

# Chatham Lodging Trust

## 2023 GRI Content Index

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| <b>Statement of use:</b> | Chatham Lodging Trust has reported the information cited in this GRI content index for the period 1 January 2023 – 31 December 2023 with reference to the GRI Standards. |
| <b>GRI 1 used:</b>       | GRI 1: Foundation 2021   |

| GRI STANDARD                    | DISCLOSURE   | LOCATION  |
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| GRI 2: General Disclosures 2021 | 2-1 Organizational details   | <a href="#">Website Home Page</a><br><a href="#">2024 10-K</a> (“Overview” - p.5)   |
|                                 | 2-2 Entities included in the organization’s sustainability reporting | <a href="#">2024 10-K</a> (“Item 2. Properties” - p.37)<br><a href="#">2023 Corporate Responsibility Report</a> (“About Chatham Lodging Trust” - p.5)   |
|                                 | 2-3 Reporting period, frequency and contact point                    | <a href="#">2024 10-K</a> (p.1, “Available Information” - p.14)<br><a href="#">Website Contact Us</a><br><a href="#">2023 Corporate Responsibility Report</a> (“Chairman’s Message” – p.4)  |
|                                 | 2-4 Restatements of information                                      | There was no restatement of information.  |
|                                 | 2-5 External assurance   | <a href="#">2023 Corporate Responsibility Report</a> (“Data Management and Quality Assurance” - p. 32)  |
|                                 | 2-6 Activities, value chain, and other business relationships        | <a href="#">2024 10-K</a> (“Item 1. Business – Overview” - p.5)<br><a href="#">2023 Corporate Responsibility Report</a> (“About Chatham Lodging Trust” - p.5, “Relationship with Operator and Brands” – p.6, “Stakeholder Engagement” – p.16-18)  |
|                                 | 2-7 Employees  | <a href="#">2024 10-K</a> (“Human Capital” - p.13)<br><a href="#">2023 Performance Tables</a> (“Social Performance” – p.2)  |
|                                 | 2-8 Workers who are not employees                                    | Third-party companies operate and manage hotels and resorts within our portfolio. These companies independently employ people in functions including service and operational hospitality roles. Within Chatham’s corporate offices, we do not regularly employ workers who are not employees. We may engage with external consultants on an ad-hoc basis. |
|                                 | 2-9 Governance structure and composition                             | <a href="#">Website Board of Trustees Page</a><br><a href="#">Corporate Governance Guidelines</a> (“Board Committees” - p.4)<br><a href="#">ESG Committee Charter</a><br><a href="#">2023 Performance Tables</a> (“Social Performance” – p.2-3)   |
|                                 | 2-10 Nomination and selection of the highest governance body         | <a href="#">Nominating and Corporate Governance Committee Charter</a><br><a href="#">2024 Proxy</a> (“Nominating and Corporate Governance Committee” – p.13-14)   |
|                                 | 2-11 Chair of the highest governance body                            | <a href="#">Website Board of Trustees Page</a> (“Jeffrey H. Fisher”)  |

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| 2-12 Role of the highest governance body in overseeing the management of impacts | <a href="#">ESG Committee Charter</a><br><a href="#">2024 Proxy</a> (“ESG Committee” – p.14, “Leadership Structure and Risk Oversight” – p.21-22)   |
| 2-13 Delegation of responsibility for managing impacts                           | <a href="#">ESG Committee Charter</a><br><a href="#">2024 Proxy</a> (“ESG Committee” – p.14, “Leadership Structure and Risk Oversight” – p.21-22)   |
| 2-14 Role of the highest governance body in sustainability reporting             | <a href="#">ESG Committee Charter</a><br><a href="#">2024 Proxy</a> (“ESG Committee” – p.14)  |
| 2-15 Conflicts of Interest   | <a href="#">Code of Business Conduct and Ethics</a> (“Conflicts of Interest” - p.2-3)<br><a href="#">Guidelines for Handling Conflicts of Interest between Chatham Lodging Trust and Island Hospitality Management Inc.</a>   |
| 2-16 Communication of critical concerns  | <a href="#">Code of Business Conduct and Ethics</a> (“Reporting any Illegal or Unethical Behavior” - p.7, “Compliance Procedures” – p.7-8)<br>No critical concerns were communicated in 2023.   |
| 2-17 Collective knowledge of the highest governance body                         | <a href="#">Corporate Governance Guidelines</a> (“Trustee Orientation and Continuing Education” - p.6)  |
| 2-18 Evaluation of the performance of the highest governance body                | <a href="#">Corporate Governance Guidelines</a> (“Annual Performance Evaluation” - p.6)   |
| 2-19 Remuneration policies   | <a href="#">2024 Proxy</a> (“Compensation Committee” – p.13, “Trustee Compensation” – p.20, “Executive Compensation” – p.26-40)   |
| 2-20 Process to determine remuneration   | <a href="#">2024 Proxy</a> (“Compensation Committee” – p.13, “Determining Compensation for Our Named Executive Officers” – p.29, Proposal 3: Advisory Vote on Executive Compensation” – 59)   |
| 2-21 Annual Total compensation ratio   | <a href="#">2024 Proxy</a> (“Pay Ratio Disclosure” – p.49)  |
| 2-22 Statement on sustainable development strategy                               | <a href="#">2023 Corporate Responsibility Report</a> (“Chairman’s Message” - p.4)   |
| 2-23 Policy Commitments  | <a href="#">2023 Corporate Responsibility Report</a> (“ESG Policies” - p.15)<br><a href="#">Code of Business Conduct and Ethics</a><br><a href="#">Supplier Code of Conduct</a><br><a href="#">Human Rights Policy</a><br><a href="#">Anti-Harassment Policy</a><br><a href="#">Environmental Policy</a><br><a href="#">Corporate Governance Guidelines</a><br><a href="#">Guidelines for Handling Conflicts of Interest between Chatham Lodging Trust and Island Hospitality Management Inc.</a> |

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|   | 2-24 Embedding policy commitments  | <a href="#">2023 Corporate Responsibility Report</a> (“Corporate Governance” – p.12, “ESG Policies” - p.15)<br><a href="#">ESG Committee Charter</a><br><a href="#">2024 Proxy</a> (“ESG Committee” – p.14, “Leadership Structure and Risk Oversight” – p.21-22)   |
|   | 2-25 Processes to remediate negative impacts   | <a href="#">Code of Business Conduct and Ethics</a> (“Reporting any Illegal or Unethical Behavior” - p.7, “Compliance Procedures” – p.7-8)   |
|   | 2-26 Mechanisms for seeking advice and raising concerns                              | <a href="#">Code of Business Conduct and Ethics</a> (“Reporting any Illegal or Unethical Behavior” - p.7, “Compliance Procedures” – p.7-8)   |
|   | 2-27 Compliance with laws and regulations  | <a href="#">Code of Business Conduct and Ethics</a><br>To the company’s knowledge there was no non-compliance with laws or regulations in 2023.  |
|   | 2-28 Membership associations   | <a href="#">2023 Corporate Responsibility Report</a> (“Stakeholder Engagement” – p.17)   |
|   | 2-29 Approach to stakeholder engagement  | <a href="#">2023 Corporate Responsibility Report</a> (“Stakeholder Engagement” – p.16-18)  |
|   | 2-30 Collective bargaining agreements  | <a href="#">2024 10-K</a> (“Human Capital” - p.13)   |
| GRI 3: Material Topics 2021             | 3-1 Process to determine material topics   | <a href="#">2023 Corporate Responsibility Report</a> (“Sustainable Risk and Opportunity Assessment” – p.11, “Stakeholder Engagement” – p.17-18)<br><a href="#">2023 TCFD</a> (“Process for Identifying and Assessing Climate Related Risk” – p.5)  |
|   | 3-2 List of material topics  | We have identified the following topics as material for 2023: Economic performance, Indirect economic impacts, Anti-corruption, Energy, Water and effluents, Emissions, Waste, Employment, Occupational health & safety, Training and education, Diversity and equal opportunity, and Local communities. |
|   | 3-3 Management of material topics  | <a href="#">2023 Corporate Responsibility Report</a><br><a href="#">2023 TCFD</a> (“Process for Managing Climate Related Risk” – p.5)  |
| GRI 201: Economic Performance 2016      | 201-1 Direct economic value generated and distributed                                | <a href="#">2024 10-K</a> (“Revenue” - p.43, “Hotel Operating Expenses” – p.45)  |
|   | 201-2 Financial implications and other risks and opportunities due to climate change | <a href="#">2023 TCFD</a>  |
| GRI 203: Indirect Economic Impacts 2016 | 203-2 Significant indirect economic impacts  | Chatham creates jobs through employing third party management companies to manage its hotels.  |
| GRI 205: Anti-corruption 2016           | 205-1 Operations assessed for risks related to corruption                            | Chatham regularly monitors Company operations for risks related to corruption.   |
|   | 205-2 Communication and training on anti-corruption policies and procedures          | <a href="#">Code of Business Conduct and Ethics</a>  |
|   | 205-3 Confirmed incidents of corruption and actions taken                            | There were no known incidents of corruption in 2023.   |

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| GRI 302: Energy 2016              | 302-1 Energy consumption within the organization   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)  |
|                                   | 302-3 Energy intensity   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>The intensity figure disclosed includes the following types of energy: natural gas and purchased electricity.   |
|                                   | 302-4 Reduction of energy consumption  | <a href="#">2023 Corporate Responsibility Report</a> (“Environmental Performance” – p.24)  |
| GRI 303: Water and Effluents 2018 | 303-3 Water withdrawal   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>All water consumed is sourced from purchased municipal water.   |
|                                   | 303-5 Water consumption  | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)  |
| GRI 305: Emissions 2016           | 305-1 Direct (Scope 1) GHG emissions   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>The emissions calculation included the following gases: CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O.<br>The emission factor sources used are EPA Emission Factors for GHG Inventories 2023, EPA eGRID 2021 (Updated Jan, 2023) and the global warming potential rates source used is IPCC Fifth Assessment Report, 100 Year horizon. |
|                                   | 305-2 Energy indirect (Scope 2) GHG emissions  | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>The emissions calculation included the following gases: CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O.<br>The emission factor sources used are EPA Emission Factors for GHG Inventories 2023, EPA eGRID 2021 (Updated Jan, 2023) and the global warming potential rates source used is IPCC Fifth Assessment Report, 100 Year horizon. |
|                                   | 305-4 Greenhouse gas intensity (GHG)   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>The emissions calculation included the following gases: CO <sub>2</sub> , CH <sub>4</sub> , N <sub>2</sub> O.<br>The emission factor sources used are EPA Emission Factors for GHG Inventories 2023, EPA eGRID 2021 (Updated Jan, 2023) and the global warming potential rates source used is IPCC Fifth Assessment Report, 100 Year horizon. |
|                                   | 305-5 Reduction of GHG emissions   | <a href="#">2023 Corporate Responsibility Report</a> (“Environmental Performance” – p.24)  |
| GRI 306: Waste 2020               | 306-3 Waste generated  | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)<br>Waste data is provided at an individual property level.   |
|                                   | 306-4 Waste diverted from disposal   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)  |
|                                   | 306-5 Waste directed to disposal   | <a href="#">2023 Performance Tables</a> (“Environmental Performance” – p.4)  |
| GRI 401: Employment 2016          | 401-2 Benefits provided to full-time employees that are not provided to temporary or part time employees | <a href="#">2024 Proxy</a> (“Retirement Savings Opportunities” – p.38, “Health and Welfare Benefits” – p.39)<br><a href="#">2023 Corporate Responsibility Report</a> (“Human Capital” – p.35, “Occupational Health & Safety” – p.38)   |

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| GRI 403: Occupational Health and Safety 2018  | 403-6 Promotion of worker health   | <a href="#">2023 Corporate Responsibility Report</a> (“Occupational Health & Safety” – p.38)<br><a href="#">Human Rights Policy</a> (“Occupational Health & Safety” – p.1-2)<br><a href="#">Code of Business Conduct and Ethics</a> (“Workplace Responsibilities” – p.4) |
| GRI 403: Occupational Health and Safety 2018  | 403-9 Work-related injuries  | In 2023, Chatham did not report any work-related injuries.   |
| GRI 404: Training and Education 2016          | 404-2 Programs for upgrading employee skills and transition assistance programs                    | <a href="#">2023 Corporate Responsibility Report</a> (“Strategic ESG Approach – Social” – p.8, “Stakeholder Engagement” – p.17, “Diverse & Inclusive Workspaces” – p.36, Occupational Health & Safety” – p.38)   |
|   | 404-3 Percentage of employees receiving regular performance and career development reviews         | All Chatham employees receive regular performance and/or career development reviews. During these performance reviews, supervisors and employees discuss areas of improvement and opportunities for growth.  |
| GRI 405: Diversity and Equal Opportunity 2016 | 405-1 Diversity of governance bodies and employees   | <a href="#">2023 Performance Tables</a> (“Social Performance” – p.2-3)   |
| GRI 413: Local Communities 2016               | 413-1 Operations with local community engagement, impact assessments, and development programs     | <a href="#">2023 Corporate Responsibility Report</a> (“Community Relations” – p.39-40)<br><a href="#">2023 Performance Tables</a> (“Social Performance” – p.3)   |
| GRI 418: Customer Privacy 2016                | 418-1 Substantiated complaints concerning breaches of customer privacy and losses of customer data | No known complaints regarding breaches of customer privacy and customer data losses were reported in 2023.   |