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Kilroy is committed to cultivating a diverse culture of inclusion that makes a positive difference in its employees' lives by helping build meaningful relationships, dedicating ourselves to corporate social responsibility and promoting wellness.



Human Capital Development

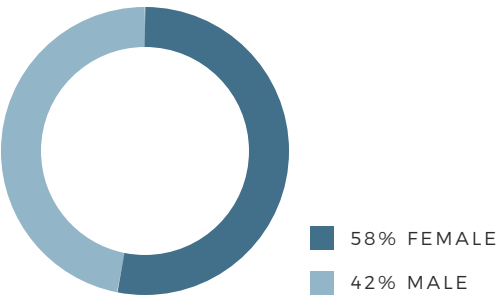
Our Human Capital Development goals are focused on enhancing employee growth, satisfaction and wellness while maintaining a diverse and thriving culture.



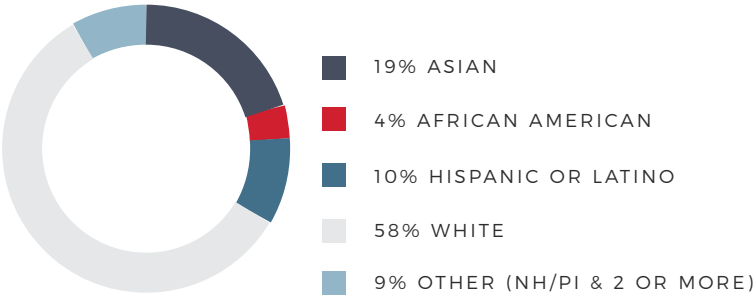
ENTIRE COMPANY
(276 EMPLOYEES)

DIVERSITY
AT KRC

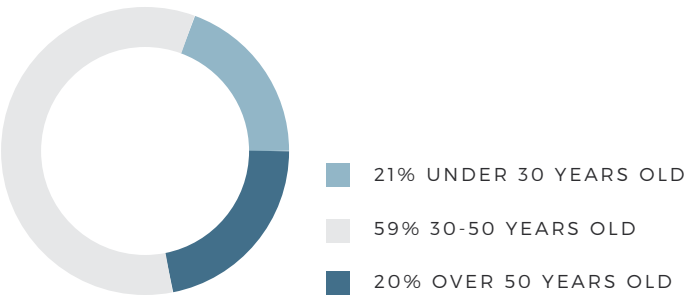
GENDER



RACIAL GROUPS



AGE



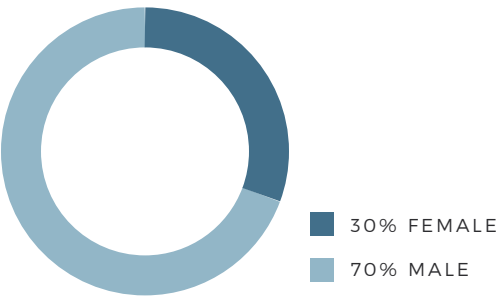
67%⁽¹⁾
FEMALE
PROMOTIONS

77%⁽²⁾
FEMALE
HIRES

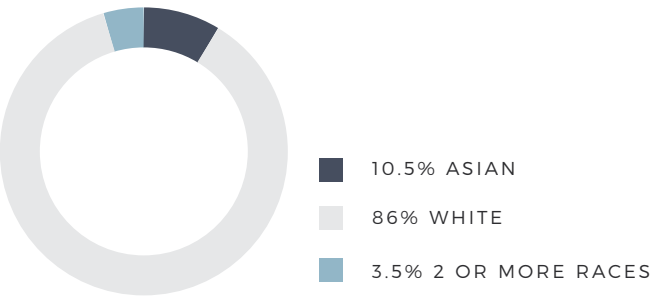
30%⁽³⁾
MULTICULTURAL
FEMALE EMPLOYEES

GOVERNING BODY
(57 EMPLOYEES, VP & ABOVE)

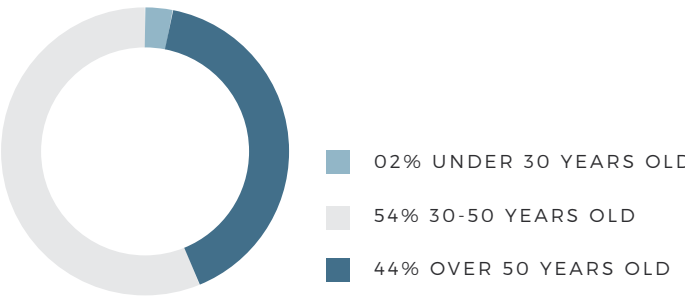
GENDER



RACIAL GROUPS



AGE



74%⁽⁴⁾
FEMALE
RETENTION

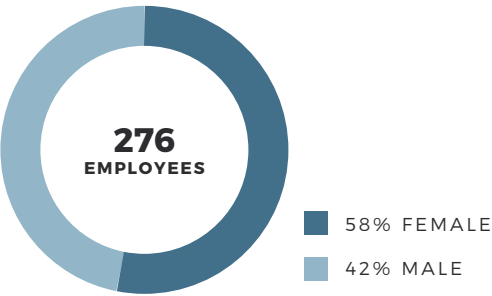
82%⁽⁵⁾
MALE
RETENTION

Within the scope of this report, there is no substantial portion of our work that is performed by workers who are legally recognized as self-employed, or by individuals other than employees or supervised workers, including employees and supervised employees of contractors. We are not reporting on the work performed by third party vendors and contractors in the construction and operation of our buildings. We have had no significant variations in employment numbers. We have two part-time employees; all other employees work full-time. 1% of our total employees are covered by collective bargaining agreements.

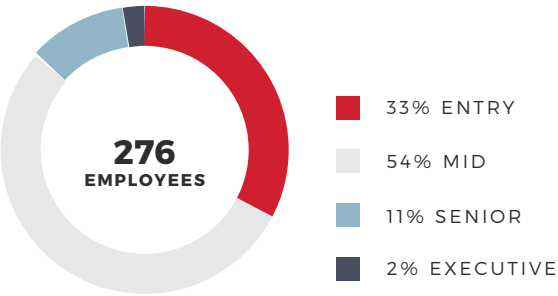
(1) 36/54 2019 promotions
(2) 41/53 2019 new hires
(3) 79/276 2019 employees
(4) 156 at end of 2019 – 41 new in 2019 / 155 at end of 2018
(5) 111 at end of 2019 – 12 new in 2019 / 121 at end of 2018

TOTAL WORKFORCE

GENDER



LEVEL



REGION + GENDER

EMPLOYEES BY REGION'

- LA (142)
- SF (72)
- SAN DIEGO (33)
- SEATTLE (20)



FEMALE

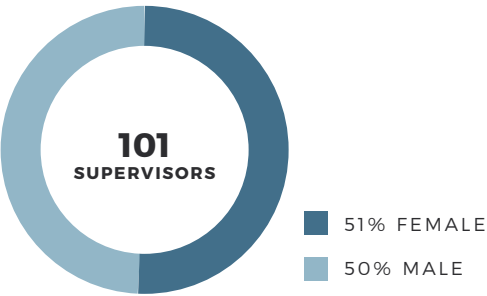
- 56%
- 69%
- 58%
- 40%

MALE

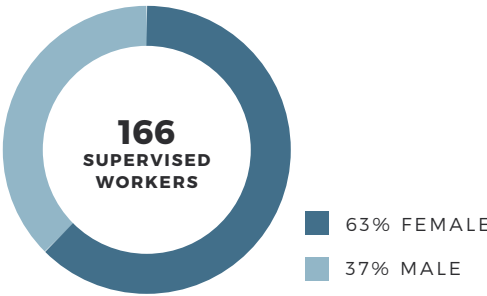
- 44%
- 31%
- 42%
- 60%

SUPERVISION

SUPERVISORS



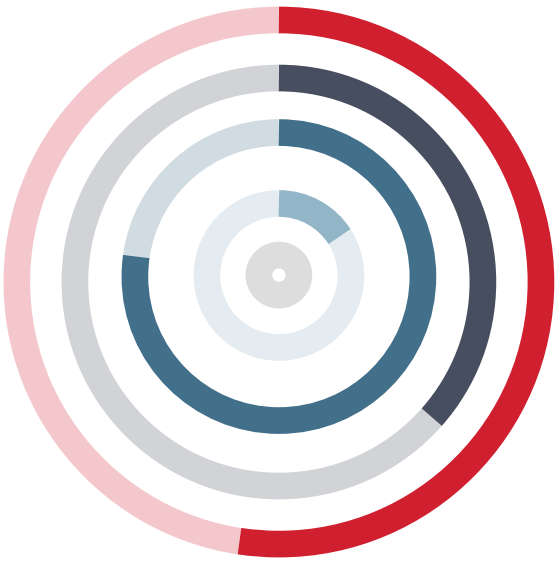
SUPERVISED WORKERS



SUPERVISORS BY LEVEL (101 SUPERVISORS)

LEVELS

- FIRST/MID (46)
- PROFESSIONAL (28)
- ADMINISTRATIVE (22)
- EXECUTIVE/SENIOR (6)
- TRADE/MANUAL (1)



FEMALE

- 52%
- 36%
- 77%
- 17%

MALE

- 48%
- 64%
- 23%
- 83%
- 100%

TRAINING AND EDUCATION

We support training and education programs that provide continual improvement for our employees.

- We ran several corporate trainings in 2019, such as Unconscious Bias, Public Speaking and Responsive and Adaptive Supervision. In addition, individual teams conducted additional sustainability trainings as appropriate. Our employees on average had 1.3 hours of sustainability training and 7.7 hours of training unrelated to sustainability in 2019.
- We will consider individual requests for job-related tuition reimbursement from employees who have completed at least one year of continuous service. We will reimburse the employee for his/her related expenses including travel, registration and testing fees, workbooks, lodging and meals not included in the registration fees. Approximately 5% of employees took advantage of this program in 2019.
- The time for employee's attendance and travel will be paid at the employee's normal rate of pay.
- The time spent by an employee in voluntarily attending any continuing education program covered by this policy is not regarded as hours worked and therefore is not calculated for purposes of overtime.



KRC UNCONSCIOUS BIAS TRAINING PROVIDED BY LITMOS HEROS

WORKFORCE DEVELOPMENT SPOTLIGHT

UNCONSCIOUS BIAS

One of our most important trainings in 2019 was Unconscious Bias training, which all KRC employees were required to take. Unconscious biases, also known as implicit biases, are the underlying attitudes and stereotypes that people unconsciously attribute to another person or group of people that affect how they understand and engage with that person or group. It is our hope that requiring all of our employees to undergo Unconscious Bias training, we are making our corporate culture more diverse and inclusive. We are planning further trainings to enhance the diversity and inclusion of our company.



GREEN JANITOR EDUCATION PROGRAM GRADUATION

WORKFORCE DEVELOPMENT SPOTLIGHT

GREEN JANITOR EDUCATION PROGRAM

We are proud that 93 of our janitors across 40% of our portfolio have gone through the Green Janitor Education Program. USGBC-LA, the Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA), Building Skills Partnership, and the Service Employees International Union (SEIU) created the Green Janitor Education Program to provide training on sustainability topics like vampire power, turning off lights, and reporting leaks. We will be conducting supplemental janitor training for all eligible janitors between 2021-2022; this content is currently in development. Eligible janitors work on teams of four or more and are members of an SEIU chapter that supports the program.

BLOOMBERG GENDER EQUALITY INDEX

We were selected for inclusion in the Bloomberg Gender-Equality Index (GEI) because of our performance on diversity and inclusion in 2019. The GEI is comprised of 325 companies headquartered across 42 countries with a combined market capitalization of over \$14 trillion. The GEI measures gender equality across five pillars: female leadership and talent pipeline, equal pay and gender pay parity, inclusive culture, sexual harassment policies, and pro-women brand. The firms included in this year's index, such as ours, scored at or above a global threshold established by Bloomberg to reflect a high level of disclosure and overall performance across the framework's five pillars.



PERFORMANCE AND CAREER DEVELOPMENT REVIEWS

- All of our employees receive an annual performance review in the same time frame as the review of annual incentive compensation. 100% of employees received performance reviews in 2019.
- One of the general factors on the performance appraisal form is 'Attendance/Adherence to Policy' which requires the supervisor to address whether the employee follows safety & conduct rules, other regulations and adheres to company policies.
- The CEO, COO and CFO, at their discretion, may also discuss performance expectations with respective employees either verbally and/or in written form.
- We cover the costs of sustainability education and testing for interested employees.

EQUAL OPPORTUNITY

We are an equal opportunity employer that recruits, hires, trains, and promotes personnel for all areas of employment without regard to race, color, religious creed (including religious dress and grooming practices), sex (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender, gender identity, gender expression, national origin (including language use restrictions), ancestry, age (40 or over), physical or mental disability (including HIV and AIDS), medical condition (cancer and genetic characteristics), genetic information, Family and Medical Care Leave Status, California Rights Act Leave Status, denial of Family and Medical Care Leave, military or veteran status, or marital status, or any other status protected by federal, state or local laws. We had no incidents of discrimination reported during 2019.