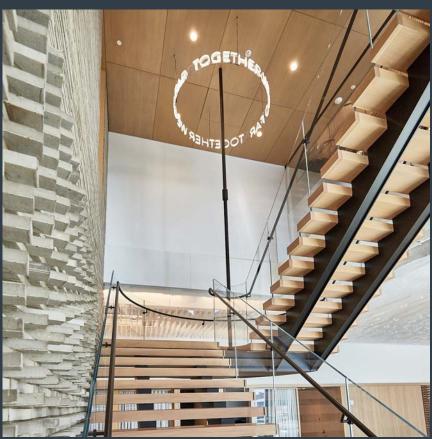


34 **Commonwealth Partners** / ESG 2021-22 Employee & Tenant Health & Well-Being



In the wake of the COVID-19 pandemic, Peloton reimagined its New York headquarters by eliminating individual cubicles, and instead creating collaborative workspaces. Kitchens and barista bars on every floor as well as an employee gym further add to the collegial atmosphere and employee well-being.

CommonWealth Partners congratulates Peloton on the well-deserved certification and award!



CommonWealth Partners demonstrates its ESG commitment by investing in healthy buildings

## Community Involvement & Charitable Giving

Our Corporate Social Responsibility program brings CommonWealth Partners' values to life by supporting the communities in which our buildings are located.

In addition to organizing various food, toy, and blood drives at our buildings, we encourage employees to volunteer in at least one team service day per year. To further support our communities and employees in 2021, CommonWealth Partners matched employee contributions of up to \$100 to causes related to COVID-19 relief. All these efforts strengthen CommonWealth Partners' ties with the larger community.

- 787 Seventh Avenue held a food drive that netted 100 pounds of food for City Harvest.
- Pacific Center held a blood drive and Russell Investments Center publicized nearby pop-up blood drives.
- Pacific Center participated in BOMA San Diego's holiday gift drive, benefiting the San Diego YMCA. The drive, which was hosted by 52 BOMA members, collected over 700 gifts, including toys, electronics, and household items, as well as over \$6,500 in monetary donations and gift cards.
- City National Plaza participated in the BOMA/Greater Los Angeles 2021 Virtual Holiday Drive to support over 15 charities in the greater Los Angeles area.
- Russell Investments Center held a virtual holiday gift card drive supporting Ryther, a charity providing holiday gifts to children whose families are struggling financially.

## CommonWealth Properties, as well as individual properties, provided financial support for 24 charities in 2021:

Alzheimer's Association

American Apostolic Church

American Red Cross

**Autism Speaks** 

Boston Children's Hospital

BraveMove

Capital Area Food Bank

City Harvest

DC Central Kitchen

Hands on Bay Area

**Huckleberry Youth** 

Ketchum Downtown YMCA

Little Brothers — Friends of the Elderly — San Francisco

Los Angeles Commercial Realty Association

Los Angeles Conservancy

Project Angel Food

RAD Camp Inc.

ReSpectacle

Ryther

Seaport Transportation

Management Association

United Way of New York City

Verbum Dei High School

YMCA of Metropolitan Los Angeles

YWCA San Diego

## Verbum DEI Internship Donation



CommonWealth Partners is proud to support the Corporate Work Study Program at Verbum Dei High School in Los Angeles. The program, which is designed to provide students with real-world work experience and allow them to earn a part of their high school tuition, places students in entry-level positions with applicant companies. As 99% of the student body is

from traditionally underrepresented communities, the program also serves to increase diversity and inclusion in the workforce.

Through the Corporate Work Study Program, four students share one full-time position, each working one to two days per week while also attending school full-time. Typically, the employer funds the students' work through a contribution to the high school; however, to make our contribution to the program even more impactful, CWP has chosen to donate our student workers' hours to nonprofit organizations chosen by the school, allowing the nonprofit to benefit from the students' efforts while the students benefit from the work experience.



# **SPOTLIGHT**

# City National Plaza Partners with ReSpectacle

CITY NATIONAL PLAZA, LOS ANGELES, CA



To support environmental awareness and social cooperation, CommonWealth Partners at City National Plaza proudly partnered with ReSpectacle, a nonprofit organization

that takes in used eyeglasses for reuse in underserved communities worldwide.

To date, ReSpectacle has helped match more than 30,000 pairs of glasses to people in need. In 2021, our City National Plaza property team collected over 130 pairs of glasses and 63 eyewear hard cases that ReSpectacle was able to gift to new wearers throughout the United States, Uganda, Guatemala, and Haiti.

City National Plaza took a multifaceted approach to promoting the partnership with ReSpectacle. Efforts included advertisements through a memo to tenants, elevator ads, posters, and features in our ConnectLA hospitality program newsletter. This degree of advertisement boosted tenant engagement and empowered many to incorporate elements of sustainability into their personal lives. In doing so, CommonWealth Partners assisted ReSpectacle toward being the world's premier online supplier of high-quality used eyeglasses and further infused mindful ESG practices into our company culture.









37 **COMMONWEALTH PARTNERS** / ESG 2021-22 COMMUNITY INVOLVEMENT & CHARITABLE GIVING

# **External Stakeholders**

Our external stakeholders — including tenants, investors, industry groups, reporting agencies, certification groups, and the communities in which our employees and tenants live and work — are critical to CWP's success. Our engagement with these groups forges relationships with industry leaders, improves our real estate knowledge, and keeps us united with our communities.

Outbound communication and conference participation in 2021 supported our efforts to maintain close ties with external stakeholders. CommonWealth Partners releases biannual e-newsletters to keep stakeholders abreast of activities, events, and accomplishments. In addition, we publish a comprehensive annual ESG report to our website so anyone can stay updated on the progress being made towards our ESG goals. To round out these efforts, CommonWealth Partners also participates in several industry-specific conferences where we connect, learn, and share with other real estate management teams and related organizations to advance best practices across the industry.

# 2021 Presentations

# PRESENTATION ON ESG — MASTER CLASS ON SUSTAINABLE INVESTING

# **Presented by:**

Travis Addison, Principal;

Kirsten Quezambra, Senior VP;

Austin Upton, VP;

Jake Henning, Managing Director;

Jessica Loeper, Director of ESG (Verdani Partners)

Audience: CalPERS

# WASTE PILOT WORKING GROUP: DATA ANALYSIS & ACTIONS

# Presented by:

Kelsey Ceccarelli, Engineering Manager (Verdani Partners)

Audience: DOE Better Buildings

Challenge

# LOW CARBON PILOT

### Presented by:

Austin Upton, VP

Audience: DOE Better Buildings

Summit

# HOW CWP ESTABLISHED ITS UN SUSTAINABLE DEVELOPMENT GOALS

### Presented by:

Jessica Loeper, Director of Sustainability (Verdani Partners)

Audience: ULI Greenprint

# THE BUZZ ON BEES AND REAL ESTATE

# Presented by:

Jessica Loeper, Director of Sustainability (Verdani Partners)

Audience: ULI Greenprint

# CWP CORPORATE STRATEGY MEETING

# Presented by:

Jessica Loeper,

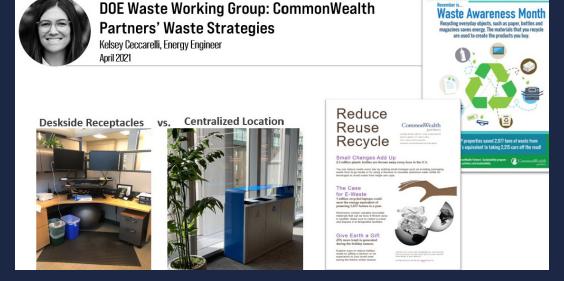
Kelsey Ceccarelli,

Julie Jacobson (Verdani Partners)

Audience: CWP Employees









# Governance

At CommonWealth Partners, we understand that executing on our commitment to provide a consistent and unmatched level of service to our customers starts by building a culture of service excellence from within. We are proud of our reputation as an ethical company with a positive record of accomplishments in corporate governance and ESG performance. The relationships we maintain with all stakeholders, internal and external, reflect our dedication to equity, while our holistic investment strategy — one that prioritizes sustainability on par with other financial considerations — sheds light on our commitment to excellence for all stakeholders and for the communities in which we operate.

# **Governance SDGs**



**Partnerships** 

partnership for sustainable

development.



multistakeholder partnerships. DOE, and USGBC.







SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS	SDG	DESCRIPTION	CATEGORY	GOALS	2021 ACTIONS	PROGRESS		
3 GOOD HEALTH AND WELL-BEING	Ensure healthy lives and promote wellbeing for all at all ages.	Employee Benefits	Achieve Universal Health Coverage, including financial risk protection.	All employees have health coverages and 401k plans. In 2021, we added additional paid sick leave and flex time for the Fitwel VRM Certification.		11 SUSTAINABLE CITIES AND COMMUNITIES	Make cities and human settlements inclusive, safe, resilient and sustainable.	Worker Safety and Emergency Preparedness	Ensure each property provides emergency training for all building occupants for safe working conditions.	100% of managed properties conduct safety training annually.			
5 GENDER EQUALITY	Achieve gender equality and empower all women and girls.	Equity	Equal opportunity recruitment and tracking gender balance.	HR tracks and publicly reports on recruitment and gender balance annually.		13 CLIMATE ACTION	13 CLIMATE ACTION			Tenant Engagement Take urgent action to	Establish annual tenant engagement programs to encourage participation in ESG initiatives.	Implementing, on average, at least six sustainable programs/ initiatives per year, per property.	
8 DECENT WORK AND ECONOMIC GROWTH	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all.	Policy	Ensure all contracted service providers at each property meet the sustainable guidelines set forth in the contract.	Existing Responsible Contractor Program Policy ensures fair wages, employee training, compliance with labor standards, and benefits.			combat climate change and its impacts.	New Acquisition Due Diligence	Utilize sustainable due diligence guidelines for new acquisitions and analyze vulnerability of existing properties.	Assess all properties annually and reassessed to evaluate resilience measures.			
9 INDUSTRY, INNOVATION AND INFRASTRUCTURE	Build resilient infrastructure, promote inclusive and sustainable	Green Leases	Implement green leasing across the portfolio.	Achieved Gold green leasing (3-year) recertification from The Institute for Market Transformation (IMT) in 2021.		17 PARTNERSHIPS	Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels.	Anti-corruption Policy	Substantially reduce corruption and bribery in all their forms and promote and enforce nondiscriminatory laws and policies for sustainable development.	Current policy includes language to discourage and prevent corruption and bribery.			
	inclusive and sustainable industrialization and foster innovation.	Audits	Perform energy audits or retro- commissioning every five years	Audits are reported to CalPERS, our capital partner.			Strengthen the means of implementation and revitalize the global	Reporting Partnerships	Participate in global partnerships for sustainable development, complemented by	Continuing partnerships with GRESB, CDP, Science Based Targets, ENERGY STAR, Fitwel,			

40 **COMMONWEALTH PARTNERS** / ESG 2021-22 GOVERNANCE SDGS

on all managed properties.

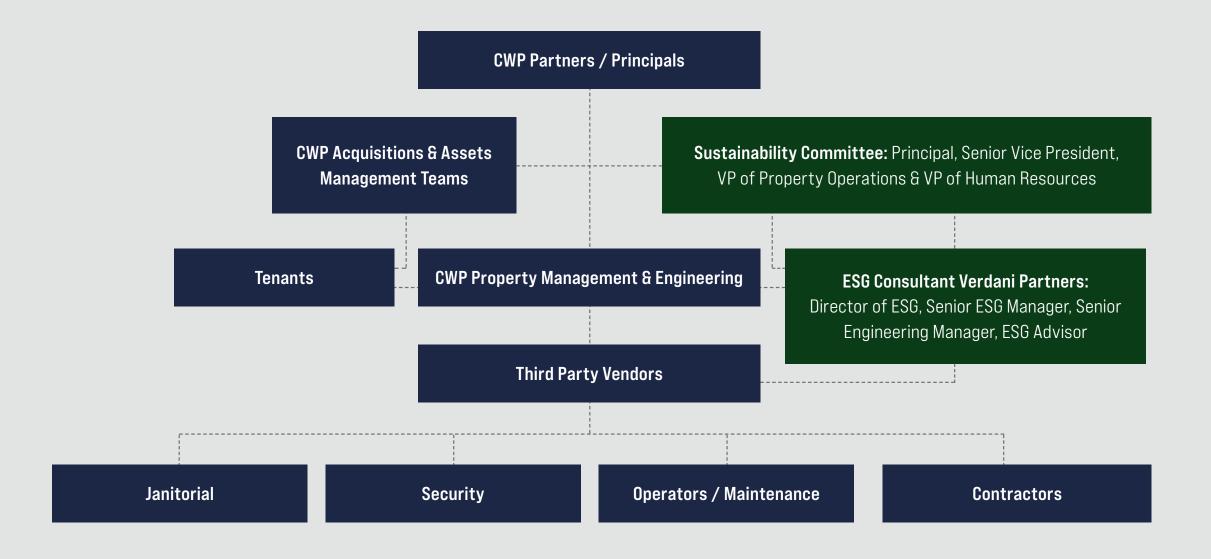
# **Company Leadership**

The senior principals of CommonWealth Partners are committed to providing our clients with a consistent and unparalleled level of service. Bringing together strong financial expertise and more than 35 years of experience in commercial real estate, CommonWealth Partners' senior principals demonstrate both knowledge of and dedication to our industry and our stakeholders. Since being founded in 1995, we have developed a strong staff with expert capability across all areas of real estate investment, development, and management, including core competencies in environmental sustainability.



# **ESG Team Structure**

CommonWealth Partners combines structure and collaboration to incorporate an effective ESG strategy. Our Principal, Travis Addison, serves as the senior decision maker for ESG and climate risk related issues, followed by Kirsten Quezambra, Senior Vice President, and Austin Upton, Vice President. Our CWP Partners/ Principals hold quarterly meetings with our Capital Partner, CalPERS, to discuss progress, ideas, and initiatives in addition to our ESG programs and strategy. Jessie Maemori, Vice President of Human Resources, incorporates new ESG related company policies across the firm. Representatives from our ESG consultant, Verdani Partners, serve as our Director of ESG (Jessica Loeper), Senior ESG Manager (Julie Jacobson), Senior Engineering Manager (Kelsey Ceccarelli), and ESG Advisor (Daniele Horton) and work with the property teams on our ESG and climate-risk related initiatives.



# **CWP SUSTAINABILITY COMMITTEE**



Travis Addison
Principal



Kirsten Quezambra
Senior Vice President



Austin Upton
Vice President



Jessie Maemori Vice President Human Resources

# **ESG CONSULTANT VERDANI PARTNERS**



Jessica Loeper
Director of ESG



Kelsey Ceccarelli Senior Engineering Manager



Julie Jacobson Senior ESG Manager



Daniele Horton ESG Advisor

# Centralized ESG Collaboration Platform

In early 2020, we debuted CommonArea, our portfolio-wide internal SharePoint site, which leverages cloud computing to facilitate cohesive collaboration among nationwide teams. The initial launch included several collaboration folders relating to corporate operations, such as budgeting, compliance, contracts, policies and procedures, and management reports and agendas.

In 2021, based on input from our property teams, we added dedicated ESG section to CommonArea. The new site serves as a repository for ESG-related information such as certification requirements and status, industry toolkits, policy and procedure documents, and green events. Our ESG team continually updates, refines, and expands the contents. Now, all property managers have the answers to tenant and employee ESG-related questions at their fingertips!

# CommonArea

JUL 29

To reach our 100% clean energy targets, we must remake our

Thu, Jul 29, 4:30 PM https://www.la-bbc.com/events-calendar/t..

+

21-23

GreenBuild Conference 2021

Tue, Sep 21, All day San Diego, California, United States

岸

OCT

Remodeling - The Biggest Untapped **Efficiency Opportunity?** 

Thu, Oct 14, 10:00 AM online virtual

钳

OCT 19

Planning for the Future: New and Improved Pandemic Protocols

Tue, Oct 19, 8:00 AM https://us06web.zoom.us/webinar/register..

=

### News

+ Add >



ESG Essentials: Resilience and Risk Management Webinar - June 2, 2022

As part of their ESG Essentials webinar series, Verdani...

aemori. Jessie June 1



CWP Receives Energy Star Partner of the Year

CWP has received the 2022 Energy Star Partner of the Year...

Maemori, Jessie May 26



CWP Achieves Highest Honor for Energy Star Program for Second Year in a Row

The US Environmental Protection Agency has awarded CW..

Maemori, Jessie October 25, 2021



# CWP Ranks #1 in GRESB Peer Group

CWP's final 2021 GRESB score increased by one point over...

Maemori, Jessie October 25, 2021

# **Environmental Management System**

CommonWealth Partners' centralized EMS, which is certified as aligning with ISO 14001, functions as a strategic roadmap for our sustainability program. The EMS, which is organized in a Plan-Do-Check-Act progression, includes the following sections:

# Plan

Define the Scope

Assign Roles

Determine Objectives & Targets

Identify Legal Requirements

# Do

Implement Action Plan

Establish Communication Channels

**Provide Training** 

Monitor & Document Progress

# Check

Ensure Legal Compliance

Identify and Correct Non-Conformity

Schedule Reviews

**Evaluate Performance Against Targets** 

# Act

Determine Corrective & Preventive Actions

Provide Feedback & Suggestions for Improvement

Update Procedures & Supporting Documentation



# **ESG Policies**

To ensure that our ESG program is thoroughly embedded into our organization and consistently implemented throughout our properties, we have put in place a comprehensive suite of ESG-related policies and guides that apply to both corporate operations and property management. In 2021, we updated all policies and guides to incorporate our new 2030 goals as well as the latest guidance from the LEED and Fitwel certification platforms.

CORPORATE POLICIES	PROPERTY-SPECIFIC POLICIES
New Development & Major Renovations ESG Guide	Cooling Tower Management Plan
Building Resilience & Climate Change Guide	Building Exterior & Hardscape Management Plan
Corporate Health & Well-being Guide	Exterior IPM, Erosion Control, & Landscape Management Plan
Employee Governance Policy	Facility Maintenance & Renovations Policy
Energy Efficiency Policy	Green Cleaning Policy
ESG Policy	Healthy Food & Beverage Policy
GHG Inventory Management Plan	Integrated Pest Management Plan
Green Lease Policy	Property Health & Well-being Guide
Due Diligence for New Acquisitions Policy	Refrigerant Management Policy
Water Efficiency Policy	Site Management Plan
Stakeholder Engagement Policy	Smoke Free Policy
Legionella Water Management Plan	Sustainable Procurement Guide
Pandemic Procedures	Indoor Air Quality Policy
Contagious Disease Outbreak Preparedness Plan	Green Office Guide
Enhanced Stakeholder Collaboration Plan	Solid Waste Management Policy
Communication Plan	
Paid Sick Leave Policy	
Family Support Policy	

**Bold font** indicates new policy in 2021

# **Materiality**

CommonWealth Partners conducts a survey among internal stakeholders every three years to assess the primary operational and environmental issues of concern to our investors, tenants, partners, and communities. In our most recent survey from 2019, we identified the top ten most significant topics to prioritize in shaping our ESG efforts. Results from this materiality survey continue to heavily influence how our opportunities and risks are identified and managed into 2021-22.

TOP 10 PRIORITIES	E-S-G	RISK	OPPORTUNITY
Urbanization			
Tenant Satisfaction			
Environmental Pollution			
Economic Performance			
LEED Certification			
Sustainability Due Diligence			
Energy			
Sustainable Procurement Practices	•		
Reporting (GRESB, CDP)			
Water			
Environmenta	al Soci	al Gove	ernance



# Responsible Investment

Sustainability is a cornerstone of our investment strategy. CommonWealth Partners prioritizes investments that benefit all stakeholders, promoting the well-being of tenants and communities while also providing strong returns to investors. Our quarterly reports and annual meetings with our capital partner, CalPERS, provide opportunities to discuss our investments and address their ESG impacts and associated financial risks and benefits

45 **COMMONWEALTH PARTNERS** / ESG 2021-22 MATERIALITY

# **CASE STUDY**

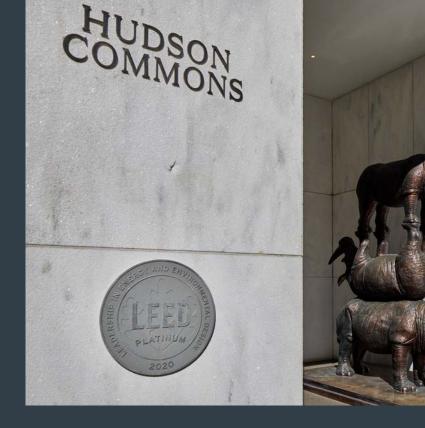
# Stellar LEED Platinum Building Acquisition

**HUDSON COMMONS, MANHATTAN, NY** 

CommonWealth Partners officially acquired the 700,000 square foot Hudson Commons property on December 17, 2021. Located in the new Hudson Yards development area on Manhattan's west side, the renovated Hudson Commons office building combines old and new construction with the addition of a 16-story glass tower atop the original 1960s building. As one of just four buildings in Manhattan to receive a Platinum certification under LEED for New Construction, the Hudson Commons property radiates 'stellar performance.' The building boasts high ceilings that allow plenty of natural light, a great location close to public transit, and quality building materials for long-lasting performance and many other sustainability features:



- Secure bicycle storage, showers, and lockers
- Walk Score of 99; Transit Score of 100: Bike Score of 95
- Private outdoor terrace
- Advanced air filtration systems throughout the building and bi-polar ionization in common areas
- Opt-in facial recognition systems at turnstiles and destination dispatch elevators for touchless access
- LED lighting and occupancy sensors throughout the building
- NYC building energy efficiency rating of "A" with 96 points
- Low-flow plumbing fixtures and fittings and efficient irrigation system
- · WiredScore Platinum certification
- Peloton scoring the highest Fitwel for their tenant space



Prior to acquiring the property, CommonWealth Partners engaged in a full ESG due diligence assessment, covering important considerations such as energy and water use, emissions, waste diversion, building certifications, and resilience, to ensure that Hudson Commons would provide healthy returns over the near and long term. The due diligence process included a meticulous overview of the property, in which a third-party condition assessment team consisting of structural engineers, mechanical engineers, elevator consultants, and high-rise safety experts compiled a 70-page report on the condition of the property and quality of construction. CommonWealth Partners' Operations and Engineering executives also closely inspected each floor of the building.

An environmental consultant conducted a phase 1 environmental assessment to ensure any potential environmental hazards had previously been addressed, while our insurance provider assessed potential exposure to flood risks per FEMA flood maps through 2100. Additionally, a analysis was completed to compare the building's projected carbon footprint against 2024 and 2030 emissions thresholds mandated by the City of New York. Finally, our ESG consultant, Verdani Partners, provided a holistic ESG review of the property using an ESG matrix and due diligence tools.

Only once this multi-faceted due diligence process was complete did we proceed with the acquisition. As the new owners of Hudson Commons, we are reassured that it will be a top-performing, long-term asset.













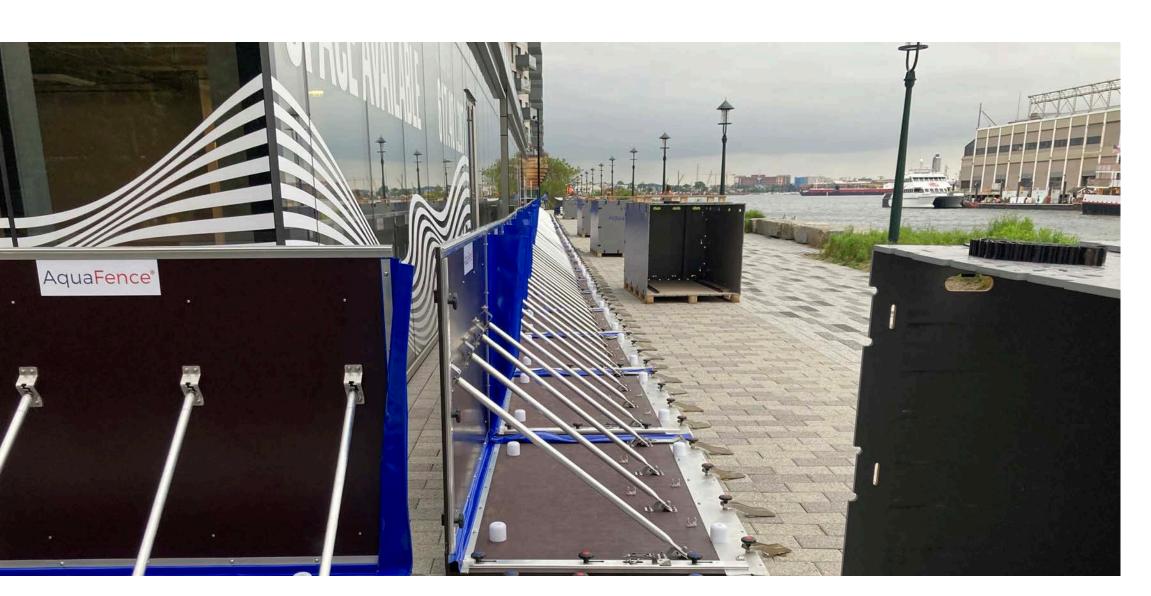
46 **COMMONWEALTH PARTNERS** / ESG 2021-22 RESPONSIBLE INVESTMENT

# **Risk Management**

CommonWealth Partners utilizes sophisticated strategies to address both financial and operational risk management. To strengthen asset performance, we use a financial analysis process to manage risk and improve returns on investment. To assure health and safety for all, our asset management group includes an assessment of potential risks in every property plan; further, we develop plans for tenants and conduct drills to ensure emergency response preparedness.

# Resilience

CommonWealth Partners pursues proactive resilience strategies and adheres to robust safety policies to ensure our assets, tenants, and employees can withstand natural disasters. We also consider methods by which we can swiftly adapt to increased electrification of the energy grid. These involve implementing measures that secure our assets against changing climate and train employees and tenants on emergency response protocols as well as adopting policies and strategies that diversify our energy profile and strengthen our responsiveness to unforeseen events.



# **Annual Resilience Assessment**

Each year, CommonWealth Partners and our ESG consultant, Verdani Partners, conduct a resilience assessment for each of our properties. The survey examines potential physical risks to the site, structure, and systems, as well as social and transition risks. The physical risk section of the assessment looks at methods to prevent and/or mitigate flooding, heat, wind, hurricanes, earthquakes, and power grid disruptions. The social risk section asks questions about hazardous materials, health and safety practices, emergency preparedness, transportation, and ability to meet occupants' needs during an emergency. Finally, the transition risk section considers legal compliance, energy transition, electrification, and insurance coverage. Based on the results of this assessment, we prioritize properties, budgets, and projects for the coming year, thus making these results actionable. The results from our 2022 survey show that our properties are making good progress in resilience initiatives; the majority of our properties now have back-up power availability. emergency plans and training on emergency procedures, and emergency communications systems in place.

# **EMERGENCY PREPAREDNESS TRAINING**

In 2020, as part of our resilience preparations, we implemented a pilot project to conduct virtual reality safety drills and life safety training. The program, which was featured in our 2020 Annual ESG Report, allows building occupants to access an emergency preparedness portal through which they can navigate a photo-realistic 3D model of the building to virtually walk through their emergency evacuation route. They can also click on life safety equipment and building features to learn more about what to expect during an emergency and how to use the building's safety features. The virtual training covers earthquakes, fire drills, active shooter scenarios, workplace violence, medical emergencies, and emergency planning. The program, which was piloted at Russell Investments Center in Seattle, was well received. In 2021, we implemented it at five additional properties: Pier 4, 2099 Pennsylvania, 1888 Century Park East, 560 Mission, and 787 Seventh Avenue.

COMMONWEALTH PARTNERS / ESG 2021-22
RISK MANAGEMENT

# **Industry Partnerships**

CommonWealth Partners embraces a collaborative mindset to support industry-wide advancement of ESG programs. We engage with numerous industry organizations and initiatives that promote cooperation, innovation, and ESG leadership. Participating in these forums allows us to share ideas and exchange best practices with companies in and out of our industry, enabling us to help drive holistic advancement of ESG principles for the benefit of all.





























# **SPOTLIGHT**

# Green Lease Leaders Awards Prestigious Gold Status to CWP

Green Lease Leaders is a national recognition program that awards landlords and tenants who utilize green leases to advance sustainability in their buildings. CommonWealth Partners first applied to the program in 2018 and was recognized as a Gold Green Lease Leader. In 2021, we were eligible to renew our application, and we once again achieved Gold recognition.

This achievement highlights the strong efforts that CommonWealth Partners makes to incorporate sustainability into our leasing agreements and tenant engagement strategies. Some of our key strategies include the following actions:

- · Tracking common area and whole-building energy and water use
- Disclosing ENERGY STAR scores
- Providing tenants with a Green Office Guide and sustainability point of contact
- Implementing policies on indoor air quality, refrigerant management, and minimum energy requirements for tenant buildouts
- Establishing a tenant energy efficiency engagement and training plan
- Executing external communication initiatives to educate and engage tenants on significant sustainability-related topics







The Green Lease Leaders program is expanding its scope to include Platinum-level leaders, and CommonWealth Partners will continue to build upon our strong green leasing foundation to achieve this highest-level recognition in 2024, when we are eligible for application once again.

49 COMMONWEALTH PARTNERS / ESG 2021-22 INDUSTRY PARTNERSHIPS

# **Third-party Reporting**

In 2021, CommonWealth Partners continued its transparent reporting to the following organizations to demonstrate ESG progress and achievement at the property and portfolio levels.

ORGANIZATION	PORTFOLIO-LEVEL ACHIEVEMENT	ORGANIZATION	PROPERTY-LEVEL ACHIEVEMENT	
USGBC LEED	100% of properties are LEED Certified	DOE Better Buildings Challenge: Waste Pilot	Participant since 2019	
ENERGY STAR	Partner of the Year Sustained Excellence, second year	DOE Better Buildings	Participant since 2021	
ENERGY STAR Portfolio Manager	100% of properties are benchmarked	Challenge: Low Carbon Pilot		
Fitwel Viral Response Module	Portfolio certification awarded in 2021	ENERGY STAR	53% of properties are certified	
UN SDGs	UN SDGs Aligned since 2018		65% of properties are LEED Platinum certified	
8th year participating; GRESB Office Overall Sector Leader designation		USGBC LEED		
Green Lease Leaders	Gold level since 2018	USGBC LEED	35% of properties are LEED Gold certified	
Science-Based Targets Initiative	2018 Commitment Year			
ULI Greenprint Net Zero Carbon Goal	2020 Commitment Year	Fitwel	10% of properties are 2-Star certified	
Carbon Disclosure Project (CDP)	Carbon Disclosure Project (CDP) Participant since 2013		51% of properties are	
DOE Better Buildings Challenge	Participant since 2015	Fitwel	1-Star certified	





# **2021 GRESB Performance**

Despite the increasingly competitive nature of the GRESB Real Estate
Assessment, we are proud to share that CommonWealth Partners maintained our top rank in 2021 as 1st in U.S. Office Corporate High-Rise in the Standing Investments
Benchmark for the third year running. 2021 marked our 8th year of participation in the assessment and we once again earned a GRESB 5-Star Rating.

CWP was also awarded the prestigious title of the Office Overall Regional Sector Leader. The GRESB Sector Leader Award recognizes real estate and infrastructure companies, funds, and assets that have demonstrated outstanding leadership in sustainability each year.



# Reporting & Disclosure

# **Disclaimer**

No representation or warranty is given with respect to the information contained herein and CommonWealth Partners is under no obligation to (and expressly disclaims any obligation to) update any of the information provided in this report. Market and industry information throughout the report have been provided by sources other than CommonWealth Partners that are believed to be reliable. However, this information has not been independently verified and no assurances can be given by CommonWealth Partners regarding the accuracy or completeness of this information. This report does not constitute an offer to sell or a solicitation of an offer to buy any securities and may not be used or relied upon in evaluating the merit of investing in CommonWealth Partners.

# Contact

For more information about this report, please contact:

Julie Jacobson, Senior ESG Manager
Kelsey Ceccarelli, Senior Engineering
Manager

/ sustainability@cwpla.com

# Data & Reporting Methodology

This report utilizes like-for-like portfolio data that has stayed consistent year-over-year. As of December 31, 2021, CommonWealth Partners' 13 occupied and actively managed office buildings total 10.5 million gross square feet and account for 95% of our in-service portfolio. Because it was acquired late in the year, Hudson Commons is not included in the 2021 like-for-like calculations. Key performance indicator disclosures align with our GRESB Assessment. To ensure that the data reported herein is accurate and meaningful, we utilize the following reporting procedures:

# **Utility Bills**

We use ENERGY STAR Portfolio Manager to track monthly utility bills and energy usage. This data is verified, internally and externally, on an annual basis. In 2021, we again worked with WatchWire as our utility bill automation vendor, utilizing their platform to run reports, automate property-level bills, and aggregate annual data for our GRESB submission and other reporting.

# **Quality Control**

Our sustainability team works diligently to ensure quality data and uses third-party organizations such as WatchWire, Verdani Partners, and the Better Buildings Challenge to review data and perform portfolio-level variance reports.

# **Audits**

DNV provides third-party verification of our utility data on an annual basis. Verification is used to identify and address discrepancies that surpass a minimum materiality threshold of five percent. DNV utilizes the ISAE 3000 verification process to validate the results of our findings before they are included in this report. Final data sets, plus justifiable evidence in the form of original source information and testaments, may also be included in the verification process.

# Reporting

Our property teams deliver an annual report on efficiency investments and associated cost savings. WatchWire, our utility automation service provider, uploads monthly property utility data into ENERGY STAR Portfolio Manager. Through their platform, WatchWire extracts data from utility bills to produce performance reports, which are analyzed for variances and gaps in our performance indicators. To guarantee accuracy, we verify the data internally and through a third-party verification process. In addition, our sustainability consultant, Verdani Partners, conducts a quality control check of all data provided to ENERGY STAR, LEED, GRESB, CDP, and other certifying bodies.

The like-for-like calculations used to prepare rates exclude properties from which 15 days or more of 2020 and 2021 data are missing. Emissions calculations through WatchWire utilize the most recent eGRID factors that have been updated to meet U.S. EPA's standards.

Scope 1 emissions factors were sourced from the Center for Corporate Climate Leadership: EPA Emission Factors for Greenhouse Gas inventories (April 2021). Emissions related to the purchase and use of district chilled water were calculated using emissions factors as stated in the ENERGY STAR Portfolio Manager GHG Technical Reference Guide. CommonWealth Partners manages 95% of our owned properties, all of which operate under our sustainability requirements. All managed properties use ENERGY STAR Portfolio Manager to deliver monthly utility tracking of water, energy, and waste data.

Scope 2 emissions from the use of purchased electricity were calculated using U.S. EPA eGRID sub-region emissions factors for CO<sub>2</sub>, CH4, and N20, resulting in combined GHG emissions in CO<sub>2</sub> equivalents for each site. Global warming potential (GWP) values for each greenhouse gas were taken from the Intergovernmental Panel on Climate Change (IPCC) Fourth Assessment Report.

# **Benchmarking & Performance Initiatives**



# Benchmarking Initiatives & Tra Performance Requirements En

# City of Seattle

Energy Benchmarking Law — Seattle Municipal Code

### **State of California**

Energy Efficiency Benchmarking — Assembly Bill 802

# **City of San Francisco**

Existing Commercial Buildings Energy Performance Ordinance: Energy Benchmarking & Audit Requirement

# **City of Los Angeles**

Existing Building Energy and Water Efficiency Benchmarking Program

# City of San Diego

Building Energy Benchmarking Ordinance

# **City of Boston**

Building Energy Reporting and Disclosure Ordinance

### **City of New York**

Local Law 33 — Energy & Water Benchmarking LawLocal Law 95 — All buildings in New York City over 25,000 SF to publicly post their letter grade annually

# Washington, D.C.

Clean and Affordable Energy Act: Energy & Water Benchmarking

# Tracking Our Properties' Future Energy Performance Initiatives

# **State of Washington**

Washington Clean Buildings Act (HB 1257) — An energy performance standard with efficiency improvement incentives for commercial buildings over 50,000 SF

# Washington, D.C.

Building Energy Performance Standard (BEPS) — Reduce GHG emissions and energy consumption by 50% by 2032

# **City of Seattle**

Building Tune-Ups Ordinance — Seattle Municipal Code 22.930

### City of San Francisco

100% renewable electricity procurement

### **City of Los Angeles**

Ordinance No. 186480 -- Requires energy and water audits

### **City of Boston**

Building Energy Reporting and Disclosure Ordinance 2.0

### City of New York

Local Law 97 — Reduce greenhouse gas (GHG) emissions for office buildings to 8.46 kgC02e/ft or less by 2024

# The Global Reporting Initiative

The Global Reporting Initiative (GRI) is an international non-profit organization that offers global standards for reporting on the environmental, social, and governance impacts of an organization's operations.

GRI provides reporting principles, standard disclosures, and an implementation manual for preparing sustainability reports. Developed via a global, multi-stakeholder process, GRI is now the world's most widely used standard for sustainability reporting, with thousands of organizations – including the world's largest 250 corporations – reporting annually. This enables governments, businesses and citizens to base decisions on consistently reported environmental, social, economic, and governance information.

This report references the Standard Disclosures from the Global Reporting Initiative (GRI) Sustainability Reporting Guidelines. Below are the corresponding GRI Content Index based on the G2016 indicators. This report contains material that references GRI Standard 102: General Disclosures 2016. G2016 Indicator Number Reference/Response Page Number.

# **GRI INDEX**

GRI Indicator	GRI Disclosure Title	Page Number	Report Reference		
1. ORGANIZATIONAL PROFILE					
1. OTGANIZATION	ALTHORIE				
102-1	Name of the Organization	4	Company Profile		
102-2	Activities, Brands, Products, and Services	4	Company Profile		
102-3	Location of Headquarters	4	Company Profile		
102-4	Location of Operations	4,5	Company Profile, Our Properties in 2021		
102-5	Ownership and Legal Form	4	Company Profile		
102-6	Markets Served	4, 5	Company Profile, Our Properties in 2021		
102-7	Scale of the organization	4	Company Profile		
102-12	External Initiatives	50	Third-Party Reporting		
102-13	Membership of Associations	48	Industry Partnerships		
2. STRATEGY					
102-14	Statement from Senior Decision Maker	3	Executive Letter		
102-15	Key Impacts, Risks, and Opportunities	13, 15, 45, 45, 47	Environmental Performance, Environmental Initiatives, Materiality, Responsible Investment, Risk Management		
3. ETHICS AND IN	TEGRITY				
		2, 45			
102-16	Values, Principles, Standards, and Norms of Behavior	www.commonwealth- partners.com/sustainability/ esg-commitments/	ESG Commitment, Responsible Investment, ESG Commitments (Website)		
4. GOVERNANCE					
4. 0072/117/1102					
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# Appendix

# **Appendix 1: Historical Sustainability Timeline**

# Rolling 5-Year Sustainability Timeline and Awards and Recognition 2020-2016

# 2020

- Health & Well-being Month Lobby Announcement (S)
- LEED EBOM Platinum Recertification
   1888 Century Park East (E)
- · ENERGY STAR Certification 560 Mission (E)
- · COVID Health Resources Distribution (G)
- · Earth Hour Participation (E)
- · Sustainability Spring Newsletter #12 Published (E)
- · DOE Smart Energy Analytics Campaign Submitted (E)
- Earth Day Virtual Participation (E)
- 2020 ENERGY STAR Partner of the Year Award Sustained Excellence Accepted (G)
- · LEED EBOM Gold Recertification Hamilton Square (E)
- · Beehive Installation City National Plaza, 560 Mission (E)
- · Bike to Work Day & Month (S)
- ENERGY STAR Certification Pacific Center 1 (E)
- LEED EBOM Platinum Recertification Russell Investments Center (E)
- ENERGY STAR Certification Pacific Center 2, City Center Plaza (E)
- Beehive Installation 787 Seventh Avenue, Pier 4 (E)
- · 2019 Sustainability Annual Report Released (G)
- · GRESB Assessment Submitted (G)
- · CDP Application Submitted (G)
- Portfolio-Wide Water Awareness Month via Battle of the Buildings (E)

- ENERGY STAR Certification Pier 4 (E)
- Portfolio-Wide Energy Awareness Month via Battle of the Buildings (E)
- ENERGY STAR Certification 1888 Century Park East (E)
- Net Zero by 2050 Goal Announced (E)
- Portfolio-Wide Waste Awareness Month via Battle of the Buildings (E)
- · Fitwel 2 Stars Pier 4 (S)
- GRESB Results Announced 1st Rank,
  U.S. Office Sector, Regional Sector Leader,
  1st Rank in Resilience Module (G)
- ENERGY STAR Certification City National Plaza, 650 Page Mill (E)
- Property Team Sustainability Strategy Meeting (G)
- · LEED EBOM Gold Certification Pier 4 (E)
- LEED EBOM Platinum Recertification 560 Mission (E)
- · CDP GHG Results Received (G)
- Sustainability Fall Newsletter #13 Published (E)
- · Social Giving Month, December (S)
- PREA Submitted (G)
- ENERGY STAR Partner of the Year Application Submitted (G)
- ENERGY STAR Certification Russell Investments Center (E)
- Internal Sustainable Building Awards: Most Energy Efficient – Russell Investment Center; Most Water Efficient – 1888 Century Park East; Highest Waste

Diversion – City Center Plaza; Most Health & Wellbeing Engagement – 787 Seventh Avenue (E, S)

# 2019

- LEED EBOM Gold Recertification Hamilton Square (E)
- LADWP City National Plaza Receives 2019
   Energy Management Sustainability Award (E)
- LABBC City National Plaza Nominated for 2019 Energy Efficient Building of the Year (E)
- · Earth Hour Participation (E)
- LEED EBOM Platinum Recertification –
  Russell Investments Center (E)
- BOMA 360 Recertification City National Plaza (E)
- Local Jurisdiction Energy Benchmarking Requirement Compliance – San Francisco, Seattle, Washington, D.C. Properties (G)
- Earth Day and E-Waste Tenant Events (E)
- Sustainability Spring Newsletter #10 Published (E)
- 2019 ENERGY STAR Partner of the Year Award Accepted (2nd Year) (G)
- Local Jurisdiction Energy Benchmarking Compliance – New York Properties (G)
- Bike to Work Day & Month (S)
- Local Jurisdiction Energy & Water
   Benchmarking Requirement Compliance –
   Los Angeles & San Diego Properties (G)

- CA AB802 Emissions Benchmarking Compliance – All California Properties (G)
- LEED EBOM Gold Recertification
   787 Seventh Avenue (E)
- 2018 Sustainability Annual Report Released (G)
- GRESB Assessment Submitted (G)
- CDP Application Submitted (G)
- · Achieved Science Based Targets Official Validation (G)
- · ENERGY STAR Certification 975 California (E)
- GRESB 1st Place in U.S. Office Sector (G)
- · GRESB Regional Sector Leader Award (G)
- Portfolio-Wide Water Awareness Month via Battle of the Buildings (E)
- Portfolio-Wide Energy Awareness Month via Battle of the Buildings (E)
- ENERGY STAR Certifications 560 Mission,
   City National Plaza, City Center Plaza, Pacific
   Center 1 & 2, 1888 Century Park East (E)
- Fitwel 1-Star Certification 2099
   Penn & City National Plaza (S)
- Seattle 2030 District 2019 Vision Award
   (Transportation) Russell Investments Center (E)
- Portfolio-Wide Waste Awareness Month via Battle of the Buildings (E)
- Green Office Challenge Internal Competition (E)
- Sustainability Fall Newsletter #11 Published
- LEED EBOM Platinum Recertification
   Pacific Center 1 & 2 (E)

- USGBC Leadership Award (G)
- LEED EBOM Platinum Recertification
   City National Plaza (E)
- Fitwel 1-Star Certification 787 Seventh Avenue (S)
- ENERGY STAR Certification Russell Investments Center (E)
- Property-Specific Lobby Donation Events (S)
- Internal Sustainable Building Awards: Energy
  Efficient Pacific Center 1; Water Efficient 1888
  Century Park East; Highest Waste Diversion Rate
   1888 Century Park East; Most Health & Wellbeing Engagement City National Plaza (E, S)

# 2018

- · Science-Based Targets Commitment Made (G)
- Better Building Challenge Portfolio Participation (G)
- LEED Platinum Recertification Russell Investments Center (E)
- · LEED Gold Recertification City National Plaza (E)
- Portfolio-Wide Energy Monitoring Software Implemented (Aquicore) (G)
- Earth Hour Participation (E)
- · Earth Day E-Waste Tenant Events (E)
- · Released Sustainability Spring Newsletter #8 (E)
- ENERGY STAR Partner of the Year Award accepted in Washington, D.C. (E)
- Fitwel 1-Star Certification 560 Mission (S)
- Bike to Work Day & Month (S)

- Announced the Second Annual Employee Appreciation Winners (S)
- Earned Green Lease Leader Landlord Gold Award (G)
- Participated in Daylight Hour (E)
- · 2017 Sustainability Annual Report Released (E)
- GRESB Assessment Submitted (G)
- · CDP Application Submitted (G)
- · GRESB 3rd Place in U.S. Office Sector (G)
- Portfolio-Wide Energy Awareness Month via Battle of the Buildings (E)
- · LEED EB Platinum Recertification 560 Mission (E)
- · LEED CS Gold Certification Pier 4 (E)
- Portfolio-Wide Water Awareness Month via Battle of the Buildings (E)
- Released Sustainability Fall Newsletter #9 (E)
- LEED EB Gold Initial Certification 1888 Century Park East (E)
- Portfolio-Wide Waste Awareness Month via Battle of the Buildings (E)
- Green Office Challenge Internal Competition (E)
- LEED EB Gold Initial Certification 975 California (E)
- LEED EB Platinum Recertification
   City National Plaza (E)

# 2017

- Better Building Challenge Portfolio Participation (E)
- LADWP 2016 Sustainability Award
   City National Plaza (E)

- Earth Hour Participation (E)
- Earth Day E-Waste Tenant Events (E)
- Released Sustainability Newsletter #6 (E)
- Announced the First Annual Employee Appreciation Winners (S)
- Bike to Work Day (E)
- 1888 Century Park began LADWP
   Demand Response Program (E)
- Participated in Daylight Hour June 17 (E)
- 2016 Sustainability Annual Report Released (E)
- · CDP Application Received (G)
- LEED Platinum Recertification via Arc 560 Mission (E)
- GRESB 3rd Place in U.S. Office Sector (G)
- Portfolio-wide Energy Awareness Month via Battle of the Buildings (E)
- Portfolio-wide Water Awareness Month via Battle of the Buildings (E)
- · Annual Property Management Sustainability Summit (G)
- Released Sustainability Newsletter #7 (E)
- LEED v4 O+M Initial Certification 787 Seventh Avenue (E)
- Portfolio-wide Waste Awareness Month via Battle of the Buildings (E)
- · Hamilton Square Achieves LEED Gold Recertification (E)
- Green Office Challenge Internal Competition (E)
- LEED v4 O+M Initial Certification –
   1888 Century Park East (E)
- Made a Commitment to Align with the UN 's Sustainable Development Goals (E)

# 2016

- Better Building Challenge Portfolio Participation (E)
- LEED EB Silver Initial Certification 301 Congress (E)
- LEED EB Platinum Recertification Russell Investments Center (E)
- Released Sustainability Newsletter #4 (E)
- · EBIE Award Application Submission
- Earth Hour Participation (E)
- Annual Property Management Sustainability Summit (E)
- Earth Day Tenant Events City National Plaza (E)
- BOMA 360 Performance Building Award – City National Plaza (E)
- EBIE Award Winner 560 Mission Sustainability (E)
- Sustainability Annual Report Released (E)
- · Submitted GRESB Survey (G)
- CDP Application Received (G)
- GRESB 2nd Place in U.S. Office Sector (G)
- · Release Sustainability Newsletter #5 (E)
- Participated in the ENERGY STAR Battle of the Buildings Bootcamp (E)
- ULI Greenprint Report Released (G)
- Submitted ENERGY STAR Partner of the Year Application (G)
- LA Green Business Program certified 4 tenants at City National Plaza (E)
- Submitted ENERGY STAR Certifications for 96% of Eligible Buildings (E)

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APPENDIX 1: HISTORICAL SUSTAINABILITY TIMELINE

# **Appendix 2: Third-Party Data Assurance**



WHEN TRUST MATTERS

### **Independent Assurance Statement**

### Introduction

DNV Business Assurance USA, Inc. (DNV) has been commissioned by the management of CommonWealth Partners (CWP) to carry out an independent verification of its 2021 environmental footprint claims and assertions relating to GHG emissions (Scope 1, 2, and 3 – Downstream Leased Assets), Energy Consumption, Water consumption and Waste Generated for GRESB. These assertions are relevant to the 2021 calendar year.

CWP has sole responsibility for preparation of the data and external report. DNV, in performing our assurance work, is responsible to the management of CWP. Our assurance statement, however, represents our independent opinion and is intended to inform all stakeholders including CWP.

### Scope of Assurance

The scope of work agreed with CWP includes the following:

- Organizational boundaries for the environmental data inventory are all global sites operating under CWP's operational control
- All environmental data were verified for the period January 1st to December 31st, 2021
- Emissions data verified includes Scope 1, Scope 2, Scope 3 Downstream Leased Assets
- Additional environmental metrics verified include Energy Consumption, Water Consumption, and Waste Generated
- The assurance was carried out in April May 2022

### **Level of Assurance**

We performed a limited assurance engagement in accordance with the *International Standard on Assurance Engagements (ISAE) 3000 revised – 'Assurance Engagements other than Audits and Reviews of Historical Financial Information' (revised)*, issued by the International Auditing and Assurance Standards Board. This standard requires that we comply with ethical requirements and plan and perform the assurance engagement to obtain limited assurance.

DNV applies its own management standards and compliance policies for quality control, in accordance with ISO/IEC 17021-1:2015 - Conformity Assessment Requirements for bodies providing audit and certification of management systems, and accordingly maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

The procedures performed in a limited assurance engagement vary in nature and timing, and are less detailed than those undertaken during a reasonable assurance engagement, so the level of assurance obtained is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed. We planned and performed our work to obtain the evidence we considered sufficient to provide a basis for our opinion, so that the risk of this conclusion being in error is reduced, but not reduced completely.

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DNV's assurance engagements are based on the assumption that the data and information provided by the client to us as part of our review have been provided in good faith. This includes but is not limited to sales and acquisitions, square footage, data coverage, and financial/operational control. DNV expressly disclaims any liability or co-responsibility for any decision a person or an entity may make based on this Independent Assurance Statement

### **Assurance Methodology**

DNV is a leading provider of sustainability services, including verification of GHG emissions data and other environmental metrics. Our environmental and social assurance specialists work in over 100 countries.

In that respect, the environmental footprint inventories have been evaluated against the following reporting criteria:

- World Business Council for Sustainable Development (WBCSD) / World Resources institute (WRI)
   Greenhouse Gas Protocol, A Corporate Accounting and Reporting Standard
- The GRESB 2022 Real Estate Reference Guide

DNV used a risk-based approach throughout the assurance engagement, concentrating on the areas that we believe are most material for both CWP and its stakeholders. DNV applied a materiality threshold of five percent for all performance indicators in scope.

The following methods were applied during the assurance of CWP's environmental footprint inventories and management processes, the data that supports the company's environmental footprint inventories including assertions and claims presented by the company:

- Review of documentation, data records and sources relating to the corporate environmental footprint data claims and GHG emission assertions
- Review of the processes and tools used to collect, aggregate, and report on all environmental data and metrics:
- Interview of managers and data users representing relevant functions for supporting the environmental inventory management process;
- Assessment of environmental information systems and controls, including:
  - Selection and management of all relevant environmental data and information;
  - Processes for collecting, processing, consolidating, and reporting the environmental data and information;
  - Systems and processes that ensure the accuracy of the environmental data and information;
  - Design and maintenance of the environmental information system;
  - Systems and processes that support the environmental information system.
- Performed sample-based audits of the processes for generating, gathering, and managing the data;
- Examination of the environmental data and information to develop evidence for the assessment of the environmental claims and assertions made:
- Evaluation of whether the organization conforms to the reporting criteria;
- Evaluation of whether the evidence and data are sufficient and support CWP's environmental claims.

In addition to the above, specific to the environmental indicators, the following steps were conducted for the Water and Waste:

### Water:

• Review of the water consumption methodology;

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- Conduct data checks for the water data collected, transferred and calculated;
- Perform sample-based assessment of data reported against the source data water consumed provided by utility company and metered data.

### Waste

- Review of the waste segregation methodology and description of waste categorization;
- Conduct data checks for the waste data collected, transferred and calculated;
- Perform sample-based assessment of data reported against the source data (waste collected to landfill and waste diverted) provided by waste management companies

### **Data Verified**

The environmental footprint claims for CWP are as follows:

### **Greenhouse Gas Emissions**

• 2021 Greenhouse Gas Emissions

0	Scope 1 Emissions	1,790 (MtCO <sub>2</sub> e)
0	Scope 2 Emissions (location-based)	32,683 (MtCO <sub>2</sub> e)
0	Scope 3 – Downstream Leased Assets	3.576 (MtCO <sub>2</sub> e)

### **Energy**

2021 Energy Consumption

155,271 MWh

### Water

• 2021 Water Consumption

412,013 m<sup>3</sup>

### Waste

•	2021 Total Waste Generated	2,968 metric tons
•	2021 Total Diversion (Recycling and Compost)	2,010 metric tons

### **Assurance Team**

Role	Name		
Project Manager	Natasha D'Silva		
Verifier	Kyle Silon		
Technical Reviewer	Shruthi Poonacha Bachamanda		

### **Assurance Opinion**

Based on the processes and procedures conducted with a limited assurance, there is no evidence that the environmental claims and assertions listed are not materially correct and are not a fair representation of environmental data and information, and have not been prepared in accordance with the calculation method referenced.

DNV Business Assurance USA, Inc

### Independence

DNV was not involved in the preparation of any part of CWP's data or report. This is our fifth year of providing assurance for CWP. We adopt a balanced approach towards all stakeholders when performing our evaluation.

For and on behalf of DNV Business Assurance USA, Inc.



Katy, TX May 23, 2022

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CommonWealth partners

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