

*July 2019*

# Host Hotels & Resorts

## Human Rights Policy



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## Respect for Human Rights

Respect for human rights is a core value of our Company. We strive to respect and promote human rights in accordance with the United Nations Declaration of Human Rights in our relationships with our employees and the companies we do business with. We believe that we have a responsibility to manage our business in a manner consistent with fundamental human rights and our aim is to help advance the protection and promotion of human rights within the communities in which we operate.

This Policy, together with our Code of Business Conduct and Ethics, applies to all employees, officers and directors of Host Hotels & Resorts, Inc., Host Hotels & Resorts, L.P., and their consolidated subsidiaries (collectively, “Host” or “the Company”). Our expectations for Host’s suppliers are set forth in a separate Supplier Code of Conduct. Host also expects its hotel managers to uphold the ideals expressed in this Policy and urges them to adopt similar policies concerning the hotels they manage for Host and when acting on behalf of Host, in their capacity as hotel manager.

## Diversity and Inclusion

Embracing differences is critical to our success; diversity and inclusion are fundamental to our core values and strategic business goals. We strive to attract, develop, advance and retain a diverse, high performing workforce and are committed to promoting an inclusive culture driven by our employees’ unique viewpoints and diverse backgrounds and experiences.

## Harassment and Discrimination

We have a long-standing commitment to equal opportunity and are intolerant of discrimination and harassment. We work to maintain a workplace that is free from discrimination or harassment on the basis of age, race, color, religion, gender, gender identity, gender expression, genetic information, marital status, ancestry, sexual orientation, national origin, disability, veteran status, or any other basis or characteristic protected by law. The basis for recruitment, hiring, placement, development, training, compensation and advancement at the Company is qualifications, performance, skills and experience. Host is also a member of the Business Coalition for the Equality Act. The Equality Act creates clear, consistent protections to prohibit discrimination on the basis of sexual orientation and gender identity in employment.

We do not tolerate disrespectful or inappropriate behavior, unfair treatment or retaliation of any kind. Harassment is not tolerated in the workplace and in any work-related circumstance outside the workplace.

## **Freedom of Association**

We respect our employees' right to join, form or not to join a labor union without fear of reprisal, intimidation or harassment. Where employees are represented by a legally recognized union, we are committed to establishing a constructive dialogue with their freely chosen representatives. The Company is committed to bargaining in good faith with such representatives.

## **Safe and Healthy Workplace**

The safety and health of our employees is of paramount importance. Our policy is to provide a safe and healthy workplace and comply with applicable safety and health laws and regulations, as well as internal requirements. We work to provide and maintain a safe, healthy and productive workplace, in consultation with our employees, by addressing and remediating identified risks of injury and health impacts.

The Company maintains an employee wellness program that promotes and supports physical and emotional health for all Host employees. This multi-faceted program suggests activities and behaviors that promote a healthy lifestyle; participation is voluntary.

We are also committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive conditions. One of the ways we express our commitment is as a signatory to the 5-Star Promise, representing the hotel industry's commitment to advance safety and security for hotel employees and guests. Host is pleased to be one of the first owners in the hotel industry to formally embrace the 5-Star Promise goals. Host's management team will continue to regularly consult with and support our operators to ensure the development, funding and implementation at our hotels of (1) effective anti-sexual harassment policies, (2) training and education that enables hotel workers to better identify and report sexual harassment, and (3) the deployment of employee safety devices at our hotels by the end of 2020.

## **Forced Labor and Human Trafficking**

We prohibit the use of all forms of forced labor, including prison labor, indentured labor, bonded labor, military labor, modern forms of slavery and any form of human trafficking. We will also not allow physical punishment or abuse of any employee.

Given the nature of our business, we are sensitive to the existence of human trafficking. The Company has a zero-tolerance policy concerning human trafficking and we are committed to working with our hotel operators to establish steps that help prevent the use of Host owned hotels for trafficking and to raise awareness concerning such exploitation. We will cooperate with law enforcement authorities in jurisdictions where Host hotels are located to address any such instances of exploitation or trafficking of which the Company becomes aware.

## **Work Hours, Wages and Benefits**

We work to ensure full compliance with applicable wage, work hours, child labor, overtime and benefits laws, and support workers' rights to earn a living wage. We will ensure that our employees do not exceed maximum hours of work defined by applicable law and will appropriately compensate overtime.

## **Land Rights and Water Resources**

We recognize the significant implications regarding respect for human rights that land use and water use may have. We strive to ensure that our activities and the activities of the hotels we own do not negatively impact basic needs, including access to food, water, or sanitation.

## **Community Engagement**

Host is dedicated to the well-being of the communities in which we own hotels and do business, as evidenced through our charitable giving and various forms of community involvement.

## **Anti-Corruption**

Host prohibits corruption in all its forms, including extortion and bribery. Bribes or other means of obtaining undue or improper advantage are not to be offered or accepted by and Host employees. Host's policies and requirements in this regard are set forth more fully in the Company's Code of Business Conduct and Ethics.

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The Company reserves the right to amend this Policy at any time. Nothing in this Policy says or implies that a contract exists between the Company and its employees. Any concerns about violations or misconduct related to our Human Rights Policy may be reported in confidence to:

- Your manager, or another manager you trust
- The Law Department
- Human Resources
- The Ethics hotline – 1-866-384-4277
- The Ethics website – [www.ethicspoint.com](http://www.ethicspoint.com)

Reports made through the Ethics hotline and website are handled by a third-party provider, who then forwards the information to the Law Department. You will always be given the option to make your report anonymously.

Our Board of Directors oversees Host executive officers and the management of the Company to ensure that the principles set forth in this Policy are consistently implemented.