

ENVIRONMENTAL SUSTAINABILITY
COMMUNITIES & GIVING
PEOPLE & CULTURE
ETHICS & COMPLIANCE
GOVERNANCE
HEALTH & SAFETY

**CBRE** 

# **CONTENTS**

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# STAKEHOLDER LETTER

Dear Stakeholder,

CBRE's preeminent position in commercial real estate services and investment reflects the strength of our service line and geographic footprint and the ability of our people to work together to deliver superior outcomes for our clients. Equally important to our success – today and tomorrow – is a culture of service, excellence and responsible business practices.

In 2013, CBRE made notable progress in corporate responsibility, including:

- We were one of just 50 companies and the only firm in our sector – to merit inclusion in Carbon Disclosure Project's Climate Disclosure Leadership Index (CDLI).
- We were named a 2014 World's Most Ethical Company® by the Ethisphere Institute in recognition of our cultural commitments to ethical leadership and corporate behavior.
- Our people around the world increased their charitable giving through the company by more than 19% to \$8 million.
- Our new downtown Los Angeles global headquarters was the first office facility in the world to receive a Delos WELL® certification, reflecting our commitment to a healthy, productive work environment.
- Our record of workplace safety garnered 29 awards from the Royal Society of Prevention of Accidents.

These achievements, and others detailed in this report, would not be possible without the dedicated focus of our 44,000 employees around the world. They are the reason CBRE remains the industry leader for client service and responsible business practices.

**Bob Sulentic**President & Chief Executive Officer

Robert E. Julenthe

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# **ABOUT**

# **ABOUT CBRE GROUP, INC.**

CBRE Group, Inc. (NYSE:CBG), a Fortune 500 and S&P 500 company headquartered in Los Angeles, is the world's largest commercial real estate services and investment firm (in terms of 2013 revenue). The Company has approximately 44,000 employees (excluding affiliates), and serves real estate owners, investors and occupiers through approximately 350 offices (excluding affiliates) worldwide. CBRE offers strategic advice and execution for property sales and leasing; corporate services; property, facilities and project management; mortgage banking; appraisal and valuation; development services; investment management; and research and consulting. Except where indicated all financial figures are in U.S. currency. CBRE Group, Inc. is incorporated in Delaware in the United States. The company's Class A common stock is traded on the New York Stock Exchange under the symbol "CBG."

In 2013, CBRE advised clients on 72,775 property sales and lease transactions valued at more than \$223 billion. As of December 31, 2013, we managed 3.5 billion square feet of commercial properties and corporate facilities around the world (including property managed by our affiliate offices). Commercial mortgage loan originations, including loan sale advisory, totaled \$26.9 billion; and loan servicing, including loans serviced by GEMSA-a joint venture between CBRE Capital Markets and GE Capital Real Estate totaled \$133.9 billion. We completed

132,300 appraisal and valuation assignments in 2013, and our project management contract value was \$28.9 billion. Our global investment management subsidiary, CBRE Global Investors, had \$89.1 billion of assets under management as of December 31, 2013, and our development services subsidiary, Trammell Crow Company, had \$4.9 billion of development property in process.

CBRE made 11 acquisitions during 2013. Most notably, we acquired U.K.-based Norland Managed Services Ltd, a leader in commercial building technical engineering services. This acquisition allows us to self-perform these services for our occupier clients in the EMEA region, and adds substantial expertise in the rapidly growing critical environments market. In addition, during the year, we completed 10 in-fill acquisitions that complemented our service offering or reinforced existing strengths.

As previously reported, CBRE's position as the world's largest commercial real estate services and investment firm has occurred through organic growth and a series of strategic acquisitions. With our company footprint well-established in every market in which we choose to do business, CBRE is building infrastructure to support a truly world-class operation.

Aside from what is noted above, there were no other significant changes to the size, structure or ownership of CBRE Group, Inc. during the reporting period.

# **OPERATIONAL STRUCTURE**

CBRE Group, Inc. is a holding company that conducts all of its operations through its indirect subsidiaries and affiliated offices in more than 62 countries. We report our operations through five business segments:

The Americas is our largest segment of operations and provides a comprehensive range of services throughout the United States and in the largest metropolitan regions in Canada as well as key markets in Latin America. Services are provided through mostly wholly owned operations but also independent affiliated offices. As of December 31, 2013, our Americas segment had more than 24,175 employees and accounted for 63% of our 2013 revenue.

Our Europe, Middle East and Africa (EMEA) segment operates in 40 countries with our largest operations located in France, Germany, Italy, the Netherlands, Russia, Spain and the United Kingdom. As of December 31, 2013, within EMEA, we had more than 10,250 employees. Our EMEA segment accounted for 17% of our 2013 revenue.

Our Asia Pacific segment operates in 13 countries. Our principal operations in Asia are located in China, Hong Kong, India, Japan, Singapore and South Korea. The Pacific operations include Australia and New Zealand. As of December 31, 2013, Asia Pacific had more than 8,300 employees and accounted for 12% of our 2013 revenue.

Operations in our Global Investment Management segment are conducted through our indirect wholly owned subsidiary CBRE Global Investors, LLC, which we also refer to as CBRE Global Investors. As of December 31, 2013, Global Investment Management had more than 1,000 employees and accounted for 7% of our 2013 revenue.

Our indirect wholly owned subsidiary Trammell Crow Company and certain of its subsidiaries provide **Development Services**, primarily in the United States, to users of and investors in commercial real estate, as well as for its own account. As of December 31, 2013, Development Services had more than 185 employees and accounted for 1% of our 2013 revenue.

Please refer to the CBRE Group, Inc. 2013 Annual Report for more information about CBRE and our operations.

# **ABOUT THIS REPORT**

This report provides an overview of the social, economic and environmental impacts of CBRE globally in 2013. This is our seventh annual Corporate Responsibility report, with the most recent previous report (our 2012 Corporate Responsibility report) published in June 2013. After publishing our previous report, we have not received any informationinternally or externally—that requires us to re-state information provided and there have been no significant changes in our corporate responsibility strategy from previous reporting periods.

In preparing this report, we referenced the Global Reporting Initiative (GRI), the globally accepted inde-

pendent framework for reporting on sustainability issues. For this year's report, we used the G3.1 Guidelines. Our process for determining materiality was conducted by our global Corporate Responsibility committee, comprised of practice leaders and subject matter experts for each of our six topics and two subsidiaries, as well as senior company executives, and vetted with key stakeholders. In our materiality assessment, we objectively identified those GRI Performance Indicators that are relevant to our business as a services firm; report topics are not prioritized within the report, as we consider all topics equally important. The Corporate Responsibility committee also reviews and refines stakeholders annually. We define our stakeholders in the following categories: shareholders, clients, employees and their families and communities, CBRE Board of Directors, CBRE affiliates and joint-ventures, suppliers and vendors, commercial real estate services and investment industry organizations, regulating bodies, advocacy and activist groups, governmental organizations and regulating bodies, NGOs and competitors. All of these processes are conducted via regular strategy meetings during the reporting timeframe. Since we are a U.N. Global Compact (UNGC) participant, we have also communicated our progress toward the 10 UNGC Principles.

Our Reporting Index, contains references to specific GRI indicators and standard disclosures, and UNGC principles. In the Index, we made an effort to show the section(s) and page(s) where each GRI indicator or standard disclosure, and each of the 10 UNGC principles is located, but it is important to note that some

are addressed across multiple pages and/or sections.

All data presented in our report is supported by documentation, internal systems and information from external organizations.

Our goal is to produce a comprehensive report on all of our global operations and we work diligently toward that each year. While our report reflects that the majority of our operations are in the U.S., each section also contains global perspective. While some of CBRE's growth has been organic, most of the company's growth over the past decade is attributed to the more than 60 acquisitions completed in that timeframe. These acquisitions allow us to build our global service delivery platform and solidify our industry-leading market position. However, growth through acquisitions also means there are multiple programs and systems that track our corporate data. One of our key priorities has been planning, designing and building the systems and structures that will globally integrate vital corporate data. In 2013, we finalized the implementation of our global finance platform, and made significant progress in the deployment of our global HR platform. Once complete, these systems and structures will streamline or eliminate many of the manual processes we currently use. We believe these, and other efforts underway, will benefit our corporate responsibility reporting in the future.

For now, however, there remains information for which the systems have not yet been developed and/or that we are unable to report globally. Also, especially outside the U.S., we are just beginning to track

certain corporate responsibility-related (and other) data and statistics. As noted above, we are taking steps to establish a streamlined data-gathering process and create centralized systems to collect data across the company. For now and for the next few years, however, this process will remain manual and have limitations.

Except where noted, the information covered in this report highlights our corporate responsibility initiatives in fiscal-year 2013 (January 1, 2013, through December 31, 2013). When available and significant, updates through early 2014 are included. This report covers CBRE's global operations including our wholly owned, independently operated subsidiaries, Trammell Crow Company and CBRE Global Investors, unless otherwise noted. This report excludes joint venture and affiliate office information, unless otherwise noted, and supplier information. We plan to continue reporting on our initiatives annually. This report and future updates can be accessed at www.cbre. com/responsibility. For questions regarding the report or its contents, contact responsibility@cbre.com.

# CORPORATE RESPONSIBILITY FRAMEWORK AND VISION

CBRE is committed to our Corporate Responsibility program and agenda. We aspire to be known as much for our commitment to responsible business as for the quality of our commercial real estate services. We are committed to integrating responsible and sustainable business practices across our global operations. Our Corporate Responsibility program encompasses:

- Environmental Sustainability
- · Communities & Giving
- · People & Culture
- Ethics & Compliance
- Governance
- Health & Safety

We run our business in a way that is both profitable and responsible. We focus on providing exceptional service for our clients, delivering financial performance for our shareholders, and making positive contributions to our local communities, the environment and all of our stakeholders.

It is our policy to act responsibly in our day-to-day relationships with our customers, suppliers, employees and communities. We consciously focus our attention on the areas where we believe we can make the greatest impact:

- helping to mitigate the impact of the built environment on climate change;
- using our talent, energy and resources to improve the quality of life of others and;
- helping our people to reach their full potential while providing a safe and ethical workplace.

Being known as a responsible business is an essential element of our brand and fundamental to our RISE values of Respect, Integrity, Service and Excellence. It is also key to the continued growth and success of our business. For this reason, our corporate responsibility strategy is backed by tangible commitments and our performance is evaluated annually and assessed against external reporting standards.



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# **AWARDS AND MILESTONES**

**FORTUNE** 

#363 IN 2014 FORTUNE 500



TOP INDUSTRY RANKING FOR FOUR CONSECUTIVE YEARS



**#1 BRAND FOR 13 CONSECUTIVE YEARS** 



2013 CARBON DISCLOSURE LEADERSHIP INDEX



**#TOP INDUSTRY SCORE** 



FORBES GLOBAL 2000 FOR SECOND CONSECUTIVE YEAR



**TOP INDUSTRY RANKING (#102)** 



U.S. EPA 2014 ENERGY STAR FOR SEVEN CONSECUTIVE YEARS



WORLD'S MOST ETHICAL COMPANY



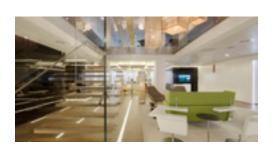
HONOR ROLL FOR SEVEN CONSECUTIVE YEARS







# 48% COMPLIANT AGAINST 2017 POLICY GOAL





# **AWARDS & RECOGNITION**

- CBRE was recognized for its climate-change disclosure transparency through inclusion in CDP's S&P 500 Climate Disclosure Leadership Index 2013.
- Newsweek ranked CBRE no. 102 in its 2014 Green Rankings, a list which measures the environmental performance of the 500 largest U.S.-based publicly traded companies.
- The U.S. Environmental Protection Agency (EPA) named CBRE as a 2014 ENERGY STAR Sustained Excellence Award Partner of the Year, the company's seventh consecutive year of recognition.
- CBRE's Madrid office achieved LEED Platinum status, making it the most sustainable workplace in Spain.
- CBRE UK won a record 16 Green Apple awards and was crowned UK Champion for environmental best practices in 2013.
- Ranked #7 in the Barron's 500.
- International Association of Outsourcing Professionals ranked CBRE no. 3 among outsourcing companies (all industries) and no. 1 in real estate occupier outsourcing for five consecutive years.

# **RESOURCE MANAGEMENT**

As part of our policy commitment to improving our occupancy and as a component of our Workplace360 program, CBRE has mandated that all existing offices undergoing future lease renewal and/or tenant improvements be retrofitted with EMON submeters to measure electric usage. In the U.S., a submeter is monitored and its data is collected remotely via a server-based software program. This process produces real-time energy use data that supports accuracy for our corporate carbon footprint measurement and helps us meet LEED certification credits under the USGBC LEED for Commercial Interiors rating system. We use revenue grade EMON Class 3000 with Ethernet submeters. We currently have 24 meters installed in 50 of our highest emitting offices, which puts CBRE 48% compliant against our 2017 policy goal.

# CBRE MADRID'S LEED PLATINUM OFFICE

CBRE's Sustainability team secured a Platinum LEED rating for our new Spanish head office at Castellana 202 in Madrid. One of only five projects in Spain with this certification, CBRE's office is the country's most environmentally efficient office space. The new CBRE office includes energy efficient features like  ${\rm CO}_2$  monitoring, low VOC materials, a greywater capture system, and photovoltaic and solar hot water panels.

# WORKPLACE360

2013 saw rapid execution of CBRE's Workplace360 – our response to shifting workplace occupancy patterns among a highly mobile employee base. The approach examines all aspects of the workplace, including work environment, supporting technology, branding, personal productivity, space efficiency, sustainability, mobility, flexibility and more. The results not only translate into office build-outs – many of which have a positive environmental impact, but also help shape productivity and maximize employee behavior and cultural outcomes. For more information on our workplace strategy, click here.

# **OCCUPANCY**

In 2013, CBRE continued our policy commitment to locate at least 70% of our corporate facilities over 20,000 square feet in space or buildings with recognized green building standards (LEED, BREEAM, Green Star and other regionally relevant schemes) by 2017. The below map indicates all CBRE, CBRE Global Investors and Trammell Crow Company offices certified at the time of publication.

# **New Pacific Environmental Policy**

CBRE Pacific have built on global standards to deliver a regionally tailored policy for how CBRE manages our own premises. The policy details the minimum standards that CBRE tenancies should adhere to. We have set goals, actions and targets against areas such as energy, waste, water, office supplies and suppliers, and indoor air quality. The aim is for all tenancies entering a new lease agreement or renewal of lease to meet these targets by 2015.

# **CBRE** Asia

CBRE's flagship Tokyo and Singapore offices were planned to both seek green certification and adopt the Workplace360 strategy concept. The Tokyo office is pursuing LEED for Commercial Interiors certification as there is no equivalent scheme under Japan's CASBEE green building rating system.

In Singapore, however, CBRE is pursuing the national Building Construction Authority's Green Mark for Office Interiors rating system. With three existing LEED-certified buildings in the Asia market, choosing an Asian green building system resonates well with the local market. As occupier clients in Singapore are increasingly choosing to use Green Mark, our firsthand experience helps our Project Management teams better facilitate successful program outcomes for our clients. Many aspects of Green Mark for Office Interiors are fundamentally different from LEED for Commercial Interiors, particularly the focus on ongoing office operations after the fit-out is complete, commitment



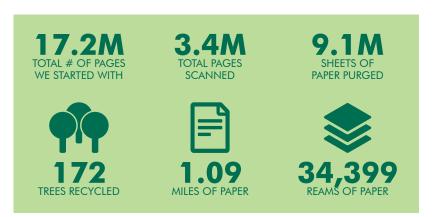
# **WORKPLACE360 - GOING PAPERLESS**

CITY	AVG PURGE %
Denver	100%
Kansas City	97%
Los Angeles	84%
Honolulu	82%
Orlando	75%
Saddle Brook	64%
Carlsbad	63%
San Diego	61%
Dallas Pilot	59%
Ontario	56%
Sacramento	49%
PURGE AVERAGE	72%

to performance improvement targets for aspects such as energy and water, and the need to recertify the project after three years. Undertaking this program allows CBRE's Singapore office to become a useful test bed for corporate sustainability initiatives. Both the Tokyo and Singapore projects were completed in 2014 and are awaiting final award of their certification.

# **Digitization Initiative**

Reducing file storage requirements is a critical component of Work-place360's streamlined, efficient environment. In 2013, eight U.S. CBRE offices adopted a digitization initiative in which existing paper files were scanned and recycled. Initiative outcomes are captured in the below graphic.



As we roll out the digitization and other initiatives of Workplace360 across our global occupancy, we expect to report similar reduction achievements.

# SUSTAINABLE OFFICE OPERATIONS STANDARDS

- Participate in a recycling program that includes paper and aluminum at a minimum.
- Purchase all green office supplies, such as paper and remanufactured printer toner cartridges whenever available.
- Optimize efficiency for all printing, copying, scanning and mailing functions.
- Encourage electronic marketing materials whenever possible.
- Turn off office lights and equipment when not in use, particularly at night and on weekends.
- Eliminate the purchase and use of plastic, paper and/or Styrofoam utensils and cups.
- Eliminate the purchase and use of bottled water.
- Employ green cleaning practices.
- Properly dispose of any electronic office equipment and batteries.
- Actively participate in the local market Green Task Force and national Eco Knight program.

# INTERNAL CERTIFICATION

toward a greener tomorrow

Since 2008, CBRE has audited all U.S. offices over 5,000 square feet (about 90)

through our Toward a Greener Tomorrow certification, which recognizes offices that have most fully implemented CBRE's Sustainable Office Operation Standards. Certification criteria are aligned with aspects of the USGBC's LEED and EPA ENERGY STAR® programs and are customized to the unique operational requirements of a firm of our size and complexity. This survey process provides operational best practices, enhances our understanding of CBRE's specific operational challenges, and informs decisions

and investments that elevate our environmental performance. In 2013, we certified 65 offices, including 7 Gold, 32 Silver and 26 Bronze. The 2014 certification cycle was in-process at the time of this report's publication.

In our 2012 Environmental Sustainability Policy, we committed to promote and expand the Toward a Greener Tomorrow office certification program to all global offices over 5,000 square feet by the end of 2014. As of second quarter of 2014, we certified 30 offices in Canada, EMEA and the Pacific region, including 6 Gold, 11 Silver and 13 Bronze. In 2014, we began expanding the certification program to the Asia region and expect completion in 2015.



# **PROCUREMENT**

Like most Fortune 500 companies, CBRE is working diligently to raise the strategic contribution of procurement by redefining and improving our procurement practices and business relationships to ensure we are a responsible consumer and supplier to our clients.

In 2013, CBRE Global Sourcing was created to generate savings on all major sourcing initiatives, improving supplier performance and including corporate responsibility requirements as part of our RFPs as appropriate. Some of the key accomplishments included:

- Increasing team size, capabilities and capacity to manage sourcing initiatives for CBRE spend: in 2013 Global Sourcing made several key hires of strategic sourcing and procurement professionals in newly created management positions and supplemented the new CBRE team with third parties in specialized subject areas;
- Negotiating major contracts: in 2013 over 400 contracts were executed by CBRE, and at the time of publication, the team was involved in varying phases with more than 30 product and service negotiations that were either global, multinational or cross business in scope, leveraging CBRE's scale;
- Implementing global procurement strategies: at the time of publication, Global Sourcing was working with business and global shared services leaders in developing regionally relevant solutions via several key projects: digital marketing, managed print, office products, IT equipment, global Wide Area Network services, data visualization, cloud data storage, telecommunication services, audio conferencing, airline travel and global asset disposal.

In an effort to continue building a world-class procurement platform, CBRE has committed to a redraft of our global procurement policy and initiating a Global Procurement Council in 2014.

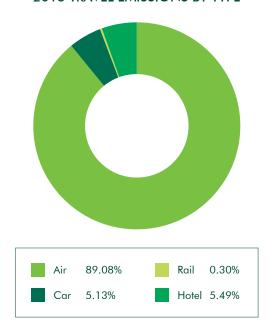
# **Technology**

CBRE's Procurement strategy continues to replace legacy office equipment with ENERGY STAR or comparable versions in our global offices. Working with RICOH to support CBRE's Workplace360 initiative, we reduced our global printer and copier inventory from 777 RICOH devices using 4.7 million sheets monthly to 604 devices using 1.8 million, a 62% reduction in paper usage. The total 2013 carbon emissions derived from our paper usage was 9,317 metric tons.

In 2013 CBRE implemented efforts to improve technology asset disposal tracking – an initiative that provided our first publicly reported asset disposal metrics in 2014. In the first half of 2014, CBRE disposed of 4.7 million pounds of assets, and in the second quarter, recycled 1,810 pounds of asset glass, metal and plastic.

We are on track to deliver the expectation, stated in our 2012 Corporate Responsibility Report, that 50% of our data requirements will be virtualized by 2017. In 2013, we continued to reduce infrastructure energy requirements by standardizing equipment to ENERGY STAR or comparable servers and equipment. We started with 16 data centers in 2012 and expected to reduce that number to six by 2015.

# 2013 TRAVEL EMISSIONS BY TYPE



#### Travel

In committing to report our Scope 3 emissions for 2013, CBRE has quantified our corporate travel metrics for the U.S., where most of our corporate travel occurs. Our corporate travel program, myTravel, has been effective in the U.S. for several years and following a 2012 revamp of our travel policy to ensure compliance with the program, we estimate that more than 85-90% of all U.S. travel is currently booked through myTravel.

Based on myTravel data and estimates for bookings outside the system, in 2013 our U.S. employees:

- Flew 44,269,266 air miles (generating 8,028 metric tons of CO<sub>2</sub>);
- Drove 1,209,289 rental car miles (462 metric tons);
- Traveled 148,107 rail miles (27 metric tons); and,
- Stayed 23,024 nights in hotels (495 metric tons)

We are working to continue a multi-year plan to capture more travel impacts across all other regions. In the Pacific, we will again offset our Scope 3 emissions, a project that is in-process at the time of publication.

# **CLIENT SERVICE CASE STUDY**

# Interface Chicago Showroom



Interface, the world's largest designer and maker of carpet tile, engaged CBRE to manage the LEED certification for its new Chicago Showroom. The space was to be dual purposed; serving as office space as well as a high design showroom located in one of the world's premier design districts. These space functions require distinctive design elements creating challenges for certain aspects of LEED certification, particularly around reducing overall lighting loads when showcasing products.

By incorporating daylight strategies such as floor to ceiling windows, shallow floor plates, low furniture profiles and efficient lighting fixtures, artificial lighting needs were significantly reduced from the ASHRAE 90.1-2007 baseline.

Interface also had a rare opportunity within a multi-tenant building to have a dedicated stand-alone HVAC system serving their new space. The team took advantage of this opportunity and installed a demand control system for energy optimization. This level of tenant control resulted in the award of certain LEED credits not typically afforded to LEED CI projects.

Due to Interface's dedication to sustainability and the willingness of the building, the team was able to install highly efficient flush and flow plumbing fixtures which significantly reduced water consumption. Interface also prioritized FSC wood, materials with little to no offgassing and materials with high recycled content.

As a result of these strategies the project received LEED Platinum certification, the highest level available to project teams. Some LEED highlights include:

- A 35% lighting power density reduction from the ASHRAE 90.1-2007 baseline
- A 41% water-use reduction from the EPA baseline
- 25% of materials, based on cost, have a high percentage of recycled content
- 73% of new wood products, based on cost, are FSC certified
- 91% of waste was recycled during construction
- Platinum Certification awarded on the initial review; no revisions were required

"We are very excited to be awarded this level and appreciate all the hard work that went into earning it."

- Victoria, deVuono, Vice President A&D, Interface

# **CLIENT SERVICE**

## **LEED Certification**

CBRE's Global Energy & Sustainability LEED Programs team, the clear industry leader in green building certification, assists CBRE clients in navigating the LEED rating system by embedding long-term, sustainable best practices at both the individual building and portfolio level. The programs developed and implemented through the process have positive impacts on economic, environmental and social aspects of our clients' assets.

In the first half of 2014, the Global Energy & Sustainability LEED Programs team crossed the 300-building mark, resulting in a roughly \$16 million energy cost savings for CBRE clients (based on \$0.10/kWh) and solidifying CBRE as the industry leader in LEED EB certifications.

LEED EB Certifications by CBRE	305
Total SF Commercial Space LEED EB Certified by CBRE	95,200,000
U.S. States with Certifications by CBRE	30
Annual Water Savings in Gallons	152,921,152
Annual kWh Energy Savings	162,506,629
Annual Metric Tons CO <sub>2</sub> emissions reduced	112,057

# **Energy Star**

During 2013, CBRE registered and benchmarked 1,345 buildings in the U.S., representing more than 237 million square feet. CBRE's 217 labeled buildings under management represent almost 3% of the 7,551 U.S. office buildings labeled in ENERGY STAR. We have another 340 properties that are either currently in the application process or eligible to apply. Due to a combination of effective energy management practices and closely monitoring consumption trends, 132 million square feet, or more than 56% of the total benchmarked portfolio, has an energy efficiency score of 75 or greater. Our efforts across this portfolio translate into a savings of 11,751 metric tons of CO<sub>2</sub>, which is equivalent to removing 2,440 cars from the road for one year.

# **NABERS Ratings for Stockland**

CBRE's Pacific sustainability team signed a three-year contract to provide sustainability services to the Stockland portfolio across 14 of its commercial assets throughout Australia, totaling 224,000 square meters. The services provided include National Australian Built Environment Ratings (NABERS) Energy & Water ratings and Tenancy Lighting assessments.

# **ASIA**

In response to Asia's growing client demand for sustainability strategy development and implementation, CBRE formed a new sustainability team. The team includes three dedicated staff with regional remits and provides bespoke sustainability consulting work for clients in China, Singapore and Taiwan. At year end, CBRE Asia had 61 green building, energy and environmental professionals holding a combined 73 sustainability credentials, including 42 LEED professionals. The company intends to continue expanding the team, adding expertise in key regional hubs.

U.S. SUSTAINABILITY BY THE NUMBERS Midyear 2014	;
ENERGY STAR® Buildings Benchmarked and Registered Square Feet Benchmarked and Registered Buildings Labeled Buildings with Labels in Process Buildings Eligible to Apply	1,345 237M 217 20 320
LEED LEED for Existing Buildings Buildings Certified by CBRE Square Feet Certified by CBRE Buildings with Certification in Process	305 95M 32
LEED for New Construction Buildings Certified by CBRE	8
LEED for Commercial Interiors Projects Certified by CBRE	98
LEED for Core & Shell Buildings Certified by CBRE	2
ACCREDITATION LEED Professionals	479
TRAINING BOMA Energy Efficiency Program Attendees Green Knights	14,674 71

# **CASE STUDY**

# TAIPEI 101's First Corporate Sustainability Report



TAIPEI 101 has always set industry standards, including becoming the tallest green building in the world in 2011. When property owner, Taipei Financial Center Corporation (TFCC) sought to be the first landlord/ developer in Taiwan to produce a corporate sustainability report, they asked CBRE Sustainability Asia's guidance on how to create a report to international standards. CBRE recommended that TFCC pursue the Global Reporting Initiative (GRI) framework, which is widely regarded as the industry standard for corporate sustainability disclosure.

CBRE undertook a comprehensive stakeholder engagement assessment. Following the AA1000 Assurance Standard and Chatham House Rule, CBRE acted as a neutral third party to facilitate stakeholder engagement with key groups identified by the client. To ensure that TFCC received a holistic and robust picture of their current standing with stakeholders, CBRE assessed qualitative and quantitative feedback, yielding a deep understanding of patterns, improvement areas and performance targets.

CBRE also performed a materiality assessment, allowing management to identify material issues to the company as a whole, as well as underlying opportunities and risks, to inform business strategy. Once the issues were established, CBRE worked closely with TFCC to collect and analyze data from the previous year, compile company policies and SOPs, which were mapped onto the GRI framework to maximize disclosure in order to meet TFCC's goal to report at GRI Level A. Key performance metrics such as energy consumption, GHG and water intensity were normalized for year-on-year comparability.

In addition to research and authorship of the report content, the team's involvement extended to the provision of graphic design advice and Chinese translation consulting to the extended project team.

"This has been a very good exercise for our company, and in the process, CBRE have demonstrated good knowledge, professionalism and dedication in delivering a high quality report as we requested. We believe the result of their work will help TAIPEI 101 to continue to be the benchmark for the industry."

— Cathy Yang, General Manager, Tower Division, TFCC

CBRE Asia project management and property management teams worked on a total of 19 LEED certification projects that completed in 2013, including the Company's first LEED for Existing Buildings projects in China and India, and the provision of an innovative integrated LEED for Commercial Interiors certification consulting and project management services project for the Asia Pacific headquarters of a major U.S. company in Hong Kong.

# GREEN PROFILE: TIM SHEN, DIRECTOR OF SUSTAINABILITY, ASIA



CBRE's Tim Shen is a driving force of environmental sustainability in the Asian commercial real estate industry. In 2013 alone, he joined the Asia Pacific Real Estate Association's (APREA) Sustainability Committee and the GRESB Asia Pacific Benchmark Committee, and became the Asia Pacific representative on the CoreNet Global Sustainability Knowledge Advisory Panel. In addition, Tim

taught the CoreNet Global - Masters of Corporate Real Estate Sustainability seminar in Tokyo and chaired the sustainability panel discussion at the FIABCI 64th World Congress in Taiwan.

Tim was also the LEED International Roundtable representative for the Hong Kong-based LEED professional association, Platinum, which was singled out for special mention by USGBC CEO, Rick Fedrizzi, at his closing plenary speech at GreenBuild 2013. Tim's CBRE Project Management colleagues in Hong Kong volunteered to hold treasurer and secretary positions in Platinum in 2013, helping the association to grow in numbers and organize an unprecedented number of events to promote green building and support LEED professionals based in Hong Kong. Tim was also instrumental in expanding the region's Green Day into a company-wide Green Week in 2013.



# **GLOBAL CORPORATE SERVICES**

# **Recognition Award Program - Sustainability**

In 2013, six GCS teams were recognized for their sustainability services on client properties and portfolios.

Team: John Browne, Senior Facilities Management Engineering

Operations Manager Client: Walgreens

Outcomes: Implementation of standardized procedures to reduce energy management equipment downtime and work orders. Systems management training, creating significant client energy cost savings. Implementation of highly-visible maintenance programs.

Team: Mark Hamilton and Asia-Pacific Project Management team

Client: Google

Outcomes: LEED Platinum properties for Google in Mumbai, Singapore and Bangkok, and LEED Gold properties in Sydney, Shanghai, Bangalore and Tokyo. Healthy Materials program in 12 Asia-Pacific countries. Waste diversion from landfill rate of 97% in Sydney. Benchmarked LEED cost premiums to demonstrate investment ROI.

Team: Chris Liston the Energy and Sustainability Team

Client: Bank of America

Outcomes: LEED certification at 16 sites, totaling more than 1 MSF. Several dozen conservation projects including 17 smart irrigation projects, the installation of low-flow aerators, and toilet replacements will lower the bank's water usage by 21.7 million gallons.

Team: Energy & Sustainability Consulting Team London

**Client**: Various

Outcomes: Recognizing legislative and client demand shifts, the team developed the Energy and Sustainability Risk Management service focused on managing investors' reputation, financial and legislative risks associated with energy and sustainability. The service focuses on mitigating obsolescence risk driven by new UK legislation prohibiting the sale and rental of poor energy performing properties from 2018; delivering occupancy cost reductions through energy saving projects; and mitigating landlord reputation risk through establishing and implementing a novel approach to Responsible Property Investment ("RPI") Reporting.

Team: Elodie Michaels and Energy and Sustainability Team, Solutions

Client: Sprint

Outcomes: Sprint Energy Building Analytics, an integrated building solution that drives an estimated 10% energy savings per building. DOE Better Building Challenge showcase building achieved 50% energy usage reduction. DOE EV Charge Challenge installed electric vehicle charging stations in 14 garages. EPA Waste Wise Partner of the Year Award recognition for 36% national recycle rate and 45% headquarters campus waste diversion rate. Zero Waste Program at headquarters campus using composting and waste-to-energy partnerships. Two LEED-certified call centers.

Team: Robert Real and CBRE Energy and Sustainability Team

Client: Infrastructure Ontario (IO)

Outcomes: Achieved IO's ten-year 27% electricity reduction target. Overperforming on extended ekWh target 4.4% reduction vs. 2% annually. Implemented CBRE's innovative Smart Green Building Strategy in 13 buildings. Designed and implemented a retro commissioning program in 16 buildings. Achieved ISO 14001 re-accreditation for portfolio EMS. Certified 72 buildings under BOMA BEST program.

# CBRE EMEA CROSS-BORDER SUSTAINABILITY TEAM GOALS

- Embed sustainability in each of our service lines, equip teams to advise a broader range of clients
- Align and grow our standalone sustainability services
- Raise our profile so we are recognized as the number one advisor
- Research and thought leadership to support this position
- Global connections collaboration to grow our business
- Reduce footprint of our internal operations
- Internal engagement to raise profile of sustainability with staff
- CBRE Global Investors support and expand relationship

# **CASE STUDY**

# **CBRE Global Investors**

In May 2013 CBRE Global Investors CEE and CBRE's Sustainability Services EMEA agreed on a collaboration to support CBRE Global Investors CEE's project on becoming the first responsible real estate investment fund in the CEE region. As part of the funds' strategy, CBRE finalized the BREEAM In-Use certification process which started in 2012, so that by the end of 2013 both funds received a BREEAM In-Use certification for more than 80% of their properties .

During the certification process, CBRE conducted sustainability checks for key properties in Poland and Hungary, that were developed in-house as a joint project between CBRE Global Investors' Green Team and CBRE. Based on the outcome of this project the fund management team received valuable support to evaluate the sustainability performance of its existing portfolio.

Through this evaluation process and knowledge sharing the sustainability performance of those key assets became more transparent, enabling management to take action over to update the existing ESG criteria for new acquisitions.

# **EMEA**

# Leading the Way: EMEA Sustainability Services



In 2013, CBRE EMEA hired Rebecca Pearce, the company's former Pacific sustainability leader, as the new EMEA Head of Sustainability. In this role, Rebecca works to link sustainability services across the region, integrate sustainability across all business lines and drive sustainability as a key business strategy in EMEA. By the end of 2013, CBRE had identified 50 dedicated sustainability team

members across eight countries, and those counts had risen to 63 team members across 10 countries by midyear 2014.

# **EMEA SUSTAINABILITY SERVICES**

# **Productivity and Performance**

- Energy, water waste management to reduce consumption carbon emissions
- Energy procurement strategies including renewables on-site generation
- Sustainability audits, benchmarking improvement plans and refurbishment advice to drive performance
- Green lease implementation management to enhance owner and occupier relationships
- Workplace strategies to promote productivity and well-being.

# Reputation and Reporting

- · Mandatory voluntary sustainability and CR reporting
- Green building ratings using all major tools BREEAM, DGNB, HQE, LEED
- Stakeholder engagement and sustainability change programs

# **Reducing Risk**

- Risk management services to identify mitigate risk across ESG dimensions
- Sustainability due diligence reporting to assist acquisition and sale.

The EMEA team has created strong linkages and enhanced client services through a truly collaborative approach with other CBRE services, including Asset Services, Facilities Management and Global Corporate Services, Building Consultancy and Planning, Rating and Taxation, and Workplace Strategies. Additional specialty services include environmental impact assessments, geo-environmental and contaminated land assessments and advisory services, and due diligence for investment properties and consulting on energy from waste development opportunities.

# **PACIFIC**

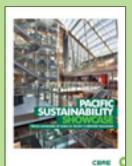
# SUSTAINABILITY SPOTLIGHT: PACIFIC REGION

Australia and New Zealand property companies continue to show strong commitment to sustainability and corporate responsibility, and CBRE Pacific is proud to support them in these endeavors. 2013 saw a strong focus on social sustainability by Australian property companies. Regional sustainability issues include shared value, social return on investment and community development plans, and CBRE continues to work with leading organizations on related innovations.

Our work in providing various environmental improvements continues to grow, as well. Provision of National Australian Built Environment Ratings (NABER) has grown 38% in 2013 and shows no signs of slowing. Through this work, we provide our clients with informed building improvement plans, minimizing operational costs and providing environmental efficiency in the areas most needed.

In 2013 we also launched the Sustainability Showcase for the region, highlighting buildings and portfolios where CBRE has assisted in improving performance. This showcase is provided to all clients and potential clients and has elicited strong feedback from both internal and external stakeholders.

Regional client sustainability demand looks bright, as clients are increasingly requesting proposals and inclusions of sustainability



information for their assets. CBRE is taking a proactive approach to this work, utilizing our knowledge of individual buildings to deliver high quality sustainability services. As the cost of energy and waste continue to increase, these areas are obvious focus points for our business. Further, CBRE recognizes that climate resilience and adaptation continue to dominate the interests of policy makers and institutional clients. Where we can assist in delivering innovative solutions to these persistent problems, we do and we expect 2014 to bring more sustainability strategy work and look forward to delivering quality solutions with our clients of all size and all asset classes.

# **CASE STUDY**

## 51 Pirie Street – A Nabers First for Adelaide Office Landmark

The 151 Pirie Street office tower in Adelaide has become the first commercial building in South Australia to achieve a 5.5 star NABERS Energy Base Building Rating without the need to purchase green power.

151 Pirie Street is owned by Real I.S. AG and managed by CBRE. The rating is the latest to highlight the building's green credentials, after the property also maintained its NABERS water rating of 4.5 stars.

CBRE's Adelaide headquarters are located in 151 Pirie Street – a 12,000 square meters building overlooking Hindmarsh Square in the heart of the Adelaide CBD. Originally designed to achieve a 4.5 star NABERS Energy Base Building Rating, under CBRE's management the building initially achieved a 5 star rating through operational optimization alone.

There previously had been an overriding focus on managing the property effectively to minimize energy without compromising tenant environmental conditions. This included the use of Solar Photovoltaic Cells, energy efficient lighting in the common areas and sub-metering of the tenant condenser water loop. The step up to a 5.5 star rating was achieved following the implementation of a range of initiatives, including a rooftop solar installation to provide renewable energy for the base building.

Diligent operational management has also contributed to the increase in the Base Building Rating, which takes into account energy used by common services such as cooling and ventilation systems, lifts, hydraulics, car parks and lobbies

— Amanda Steele Head of Sustainability, Pacific

# **CASE STUDY**

# **Dexus Property Group**



CBRE currently has more green buildings under management than any other Australian property services company, and our sustainability management performance is best evidenced in one of our larger portfolios, Dexus Property Group.

With the Dexus portfolio we have been successful in delivering sustainability performance in line with targets and strategic expectations. This has resulted in a portfolio NABERS average of 4.5 Stars NABERS Energy in accordance with Dexus' expectations.

The Dexus' portfolio has garnered savings of \$2.3 million annually in energy costs due to our sustainability team's work in energy management and contracting. CBRE's ability to achieve these goals has been due to our FM Plus package, which includes a dedicated sustainability resource. This sustainability resource manages the environmental performance of the portfolio and is considered an extension of the Dexus team. Due to the proficiency in data management, anomalies in environmental performance can be dealt with through daily phone calls and emails to the asset managers.

# GREEN WEEK BY THE NUMBERS

13,000+ CBRE EMPLOYEES PARTICIPATING IN GREEN WEEK



100+ GREEN WEEK INITIATIVES GLOBALLY



23,000 VIEWS OF EMEA SANS FRONTIÈRES GREEN WEEK EDITION



1.25M
TWITTER IMPRESSIONS
#CBREGREENWEEK



378 TWEETS



BAGS OF LITTER CLEANED FROM TOKYO STREETS & HONG KONG BEACHES



50,000 STAIRS CLIMBED BY CBRE ASIA



6,000
REUSABLE WATER
BOTTLES DISTRIBUTED
TO EMEA EMPLOYEES



350KM WALKED TO WORK IN AUSTRALIA



100% INCREASE IN PERTH'S OFFICE PLANTS



SQUARE FEET OF WHEATGRASS SERVED IN LATVIA



SMOOTHIES MADE BY BIKE POWER IN LONDON



BIKE SEAT COVERS ADOPTED IN AMSTERDAM



# **COMMUNICATIONS AND TRAINING**

# Green Week

CBRE's first-ever global Green Week (October 21-25, 2013) was a success, with thousands of employees in offices around the world working to elevate awareness of energy efficiency and sustainability practices. In more than 100 activities globally, employees practiced recycling, developed organic food menus, reduced (or completely eliminated) printing, took field trips, held educational forums and competed on teams to demonstrate who had the greatest green expertise. Many employees rode a bicycle or walked to work, and the Twitterverse and other social media platforms were abuzz with visuals and micro blogging that kept followers aware of CBRE's global commitment.

# **Broker Training**

In support of our 2012 Environmental Sustainability Policy goal of training 1,000 CBRE brokers globally by 2015, CBRE developed "The Business of Green – For Brokers," a comprehensive approach to bridging the sustainability knowledge gap and creating actionable expertise in our broker community. This is the industry's largest training series of its kind. In 2013, we completed our first round of in-person training and created an online version that will be used to meet the 2015 goal.

# **Employee Certifications**

As of yearend 2013, more than 500 CBRE professionals worldwide had obtained the LEED professional designation, which signifies advanced knowledge in green building practices. Nearly 50 CBRE employees in the Americas have been designated as Green Knights, a CBRE Institutional and Corporate Services program that helps clients strategically transform their facility operations via sustainable practices, products and behaviors. More than 100 CBRE employees have participated in CBRE's Green Teams, local market volunteers who support CBRE's sustainability activities.

# **BOMA BEEP**

CBRE continues to equip building staff with the knowledge, proper tools and best practices required to manage and reduce energy consumption. In partnership with BOMA, CBRE licensed BOMA Energy Efficiency Program (BEEP) training and has offered weekly sessions to employees for the past seven years. BEEP provides energy consumption and cost reduction strategies for optimizing equipment, people and practices. Since 2007, more than 15,220 attendees have participated in the four-part training series.



# Earth Hour 2014



As a result of our comprehensive global campaign, more than 2 million tenants in nearly 409 million square feet of CBRE-managed properties participated in World Wildlife Fund's Earth Hour.

# Poland Workplace Conference

CBRE in Poland hosted a local market Workplace Conference in which sustainable buildings and productivity were discussed; CBRE sustainability professionals David Lazaro, Rebecca Pearce and Jonathan Steer presented.

# **Communication Channels**

A key driver in creating lasting behavioral change is an ability to communicate – to capture and convey meaningful ideas about sustainability that engage users and alter their daily habits. At CBRE, we strive to connect our messages strategically with our stakeholders through a variety of key channels:

 Media partnership – In 2013, we hired 3BL Media to improve the reach of CBRE's corporate responsibility communications.





Social media – In 2013 CBRE launched The Green Perspective, a global sustainability blog. We also remained active via our Twitter account @cbregreen.

- Video We leverage CBRE's YouTube channel to host videos like "The Business of Green" and others to share messages about our CR activities, business and market trends.
- Inside the Office Inside the Office is our employee portal for access to office-related sustainability tools and resources.
- Employee engagement Recognizing that our employees can be our greatest advocates, best idea generators and even strongest critics, we use a dozen internal channels to harness our employees' environmental commitment, giving them current updates, participation opportunities and feedback channels.

# **PUBLIC POLICY**

CBRE maintains our relationships with various non-governmental organizations and environmental specialists around the globe including The Climate Group, C2ES' Business Environmental Leadership Council, World Wildlife Fund, the Natural Resources Defense Council, United States Green Building Council and other global Green Building Council organizations, and numerous other region-specific entities.

# EPA | CBRE BROKER PERSPECTIVE SURVEY

79% interest in EPA training & CEUs

2012-2013

71% interest in green broker designation

86% expect enhanced reputation from designation



# **CITY SWITCH**

In November 2013, CBRE became one of the first organizations to become a national Signatory to CitySwitch's Green Office energy efficiency program. As a national CitySwitch Signatory CBRE has committed to achieving 4.5 star NABERS Energy tenancy ratings across 21 Signatories and over 16,000 square meters of office space.

# GRESB U.S. Launch

CBRE hosted more than 110 industry managers, investors and stakeholders at a reception at CBRE's New York office as Nils Kok, executive director of GRESB (Global Real Estate Sustainability Benchmark), unveiled the U.S. results of the 2013 GRESB Survey. The first benchmark of its kind, GRESB provides insight into sustainability performance across commercial real estate portfolios, and attendees learned how the implementation of sustainability could positively impact their organization and bottom line.

# **EPA Energy Star**



As a long-standing EPA partner, CBRE collaborates to develop brokerage sales tools and client engagement resources on energy performance and sustainability.

In an effort to define and serve the brokerage community's perspective on energy performance sales tools and client resources, CBRE has collaborated with EPA ENERGY STAR on a survey of key drivers and educational needs. The results of that survey, published in 2013, indicated that:

- 79.3% were interested in EPA training on energy performance and saw broker CEU value
- 71.2% were interested in green broker designation courses
- 85.9% expected such knowledge and designation to provide reputation enhancement

# **IMT & NRDC City Energy Project**

In 2013, we continued our alliance with the Institute for Market Transformation (IMT), and the Natural Resources Defense Council (NRDC) supporting the City Energy Project. This national initiative will create healthier and more prosperous American cities by improving the energy efficiency of buildings. Working in partnership, the Project and participating cities will support innovative and practical solutions that reduce pollution, boost local economies, and create healthier environments. The pioneering actions of the 10 leading cities involved in the City Energy Project will help shape and define next-generation energy efficiency efforts in communities nationwide.

# **Green Building Councils**

CBRE enjoys a long-standing relationship in Green Building Council chapters, a trend that expanded notably last year. In 2013, CBRE's Michaela Nedorostova was elected the first female member of the Czech GBC Board. Rebecca Pearce, Head of EMEA Sustainability, sat on the UKGBC Policy Committee.

The CBRE Sustainability Asia team helped found a new LEED professional association in Taiwan, which is the sixth largest market for LEED projects in Asia. This new association, called Seed, was accepted to the

#### THOUGHT LEADERSHIP

CBRE professionals are regularly sought as thought leaders for sustainability industry events and organizations, think tanks and publications.

In 2013, some examples included:

- BOMA International panelists
- BOMI Board of Trustees member
- BOMI High Performance Buildings RPA book editor, pilot course instructor and development advisor
- CoRETech Seattle speaker
- RealComm/IBcon speaker
- · RealComm Advisory Board member
- CoreNet Las Vegas session speaker
- SXSW Eco session speaker
- CUSP Building Informatics workshop NYU invited participant
- University of San Diego sustainability conference moderator
- CRE Radio program speaker
- RICS member and advisory committee
- BRE/ BREEAM member
- · Cambridge University Land Society event speaker
- 40percent Symposium participant
- ICSC European Sustainability Committee
- LEED International Roundtable
- FIABCI 64th World Congress

LEED International Roundtable in 2013. Through CBRE's involvement with both Platinum and Seed, employees were also directly engaged in determining Greater China Regional Priority Credits for all of the LEED v2009 and LEED v4 rating systems – a significant step in making LEED an even more effective green building system for the region.

# C2ES Business Environmental Leadership Council



Now in our second year of membership in the Center for Climate and Energy Solutions' Business Environmental Leadership Council, CBRE hosted BELC's west coast meeting in 2013 at our San Francisco office. California Governor Jerry Brown was in attendance.

Dave Pogue, Global Director of Corporate Responsibility, and California Governor Jerry Brown

#### **IMT**

CBRE and IMT again produced the Guide to State and Local Energy Performance Regulations, which features energy mandate require-

ments and implementation schedules by U.S. city and state, a valuable resource for building owners and management teams navigating through the compliance process.



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CBRE has demonstrated outstanding national leadership on energy benchmarking policy. Their efforts have contributed to the adoption of benchmarking policies in major cities across the country, and significantly advanced the commercial real estate industry's understanding of benchmarking policies and awareness of the benefits of good energy management practices. We can only hope other real estate companies follow the tremendous example set by CBRE.

# **CLIFF MAJERSIK**

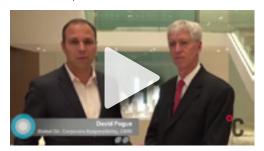
Executive Director, IMT

# THE CLIMATE GROUP

# #10YEARS OF INNOVATION & LEADERSHIF

#### THE CLIMATE GROUP

CBRE's supported The Climate Group's Climate Week NYC 2013, by hosting the North American Members Meeting at our LEED certified midtown Manhattan office. Dave Pogue, Global Director of Corporate Responsibility, was appointed to The Climate Group's North American Board of Directors, and CBRE expanded our relationship with The Climate Group in EMEA.



Dave Pogue speaks at Climate Week NYC on Hub Culture

# **Business Roundtable**

In 2013, Bob Sulentic continued our long-standing membership in Business Roundtable, including participating in "Create, Grow, Sustain: Celebrating Success," a sustainability report featuring CEO narratives on their companies' efforts to drive a sustainable economy.



# Plan Batiment Durable

CBRE's Christian Beaur played a key role in the development of French Plan Batiment Durable and Grenelle two legislation to promote and support sustainable property.



# **RICS Professional Guidance**



CBRE London's Chris Richards chaired the working group that developed Sustainability: Improving Performance in Existing Buildings, a professional guidance publication produced by the RICS Building Surveying Professional Group. The publication provides a roadmap for integrating sustainability into existing buildings and assists building surveyors in explaining options to clients, including relevant issues in property sustainability initiatives.

# **Better Buildings Partnership**

CBRE Sydney completed the Better Buildings Partnership on Green Lease Clauses with law firm Sparke Hellmore and other property companies.



# The Tenants and Landlords Guide to Happiness



Fifth Estate, a leading Australian online property magazine, in conjunction with the Better Buildings Partnership, released a third chapter in its series "The Best Practice and Green Leasing - The Tenants and Landlords Guide to Happiness." CBRE's Jenine Cranston, Senior Director of Office Services, and Amanda Steele, Head of Sustainability, Pacific, contributed to the chapter, which outlines sustainability influences that encourage tenants to move into green buildings.

## **IPD EcoPas**

CBRE UK continued to sponsor the IPD EcoPas, a confidential benchmarking service that identifies and highlights the potential environmental risks in a real estate investment portfolio.

# GREEN BUILDING ADOPTION INDEX



The first completed and published Real Green Research Challenge project, the Green Building Adoption Index, is perhaps the most simple in design, straight forward in process and most eye catching of all.

The premise was simple. How wide spread had the "green building" phenomenon become? What progress had been made? Is "green" the new norm? The answers researcher Nils Kok and his team discovered were both surprising and satisfying.

At the end of 2005, our research shows that barely 1% of all office buildings in the top 30 U.S. markets held an EPA Energy Star label and less that.01% of those buildings were USGBC LEED certified. By the end of 2013, 10.2% of all office buildings in the top 30 U.S. markets were now Energy Star labeled. And the LEED data is even more remarkable. 19.4% of all space in those markets is now LEED certified, with 15.4% of that space certified as LEED EB.

Overall 39.3% of the square footage in the top 30 US markets now holds either a LEED certification or Energy Star label or both.

And the gains were widespread. In 10 cities more than 50% of all space qualifies as green. Minneapolis shows an incredible 77% of all space as green, followed by San Francisco at 67% and Chicago at 62%.

This study reveals an extraordinary transformation occurring over a very short period of time. From a virtual standing start, in a period of less than a decade, and using entirely voluntary action, a traditionally conservative industry adopted a new operating standard. Green is the new norm and in most markets virtually every large building has adapted and adopted these new standards.

# **ACADEMIC COLLABORATION**



Launched in September 2012, the Real Green Research Challenge (RGRC) is CBRE's US\$1-million commitment to fund leading-edge sustainability research and innovation in commercial real estate.

In July 2013, CBRE awarded RGRC funding and organizational support to five sustainability projects from more than 100 submissions:

- Natural Resources Defense Council's Center for Market Innovation is developing a rating system for comparative tenant energy use that provides a quantitative foundation for identifying and promoting energy efficient practices.
- Stanford University, Center for Integrated Facility Engineering is creating a detailed empirical evaluation of EPA ENERGY STAR® energy management strategies allowing facilities and property managers to prioritize energy efficiency projects
- EURO Institute of Real Estate Management is performing a comprehensive economic analysis of the value implications of green building practices on large institutional real estate portfolios.
- Cleveland State University and Central Michigan University is creating a new industry-wide, regionally sensitive, green building scoring protocol system to inform U.S. office tenants' leasing decisions and developers' sustainable building choices.
- Maastricht University has completed an annual green building index of the top 30 U.S. metro markets, yielding insights for policy makers, developers and other stakeholders and supporting lenders' risk management analysis and investors' decisions (see "Green Building Adoption Index").

# **COMPLIANCE WITH LAWS AND REGULATIONS**

It is our policy to implement environmentally sustainable best practices and to meet both the letter and the spirit of all environmental laws and regulations where we do business. In 2013, we were not issued any fines in violation of environmental regulations or law, nor have we been responsible for or party to any significant spills.

# Sustainable Reporting

In addition to this report, CBRE reports on sustainability matters through various third-party organizations, including the UNGC, GRI, CDP, FTSE4Good and numerous investment indices. Many of these and other reports include criteria that may not directly apply to our company. By way of organizational transparency, we offer the following insights.

As a service provider, the environmental impact of our operations is relatively low by comparison to similarly sized firms in other industries. In 2013, we estimate that our global operations electricity use was 66,430 MWH and our distillate fuel (oil) usage was 111,224 MWH.

# 2013 CARBON EMISSIONS

Scope 1 – 20,646 metric tons Scope 2 – 29,977 metric tons Scope 3 – 11,455 metric tons\*

\*Pacific only

Full detail on our energy use is published annually CBRE's Carbon Disclosure filing, which is available for download on CDP's website.

Our natural resource use and waste stream are not related to manufacturing, research and development, logistics and other resource-intensive activities. Since we do not produce, package or transport goods, we do not source sustainably or reclaim any products or packaging, nor do we transport hazardous waste or water.

The majority of our operations occur in office settings, and in most cases, we lease but do not own the space we occupy, and our leases comprise only a small portion of the buildings in which they are located. In addition, in multiple tenancy buildings, we do not always have access to energy submeters. As a result, we do not have the means to track materials source or use beyond recycling efforts, water withdrawal or discharge, or significant air emissions beyond those indicated elsewhere in this report section.

Our operations are largely based in urban and suburban areas, minimizing our exposure to protected natural areas and potential impacts on biodiversity and endangered species. To the best of our knowledge, we do not own or occupy facilities or land on or adjacent to protected habitats or areas nor have we participated directly in habitat restoration.

# GLOBAL SUSTAINABILITY STEERING COMMITTEE 2013 MEMBERS

# **LARRY MIDLER**

EVP and General Counsel, Global Head of Corporate Responsibility

# **DAVE POGUE**

Global Director of Corporate Responsibility, committee chairman

## **BOB ABBERGER**

Senior Managing Director, Trammell Crow Company

# MARK CREAMER

Deputy Managing Director, UK

#### MAUREEN EHRENBERG

Global Director of Facilities
Management

# KAREN ELLZEY

Executive Managing Director, Consulting

# PIETER HENDRIKSE

Chief Executive Officer, CBRE Global Investors EMEA

# **ROB HENSLEY**

Managing Director, Valuation & Advisory

# **STEVE IACO**

Senior Managing Director, Corporate Communications

#### MINDEE METZ

Director of Corporate Responsibility

# REBECCA PEARCE

Head of Sustainability, EMEA

# **ED SCHREYER**

President, Agency and Asset Services, the Americas

## TIM SHEN

Director of Sustainability, Asia

# **BRIAN STOFFERS**

Chief Operating Officer & President, Capital Markets, Debt & Equity Finance

# STEVE SWERDLOW

Chief Operating Officer, Americas



# COMMUNITIES & GIVING

Philanthropy is my promise to make a difference in the world. A time to show compassion by sharing your resources and time in exchange for something meaningful and worthwhile—to provide hope to those in need. While one person can create a ripple effect that lasts a lifetime, I believe that together—through CBRE Cares—we make a larger impact not only in our community and around the world, but to each other as well.

# **HEIDI PECKHAUS**

Client Services Coordinator, CBRE's Boca Raton, Florida, office

# **CBRE CARES**



CBRE was one of only 13 companies named to the prestigious 2013 Companies That Care Honor Roll by the Center for Companies That Care, a U.S. non-profit dedicated to social sustainability by engaging employers in improving the lives of employees, families and communities. This was the sixth consecutive year that CBRE was named to the list.

CBRE is committed to fulfilling its role as a responsible corporate citizen by supporting and adding value to the communities in which our employees live and work, and we continue, as a firm, to build on that passion for assisting those in need throughout the world. CBRE Cares, the company's corporate giving and volunteerism organization, helps facilitate this effort by serving as an overarching platform to further a variety of charitable endeavors, both large and small in scope. CBRE Cares strives to leverage the passion and talents of our employees around the world to create real benefit for individuals in need through local community outreach and support, disaster-response initiatives, and locally driven, regionally sanctioned programs.

Since the CBRE Foundation assumed the governance and execution of CBRE Cares seven years ago, the company's charitable initiatives have transformed from scattered, grassroots efforts to a cohesive program aligned with our business and values. While each of our company's regions—Americas; Europe, Middle East and Africa; and Asia Pacific—operate independently, establishing their own programs and initiatives, one element remains unchanged: the charitable spirit and enthusiasm for service of our employees—who set a new record for giving in 2013. In addition to in-kind donations, CBRE and our employees globally donated a total of \$8 million in 2013, 19.4% more than the year before.

Disaster relief is a long-held tenet of CBRE's charitable agenda. To further our support of victims of natural disasters around the world, CBRE formed the CBRE Disaster Relief Foundation in late 2012. The CBRE Disaster Relief Foundation, acting in tandem with the CBRE Foundation and CBRE Cares, matches employee contributions and distributes the funds through a network of pre-approved organizations that focus on disaster relief and rebuilding communities in need. In addition, the CBRE Disaster Relief Foundation enables employees around the world to aid fellow colleagues who have suffered a catastrophic loss as a result of a natural disaster by providing financial assistance via a grant process.

In 2013, the CBRE Disaster Relief Foundation responded to two catastrophic events on opposite sides of the globe—the massive tornado that struck Moore, Oklahoma in May and Typhoon Haiyan, which hit the Philippine islands and parts of Southeast Asia in late November. In the immediate aftermath of these storms, CBRE's executive leadership team launched internal fundraising campaigns, encouraging employees to give what they could via the Foundation's website or directly to pre-identified charities. With a matching grant from the CBRE Disaster Relief Foundation, U.S. employees contributed a total of \$34,785 to Moore, Oklahoma. The response to Typhoon Haiyan was the company's first global campaign through the newly formed CBRE Disaster Relief Foundation and, with a matching grant, raised an astonishing \$149,138 in 48 days. Disaster relief funds were distributed to the Red

19.4%

2013 INCREASE IN EMPLOYEE GIVING

Cross, as well as Rebuilding Together in Moore, Oklahoma, and to UNICEF in response to Typhoon Haiyan. A portion of the proceeds of the Moore, Oklahoma, campaign were also distributed as emergency funds, through a grant process, to employees who suffered devastating losses as a result of the storm. Correspondingly, emergency funds were available to CBRE employees in the areas impacted by Typhoon Haiyan, though no CBRE employees were directly affected by the storm.

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After a disaster of this magnitude, the first month of relief efforts is primarily focused on search and rescue, distributing food and medical supplies, providing temporary shelter, and addressing other immediate needs. Where CBRE can really help is in the long-term recovery and rebuilding of the impacted areas. I am continually impressed by the generosity of our company and our employees during times like these when we can come together to lend a helping hand to people in need.

# **MIKE LAFITTE**

CBRE Chief Operating Officer, in response to Typhoon Haiyan

"

CBRE prides itself on having "feet on the ground" in all major markets around the globe, and our corporate philanthropy efforts focus on measures that embrace that quality and allow our employees to show—and build on—their compassion for others. At CBRE, we recognize that supporting the charitable endeavors of our employees not only benefits the communities in which they live and work, but it also benefits our employees, increasing morale, aiding in talent retention, contributing to overall job satisfaction and, most importantly, fostering a healthy work-life balance.

# **AMERICAS**



# **ALL TOGETHER NOW!**

# South Florida Employees Help Many Through One, Big Fundraising Bash

It was truly a team effort at CBRE's South Florida offices, bringing together more than 100 employees, guests, clients and vendors at CBRE's Charity Bash at the SpareZ Bowling center. In addition to fun and games, money was raised through client- and employee-sponsored bowling lanes, a silent auction and the sale of raffle tickets. In total, nearly \$53,000 was raised for local charities. This year, children were the focus of the employees' fundraising efforts.

"There is strength in numbers. I feel that collectively, we can do more together than by submitting individual donations."

 Harry Tangalakis, a broker in CBRE's Fort Lauderdale, Florida, office

Across the U.S., more CBRE offices are hosting major charity events and raising thousands of dollars to make a significant impact in their communities and support the causes their employees are passionate about.

# **UNITED STATES**

In the U.S., CBRE Cares' Matching Funds program continued to empower local offices to make charitable-giving decisions by returning 75% of all funds raised by our employees to the local offices and client account teams to be allocated to the causes they feel most strongly about (See "All Together Now! South Florida Employees Help Many Through One, Big Fundraising Bash" and "CBRE Takes a Big Step in the Silicon Valley Kidney Walk"). Our professionals made the most of the Matching Funds program, and in 2013 donated to more than 575 different groups (see "Selection of Organizations Supported by CBRE and Our U.S. Employees in 2013").

In 2013, CBRE's U.S. corporate and employee donations grew by 7.4% to \$5.8 million, to which the CBRE Foundation added \$317,800 through its Matching Funds program. Not included in this total are in-kind donations, such as the 16,900 pairs of shoes CBRE employees donated via our annual, nationwide collection effort (see "CBRE Partners with Soles4Souls® to Provide Shoes to 16,900 People Around the Globe") and 768 individual birthday cakes, delivered through our cherished Birthday Cakes & More for Homeless Children program see "CBRE Helps Homeless Children Celebrate a Happier Birthday"). CBRE also continued to offer employees two days paid time off during the year for their participation in certain volunteer opportunities.

Established in 2010 in partnership with national housing nonprofits Rebuilding Together and HomeAid, CBRE's Shelter Program has emerged as the flagship program for CBRE Cares in the U.S. The program is designed to help improve housing options for individuals in need, and allows our professionals to build on their leadership skills to deliver measurable results in their communities. Since its inception, more than 4,550 CBRE employees have donated nearly 32,400 hours of service through the program, participating in 98 house rebuilding projects across the U.S. and in Mexico.

# CBRE TAKES A BIG STEP IN THE SILICON VALLEY KIDNEY WALK

The Silicon Valley Kidney Walk has been part of the San Jose, California, community for seven years. Yet the annual event might not have gotten off the ground without help from CBRE. When organizers were seeking a place to stage the community walk, it was CBRE that secured its prime downtown location at CityView Plaza. And throughout the years, CBRE's involvement has grown into a passion project for our San Jose employees, many not only participating in the walk, but also serving on its hardworking volunteer committees. CBRE also supports this event each year through our generous corporate sponsorship and enlists the participation of vendors and clients. The Kidney Walk is the nation's largest walk to fight kidney disease. Held in more than 100 communities, the event raises awareness and funds lifesaving programs that educate and support kidney patients, their families, and those at risk. To date, the Silicon Valley Kidney Walk has grown to more than 1,000 participants and raised in excess of \$1 million.



# CBRE CARES 2013 BUILDMONTH SLIDESHOW

CBRE employees trade their desk jobs for a day to rebuild housing in their communities.

# CBRE HELPS HOMELESS CHILDREN CELEBRATE A HAPPIER BIRTHDAY

U.S. employees continued to support CBRE's signature Birthday Cakes & More for Homeless Children Program, a grassroots initiative in which volunteers hand deliver personalized cakes to homeless children to help them celebrate their birthdays. In 2013, 768 cakes were delivered to children nationwide. Since its inception in 2001, the program has delivered 7,493 birthday cakes to 81 shelters, and today we have 32 CBRE offices supporting 48 shelters in 31 cities. The program also offers supplemental support through school-supply donations, holiday parties, clothing drives and more.

"Many of us take for granted the cake we enjoy on our birthday. Yet to the mothers and children living in crisis and in shelters, a simple birthday cake means so much more. It means hope and happiness at what may be a scary or unsettling time in their life."

 Katherine Haug, Communications & Media Manager and Birthday Cakes & More for Homeless Children volunteer, CBRE's Phoenix, Arizona, office In 2013, the Shelter Program continued its strong growth. On its own, the fourth-annual BuildMonth saw more than 500 CBRE employees in 20 offices trade their desk jobs for a day, becoming painters, plumbers, carpenters and all-around handymen and -women to rebuild housing in their communities. In total, 30 facilities—private residences, neighborhoods, shelters and community centers—received critical upgrades as a result of CBRE's Shelter Program BuildMonth. This was nearly twice as many facilities as the year before (see "CBRE Cares 2013 BuildMonth Slideshow").

In addition, CBRE continued to incorporate large-scale Shelter Program projects into the programming for national conferences and corporate initiatives, bridging geographies and business lines—and offering opportunities for networking in the process. These projects included:

# Rebuilding Together's Kickoff to Rebuild

For the third year in a row, CBRE sponsored and participated in the NFL-sanctioned event, which was held in the Super Bowl host city in the week preceding the big game. As part of the event, CBRE employees worked alongside hundreds of other volunteers to perform renovations on 10 homes owned by low-income families in New Orleans' Algiers neighborhood.





# CBRE PARTNERS WITH SOLES4SOULS® TO PROVIDE SHOES TO 16,900 PEOPLE AROUND THE GLOBE

CBRE's third-annual National Shoe Collection Drive—supporting the international charity Soles4Souls—collected

more than 11,270 pairs of shoes for people in need. In addition, CBRE Cares donated \$5,636, the equivalent of an additional 5,636 pair of shoes. As a result, the drive enabled Soles4Souls to provide shoes to more than 16,900 adults and children worldwide. The annual CBRE campaign is one of Soles4Souls most successful internal company-wide shoe drives, and has provided more than 50,900 shoes to people in need during the past three years.

"We are pleased to partner with Soles4Souls year after year in this important initiative. Our employees raised the bar and set an ambitious collection goal in 2013—exceeding it by more than 12%. Their effort is truly a testament to the charitable giving of CBRE employees across the country."

 Chad Phillips, Office Operations, Manager and National Shoe Collection Drive Chairman, CBRE's Indianapolis, Indiana, office

# CBRE Women's Networking Forum

More than 220 employees participating in the annual conference in Chicago, Illinois, spent a day at the Mt. Calvary Youth Center and Food Pantry in Chicago's Englewood community and provided much needed upgrades, including painting, installing new flooring and assembling playground equipment and planter boxes for a vegetable garden.



# **CBRE Americas Summit**

Prior to the company's largest event, held in Las Vegas, Nevada, CBRE employees performed important upgrades to the Shade Tree, a safe shelter for homeless and abused women and children in Southern Nevada. Many of these repairs were necessary to ensure the longevity of the facility and safety of its residents (see "2013 Americas Summit BuildDay Video").

CBRE also continued to make good on its promise to focus on rebuilding projects in areas of the northeastern U.S. affected by Superstorm Sandy, including:

A precursor to CBRE's Americas Summit, a one day, hands-on community project was held at The Shade Tree, a transitional residential facility in Las Vegas, Nevada, providing safe shelter to homeless and abused women and their children.

2013 AMERICAS SUMMIT

**BUILDDAY VIDEO** 

# National Rebuilding Day

Thirty-four employees in CBRE's Washington, D.C., office joined hundreds of Rebuilding Together volunteers on National Rebuilding Day to revitalize area neighborhoods. The CBRE volunteers spent the day making home repairs and installing new landscaping for a disabled homeowner whose residence was severely damaged by the late-2012 storm.



# Brooklyn BuildDay

Approximately 30 professionals from CBRE's New York Tri-State Women's Network participated in a BuildDay in Brooklyn, New York, benefitting victims of Superstorm Sandy. The large-scale project was organized by Rebuilding Together and



involved hundreds of volunteers, who made much-needed repairs to a dozen homes in the Gerritsen Beach neighborhood and helped rebuild local community areas affected by the storm. In addition, the Tri-State Women's Network raised more than \$37,000 to fund the project.

# Rebuilding Together's Pre-Kickoff to Rebuild

CBRE employees in the New Jersey area took part in a pre-Kickoff to Rebuild event, which was held in the fall, in advance of Super Bowl 2014. The CBRE employees joined more than 200 volunteers to provide critical home repairs for 12 low-income homeowners, revitalize two community

centers and install a new playground in a Moonachie, New Jersey, neighborhood devastated by Superstorm Sandy.

Lastly, in late 2013, we completed significant changes to the CBRE Cares website, which is located on the Navigator, the company's intranet site. In addition to engaging, new imagery, the site has robust content and a centralized resource menu, making it easier for employees to find contact information and material about CBRE Cares programs, and submit donations. A new feature of the website is an online form that allows employees to submit the number of volunteer hours they contribute while working on projects with CBRE Cares or as individuals working with charities in their own communities. This information will provide CBRE with a better understanding of our employees' passions and where they allocate their volunteer time, allowing us, as a company, to strategically deploy resources to the philanthropic projects and organizations our employees value most. Additionally, a weekly column that highlights charitable initiatives by offices across the

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Visiting the JLD Foundation was an extraordinary experience. It gave us a greater appreciation of how people with Down syndrome can live better lives through art. Delivering their paintings to our clients not only educates them about the Mexican School of Down Art, but it creates a chain of social awareness too.

# MARIA ELENA BRAVO

Finance Director, Latin America



U.S. is featured on the CBRE Cares website, as well as the homepage of the Navigator and in CBRE Today, a weekly email distributed to all U.S. personnel. These three communication channels continue to raise the level of awareness of CBRE's philanthropic activities among U.S. employees.

# **CANADA**

The generosity of CBRE's employees and private donors was on full display in Canada in 2013, with total contributions topping \$209,488 (CA\$223,000). A variety of creative fundraising efforts were held in support of organizations such as the Canadian Red Cross, Juvenile Diabetes Research Foundation, Parkinson Society Canada, Huntington Society of Canada and several research hospitals. Our giving strategy throughout Canada involved supporting the causes and initiatives most important to—and spearheaded by—employees and our clients.

# **LATIN AMERICA**

CBRE's social responsibility program in Latin America is led by our offices in Mexico, which support the John Langdon Down (JLD) Foundation's Mexican School of Down Art and its programs that foster creativity among people with Down syndrome. CBRE provided approximately \$14,000 (MX\$182,873) to the school in 2013



for student artwork, which supports the care and education students receive. The art was then given to clients—creating greater awareness about the school and its programs. In addition, CBRE employees visited the facilities of the JLD Foundation's program to gain a greater understanding of the cause.

Employees from CBRE's Mexico offices also developed a donation campaign to support Casa de la Amistad, a children's cancer association. CBRE employees collected 538 food and cleaning products and 143 toys. A group of employees visited Casa de la Amistad's facilities as part of the campaign.

# **JUVENILE DIABETES RESEARCH FOUNDATION RIDE 2013**

Every fall, CBRE employees in offices across Canada raise money with the help of clients, family and friends to support juvenile diabetes research. The event itself is a stationary bike ride competition which pits commercial real estate companies against each other, giving participants additional incentive to ride fast and raise funds for a great cause. In 2013, more than US\$28,182 (CA\$30,000) was raised by CBRE employees, including a corporate donation and exceeding the 2013 campaign goal. A record number of CBRE teams participated, allowing our Canadian employees to reach a new high-water mark for fundraising in this event.

# **EMEA**



# **CBRE & UNICEF THANK YOU VIDEO**

Through our three-year partnership with UNICEF, CBRE has given thousands of children in the EMEA region a chance to survive and thrive.

"As the bitter conflict in Syria continues, conditions there are worsening for children on the ground. Thanks to the generous support of CBRE, Médecins Sans Frontières can continue to ensure the safe delivery of babies for pregnant women, provide urgent medical care to children and prevent sickness through vaccinations. We would like to thank CBRE for supporting our lifesaving work; our capacity to respond effectively is dramatically increased by such generous donations."

Christopher Stokes,
 General Director,
 Médecins Sans Frontières

CBRE's "Building a Better Future for Children" program across Europe, Middle East and Africa (EMEA) was brought about to harness the significant energy and commitment of 27 countries across the business, under a shared cause to help inspire far greater action. The program incorporates local country and regional community engagement and support, and has contributed more than US\$1.3 million (€1 million) to charity since established in 2011.

One of our flagship programs in EMEA has been a three-year partnership with UNICEF to build cyclone-proof schools in Madagascar, helping to save the lives of some of the world's most vulnerable children. This partnership concluded in December 2013 with CBRE EMEA successfully exceeding fundraising targets and achieving more than US\$911,464 (€660,000), including company and employee donations, across the three-year program. This was US\$172,625 (€125,000) more than our fundraising target with UNICEF. The money is being used to fund at least 16 cyclone-proof schools that will give hundreds of Malagasy children a better chance of survival. CBRE funds will continue to be used by UNICEF until 2015, representing a five-year investment in protecting children's rights in Madagascar (see "CBRE & UNICEF: Thank You Video").

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UNICEF is incredibly proud of our work with CBRE – a company that has the foresight to invest in cyclone-proof schools making the difference to children now and for generations to come.

# **DAVID BULL**

Executive Director, UNICEF U.K.

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During 2013, our program was supplemented with support for humanitarian and environmental crisis, which included fundraising in excess of US\$172,625 (€125,000) to support children devastated by the Syrian crisis, and to help the victims of the Typhoon Haiyan disaster in the Philippines. CBRE funds were spent on protecting children's rights with donations to UNICEF and Médicins Sans Frontières (Doctors Without Borders).



Winner Best community engagement

CBRE in EMEA was recognized at the Managing Partners' Forum Management Excellence Awards, in the Best Community Engagement category. The honor follows the conclusion of the EMEA-wide three-year partnership with UNICEF, which raised significant funds exceediing CBRE's targeted goal and engaged colleagues across the region. Click here to read the story.

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The floods in Prague have brought much devastation to local communities. They have also seen people come together and contribute time, effort and resources to help with the recovery, and community spirit at its best. I am proud of the contribution made by CBRE's teams from Prague and we wish the Prague Zoo every success with its continued good work.

# **RICHARD CURRAN**

Managing Director, CBRE Czech Republic Our crisis support efforts included our annual synchronized fundraising campaign—C-Blue Day—which in 2013 saw more than 80 EMEA offices turn blue for the day in aid of UNICEF's Philippines crisis appeal. More than US\$66,288 (€48,000) was raised across EMEA, which was included in the total donations committed by CBRE's Global Disaster Relief Foundation.



In addition to our regional partnerships, our local offices in EMEA supported hundreds of local charitable initiatives during the year. CBRE's annual EMEA charity bike ride, held in May 2013, raised more than US\$83,000 for UNICEF and three

other charity partners. A team of 90 CBRE employees, colleagues, clients, family members and friends participated in the grueling 190-kilometer-a-day ride, which started in Munich, Germany, and ended in Trieste, Italy.



In the U.K., CBRE donations for 2013 totaled £350,000. This figure encompasses employee and corporate donations, which also includes funds from the CBRE U.K. Charitable Trust. The Trust is an independently registered charity that supports CBRE's U.K.

employee fundraising activities. During 2013, CBRE employees in the U.K. supported 120 national and international charitable organizations through both individual efforts and office-wide fundraising activities. This included a company-wide initiative which raised more than £80,000 through employee fundraising activities supporting 30 separate charities in October 2013 alone.



Sixty CBRE colleagues from Prague took part in an effort to clean up the Prague Zoo following the devastating floods during the summer of 2013. CBRE colleagues volunteered all day at the zoo and the company donated approximately US\$5,524 (€4,000) to support

relief efforts. The zoo is a popular tourist destination, so in addition to the animal welfare concerns from the floods, the local economy was also suffering from the closure.

# **ASIA PACIFIC**

Across APAC, CBRE and our employees gave generously to a broad range of charitable causes in 2013. Through a host of philanthropic endeavors, more than US\$416,000 was donated to charitable organizations throughout the region.

# **ASIA**

As planned, CBRE formally adopted the CBRE Cares brand in Asia in 2013, enabling the company to support communities and charitable causes in the region under one unified umbrella. In addition, and true to our goal, Asia successfully launched the signature Walk For A Wish program, which originated in our Pacific offices (see "Asia Takes Big Step for Walk For A Wish"). This was a significant initiative that garnered tremendous support from employees, leadership and clients in key markets.

Our professionals throughout Asia made philanthropic engagement a priority, serving a wide range of local organizations and actively engaging with the community to promote CBRE's commitment to service. Specific activities throughout the region included:

# China

In 2013, our offices in China concluded the seventh year of their Save a Child's Life campaign in conjunction with Operation Blessing China. Through this program, CBRE has funded heart surgeries for more than 70 children from impoverished families in six Chinese provinces through donations of approximately US\$225,800. CBRE also made a US\$28,000 (CN¥170,000) donation to the victims of the Sichuan Ya'an earthquake. Besides the monetary support, which was used to buy fertilizer for the disaster-stricken area, CBRE staff from Western China volunteered to help affected families in person.

# Hong Kong

CBRE Hong Kong's Charity & Sponsorship Committee, established in 2010, continued to fuel support for a number of charitable ventures, with a focus on four designated charities: Enlighten Action for Epilepsy, The Salvation Army, Operation Santa Claus and Po Leung Kuk Children's Learning and Development Center. The committee's philosophy is to support organizations that value active involvement over pure financial contribution, and in doing so, driving participation from employees in the Hong Kong office. In addition to these four key charities, the Hong Kong office helped with fundraising at 10 charities and events throughout the year, including Rat Race and Moontrekker, raising a total of US\$167,600 (HK\$1.3 million).

#### India

CBRE contributed more than US\$4,000 (Rs.250,000) to Save the Children Fund for its work in the region of Uttarakhand, which was ravaged by flash floods.



For the eighth consecutive year, the Hong Kong Council of Social Service has awarded CBRE the Caring Company logo in recognition of community involvement and commitment to being a responsible corporate citizen.

#### Japan

In its third year, CBRE's Special Paid Volunteer program continued to encourage employee participation in community service during the work week. Japan introduced a new program with the Financial Industry in Tokyo (FIT) For Charity organization, involving nearly 60 CBRE employees, family and friends taking part in runs of various distances. Eight charities benefited from the record-breaking US\$676,000 (JP¥71 million) raised in the FIT event, with CBRE providing US\$8,000 in support of the cause. Our Japanese office also raised US\$2,000 for cancer treatment and research in the Run for the Cure/Walk for Life and US\$3,500 for the Pink Ball.

#### **Singapore**

CBRE's Singapore office donated US\$26,000 (SG\$33,000) to charitable causes in 2013. Among the groups receiving donations were Ren Ci, the Down Syndrome Association (Singapore) and the Asian Women's Welfare Association. Employees also participated in SGX's The Bull Charge charity run.

#### **Thailand**

To commemorate their 25th anniversary, our affiliate office hosted several charitable events, including a week-long, hands-on project to support the construction of a water system for a community in Northern Thailand, alongside total donations of US\$2,200 (THB72,000).

#### Vietnam

Our offices throughout the country worked with a number of charities, including Operation Smile, Red River Runners and BBGV.

In addition to CBRE's fundraising efforts across Asia, Rob Blain—CEO & Chairman, CBRE Asia Pacific, and a perennial champion of good works—helped raise US\$260,000 in 2013 through auctions that benefited Operation Smile Vietnam, the Po Leung Kuk Children's Learning and Development Center in Hong Kong, and Enlighten Action for Epilepsy. CBRE continued to promote employees' good works and engender enthusiasm through CBRE Today, the region's monthly internal newsletter, and CBRE Hong Kong's CBRE Cares newsletter.



Four Asia offices took part in Walk For A Wish in November 2013—marking the first time that employees in the region participated in the signature program, which originated in CBRE's Australia offices. More than 500 staff across Hong Kong, Singapore, Shenzhen and Tokyo walked, many up to 10 km., and raised more than US\$80,000.

Shenzhen's chosen charity was Operation Blessing, helping to buy books for impoverished children in China, while in Hong Kong, staff walked for Enlighten, which raises epilepsy awareness. The Singapore staff walked for Assisi Hospice, which helps more than 1,000 patients each year receive care for life-limiting illnesses. The Tokyo staff walked for Make-A-Wish, which grants wishes to children with life-threatening conditions.

In the weeks preceding Walk For A Wish, CBRE produced a broad social media campaign via the new @cbreasia Twitter account. Almost 20 tweets were issued on Walk For A Wish, with the social media buzz helping to raise awareness of the offices' chosen charity causes and driving traffic to their donation sites.





# WALK ON! PACIFIC'S WALK FOR A WISH MARKS FOURTH YEAR

Close to 1,000 CBRE and Mirvac employees across Australia and New Zealand braved sun, rain, wind and thunder for CBRE's fourth annual charity event, Walk For A Wish. Through this event, which is a series of 10-km. walks held concurrently throughout Australia and New Zealand's major cities, CBRE raised nearly US\$160,557 (AU\$180,000) for the Starlight Children's Foundation and Make-A-Wish New Zealand.

New research by PricewaterhouseCoopers for Starlight shows that for every dollar raised for Starlight's in-hospital programs, more than US\$3.50 (AU\$4) in value is returned to the community. This would effectively increase CBRE's contribution to US\$642,226 (AU\$720,000), and provide Starlight with more funding to support seriously ill children and young people, their families, and the communities in which they live.

"It is really important that industry-leading companies such as CBRE support these initiatives. Not only does it build a great sense of community within the CBRE team but also means that the size of the company can make a real difference within the community. Walk For A Wish is an event I am happy to support year after year."

- James King, Senior Property Manager

#### **AUSTRALIA AND NEW ZEALAND**

In the Pacific region, which includes CBRE offices in Australia and New Zealand, employees contributed US\$328,519 (AU\$368,303) to charities in 2013. This unprecedented amount of charitable giving topped last year's total and included a donation of US\$160,557 (AU\$180,000) to the Starlight Children's Foundation in Australia and Make-A-Wish New Zealand. CBRE also sponsored the Corporate Rugby Sevens tournament in Sydney, and in addition to fielding a strong team and winning the tournament, donated US\$26,759 (AU\$30,000) to the Spinal Cord Injury Network.



In 2013, CBRE's Pacific offices nearly doubled the size of their Helping Hands volunteer program, with more than 200 employees across Australia taking part in a variety of hands-on, community projects. The company's long-standing policy of providing each staff member the opportunity to take two days of paid

leave each year to volunteer with a charity or non-profit organization has contributed to Helping Hands' success and significantly increased participation in the program during the past two years. Organizations involved in the 2013 program included Shine for Kids, the Cancer Council, Australian Animal Protection Society, St. Mary's House of Welcome, Foodbank NSW, Guide Dogs Queensland, The Salvation Army, Bushlink, Property Industry Foundation and the Sydney Dogs and Cats Home.

CBRE continued to expand its signature charity event—Walk For A Wish—with close to 1,000 CBRE and Mirvac employees taking part in the 2013 program. The success of this Australian-based initiative saw it extended to various countries across Asia in 2013, and in 2014, Walk For A Wish will be hosted by all CBRE's Asia offices. While fundraising fell just short of the US\$178,396 (AU\$200,000) target set for 2013, Walk For A Wish garnered widespread support across Australia and New Zealand, which helped raise invaluable awareness about two important charities, the Starlight Children's Foundation and Make-A-Wish (see "Walk On! Pacific's Walk for a Wish Marks Fourth Year").

# WHAT LIES AHEAD

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It's our employees who really drive CBRE Cares and our company's philanthropic efforts worldwide—through their monetary donations as well as their gifts of time and talent. They are passionate about making a difference not only in their local communities, but also in communities around the world. It's not about us [CBRE], it's about our neighbors and people we may never know in a far off location on the other side of the globe. Wherever they are, if they need our help, CBRE Cares endeavors to be there. CBRE Cares brings people together in a spirit of friendship and community that cannot be measured.

#### **KATHLEEN THOMPSON**

Director, CBRE Cares

While much was accomplished with our Disaster Relief program in 2013, including developing a global response strategy that proved successful in providing relief to victims of Typhoon Haiyan, a global network of local and regional committees is still needed to unite our disaster relief efforts around the world. In 2014, through the Foundation, we will put people in place around the globe and establish regional and local disaster relief committees that will vet local charitable partners in advance of a disaster, so that we are prepared to act rapidly in the event of another natural disaster. In addition, in the event a disaster strikes their area, these committees will focus on identifying the most important needs and direct our relief funds to those areas.

#### **AMERICAS**

In the U.S., CBRE will continue the expansion of our Shelter Program, working alongside Rebuilding Together, HomeAid, Habitat for Humanity and other non-profits, to add more local rebuilding projects and corporate-conference builds to our annual schedule. Our goal is a 20% increase, which equates to 36 projects in 2014. In addition, CBRE will continue to pursue its 2011 goal, and increase office participation in BuildMonth events by 10% annually. Notably, CBRE increased office participation in 2013 by 15%.

While we did not expand the Birthday Cakes and More for Homeless Children Program in 2013, it will remain a high priority for 2014. To ensure its growth, a national Birthday Cakes and More committee chairman will be appointed to take the lead in recruiting new office participation and launch a nationwide campaign to help local CBRE offices set up and implement the program in their communities. With this key CBRE Cares team member in place, our goal is to expand the Birthday Cakes and More Program by 15% in 2014.

Planning will begin in 2014 for a U.S.-based Walk For Shelter. Similar to CBRE's Walk For A Wish in APAC, the U.S. Walk For Shelter will be held on the same day in cities across the country. The money raised by our offices from the event will be matched by the Foundation to support Shelter Program BuildMonth projects. A detailed plan outlining the program's goals and objectives will be developed and presented to the Foundation Board for approval in 2014 and, if approved, a national Walk For Shelter committee chairman will be appointed. The first walk is planned for 2015.

In Latin America, our offices in Mexico will continue to build on their existing relationship with the John Langdon Down Foundation by promoting its cause through the purchase of art, as well as through participation in different projects to increase support of the organization. Opportunities to visit the school will be available for those CBRE employees interested in becoming involved in the project and determining other ways that CBRE can contribute to the Mexican School of Down Art.

#### **EMEA**

In January 2014, following a selection process, CBRE's EMEA region entered into a new three-year partnership with Plan International, a leading international children's charity. Plan International helped 78 million children in 50 of the world's poorest countries last year alone. CBRE will work with Plan International as the corporate partner on a high profile US\$10.2 million (€7.4 million) project to provide education to poverty stricken children in Sierra Leone, with a focus on girls. Educating girls is of particular significance because it protects them from violence, forced marriage and early childbirth, and helps break the cycle of poverty.

Globally, this is our biggest and most ambitious CBRE charity program yet—our EMEA business has committed to contribute US\$1.1 million (€830,000) during the next three years (2014-16). Our project with Plan International is a truly unique opportunity for CBRE to affect real change in the EMEA region. Of significance, the project is supported by U.K. Government aid funds so that for every donation raised for this project in Sierra Leone, the U.K. Government will multiply it by nine, helping CBRE's funds go nine times further (see "CBRE and Plan: A Different Story").



#### **CBRE AND PLAN: A DIFFERENT STORY**

CBRE supports Plan International to help girls in Sierra Leone build a brighter future through education, and escape the cycle of violence and poverty.

#### **ASIA PACIFIC**

In Asia, CBRE will continue to create opportunities for our employees to serve their communities and to raise awareness for causes they feel strongly about. In addition to fundraising for our select charities, CBRE will involve these charities in our philanthropic campaigns to increase the impact of their message among our employees and the community. CBRE will also encourage countries in the region to formalize a CBRE Cares Charity Committee in

their area that will take on additional responsibility for driving our philanthropic efforts.

Following the success of the 2013 program, CBRE will expand Walk For A Wish to more offices across Asia, increasing the number of charitable organizations benefitting from the program, as local countries each select their own charities.

At a local country level, CBRE employees in Japan will continue to support Walk For A Wish, the Special Paid Volunteer Program and the Run for the Cure Foundation. In addition, the Japan office plans to increase involvement in the FIT program, with more employees participating in a greater number of events. CBRE's Singapore office will continue to support Walk For A Wish and other charities, where opportunity arises. In China, CBRE will continue to sponsor the Save a Child's Life program. Our Vietnam office will support the Newborns Vietnam initiative for the first time in 2014, via its Cycle a Difference fundraiser.

In the Pacific region, Walk For A Wish has raised nearly US\$615,467 (AU\$690,000) for children's charities in Australia and New Zealand in the past four years. The ongoing success of this initiative will have an ambitious fundraising target of US\$222,995 (AU\$250,000) in 2014, aided in part by an expanded platform covering all countries in Asia. Yet to further build on the Pacific region's philanthropic endeavors, Walk For A Wish will also undertake a new format in 2014, where employees can raise money for a range of charities through a to-be-established CBRE Foundation.

Additionally, CBRE will continue to expand our Helping Hands initiative in 2014 by involving more staff from across Australia and New Zealand in the program. Helping Hands has doubled in size, growing from approximately 100 participants in 2012 to more than 200 in 2013. Our goal is to exceed that figure in 2014.

#### **SUMMARY**

At CBRE, our core values of Respect, Integrity, Service and Excellence are the guiding principles in all that we do. And we approach our commitment to philanthropy with the same enthusiasm and creativity as we approach our business, every day. Our professionals are dedicated to bettering the communities where they live and work, and we will continue, as a firm, to build on that compassion for the good of those in need—all over the world—for years to come.

# SELECTION OF ORGANIZATIONS SUPPORTED BY CBRE AND OUR U.S. EMPLOYEES IN 2013

3rd Precinct Fellowship

A Child's Place of Charlotte, Inc.

Abilis, Inc.

Academy of Holy Angels

ACSI Children's Tuition Fund-SO

Ada S. McKinley Community Services, Inc.

Adirondack Health Foundation

Adopt a Highway Maintenance

Agahozo-Shalom Youth Village

Agros International

AHRC NYC Foundation

AIA New York Chapter

AIDS Foundation of Chicago

AIDS Project Los Angeles

AJ Linville Foundation

All Service Academies Ball

All Stars Project, Inc.

Alpha Chi Rho Educational Foundation Inc.

Alzheimer's Association

American Brain Tumor Association

American Campus Charities Foundation

American Cancer Society

American Diabetes Association

American Friends of Rabin Medical Center

American Heart Association

American Irish Historical Society

American Jewish University

American Psychological Foundation

American Red Cross

America's VetDogs - The Veteran's K-9 Corps

Amethyst, Inc.

Andrew Glover Youth Program

Angela Hospice Home Care, Inc.

Ann & Robert H. Lurie Children's Hospital of Chicago Foundation

Anne Frank House, Inc.

Anti-Defamation League

Appleseed

Archdiocese of New York

Arete Youth Foundation

Art Omi, Inc.

Assistance League of Southern California

Association for a Better Long Island

Association of Legal Administrators

Association of Real Estate Women (AREW)

Athletes for a Better World, Inc.

Atlanta History Center

Atlantic Theater Company

Audubon

Austin Habitat for Humanity

Avenue of the Americas Association

Avon Foundation for Women

Avon Walk for Breast Cancer

Back on My Feet

Baltimore Leadership School for Young Women

Bedford Stuyvesant Restoration Corp.

Bellevue College Foundation

Benjamin H. Wilson Senior Community Center

Best Buddies International, Inc.

Big Brothers Big Sisters of Metro

Big Brothers Big Sisters of Tucson Big Sticks Foundation Inc.

Bishop England High School

Bishop O'Dowd High School Blue Hill Troup, LTD.

Borough of Manhattan Community College

Boy Scouts of America Greater New York Councils

Boys & Girls Clubs of America

Boys & Girls Clubs of Greater Washington

Boys' & Girls' Towns of Italy

Boys Hope Girls Hope of Detroit

**Bright Pink** 

Brooklyn Children's Museum

Brother Bill's Helping Hand

Brunswick School

**Bucket List Foundation** 

**Buckhead Christian Ministry** 

California State University,

Calvary Christian School

Camp Blue Skies Foundation

Camp John Marc

Camp Mary Orton

CanCareChildren's Bureau

Cancer Services

Candlelighters for Childhood

Cancer

Canonsburg General Hospital

Cape Eleuthera Foundation

Capital Charities Inc.

Capuchin Soup Kitchen

Caribbean Cultural Center African Diaspora Institute (CCCADI)

CaringBridge

Carleton College

Carnegie Mellon University

Catholic Charities of the Archdiocese of New York

Catholic Charities of the

Archdiocese of Saint Paul and Minneapolis Catholic Eldercare Community Foundation Inc.

Catholic Youth Organization (CYO)

Center for Disability Services

Center for Security Policy

Central Atlanta Progress, Inc.

Central Philadelphia Development Corporation

Cerebral Palsy of Westchester,

Charcot-Marie-Tooth Association

Charlie's Champions Foundation

Charlotte Chamber of Commerce

Charlotte Regional Partnership

Chicago Children's Museum

Children at Heart

Children at the Crossroads Foundation

Children First Fund: The Chicago

Public Schools Foundation
Children's Hospital Foundation

Children's Miracle Network

China Institute

Christ the King Preparatory

School

Christopher House

Citizens Budget Commission

Citizens for Responsibility and Ethics in Washington (CREW)

Citrus Valley Health Foundation

City Harvest

Clark County School District

Cleveland State University

Foundation

Colin's Kids, Inc.

College is Real, Inc.

College of the Holy Cross

Colony South Brooklyn Houses

Colorado Concern

Colorado Open Golf Foundation

Columbus Board of Realtors Foundation Fund

Common Ground Community

Community Access, Inc.

Community of the Cross Lutheran Church

Community Volunteers in Medicine

Compasio

Connecting & Bonding, Inc.

Constitutional Rights Foundation

Convent of the Sacred Heart

Cool Girls, Inc.

CoreNet Global, Inc.

Cornell Hotel Society

Council on Domestic Violence

Courage Center

Courage Kenny Foundation

Covenant Preparatory School

Creative Arts Workshops for Kids

Cristo Rey Jesuit High School/

Chicago

Cristo Rey Philadelphia High School

Crohn's & Colitis Foundation of America (CCFA)

Crossroads of Michigan

Crossroads School

Cuyahoga Community College

Cystic Fibrosis Institute

Cystinosis Research Foundation

Dallas Citizens Council

Damon Runyon Cancer Research Foundation

Dana-Farber Cancer Institute

Dana-Farber Marathon

Challenge

Daytop New Jersey

Democracy Prep Charter Schools

Detroit RiverFront Conservancy

Diabetes Research Institute

Discovery Place Inc.

Downtown Jimmie Hale Mission, Inc.

Downtown Madison, Inc.

Dysautonomia Foundation

Eagle Brook Church-White Bear Lake

Easter Seals Michigan EcoHealth Alliance

Edward J. III Excellence in Medi-

cine Foundation

Encino Little League

Endure to Cure Pediatric Cancer Foundation

Epilepsy Foundation of Georgia

Epilepsy Foundation of

Epiphany Community Health Outreach Services (ECHOS)

Eva's Village

EvergreenHealth

Executive Service Corps of Chicago

Expesite, LLC

Extera Public Schools

Fair Haven Foundation, Inc.

Families First Parenting Programs, Inc.

Families First, Inc.

Family and Child Treatment

Family Services of Westchester

Farmingdale College Foundation

Fashion Delivers Charitable

Foundation, Inc.

Federal Drug Agents Foundation Feeding the Homeless Project,

Inc.

Fellowship Housing

Fellowship of Christian Athletes

First Church in Marlborough

First Love Ministries

First Presbyterian Church of San

Pedro

Food Bank for New York City

Food for the Poor

Foreign Policy Association, Inc.

Forgotten Harvest

Forward Atlanta

Fred Hutchinson Cancer

Research Center

Freedom 14 Camp

Freedoms Foundation at Valley Forge (Utah Chapter)

Friars Foundation

Friends of Hudson River Park

Friends of the High Line

Futures and Options

George Sheehan Classic

George West Mental Health Foundation

Getting Out and Staying Out

Girl Scouts of Nassau County

Girls Inc

Girls on the Run International

Gleaners Community Food Bank of Southeast Michigan

Good Samaritan Foundation

Goodwill Industries International, Inc.

GovDocs

Grace Centers of Hope

Greater Chicago Food

Depository

**Grossmont Hospital Foundation** 

Group Health Community

Foundation

Habitat for Humanity

Habitat for Humanity of Greater Cincinatti

Hailey's Hope Foundation

Hands on Nashville

Harvard Business School Club

Health Care Executives of Southern California

Hearing Loss Association of

America Hedge Funds Care

Helping Hearts Helping Hands

Hendrix College

Here to Help Foundation

Hilltop Artists in Residence

Hirshberg Foundation for

**Pancreatic** 

Hoag Hospital Foundation-Toshiba Classic

Holy Innocents' Episcopal

School

HomeAid

Hope 4 Hanna

Hope for the Warriors

Houston Food Bank

Hubbard Street Dance Chicago

Human Services Council

Human Society of Broward County

Hunter College Foundation

I.M Sulzbacher Shelter

Imerman Angels

In the City for Good

inMotion Inc.

Inner-City Scholarship Fund

Innovations For Learning

Institute for Corporate Counsel

Insurance Industry Charitable

Foundation

Interfaith Hospitality Network of

Washtenaw County

Interior Design Services, Inc.

International Justice Mission

Iona Gaels Capital Improvements Fund

Iris S. and Bert L. Wolstein

Research Building

Jack Martin Fund

Jacob's Light Foundation

James Lenox House Association,

Jazz at Lincoln Center

JDRF

Jewish Big Brothers Big Sisters

Jewish Community Relations

Council of New York

Jewish United Fund

Jill's House Joan's Legacy

Jobs for Youth/Chicago

John P. Craine House, Inc.

John V. Lindsay Wildcat Acad-

emy Charter School

Journey 4 A Cure Jumpstart

Junior Achievement

Junior Achievement of Greater

Washington

Junior Achievement of Utah

Junior League of Ann Arbor, Inc.

Keep a Child Alive

Kevin from Heaven Foundation

Kidworks

kidz2leaders, inc.

Kiva

LA Conversation Corps
Lakeland Bank
Lakeview Pantry

Land of the Free Foundation Lawyers Alliance for New York Leah's Pantry

Learning Rights Law Center Lester & Rosalie Anixter Center Leukemia & Lymphoma Society

LifeCare Alliance

Lifesteps' Family Caring Fund Lighthouse of Oakland County Lincoln Center for the Performing Arts

Locks of Love

Lone Survivor Foundation
Long Island Association
Long Island Cares Inc.
Long Island City Partnership
LUNGevity Foundation

Lutheran Social Service of

Mabel Hoggard Elementary School,

Macy's Glamorama Madison Square Park Conservancy

Maimonides Academy

Make-A-Wish Foundation

Mary Bridge Children's Foundation

Marymount School of New York Massachusetts Hugh O'Brian

Massachusetts Hugh O'Brian Youth Leadership

Massachusetts Iraq & Afghanistan Fallen Heroes Memorial Fund

Matrix Human Services

MD Anderson Cancer Center

Memorial Hermann Foundation

Memorial Hermann Foundation

Memorial Sloan-Kettering Cancer Center

Memphis Child Advocacy Center

Mental Health Association of New York City

Mercy Children's Hospital Mercy Education Project Mercy Medical Airlift

Meritus Healthcare Foundation,

Messiah Lutheran Church

Metropolitan Club of New York

Metropolitan Family Services
Michael Farrell Memorial Fund

Michael's Mission

Michigan Chapter

Michigan Humane Society

Midway Sports & Entertainment

Misericordia

Mission: USA

Monmouth Council, Boy Scouts of America

Monmouth University

Montour Soccer Boosters

Motor City Sports

Motor City Youth Theatre

Mt. Paran Christain School, Inc.

Mulliganeers, Inc.

MultiCare Health Foundation

Multiple Myeloma Research Foundation (MMRF)

Muscular Dystrrophy Association

National Academy Foundation

National Eating Disorders Association

National Executive Service Corps

National Hispanic Business Group

National Italian American

National Jewish Health

National Marfan Foundation

National Media Partners, Ltd.

National Multiple Sclerosis Society

National September 11 Memo-

rial & Museum

Natural Resources Defense Council, Inc.

Nevada Development Authority New Covenant Fellowship

New Jersey Future New York Angels

New York Blood Center

New York City Police Foundation

New York Junior Tennis & Learning

New York Moves, LLC

New York Police and Fire Widows' and Children's Benefit Fund

New York Private Equity Network

New York Restoration Project

New York Ski Educational Foundation

New York University

Newark Beth Israel Medical

Newark Beth Israel Medical Center Foundation

Newasurion Compassion Fund

Niagara University

Nontraditional Employment for Women

North Texas Food Bank

Northwestern Memorial Hospital

NuHealth Foundation

Oak Park Education Foundation

Oak Park River Forest Food Pantry

Oakland County, Michigan

Oakwood Healthcare Foundation

Off The Street Club

One Heartland

Opportunity International Inc.

Opportunity Partners

Oregon Health & Science University Foundation

Out & Equal Workplace Advocates

P.S.226/Nadia J. Pagan Gymnasium Fund

Pace School

Pancreatic Cancer Action

Network

Pangea World Theatre
Parish of St. Joachim &

Shakopee

Park East Synagogue

Pediatric Cancer Research

Foundation

Pelotonia

Pencil

Pepperdine University

Performance Space 122

Phipps Community Development Corporation

Plymouth Canton Community Schools

Police Athletic League

Pontiac Area Vicariate

Port Chester Carver Center

Pretend City Children's Museum

Prevent Child Abuse America

Prize4Life, Inc.

Pro Bono Net

Progeria Research Foundation,

Project Kindle, Inc.

Rainbows

Randall's Island Sports

Foundation

Reach Incorporated

Real Estate Associate Program

Real Estate Takes Heart Rebuilding Together

Reelin' for Research, Inc.

Rescue: Freedom International

Right to Dream

River City Food Bank

Rod Dedeaux Foundation

Rofeh Cholim Cancer Society

Ronald McDonald House

Charities

Royal Canadian Golf

Safe Shores - The DC Children's

Advocacy Center

Saint Patrick Parish - Labels are

for Jars

Salvadori Center

Sammy's House

San Francisco AIDS Foundation

Sanctuary for Families

Santa Monica Rotary Club Foundation

Save-A-Pet

Saved by a Whisker Rescue Saving Tiny Hearts Society

SCSD Foundatin

Second Chance Rescue Inc. Second Hand Hounds

Second Harvest Food Bank

Second Harvest Heartland

Sheilah A. Doyle Foundation

Shepherd's Call Ministry

Shepherds of Youth

Society of St.Vincent de Paul

Sojourner Center

Soles4Souls

Sound Mental Health

South Street Seaport Museum

Southampton Cultural Center

Southbrook Community Church

Spanish Education Development

Center Spirit of America

St. Ann's Warehouse

St. Francis Food Pantries and Shelters

St. John the Baptist Greek Orthodox Church

St. Luke's and Roosevelt Hospitals

St. Marks School

St. Nicholas Albanian Orthodox Church

St. Paul the Apostle School

St. Pius V Church & School

St. Thomas Academy

St. Vincent's Services

Stanford University

Starlight Children's Foundation

Stichting Cultuur Inventarisatie

Straight from the Heart

Straydog

Sunrise Day Camp

Susan G. Komen for the Cure

Sutter Medical Center

Foundation

Swim Across America, Inc.

Talbert House

Talmudical Academy of Norfolk

T-Bird Booster Club

Teach for America, Inc.

Technoserve, Inc.

Texas Scottish Rite Hospital for Children

The Advocate

The Alfred E. Smith Memorial Foundation

The ALS Association, Minnesota Chapter

The American Foundation for AIDS Research (amfAR)

The American Himalayan Foundation

The American Ireland Fund

The American Israel Public Affairs Committee

The Andrew Jay-Hoon Kim Memorial Foundation

The Arthritis Foundation

The BiNA Farm

The Bowery Mission and Kids with a Promise

The Brooklyn Hospital Foundation

The Buoniconti Fund to Cure **Paralysis** 

The Catalog for Giving of New York City

The Center for Courageous Kids

The Center for Enriched Living

The Children's Village

The Chino Hills Community Foundation

The Church in Anaheim

The Cleveland Clinic

The Community Foundation of Utah

The Cooke Center for Learning and Development

The Denis Theatre Foundation

The Educational Alliance

The First Tee of Metropolitan New York

The Flea Theater

The Fletcher School

The Foundation for Reed

Schools

The Hotchkiss School

The Innovation Foundation

The Intrepid Foundation

The James L. Eichberg Foundation

The Jamie & Paige Malone Foundation Inc.

The Jewish Foundation for the Righteous

The Jimmy Hersh Family Fund

The Legal Aid Society

The Life Raft Group

The Metropolitan Museum of Art

The Metropolitan Opera Guild

The Michael J. Foundation for Parkinson's Research

The Miracle League of Orange County, California

The Nature Generation

The New York Stem Cel Foundation

The Noguchi Museum

The Ohio State University Foundation

The Partnership at Drugfree.org

The Rise School

The Salvation Army

The Sandbox

The Scholarship Fund for Inner-City Children

The Sean Reilly TBI Fund

The Skyscraper Museum

The Southampton Business Alliance

The Team Julian Foundation

The Women's Centers of Greater Chicago

The Woodruff Arts Center

Town Hall Los Angeles

Travelers Championship

Trustees of Purdue University

U.S. Green Building Council

**UC** Irvine Foundation

**UJA-Federation** 

UNICEF

Union Rescue Mission

United Cerebral Palsy

United Family Services, Inc.

United Hospital Fund

United Nations Foundation

United Neighborhood Houses

United States Fund for UNICEF

United States Golf Association

United Way

Uniting Against Lung Cancer

University of Colorado

University of Los Angeles

University of Nevada, Las Vegas Foundation

University of Wisconsin Foundation

USO of Metropolitan New York

USS Michael Murphy DDG-112 Commissioning Committee

Val Skinner Foundation

Vanderbuilt University - The College of Arts & Science c/o Gift Processing

Venice Lutheran School

Villanova University

Volunteers of America

Wakeman Boys & Girls Club

Washington Area Women's

Foundation

Washington Jesuit Academy

WATCH

Wellspring Trust

West Suburban Community **Pantry** 

Westhampton Beach Performing Arts Center

Wheeler Mission Ministries

White Plains St. Patrick's Day

William Paterson University

Winthrop-University Hospital World Resources Institute

Wounded Warrior Project

WX, Inc.

Yaddo

Yeshiva Darchei Torah

Yeshiva Schools

YMCA

Young Americans for Liberty Foundation

Young Israel of Hewlett

Young Life

Zen Life & Meditation Center of Chicago

# PEOPLE & CULTURE

Our people are much like the clients we serve—unique, dynamic and invaluable. There is no 'typical' CBRE employee; each person has their own story, their own impact, their own way of working. But the common thread between the female broker in Amsterdam, the seasoned maintenance technician in Japan, and the telecommuting communications specialist in New York, is a passionate commitment to our RISE values. Respect, Integrity, Service and Excellence are at the heart of our business at every level and in every corner of the organization. As a company, this drives us to offer a workplace that meets the high standards the RISE values demand. One that meets the needs of all of our people. A workplace of diversity, fairness, opportunity and choice.

#### **OVERVIEW**

A key aspect of creating a workplace for all employees is welcoming candid feedback on our organization to learn what is working and where we need to improve. In late 2013, McKinsey & Company administered an Organizational Health Index survey to our global population. This was our first time to gather feedback from all of our employees on one standard survey. The results were not surprising—our employees see our leadership practices as strong, they are heavily invested in our company and its values, and they want opportunities for professional growth. Overall, we ranked in the top quartile of benchmark organizations. Our 2013 efforts aligned significantly with these findings, as we continued to uphold the RISE culture and focused on the development of our employees. We also made progress on our goals for globalization of HR, expansion of talent management and greater inclusiveness.

2013 marks the seventh year in which CBRE has reported on our labor practices and workplace environment. While we continue to move significantly closer to full global integration of our human resources information systems (HRIS), we are currently unable to compile, compare and report information on our global workforce demographics and statistics. Unless otherwise specified, most of this report section reflects U.S. information, which is applicable to more than half of our employee population.



**CBRE WORKPLACE360** 

"As CBRE's General Counsel, I had some initial apprehension about the new ways of working in our corporate headquarters office. The idea of asking the legal team to give up their assigned offices and paper files was daunting—but after experiencing Workplace360, we will never look back or yearn for the old way of working again. With more than 15 different ways of working in our new office, we now have a choice when it comes to how we work each day whether as a team in collaborative space, in a private focus room or an "Office for a Day" when dealing with confidential or high-concentration projects, or in the Heart of our office, a central place to meet and collaborate with people from other departments we might not otherwise interact with. I sometimes bring a document for review out to the Heart, sit on a sofa and it is like working at home... only with better snacks. I also don't have many paper documents anymore—going digital is liberating and, as the Executive Sponsor of CBRE's sustainability program, I am leading by example. This new way of working breaks down barriers, silos and hierarchies. Regardless of title or status in the company, everyone is approachable, and with the office being more open, transparent and collaborative, it is easy to feel a part of the larger CBRE team."

Larry Midler

## **DIVERSITY**

44,000

EXCLUDING AFFILIATE OFFICES
TOTAL WORKFORCE

3490FFICES 42COUNTRIES 6CONTINENTS

OFFICES

12,000

PROJECT MANAGERS
MAINTENANCE
& ENGINEERING
PROFESSIONALS

34% FEMALE (U.S.)

1,073 VETERANS (U.S.)

10/0
"TEMPORARY"
EMPLOYEES

18%

WORKFORCE GROWTH

6,100 SALES AND LEASING

8,580
ASSET SERVICES
EMPLOYEES

2,550

SHARED SERVICES (IT, HUMAN RESOURCES, LEGAL, FINANCE, COMMUNICATIONS/ MARKETING, RESEARCH, ETC.) PROFESSIONALS

990/0 REGULAR U.S. EMPLOYEES

> 99% FULL TIME

98% FEMALES ARE FULL TIME As an employer of more than 44,000 people in 42 countries, diversity is an inherent and valued aspect of the organization. Our diversity on any dimension, such as beliefs, color, backgrounds, religions, sexual orientation, gender, and the like, makes our workplace a more engaging environment. While diversity remains an industry-wide challenge, we continue to make strides in creating an inclusive workplace, thereby increasing our appeal to diverse candidates.

With the addition of Martha Bayer as our Global Director of Talent Strategy and Diversity, we are beginning to strategically approach the broader global challenges of diversity. Bayer has worked to increase awareness among leadership of the value diversity provides from a business perspective. 2014 will be an active year for increasing diversity efforts, which will be bolstered by the addition of a Diversity and Inclusion Specialist, Platform Director and Enterprise Learning Manager to Bayer's team.

#### **AFFINITY GROUPS**

Each one of our Affinity Groups enjoyed meaningful, measurable growth and achievement in 2013.

#### African-American Network Group (AANG) 341 members

AANG's 2013 annual conference drew a record 90 attendees who networked and heard from top speakers including CEO Bob Sulentic and John Rogers, the CEO & Chief Investment Officer of the largest minority-run investment firm in the U.S. AANG began the process of selecting markets to create local AANG chapters to allow for greater grassroots networking and outreach.

AANG will mark its 10th anniversary in 2014, and a strategic planning session was held early in the year to ensure AANG's continued success and value to its members and to the company.

#### Hispanic Network Group (HNG) 60 members

In late 2013, HNG gained a new executive sponsor based in our Miami market. This new leader brings a renewed commitment to understanding and growing our Hispanic employee population. HNG surveyed all U.S. self-identifying Hispanic professionals to gain insight on how to best serve our Hispanic population, and plans to expand the group beyond sales professionals and beyond the U.S. with concentrated efforts to incorporate membership in Canada and Latin America.



# CBRE NAMED BEST PLACE TO WORK FOR LGBT EQUALITY

CBRE is the first and only commercial real estate services firm to achieve a perfect score of 100% on the Human Rights Campaign's 2014 Corporate Equality Index (CEI) and receive designation as a Best Place to Work for LGBT Equality. The CEI survey evaluates LGBT-related policies and practices that help differentiate a company as an employer of choice for LGBT employees.

CBRE's LGBT Network Group was instrumental in advocating policy changes that helped improve our previous score of 85 and provided more equal treatment for our LGBT employees.

- CBRE provided tax equalization on benefits for same-sex domestic partners prior to any government mandates regarding tax treatment.
   CBRE's equalization policy is further reaching than the government requirement, as taxes are equalized for same-sex domestic partners in states where same-sex marriages are not legal.
- CBRE added transgender benefit offerings to some of the medical plans available for 2014.

#### LGBT Network Group (LGBTNG) 100 members

The LGBT Network Group was instrumental in advocating key changes to CBRE benefits policies. As a result of these efforts, CBRE became the first and only commercial real estate company to score a perfect 100 on the Human Rights Campaign Corporate Equality Index. This distinction also placed CBRE on the 2014 list of Best Places to Work for LGBT Equality.

#### Veterans Engagement Team (VET) 389 Veteran Connections

VET continues to engage prospective and newly hired veterans to help them see the connection between their military experience and our operations. CBRE was named a GI Jobs 2014 Military Friendly Employer and a Civilianjobs.com 2014 Most Valuable Employer for Military.

#### Women's Network (WNG) 1,877 members

The Women's Network flourished in 2013 with an incredible growth in membership. Approximately 25% of the women in our company are now WNG members. WNG also added more than 70 local chapters, run by field delegates who lead in-person meetings and organize local events. On a national level, the U.S. WNG also offered professional development through quarterly calls.

#### **GLOBAL EFFORTS**

#### **Asia Pacific**

As part of our CBRE's continued commitment to networking and female leadership, the CBRE Women's Network Asia Pacific LinkedIn Group launched in September 2013. This private group was created for current employees of CBRE to provide female leaders with an insightful forum to enhance skills, gain knowledge, and engage in meaningful discussions on leadership topics. CBRE launched Women's Networks in both China and Tokyo in 2013.

Additionally, a diversity program was launched in the Pacific region to increase Indigenous cultural awareness. A cadet recruitment program was also implemented to promote the positive aspects of the Aboriginal culture and drive increased placement of Indigenous community members into professional roles.

"As a drilling Navy reservist, balancing work, family and military can be a struggle. CBRE has supported me in this area by creating a work schedule that allows for drill time and supports me on extended training periods. CBRE is a great company to work for because the company actively supports veterans, Guard and Reserve members."

-William Chance, Building Engineer

#### **EMEA**

Capital Markets Executive Director, Sue Clayton, who was recently named to the Financial Times Top 50 UK Part Time Business Leaders Power List, represented CBRE at the inaugural UK Duke of Edinburgh Awards' Women's Networks Forum in late January 2014. Sue and 14 other prominent businesswomen were invited to Buckingham Palace to share experiences from their companies' internal women's networks and discuss how to encourage and inspire young women in business.

#### **PROMOTION AND GOVERNANCE**

We continue to strive for diversity in Governance. Our Board of Directors has 10% gender diversity. In 2014, we has adopted a succession planning and recruiting initiative for our Board of Directors that we expect will increase diversity in the near future. Our internal Operations board has 7% gender diversity. We also maintained efforts to emphasize diversity through standard talent management processes such as succession planning. Our collegiate recruiting efforts once again included visits to historically African-American colleges and universities, diversity-related college organizations, and universities with broad international representation.

We were pleased, too, with the efforts to incorporate diversity in our promotional and hiring decisions. In 2013, 41% of executive and first level managers were women and nearly half of our promotions in all positions were women. However, we remain challenged by our overall diversity representation in management and sales positions. This echoes the challenges faced by commercial real estate companies as a whole—the August 2013 Commercial Real Estate Diversity Report indicated that white males dominated the Senior Executive, Mid-Level Manager, Professional and Technician EEOC job categories. We also fall in line with industry averages for comparative salary and remuneration for men and women.

"CBRE's commitment to diversity is reflected in recent industry 'firsts' such as achieving a score of 100 on the Human Rights Campaign Corporate Equality Index and attendance at the inaugural UK Duke of Edinburgh Awards' Women's Networks Forum. CBRE's goals for 2014 include focusing on diverse succession planning, publishing executive briefings on CBRE's diversity wins and marketplace diversity news, and advancing more women into senior leadership roles to fuel our growth."

Martha Bayer, Global Director, Talent Strategy & Diversity

"CBRE immediately jumped into action when approached about a possible partnership with the Posse Foundation. They did not limit their involvement to just hiring interns, as the company recently hosted a group of Scholars at their Downtown Los Angeles offices for an informative discussion. CBRE has truly shown its commitment to developing our Scholars professionally."

— Tamara Craver, Director Posse Los Angeles

#### ADDITIONAL DIVERSITY EFFORTS

CBRE continued its 20-year relationship with the Commercial Real Estate Women's (CREW) Network as a corporate sponsor in 2013. This valuable collaboration highlights a shared commitment to advancing women in the real estate industry. CBRE sponsored two CREW interns for 10-week internships over the summer to gain exposure to our business and the industry as a whole. To date, CBRE has hosted 39 CREW interns. Additionally, one of our female managing directors participates in CREW's mentoring program, "Bridging the C-Suite Gap," for high-potential female employees.

CBRE's Wheel program is designed for recent graduates, at both the undergraduate and master's levels, seeking a career in commercial real estate. Participants gain a well-rounded knowledge of the industry and valuable skills learned by working alongside talented professionals. Twenty-six "Wheelies" were chosen out of more than 2,500 applicants to gain experience in areas such as brokerage services, project management and investment management across seven markets. More than 65% of Wheel participants in 2013 were diverse.

In 2013, CBRE partnered with the Posse Foundation, an organization that helps prepare high-potential, multicultural high school students for college. Three Posse Scholars interned with CBRE during the summer, and late last year, Downtown LA hosted a large group of Posse Scholars who toured our headquarters, learned about CBRE and practiced corporate interviewing. These experiences offered potential future employees a glimpse into our industry and the opportunities available to them at CBRE.

## **FAIRNESS**



LEADERSHIP IN ACTION: LAURA O'BRIEN, GLOBAL DIRECTOR, HR AND WORKPLACE STRATEGY

# Q. What is the most exciting aspect of Workplace360 for you, personally and for our company?

Three things. First, bringing excitement into our offices. I just returned from the opening of our new Tokyo Workplace360 office and the energy level in that office is so high, it made me smile with joy. Second, leading from the front with our own office portfolio-none of our competitors have the lead in alternative workplace strategy like we do because we've been a bold, first mover, which makes us a natural advisor to clients who want to explore new workplace strategies. This gets my competitive juices flowing because I want us to win! And last, giving our people great workplace technology—including follow-me printing, follow-me phones, dual-screen monitors at all workstations, and Wi-Fi throughout the space. Our IT department has been a phenomenal partner in enabling our new Workplace360 offices to leapfrog to the forefront. It has been very gratifying to know we are redeploying dollars that were previously wasted on unused office space into an investment in better technology so our people can work smarter.

# Q. Where do great ideas come from in our company?

From everyone, everywhere. It behooves those with the responsibility of leading this company to listen for these ideas, especially when they come from our younger talent, and then channel them into the right vehicle in our company where we are able to create the most value.

The CBRE workplace culture is grounded in policies and practices that promote fair treatment of our employees. By complying with workplace regulatory standards and providing additional guidance and training on ethical conduct, we aim to ensure all of our employees feel respected when they come to work each day.

#### **REGULATORY COMPLIANCE**

CBRE only employs individuals 18 years of age and over; we do not tolerate or engage in forced or compulsory labor; and we offer a competitive compensation and benefits package consistent with (and in many cases significantly more generous than) local standards. Our preference is to hire candidates from within the country the position is located, and a majority of our hires are considered local. Because we are committed to bringing in top talent, we occasionally hire outside of the local area. We often create flexible location options for top positions to enable us the latitude to find the best candidates regardless of where they reside.

The nature of our business does not create human rights challenges found in other industries such as manufacturing; we have no issues with child labor; and we offer desirable working conditions in all locations. Although we conduct employee training on non-discrimination, preventing harassment and business conduct, there is not a business need to conduct human rights training in our organization.

We support the right to exercise freedom of association and collective bargaining, and 4.6% of our U.S. employee population operates under collective bargaining agreements. In our global operations, there are no areas where these rights are at risk. We have seen the number of employees covered by collective bargaining agreements continue to increase in the U.S. as our business grows.

Treating our people with dignity and respect is a priority—when practical, we provide impacted employees advanced notice of staff reductions and significant operational changes in excess of the regulatory requirements. We complied with the notice requirements of relevant labor and employment laws and collective bargaining agreements, as applicable. In instances where we could not provide advance notice, employees received pay in lieu of notice, consistent with our severance plan. In 2013, 403 employees received severance pay.

Our severance plan, benchmarked to industry standards, offers benefits to qualified full- and part-time employees, including separation pay, a health care stipend and access to outplacement services. The outplacement services offer assistance with job-ending transitions, skills training for job seeking, identification of transferrable skills and consideration of alternate careers. In 2013, the overall voluntary and involuntary turnover rate was 18%, and the turnover rate for new hires was 14%.

CBRE acts in accordance with all laws regarding minimum and/or living wages. The company also abides by all national and local requirements regarding overtime pay, timekeeping, and rest and meal periods. If any compliance issue is brought to our attention, it is promptly researched and remedied as appropriate.

CBRE is also vigilant in complying with regional regulations, both in the U.S. and on a global level. For instance, in 2013 we sent out the New Jersey Gender Equity Notice in compliance with the recently added New Jersey law and pay equity notices to employees with the newly enacted California regulation. CBRE was deemed to be fully compliant in all eight local Office of Federal Contract Compliance Programs (OFCCP) audits in closed 2013. In Australia, we submitted our annual compliance report and were confirmed as compliant with the Workplace Gender Equity Act of 2012.

#### **WOMEN'S COMPACT**

CBRE shares the goal of the U.N. Women's Compact to globally advance women in the workplace. As part of our commitment to the compact, we began our analysis in the U.S. in 2012 on the seven principle elements and 31 standards of demonstration for the U.N. Women's Compact. We are most successful in the areas of high-level support, company culture, related policies and equal access to benefits, leave programs, and counseling. During 2013 we increased our talent management efforts, which helped us achieve additional demonstration with the standards. These enhancements included employee transparency to job descriptions, qualifications, competencies and career paths, which assist in making a broader array of career options more visible to our employees. We implemented a formal, nine-month mentoring program for 40 diverse professionals and rolled out a flexible work arrangement

#### WOMEN'S NETWORK FIELD DELEGATE



Deborah Fink, Vice President Brokerage Services, Field Delegate, South Florida

Why is the Women's Network important to you?

The brokerage side of this industry is still predominately populated by men and a part of my success has certainly occurred through the support of my male colleagues. With that said, I have

been a participant and member of the local Commercial Real Estate Women's (CREW) Network chapter and been inspired by many females in this industry throughout my 14-year career in this business. The opportunity to participate in the CBRE Women's Network has opened the occasion to not only interact with other female brokers but with women from across all business lines at CBRE. Participating in the Women's Network is a terrific opportunity to let your voice be heard, and to share, learn and grow.

#### Please share a little bit about your chapter.

I was selected as the local Field Delegate for the South Florida market in September 2013. Our unique market includes three local offices and spans over 50 miles between offices. The precursor to our initial kick-off meeting included in-office presentations, reaching out via email to all staff personnel—men and women—and initiating personal phone calls to "rainmakers" to help drive membership. By our kickoff meeting in December 2013, we had

tripled the South Florida membership. Going forward, we will host local quarterly meetings, promote organizing and networking as a group in conference rooms to dial into the national Women's Network quarterly calls, and collaborate on a daily basis with the membership.

#### Can you describe some of the events you've had so far?

Our Kickoff meeting was held in December 2013. "Connect" was the theme, and more than 45 CBRE men and women came to mix and mingle, meet new people, connect across all business lines, and learn what other CBRE women are doing and about opportunities for career advancement. Our keynote speaker was fellow Women's Network member Mary Jo Eaton, Executive Managing Director of CBRE Florida. In her impassioned presentation, she discussed making difficult career choices, the importance of mentorship, taking risks and going beyond your comfort zone, and CBRE's commitment to growing and developing its professionals.

#### What are the benefits of having a local chapter?

The tremendous support from local leadership and the enthusiasm of our members will help us continue to bring quality programs and events to CBRE women throughout South Florida. The local programs will not only provide members with valuable resources and learning opportunities, but also provide them with opportunities to interact with peers, which I believe will encourage more participation and provide a sense of camaraderie. We will also partner with Mary Jo Eaton to support CBRE's efforts to recruit and retain the best female talent in our market.

#### **LEGAL PRO-BONO EFFORT**

The CBRE Legal team has partnered with Goodwill Southern California over the past two years to provide nearly 200 hours of attorney time and access to preferred external counsel resources such as Sheppard Mullin. Chief Compliance Office Larry Midler and his team assist Goodwill with projects including vendor contracts, in-person training, and corporate policies. The experience helps CBRE's legal team brush up in areas of law they don't often practice internally, as well as easily lend experience in areas where they do have expertise. In turn, Goodwill's one-woman legal team gains assistance with the volume of work she faces in an organization of Goodwill's size.

Midler fondly recounts his own personal work with Goodwill: "I negotiated an intellectual property license agreement. It had been a while since I had done one, so I had to go to school on the issues. But it was a very rewarding feeling to have rolled up the sleeves and helped a worthy organization."

policy, which includes telecommuting. Our plan to expand our purchasing for female-owned businesses and assess our two other regions against the compact standards was deferred until 2014.

#### **STANDARDS OF BUSINESS CONDUCT (SOBC)**

The SOBC defines our ethical values relative to—among other things—hiring; termination of employment; workplace behavior; severance benefits; and employee conduct toward each other, our clients, our business partners and our global communities. Last year, SOBC certification was administered to all employees globally.

#### HARASSMENT PREVENTION

Unlawful harassment, in any form and regardless of intent, is a form of discrimination and interferes with our commitment to equal employment opportunity. It contradicts our RISE values and has no place at CBRE. Our Harassment-Free Workplace policy reflects the strongest possible statement in support of CBRE's commitment to the prevention of unlawful harassment or retaliation.

The policy:

- Defines examples so employees can identify cases of harassment
- Describes our expectations of all employees and the special responsibilities of managers

- Incorporates our RISE values and SOBC
- Uses the recommendations of leading legal experts and follows the best practices of top companies

In 2013, we provided harassment prevention training to all global employees for the first time, which helps us take a role in leading our industry to create collegial, harassent-free workplaces.

Regrettably, as in all large organizations, allegations of harassment or discrimination occasionally occur. Once reported, our internal investigations teams act swiftly to uncover and evaluate the facts, take remedial action if warranted, and eliminate the root causes of the problematic behavior. Most investigations of harassment claims are initiated immediately (within a day) and are completed within 30 days. CBRE handles allegations of harassment or discrimination with the utmost care and attention.

Our employee investigation process was executed globally, with training conducted on a quarterly basis. RISE values were also prominently displayed throughout our offices and referenced in all relevant communications with employees.

#### BENEFITS AND TOTAL COMPENSATION

We recognize and appreciate that employee benefits participation is an important part of the employment relationship. CBRE offers all full-time U.S. employees a benefits package generally made up of the following components:

- Health benefits, including medical, dental and vision
- Income continuity benefits such as disability and life insurance, and severance/redundancy programs
- 401(k) matching
- Ancillary benefits, such as time off with pay, an employee assistance program, and a wellness program

We strive to be inclusive of all employees. For example, in the U.S., an employee working at least 30 hours per week is defined as a full-time employee. This definition results in the eligibility of more than 92% of our employees for our entire benefits package. The company pays the majority of the cost of our employee medical benefits, and we also provide company-paid supplemental

life, short-term disability and long-term disability insurance (partial coverage). Part-time employees have a more limited benefits package, which includes paid time off and eligibility to participate in the 401(k) retirement savings and investment program. CBRE does not have a defined benefits plan. We also closely monitor the benefits market and our corporate peers to ensure our benefits offerings and polices are in line with best practices. As a result, we increased our 401(k) company match effective January 1, 2014.

#### **LEAVE**

During 2013, about 5% of our U.S. workforce availed themselves of our leave policies, most frequently for maternity/parental leave. In nearly 100% of the cases, employees who wanted to return to work had the same or a comparable position waiting for them. We do not maintain comparative retention statistics on employees who return from leave versus employees who were not on leave. CBRE provides flexible workplace practices that facilitate a parental employee's return to work with reduced full-time schedules, alternative work arrangements and new mothers' rooms where possible.



#### STEP IT UP! WALKING CHALLENGE WINNER CONTINUES TO ENJOY THE BENEFITS OF HEALTHY LIVING

In July 2013, the myHealth Wellness program hosted a four-week walking challenge. More than 900 employees participated, including challenge winner Tom Cochran.

# What activities did you do to log the equivalent of 749 miles of stepping?

I walked five miles early every morning or evening and cycled at the gym between 90-120 minutes a day. Weekends were filled with Boy Scout-related activities, as I have been involved in Scouting for more than 30 years as a kid and now as an adult leader. Activities on the weekends included yard work at my house and my father in-law's house, a deep sea fishing trip, a week-long summer camp with the Scouts, Scout clean-up service projects, road cycling whenever possible, and hiking with the Scouts. My daughter comes home on weekends from the University of California, Irvine and walks with me as much as she can.

#### What was your favorite part of the walking challenge?

I would have to say that my favorite part of the walking challenge was seeing how many employees were participating in the program and logging their daily activities. Exercise is a wonderful thing and I hope I can continue for a long, long time. I would say the best part of the walking challenge is seeing the benefits it has given me and my family and hopefully the extra years in my life due to the exercise. I would like to see my kids graduate from college and have families of their own

# Tell me a little bit about what healthy activities you've been doing since the walking challenge?

Since the walking challenge, I have continued walking five or more miles (over 10,000 steps) every day, seven days a week. Since I received my Fitbit in August, I have walked a total of 2,110,533 steps—about the distance from Corona, California, to Seattle, Washington. My eating habits are better and I just recently stopped drinking soda. Come to think about it, I have not been sick since I started the exercise program and the walking challenge, and I think it is all due to the exercise. I've continued as a leader for the Boy Scout Troop in Corona even though my son has aged out. I continue to hike, fish, camp and exercise as much as possible. My health coach has been wonderful.

# **OPPORTUNITY**

#### **RECOGNITION PROGRAMS**

- The RISE Award
- President's Performance Award
- Chairman's Excellence Award
- Trammell Crow Master Builder Award
- Edward S. Gordon Award
- Benjamin Arthur Banker Learning Award
- Gary J. Beban Teamwork Award
- The William H. McCarthy Award
- McAdam Cup
- Turnaround Award
- Manager Innovation Award
- Rookie of the Year Award
- CBRE Ambassador Award
- Women's Network Endurance of Spirit Award
- MORE (Marketing, Operations & Research Excellence) Awards
- Colbert Coldwell Circle
- Rock Star Award
- Einstein Award
- Mission Impossible Award
- Leasing Performance Award
- Greatest Contribution by an Engineering Professional
- Greatest Contribution by an Accounting Professional
- Sustainability Leader of the Year
- Top Accounting Leader Award
- HR Recognition Program
- Circle of Excellence (Pacific region)
- State Achievement Awards (Pacific region)
- Building Excellence Awards (Pacific region)
- Account Excellence Award

While we are proud of our position atop our industry, we have no intention of resting on the status quo and neither do our people. They have a strong desire to learn and grow, and we embrace our responsibility to be the conduit of their growth. We aspire to foster the professional development of every employee through regular evaluation, talent management programs and learning opportunities.

#### PERFORMANCE MANAGEMENT AND RECOGNITION

A key opportunity for us to evaluate employees, measure progress and offer constructive feedback is through annual performance reviews. Eighty percent of our U.S.-based, non-commissioned employees receive a formal annual performance review, and managers are also encouraged to have regular performance discussions with their employees. We are now able to monitor roughly 80% of completions rates and performance levels through our online performance evaluation tool. Outside the U.S., our progress toward this goal is subject to local law, customs and the building of our global HR information system. Additionally, our commission-based sales professionals receive ongoing feedback and coaching. The formal review incorporates discussion about the employee's proficiency in the competencies assigned to their job. This provides a more refined picture of an employee's areas of strength and growth potential. As a meritocracy, we empower and encourage our employees to achieve the level of success their skills and desire allow.

We also make it a point to recognize top performance and extraordinary character within the organization, both through formal and informal recognition. The company honors our employees with more than 200 individual or group awards for leadership, commitment, ethics, financial performance, community involvement, philanthropy and more.

#### **TALENT MANAGEMENT**

CBRE University, now in its third year, continues to advance the skills and capabilities of new and high-potential, market-facing professionals through customized training. During 2013, 621 professionals attended CBRE University, including several attendees from other countries.

Additionally, a group of approximately 30 top leaders is invited each year to join the High Potential Leadership Program, which is designed to offer an executive-level education with exposure to our key businesses, geographies and global priorities. This global network provides the opportunity for these professionals to forge relationships with their peers in an environment that encourages professional development and personal growth. Participants have unique access to valuable opportunities, such as presenting at major company functions, managing special projects to challenge their skills, and interacting with our senior leadership and Board of Directors.

# 66

CBRE University was the catalyst that really jump started my career at CBRE. It was here that I not only made connections throughout the company, but I also learned about the various service lines I now utilize to better serve my clients. This was also a great, non-hostile proving ground to hone presentation skills. CBRE University is a program all new employees should attend as soon as they can and go there with their ears open, ready to work.

#### **WILLIAM PADON**

**Brokerage Services Associate** 

"

Ensuring our managers are well equipped to navigate management responsibilities is also a priority. In 2013, approximately 725 managers attended Management Practices training. We launched a monthly New Manager Orientation in early 2014 to acclimate newly hired or newly promoted managers to the expectations and responsibilities of CBRE managers. Managers also have access to specific training sessions on hiring practices and business line-specific information.

Newly hired employees also have a wealth of training and resources available to start them on a successful path at CBRE. HR conducts weekly New Hire Orientations to inform attendees about CBRE policies, benefits and more. The WelcomeU page was added to the company's intranet, and serves as a one-stop shop for the information a new employee might need or want to access.

We continue to invest in distance learning initiatives for all employees, allowing our geographically distributed workforce to access more than 500 prescriptive and optional training programs. Employees and managers often use the WebEx system to facilitate online, globally accessible trainings. We are working toward incorporating a Learning Management System (LMS) that will help us implement and track our development programs more effectively.

Through our Employee Assistance Program, we offer resources for employees and their family members on a

variety of professional and personal topics ranging from health to finances. In addition to the 23 annual hours of programming available, an online resource library is accessible at any time. Our myHealth – Invest in You Wellness program is another resource for our U.S. employees enrolled in a CBRE benefit plan to gain information about their health and well-being. Through biometric screenings, Well-Being Assessments, and access to health coaching, prize challenges and countless health resources on the wellness portal, our employees gain valuable information about their health and we learn more about how to help our employees through our benefits.

As referenced earlier, EMPOWER is a new mentoring and professional development program CBRE began piloting in 2013 with our affinity groups. Mentees are paired with senior-level mentors and executive sponsors, who offer guidance through monthly meetings and ongoing professional support. Participants also engage in monthly professional development seminars that focus on topics such as Building Your Personal Brand, Having Difficult Conversations and Asking for Stretch Assignments. This opportunity for employee growth and personalized support marks a key step forward in our talent management strategy, and we look to expand this program to more of our employees in the future.

#### **EMPOWER MENTOR/MENTEE PAIR**



MENTOR
Jeff Hipschman, Senior Managing Director
What is your role with CBRE?

I am the Senior Managing Director responsible for the New Jersey Local Market Area. I oversee more than 90 sales professionals in the office

and industrial brokerage vertical, as well as manage all lines of business including Capital Markets, Debt & Structured Finance, Asset Services, Project Management and all Shared Services groups. I have been with CBRE for 12 years.

#### What made you decide to become a mentor?

I was looking for the opportunity to provide guidance and support to a colleague, in a similar way that is was provided to me when I was earlier in my career. It is a very rewarding experience to help others with their professional development.

#### Please share a little bit about your mentoring relationship.

Robyn is truly a rising star in our company. Our business relationship includes regular monthly calls (I am in New Jersey and she is in Washington) to review her business plan, activities and challenges. We also have ad-hoc calls whenever needed to address issues that are more time sensitive. In addition, Robyn and I have a biannual status call with our executive sponsor, Chris Ludeman.

# What has been the highlight of your EMPOWER experience?

The highlight has been a very energized exchange of ideas and feedback (both ways) between Robyn and me. Her questions and experiences have been valuable as I look to continually grow my skills and capabilities in managing and motivating those I directly manage.

# What have you gained through your involvement in EMPOWER?

I have gained the insight and perspective of a colleague in a different line of business, geography and stage of her career. Having this insight has been invaluable in helping me learn more about our company, and the issues and challenges facing younger professionals in our company. This has allowed me to better understand and manage issues and colleagues in the offices that I oversee.



MENTEE
Robyn Munson, Senior Project Manager
Please share a little bit about your role at CBRE.

I started as an Assistant Project Manager with CBRE seven years ago. I am now a Senior Project Manager on the Group Health account, leading

a team of eight Implementation Project Managers. We do all real estate projects for Group Health, including infrastructure upgrades, strategic initiatives, medical equipment and new buildings.

#### Why did you decide to join EMPOWER as a mentee?

I am always looking for ways to 'up my game' by broadening my experience and knowledge base. When I heard about EMPOWER, I was very impressed with the training that was offered and the opportunity to spend a couple of days away from my desk learning about how to work smarter. That, combined with the opportunity to work with a mentor, was reason enough to spend the time applying for the program.

# Please share a little bit about the professional development sessions.

Once a month, we meet for a one-hour webinar to discuss professional development topics such as Sustaining Long-Term Career Success at CBRE and Asking for Feedback. We take away valuable strategies that help us in our daily work, and we're often assigned 'homework' to help us continue to grow in the month before the next meeting.

# What have been the highlights of your EMPOWER experience?

While the training has been great, the undisputed highlight of EMPOWER has been working with my mentor, Jeff Hipschman. I have benefitted greatly from Jeff's advice on guiding my team and working with my boss. Jeff has been particularly helpful in adapting my leadership style from my years in the Army to fit a career in the civilian world. My senior sponsor, Chris Ludeman, has also been a source of insight into things like leading by example and setting reasonable expectations of what team members can do.

# What have you gained through your involvement in EMPOWER?

Besides working with Jeff and Chris, the best part of EMPOWER has been the opportunity to meet and work with people all across the country. I'm forming bonds with my colleagues that make each day more rewarding. I'm also learning about our company's platform, making me a more educated and credible leader to my team. I have recommended the program repeatedly and hope it continues for years to come.

# **CHOICE**

The one-size-fits-all career path and the cookie-cutter workspace are no longer sufficient. To be considered an employer of choice, we have to provide an environment of choice and lead workplace evolution in both business and practice. That's why our employees have the freedom to design the moves they want to make and the ways they want to work.

#### **CAREER PLANNING**

The career planning page serves as a valuable resource for employees who are looking to advance in their career path or look for new opportunities among the variety of job functions that comprise our business. The page provides a high level of transparency around job families and competencies associated with most jobs. The site also features internal and external links to professional development and networking opportunities, internal transfer documents, and a direct link to the Career Path Planning module. The module allows the employee to view the specific career path within the job family for their current role. In 2013, the page received 16,000 visits.

#### **FLEXIBLE WORKPLACE AND WORKPLACE360**

Though CBRE has long supported work flexibility for our employees, we formalized this practice in 2013 by adding specific policies for flexible work arrangements and telecommuting. These policies make it easier for employees to find a work situation that best suits their working style, and they facilitate the conversations employees and managers should have to come to an agreement on a work schedule. Our flexible work arrangements allow employees a number of options, such as four 10-hour days, or general flextime. The telecommuting policy provides guidelines for employees working offsite three or more days per week on a regular basis. We also have many employees who telecommute infrequently, and their arrangements are worked out with their managers outside of the policy. Currently, more than 750 employees telecommute under the formal arrangement.

Our Workplace360 work strategy, which we continue to roll out to CBRE offices worldwide, is a more collaborative environment that is designed to support and encourage team-based work. Workplace360 optimizes the use of office space; is a more energetic, inspirational workplace that helps our employees connect to our organizational culture; reinforces our brand philosophy; is reflective of our leadership in our industry; and serves as a tool to help

us attract and retain the best talent. It's about understanding how people really work and how creating a great space can make a difference. This includes implementation of features such as office-for-a-day setups, paperless operations and open floor plans. Workplace360 gives employees a great deal of autonomy and flexibility in the way they work. Instead of being confined to one, static work location, employees have options for telecommuting, collaboration areas and more.

Our new Downtown Los Angeles office—now our global headquarters—was designed under the Workplace360 guidelines and showcases the benefits and amenities of this exciting strategy. This office features personal lockers, standing work stations, treadmill stations, healthy snacks, and working 'neighborhoods' where employees working on related projects can interact. This showcase office illustrates how we are able to do more with less; with lower square footage, we have increased occupancy, have three times as many meeting spaces as before, and offer 100% mobility for employees in the space. The office is WELL™ certified and features circadian lighting, healthy food options and other top amenities. This state-of-the art space is also beneficial to our employees from a business standpoint. We are currently averaging 15 tours a day in the Downtown L.A. office, and are in the process of tracking business won because of our ability to demonstrate the viability of Workplace 360.

For offices that undergo Workplace360, we assess the initial impact at 30 days after implementation and six months after implementation. Results are indicating that employees like the change; for example, when asked in the 30-day assessment if they would go back to the pre-Workplace360 workspace, all of Kansas City's employees and 90% of Minneapolis' employees said they would not. Both the 30-day and 6-month assessments have indicated that employees enjoy the new ways of interacting with coworkers, the new meeting spaces, and upgrades to technology. The assessments also allow us to aggregate feedback on pain points, such as the need for headsets in the office for a day and focus room spaces. We are then able to make improvements on these points for that office, and apply lessons learned to future and current Workplace360 projects. The Workplace360 initiative has touched more than 30 offices globally, and was built from the three pillars of generating business, improving the way we work and optimizing our assets.

# WHAT LIES AHEAD

#### **CONTINUED GLOBALIZATION**

- Implement data reporting system in EMEA and LAC
- Globalize learning and development systems (2015)
- Increase focus on diversity in all regions
- Continue to align HR organization structure to better serve the needs of the business

#### **TALENT DEVELOPMENT**

- Expand EMPOWER mentoring program
- Increase use of succession planning to identify future leaders for top tiers within the organization

#### POSITIONING CBRE AS WORLD-CLASS EMPLOYER OF CHOICE

- Create and formalize employment brand
- Use Organization Health Index survey results and comparison benchmarks to develop strategy



# 5 TENETS 1 CLEAR POLICIES AND CONSISTENT PROCEDURES 2 REGULAR COMMUNICATIONS 3 PROACTIVE EMPLOYEE TRAINING 4 INTEGRATION INTO BUSINESS UNITS 5 AGGRESSIVE RISK IDENTIFICATION

# 2014 WORLD'S MOST ETHICAL COMPANIES

CBRE is proud to announce that it was selected as a 2014 World's Most Ethical Company by Ethisphere magazine.
CBRE was honored with this award for its strong corporate culture focused on deep commitments to ethical leadership and corporate behavior. This is the first time CBRE has received such a distinction, and we are excited to be associated with other ethically-minded companies.

CBRE is dedicated to our RISE values and the underlying Ethics and Compliance program that reinforces our commitment to achieving success the right way. Our leaders understand that maintaining a culture of ethics and compliance is essential to assuring and preserving our clients' valuable trust. We have continued to implement our values around the globe, establishing a global culture and minimizing the types of poor decisions that can ultimately put individual offices and CBRE at risk. With a focus on continuous and incremental improvement, our global compliance team built upon the successes of the past while operating as an integrated unit, thereby focusing and orienting on common compliance risk and ensuring that appropriate controls and processes are evenly distributed across our regions.

With these goals in mind, our Ethics and Compliance program reinforces CBRE's RISE values and ensures compliance with company policies and the laws and regulations that apply to us globally. This is accomplished through the execution of five general tenets of our program, including:

- clear policies on ethical wrong-doing and consistent procedures related to follow-up and remediation;
- regular communications and outreach from senior management focused on practical examples of how employees can identify, avoid or report inappropriate behavior in all regions of the globe in which we have business operations;
- proactive distance learning and employee training programs that reinforce our culture and commitment to identifying and resolving harassment, fraud, conflicts of interest, bribery and other material ethical issues;
- · ownership of ethics outcomes in our business units; and
- aggressive risk identification, audit and compliance monitoring that includes a proactive country-by-country annual risk assessment process, globalized whistleblower hotline, internal investigations program and strict non-retaliation policy.

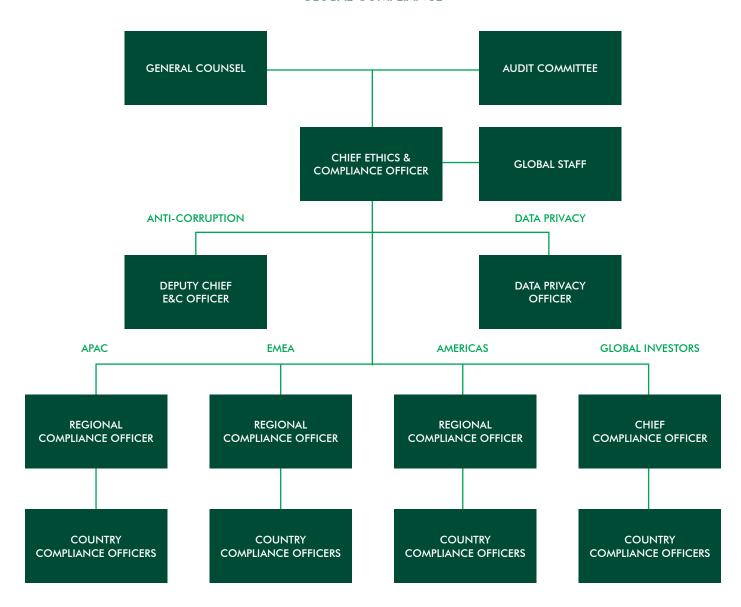
#### **PROGRAMS**

A detailed description of our programs can be found in our previous reports. That said, the following incorporates exciting improvements and initiatives within the Ethics and Compliance Program.

#### Infrastructure

For a program to be effective, have a lasting impact, and be driven by a set of uniform global standards, the appropriate people and resources are critical. Therefore, every country where CBRE operates has a staff member responsible for ethics and compliance. The Ethics and Compliance Program is now led by a Chief Ethics and Compliance Officer (CECO), with separate, direct reporting responsibilities to the Chairperson of the Audit Committee. Each region within CBRE has a Regional Compliance Officer responsible to the CECO. Within every country in which CBRE has an office, there is a Country Compliance Officer that reports to the Regional Compliance Officer. The number of professionals committed to the program stayed consistent in 2013 and there are no plans to reduce personnel in the future.

#### **GLOBAL COMPLIANCE**



#### Policies, Training and Communications

CBRE has instituted a comprehensive menu of policies, education and communications programs to underscore the critical nature of ethics and compliance in our business operations. These training programs, communications, and new policy examples include:

Annual Certification: Through our annual global certification process, our employees reaffirm their commitment to the RISE values and several specific policies (e.g., harassment-prevention, anti-bribery/corruption, confidentiality, etc.). Employees are also required to affirmatively report any suspected material wrongdoing of which they might be aware. For the fourth year in a row, virtually our entire employee population of more than 44,000 completed the certification within the 45-day compliance period.

>98% GLOBAL EMPLOYEES COMPLETING ANNUAL ETHICS CERTIFICATION

Tone from the Top Communications: Regular monthly and quarterly publications set the tone at the top, including "Compliance Corner" and "Ethics Examiner" circulated to all CBRE employees by the Chief Ethics and Compliance Officer and other highly visible senior executives in the company. The reports highlight critical risks to CBRE, material employee investigations and disciplinary actions, and inform employees on the wide range of aggressive systems CBRE has in-place to detect wrongdoing, regardless of who is involved.

Core Legal, Ethics, and Compliance Training: In 2013, CBRE continued to roll out programs based on core principles of distance learning. We facilitated anti-corruption training in all regions, harassment training to all 20,000 employees in the United States, and continued to ensure all new employees complete several required training programs within 30 days of hire (SOBC, Harassment Prevention/People and Culture Behavior, the Employee

Handbook RISE values, and in targeted countries, Anti-Corruption Training).

Specialized Training Based on Risk Assessments: Additional specialized programs were rolled out focusing on various aspects of ethics and compliance issues. Similar to years past, the programs were targeted to relevant employee audiences based on topic or need - in some cases reflecting issues identified in our country risk assessments.

#### **Anti-Corruption Programs**

Regardless of our success in recent years in discouraging and preventing inappropriate payments or gifts and gratuities to Government Officials, CBRE has continued to tailor and improve its anti-corruption program. In 2013, ethics and compliance compiled a toolkit, designed to augment our Anti-Corruption Manual, for use by Country Compliance Officers to assist in the implementation of a consistent, effective program. The toolkit includes examples of best-in-class policies, communications, and trainings on all aspects of anti-corruption, and IS tailored for country-level compliance and programmatics.

In addition, in 2013, CBRE initiated a new program to better identify and actively monitor transactions for corruption concerns or red flags. The program will bolster current monitoring activities by 1) actively coaching Country Compliance Officers in best-in-class techniques in transaction testing and 2) developing data analytics to detect transactions that require further investigation.

100%

In previous editions of this report we have further described our commitment to building aggressive policies, controls, audit systems and training programs to prevent violations in this area. Additional implemented examples include but are not limited to:

- the Global Anti-Corruption Policy, which is translated into at least 30 languages and is applicable to all CBRE employees globally;
- mandatory anti-corruption training programs for employees in several targeted countries of operation, including new employees within the first 30 days of employment;

# **ZERO**

# ANTI-COMPETITIVE BEHAVIOR CLAIMS HUMAN RIGHTS VIOLATIONS PRIVACY OR DATA LOSS CLAIMS

#### **DATA PRIVACY**

CBRE is committed to ensuring that all personal or sensitive data within our possession or control, whether that of our employees or clients, is handled correctly throughout its entire life cycle. Due to this commitment and in response to the ever dynamic and constantly changing regulatory landscape of data privacy requirements throughout the global, we launched an enterprise-wide Data Privacy Program. In 2013, CBRE began to implement a global, cost-effective solution that addresses commonality amongst privacy regulations and substantially address our requirements in this important area. As a first step, CBRE certified with the U.S. Department of Commerce as adhering to the U.S./European Union Safe Harbor Framework. The Framework helps ensure that companies, like CBRE, are providing adequate protection for personal data from the EU as required by the European Union's Directive on Data Protection.

45 STANDARD NEW-HIRE ETHICS AND COMPLIANCE TRAINING TIMELINE

- new employee requirements to provide a written sign-off to comply with the company's ethics and anti-corruption policies; all-employee, mandatory, annual re-affirmations of their personal commitment to adhering to our anti-corruption policy in their daily activities;
- proactive anti-corruption risk assessments conducted in selected countries with the purpose of continuously strengthening and improving controls;
- quarterly review and sign-off on anti-corruption financial controls;
   and.
- periodic audits of the country-level anti-corruption controls and activities.

90% NON-U.S. EMPLOYEES RECEIVING TARGETED ANTI-CORRUPTION TRAINING

#### **Human Rights**

Consistent with our values and global nature, CBRE is dedicated to complying with the United Nations Universal Declaration of Human Rights, and has developed and implemented a global Human Rights Compliance Program. The cornerstone of the program is our Human Rights policy, in which CBRE recognizes that it has a responsibility to respect human rights in its operations, to promote an appropriate example, and to make a positive global impact, which includes such important topics as combating child labor and human trafficking. We further commit to maintain a safe, secure, and inclusive workplace, free from prejudice and discrimination, provide fair work hours and wages, and respect the rights of employees to associate freely. In 2013, CBRE conducted a risk assessment to assess the effectiveness of our Human Rights program and to ensure that all offices internationally are adhering to these standards. In 2013, there were no human rights violations or claims against CBRE.

# Whistleblower Hotline, Internal Investigations and Non-retaliation Policy

CBRE continues to focus significant energy and resources on sustaining our internal avenues for reporting and investigating suspected unethical or illegal activities. This includes a worldwide anonymous reporting system that is available online and through country specific toll-free phone numbers. Once an allegation of serious misconduct is logged into the system, internal investigators are required to conduct a prompt, thorough, consistent and unbiased investigation. Uniformity of process and outcomes in an investigation is achieved by requiring our investigators to attend annual training and regular case peer-review meetings.

#### **U.S. BUSINESS RECORDS RETENTION**

Building upon the successful initiative in 2012, CBRE implemented an effective, web-based business document retention process throughout offices in the United States. The program greatly reduces the legal risk and storage costs associated with archiving unnecessary records, and has been simplified to ensure better consistency and retention in all offices throughout the U.S.

The number of whistleblower reports we receive remains steady year-over-year, which means our employees are comfortable bringing issues forward and is a sign that our program is working. We believe that our success in this program is attributable to our zero-tolerance policy on retaliation and to the numerous communications and training programs that highlight this channel for reporting misconduct. The percentage of people self-identifying when reporting concerns, as opposed to remaining anonymous, has remained steady and at, or above, industry norms. To us, this signals that our program continues to be robust and our employees feel safe and empowered to report misconduct.

#### **Public Policy and Political Participation**

CBRE encourages our employees to be knowledgeable and active in civic life, charitable endeavors and political affairs. We are proud to support the many employees who serve on countless local and regional boards of organizations working on public policy issues of importance to our business and the communities in which we live and work. It has long been our practice, however, that the company generally does not lobby (or fund lobbying of) government officials, or make financial or in-kind contributions to candidates, campaigns, ballot measures, political parties or political activities of any kind in any country.

COMPANY CONTRIBUTION TO POLITICAL CANDIDATES, CAMPAIGNS OR OTHER POLITICAL ENTITIES

While generally we have not taken positions on public policy in the past, in 2013 we continued involvement in two notable areas. First, we monitored and participated in the policy debate regarding effective solutions to climate change; particularly those that will facilitate the reduction of greenhouse gas emissions from buildings (which make up a substantial portion of the worlds' greenhouse gas

emissions). This is a position we have taken since 2007 and in 2013 we continued to participate in support of Environmental Sustainability.

Second, CBRE continued to provide thought leadership in support of several federal and state government agencies in the U.S. with direct applicability to the business practices of the commercial real estate industry. In keeping with our commitment to transparency, all incidences of our participation were publicly disclosed and submitted. We anticipate our interest in participating in similar proceedings will continue in 2014, and we will maintain our commitment to participate in policy debate in a transparent, informed, respectful and responsible manner.

#### Internal Audit Programs, Risk Identification and Assessment

Our Internal Audit group conducts planned and random reviews of many of our business units to augment our compliance programs. Internal Audit dedicates more than 10,000 hours each year to financial internal control and management assessment related to Sarbanes-Oxley.

10,000

HOURS
DEDICATED TO
SARBANES-OXLEY
AUDITING

Annual country-level legal and compliance risk assessments were originally launched in 2009 and have continued annually ever since. The risk assessment process is embedded in annual business plans, and owned and implemented by local and regional business leaders. In addition, risk assessment activities inform our allocation of resources to target and minimize identified compliance risk while improving the quality of service we provide our clients, employees and other stakeholders.

# SIGNIFICANT FINES AND LEGAL ACTIONS FOR NON-COMPLIANCE OR ANTI-COMPETITIVE BEHAVIOR

CBRE was not subjected to significant fines or sanctions for non-compliance with the law in any country. No claims of anti-competitive behavior were filed against the company in 2013, nor were there any privacy or data loss claims.

# WHAT LIES AHEAD

In 2014, we will continue to develop and improve upon our Anti-Corruption Monitoring Program, which includes country-by-country training of compliance and finance staff and implementation of data analytics to better identify "red flags" in operations of highest risk.

In response to the ever dynamic and constantly changing area of data privacy, we will expand the scope of our enterprise Data Privacy Program beyond the U.S. and EU to include areas such as Asia Pacific and Latin America. In this multi-year project, we will assess our current, local data privacy programs in these regions and expand our enterprise program to better comply with and archive our efforts adhering to the multiple types of data privacy regulations throughout the globe.

We will continue to facilitate all annual Ethics and Compliance activities which include the SOBC, Global Communications and Trainings, and legal and compliance Risk Assessments in every country in which we do business.

CBRE invites the cooperation and feedback of all of our stakeholders in continually improving our Ethics and Compliance program. Our Ethics Helpline is available to all stakeholders 24/7.



# **GOVERNANCE**

A business governed by a strictly transactional mindset will realize only short-term and irregular success. At CBRE, we believe that we have held our industry-leading position over the long-run because our clients recognize and appreciate our rigorous governance practices and the ethical principles permeating all aspects of our global operations.

# MISSION, VALUES, PRINCIPLES AND CODES OF CONDUCT





**CBRE'S RISE VALUES** 

CBRE has established a mission and corporate values that, together with our governance structure and ethical practices, allow us to effectively serve our clients, shareholders and employees with integrity. The guidelines for ethical behavior in our business operations are outlined in our Standards of Business Conduct (SOBC), which include policies and codes related to appropriate behavior and good governance. Every new employee is given a copy of the SOBC, and the document is posted electronically to our intranet and public website and is available in 26 languages.

#### **WE HAVE ALSO ADOPTED:**

- A comprehensive Code of Ethics for Senior Financial
   Officers that is intended to promote honest and ethical
   conduct and compliance with the law, particularly as
   related to the company's financial record-keeping and
   the preparation of financial statements.
- A global Anti-Corruption Policy to help avoid violations of the U.S. Foreign Corrupt Practices Act and similar non-U.S. laws. Our non-U.S. employees receive a copy of this policy, which is also posted electronically to our intranet and public website.
- A rigorous Whistleblower Policy and anonymous reporting system for our employees, vendors, consultants and other third parties to report suspected wrongdoing, with every report subject to investigation.
- A compensation clawback policy applicable to our current and former executive officers. This policy requires disgorgement of certain incentive compensation received by those officers in the event of a restatement of the Company's financial results in certain circumstances.

# OVERVIEW & STRUCTURE

#### **BOARD OF DIRECTORS**

CBRE has a 10-member Board of Directors, nine of whom our Board deems independent, and the tenth is our President and Chief Executive Officer, Robert E. Sulentic. This independence level exceeds the majority standard established by our Corporate Governance Guidelines and the listing standards of the New York Stock Exchange (NYSE). Under NYSE listing standards, no director qualifies as "independent" unless the Board affirmatively determines that the director has no material relationship with CBRE or any of its subsidiaries. We have also separated the roles of Chief Executive Officer and Chair of the Board since 2001 in recognition of the differences between the two roles. Our Board Chair, who is independent of management, provides oversight and guidance to the Chief Executive Officer. The Chair is also responsible for, among other things, establishing the agendas for and conducting Board meetings.

Board candidates are selected on the basis of outstanding achievement in their professional careers, experience. personal and professional integrity, their ability to make independent and analytical inquiries, financial literacy, mature judgment, high performance standards, familiarity with our business and industry, and an ability to work collegially. In addition, our Board is interested in adding candidates who are acting operating executives (particularly chief executives of large public companies), or who have a strong technology background, and in all cases, a passion for building a transformative business on a global basis. Other factors include having members with international experience, including knowledge of emerging markets and/or management of business operations and resources that are dispersed across a global platform, as well as various and relevant career experience and technical skills, and having a Board that is, as a whole, diverse.

Our Board is assisted by its committees: the Audit, Compensation, Corporate Governance and Nominating (Governance), Acquisition and Executive Committees.

90F10 BOARD MEMBERS DEEMED INDEPENDEN

100%

AUDIT COMMITTEE MEMBERS
QUALIFYING AS FINANCIAL
EXPERTS UNDER SEC RULES

The Audit, Compensation and Governance committees are considered key governance committees, and each member is independent under the standards and guidelines referenced above, as well as in the case of our Audit Committee, under relevant rules of the U.S. Securities and Exchange Commission (SEC). At least one member of the Board serving on the Audit Committee should have the qualifications and skills necessary to be considered an "Audit Committee Financial Expert" under relevant SEC rules, and we have determined that all four of our Audit Committee members qualify as "Audit Committee Financial Experts." Each year, our Board and its key governance committees conduct annual performance self-assessments with the purpose of increasing the effectiveness of the Board and its committees. More information on the roles of our Board and Board committees can be found in the Investor Relations section of our website and in our annual proxy statements filed with the SEC.

The Board plays an active role, as a whole and also at the committee level, in overseeing our risk management. The Board engages with management to ensure that the Board understands the material risks associated with our strategy and operations, including business segment, reputational, credit, liquidity and compensation issues. The Board also looks to its key governance committees to identify, report on and manage and oversee risks relevant to their areas of competency. Our Board's Compensation Committee is responsible for overseeing the management of risks relating to our compensation plans and arrangements. The Board's Audit Committee oversees management of risks related to our financial reports and record-keeping and potential conflicts of interest, as well as risks associated with our strategy and operations generally. The Governance Committee manages risks associated with the independence and corporate governance practices of the Board of Directors and the composition of our Board and its committees. The Board also receives regular reports from our internal Executive Risk Committee (ERC) (further discussed below) as to key risks for our company, as well as reports from our General Counsel regarding litigation, corporate governance and compliance matters. Through Board committee and management reports, the Board determines whether management is adequately focused on identifying and managing risks, and assesses the Board's own oversight of risks associated with its governance and delegation decisions.

Our Board retains responsibility for the corporate responsibility initiatives outlined in this report. Two key management-level task forces have been set up to advance our goals in this area, one for corporate responsibility generally, and the other specifically for environmental sustainability. Both task forces are led by a member of executive management who reports to our Chief Executive Officer, and this executive periodically updates the Board on the progress being made by the task forces.

#### **EXECUTIVE MANAGEMENT**

CBRE employs executives who share our vision of sustainable performance and our corporate RISE (Respect, Integrity, Service and Excellence) values. Aligning our executives' short-term goals and long-term vision with those of our shareholders is a top priority. To achieve that goal, we reward executives for annual and long-term business performance, based on and/or global line-ofbusiness financial performance as well as performance against non-financial strategic measures. We use strategic measures as an element of compensation in order to influence these executive's performance against strategies that are not necessarily tied to near-term financial measures, but rather to the quality of earnings and positioning of our business for the future while also mitigating risk. Our executive compensation programs are more fully described in our annual proxy statements.

#### MANAGING CONFLICTS OF INTEREST

CBRE is the largest commercial real estate services and investment firm in the world (based on 2013 revenues). As a result, given the breadth of our business and diversity of clients, there may be times when potential conflicts of interest arise. Through the firm's policies, employee education and oversight efforts, we proactively manage such conflicts in full accordance with the law, our Standards of Business Conduct and our RISE values. We have implemented a comprehensive global conflicts-of-interest framework that guides our employees through conflict issues that may come up in their business activities. This framework evidences our commitment to put our clients

first by conducting our business with the highest ethical standards and in compliance with all of our legal and regulatory obligations.

Our directors and executives must report to us any potential material conflicts of interest or corporate opportunities that they wish to undertake, prior to undertaking the transaction. When such a potential conflict of interest or corporate opportunity situation arises, it is reviewed and then approved or rejected by our Audit Committee. Our Policy Regarding Related Party Transactions and Corporate Opportunities can be found in the Investor Relations section of our website. For more information on our conflict management system at the employee level, see the "Ethics & Compliance" section of this report.

#### **ENTERPRISE RISK MANAGEMENT**

We have adopted an Enterprise Risk Management (ERM) process to identify, assess, respond to and monitor significant strategic, operational, financial and legal and compliance risks to our organization. Annually, senior leaders across the organization are interviewed by our Chief Risk Officer and/or head of our Internal Audit department regarding these risks based on a standard Business Risk Inventory developed and maintained by our Global Risk Management group. These items, which are developed in consultation with both internal and external resources, are then "risk mapped," and our ERC assesses them against commonly accepted prioritization criteria (i.e., magnitude of impact, likelihood of occurrence, etc.). The ERC reports to our Chief Executive Officer and includes Chief Financial Officer, Chief Operating Officer, Chief Administrative Officer, General Counsel, Chief Risk Officer, and Senior Vice President-Corporate Strategy. In addition our Chief Ethics and Compliance Officer and Head of Internal Audit attend our meetings. For the most significant risks, "risk owners" are assigned and are responsible for implementing CBRE's risk analysis, response and reporting tools for risk. Quarterly updates for each of these significant risks are provided to the ERC. We believe that this process is a best practice and enhances our ability to identify and manage risk for our company.

NUMBER OF CBRE SENIOR

EXECUTIVES SERVING ON OUR

EXECUTIVE RISK COMMITTEE

In addition, as part of the ERM process, we have a policy to address when and how our formal risk management process and ERC should be triggered for new, expanded or challenged business opportunities or significant transactions. Under the policy, certain events and business activities trigger the escalation of risk information to the ERC so that it may take appropriate action (e.g., risk mitigation, further diligence and enhanced management approvals). For example, this policy would be triggered if the Company were exploring a new line of business or operations in new and higher risk geographies.

# GOVERNANCE METRICS AND STAKEHOLDER ENGAGEMENT

CBRE seeks a high level of transparency in its public disclosures and strives to demonstrate a strong standard of governance relative to our industry. ISS, a major institutional proxy advisor, rates public companies on their corporate governance practices. The ISS ranking format (called ISS Quickscore 2.0) uses an overall scale of 1 to 10 (with higher risk associated with higher numbers), based on sub-component scores in the following categories: Board Structure, Audit, Compensation and Shareholder Rights. We earned an overall score of 3 as of August 2014, which is above average relative to our ISS-designated peers. We believe that this ranking reflects our continued emphasis on strong governance practices. When formulating governance policies, the Board monitors the analysis of ISS, given its role as a prominent governance-activist advisor to numerous institutional shareholder interests, as well as other shareholder advisory firms and our significant shareholders.

CBRE has not implemented a formalized process for systematically gathering the views of outside stakeholders on governance matters. However, in addition to consideration of the ISS ratings noted above, we regularly engage in dialogue with current and potential investors, creditors, clients, peer companies and other stakeholders to gather feedback regarding our governance practices and other issues of importance to these constituents. For example, our Chief Financial Officer meets with various institutional investors to discuss our financial performance and

CBRE'S ISS
QUICKSCORE
2.0 RANKING
As of August, 2014

any concerns that these investors would like to address. We have found this to be a meaningful method to address issues of immediate concern to our investors as well as more generalized feedback from these and other shareholders. In addition, ongoing dialogue with our shareholders relative to CBRE Partners with 3BL Media. Click here to follow our CBRE news feed.



their specific policy interests is an important manner in which calibrate our values and activities.

We also regularly solicit input from our employees on how we can improve company communications and learn more about types of communications that they prefer. We periodically conduct surveys of our employees on work conditions, overall health and well-being and job satisfaction. In 2011, we surveyed our employees globally to assess the efficacy of our ethics and compliance programs. The survey was designed to help both CBRE leadership and employees better understand key areas of our culture such as openness of communication, executive tone and employee comfort in voicing concerns. In 2013, we offered significant incentives to our employees to encourage them to partake in new wellness programs designed to proactively manage their overall physical and mental health.

Except for Works Councils in certain European countries, we generally do not otherwise have organized employee councils. We encourage our employees to communicate directly and both informally and formally with management, and our employees are given multiple avenues to do so without fear of retaliation, including by filing anonymous reports through the CBRE Ethics HelpLine, which is managed by an independent third-party provider.

We believe that our shareholders are very satisfied with the performance of our Board in governing our company. All standing directors have been re-elected each year since 2007 by at least 93.0% of votes cast from shareholders present and entitled to vote at our annual shareholder meetings. In addition, our shareholders are given an advisory opportunity each year to indicate their approval or disapproval of our named executive officer compensation, and at our annual shareholders meeting in May 2014, over 99% of shareholder votes cast were in favor of that compensation for 2013.

Shareholders, employees and other interested stakeholders with concerns or recommendations regarding our governance are encouraged to contact our Board or any of its committees. Information on how to contact our directors is provided in our annual proxy statements.

# WHAT LIES AHEAD

In 2014, we continue our efforts to develop a comprehensive, global stakeholder engagement program. We expect to work through business lines and shared staff globally to provide strategic, coordinated engagement with shareholders, employees, labor groups, trade organizations, NGOs, advocacy groups and others to ensure we are considering their concerns and issues appropriately. In a company with CBRE's scale and complexity, a careful approach to this process is critical, and we will continue to report on progress in the coming years.

CBRE has flourished by attempting to adhere to the highest ethical standards and to reinforce those standards across our business. We intend to continue this path while remaining open to ways in which we can refine and improve our policies and practices. We know that our industry leadership can only be maintained by keeping our corporate RISE values—respect, integrity, service and excellence—at the heart of our governance practices.

# HEALTH & SAFETY

CBRE is proud of the health and safety culture we have grown through years of commitment by our employees; the results indicate that health and safety is a priority for the protection it provides and for the value it creates. 2013 was a year of growth, challenge, and change for the health and safety process within CBRE; more so than any of the years prior. Our program capabilities and health and safety talent have allowed us to achieve and exceed some very challenging goals and commitments.

14,000 +

GLOBAL EMPLOYEES RECEIVING ONLINE HEALTH AND SAFETY TRAINING

>100%

INCREASE IN ONLINE HEALTH & SAFETY EMPLOYEE TRAINING ENROLLMENT

5.7

INJURY-FREE WORKER HOURS ACROSS 52% OF ACCOUNTS AND MANAGED LOCATIONS In 2013, CBRE again amassed more employee work hours than in any of the previous years, and again our rate of incidents decreased. As we build new client relationships and move into industries that are new to CBRE, it remains imperative that we use our longstanding health and safety culture to meet new challenges and achieve the next level of excellence.

In 2013 we reduced our rate of injury to a new low, particularly in the Unites States where the majority of our self-perform services reside and our occupational exposures are the greatest. In EMEA CBRE stepped closer to achieving OHSAS 18001 certification, with the final audit and certification to be completed before mid-year 2014.

Our ability to exceed client expectations and bring the value of our services is hinged on the ability of our employees to deliver excellent results in a sustainable fashion; our health and safety process plays a crucial role in enabling those results. We cannot create or deliver full value unless we do so without incident, and we cannot prevent incident if we don't have the commitment of our leadership to set the expectation and enable the process.

CBRE's global health and safety results are indicative of a high level of management engagement and leadership throughout the organization, supported by a global team of over 120 health and safety professionals. The deliberate approach we take to refining our processes, procedures and systems helps position us for a future where the health and safety requirements

and expectations of our clients, regulators and employees will encourage constant improvement.

9

CONSECUTIVE YEARS ROSPA HAS RECOGNIZED CBRE

66

Creating a health and safety program is easy; implementing the program and delivering health and safety excellence is much more challenging. It takes leadership, commitment, and a shared belief in its value and importance by all members. Once that happens, a culture emerges.

#### D. TIM CARTER

Vice President, Global HSE

#### NOTICES OF NON-COMPLIANCE

In 2013, there were four instances where a regulatory inspection was conducted, but none resulted in any findings or the issuance of any citations.

#### **INJURY AND ILLNESS PERFORMANCE**

Health and safety are part of the greater commitment to responsible, ethical and compliant business practices at CBRE – the commitment to a world-class program in which a deliberate approach complements and enables our company priorities. The upstream indicators of our culture and commitment are visible in key programs and processes; we have seen increases in both the numbers of employees participating in training programs and participants in our health and safety network program, The number of accounts and managed locations that are maintaining a current and active plan has increased to an all-time high as well.

While health and safety performance is generally focused on injury and illness rates, our performance measurement process is more robust since we also include a variety of leading indicators. Measuring the safety results associated with certain activities has been enlightening and challeng-

\$0 TOTAL 2013 PENALTIES ISSUED

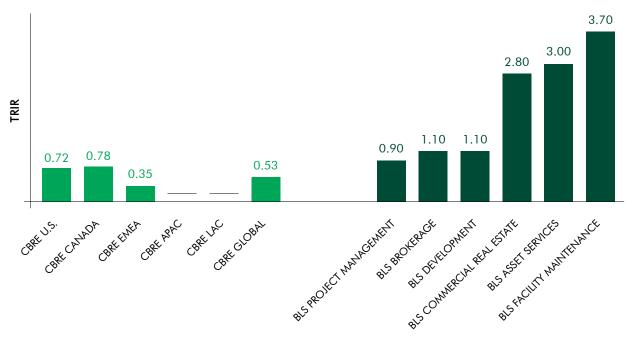
ing, exposing issues that weren't readily recognizable, and has compelled us 49% ACCOUNTS AND LOCATIONS WIT INJURY IN 2013

ACCOUNTS AND MANAGED
LOCATIONS WITHOUT RECORDABLE

to seek solutions that were not immediately known. Our emphasis on ladder safety, electrical safety, incidents related to falls, and vehicle safety (fleet drivers) continued to be top priority issues in 2013, and the results were positive in all categories. We are successfully finding ways to better control the most significant risks that we face.

A key industry standard for measuring safety performance is the Total Recordable Incident Rate (TRIR). In the U.S., where the vast majority of our self-delivery outsourced services are provided, and where the majority of occupational hazard exposure is the greatest, CBRE experienced a lower (better) rate of injury - 0.72 recordable injuries per 200,00 worker hours - outperforming both our 2013 performance goal and our performance in this category over the previous three years. We believe that this indicates that our purposeful and deliberate approach to injury prevention is effective. In the U.S. alone, 52% of our accounts and managed locations did not have a recordable injury during the past year, for a combined total of

#### CBRE INJURY PERFORMANCE COMPARED TO U.S. BLS DATA



National Averages Source: U.S. Bureau of Labor Statistics (US-BLS)

#### HEALTH AND SAFETY AWARDS AND RECOGNITION

CBRE was once again the proud recipient of several awards from the prestigious Royal Society for the Prevention of Accidents (RoSPA), in the UK. In 2013, CBRE was awarded a total of 29 awards from RoSPA - nearly three times more than CBRE received in 2012. Five of those awards were the prestigious Gold Medal Award, given to companies who achieve Gold Medals for at least five consecutive years. This was CBRE's ninth consecutive year receiving this distinction and its first to receive five Gold Medal Awards in one year. CBRE also received nine Gold Awards, 13 Silver Awards, and 2 Bronze Awards in 2013. RoSPA Awards recognize companies for developing a strong safety culture and demonstrating a socially responsible attitude.

22.9
MILLION HOURS

COMBINED HOURS WORKED WITHOUT A RECORDABLE INJURY AMONG ACCOUNTS & MANAGED LOCATIONS 5,667,098 work hours without a recordable injury event. Throughout our U.S. office locations, CBRE employees worked a combined total of 22,951,113 hours (48.7% of all hours) without a recordable injury event.

While the frequency rate of lost workday cases

increased slightly during 2013 (from 0.30 to 0.34), 71% of all accounts and managed locations did not experience a lost workday case, for a total of 9,665,421 combined work hours without a lost-time injury case.

The U.S. Bureau of Labor Statistics (BLS) provides the best available benchmark for a comparative average with which to assess our global performance based on the TRIR. CBRE continues to outperform the commercial real estate industry in general by a wide margin. The safety performance of our Facilities Management (FM) group in the U.S. has improved and is now over three times better than the U.S. national average for FM and our Asset Services (AS) group is nearly three times better than the U.S. national average for AS. Collectively, CBRE in the U.S. was 3.9 times better than the U.S. national average for commercial real estate companies, and globally we were more than five and a half times better than the U.S. national average.

### # 1 | CBRE'S SAFETY RANKING AGAINST OTHER U.S. COMMERCIAL REAL ESTATE FIRMS

For CBRE, it is even more notable that our global injury rate was lower in 2013 at a time when the number of exposure hours increased significantly; there were 15% more exposure hours in 2013, but the overall rate of injury was nearly 2% lower.

#### **HEALTH AND SAFETY TRAINING**

Training is a priority activity of our health and safety platform; our ability to continually improve cannot be realized without it. As we do each year, our health and safety training approach was enhanced in content and addressed specific subject matter relative to incidents and trends identified and monitored through our performance measurement process and employee feedback. In the U.S. alone, where most of our self-delivery services are provided, over 14,000 employees utilized CBRE's online training platform, more than twice the 2012 enrollment of 6,200 users. We also deliver significant hours of training related to site- and client-specific health and safety requirements, or related to a particular task or location, and training on topics resulting from lessons learned from incident or near-miss events. We also provide general safety training programs, employee safety orientation, hazard recognition training, weekly and monthly safety meetings, safe work planning and instruction, and formal training on more complex issues. These are performed routinely, involving thousands of employees and thousands of hours in training.

29 | 2013 ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS AWARDS

By way of transparent reporting, CBRE does not have a formal joint management-worker health and safety committee, nor do we have any formal trade union agreements that cover health and safety topics.

#### WHAT LIES AHEAD

2014 will feature a combination of new challenges, some related to the exposures directly attributed to our growth as a company, and others related to the new challenges we are creating as we make our health and safety process more rigorous and our performance expectations more demanding.

Our fleet safety program initiative will expand as the size of our fleet grows, and we are expanding our emphasis on driver safety to include drivers who may not be counted among our fleet population but occasionally drive on company business. Our approach to contractor safety and health is changing as we begin to implement and improve our contractor selection program structure and performance expectations, including updated requirements and selection criteria.

In 2014, we will research health and safety management systems to determine which systems and providers may have the best tools and solutions for CBRE globally. This effort began in 2013 in EMEA, where we implemented a health and safety management system to provide a more effective method of managing regulatory compliance, the results of which currently are being monitored closely. In addition to this, CBRE is looking into other solutions and providers that can offer more than just compliance management. Such solutions might include incident and injury performance tracking tools, claims and incident reporting and management tools, recordkeeping, and others tools that make the process easier to access and manage at the account, office or managed-property level.

Our desire to improve our service support and delivery through technology will also feature a new approach to managing ergonomic training, self-assessment and technical support. While our rates of injury do not suggest this to be an area of significant concern, we recognize that there is a hazard exposure that we can significantly reduce before the injury trends indicate that we missed an opportunity.

Our EMEA Health & Safety team will achieve OHSAS 18001 accreditation by mid-year 2014. This accomplishment will provide a template for success for use in other global regions. Not only will CBRE possess the accreditation, but we will also be willing mentors for others seeking to achieve this important and challenging program validation.

Our global health and safety team members are pursuing initiatives relevant to their regions and their risk exposures as well. As a result, we expect to see more platform development, growth in health and safety resources and overall refinement of programs.

We are a safer company today than ever before; the evidence of this can be found in our rates of injury, the health and safety program we have continually refined, and the health and safety tools and resources we have accumulated and enhanced over the years. The health and safety program and platform are positioned to keep pace with our growing company and the expanding portfolio of clients with which we partner and serve.



## GLOBAL INVESTORS

In 2013 we continued to build on the environmental initiatives begun by our Global Green Team, which was established in 2012 to harness best practices in environmental sustainability, enhance knowledge sharing, and expand our sustainable investment approach worldwide by looking for tomorrow's innovations. The year began with the publication of our Global Sustainability Policy in January, which described our environmental commitment to all employees, outlined clear guidelines to be implemented across our global investment programs, and provided a solid foundation to execute our future initiatives.

This Global Sustainability Policy promotes transparency and disclosure on environmental issues, while also recognizing that business requirements vary across regions and investment programs. Through this policy, we will strive to meet goals that are:

- client driven by institutional investors who increasingly require measurable and meaningful sustainability initiatives from investment managers;
- market driven by tenants required to meet sustainability targets for buildings they occupy;
- regulatory driven by local governments that continue to establish regulations for building development and operations that mandate minimum sustainability standards;
- competition driven by investment managers who seek to differentiate themselves through meaningful sustainability practices and achieve high rankings in industry-led benchmarks and,
- risk driven by the need to mitigate the potential impact of such future external factors as rising energy prices, increased governmental regulation, and owner/tenant sustainability requirements.

With buildings generating over 40% of the emissions of  $CO_2$ , CBRE Global Investors recognizes that, through our investment and asset management activities, we can make a tangible impact on improving energy efficiency, reducing greenhouse gas emissions and slowing climate change.

Another way we advanced sustainability in 2013 included participation in CBRE's Corporate Responsibility Report to demonstrate our commitment to the UN Principles of Responsible Investment (UN PRI), which is one of the key global ESG initiatives required by our investors. A signatory since 2009, we also began working on responding to the UN PRI Reporting Framework as part of UN PRI's largest disclosure initiative.

We also advanced sustainability through significantly increased participation in the annual Global Real Estate Sustainability Benchmark (GRESB) survey.

The company also shares a global ESG knowledge pool with CBRE and is committed to developing tools and collecting best practices that will provide clients with the full integration of ESG principles in every investment. For example, as real estate investment managers look to quantify the return on investment of their sustainability initiatives, CBRE Global Investors began working with the EURO Institute of Real Estate Management in 2013 on the development of the CBRE Green Alpha Index as part of CBRE's Real Green Research Challenge. This comprehensive economic analysis tool measures the value implications of green building practices on large institutional real estate portfolios. The index will show where enhanced sustainability pays off in enhanced financial performance and the performance gaps of an asset in a portfolio relative to its market. With this analysis, managers can effectively focus their resources on the most viable opportunities for the sustainable management of each individual asset.

Investors are increasingly asking about our commitment to ESG. In certain fund placement documents, we increasingly refer to responsible investment aspects of our company, such as our policy and commitment to responsible investment. The Company also makes formal commitments in some fund formation contracts, Limited Partnership Agreements or in side letters relating to responsible investment when requested by clients.

#### **PRE-INVESTMENT PROCESS**

Our policy recommends that investment teams consider incorporating ESG factors into their investment analysis and decision-making. For direct investments, the due diligence checklist includes measurable sustainability factors appropriate to each asset class and the market. Opportunities for green improvements are determined and outlined in the investment strategy and capital expenditure program on a case-by-case basis.

In the case of funds, we have been educating investment teams to understand the link between the sustainability of a building and its economic returns, encouraging investment managers to pursue environmental certification and/or the highest environmental standards applicable to each region and asset class. Some funds have even established their own sustainability committees to set strategy and improve sustainability performance.

In the case of separate accounts, the portfolio managers advise clients on the benefits of sustainable improvements on property operational costs, tenant retention, rental income and transaction costs. Portfolio management teams, in consultation with the client and in respect of client sustainability requirements and benchmarks, pursue environmental certification and/or the highest environmental standards applicable to the region and asset class.

Factors considered for direct investments include:

- Location
- Energy savings
- Building environmental characteristics (orientation, facades, landscape, etc.)
- The presence of harmful materials or contamination
- Access to public transportation
- Environmental characteristics impacting tenants (luminosity, olfactory comfort, etc.)

In looking at our indirect investment programs, the CBRE Global Multi Manager (GMM) team has implemented a policy to invest in real estate funds where:

- There is a clearly defined investment strategy that takes account of environmental, social and governance issues in order to deliver superior returns to investors
- There is no intention to encourage or engage in socially irresponsible activities
- The corporate governance provisions meet best practice standards, developed in conjunction with our legal team, and the reporting process meets our transparency requirements.

GMM uses the annual GRESB survey as a framework to compare ESG performance across different fund investments. GMM leverages these results to report on portfolio performance to clients as well as to engage with managers to improve their scores, either from a policy or implementation perspective. GRESB results are also used when evaluating new investment opportunities.

Another unit focused on indirect investment programs, CBRE Clarion Securities (Clarion), began to formalize its focus on sustainability issues during the year, including adoption of a sustainability policy focused on investments in publicly traded real estate companies. Clarion believes that management teams that measure and act upon

sustainability issues are more likely to make superior business decisions in general, reflecting an ability to make decisions that add to shareholder value over time. Therefore Clarion's policy focuses on corporate governance and the commitment by corporate management teams to sustainability initiatives. This management assessment is an important element of Clarion's securities selection process.

GRESB survey results can provide a useful data point to compare ESG performance among companies, and Clarion has taken steps to integrate this type of information into its investment process. Participation in the survey by public companies is increasing, and Clarion encourages companies to participate. As of December 31, 2013, 45% of the companies included in Clarion's flagship global real estate securities strategy (covering 52% of the market capitalization of the investments) had participated in GRESB. This compares favorably to the strategy's benchmark, the FTSE EPRA/NAREIT Developed Index. Only 29% of the companies included in the index had participated in GRESB. As the number of participating companies grows, the GRESB results will become an even more useful tool.

The Green Team, which is led by Pieter Hendrikse, Chief Executive Officer EMEA, and includes representatives from various functional teams across each region, advises investment teams on ESG, and the due diligence team ensures compliance with the company's ESG policies during the acquisition process. Teams also seek input on ESG factors from external environmental, regulatory and legal advisers as part of the acquisition process.

#### **POST-INVESTMENT PROCESS**

CBRE Global Investors' commitment to sustainability continues post-acquisition as we understand the importance of sustainable operations and driving improvement throughout an investment's lifecycle. Performance is monitored and benchmarked using accepted industry standards.

Investment teams often adopt Environmental Management Systems (EMS), Data Management Systems (DMS) and Waste Management Policy to measure portfolio performance, energy and water consumption, waste production, greenhouse gas (GHG) emissions and to set long-term reduction targets. Teams usually perform technical building assessments to identify energy efficiency opportunities

and water reduction solutions within the portfolios.

As part of our sustainability policy, we are starting to provide copies of the policy to our vendors, and are working toward including provisions in their contracts regarding regarding implementation and reporting of sustainability factors, such as resource consumption data so that we can track efficiency during the hold period. We often include green credentials and track record when appointing our vendors, and we recommend our fund teams monitor and measure their green performance and give incentives for outstanding improvements.

We encourage tenant engagement by conducting sustainability awareness training and providing useful feedback on tenant consumption. On a limited basis, we have also implemented a tenant survey and have given certain tenants the opportunity to participate in a sustainability memorandum of understanding to align the landlord and tenant sustainability commitment.

Our capital expenditure programs evaluate the possibility of improving the sustainability level of assets.

For dispositions, hold-sell analyses include sustainability improvements made to each asset and measurable results, such as rent growth and tenant retention, appropriate to the asset class and market.

We also strive to support and educate our joint venture partners on sustainability issues as applicable and work to develop and implement measurable sustainable asset management initiatives.

As an investor in publicly-traded securities, Clarion can dispose of investments relatively easily, which makes it easier to react to poor performance in relation to sustainability issues. Clarion's focus on public company management teams continues during the time it maintains an investment. Clarion takes seriously its rights as a shareholder and devotes significant attention to corporate governance issues. We treat proxy voting as a fundamental responsibility, one which can work to affect positive management behavior over time and therefore ultimately contribute to generating economic value to shareholders. We therefore exercise voting rights using a disciplined process. In 2013 Clarion voted on 97% of all ballot items; our voting record is available to clients upon request.

#### **2013 ACCOMPLISHMENTS**

In 2013, CBRE Global Investors, CBRE Clarion Securities and GMM joined GRESB and expanded adoption of the GRESB survey to benchmark sustainability performance of our portfolios. We also acquired two seats on the Advisory Board and Benchmark Committee. The membership gives us an opportunity to share expertise in sustainability, and it provides more in-depth analysis on the sustainability performance of our portfolios.

As part of our enhanced involvement with GRESB, 30 direct funds participated in its survey in 2013, which represented a significant increase over 2012. Five of these funds were awarded Green Stars, which recognize active implementation of sustainability policies throughout an investment program. Other GRESB highlights included:

- The CBRE Dutch Residential Fund was ranked as the most sustainable residential fund globally and the leader in its peer group
- The CBRE Dutch Office Fund was ranked the most sustainable office fund in its peer group, third overall fund in Europe and the eighth most sustainable fund out of the 543 participating globally
- The CBRE Dutch Retail Fund ranked first in its peer group and 23 out of 292 in the region
- The CBRE Retail Property Fund Ibérica ranked third in its peer group and 12<sup>™</sup> overall in Europe
- The CBRE Strategic Partners US Value 5 fund ranked eighth in its peer group and 20 out of 115 in its region

Of the CBRE Global Investors funds participating for a second year, almost half made improvements in Management and Policy, and more than half improved their scores for Implementation and Measures as well as their overall score. And based on these GRESB results, with a 27% improvement over 2012 and as the highest scoring Dutch participant, our Dutch business won the Green Brick award as the most sustainable real estate investment manager in the Netherlands.

On the indirect side, of the 196 fund investments that GMM manages, 116 participated in the GRESB Survey in 2013, reflecting a 59% response rate, with 12 of these funds awarded the top-rated Green Star. Based on a weighted average of the results, GMM's overall portfolio score was

on par with the benchmark score with equivalent exposure. GMM is keen to increase the GRESB participation rate, and GMM's standard provisions require all new fund investments to participate in the annual GRESB survey.

Across the company's investment programs, our assets have been awarded with most of the main Green Building certifications, including BOMA360, BREEAM, CASBEE, DGNB, Energy Star, Green Rating, Green Rating, HQE, ISO 14001, LEED and BBC certifications.

Other 2013 successes included:

- The Property Fund Central Europe and Property Fund Central and Eastern Europe became the first green real estate investment funds in the CEE region, with more than 80% of the properties earning a BREEAM In-Use certification, thanks to collaboration with CBRE's Sustainability Services EMEA.
- 86% of the Strategic Partners U.S. portfolio is LEED-certified
- 80% of one of our U.S. separate account client portfolios is LEED-certified, while 95% of that portfolio is Energy Star rated.

#### **CORPORATE OPERATIONS**

As part of our commitment to sustainability we need to ensure that the offices we occupy meet the same high standards that we aim to achieve in our portfolios. Therefore, we have put initiatives in place to reduce our energy, water and other resource consumption, reduce waste, and use renewable or recyclable materials. During 2013 we continued to implement and advance procurement standards that incorporate sustainable best practices for furniture, paper, office supplies, computer equipment, printing devices and other relevant items. One particularly notable example of reducing consumption in our operations was an agreement with Dutch airline KLM that supports its sustainable biofuel program.

Additionally, we are implementing CBRE's Towards a Greener Tomorrow office certification program for all CBRE Global Investors offices. This program looks at how we use our offices, what type of sustainable initiatives are in place, and what can be worked towards. The results will be benchmarked against the CBRE certification program and each office will be given feedback about strong performance as well as areas of improvement.

We also expanded our efforts to educate employees about our environmental commitment and their role in helping achieve our goals. One of the highlights was the launch of our first Global Green Week, an event that enabled colleagues to learn more about sustainable property, the environmental issues impacting our clients and how we can build a greener approach into the way we live and work. During Global Green Week, we encouraged employees to take such simple steps as:

- Avoid printing by using laptops or other technology during meetings and proofreading electronically
- Eliminate paper invitations and other print memos by using email
- Set copier and printer drivers to print double-sided two
- Use reusable water bottles or coffee cups
- Turn off lights when leaving a conference room or unused space
- Turn off devices that are not in use before leaving the office

#### **SOCIAL ISSUES**

Social responsibility practices are essential to the company's business strategy as we seek to invest with responsibility and integrity. One of CBRE Global Investors' keystones is our reliability and our relentless pursuit of performance, integrity and value on behalf of our investors. Each employee is equipped and expected to deliver this Culture of Performance by living out our Corporate Values every day.

Our objective is to create and sustain a work environment defined by collaboration, communication, diversity, training and development. As part of creating such a work environment, we developed a global job architecture framework to give employees a clear picture of various career paths within the company. Additionally we participated in CBRE's Organizational Health Index survey to capture employees' opinions globally about our leadership, the company's direction, and how we are performing as both a business and an employer and are now using those results to guide future strategies.

In 2013, CBRE Global Investors employees in the U.S. actively supported two key philanthropic and community initiatives sponsored by the CBRE Foundation:

- Build Month The Los Angeles office and the CBRE Clarion office in Radnor, Pennsylvania raised money to benefit Habitat for Humanity, with employees in Los Angeles also rolling up their sleeves to help with construction of a home.
- Birthday Cakes for Homeless Employees in Los Angeles made birthdays brighter for more than 30 homeless children in a nearby homeless shelter in 2013 by delivering personalized cakes on their special day.

In addition, Clarion employees participated in their annual holiday charity drive, this year collecting \$1,000 in cash and several bins of clothing and household items for the Bethesda Project, which benefits the homeless in the Philadelphia area. Clarion employees also led their own individual charitable efforts in the office via denim days throughout the year, raising money for Children's Hospital of Philadelphia, Susan G. Komen Foundation, The Pancreatic Cancer Action Network, St. Christopher's Hospital and Educate Liberia.

Employees in EMEA participated in charitable activities, including the following:

- A team of eight employees cycled from London to Cannes as part of the Cycle 2 Cannes Challenge and raised £26,300 for charities, including UK children's charity Coram.
- The UK Social Committee organized activities raising around £8,000 to support charities including Comic Relief and The Trussell Trust.
- Seven employees from the Prague office ran the Hervis Half Marathon and raised €890 for a charity for children with genetic metabolic diseases

#### **GOVERNANCE ISSUES**

The Company's corporate and investment operations are overseen by a Global Executive Committee, Global Investment Committee, Global Risk Committee and three Regional Investment Committees. These committees work together to ensure the proper execution of our investment strategies, to consistently apply our investment management processes at the global and regional levels, and to ensure compliance with regulatory requirements in each region in which the Company invests.

The Regional Investment Committees review new fund and client proposals, fund and portfolio investment strategies, investment structuring, and all major acquisitions, financing, asset management and disposition activities for direct property investments in the applicable region. To enhance the decision-making process, each committee engages an independent member who is not employed by the Firm. Being autonomous from the organization and investment teams allows the independent member to provide a neutral, yet direct, assessment of potential investments. This forum is created to elicit discussions about potential investments that may not have occurred without an independent opinion and to improve the quality of the Investment Committee meetings and the analysis of transactions.

CBRE Global Investors holds our personnel to a high standard of integrity and business practice. In serving our investors and clients, we strive to avoid conflicts of interest and the appearance of conflicts in connection with our investment activities and our personnel. We have the responsibility to render professional, continuous, and unbiased investment advice, and therefore adopted a code of ethics that is designed to emphasize and implement these fundamental principles to mitigate such conflicts of interest and avoid any potential incentive to direct business to CBRE on behalf of client accounts.

For example, CBRE Global Investors has a policy prohibiting employees from being financially rewarded in any way for fees paid to affiliates and owning CBRE stock with-

out the consent of senior management and the Global Chief Compliance Officer. In addition, all investment professionals must disclose to senior management and the Compliance Department any personal investments in third-party funds, partnerships, joint ventures, individual commercial real estate assets, or otherwise that may have overlapping investment objectives with any CBRE Global Investors investment programs.

On the indirect side, GMM seeks to implement strong governance provisions in fund documentation and requires managers to not participate in socially irresponsible or illegal activities as part of its commitments to the UNPRI.

#### **INDUSTRY INVOLVEMENT**

CBRE Global Investors has commitments to of the following organizations to help promote acceptance and implementation of sustainable practices:

- United Nations Principle for Responsible Investment
- Institutional Investors Group on Climate Change
- Sustainable Building Alliance
- Green Rating Alliance
- International Sustainability Alliance
- Urban Land Institute
- Global Real Estate Sustainability Benchmark
- SIRE: Sustainable Investment in Real Estate
- BOMA Building Owners and Managers Association
- Dutch Green Building Council (including the BREEAM in Use Advisory Council)
- Association of Dutch Investors in Real Estate Sustainability Taskforce

The Company is proactive in collaborating with other industry colleagues through these organizations and in highlighting our partnerships in company marketing materials, industry publications and conferences to further advance environmental and social activities.



## TRAMMELL CROW COMPANY

Trammell Crow Company

#### **GREEN FROM THE GROUND UP**



DANIEL QUEENAN
Chief Executive Officer

Well before "environmental sustainability" became a catch phrase, Trammell Crow Company (TCC) had recognized that

prudent environmental stewardship was a fundamental social and ethical corporate responsibility. As a leader in commercial real estate development, TCC uniquely understood the impact of the built environment on our communities.

For over eight years, TCC has been incorporating sustainability guidelines and practices into numerous projects in all product types that comprise our core business, as well as formally establishing a sustainability initiative and making environmental stewardship integral to our brand. Today we have completed 20 million square feet of LEED certified/sustainable projects across a broad spectrum of product and geographies, and are currently working on or actively pursuing over 20 million square feet of projects targeted for LEED certification or with significant sustainable design considerations.

Knowledge leadership is central to our brand and business model. We pursue environmentally responsible building solutions because they generate long-term economic bene-

**20MSF** 

tenants, employees and the communities in which we live.

TCC is committed to the continued

fits for our financial partners and

meet the long-term objectives of our

TCC is committed to the continued expansion of its expertise in environmental sustainability, to making sustainability an important part of our business, and to ensuring that our clients and financial partners have access to TCC's best practices in sustainable planning, design and construction for each project. Our goal is to build value with comprehensive, integrated building solutions that are attentive to the environment, the health of the occupants and the needs of our investors.

Trammell Crow Company, founded in 1948, is one of the nation's leading developers and tors in commercial real estate. The Company has developed or acquired nearly 2,600 buildings valued at nearly \$60 billion comprising over 540 million square feet. TCC's teams are dedicated to building value for its clients with professionals in 16 major cities throughout the United States. The company serves users of and investors in, office, industrial, retail, healthcare, multi-family residential and mixed-use projects. For those who occupy real estate, TCC can execute the development or acquisition of facilities tailored to meet its clients' needs. For investor clients, the company offers large strategic joint ventures, opportunity funds, and other targeted investment options.

CBRE's acquisition of TCC 2006 was a perfect fit of two firms committed

Trammell Crow Company believes green buildings make more efficient use of various resources, including energy, water and materials, while reducing the impacts on human health and the environment. Choosing the best approach to achievoptimal site selection, design, construction, operation, maintenance and removal, will help create value for our clients

to corporate responsibility, with environmental stewardship central to our brands. Our knowledge leadership in new development directly complements CBRE's initiatives to advance the performance of existing buildings in the built environment. As a commercial developer on the cutting edge of new technologies, we bring direct insight into how the design and use of commercial buildings can dramatically reduce impacts on the environment as compared to past designs and practices. As an industry leader, we make it our responsibility to inform our clients of best practices gleaned from our experience, the options available to them and the benefits gained through intelligent building design practices. Our employees share the same passion to insure improved quality of life in our communities for generations to come.

As climate change continues to be a public issue and client and investor demands for sustainable development continue to rise, TCC is proactively responding to this trend and need. Through state-of-the-art design and construction, active engagement with suppliers and benchmarking our performance, we continue our drive to be the industry leader in environmental best practices.

Central to our business strategy is leveraging our knowledge base and advancing the skills sets and education of our employees. We have in place:

- A national task force comprised of senior development managers representing and supporting the market area of each group president
- Management reporting and tracking via our in-house information platform providing a comprehensive database of the scope and scale of our sustainable projects
- A focus on the continuing education of our employees
- An initiative to document best practices to further leverage our knowledge base
- Representation on CBRE's Global Sustainability Steering Committee, ensuring we leverage our collective company knowledge leadership

#### **ENVIRONMENTAL RESPONSIBILITY**

- · Respect and preserve the environment
- Conserve energy, water & non-renewable natural resources
- Create healthy indoor environments

#### **ECONOMIC PERFORMANCE**

- · Limit development burden on land
- Develop and promote sustainable buildings & practices
- Contribute to social, economic and physical benefits of our clients, partners, tenants and communities

#### **ENVIRONMENTAL BENEFITS**

- Enhance & protect ecosystems & biodiversity
- Improve air & water quality
- Reduce solid waste
- Conserve natural resources

#### **TENANT BENEFITS**

- Increase employee productivity
- Improve employee satisfaction

#### **ENVIRONMENTAL BENEFITS**

- Reduce operating costs
- Enhance asset value and profits
- Optimize life-cycle economic performance

#### **HEALTH AND COMMUNITY BENEFITS**

- Improve thermal & acoustic environments
- Enhance occupant comfort & health
- Minimize strain on local infrastructure
- · Contribute to quality of life

PROJECT	SQ. FT.	TYPE	LOCATION	LEED CERTIFICATION
FMC Technologies, Inc.	1,763,926	Industrial	Houston	Gold
I-215 Logistics Center	1,254,000	Industrial	SoCal-Newport Beach	Silver
Knox Logistics Center	1,210,291	Industrial	SoCal-Newport Beach	Certified
Energy Center Three and Four	1,146,313	Office	Houston	Gold
Brickyard Commerce	1,008,000	Industrial	SoCal-Los Angeles	Silver
Denver Union Station	1,000,000	Civic	Denver	Certified
Noble Energy Center One and Two	967,000	Office	Houston	Gold
Interstate 20	887,810	Industrial	DFW	Silver
Hess Tower	844,763	Office	Houston	Platinum
TCC-Penn Distribution Center	823,379	Industrial	DFW	Registered
Mountain Creek Distribution Center	700,000	Industrial	NE Metro	Certified
161 @ Pioneer - Phase 1, 161 @ Pioneer - Phase 2	603,354	Industrial	DFW	Silver
Ralph L. Carr Colorado Judicial Center	600,000	Civic	Denver	Gold
Green Water, Block 1	507,855	Residential	Austin	Silver
Shops at Dakota Crossing	430,000	Retail	MidAtlantic	Silver
Cleantech Manufacturing Center	368,468	Industrial	SoCal-Los Angeles	Silver

# (I)



#### SUSTAINABILITY PROJECT SUMMARY



#### **QUICK FACTS**

LOCATION:	Los Angeles County, CA	
SITE:	6.5 acres	
OWNER/TENANT:	Southern California Edison	
PROJECT START:	2010	
COMPLETE:	2011	
ARCHITECT:	MacDavid Aubort & Associates	
CONTRACTOR:	Millie and Severson, Inc.	
SURFACE PARKING:	452 cars - 4/1000 on usf	
SUSTAINABILITY:	LEED Gold Certified (NC v2.2)	
ESTIMATED ADDITIONAL COST:	+/- \$800K or \$6.50/GSF	

#### PV SYSTEM ROI ANALYSIS - 25 YEARS

Estimated System Installed Cost \$	\$490,000
Estimated Federal Tax Credit (30%)	-147,000
Estimated Accelerated Depreciation (28%)	-137,200
Estimated Performance-based Incentive	0
Estimated Net System Cost \$	\$205,800
Estimated 25 Year Energy Savings \$	(\$746,465)
Estimated 25 Year Operational Costs \$	\$68,065
Estimated 25 Year Net System Savings \$	(\$678,400)
Estimated 25 Year Return on Net System Cost	229.60%

### INNOVATION VILLAGE RESEARCH PARK: PHASE 4 3 INNOVATION WAY, PONOMA, CA

123,000 SF - 3 STORIES | CLASS "A" - OFFICE BUILDING BUILD-TO-SUIT

#### **CHALLENGE**

In mid-2009, Trammell Crow Company's Southern California Business Unit was selected as the developer to design, entitle, and construct a state-of-the-art office building to house Southern California Edison's (SCE) Transmission Business Unit. The project is part two of a two-phase development constructed by TCC for SCE at Innovation Village Research Park.

#### **GOAL**

To develop a highly sustainable, LEED Gold project that would conserve energy, water, and non-renewable natural resources.

#### **STRATEGY**

- Implement some form of on-site renewable energy.
- Control storm water runoff while recharging local ground water.
- Reduce on site water consumption by at least 20%.
- Reduce the building's overall energy consumption by 20%.
- Improve the comfort and well-being of the building's occupants through the use of enhanced indoor air quality practices.
- Install a high efficiency glazing system which would yield an increased "R" value for the building's exterior wall, thus improving performance of the building's HVAC system.

#### **RESULT**

- Utilized various LEED EcoCharrettes and conducted a Renewable Energy Study leading to the selection of a thin film panel rooftop photo voltaic (PV) system.
  - System provides 122,000 kWh of energy per year, or approximately 10% of the building's estimated yearly electrical usage, and results in an annual energy cost savings of approximately \$62,000 per year.
- Controlled storm water runoff while recharging the local ground water by installing infiltration swales.
- Installed low flow landscape irrigation systems and plumbing fixtures resulting in a facility that utilizes 30% less water.
- Installed highly efficient rooftop HVAC units and a rooftop PV system reducing the building's energy consumption by over 35%.
- Increased ventilation by installing CO<sub>2</sub> monitoring and utilizing low-VOC materials.
- Increased occupant comfort through the use of individual and multi-mode lighting controls and a design that allows optimal natural light penetration.

#### **CONTINUING EDUCATION**

TCC's commitment to knowledge leadership in sustainable design and development is core to our principles, responsibilities and brand. The growth of our pipeline with our recovering economy underscores our need to have training and capabilities at the forefront of our strategic focus to best serve our clients and investors, and to maintain our commitment to our employees. The company currently has 25 LEED APs and recently completed its most recent Sustainable Education Initiative.

"

It is our goal to have ALL active development managers or development management supervisors LEED Accredited to advance our knowledge leadership, and to assure the best guidance to future projects.

#### **BOB ABBERGER**

Senior Managing Director and Chief Sustainability Officer

#### **COMMUNITIES AND GIVING**

At Trammell Crow Company, we approach our commitment to community service and philanthropy with the same enthusiasm and creativity as we approach our business. Our professionals are dedicated to bettering the communities where they live and work, and we continue, as a firm, to build on that passion for assisting those in need.

Inherent in our position as one of the nation's largest developers, is the responsibility to engage our resources and professionals to better our communities. As such, community service and volunteerism remains at the forefront of our corporate accountability agenda. We recognize that supporting the personal charitable endeavors of our employees increases morale, aids talent retention, contributes to overall job satisfaction and, most importantly, fosters a healthy work-life balance.



TCC KNOWLEDGE MANAGEMENT TCC employees are actively involved in various community and charitable organizations throughout the U.S., including:

- Alexandria Seaport Foundation
- American Heart Association
- American Red Cross
- Boys & Girls Club of Metro Phoenix
- Big Brothers & Sisters
- Brighter Day Care, Inc.
- · Center for Hearing and Speech
- Center for Innovative School Facilities
- Charles C. Gates Center for Regenerative Medicine and Stem Cell Biology
- Child Advocates Volunteer
- · Children's Hospital Foundation
- Chrysalis Shelter for Domestic Violence
- · City for Good
- Colorado Children's Hospital
- Colorado Outward Bound School
- Elevate Oregon
- · Facilitating Leadership in Youth
- Food and Friends
- First Tee of Washington DC
- Griese Foundation's Judi's House
- Habitat for Humanity
- Horses for Heroes
- Juvenile Diabetes Research Foundation
- Kids on the Block
- Lake Oswego School Foundation
- Make-A-Wish Foundation
- Maryland Therapeutic Riding
- Military Family Lifestyle Charitable Foundation, Inc.
- Moorestown CASA
- Moorestown Safe Ride Program
- National Down Syndrome Congress
- · Orange County Children's Theatre
- PACE
- Parent Project Muscular Dystrophy
- Philadelphia Futures
- Portland Public Schools Long Range Plan Advisory Committee
- Portland Schools Real Estate Trust
- Ronald McDonald Charities
- Salvation Army
- · Social Venture Partners Dallas
- · University of Georgia Mentor
- Via Colori
- Violence Prevention Program



#### STANDARD DISCLOSURES PART I: PROFILE DISCLOSURES

#### STRATEGY AND ANALYSIS

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
1.1	Statement from the most senior decision-maker of the organization.	Fully	3
1.2	Description of key impacts, risks, and opportunities.	Fully	3,4-6

#### ORGANIZATION PROFILE

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
2.1	Name of the organization.	Fully	4
2.2	Primary brands, products, and/or services.	Fully	4-5
2.3	Operational structure of the organization, including main divisions, operating companies, subsidiaries, and joint ventures.	Fully	4-5
2.4	Location of organization's headquarters.	Fully	4
2.5	Number of countries where the organization operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	Fully	4-5
2.6	Nature of ownership and legal form.	Fully	4
2.7	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	Fully	4
2.8	Scale of the reporting organization.	Fully	4-5
2.9	Significant changes during the reporting period regarding size, structure, or ownership.	Fully	5
2.10	Awards received in the reporting period.	Fully	7

#### REPORT PARAMETERS

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
3.1	Reporting period (e.g., fiscal/calendar year) for information provided.	Fully	6
3.2	Date of most recent previous report (if any).	Fully	5
3.3	Reporting cycle (annual, biennial, etc.)	Fully	5
3.4	Contact point for questions regarding the report or its contents.	Fully	6

<sup>\*</sup> This indicator has been partially addressed. Data and/or other resources needed to fully address this indicator are not currently available. As our data systems and other resources evolve, we plan to provide additional detail and work toward fully addressing the indicator.

#### STANDARD DISCLOSURES PART I: PROFILE DISCLOSURES

#### REPORT PARAMETERS

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
3.5	Process for defining report content.	Fully	5
3.6	Boundary of the report (e.g., countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers). See GRI Boundary Protocol for further guidance.	Fully	6
3.7	State any specific limitations on the scope or boundary of the report (see completeness principle for explanation of scope).	Fully	6-May
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities that can significantly affect comparability from period to period and/or between organizations.	Fully	6
3.9	Data measurement techniques and the bases of calculations, including assumptions and techniques underlying estimations applied to the compilation of the Indicators and other information in the report. Explain any decisions not to apply, or to substantially diverge from, the GRI Indicator Protocols.	Fully	5, 6
Explanation of the effect of any re-statements of information provided in earlier reports, and the reasons for such re-statement (e.g.,mergers/acquisitions, change of base years/periods, nature of business, measurement methods).		Fully	5
3.11	Significant changes from previous reporting periods in the scope, boundary, or measurement methods applied in the report.	Fully	5
3.12	Table identifying the location of the Standard Disclosures in the report.	Fully	90
3.13	Policy and current practice with regard to seeking external assurance for the report.	Fully	5

#### GOVERNANCE, COMMITMENTS, AND ENGAGEMENT

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
4.1	Governance structure of the organization, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organizational oversight.	Fully	5, 66-71
4.2	Indicate whether the Chair of the highest governance body is also an executive officer.	Fully	68
4.3	For organizations that have a unitary board structure, state the number and gender of members of the highest governance body that are independent and/or non-executive members.	Fully	47, 68
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.		70
4.5	Linkage between compensation for members of the highest governance body, senior managers, and executives (including departure arrangements), and the organization's performance (including social and environmental performance).		69
4.6	Processes in place for the highest governance body to ensure conflicts of interest are avoided.	Fully	69

#### STANDARD DISCLOSURES PART I: PROFILE DISCLOSURES

#### GOVERNANCE, COMMITMENTS, AND ENGAGEMENT

Profile Disclosure	Disclosure	Level of Reporting	Location of disclosure
4.7	Process for determining the composition, qualifications, and expertise of the members of the highest governance body and its committees, including any consideration of gender and other indicators of diversity.	Fully	68-69
4.8	Internally developed statements of mission or values, codes of conduct, and principles relevant to economic, environmental, and social performance and the status of their implementation.	Fully	60, 67
4.9	Procedures of the highest governance body for overseeing the organization's identification and management of economic, environmental, and social performance, including relevant risks and opportunities, and adherence or compliance with internationally agreed standards, codes of conduct, and principles.	Fully	68-69
4.10	Processes for evaluating the highest governance body's own performance, particularly with respect to economic, environmental, and social performance.	Fully	69
4.11	Explanation of whether and how the precautionary approach or principle is addressed by the organization.	Fully	69
4.12	Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organization subscribes or endorses.	Fully	GRI and UNGC Principles 5, Office certification programs 12, Client services based on external programs 15-19, UNPRI 79, Charitable initiatives supported 41-44, Diversity programs supported 47-48, Women's Compact 49
4.13	Memberships in associations (such as industry associations) and/or national/international advocacy organizations in which the organization: * Has positions in governance bodies; * Participates in projects or committees; * Provides substantive funding beyond routine membership dues; or * Views membership as strategic.	Fully	LEED advocacy in client service 15, Environmental membership and advocacy 21-24, Charitable engagements, memberships and sponsorships 41-44, CREW 49
4.14	List of stakeholder groups engaged by the organization.	Fully	5, 70
4.15	Basis for identification and selection of stakeholders with whom to engage.	Fully	5, 70
4.16	Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group.	Fully	5, 70
4.17	Key topics and concerns that have been raised through stakeholder engagement, and how the organization has responded to those key topics and concerns, including through its reporting.	Partially	70

#### STANDARD DISCLOSURES PART II: DISCLOSURES ON MANAGEMENT APPROACH (DMAS)

CRESS DMAs	Disclosure	Level of Reporting	Location of disclosure
DMA EC	DISCLOSURE ON MANAGEMENT APPROACH EC		
Aspects	Economic Performance	Fully	4
	Market presence	Fully	4-5
	Indirect Economic Impacts	Fully	4-5
DMA EN			
Aspects	Materials	Fully	9-14
	Energy	Fully	9-14, 25
	Water	Partially	25
	Biodiversity	Fully	26
	Emissions, effluents and waste	Fully	26
	Land Degradation, Contamination and Remediation	Fully	26
	Products and Services	Fully	26
	Compliance	Fully	25-26
	Transport	Fully	14
	Overall	Fully	8-26
DMA LA	DISCLOSURE ON MANAGEMENT APPROACH LA		
Aspects	EmploymentCOMM	Fully	45-58
	Labor/management relations	Fully	45-58
	Occupational Health and SafetyCOMM	Fully	72-75
	Training and EducationCOMM	Fully	20, 54-56, 62
	Diversity and equal opportunityCOMM	Fully	47-49
	Equal remuneration for women and men	Not	

#### STANDARD DISCLOSURES PART II: DISCLOSURES ON MANAGEMENT APPROACH (DMAS)

CRESS DMAs	Disclosure	Level of Reporting	Location of disclosure
DMA HR	DISCLOSURE ON MANAGEMENT APPROACH HR		
Aspects	Investment and procurement practices	Fully	13-14, 77-81
	Non-discrimination	Fully	50
	Freedom of association and collective bargaining	Fully	50
	Child Labor	Fully	50
	Prevention of forced and compulsory labor	Fully	50
	Security Practices	Fully	72-76
	Indigenous rights	Not	
	Assessment	Not	
	Remediation	Not	
DMA SO	DISCLOSURE ON MANAGEMENT APPROACH SO		
Aspects	Local communitiesCOMM	Fully	27-44
	CorruptionCOMM	Fully	62-63
	Public policy	Fully	64
	Anti-competitive behaviorCOMM	Fully	63
	Compliance	Fully	59-65
DMA PR	DISCLOSURE ON MANAGEMENT APPROACH PR		
Aspects	Customer health and safetyCOMM	Partially	72-74
	Product and service labellingCOMM	Partially	4-5
	Marketing communications	Not	
	Customer privacy	Fully	62
	Compliance	Fully	58-64

Indicator	Disclosure	Level of Reporting	Location of disclosure
ECONON	AIC ECONOMIC PERFORMANCE		
EC1	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to	Fully	<ul> <li>operating costs including employee compensation: CBRE Group, Inc. 2013 Annual Report, Selected Financial Data, page 36, downloadable at ir.cbre.com</li> </ul>
	capital providers and governments.		• donations and other community investments: 55
			<ul> <li>payments to capital providers and governments: CBRE Group, Inc. 2013 Annual Report, Selected Financial Data, page 36, downloadable at ir.cbre.com</li> </ul>
			<ul> <li>retained earnings (EBITDA): CBRE Group, Inc. 2013 Annual Report, Selected Financial Data, page 36, downloadable at ir.cbre.com</li> </ul>
EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change and other sustainability issues.	Fully	Financial commitment to Academic Collaboration 25, Opportunities through service provision 15-19, Opportunities to impact climate change discourse and policy, 21-24
EC3	Coverage of the organization's defined benefit plan obligations.	Not	Information not available
EC4	Significant financial assistance received from government.	Not	Information not available
ECONON	AIC MARKET PRESENCE		
EC5	Range of ratios of standard entry level wage by gender compared to local minimum wage at significant locations of operation.	Fully	50-51
EC6	Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operation.	Not	Information not available
EC7	Procedures for local hiring and proportion of senior management and all direct employees, contractors and sub-contractors hired from the local community at significant locations of operation.	Partially	49
ECONON	AIC INDIRECT ECONOMIC IMPACTS		
EC8	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in-kind, or probono engagement.	Fully	25, 27-44
EC9	Understanding and describing significant indirect economic impacts, including the extent of impacts.	Fully	27-44

Indicator	Disclosure	Level of Reporting	Location of disclosure
ENVIRON	MENTAL MATERIALS		
EN1	Materials used by weight, value or volume.	Partially	25-26, Not material to CBRE's operations
EN2	Percentage of materials used that are recycled and reused input materials.	Partially	26
ENVIRON	MENTAL ENERGY		
EN3	Direct energy consumption by primary energy source.	Fully	26
EN4	Indirect energy consumption by primary source.	Partially	26
CRE1	Building energy intensity.	Not	
EN5	Energy saved due to conservation and efficiency improvements.	Fully	13
EN6	Initiatives to provide energy-efficient or renewable energy based products and services, and reductions in energy requirements as a result of these initiatives.	Fully	15-19
EN7	Initiatives to reduce indirect energy consumption and reductions achieved.	Fully	15-17, 19
ENVIRON	MENTAL WATER		
EN8	Total water withdrawal by source.	Partially	26
EN9	Water sources significantly affected by withdrawal of water.	Fully	26
EN10	Percentage and total volume of water recycled and reused.	Fully	26
CRE2	Building water intensity.	Not	Information not available
ENVIRON	MENTAL BIODIVERSITY		
EN11	Location and size of land owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	Fully	26
EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	Fully	26
EN13	Habitats protected or restored.	Fully	26
EN14	Strategies, current actions, and future plans for managing impacts on biodiversity.	Fully	26
EN15	Number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	Fully	26

Indicator	Disclosure	Level of Reporting	Location of disclosure
ENVIRON	MENTAL EMISSIONS, EFFLUENTS AND WASTE		
EN16	Total direct and indirect greenhouse gas emissions by weight.	Fully	26
EN17	Other relevant indirect greenhouse gas emissions by weight.	Fully	26
CRE3	Greenhouse gas emissions intensity from buildings.	Partially	26, Reported in CDP
CRE4	Greenhouse gas emissions intensity from new construction and redevelopment activity.	Partially	26, Reported in CDP
EN18	Initiatives to reduce greenhouse gas emissions and reductions achieved.	Fully	13
EN19	Emissions of ozone-depleting substances by weight.	Fully	26
EN20	NOx, SOx, and other significant air emissions by type and weight.	Fully	26
EN21	Total water discharge by quality and destination.	Fully	26
EN22	Total weight of waste by type and disposal method.	Partially	26
EN23	Total number and volume of significant spills.	Fully	26
EN24	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.	Fully	26
EN25	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the reporting organization's discharges of water and runoff.	Fully	26
ENVIRON	MENTAL LAND DEGRADATION, CONTAMINATION AND REMEDIATION		
CRE5	Land and other assets remediated and in need of remediation for the existing or intended land use according to applicable legal designations.	Partially	26
ENVIRON	MENTAL PRODUCTS AND SERVICES		
EN26	Initiatives to enhance efficiency and mitigate environmental impacts of products and services, and extent of impact mitigation.	Fully	9, 10-11, 12, 13-14, 15-19
EN27	Percentage of products sold and their packaging materials that are reclaimed by category.	Fully	26
ENVIRON	MENTAL COMPLIANCE		
EN28	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	Fully	26
ENVIRON	MENTAL TRANSPORT		
EN29	Significant environmental impacts of transporting products and other goods and materials used for the organization's operations, and transporting members of the workforce.	Fully	26
ENVIRON	MENTAL OVERALL		
EN30	Total environmental protection expenditures and investments by type.	Fully	25

Indicator	Disclosure	Level of Reporting	Location of disclosure
SOCIAL: I	ABOR PRACTICES AND DECENT WORK EMPLOYMENT		
LA1	Total workforce by employment type, employment contract, and region, broken down by gender.	Partially	47
LA2	Total number and rate of new employee hires and employee turnover by age group, gender, and region.	Partially	49
LA3	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	Fully	52-53
LA15	Return to work and retention rates after parental leave, by gender.	Partially	53
SOCIAL: I	ABOR PRACTICES AND DECENT WORK LABOR/MANAGEMENT RELATIONS		
LA4	Percentage of employees covered by collective bargaining agreements.	Fully	50
LA5	Minimum notice period(s) regarding significant operational changes, including whether it is specified in collective agreements.	Partially	50
SOCIAL: I	ABOR PRACTICES AND DECENT WORK OCCUPATIONAL HEALTH AND SAFETY		
LA6	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	Fully	75
LA7	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region and by gender.	Fully	73-75
CRE6	Percentage of the organization operating in verified compliance with an internationally recognized health and safety management system.	Partially	
LA8	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases.	Fully	73
LA9	Health and safety topics covered in formal agreements with trade unions.	Fully	74
SOCIAL: I	ABOR PRACTICES AND DECENT WORK TRAINING AND EDUCATION		
LA10	Average hours of training per year per employee by gender, and by employee category.	Partially	73
LA11	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	Fully	50
LA12	Percentage of employees receiving regular performance and career development reviews, by gender.	Fully	54
SOCIAL: I	LABOR PRACTICES AND DECENT WORK DIVERSITY AND EQUAL OPPORTUNITY		
LA13	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity.	Partially	47-48
SOCIAL: I	ABOR PRACTICES AND DECENT WORK EQUAL REMUNERATION FOR WOMEN AND MEN		
LA14	Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation.	Not	Information not tracked

Indicator	Disclosure	Level of Reporting	Location of disclosure
SOCIAL:	HUMAN RIGHTS INVESTMENT AND PROCUREMENT PRACTICES		
HR1	Percentage and total number of significant investment agreements and contracts that include clauses incorporating human rights concerns, or that have undergone human rights screening.	Not	Information not tracked
HR2	Percentage of significant suppliers, contractors and other business partners that have undergone human rights screening, and actions taken.	Not	Information not tracked
HR3	Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.	Partially	62
SOCIAL:	human rights non-discrimination		
HR4	Total number of incidents of discrimination and actions taken.	Partially	63
SOCIAL:	human rights freedom of association and collective bargaining		
HR5	Operations and significant suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and actions taken to support these rights.	Fully	50
SOCIAL:	HUMAN RIGHTS CHILD LABOR		
HR6	Operations and significant suppliers identified as having significant risk for incidents of child labor, and measures taken to contribute to the effective abolition of child labor.	Fully	50
SOCIAL:	human rights prevention of forced and compulsory labor		
HR7	Operations and significant suppliers identified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of all forms of forced or compulsory labor.	Fully	50
SOCIAL:	HUMAN RIGHTS SECURITY PRACTICES		
HR8	Percentage of security personnel trained in the organization's policies or procedures concerning aspects of human rights that are relevant to operations.	Fully	50
SOCIAL:	human rights indigenous rights		
HR9	Total number of incidents of violations involving rights of indigenous people and actions taken.	Not	Not material to CBRE's operations
SOCIAL:	HUMAN RIGHTS ASSESSMENT		
HR10	Percentage and total number of operations that have been subject to human rights reviews and/or impact assessments.	Not	Not material to CBRE's operations
SOCIAL:	human rights remediation		
HR11	"Number of grievances related to human rights filed, addressed and resolved through formal	Fully	63

Indicator	Disclosure	Level of Reporting	Location of disclosure
SOCIAL:	SOCIETY LOCAL COMMUNITIES		
SO1	Percentage of operations with implemented local community engagement, impact assessments, and development programs.	Not	Not material to CBRE's operations
SO9	Operations with significant potential or actual negative and positive impacts on local communities.	Not	Not material to CBRE's operations
SO10	Prevention and mitigation measures implemented in operations with significant potential or actual negative impacts on local communities.	Not	Not material to CBRE's operations
CRE7	Number of persons voluntarily and involuntarily displaced and/or resettled by development, broken down by project.	Not	Not material to CBRE's operations
SOCIAL:	SOCIETY CORRUPTION		
SO2	Percentage and total number of business units analyzed for risks related to corruption.	Partially	62-63
SO3	Percentage of employees trained in organization's anti-corruption policies and procedures.	Fully	62
SO4	Actions taken in response to incidents of corruption.	Fully	63
SOCIAL:	SOCIETY PUBLIC POLICY		
SO5	Public policy positions and participation in public policy development and lobbying.	Fully	64
SO6	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.	Fully	64
SOCIAL:	SOCIETY ANTI-COMPETITIVE BEHAVIOR		
SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.	Fully	63
SOCIAL:	SOCIETY COMPLIANCE		
SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations.	Fully	64

Indicator	Disclosure	Level of Reporting	Location of disclosure
SOCIAL:	PRODUCT RESPONSIBILITY CUSTOMER HEALTH AND SAFETY		
PR1	Life cycle stages in which health and safety impacts of products and services are assessed for improvement, and percentage of significant products and services categories subject to such procedures.	Fully	72-76
PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of outcomes.	Fully	63
SOCIAL:	PRODUCT RESPONSIBILITY PRODUCT AND SERVICE LABELLING		
PR3	Type of product and service information required by procedures, and percentage of significant products and services subject to such information requirements.	Not	Not material to CBRE's operations
CRE8	Type and number of sustainability certification, rating and labeling schemes for new construction, management, occupation and redevelopment.	Fully	Occupancy 10-11, Services 15-19, CBREGI 81, TCC 85
PR4	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.	Not	Not material to CBRE's operations
PR5	Practices related to customer satisfaction, including results of surveys measuring customer satisfaction.	Not	Information not tracked
SOCIAL:	PRODUCT RESPONSIBILITY MARKETING COMMUNICATIONS		
PR6	Programs for adherence to laws, standards, and voluntary codes related to marketing communications, including advertising, promotion, and sponsorship.	Not	Information not available
PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.	Not	Information not available
SOCIAL:	PRODUCT RESPONSIBILITY CUSTOMER PRIVACY		
PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	Fully	63
SOCIAL:	PRODUCT RESPONSIBILITY COMPLIANCE		
PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	Fully	63

#### **UN GLOBAL COMPACT TEN PRINCIPLES**

Principle		Location of disclosure		
HUMAN RIGHTS				
Principle 1	Businesses should support and respect the protection of internationally proclaimed human rights; and	50, 62, 63		
Principle 2	make sure that they are not complicit in human rights abuses.	63		
LABOUR				
Principle 3	Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;	50		
Principle 4	the elimination of all forms of forced and compulsory labour;	50		
Principle 5	the effective abolition of child labour; and	50		
Principle 6	the elimination of discrimination in respect of employment and occupation.	47-48, 50, 63		
ENVIRONMEI	NT			
Principle 7	Businesses should support a precautionary approach to environmental challenges;	9-26		
Principle 8	undertake initiatives to promote greater environmental responsibility; and	9-26		
Principle 9	encourage the development and diffusion of environmentally friendly technologies.	15-19, 25		
ANTI-CORRU	PTION			
Principle 10	Businesses should work against corruption in all its forms, including extortion and bribery.	62-64		



# Statement GRI Application Level Check

GRI hereby states that CBRE Group, Inc. has presented its report "2013 Corporate Responsibility Report" to GRI's Report Services which have concluded that the report fulfills the requirement of Application Level B.

GRI Application Levels communicate the extent to which the content of the G3.1 Guidelines has been used in the submitted sustainability reporting. The Check confirms that the required set and number of disclosures for that Application Level have been addressed in the reporting and that the GRI Content Index demonstrates a valid representation of the required disclosures, as described in the GRI G3.1 Guidelines. For methodology, see www.globalreporting.org/SiteCollectionDocuments/ALC-Methodology.pdf

Application Levels do not provide an opinion on the sustainability performance of the reporter nor the quality of the information in the report.

Amsterdam, 26 August 2014

All Hultaki



Ásthildur Hjaltadóttir Director Services Global Reporting Initiative

The Global Reporting Initiative (GRI) is a network-based organization that has pioneered the development of the world's most widely used sustainability reporting framework and is committed to its continuous improvement and application worldwide. The GRI Guidelines set out the principles and indicators that organizations can use to measure and report their economic, environmental, and social performance. www.globalreporting.org

Disclaimer: Where the relevant sustainability reporting includes external links, including to audio visual material, this statement only concerns material submitted to GRI at the time of the Check on 18 August 2014. GRI explicitly excludes the statement being applied to any later changes to such material.

### 2013 CORPORATE RESPONSIBILITY REPORT

WWW.CBRE.COM/RESPONSIBILITY RESPONSIBILITY@CBRE.COM

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