

# Sustainability Report 2022

Issued on July 21, 2022

**Daiwa Office Investment Corporation**

**Daiwa Real Estate Asset Management**



# About this Sustainability Report

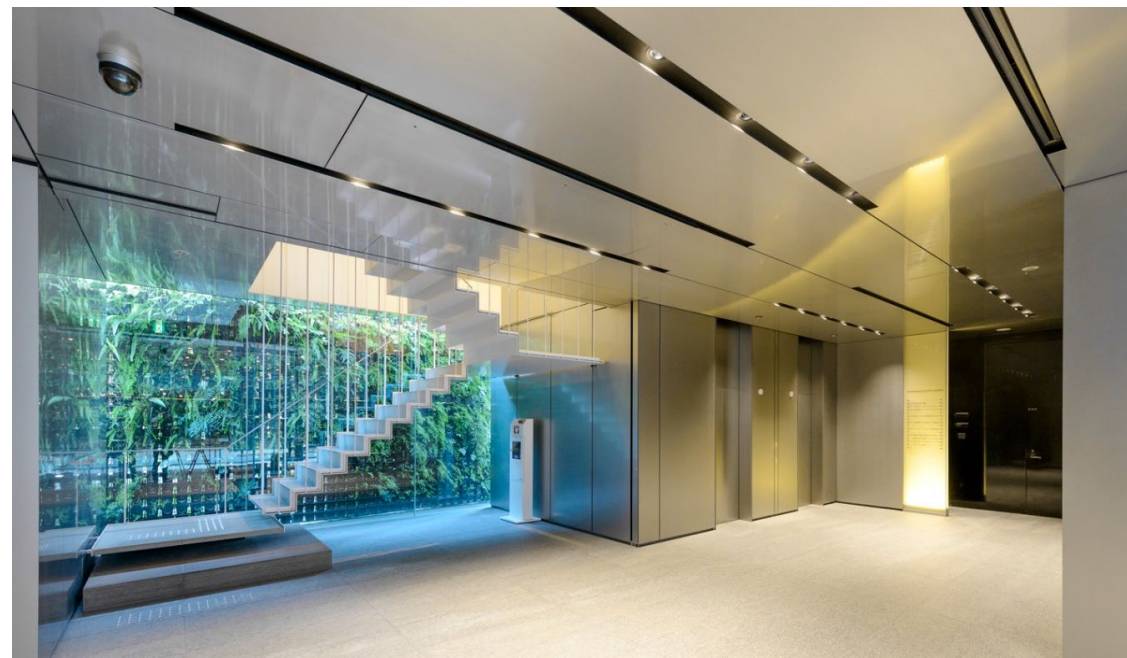
In recent years, interest in ESG (environment, social and governance) has been growing since then among companies and investors.

Daiwa Office Investment Corporation (the “Investment Corporation”) has, together with Daiwa Real Estate Asset Management Co. Ltd. (the “Asset Manager”) to which the Investment Corporation entrusts asset management, taken ESG into consideration through its business activities.

Through this Sustainability Report, we hope that you will deepen your understanding of the ideas and efforts of the Investment Corporation and the Asset Manager toward sustainability.

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## Policy Regarding Sustainability and Sustainability Promotion System

### Top Message



Daiwa Office  
Investment Corporation

Executive Director  
**Keiichi Sakai**



Daiwa Real Estate  
Asset Management Co. Ltd.

President and Representative Director  
**Yoshiki Nishigaki**

Recognizing that emphasizing ESG, which are environmental consideration, social contribution and stronger organizational governance, upon promoting asset management business contributes to the enhancement of investment corporations' corporate value over the medium to long term, the Asset Manager has established a system to promote ESG through company-wide efforts.

The Asset Manager established the "Sustainability Promotion Committee" in 2014 and the "Policy Regarding ESG" in March 2019. Furthermore, through establishment of the Sustainability Promotion Office at the Asset Manager in June 2021 for further strengthening of initiatives on sustainability, sustainability initiatives have been promoted on an organizational basis, including strengthening of the authority of the Sustainability Promotion Committee.

The Investment Corporation has continuously participated in GRESB Real Estate Assessment since 2011 and acquired several environmental certifications and ratings by external evaluation organizations. It has been working to lower the environmental burden at its portfolio properties through effective utilization of limited resources, including energy saving, reduction of greenhouse gas emissions, water saving and such. Furthermore, the Investment Corporation is determined to further enhance its corporate value while aiming to realize sustainable society by coordinating and working together with all stakeholders involved in the portfolio properties (investors, tenants, local communities, employee, etc.) by forming favorable relationships with them.

## Policy Regarding Sustainability and Sustainability Promotion System

### Policy Regarding ESG

The Investment Corporation will focus on the following items in the asset management for the Investment Corporation judging that emphasizing ESG (Environment, Social and Governance) contributes to the enhancement of the Investment Corporation's medium-to long-term corporate value.

- [SFDR Principal Adverse Impact Statement](#) 
- [Summary of SFDR Pre-Contractual Disclosure](#) 

#### 1. Initiatives on Environmental Protection (Environment)

We will proactively promote initiatives on environmental protection including resource and energy-saving measures such as the introduction of facilities and equipment contributing to environmental protection at the properties owned.

#### 2. Connection to Society (Social)

We will proactively disclose information and fulfill our accountability to all stakeholders through IR activities, etc. We will accomplish the social mission of an asset manager by providing high-quality and comfortable residential spaces for tenants.

Moreover, in order to contribute to society through superior asset management, we strive to create a comfortable work environment that respects the work-life balance of executives and employees and at the same time endeavor to develop human resources through internal and external training.

#### 3. Corporate Governance (Governance)

We will make highly transparent and reasonable decisions under laws and regulations and various rules while being aware of the importance of corporate ethics and compliance. In addition, the Asset Manager will work to strengthen internal control systems including avoidance of conflicts of interest and risk management and to train officers and employees in order to fulfill the duty of care and fiduciary duty.

### Sustainability Promotion System

The Asset Manager has established the following organizational structure in order to implement the Policy Regarding ESG and continuously promote initiatives on sustainability.

#### Sustainability Promotion Committee

##### (Members)

- President and Representative Director (Chief Executive Officer for Sustainability Promotion)
- Executive Managing Director
- General Managers of DOI Investment Management Dept., DLI Investment Management Dept., Private REIT Investment Management Dept., and Private Fund Management Dept. (Chief Sustainability Officers)
- Head of Sustainable Promotion Office
- Compliance Officer
- Others who are appointed by the Chief Executive Officer

##### (Contents of deliberation/reports, frequency, consideration process)

The Sustainability Promotion Committee is held regularly (once a month, in principle) in order to realize the policy and targets for sustainability. The committee deliberates matters such as management policies on sustainability, target setting, and their revision and abolition, and reports on the progress of the targets, etc.

#### Establishment of Sustainable Promotion Office

The Sustainable Promotion Office was newly established at the Asset Manager on June 1, 2021, to further strengthen initiatives on sustainability. Matters concerning ESG and SDGs of all investment corporations whose assets are managed by the Asset Manager and of the Asset Manager will be planned, drafted and executed organizationally by the office.

#### Establishment of Sustainability Promotion Policy

To enhance the effectiveness of our sustainability activities, we have established (1) Energy Conservation Policy, (2) Greenhouse Gas Emissions Reduction Policy, (3) Water Saving Policy, and (4) Sustainable Procurement Policy, and a cooperative framework with each of our stakeholders.

## Climate Change Initiatives

### Our Approach to Climate Change

The world has been accelerating the transition to a carbon-neutral society. This trend is found in the global long-term goal set in the Paris Agreement, an international framework since 2020 to address global warming. The goal in the agreement is to hold the increase in the global average temperature to well below 2°C above pre-industrial levels and pursue efforts to limit the temperature increase to 1.5°C above pre-industrial levels, and Japan has declared its intention to achieve carbon neutrality by 2050.

The Investment Corporation and the Asset Manager view climate change as an important issue that changes the natural environment and social structures dramatically and has a significant impact on real estate management. Contribution to the achievement of a carbon-neutral society is considered as a social mission.

In accordance with the TCFD recommendations, we will identify and analyze risks and opportunities related to climate change and proceed with step-by-step disclosure of information related to climate change. We will continuously work to reduce the environmental impact of business activities as we understand social needs and expectations for us through active dialogue with external stakeholders.

### Support for TCFD Recommendations

The Task Force on Climate-related Financial Disclosures (TCFD) is an international initiative established by the Financial Stability Board (FSB), at the request of the G20. The purpose of the TCFD is to discuss disclosure of climate-related financial information and the responses by financial institutions. The TCFD Consortium is a group of companies, financial institutions, and other organizations that support the TCFD recommendations. The consortium was established with a view to further discussing effective corporate disclosure of climate-related information and initiatives to link disclosed information to appropriate investment decisions on the part of financial institutions and other organizations.

To clarify the policy and system for addressing climate-related issues and expand the disclosure of information about relevant initiatives, the Asset Manager established the Climate Change and Resilience Policy and announced its support for the TCFD recommendations in December 2021. In January 2022, the Asset Manager joined the TCFD Consortium, a group of domestic companies that support the TCFD recommendations.

[Click here for TCFD.](#) 

[Click here for TCFD Consortium.](#) 

### Governance Related to Climate Change

The Asset Manager has established the Climate Change and Resilience Policy, the policy for responding to risks and opportunities related to climate change and working to make business and strategy resilient to climate-related issues.

In accordance with the policy, Chief Climate-Related Issues Officers (general managers of departments engaged in sustainability promotion) make regular reports to the Chief Executive Officer for Climate-Related Issues (President and Representative Director) at Sustainability Promotion Committee meetings. The reports cover matters related to responses to climate change, including identification and evaluation of impacts of climate change, management of risks and opportunities, progress of initiatives for adaptation and mitigation, and indicator and target setting. The Sustainability Promotion Committee deliberates and discusses issues related to climate change, after which the Chief Executive Officer for Climate-Related Issues makes final decisions. Under this system, climate-related issues are supervised by the President and Representative Director.

[Click here for Sustainability Promotion System.](#) 

**TCFD**

TASK FORCE ON  
CLIMATE-RELATED  
FINANCIAL  
DISCLOSURES



**TCFD**  
Consortium

## Climate Change Initiatives

### Strategy

To factor climate-related risks and opportunities into the Investment Corporation’s real estate management business, the Asset Manager conducted a scenario analysis of the Investment Corporation’s portfolio. The Asset Manager referred to climate outlooks published by international organizations and other entities, in order to identify risks and opportunities of climate change brought to the Investment Corporation and assess financial impacts on the Investment Corporation’s business. Using a 1.5°C/2°C scenario and a 4°C scenario, a qualitative analysis was conducted as described below.

### Target of Analysis and Prerequisites

Target: All properties owned by the Investment Corporation  
 Scope: Overall real estate investment and management business  
 Target period: From 2022 to 2050, with short-term, medium-term, and long-term timeframes  
 (Short term: 2022–2025, Medium term: 2026–2030, Long term: 2031–2050)

### Analysis Procedure

- (1) In accordance with the TCFD framework, the Asset Manager discussed climate-related risks and opportunities and identified factors that may have a significant impact on the Investment Corporation’s business domain.
- (2) Concerning the risks and opportunities identified in (1), the Asset Manager summarized and grasped what the world would look like under the 1.5°C/2°C and 4°C scenarios, based on the parameters (forecasts) of the adopted scenarios.
- (3) Based on the forecasts in (2), the Asset Manager conducted a qualitative analysis for the Investment Corporation, calculated financial impacts in the scenario analysis, and worked out countermeasures.

### Key Scenarios Adopted in the Analysis

|                  | 1.5°C/2°C scenario                   | 4°C scenario                        |
|------------------|--------------------------------------|-------------------------------------|
| Transition Risks | IEA World Energy Outlook2020 NZE2050 | IEA World Energy Outlook2020 STEPS  |
| Physical Risks   | IPCC Fifth Assessment Report RCP4.5  | IPCC Fifth Assessment Report RCP8.5 |








## Climate Change Initiatives

### Strategy

#### Expected Future in Each Scenario






##### 4°C Scenario

The 4°C scenario forecasts a future where greenhouse gas emissions are on an increasing trend due to insufficient climate change mitigation, without new regulations, taxation, or other measures to achieve a carbon-neutral society. The scenario involves high relative physical risks from climate disasters and low transition risks.

| Government  | Tenants   | Investors   | Financial Institutions  | Climate/Weather   |
|---|---|---|---|---|
| Stricter legal regulations related to resilience                                    | Increased needs for measures against storm and flood damage, heatstroke, etc.       | Higher importance of physical risk assessment in making investment decisions        | Increased needs for physical risk assessment in making lending decisions            | Severer storm and flood damage and increased natural disasters due to rising temperatures, etc. |
|  |  |  |  |             |

##### 1.5°C/2°C Scenario

The 1.5°C/2°C scenario forecasts a future where greenhouse gas emissions are on a decreasing trend, with the advancement of social policy, emission regulations, technology investment, and other measures to achieve a carbon-neutral society. The scenario involves low relative physical risks from climate disasters and high transition risks.

| Government  | Tenants   | Investors   | Financial Institutions   | Climate/Weather   |
|---|---|---|--|---|
| Stricter regulations against GHG emissions due to an introduction of carbon tax       | Increased needs for environmental performance   | Increased needs for the assessment of compliance with environmental regulations and environmental certifications in making investment decisions | Increased needs for the assessment of compliance with environmental regulations and environmental certifications in making lending decisions | A certain degree of advancement of chronic climate change, such as increased storm and flood damage |
|  |  |    |   |                |

## Climate Change Initiatives

### Financial Impacts in the Scenario Analysis

For each scenario, the Asset Manager classified the financial impacts of identified risks and opportunities into short-term, medium-term and long-term impacts and examined relative scales of impacts on the Investment Corporation. Shown below are medium-term and long-term risks from climate change that have a certain degree of financial impacts.

1. Transition risks: Policy and legal risks, technology risk, market risk, and reputation risk
2. Acute physical risks: Event-driven climate risks, including typhoons and floods
3. Chronic physical risks: Climate risks caused by long-term shifts in climate patterns, including sustained higher temperatures and sea level rise

| Classification                     | Risk and Opportunity Factors in Real Estate Management | Potential Financial Impacts   | Category  | Financial Impacts |           |             |           | Countermeasures   |        |
|------------------------------------|--|---|---|-------------------|-----------|-------------|-----------|---|--------|
|                                    |  |   |   | 4°C               |           | 1.5°C/2°C   |           |   |        |
|                                    |  |   |   | Medium Term       | Long Term | Medium Term | Long Term |   |        |
| Transition Risks and Opportunities | Policy and Legal                                       | Stricter regulations against GHG emissions due to an introduction of carbon tax       | Risk  | Small             | Small     | Medium      | Large     | <ul style="list-style-type: none"> <li>- Introduction of energy management systems and renewable energy</li> <li>- Planned reduction of energy consumption/GHG emissions at portfolio properties</li> <li>- Improvement in GHG emissions through strategic replacement/renovation of properties</li> <li>- Increase in environmental certification acquisition rates</li> <li>- Introduction of cutting-edge technologies</li> <li>- Planned renovation works</li> <li>- Promotion of transition to power from renewable energy</li> <li>- Increase in environmental certification acquisition rates</li> <li>- Promotion of transition to power from renewable energy</li> <li>- Sufficient information disclosure about portfolio properties' environmental performance</li> <li>- Appropriate disclosure of ESG-related information, including that on climate change</li> <li>- Higher ratings in ESG assessments by external institution</li> <li>- Reduction of financing costs through the use of sustainability finance</li> <li>- Appropriate disclosure of ESG-related information, including that on climate change</li> <li>- Stronger stakeholder engagement in the ESG area</li> <li>- Continuous improvement of environmental performance/ Continuous acquisition of environmental certifications</li> </ul> |        |
|                                    |  | Stricter energy-saving standards, obligation to report emissions                      | Risk  | Small             | Small     | Large       | Large     |   |        |
|                                    |  | Enhanced competitiveness of properties that comply with legal regulations             | Opportunity   | Small             | Small     | Medium      | Medium    |   |        |
|                                    | Technology   | Advancement and spread of energy-saving and renewable energy technologies             | - Increased renovation costs due to the introduction of new technologies  | Risk              | Small     | Small       | Large     |   | Large  |
|                                    |  |   | - Decreased utility bills thanks to better energy-saving performance  | Opportunity       | Small     | Small       | Medium    |   | Medium |
|                                    | Market   | Fluctuations in properties' asset value depending on environmental performance        | - Fluctuations in portfolio properties' asset value depending on environmental certification acquisition rates        | Risk              | Small     | Small       | Large     |   | Large  |
|                                    |  |   | - Fluctuations in rent income depending on the proportion of portfolio properties with high environmental performance | Opportunity       | Small     | Small       | Medium    |   | Medium |
|                                    |  | - Decreased utility bills thanks to better energy-saving performance                  | Opportunity   | Small             | Small     | Medium      | Medium    |   |        |
|                                    | Reputation   | Changes in the stances of investors/lenders/tenants on investing and lending          | -Fluctuations in reputation from ESG-conscious investors and lenders  | Risk              | Small     | Small       | Large     |   | Large  |
|                                    |  |   | - Fluctuations in ESG-conscious tenants' demand for moving in and out   | Opportunity       | Small     | Small       | Medium    |   | Medium |
| Reputation                         | Decline in reputation from investors and customers     | - Better/Worse terms and conditions in financing from financial institutions, etc.    | Opportunity   | Small             | Small     | Medium      | Medium    |   |        |
|                                    |  | - Decreased investment unit prices/Lower ESG ratings                                  | Risk  | Small             | Small     | Medium      | Large     |   |        |
| Reputation                         | Decline in reputation from investors and customers     | - Decreased profitability of properties with low environmental performance/resilience | Risk  | Small             | Small     | Medium      | Large     |   |        |
|                                    |  |   |   |                   |           |             |           |   |        |

\* GHG refers to greenhouse gas.



## Climate Change Initiatives

### Financial Impacts in the Scenario Analysis

| Classification | Risk and Opportunity Factors in Real Estate Management | Potential Financial Impacts                                 | Category | Financial Impacts |           |             |           | Countermeasures  |
|----------------|--|---|----------|-------------------|-----------|-------------|-----------|--|
|                |  |   |          | 4°C               |           | 1.5°C/2°C   |           |  |
|                |  |   |          | Medium Term       | Long Term | Medium Term | Long Term |  |
| Physical Risks | Acute  | Increased loss due to severer storm and flood damage        | Risk     | Small             | Medium    | Small       | Small     | <ul style="list-style-type: none"> <li>- Risk comprehension using hazard maps, etc.</li> <li>- Portfolio of highly resilient properties</li> <li>- Upgrading of facilities to install high-efficiency air conditioning systems, introduction of energy management systems</li> <li>- Collaborative energy saving initiatives with tenants, including green leases</li> <li>- Enhancement of BCP measures</li> <li>- Promotion of greening at portfolio properties</li> </ul> |
|                | Chronic  | Increased damage from rise in average temperature/sea level | Risk     | Small             | Small     | Small       | Small     |  |

## Climate Change Initiatives

### Initiatives to Address Climate Change

To address the above climate change risks, the Investment Corporation takes various measures to improve energy efficiency and reduce GHG emissions.

[Click here for Implementing Eco-Friendly Initiatives via Real Estate Investment.](#) 

### Risk Management

The Investment Corporation's Climate Change and Resilience Policy sets out processes to identify, assess, and manage the impacts of climate change risks and opportunities on the corporation's management activities, strategies, financial plans, etc.

- Chief Climate-Related Issues Officers summarize climate-related risks and opportunities and report the progress to the Sustainability Promotion Committee, in principle, once a year.
- The Sustainability Promotion Committee continuously identifies, assesses, and manages climate change risks and opportunities that are important to the business and financial plans and affect the asset management operations of the Investment Corporation. Based on the above reports, the committee prioritizes issues of strategic importance to the business.
- The Chief Executive Officer for Climate-Related Issues instructs to factor important climate-related risks with high priority, which have been deliberated by the Sustainability Promotion Committee, into the existing company-wide risk management program. The risk identification, assessment, and management processes are thus integrated.

### Indicators and Targets

The Investment Corporation regards the transition to a carbon-neutral society as an opportunity. As a key monitoring indicator (KPI) in the management process of climate change risks and opportunities, it has set a medium- to long-term target in July 2022 for CO2 emissions reduction, which aims for a reduction of 46% in CO2 emissions on an intensity basis across the portfolio by FY2030 (compared with FY2013).

#### Improvement of Environmental Performance

##### (Target (KPI))

FY2030 Target (KPI) :

Reduction of 46% in CO2 emissions on an intensity basis across the portfolio by FY2030 (compared with FY2013)

FY2050 Target (KPI) :

Achieved carbon neutrality in CO2 emissions on an intensity basis across the portfolio by FY 2050.

## Environmental Targets and Performance

The Investment Corporation is striving to improve environmental performance by establishing environmental targets for the reduction of energy consumption, CO2 emissions, and water consumption across the entire portfolio and monitoring its performance with respect to achieving them.

### Environmental Targets

#### Energy Consumption

Reduction of 5% in energy consumption across the entire portfolio on an intensity basis by FY2024 (compared with FY2019)

#### CO2 Emissions

Reduction of 5% in CO2 emissions across the entire portfolio on an intensity basis by FY2024 (compared with FY2019)

Reduction of 46% in CO2 emissions on an intensity basis across the portfolio by FY2030 (compared with FY2013)

Achieved carbon neutrality in CO2 emissions on an intensity basis across the portfolio by FY 2050.

#### Water Consumption

Maintaining the same level of water usage across the entire portfolio by FY2024 (compared with FY2019)

\* The coverage rate within the portfolio when calculating the above data is 100%.

### Environmental Management System

In order to pursue energy-saving, CO2 emissions reduction, and efficient use of water resources, the Investment Corporation has established an environmental management system. Focusing on energy consumption, CO2 emissions, and water usage, it sets targets, tracks performance, manages budgets, and executes countermeasures (PDCA cycle), contributing to the realization of a sustainable society through the reduction of its environmental footprint.

### Performance

In conjunction with the medium- to long-term targets formulated for its ESG initiatives, the Investment Corporation is working to keep track of energy consumption, CO2 emissions, water consumption, and so forth at real estate that it owns.

| Item   | Reduction target (Medium- to long-term target)                | Unit  | Actual reduction   |         |         |                            |
|--------|---|---|--------------------|---------|---------|----------------------------|
|        |   |   | FY2019 (base year) | FY2020  | FY2021  | Rate of Change from FY2019 |
| Energy | Reduction of 5% on an intensity basis compared with base year | Consumption (MWh)                                       | 104,219            | 91,237  | 87,245  | -16.29%                    |
|        |   | Consumption intensity (MWh/m <sup>2</sup> )             | 0.207              | 0.181   | 0.178   | -14.06%                    |
| CO2    | Reduction of 5% on an intensity basis compared with base year | Emission (t-CO2)  | 44,771             | 38,250  | 37,063  | -17.22%                    |
|        |   | Emission intensity (t-CO2/m <sup>2</sup> )              | 0.089              | 0.076   | 0.076   | -15.02%                    |
| Water  | Maintain the current level                                    | Consumption (m <sup>3</sup> )                           | 396,297            | 290,167 | 284,367 | -28.24%                    |
|        |   | Consumption intensity (m <sup>3</sup> /m <sup>2</sup> ) | 0.787              | 0.575   | 0.580   | -26.34%                    |
| Waste  | -   | Consumption (t)   | 4,388              | 3,594   | 3,373   | -                          |
|        |   | Amount of recycled waste (t)                            | 2,502              | 2,092   | 1,862   | -                          |
|        |   | Recycling (%)   | 57.03              | 58.20   | 55.21   | -                          |

\*1 Reduction target (Medium- to long-term target): The following targets are established for all properties [Energy and CO2] 5% reduction compared to base year over 5 years (from FY2019 (base year) to FY2024) on an intensity basis [Water] Maintain current level over 5 years (from FY2019 (base year) to FY2024)

\*2 Aggregation method: Intensity is calculated by dividing each consumption/emission for each fiscal year by intensity denominator (sum of the total floor areas (m<sup>2</sup>) in accordance with the period of ownership of each building). The recycling rate is calculated by dividing consumption for each fiscal year by the amount of recycled waste.

\*3 CO2 emissions from Scope 1 (city gas) and Scope 2 (indirect emissions from the use of electricity, heat and steam provided by other companies). The figure includes CO2 emissions derived from energy consumption by tenant activities for the tenant space.

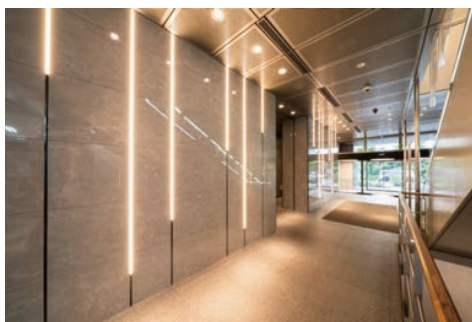
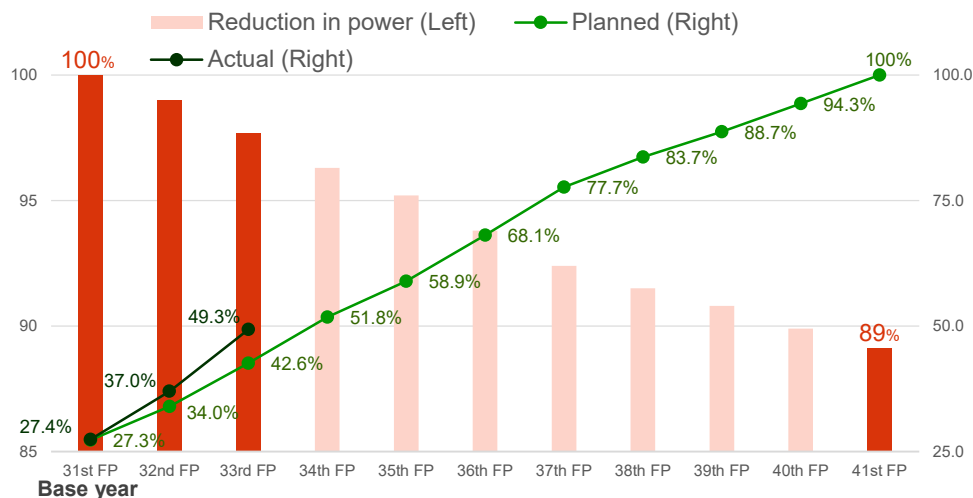
\*4 Figures for FY2020 and earlier have been revised retrospectively after careful examination of the data.

\*5 SOMPO Risk Management Co., Ltd. conducts a third-party review of the environmental performance data (energy, CO2, water, and waste) for FY2021 for all five portfolios.

## Implementing Eco-Friendly Initiatives via Real Estate Investment

### Introduction and Upgrading of LED Lighting, Etc.

The Investment Corporation is steadily moving forward with conversion to LED (installation of LED lighting and lighting equipment with human-detecting sensors) in the common and private areas of all office properties it owns, with a target of 100% LED conversion by the close of the fiscal year ending in May 2026 (41<sup>st</sup> FP.) (Assuming this target is achieved, the estimated effect between the fiscal period ended May 2021 (31<sup>st</sup> FP) and the fiscal period ending May 2026 (41<sup>st</sup> FP) is forecast to be equivalent to an approximately 11% reduction in power and an approximately 4,400t reduction in CO2 emissions.)



Introduction of LED in line with renovation of common areas on each floor (Daiwa Sasazuka Tower)



(CONCURRED Yokohama)

### Introduction of High-Efficiency Heat Source Equipment/Upgrading of Air-Conditioning Equipment

In conjunction with updating of heat source and air-conditioning equipment at properties it owns, the Investment Corporation is introducing high-efficiency heat source equipment with superior energy efficiency and upgrading to air-conditioning equipment with excellent energy-saving performance. (The estimated effect between the fiscal period ended May 2021 (31<sup>st</sup> FP) and the fiscal period ending May 2026 (41<sup>st</sup> FP) is forecast to be equivalent to an approximately 1.4% reduction in power and an approximately 570t reduction in CO2 emissions.)



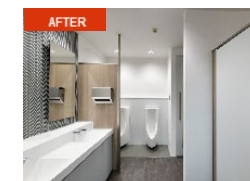
Upgrading of air-conditioning equipment (Daiwa Akasaka)



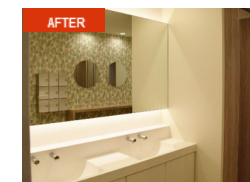
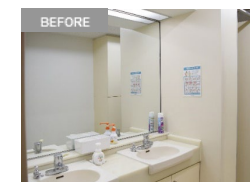
Upgrading of air-conditioning equipment (Daiwa Ginza)

### Introduction and Upgrading of Water-Efficient Equipment

At properties that it owns, the Investment Corporation is improving water conservation through measures such as upgrading to sanitary equipment with excellent water-saving performance and using rainwater and reclaimed water for general service water in buildings.



Construction work for toilets (Daiwa Sasazuka)



Construction work for toilets (Daiwa Shinagawa Gotenyama)



## Implementing Eco-Friendly Initiatives via Real Estate Investment

### Installation of Solar-Wind Streetlights

The Investment Corporation has installed solar-wind streetlights at one of the properties it owns, Daiwa River Gate. This property facing the Sumida River is leveraging its location characteristics (i.e., strong winds, ample sunlight) to use natural renewable energy in order to improve illumination of nearby buildings while also addressing crime prevention.



Installation of solar-wind streetlights  
(Daiwa River Gate)

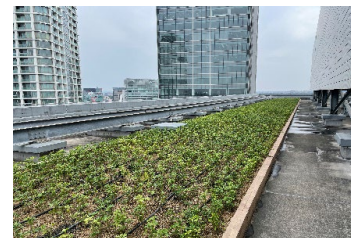
### Environmental Pollution Countermeasures

When acquiring new properties, the Investment Corporation strives to avoid risks by checking in advance for environmental and social risks to ensure there are no problems, including hazardous substances (PCB, asbestos, etc.) and soil contamination, in addition to conducting site inspections and surveys. If hazardous substances or the like are present at a property that it owns, it will implement appropriate countermeasures, management, and disposal in compliance with the laws and regulations.

### Promoting Greening of Walls and Rooftops/Conserving Biodiversity

The Investment Corporation is promoting the greening of properties in its possession as part of its efforts to address climate change and biodiversity.

One of the properties owned by the Investment Corporation, Daiwa Azabu Terrace, is notable for its stylish design with greenery on multiple levels. The rooftop level and the roof areas of the third to sixth floors, which have a terraced structure due to height restrictions based on shadow control regulations, form a rooftop garden (approx. 1,523 m<sup>2</sup>) with a different concept on each level. With a planting plan that takes the ecosystem network into account by using many plants native to the region, it is a green office building that leverages the appeal of the rooftop garden while also addressing the conservation of biodiversity.



Rooftop garden  
(CONCURRED Yokohama)



Entrance planting  
(Daiwa Shibuya Shinsen)



A green office building that leverages the appeal of its rooftop garden  
(Daiwa Azabu Terrace)

(Reference)

Awards received by Daiwa Azabu Terrace:

Selected among the 100 Corporate Green Initiatives Preserving Biodiversity in 2010, winner of the 9th Environmental and Equipment Design Award and 2011 Good Design Award, etc.

[Click here for details.](#) 

## Eco-Friendly Initiatives with Stakeholders

### Introduction of Green Leases

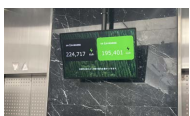
At Shinjuku Maynds Tower, a property owned by the Investment Corporation, the promotion of LED lighting fixtures has been ongoing since 2012. It has been possible for both the tenants and the owner to enjoy the benefits since 2014 due to the use of a green lease system for tenants' private areas. With the conversion to LED, tenants have been able to reduce their electricity fees to about half of the level prior to the implementation of LED upgrading work, while the building's owner has been able to reduce its investment burden and improve the property's value by receiving green lease fees.

### Supply Chain Management

In order to promote environmental and social initiatives in its supply chain, the Investment Corporation has established a Sustainable Procurement Policy. When selecting new property management companies, suppliers, etc. or evaluating existing counterparties, the status of their sustainability-related initiatives is included in the criteria, along with their facilities management services, lease operation and management services, leasing services, etc., and they are required to understand and cooperate with the Investment Corporation's environmental and social initiatives.

### Energy-Saving Efforts through Tenants

As an initiative aimed at tenants, the Investment Corporation is implementing awareness-raising activities to reduce energy consumption in our properties. For some properties, digital signage is installed in common areas such as EV halls to indicate energy consumption. In addition, Shinjuku Maynds Tower makes use of its website to visualize electricity consumption for each tenant.



Installation of digital signage (Daiwa Ginza)

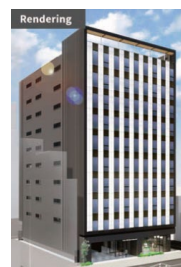


Website to visualize electricity consumption (Shinjuku Maynds Tower)



### Urban Development/Revitalization

The Investment Corporation conducts an urban development project to develop new office properties after acquiring land for development. In the ongoing Nihonbashi Bakurocho 1-chome Development Project (scheduled for completion in November 2022) and Kandasudacho 2-chome Development Project (scheduled for completion in June 2024), we have concluded project management contracts, construction subcontracting contracts, and design management contracts with specialist contractors who have a lot of experience in development and construction, and are working on urban development and urban renaissance with consideration for the environment while reducing risks. The Kandasudacho 2-Chome Development Project uses a TASMO construction method to ensure business continuity (BCPs).



Nihonbashi Bakurocho 1-Chome Development Project



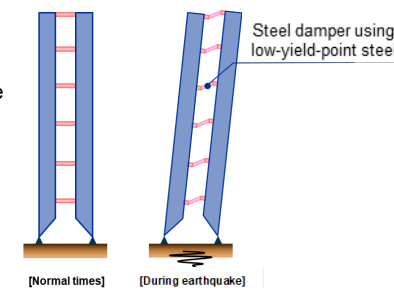
Kandasudacho 2-Chome Development Project

#### (Reference) About Taisei Corporation's TASMO construction method

The TASMO (Taisei Smart MOnitoring system) construction method is a damping structure system that imparts necessary rigidity and focuses the absorption of seismic energy from a major earthquake to steel dampers, by connecting wall pillars having wall foundation rotation performance with steel dampers, in order to mitigate damage to the building body. It can be counted on not only to save human lives in the aftermath of a major earthquake, but also to sustain the building performance by preventing damage to nonstructural components.

Furthermore, by constructing a frame system made up of wall pillars as the outer shell structure, which is situated along the perimeter, it becomes possible for the building to realize areas that have no pillar forms, and create very spacious and highly innovative office space.

[Click here for details.](#)



## Efforts for Tenants

### Tenant Satisfaction Surveys

We implement questionnaire surveys for tenants of our properties regularly (generally at least once every two years) and share the results (requests, issues, etc.) with property management companies for application to operational improvement in an effort to improve tenant satisfaction.

### Example of tenant satisfaction survey

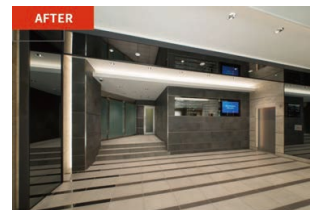
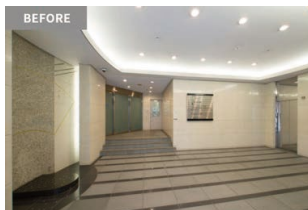
At the E SPACE TOWER, we renewed air conditioning facilities and renewed toilets (new small containers) in response to requests from tenants. As a result, we were able to confirm the increase in the satisfaction level of tenants in the survey after the measures were taken.



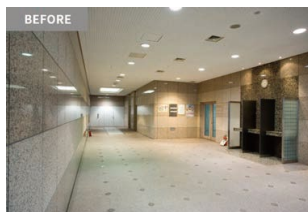
Installation of small containers in women's toilets (E SPACE TOWER)

### Tenant Comfort Improvement

We are renovating the common areas to improve comfort for our property tenants and facility users.



Renovated Entrance Hall (Daiwa Shibuya Miyamasuzaka)



Renovated Entrance Hall (Daiwa Tsukishima)

### Tenant Safety & Security

In its facility operation, the Investment Corporation works to ensure the safety and security of its property tenants, facility users and visitors.

### Countermeasures Against COVID-19

- Displaying notices on safety measures
- Installing disinfectants, air cleaners, etc.
- Making sure that employees of building management and building cleaning companies thoroughly follow hygienic measures (face masks, hand-washing, disinfection, etc.).
- Disinfecting common areas on a daily basis and establishing system for implementing disinfection in cooperation with administrative bodies when a COVID-19 case arises, etc.
- Introducing VR previews of properties
- Providing a vaccination site for tenants (Daiwa River Gate, Daiwa Ginza Annex)
- Introducing Whiz, a disinfection and cleaning robot using AI technology



Installation of Automatic sanitizer dispenser (Daiwa Hatchobori ekimae)



Introduced VR viewing service (you can view Daiwa Ginza from the code above)



Provision of COVID-19 vaccination site for tenants (Daiwa River Gate)



Installation of cleaning robot "Whiz"



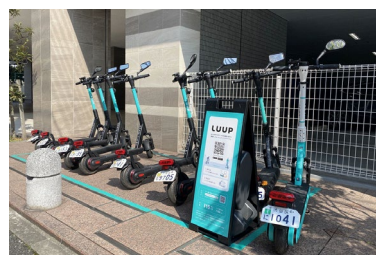
## Efforts for Community

### Introduction of Sharing service

We installed a cycle port for cycle sharing and an e-scooter port on the building's site and introduced car sharing, contributing to convenience for tenant employees, local residents and others.



Installation of cycle sharing port  
(Shinjuku Maynds Tower)



Installation of e-scooter port  
(Daiwa Tsukishima)



Installation of car sharing port  
(E SPACE TOWER)

### Kitchen Car Attraction

We attract kitchen cars to our property sites to improve office worker and local resident satisfaction and produce the area's weekday lunchtime outdoor lively scene.



Attracted kitchen cars  
(Daiwa Nakano-Sakaue)

### Participation/Collaboration in Local Events

To coexist with and stimulate the areas around our properties, we contribute to the sustainable development of local communities by participating in and collaborating with the following community events organized by urban development councils and private sector groups.



Participated in Shinjuku Minami Lumi (Shinjuku Maynds Tower)



Yokohama Portside District Collaborated in an urban development council's event "Hikari no Machizukuri" (CONCURRED Yokohama)

### Contribution to Local

The Asset Manager contributes to the improvement of convenience and area revitalization of tenant employees and local residents by participating in various councils on urban development, contributing to local events, and utilizing vacant land held by the Asset Manager.



Award for traffic safety  
(Shinjuku Maynds Tower)



## Efforts for Community

### Charity & Volunteer Activities

#### Implement Jeans Day

The Asset Manager does “Jeans Day,” an initiative of the sponsor Daiwa Securities Group Inc. Since June 2021, employees can come to the office in casual wear such as polo shirts and jeans on Fridays, and a charity drive is held to aid those impacted by COVID-19 (on third Fridays).



Implement Jeans Day

#### Donation of surplus calendar / notebook

The Asset Manager conducts activities to donate calendars that are no longer needed in the company to organizations that are conducting activities to support disaster recovery and contribute to local communities.



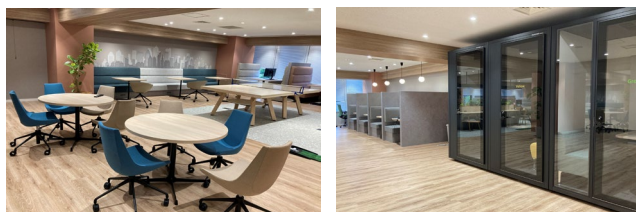
#### Donation of irregular postcards and used stamps

The Asset Manager collects irregular postcards and used stamps, and conducts donation activities through NPOs and other organizations that conduct volunteer activities for international cooperation.



### Providing Comfortable Office Environment

In June 2022, we opened a workspace for employees of Daiwa Securities Realty Co., Ltd., a Group company, in our owned property, Daiwa Ginza Building. As a next-generation office, we have a variety of free address spaces and private room booths that can be flexibly used. Going forward, the Investment Corporation will continue to aim to provide a comfortable office environment that combines design and functionality in order to create new ways of working that lead to employee motivation and results.



Workspaces established for Daiwa Securities Realty employees (Daiwa Ginza)

### Engagement with investors

The Investment Corporation strives to proactively disclose information and be accountable to all stakeholders through IR activities. In order to promote understanding of the Investment Corporation, we hold individual meetings with domestic and foreign institutional investors, and hold seminars for individual investors.

The IR activities results from FY2020 to FY2021 are as follows.

#### Number of meetings and seminars

| For institutional investors     | Domestic investors | Foreign investors |
|---------------------------------|--------------------|-------------------|
| Number of IR meetings in FY2020 | 88                 | 59                |
| Number of IR meetings in FY2021 | 116                | 54                |

| For individual investors          | Seminars (Including online meetings) |
|-----------------------------------|--------------------------------------|
| Number of seminars held in FY2020 | 1                                    |
| Number of seminars held in FY2021 | 3                                    |

## Disaster Prevention Efforts

### Disaster Prevention Efforts

We have established BCP measures to ensure the safety of tenants, employees, and facility users and to enable them to continue important business operations in the event of an emergency, such as a disaster, in the property in our possession. In cooperation with property management companies and building management companies, we distribute disaster prevention and crime prevention booklets when tenants move in, post evacuation routes through digital signage in common areas, and conduct regular disaster prevention drills. In addition, AEDs, disaster relief vending machines, and emergency storage boxes in EVs have been installed on properties that can be installed.

Moreover, some of the properties in our possession are equipped with vibration isolation and vibration damping structures with superior earthquake resistance.



Distribution of bookmarks for disaster prevention and crime prevention



Display of evacuation routes by digital signage



Installation of disaster relief vending machines (Daiwa Kitahama)



Elevator emergency goods box (Daiwa Azabu Terrace)

## Efforts for Employees

### Efforts for Employees

The Act on Investment Trusts and Investment Corporations prevents investment corporations from hiring employees, so the asset manager's employees are responsible for operation in practice. The Asset Manager to which the Investment Corporation entrusts asset management cultivates its human resources through initiatives like the following to achieve high-level asset management.

### Promotion of Active Participation of Diverse Personnel

Believing that promotion of active participation of diverse personnel improves the organization, the Asset Manager monitors employee diversity. Daiwa Securities Group proactively promotes talented employees regardless of gender and endorsed the declaration of the Cabinet Office Gender Equality Bureau's Male Leaders Coalition for Empowerment of Women in 2015.

|  | End of FY2019 | End of FY2020 | End of FY2021 |
|--|---------------|---------------|---------------|
| Employees                              | 113           | 127           | 132           |
| Female employees                       | 37            | 39            | 38            |
| Ratio of female employees              | 32.7%         | 30.7%         | 28.8%         |
| Directors (including part-time)        | 6             | 7             | 6             |
| Female directors (including part-time) | 0             | 0             | 0             |
| Managerial positions                   | 84            | 91            | 99            |
| Female managers                        | 18            | 18            | 17            |
| Ratio of female managers               | 21.4%         | 19.8%         | 17.2%         |
| Employees over 60                      | 1             | 3             | 3             |

### Personnel Hiring/Training Strategy

The Asset Manager has signed a sponsor support agreement for cooperation in personnel hiring with Daiwa Securities Group Inc. It receives seconded employees from Daiwa Securities Group and promotes sharing and succession of real estate asset management expertise to increase the entire organization's sustainability.

|                          | End of FY2019 | End of FY2020 | End of FY2021 |
|--------------------------|---------------|---------------|---------------|
| Secondments from sponsor | 26            | 28            | 28            |

### Qualification Acquisition Support

The Asset Manager supports employees in obtaining qualifications to improve their abilities by offering training, testing and renewal fee payment for real estate and various other qualifications with which they can demonstrate a high level of expertise.

#### Qualification Holders

|  | End of March 2022 |
|--|-------------------|
| Real Estate Transaction Specialist                             | 83                |
| ARES Certified Master  | 43                |
| Certified Building Administrator                               | 13                |
| First-Class Architect  | 9                 |
| Real Estate Consulting Master                                  | 7                 |
| Real Estate Appraiser  | 1                 |
| Chartered Member of The Security Analysts Association of Japan | 9                 |
| Certified Public Tax Accountant                                | 1                 |

## Efforts for Employees

# Employee Health & Comfort

### Working Environment Improvement

The Asset Manager developed the office environment for employee health, work style flexibility and productivity, for example establishing a cafeteria space where employees can work comfortably, installing free vending machines, developing the communication environment including Wi-Fi at office area and meeting rooms and utilizing free space for remote work.



### Benefits

The Asset Manager offers the following benefit programs to build a diverse, flexible working environment and ensure that life events like birth, childrearing and elderly care do not force employees to give up working.

#### All Employees

Consecutive holiday, flextime, medical checkups, Life Support paid holiday, The telecommuting system

#### Childrearing

Childcare leave, Childcare Support Leave, Pre-childcare leave for male employees, Short working hours system, Exemption/restriction on overtime work, Nursing care leave, Daycare subsidy, Babysitter system, Support desk for employees looking for nursery schools

#### Female Employees

Daiwa ELLE Plan

#### Nursing Care

Nursing care leave, Nursing care-support leave

### Benefits Data

|                                    | FY2019 | FY2020                  | FY2021 |
|------------------------------------|--------|-------------------------|--------|
| Childcare leave takers             | 3      | 4<br>(including 1 male) | 4      |
| Return rate from childcare leave   | 100%   | 100%                    | 100%   |
| Childcare Support Leave takers     | 2      | 2                       | 6      |
| Childcare Support leave usage rate | 50%    | 100%                    | 100%   |
| Nursing care leave takers          | 0      | 0                       | 0      |

### Health Management

The Asset Manager manages employee health by subsidizing costs such as medical checkups and flu vaccination and ensuring thorough health examinations.

### Employee Health Data

|   | FY2019 | FY2020 | FY2021 |
|---|--------|--------|--------|
| Percentage of employees who took the stress check | 97%    | 94%    | 94%    |
| Paid holiday usage rate                           | 78%    | 72%    | 77%    |
| Yearly paid holidays taken per person             | 17.9   | 16.6   | 17.8   |

### Countermeasures Against COVID-19

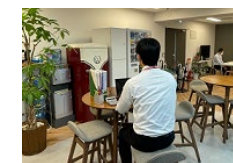
- Developing remote work system (lending laptops and mobile phones to all employees, including temporary workers, subsidizing monitors costs, etc. for working at home)
- Installing disinfectant in offices, etc.
- Promoting IT use such as online meetings
- Ensuring physical distance in offices
- Staggering working hours
- Offering workplace vaccination (Daiwa Securities Group offered workplace vaccination to all employees, including affiliate companies, and their families)
- Subsidizing home PCR tests

### ABW Trial

We granted subsidies for remote work plans at hotels owned by Daiwa Hotel Private Investment Corporation whose management is entrusted to the Asset Manager. In addition, we plan to introduce free addresses for offices in July 2022, and are implementing trials of various work locations and working styles.



The remote work plan at hotels owned by Daiwa Hotel Private Investment Corporation



Using free space



## Efforts for Employees

### Fulfilling Workplace Creation

#### Employee Satisfaction Surveys

Believing in the importance of reflecting employee feedback in various measures to build a better working environment, the Asset Manager regularly conducts employee satisfaction surveys and uses the results to improve the in-house environment.

#### Evaluation System

The Asset manager conducts performance reviews of all employees every six months and pays bonuses commensurate with their achievement of half-year targets. The regular evaluation and feedback help employees in their career development and forms a transparent HR evaluation system.

#### Ongoing Anti-Harassment Training

The Asset Manager increases employee sensitivity to and awareness of harassment by instructing employees on their first day (or secondment) about harassment, the whistleblowing system and other internal controls, conducting regular anti-harassment training thereafter and ensuring thorough awareness of the compliance consultation process. It also asks about harassment when employees submit their career plans twice a year.

#### General Business Owner Action Plans

In accordance with the Law for Act on Advancement of Measures to Support Raising Next-Generation Children and the Act of Promotion of Women's Participation and Advancement in the Workplace, the Asset Manager has formulated General Business Owner Action Plans with the aim of creating a pleasant working environment and a work environment in which female employees can work for a long time.

For those who have taken childcare leave, we encourage to provide them with a place to discuss about the balance of childcare and work such as follow-up lunches when returning to work.

[For details, please click here.](#) 



Follow-up lunches

#### HR Data

|                                 | FY2019 | FY2020 | FY2021 |
|---------------------------------|--------|--------|--------|
| Employees                       | 113    | 127    | 132    |
| Men                             | 76     | 88     | 94     |
| Women                           | 37     | 39     | 38     |
| Permanent employees             | 113    | 127    | 132    |
| Men                             | 76     | 88     | 94     |
| Women                           | 37     | 39     | 38     |
| Contract employees              | 0      | 0      | 0      |
| Men                             | 0      | 0      | 0      |
| Women                           | 0      | 0      | 0      |
| (Ref.) Temporary employees      | 5      | 5      | 5      |
| Men                             | 0      | 0      | 0      |
| Women                           | 5      | 5      | 5      |
| New hires                       | 11     | 15     | 10     |
| Men                             | 6      | 13     | 9      |
| Women                           | 4      | 2      | 1      |
| Directors (including part-time) | 6      | 7      | 6      |
| Average Years Employed *        | 4.7    | 5.1    | 5.2    |
| Men                             | 4.9    | 5.4    | 5.2    |
| Women                           | 4.4    | 4.6    | 5.2    |
| Departures                      | 4      | 3      | 3      |
| Rate of departure               | 3.8%   | 2.7%   | 2.4%   |

\* Excluding secondments from sponsor.

## Efforts for Employees

### Productivity Improvement & Overtime Monitoring

The Asset Manager has signed a labor-management agreement (Article 36 of the Labor Standards Act) on overtime with an employee representative. It also calculates each employee's health management time and monitors properly their working time to improve productivity and maintain employee health.

### Labor Data

|   | FY2019 | FY2020 | FY2021  |
|---|--------|--------|---------|
| Annual regular working hours              | 1807.5 | 1837.5 | 1,830.0 |
| Average monthly overtime hours per person | 20.3   | 24.6   | 23.1    |
| Rate of labor-related death               | 0      | 0      | 0       |

### Labor Standard Infractions

The Asset Manager had no serious labor standard infractions between April 1, 2021, and March 31, 2022.

### Human Rights Efforts

Daiwa Securities Group states in its corporate principles that “the Group will strive to maintain a high sense of morality and duty, endeavoring to continue contributing to the sustainable growth of the societies in which we operate.” To improve a corporate culture rooted in the basic principles of respect for human rights, we are further strengthening our efforts to educate and enlighten our employees about human rights. See below for details about Daiwa Securities Group's human rights efforts.

[Click here for details.](#) 

### Complaint Collection

As a member of Daiwa Securities Group, the Asset Manager has an anonymous whistleblowing system to quickly detect and correct any infraction of the law or regulations. The report recipient is the Daiwa Securities Group Inc.'s corporate ethics officer or designated advisory legal firm attorney. When necessary, the internal control supervisor implements corrective and preventive measures based on the instructions of the president.

## Investment Corporation Institutions/Management Structure

### Investment Corporation Institutions

In addition to the General Meeting of Unitholders composed of investment unitholders, the Investment Corporation's institutions include a Board of Directors, composed of one executive director and two supervisory directors, and an Accounting Auditor.

#### Institutions

##### (a) General Meeting of Unitholders

Certain resolutions, which are stipulated in the Act on Investment Trusts and Investment Corporations or the articles of incorporation, are adopted at the General Meeting of Unitholders.

Unless otherwise stipulated in the law or articles of incorporation, resolutions of the General Meeting of Unitholders shall be adopted by a majority of the voting rights of the unitholders present. However, for certain important matters such as amendments to the articles of incorporation, resolutions (special resolutions) must be adopted by two-thirds or more of the voting rights of the unitholders present at a meeting where unitholders holding a majority of the investment units issued and outstanding are present.

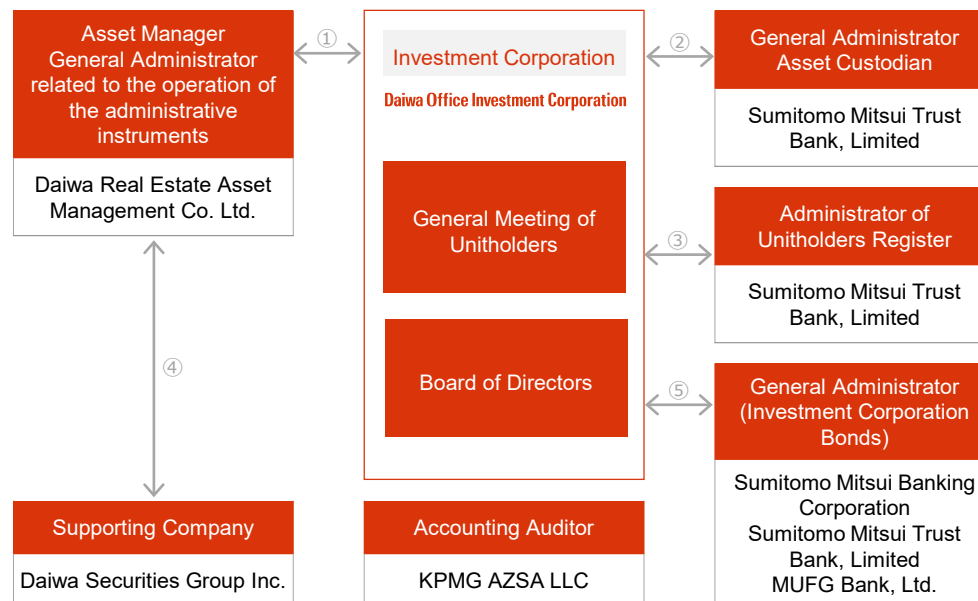
##### (b) Executive Director, Supervisory Directors & Board of Directors

The executive director has the authority to execute the business of the Investment Corporation and to represent the Investment Corporation in all judicial or extrajudicial acts related to its business. The supervisory directors have the authority to supervise the executive director's execution of duties. The Board of Directors, which is composed of all executive directors and supervisory directors, has the authority to approve the execution of certain duties, the authority stipulated in the Investment Trust Act and the articles of incorporation and the authority to supervise the executive director's execution of duties.

##### (c) Accounting Auditor

The Investment Corporation has appointed KPMG AZSA LLC as its accounting auditor. The Accounting Auditor shall audit the Investment Corporation's financial statements, report to the supervisory directors any wrongful act or material fact in violation of the law or articles of incorporation it discovers in connection with the executive director's execution of duties, and perform other legally stipulated duties.

#### Structure

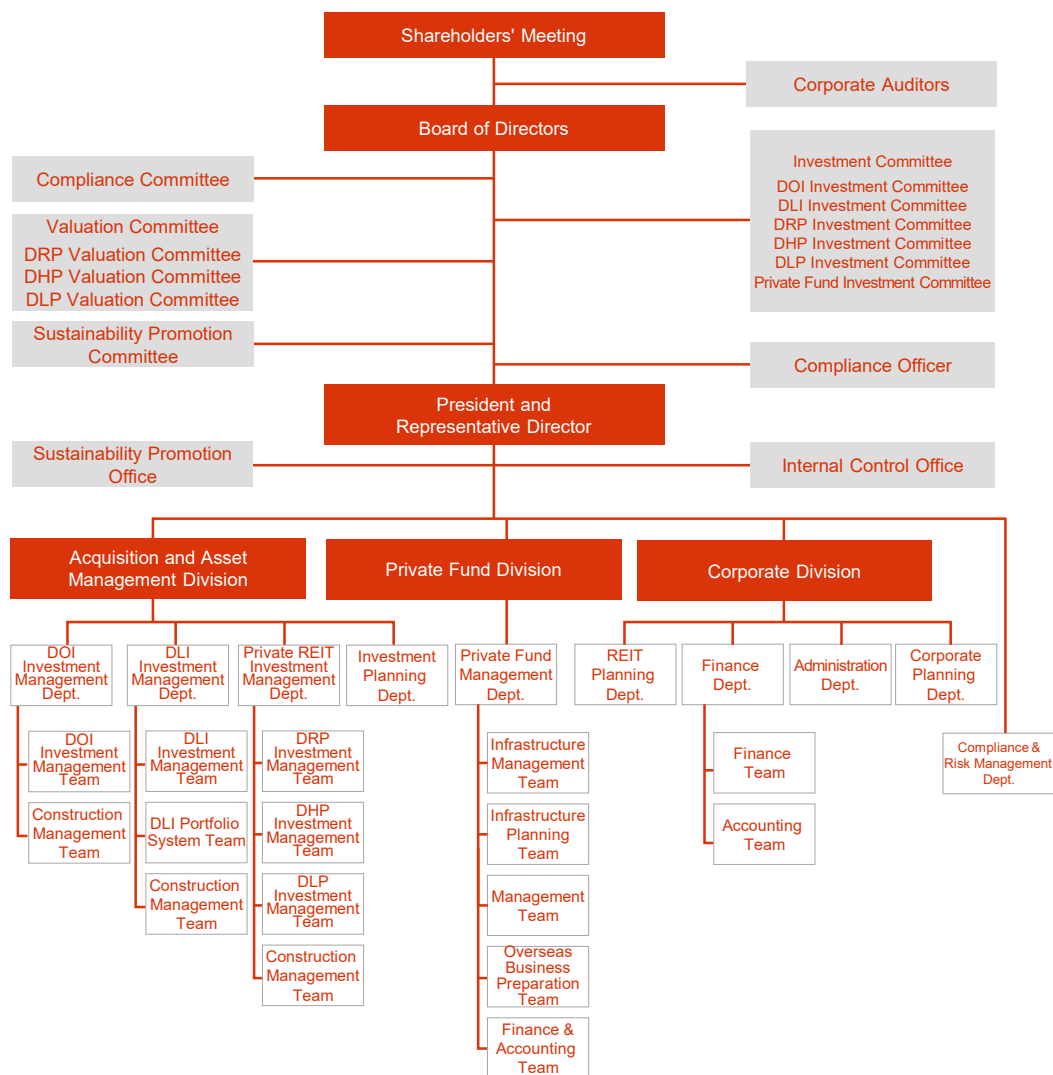


- ① Asset management contract / General administrative contract related
- ② General administrative affairs contract / Asset custodian contract
- ③ Unitholders register, etc. management contract / Special account management contract
- ④ Sponsor support agreement
- ⑤ Fiscal agency agreement

## Investment Corporation Institutions/Management Structure

### Investment Corporation Management Structure

The Investment Corporation entrusts its asset management to Daiwa Real Estate Asset Management Co. Ltd. The Asset Manager's organizational structure is as follows.



### Performance-Based Management Compensation

|  | Basis of the calculation   | Fee rate |
|--|--|----------|
| Management Fee I<br>(based on assets under management) | Total appraisal value of assets under management (based on market value) | 0.05%    |
| Management Fee II<br>(rent revenue standard)           | Rent revenue   | 5.5%     |
| Management Fee III<br>(based on distributable amount)  | Distributable amount   | 3.5%     |
| Management Fee IV<br>(asset acquisition standard)      | Acquisition price of target real estate                                  | 0.75%    |
| Management Fee V<br>(asset sale standard)              | Transfer price of target real estate                                     | 0.5%     |



## Compliance Structure

### Compliance Structure

The Asset Manager is committed to honest and fair corporate activities, not only in strict compliance with all laws and regulations related to its operations, various regulations, bylaws and market rules but also in full awareness of social norms.



### Appropriate Management of Conflicts of Interest

In cases where transactions may be at risk of conflicts of interest concerning the financial instruments business or other related operations, the Asset Manager shall comply with the Financial Instruments and Exchange Act, the Act on Investment Trusts and Investment Corporations and other related laws and regulations, and the separately provided rules on measures against conflicts of interest. The rules on prevention of conflicts of interest provide the following terms and conditions individually for each of the following transactions:

#### 1) Asset Acquisition

In case of acquiring real estate or real estate trust beneficiary rights from interested parties, the acquisition price shall be at 100% or less of the appraisal value as appraised by a real estate appraiser. In the case of other assets, the acquisition shall be made at fair value price. However, if the fair value measurement is not applicable, the acquisition shall be at the value reasonably estimated by an expert independent from the asset management company.

#### 2) Other

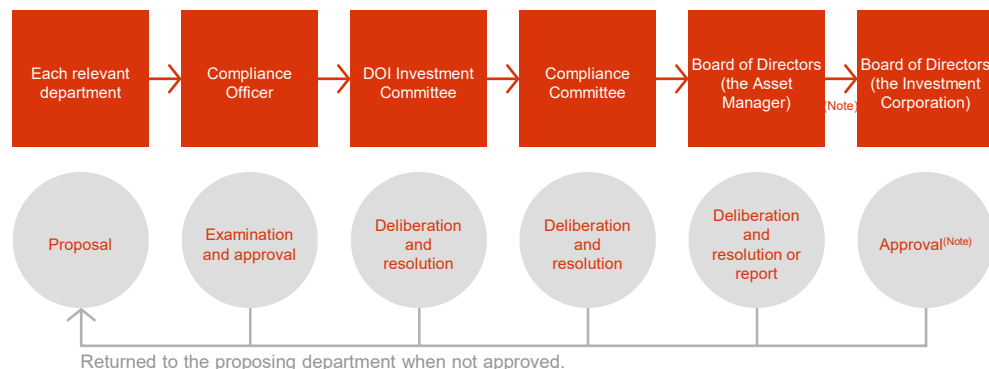
In cases other than asset acquisition, such as asset sale, asset leasing, entrustment of property management operations, entrustment of intermediation operations for real estate acquisition, sale or leasing and placement of construction orders, where such involves interested persons, the transaction shall be implemented in line with the rules on measures against conflicts of interest.

#### Investment decision-making system

As an asset management company under the Act on Investment Trusts and Investment Corporations that is entrusted with asset management by the Investment Corporation, the Asset Manager prepares, in line with the Articles of Incorporation, asset management guidelines to stipulate basic approaches to investment management, such as the investment policy, rules on transactions with interested parties regarding acquisition and sale of assets, etc. and the disclosure policy.

## Compliance Structure

### Decision-making process



(Note) When transacting (acquiring or transferring real estate or securities, or leasing) with interested persons under the Act on Investment Trusts and Investment Corporations, approval by the Board of Directors of the Investment Corporation is required except for certain cases.

Note that a proposal shall be returned to the proposing department when examination by the Compliance Officer or deliberation by the DOI Investment Committee, Compliance Committee or Board of Directors results in approval not being obtained. In addition, for agenda resolved at a meeting of the DOI Investment Committee, Compliance Committee or Board of Directors, parties having special vested interest shall not be eligible to exercise voting rights on the concerned resolved agenda.

## Prevention of Conflicts of Interest among Funds

In case of competition over a property acquisition opportunity among the Investment Corporation and other funds, etc. managed by the Asset Manager, conflicts of interest among the Investment Corporations and other funds, etc. shall be prevented by first granting the Investment Corporation the preferential right to consider the acquisition. The acquisition opportunity will be available to the other funds, etc. only when the Investment Corporation decides not to exercise the concerned preferential right.

Furthermore, in the case of rental residences, the Asset Manager shall prevent arbitrary distribution of property information and avoid conflicts of interest among Daiwa Residential Private Investment Corporation, Daiwa Securities Living Investment Corporation and other funds, etc. by establishing the "Rotation Rule."

## Establishment of Tax Policy

Daiwa Securities Group has enacted "Daiwa Securities Group Tax Policy" in aiming to develop corporate tax governance, and describes our code of conduct and standard of judgments in taxation.

[For details, please click here.](#)

## Prevention of corruption

In line with the principles of the United Nations Global Compact, Daiwa Securities Group works to prevent corruption. The Code of Ethics and Conduct, which guides the actions of officers and employees, stipulates that if corporate ethics and interests conflict with each other, corporate ethics should be prioritized and acts contrary to corporate ethics should never be performed. In addition, payment of any money or provision of convenience that is against the law is prohibited. Moreover, we prohibit the provision and receipt of economic benefits that may not be valid in the light of common wisdom, such as cash rewards and excessive entertainment. For entertainment, we apply and manage in accordance with management rules on entertainment, and we have set special precautions especially for entertainment with government officials including those from foreign governments. In order to thoroughly prevent corruption, we carry out educational activities for employees, such as conducting ethics training based on the Code of Ethics and Conduct every year, and monitor the status of entertainment. In FY2020, Daiwa Securities Group did not have any serious matters of note such as violations of laws and regulations related to the prevention of corruption.

[For details, please click here.](#)

## Compliance Structure

### Officers

| Title                | Name          | Concurrent Positions  | Total Compensation for Position in This Period (thousands of yen) |
|----------------------|---------------|---|---|
| Executive Director   | Keiichi Sakai | –   | – (Note)  |
| Supervisory Director | Daisuke Eki   | Ishii Law Office  | – (Note)  |
|                      | Koichiro Ito  | Ito International Accounting and Taxation Office<br>VISITS Technologies Inc.<br>ACT Holdings, Inc.<br>Jibannet Holdings moi Corporation<br>e-Seikatsu Co., Ltd. |   |

(Note) There is no recent compensation due to their appointments on August 26, 2022.

[Click here for career summaries.](#) 

### Accounting Auditor

| Title              | Name          | Concurrent Positions | Total Compensation for Position in This Period(thousands of yen) |
|--------------------|---------------|----------------------|--|
| Accounting Auditor | KPMG AZSA LLC | –                    | 15,000   |

\* As of end of period ended November 2021

### Whistleblowing System

The Asset Manager has established a whistleblowing system for all employees (part-time, contract, seconded from other companies and temporary).

This system enables anonymous reporting and, in compliance with the Whistleblower Protection Act, prohibits firing, disciplining, retaliating against or subjecting the whistleblower to any other disadvantageous treatment on account of their report.

### Protection of information assets

The Asset Manager has established Rules for the Protection of Information Assets with the aim of properly utilizing corporate information and preventing unauthorized access and loss or leakage of corporate information.

The regulations ensure thorough information management by stipulating the management of confidential information, access restrictions for outsiders, prevention of information leaks, maintenance of information systems and education and audits related to information system management.

### Regular Compliance Training

The Asset Manager regularly conducts training for all employees (part-time, contract, seconded from other companies and temporary) to raise compliance awareness.

### Same-Boat Investment

| Sponsor group                    | Number of units | Holding ratio |
|----------------------------------|-----------------|---------------|
| Daiwa Investment Management Inc. | 128,905 units   | 26.71%        |
| Daiwa Securities Group Inc.      | 67,321 units    | 13.95%        |

Holding ratio of Daiwa Securities Group: **40.7%**

\* As of end of period ended May 2022

### Major Investors

[Click here for List of Top 10 Investors](#) 

## Participation in External Assessments

### GRESB Real Estate Assessment

The Investment Corporation has continuously participated in the GRESB Real Estate Assessment since 2011, and in the 2021 Assessment, it obtained a “Green Star” rating recognizing outstanding achievement for the tenth consecutive year in both the Management Component, which evaluates policies, organizational systems, etc. for promoting ESG, and the Performance Component, which evaluates environmental performance, initiatives with tenants, etc., at buildings in the portfolio. Moreover, in the GRESB Rating, which assigns a rating out of five stars based on where the participant's overall score ranks globally, the Investment Corporation earned a rating of “4 Star.”

Furthermore, in the 2021 GRESB Public Disclosure assessment, which measures the comprehensiveness of ESG information disclosure, the Investment Corporation was assessed as providing outstanding information disclosure relating to environmental and sustainability initiatives, receiving the top rating of “A” on the five-tiered evaluation scale.

[Click here for more details about the GRESB Real Estate Assessment](#) 



### MSCI ESG Rating


The Investment Corporation has obtained an MSCI ESG rating of “BB” (as of July 2022).


Using an ESG evaluation framework created by MSCI ESG Research LLC, the MSCI ESG rating assigns a rating on a seven-tiered scale, ranging from “AAA” to “CCC,” based on exposure to industry-specific ESG risks and management capabilities for handling those risks in comparison with other companies in the same industry. The MSCI ESG rating is one of the parameters for listing companies on the MSCI Japan ESG Select Leaders Index, which is used by the Government Pension Investment Fund as an ESG index for passive management, as well as being used by over 1,300 institutional investors around the world and in the creation of over 1,000 investment indexes.




## Acquired External Certifications

As of the end of June 2022, the total number of properties that have acquired environmental certification meeting the requirements for green-qualified assets is 31. The acquisition ratio (based on the total floor area of owned properties) is 61.3%. The breakdown (number of properties, acquisition ratio) by rank for each certification is as follows.

| CASBEE Certification  |                            |       |
|---|----------------------------|-------|
|  | Rank S                     | 3     |
|   | Acquisition ratio          | 11.9% |
|   | Rank A                     | 22    |
|   | Acquisition ratio          | 33.6% |
|   | Rank B+                    | 4     |
|   | Acquisition ratio          | 5.2%  |
|   | Total number of properties | 29    |
|   | Total                      | 50.7% |

| BELS Evaluation   |                            |      |
|---|----------------------------|------|
|  | ★★                         | 1    |
|   | Acquisition ratio          | 1.1% |
|   | ★                          | 1    |
|   | Acquisition ratio          | 1.8% |
|   | Total number of properties | 2    |
|   | Total                      | 2.9% |

| DBJ Green Building Certification  |                            |       |
|---|----------------------------|-------|
|  | ★★★★                       | 1     |
|   | Acquisition ratio          | 8.2%  |
|   | ★★★                        | 1     |
|   | Acquisition ratio          | 7.8%  |
|   | Total number of properties | 2     |
|   | Total                      | 16.0% |

Green-qualified assets  
**31 properties**

The acquisition ratio  
(based on the total floor area of owned properties)  
**61.3%**

(note1) Shinjuku Maynds Tower, which has acquired multiple environmental certifications is treated as a property, in order not to overlap when calculating the total value and acquisition ratio of the properties that have acquired environmental certification.


(note2) As for the sectionally owned buildings, the total floor area is calculated based on the ownership ratio of the Investment Corporation.

## Acquired External Certifications

### CASBEE for Real Estate Certification

CASBEE for Real Estate certification is a system for evaluating the overall environmental performance of buildings which have been developed in Japan and whose use is becoming more widespread there. It rates buildings on a five-tiered scale from “S Rank” (superior) to “C Rank” (lacking) based on environmental measures such as the use of energy-efficient equipment and equipment with a small environmental footprint, as well as building quality, including consideration of interior comfort, the view, etc.



[Click here for more details about the CASBEE for Real Estate certification system](#) 

Among the buildings owned by the Investment Corporation, the following have acquired certification.


| Property Name            | Location                                    | Certification Level | Year |
|--------------------------|---|---------------------|------|
| Daiwa Sarugakucho        | 2-6-10 Kanda Sarugakucho, Chiyoda-ku, Tokyo | Rank S              | 2021 |
| Shinjuku Maynds Tower    | 2-1-1 Yoyogi, Shibuya-ku, Tokyo             |                     |      |
| Daiwa Harumi             | 3-10-1 Harumi, Chuo-ku, Tokyo               |                     |      |
| Daiwa Tsukiji            | 2-14-17 Tsukiji, Chuo-ku, Tokyo             | Rank A              | 2020 |
| Daiwa Tsukishima         | 4-16-13 Tsukishima, Chuo-ku, Tokyo          |                     |      |
| Daiwa Kayabacho Building | 1-1-11 Nihonbashi Kayabacho, Chuo-ku, Tokyo |                     |      |
| E SPACE TOWER            | 3-6 Maruyamacho, Shibuya-ku, Tokyo          |                     |      |
| Daiwa Shibuya Square     | 16-28 Nanpeidai, Shibuya-ku, Tokyo          |                     |      |

| Property Name                  | Location                                      | Certification Level | Year |
|--------------------------------|---|---------------------|------|
| Daiwa River Gate               | 36-2 Nihonbashi Hakozaicho, Chuo-ku, Tokyo    | Rank A              | 2020 |
| Kirin Nihonbashi Building      | 2-5 Nihonbashi Koami-cho, Chuo-ku, Tokyo      |                     |      |
| Daiwa Daikanyama               | 8-7 Daikanyamacho, Shibuya-ku, Tokyo          |                     |      |
| Daiwa Ogikubo                  | 5-26-13 Ogikubo, Suginami-ku, Tokyo           |                     |      |
| Daiwa Shinagawa Gotenyama      | 3-3-5 Kita-Shinagawa, Shinagawa-ku, Tokyo     |                     |      |
| Daiwa Misakicho                | 2-2-15 Kanda Misakicho, Chiyoda-ku, Tokyo     |                     |      |
| Daiwa Nihonbashi Horidomecho   | 2-9-8 Nihombashi-Horidomecho, Chuo-ku, Tokyo  |                     |      |
| Daiwa Nishi-Shimbashi          | 3-2-1 Nishi-Shimbashi, Minato-ku, Tokyo       |                     |      |
| Daiwa Jinbocho 3-chome         | 3-2-3 other Kanda Jimbocho, Chiyoda-ku, Tokyo |                     |      |
| Daiwa Nihonbashi Hongokucho    | 4-2-16 Nihombashi Hongokucho, Chuo-ku, Tokyo  |                     |      |
| Daiwa Kitahama                 | 2-2-14 Awajicho, Chuo-ku, Osaka City, Osaka   | Rank B+             | 2021 |
| Daiwa Shibuya Shinsen          | 9-1 Shinsen-cho, Shibuya-ku, Tokyo            |                     |      |
| Daiwa Hatchobori ekimae        | 3-25-7 Hatchobori, Chuo-ku, Tokyo             |                     |      |
| Daiwa Hatchobori ekimae West   | 3-25-9 Hatchobori, Chuo-ku, Tokyo             |                     |      |
| Daiwa Kanda Mikuracho Building | 5-1 Kanda Mikura-cho, Chiyoda-ku, Tokyo       |                     |      |
| Daiwa Mita 2-Chome             | 2-10-4 Mita, Minato-ku, Tokyo                 |                     |      |
| Nihonbashi Central Square      | 2-16-11 Nihombashi, Chuo-ku, Tokyo            |                     |      |
| Daiwa Shibadaimon              | 2-9-16 Shibadaimon, Minato-ku, Tokyo          |                     |      |
| Daiwa Tsukijiekimae            | 2-10-6 Tsukiji, Chuo-ku, Tokyo                |                     |      |
| Daiwa Shinagawa North          | 1-8-11 Kita-Shinagawa, Shinagawa-ku, Tokyo    |                     |      |
| Daiwa Nishi-Shinjuku           | 1-14-11 Nishishinjuku, Shinjuku-ku, Tokyo     |                     |      |

## Acquired External Certifications

### DBJ Green Building Certification

DBJ Green Building certification is a system created by Development Bank of Japan (DBJ) to support environmentally and socially responsible real estate. Based on an overall assessment including the environmental performance of the property as well as measures for various stakeholders (disaster prevention, community engagement, etc.), it evaluates and certifies socially and economically necessary real estate on a five-tiered scale, from five stars (the highest rating) to one star (the lowest rating).

[Click here for more details about the DBJ Green Building certification system](#) 

Among the buildings owned by the Investment Corporation, the following have acquired certification.



| Property Name         | Location  | Certification Level | Year |
|-----------------------|---|---------------------|------|
| Shinjuku Maynds Tower | 2-1-1 Yoyogi, Shibuya-ku, Tokyo                   | ★★★★                | 2021 |
| CONCURRED Yokohama    | 3-1 Kinko-cho Kanagawa-ku, Yokohama-shi, Kanagawa | ★★★                 | 2020 |

### BELS Certification

BELS certification is a third-party certification system that rates housing and other buildings based on their commitment to disclosing energy-saving performance based on the Act on the Improvement of Energy Consumption Performance of Buildings by means of a BEI value calculated using primary energy consumption, in accordance with building energy consumption performance standards stipulated by the national government. Evaluation and disclosure based on this system is performed by member organizations (registered housing quality assessment organizations, designated confirmation and inspection agencies, registered building survey organizations, etc.) of the assessment association who have notified of performing BELS-related duties. Buildings are assessed on a five-tiered scale, from five stars (the highest rating) to one star (the lowest rating).

[Click here for more details about the BELS certification system](#) 

Among the buildings owned by the Investment Corporation, the following have acquired certification.



| Property Name            | Address                                     | Evaluation (Note) | Acquisition Date of Evaluation |
|--------------------------|---|-------------------|--------------------------------|
| Daiwa Kayabacho Building | 1-1-11 Nihombashi-Kayabacho, Chuo-ku, Tokyo | ★★                | 2016                           |
| shinyon curumu           | 4-2-23 Shinjuku, Shinjuku-ku, Tokyo         | ★                 | 2016                           |

(Note) Evaluator: The Building Center of Japan

## Acquired External Certifications

### MUFG ESG Rating Certificate for J-REITs Supported by JCR

The MUFG ESG Rating Certificate for J-REITs Supported by JCR is a system that assesses companies' ESG-related initiatives based on original ESG-related check items, with Mitsubishi UFJ Research & Consulting Co., Ltd. (MURC) as the service provider and the Japan Credit Rating Agency (JCR) as the support company. It is a specialized product for J-REITs that, in addition to assigning a score, provides feedback on the assessment results, current issues, etc.


The Investment Corporation and the Asset Manager have acquired "S Rank" for the MUFG ESG Rating Certificate for J-REITs Supported by JCR.

[Click here for more details about the MUFG ESG Rating Certificate for J-REITs Supported by JCR system](#) 

## Green Finance

The Investment Corporation has established the Green Finance Framework under the belief that providing investment opportunities for investors who are active in ESG investment through green financing is of social significance.

The Investment Corporation has received Green 1(F), the highest rating in “JCR Green Finance Framework Evaluation” from Japan Credit Rating Agency, Ltd. as a third-party evaluation for the Green Finance Framework.

(Note) JCR Green Finance Framework Evaluations related to the Investment Corporation are described on the JCR website below. <https://www.jcr.co.jp/en/greenfinance/green/> 

## Green Finance Framework

### 1. Use of Procured Funds

Funds raised through green bonds or green loans will be used to acquire properties that meet the following eligible criteria or to refinance the funds.

#### 【Eligible criteria】

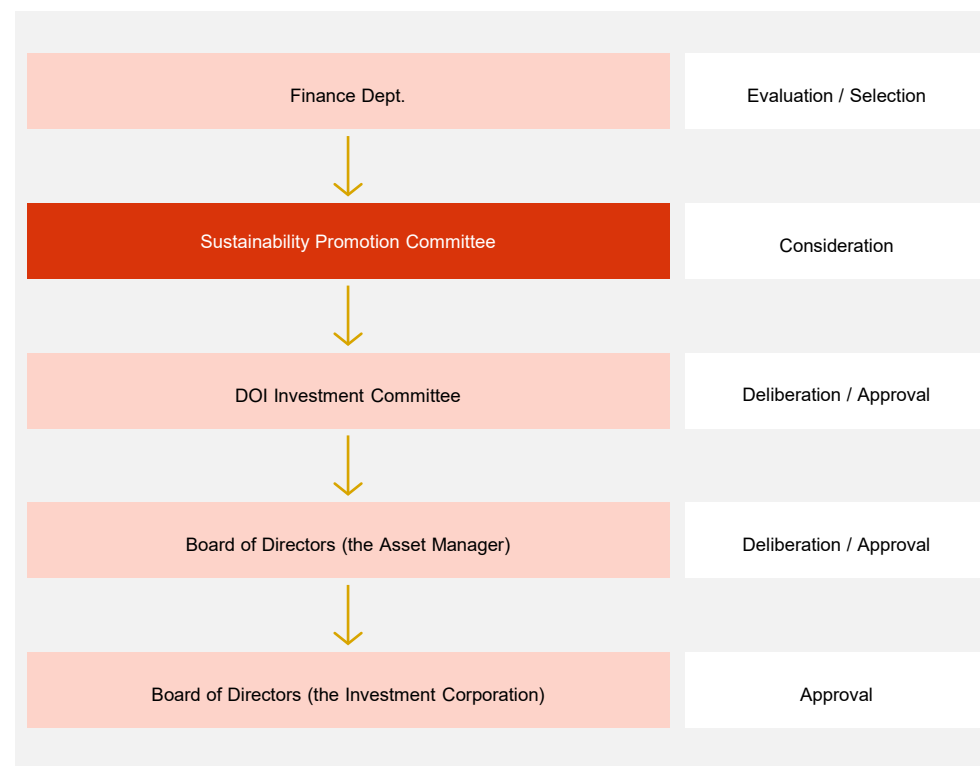
Properties which have received or will receive any of the following certifications from third-party certification bodies

|   |                                 |
|---|---------------------------------|
| DBJ Green Building Certification        | 3 Stars, 4 Stars or 5 Stars     |
| CASBEE for Buildings (New Construction) | B+ Rating, A Rating or S Rating |
| BELS Certification                      | 3 Stars, 4 Stars or 5 Stars     |
| LEED Certification                      | Silver, Gold or Platinum        |

### 2. Evaluation/selection Process of Projects

Under the advice of the asset manager of the Asset Manager, the Finance Department will consider the suitability for eligible criteria, and then evaluate and select the projects. Raising funds through green financing for the project is examined by the Asset Manager’s Sustainability Promotion Committee, deliberated by the DOI Investment Committee and the Board of Directors, and approved by the Board of Directors of the Investment Corporation.

#### 【Selection process of projects】





## Green Finance

### 3. Management of Procured Funds

Setting the total acquisition price of eligible green assets as the maximum issuance amount of green bonds, the Investment Corporation manages so that, as long as there is an unredeemed balance of the relevant green bonds, the total amount of the outstanding green bonds does not exceed the total acquisition price of eligible green assets.

In addition, the Investment Corporation internally tracks and manages the allocated funds for each portfolio asset as long as there is an unredeemed balance of the relevant green bonds. In the case where all or part of the net proceeds of the green bond is not immediately allocated to eligible green assets, the Investment Corporation first identifies such unallocated funds, and then manages all or part of the funds in cash and cash equivalent until such is allocated to eligible green assets.

### 4. Impact Reporting

As long as there is an unredeemed balance of the relevant green bonds, the Investment Corporation will annually disclose allocation, the number of the buildings of eligible green assets and environmental performance indices on its website. The reporting as of May 31, 2022, is as follows.

#### (Allocation Reporting)

The Investment Corporation confirmed that the net proceeds of the green bonds are fully allocated to eligible green assets in accordance with its Green Bond Framework, and that the total amount of the outstanding green bonds does not exceed the total acquisition price of eligible green assets.

|  |                     |
|--|---------------------|
| Total amount of the outstanding green bonds      | 3,900 million yen   |
| Total acquisition price of eligible green assets | 286,073 million yen |

|  | Total issue amount (million yen) | Interest rate | Issue date         | Redemption date    | Issue period | Allocation status  |
|--|----------------------------------|---------------|--------------------|--------------------|--------------|--|
| Seventh Series of Unsecured Investment Corporation Bonds<br>(Green bond) | 1,500                            | 0.310%        | September 11, 2020 | September 11, 2025 | 5 years      | Fully allocated to part of the repayment funds for short-term borrowings for the acquisition of Daiwa Harumi, one of the eligible green assets |
| Eighth Series of Unsecured Investment Corporation Bonds<br>(Green bond)  | 2,400                            | 0.600%        | September 11, 2020 | September 11, 2030 | 10 years     |  |
| Total  | 3,900                            | —             | —                  | —                  | —            | —  |

#### (Impact Reporting)

- The number of the buildings, the total amount of the floor area of eligible green assets

| Environmental certification      | FY2020               |                  | FY2021               |                  |
|----------------------------------|----------------------|------------------|----------------------|------------------|
|                                  | Number of properties | Total floor area | Number of properties | Total floor area |
| CASBEE for Real Estate           | 29                   | 260,801.22㎡      | 29                   | 260,801.22㎡      |
| DBJ Green Building Certification | 2                    | 82,282.76㎡       | 2                    | 82,282.76㎡       |
| LEED                             | 1                    | 15,012.46㎡       | 0                    | -                |
| Portfolio Total                  | 30                   | 301,093.10㎡      | 30                   | 301,093.10㎡      |

(Note 1) When several certifications have been obtained for the same property, it is counted as one property so as to calculate the total value without any duplication.

(Note 2) For sectional ownership buildings, the total floor area is calculated based on the ownership ratio of the Investment Corporation.

- Quantitative indicators regarding eligible green assets

|                    | FY2020                 | FY2021                 |
|--------------------|------------------------|------------------------|
| Energy Consumption | 52,679 MWh             | 50,540 MWh             |
| CO2 emissions      | 21,381 t-CO2           | 20,799 t-CO2           |
| Water consumption  | 142,262 m <sup>3</sup> | 141,939 m <sup>3</sup> |

(Note) Calculated based on data of eligible green assets for which the Investment Corporation has energy management authority from April 2020 to March 2022.

(Note) Figures for FY2020 have been revised retrospectively after careful examination of the data.

**Daiwa Office Investment Corporation**

**Daiwa Real Estate Asset Management**