



Hyatt Regency Grand Cypress



Park Hyatt Aviara Resort, Golf Club & Spa



Royal Palms Resort & Spa



The Ritz-Carlton, Denver



Hyatt Regency Scottsdale Resort & Spa



Fairmont Pittsburgh



The Ritz-Carlton, Pentagon City

# Corporate Responsibility Report

May 2019

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# A Message from our Chairman and CEO



## To Our Stockholders,

At Xenia Hotels & Resorts, our corporate mission extends beyond the creation of stockholder value to responsibility to the communities in which we conduct business and the environment as a whole. As the owner of a geographically diverse portfolio of hotels and resorts, we understand the importance of both the environmental and social impact our company has on our guests, associates, and local communities.

We have developed our first Corporate Responsibility Report to begin the process of disclosing the environmental and social programs implemented across our portfolio. We created this report to showcase the current efforts being made by our company, as well as set forth a roadmap to share our progress with you as we continue to develop our strategy in the months and years to come.

In recent years, our industry has joined forces to examine how we can collectively have a positive impact on environmental sustainability and social initiatives. Our partnerships with global brands, such as Marriott, Hyatt, IHG, Fairmont, and Hilton, allow us to leverage our efforts through support and compliance with their initiatives and programs.

In 2019 and beyond, we will be focused on increasing our reach and contributions into the communities we live in, invest in, and represent, while simultaneously engaging our associates, stockholders, and third-party hotel managers. This report highlights our initial corporate strategy in this area, which will continue to evolve as we develop more detailed initiatives in the months and years ahead. We are motivated to continue our focus on being responsible corporate citizens and aim to highlight our efforts, progress, and goals to further build on our strategy.

On behalf of our Board of Directors, we value the input and insights of our stockholders on the important matters presented within and we look forward to continuing to develop and enhance our corporate responsibility programs.

Thank you for your interest in Xenia Hotels & Resorts,

Marcel Verbaas,  
Chairman and Chief Executive Officer



Marcel Verbaas  
Chairman and CEO

# Corporate Responsibility

## Approach and Development



Xenia Hotels & Resorts, Inc.'s (the "Company" or "Xenia") Corporate Responsibility Report is designed to clarify to our stakeholders the Company's existing and future commitment to environmental stewardship and sustainability, social responsibility, and ethics and governance.

Although Xenia has been focused on numerous aspects of corporate responsibility we believe that now is the appropriate time to define our journey with the establishment of core objectives that will guide us into the future. The pursuit of these objectives will be an ever-evolving effort to achieve meaningful results that align with our stakeholders' goals.

Xenia's initiatives will be developed in more detail over the coming months and years. An internal steering committee, involving team members from multiple disciplines, will work closely with our hotel operators to execute the objectives as presented herein.



Andaz Savannah



Fairmont Dallas



Andaz Napa



Loews New Orleans

# Environmental Stewardship & Sustainability

## Goals and Objectives

- Create and manage an effective energy and environmental roadmap for reducing the carbon footprint of our hotels and resorts
- Support, assist, and fund the current reduction initiatives established by our third-party managers
- Develop innovative construction, renovation, and landscaping plans that are mindful of environmental impact



Fairmont  
Sustainability  
Partnership

ACHIEVING POSITIVE CHANGE



HYATT  
thrive



**SERVE360**  
DOING GOOD IN EVERY DIRECTION

 **Marriott**<sup>®</sup>



**GREEN** engage

**IHG**

InterContinental Hotels Group

## Promote Sustainability Through Action and Intent

### **Portfolio Initiatives and Asset Management Recommendations**

- Championed the reduction of guestroom collateral and newspapers
- Adherence to brand sponsored linen reuse programs
- Reduction in bathroom amenities through installation of pump amenities
- Recycling of unused bathroom amenities through donations to Clean the World

### **Energy Conservation and Sustainability Roadmap**

- Perform priority-based, "Green Audits" at all hotels
- Initiate Level II Audits at identified high-use hotels
- Monitor utility and water usage and establish goals for reduction
- Establish goals for food/kitchen waste reduction
- Continual education and evaluation of technological advancements

### **Third-Party Operator Initiative Implementation**

- Understand and monitor impacts of brand programs key to energy reduction and optimization
- Assist brand efforts through capital investment in energy savings projects, such as LED lighting and motion sensors
- Replace failing major mechanical equipment with more efficient equipment where appropriate

# Environmental Stewardship & Sustainability

## Innovative Construction, Renovation, and Landscaping

Xenia's in-house project management team is committed to decreasing resource consumption

### Reducing Xenia's Carbon Footprint

- Window tinting / blackout shades
- "Smart" thermostats that reset upon guest departure
- LED lighting upgrades throughout our hotels
- Recycling construction materials to divert waste from landfills

### Promoting Water Conservation

- Low water usage landscaping
- Low flow fixtures in guestroom renovations
- Water harvesting to divert rain water to landscaping

### Preserving Historic Buildings

- Hotel Monaco Denver
- Hotel Monaco Salt Lake City
- Andaz San Diego



Hyatt Regency Scottsdale Resort & Spa

# Social Responsibility

## At the Corporate Level

### Goals and Objectives

- Develop and maintain policies and programs that contribute to Xenia's corporate culture and lead to the retention, recruitment and growth of a qualified, diverse and successful workforce
- Contribute meaningfully to the Central Florida community through fundraising and volunteer hours
- Align ourselves with operators, business partners, and trade organizations who share the same social responsibility values

### Investing in Our People

- Health and wellness programs
  - Annual Walking Challenge
  - IOA Corporate 5k
- Learning and development initiatives
  - Lunch-N-Learn workshops
  - Leadership Development Training

### Investing in Our Local Community

- Orlando Sentinel "Top 100 Companies" – 3 consecutive years
- Orlando Sentinel "Community Service Champion" – 2017
- Participation in various worthy causes in Orlando
  - Ronald McDonald House
  - Cannonball Kids Cancer
  - Second Harvest Food Bank



Second Harvest Food Bank



Walking Challenge



# Social Responsibility

## At the Corporate Level



### Associate Learning & Development

Xenia understands that learning is an ongoing process that runs parallel to work. We integrate training and development with our annual performance management plan and provide resources that are important to individual success that further enhance skills and learning, including:

- Xenia University – XeniaU is a web-based learning management system available to associates. It allows learning at an associate's own pace and targeted online course selection based on needs
- Lunch-N-Learns/Workshops – Throughout the year we offer topics presented by external and in-house subject matter experts that share their industry and functional business knowledge. This further fosters a constant learning environment
- Affiliations/Memberships – Development may involve external networking and expanding the associate's resources beyond Xenia
- Education Assistance – Tuition assistance for those furthering their education in job-related areas
- Continued Education – Support associates who maintain skill sets or certifications essential to their role, i.e. CPA, Florida Bar, etc.
- On the Job Training/Cross Training – Associates are continuously learning within and across functions. This further develops their knowledge and expertise of the Xenia business

# Social Responsibility

## Alignment with Brands and Managers



### Impact Through Shared Partner Commitments

- Xenia supports and encourages all operators to adopt and abide by the principles of AHLA's 5-Star Promise\*
- Xenia funds the purchase of emergency alert devices for use by our third-party managers' employees providing a greater level of safety and security for hotel employees and guests
- Natural disaster relief efforts in communities in which we are invested and where our operators' employees live and work
- Xenia supports local charitable contributions made by our operators

### Shared Social Values



\*The American Hotel and Lodging Association's 5-Star Promise is a pledge to provide hotel employees across the U.S. with employee safety devices (ESDs) and commit to enhanced policies, trainings and resources that together are aimed at enhancing hotel safety, including preventing and responding to sexual harassment and assault. For more information on the American Hotel and Lodging Association's 5-Star Promise please visit [www.ahla.com/5star](http://www.ahla.com/5star)

## Goals and Objectives

- Maintain strong corporate governance standards
- Proactively engage with our stakeholders, including our stockholders, associates, operators, suppliers, and vendors
- Foster a supportive and inclusive work environment where all associates are empowered to succeed



Kimpton Riverplace Hotel



Hyatt Centric Key West Resort & Spa

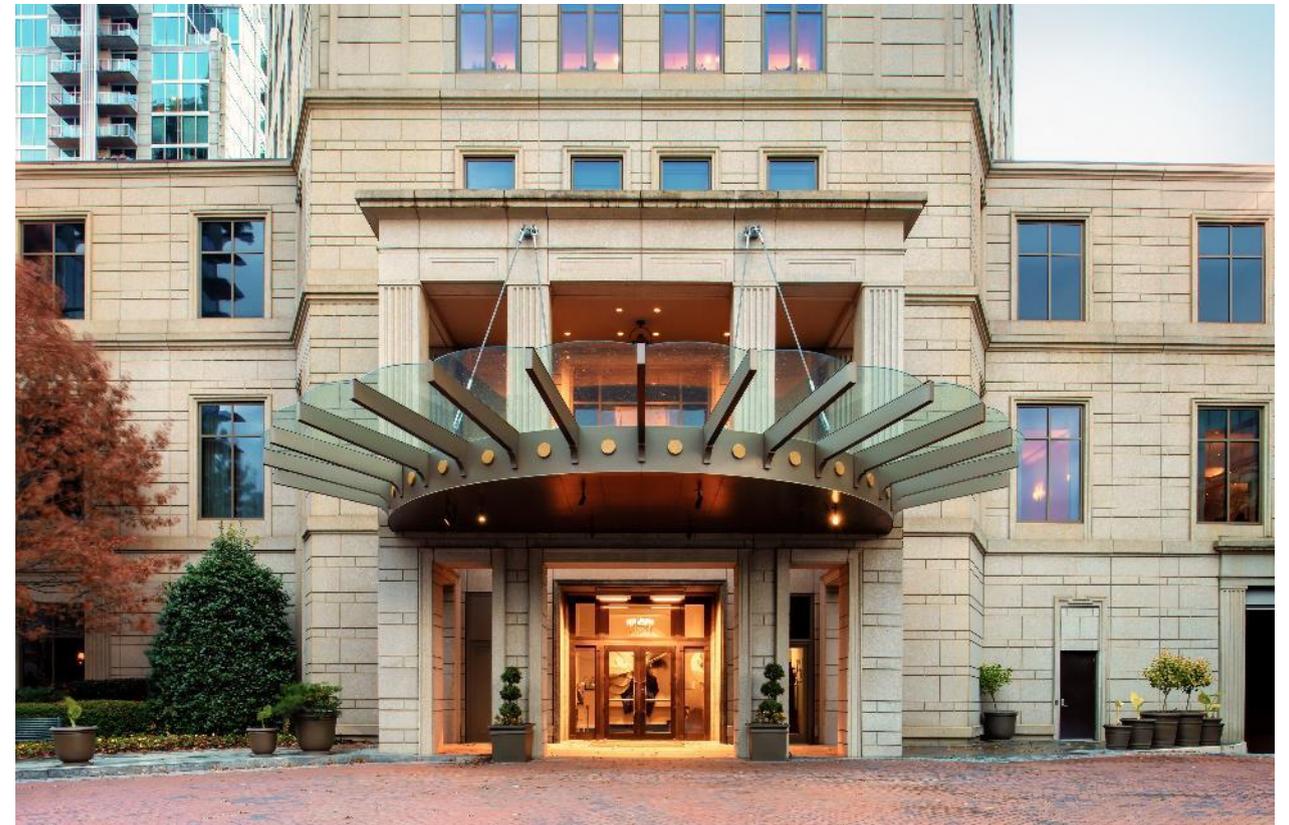
## Corporate Governance Principles

Our Board of Directors oversees our management team and our business for the benefit of all of our stockholders and with a primary objective of enhancing long-term stockholder value

The Board has adopted Corporate Governance Guidelines, which are reviewed annually by our Nominating and Corporate Governance Committee, to enhance our corporate governance principles and stay current with stockholder friendly trends in governance



Hotel Commonwealth



Waldorf Astoria Atlanta Buckhead

# Ethics and Governance

## Corporate Governance Principles



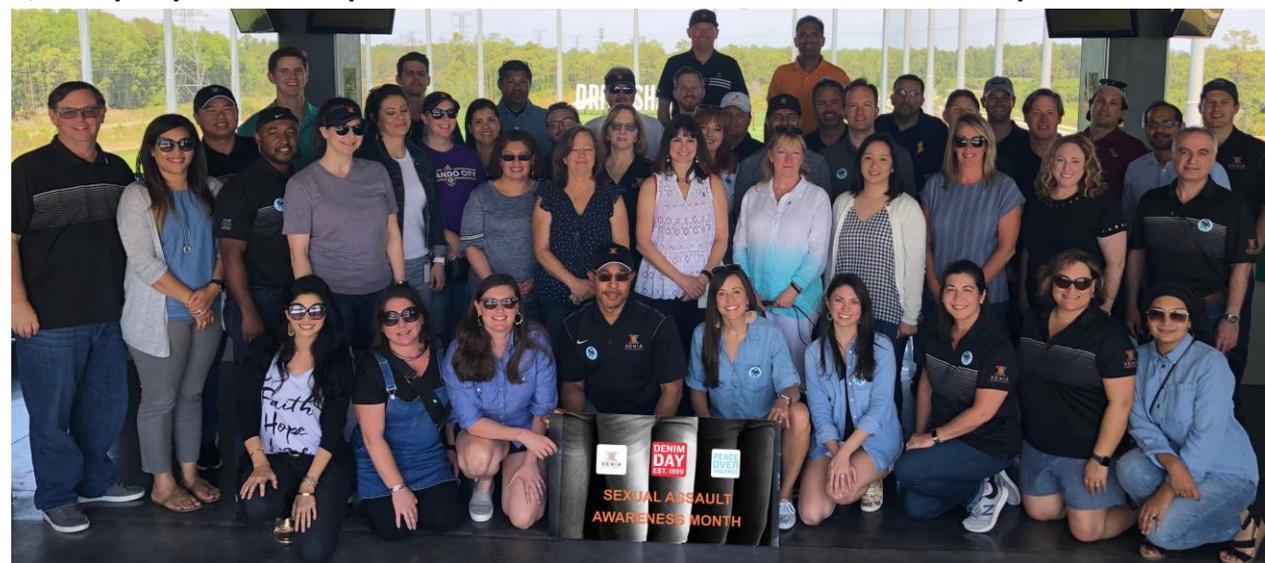
### Key Corporate Governance Practices

The Company is committed to maintaining strong corporate governance practices. Since our listing on the NYSE in 2015, we have implemented corporate governance best practices and improvements including, but not limited to those mentioned below:

- Adopted proxy access
- All directors must be elected annually via a majority vote standard with a resignation policy
- 7 of our 8 directors are independent
- 25% of the Company's current directors are female
- Each year, the Company's independent directors designate an independent, non-employee director to serve as our Lead Director
- The Company's independent directors meet regularly without the presence of any of our officers or employees
- All members of our audit committee are financial experts
- In 2018, the Company completed its full opt-out of the Maryland Unsolicited Takeover Act
- Eligible stockholders have the right to submit a binding proposal to amend the Company's bylaws
- The Company maintains an anti-hedging and anti-pledging policy applicable to all Xenia employees
- The Company maintains executive and director stock ownership guidelines
- The Company engages in an extensive shareholder outreach program
- Robust succession planning for senior management
- The Company has a compensation claw-back policy in place
- No poison pill in place

## Ethical Standards

- We strive to be guided by our core values and provide our associates with a fair and ethical work environment
- Each associate receives a comprehensive handbook that provides direction on relevant policies and fundamental principles as related to conducting our business, commitment to quality, and corporate culture
- We believe that equal employment opportunity is a fundamental principle and do not tolerate discrimination against any person on the basis of race, color, religious creed, sex, age, gender, gender identity, national origin, ancestry, present or past history of mental disability, learning disability, physical disability, marital status, pregnancy, genetic information, sexual orientation or any other protected characteristics as established by law, in recruiting, hiring, compensation, benefits, termination or any other terms or conditions of employment
- Furthermore, Company policy strictly prohibits any form of harassment in the workplace, including sexual harassment. We provide assistance with a variety of means to seek advice and report unethical behavior, including a confidential reporting system hosted by a third party company. In addition, employees complete an annual sexual harassment prevention training course



Corporate Office Participation - Demin Day 2019

In honor of Sexual Assault Awareness Month in April, we joined the AHLA to support our brand partners and their employees to raise awareness about sexual assault.

# General Disclosures



## **About Xenia Hotels & Resorts**

Xenia Hotels & Resorts, Inc. is a self-advised and self-administered REIT that invests primarily in uniquely positioned luxury and upper upscale hotels and resorts, with a focus on the top 25 U.S. lodging markets as well as key leisure destinations in the United States. The Company owns 40 hotels comprising 11,167 rooms across 17 states. Xenia's hotels are primarily in the luxury and upper upscale segments and operated and/or licensed by industry leaders such as Marriott®, Hyatt®, Kimpton®, Fairmont®, Loews®, and Hilton®, as well as leading independent management companies including The Kessler Collection, Sage Hospitality, and Davidson Hotels & Resorts. For more information on Xenia's business, refer to the Company website at [www.xeniareit.com](http://www.xeniareit.com).

## **Trademarks, Service Marks and Tradenames**

Xenia Hotels & Resorts® and related trademarks, trade names and service marks of Xenia appearing in this Annual Report are the property of Xenia. Unless otherwise noted, all other trademarks, trade names or service marks appearing in this Annual Report are the property of their respective owners, including Marriott International, Inc., Hyatt Corporation, Kimpton Hotel & Restaurant Group LLC, AccorHotels, Loews Hotels, Inc, and Hilton Worldwide Inc. or their respective parents, subsidiaries or affiliates ("Brand Companies").

This report contains statements that are "forward-looking statements" within the meaning of Section 27A of the Securities Act of 1933, as amended, and Section 21E of the Securities Exchange Act of 1934, as amended, pursuant to the safe harbor provisions of the Private Securities Litigation Reform Act of 1995. Forward-looking statements may be identified by the use of words such as "anticipate," "believe," "expect," "will," "may," "estimate," "plan," "outlook," "forecasts," and "project" and other similar expressions that predict or indicate future events or trends or that are not statements of historical matters. Examples of forward-looking statements include the following: the Company's ability to realize sustainability goals and objectives or other financial items; descriptions of the Company's plans or objectives for the future operations and descriptions of assumptions underlying or relating to any of the foregoing expectations regarding the timing of their occurrence. Forward-looking statements are based on Xenia's current expectations and beliefs, which we believe to be reasonable, and involve a number of risks and uncertainties that are difficult to predict and that could cause actual results to differ materially from those stated or implied by the forward-looking statements. A further description of these risks, uncertainties, and other matters can be found in the Risk Factors detailed in Xenia's Annual Report on Form 10-K as filed on February 27, 2018, as well as other filings we make with the Securities and Exchange Commission. Because forward-looking statements involve risks and uncertainties, actual results and events may differ materially from results and events currently expected by Xenia, and Xenia assumes no obligation and expressly disclaims any duty to update information contained in this news release except as required by law.

