



Environmental, Social, and Governance Policy

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 longpoint.com

 (617) 861-9760

 116 Huntington Ave #1001
Boston, MA 02116



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SECTION I

Environmental, Social, and Governance Policy

Longpoint is committed to having a robust corporate responsibility program that embeds environmental, social and governance (ESG) strategies throughout our real estate investment, asset management, risk management and human resource management processes. Longpoint believes this commitment to responsible investing will help to increase both the sustainability and the value of our portfolio.

ENVIRONMENTAL

As part of Longpoint's commitment to appropriate environmental stewardship, the firm implements sustainable operating practices at each of its portfolio of properties. Through comprehensive strategies, the firm seeks to conserve energy and costs while reducing waste. With a focus on energy efficiency, water conservation and waste reduction, a set of sustainability policies is assembled for each individual property in the portfolio and must be acknowledged, executed and adhered to by the individual property manager responsible for each asset. These policies address such items as cleaning supplies, irrigation management, waste management, integrated pest

management and purchasing guidelines. A Fixture and Fitting Replacement and Retrofit Policy is also included to encourage the installation of such energy saving and waste reduction fixtures as low-flow toilets, motion activated faucets, more efficient LED lighting and higher efficiency HVAC systems.

Longpoint also seeks to partner with its tenants to improve the efficiency of their leased premises. Each tenant is provided with a Sustainability Ideas & Best Practices brochure that provides tips for energy efficiency, water efficiency, waste reduction, green cleaning and general health and wellness suggestions.

Such tenant engagement and operational efficiencies help to reduce the overall cost of ownership, increase occupancy and renewal rates while protecting natural resources.



SOCIAL

Longpoint's commitment to social responsibility extends to its employees, customers and the communities in which it does business. In an effort to promote biodiversity, the firm initiated an Apiary Program at several of its industrial properties. This program works in close collaboration with The Best Bees Company, a Boston based company that delivers, installs and manages bee hives at a number of Longpoint's properties. Biodiversity is integral to sustainability and this program works to ensure the health of plants and wildlife in and around the communities where our buildings reside. In addition, each tenant of a Longpoint property is provided with a Longpoint branded local wildflower pollinator seed mix to support the declining pollinator population and further support local biodiversity.



Longpoint and its employees also strive to collaborate with and support local and national non-profit organizations to help strengthen communities through such areas as nature conservancy, youth empowerment and community outreach. Organizations supported by Longpoint and its employees include:

- The United Way
- Friend's of Boston's Homeless
- National Tropical Botanical Garden
- American Forest
- The Epiphany School in Boston
- Boston Children's Hospital
- New England Center and Home for Veterans



GOVERNANCE

Longpoint is committed to the highest standards of ethics and integrity in its relationships with the firm's stakeholders. The firm operates within a framework of policies, procedures, principles and practices to ensure corporate responsibility, accountability, fairness and transparency. Longpoint's Code of Ethics and Compliance Manual outlines the basic principles of conduct and ethics that all employees are expected to follow in making business decisions and provides a framework for recognizing and reporting any violations.





SECTION II

Sustainability Ideas and Best Practices

Longpoint Realty Partners is dedicated to conserving natural resources and minimizing the environmental impact of the built environment. According to the EPA's Inventory of U.S. Greenhouse Gas Emissions and Sinks, industrial properties and activities make up about 30% of total U.S. greenhouse gas emissions, making it the largest contributor of greenhouse gases of any sector.

This includes direct emissions from on-site activities and indirect emissions associated with electricity use.

To assist industrial tenants in potentially cutting energy and water costs while reducing their environmental impact, Longpoint Realty Partners and the on-site Property Management team are pleased to provide a list of general sustainability best practices, ideas, initiatives, and actions tenants and property managers can consider for their spaces.



ENERGY EFFICIENCY

Heating and Cooling

- Install programmable thermostats that can be controlled via timeclocks and/or occupancy
- Manage thermostat set points, depending on space use. For spaces occupied with people, a good rule of thumb is:
 - 68° F for winter occupancy
 - 74° F for summer occupancy
 - Temperature setbacks during unoccupied hours (such as nighttime and weekends) should be ten degrees in either direction (higher for summer, lower for winter)
- Be sure your HVAC contractor has a regular maintenance program including:
 - Coil cleaning
 - Refrigerant charge and checking
 - Performance testing
 - Air filtration replacement
- Do not block air vents or grilles with furniture or equipment
- Interlock rollup doors with HVAC controls so HVAC shuts off when the doors are open
- Install controls for exhaust fans to provide time of day scheduling, and ensure they are off when not necessary
- Install radiant heating elements where workers commonly gather
- Consider fans for air circulation to reduce HVAC use
- Repair and replace damaged weather stripping at all windows and exterior doors
- Schedule loading/unloading efficiently to limit time spent with roll up doors open

Lighting

- Replace or retrofit all fluorescent, halogen, and metal halide lighting with LED lighting
- Install occupancy sensors in conference rooms, offices, storage rooms, and restrooms
- Remove unnecessary light bulbs/fixtures in areas that are producing greater-than-needed illumination (“Delamping”)
- Be sure to clean light fixtures to optimize light output and potentially delamp

Plug Loads/Appliances

- Utilize programmable timer outlets for “constantly on” appliances, such as vending machines, to power them down at night
- Utilize coffee pots with an automatic timed shut off
- Use power management settings on equipment (such as hibernate mode for computers)
- Install Energy Star-rated office and kitchen equipment: www.energystar.gov/products/energy-star-most-efficient
- Shut off all office equipment and appliances when not in use

Miscellaneous

- For hot water heaters serving kitchen and restroom sinks, set hot water temperature to 90° F
- For hot water heaters serving showers, set hot water heater temperature to 105° F
- Properly insulate water heaters and piping
- Consider real-time energy metering to monitor energy use and determine trends
- If located in a state with a deregulated energy market, consult Cushman & Wakefield Energy Services to review competitive energy pricing.



WATER EFFICIENCY

Indoors

- Look for the “Water Sense” label for low-flow fixtures.
- For toilets with flush valves (no tank), consider switching out flush valves for toilets to 1.28 gallons per flush (gpf), when feasible. Consult a plumbing expert.
- For toilets with tanks, consider replacing an older toilet with Water Sense labeled high efficiency toilet
- Consider switching out flush valves on urinals to 0.5 gpf, when feasible. Consult a plumbing expert.
- Consider changing aerators on faucets in bathroom and kitchen sinks to 0.5 gpm, when feasible, to limit water waste without sacrificing water pressure
- Consider automated touch-free or timed faucets
- Install high efficiency showerheads that use 1.8 gpm or less.
- If you use a washing machine or dishwasher, run equipment for full loads only.
- If clearing your plate, scrape into the trash instead of pre-rinsing dishes
- When cooking, peel and clean vegetables in a large bowl instead of running water
- Use garbage disposal only when necessary (composting is a great alternative)

Outdoors

- Manage your irrigation schedule so to not water during midday or when enough rain has fallen
- Consider using an irrigation controller with rain sensor
- If applicable and allowed, consult with property managers to install rain barrels for use with landscaping

Miscellaneous

- Regularly check for and repair water leaks – Keep an eye on your meter to see if its running when everything is off.
- Separately meter irrigation, domestic water, and any other uses to better understand water use
- Consider real-time water metering to monitor water use, determine trends, and identify leaks



MATERIALS & WASTE

- Consult with Property Management to determine recycling capabilities and providers
- Create a recycling program, ensuring enough personal bins are available to employees
- Encourage electronic communication in lieu of paper
- Maintain and repair office and industrial appliances and equipment in lieu of discarding and replacing
- Provide reusable items in the kitchen/break rooms, such as cups, mugs, plates, and cutlery
- Never buy more than what is needed especially when buying perishable or seasonal items
- Save lightly used paper for reuse – communal scratch paper or note taking paper
- Use rechargeable batteries
- Reuse envelopes, boxes, and packaging materials, when feasible
- Know what is recyclable at your local recycling center and set up recycling bins around office and make sure employees understand basic recycling facts and which materials can and can't be recycled
- Set printers to print on both sides of paper automatically
- Avoid color printing
- Purchase materials with recycled content, including copy paper, paper towels, tissue paper, toner and ink cartridges
 - See EPA's Comprehensive Procurement Guideline (CPG) Program for more information: www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program
- Store manuals, policies, and other documents digitally in lieu of hard copies
- Provide air hand dryers in bathrooms in lieu of paper towels
- Buy used furniture, copies, faxes, etc.
- Recycle all e-waste, including plugs, cords, and batteries
- Purchase products with less packaging or with no packaging at all – Purchase in bulk
- Request office deliveries be shipped in returnable or reusable containers



INDOOR ENVIRONMENTAL QUALITY

Green Cleaning

- Consider implementing a green cleaning policy, which can be provided by Property Management
- Purchase cleaning products that meet one of the following standards:
 - Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes;
 - UL EcoLogo 2792, for cleaning and degreasing compounds;
 - UL EcoLogo 2759, for hard-surface cleaners;
 - UL EcoLogo 2795, for carpet and upholstery care;
 - Green Seal GS-40, for industrial and institutional floor care products;
 - UL EcoLogo 2777, for hard-floor care; or
 - EPA Safer Choice Standard
- Purchase disinfectants and metal polish that meet the following standards:
 - UL EcoLogo 2798, for digestion additives for cleaning and odor control;
 - UL EcoLogo 2791, for drain or grease trap additives;
 - UL EcoLogo 2796, for odor control additives;
 - Green Seal GS-52/53, for specialty cleaning products;
 - California Code of Regulations maximum allowable VOC levels for the specific product category; or
 - EPA Safer Choice Standard
- Purchase hand soaps and hand sanitizer that meet the following standards:
 - No antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements);
 - Green Seal GS-41, for industrial and institutional hand cleaners;
 - UL EcoLogo 2784, for hand cleaners and hand soaps;
 - UL EcoLogo 2783, for hand sanitizers; or
 - EPA Safer Choice Standard
- Purchase vacuums and carpet extractors that are certified by the Carpet and Rug Institute
- Dilute chemicals and cleaners to the proper strength per manufacturer's instructions
- Do not overuse cleaning chemicals

- Store all chemicals properly with containers closed and lid tight

Pest Management

- Consider implementing an integrated pest management policy, which can be provided by Property Management
- Dispose of garbage promptly and properly
- Store food products properly
- Avoid using rodenticides and Tier I/II pesticides
 - Search pesticides here: www.pesticideresearch.com/site/pestsmart/

Air Quality

- Keep up with HVAC maintenance plans and programs
- Maintain optimal indoor humidity levels for specific storage or operations occurring in your space
- If feasible, use MERV 13 rated air filters or higher for HVAC equipment to reduce air particulates
- Institute a no-smoking policy that requires no smoking within 25-feet of entrances, windows, and air intakes.
- Limit the use of volatile organic compounds (VOCs) in such products as cleaners, paints, sealants, coatings, and adhesives



GENERAL HEALTH & WELLNESS

- Encourage employees to walk or bike to work
- Consider providing secure bicycle parking and provide bicycle repair tools
- Utilize daylighting when possible
- Install operable windows when possible
- Offer an incentive, bonus, or sponsorship for carpoolers, bikers, or user of public transit
- Provide ergonomic furniture
- Encourage healthy diets by providing fresh fruits and limiting unhealthy snacks/beverages in vending machines
- Encourage physical activity by sponsoring gym memberships and/or sports clubs/teams
- Promote regular movement and stretching for office employees who sit long hours
- Provide a variety of indoor and outdoor gathering spaces for employee interaction
- Provide information regarding quitting smoking to individuals interested:
 - www.cancer.org/healthy/stay-away-from-tobacco/guide-quitting-smoking.html



SECTION III

Example Sustainability Property Policy



LONGPOINT REALTY PARTNERS SUSTAINABILITY POLICIES FOR
Aberdeen Square
4966 Le Chalet Boulevard, Boynton Beach, FL

Property Management Acknowledgement:

I have read and acknowledge the policies set forth in this document.

Signature and Date: _____

Property Manager Name: _____

Property Management Firm: _____



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I. Sustainability Ideas and Best Practices for Industrial Properties and Tenants

Longpoint Realty Partners is dedicated to conserving natural resources and minimizing the environmental impact of the built environment. According to the EPA's Inventory of U.S. Greenhouse Gas Emissions and Sinks, industrial properties and activities make up about 30% of total U.S. greenhouse gas emissions, making it the largest contributor of greenhouse gases of any sector. This includes direct emissions from on-site activities and indirect emissions associated with electricity use.

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- Consider using an irrigation controller with rain sensor



- If applicable and allowed, consult with property managers to install rain barrels for use with landscaping

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- Regularly check for and repair water leaks – Keep an eye on your meter to see if its running when everything is off.
- Separately meter irrigation, domestic water, and any other uses to better understand water use
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Materials and Waste

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- Store manuals, policies, and other documents digitally in lieu of hard copies
- Provide air hand dryers in bathrooms in lieu of paper towels
- Buy used furniture, copies, faxes, etc.
- Recycle all e-waste, including plugs, cords, and batteries
- Purchase products with less packaging or with no packaging at all – Purchase in bulk
- Request office deliveries be shipped in returnable or reusable containers

Indoor Air Quality/Indoor Environmental Quality

Green Cleaning

- Consider implementing a green cleaning policy, which can be provided by Property Management
- Purchase cleaning products that meet one of the following standards:



- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes;
- UL EcoLogo 2792, for cleaning and degreasing compounds;
- UL EcoLogo 2759, for hard-surface cleaners;
- UL EcoLogo 2795, for carpet and upholstery care;
- Green Seal GS-40, for industrial and institutional floor care products;
- UL EcoLogo 2777, for hard-floor care; or
- EPA Safer Choice Standard

- Purchase disinfectants and metal polish that meet the following standards:
 - UL EcoLogo 2798, for digestion additives for cleaning and odor control;
 - UL EcoLogo 2791, for drain or grease trap additives;
 - UL EcoLogo 2796, for odor control additives;
 - Green Seal GS-52/53, for specialty cleaning products;
 - California Code of Regulations maximum allowable VOC levels for the specific product category; or
 - EPA Safer Choice Standard

- Purchase hand soaps and hand sanitizer that meet the following standards:
 - No antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements);
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Air Quality

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- Maintain optimal indoor humidity levels for specific storage or operations occurring in your space
- If feasible, use MERV 13 rated air filters or higher for HVAC equipment to reduce air particulates

- Institute a no-smoking policy that requires no smoking within 25-feet of entrances, windows, and air intakes.



- Limit the use of volatile organic compounds (VOCs) in such products as cleaners, paints, sealants, coatings, and adhesives

General Health and Wellness

- Encourage employees to walk or bike to work
- Consider providing secure bicycle parking and provide bicycle repair tools
- Utilize daylighting when possible
- Install operable windows when possible
- Offer an incentive, bonus, or sponsorship for carpoolers, bikers, or user of public transit
- Provide ergonomic furniture
- Encourage healthy diets by providing fresh fruits and limiting unhealthy snacks/beverages in vending machines
- Encourage physical activity by sponsoring gym memberships and/or sports clubs/teams
- Promote regular movement and stretching for office employees who sit long hours
- Provide a variety of indoor and outdoor gathering spaces for employee interaction
- Provide information regarding quitting smoking to individuals interested:
 - <https://www.cancer.org/healthy/stay-away-from-tobacco/guide-quitting-smoking.html>



II. Site Management Policy

i. Scope

This plan applies to the site and grounds and building exterior. When feasible, this plan should be consulted prior to any maintenance activity that is performed on the site and grounds or on the building exterior. This plan addresses:

- Maintenance equipment
- Snow and ice removal
- Cleaning of the building exterior, sidewalks, pavement, and other impervious surfaces
- Erosion and sedimentation control
- Organic waste management
- Invasive and exotic species management
- Fertilizer usage
- Irrigation management
- Storage of materials and equipment

ii. Goals

<u>Operational element</u>	<u>Goal</u>	<u>Performance measurement unit</u>
Snow and ice removal	Use environmentally preferred deicers 100% of the time AND/OR establish reduced treatment areas equal to 50% of applicable paving area.	Weight AND/OR square feet of applicable paving area
Cleaning products	use environmentally preferred cleaning products 80% of the time	Cost
Erosion and sedimentation control	implement erosion and sedimentation control measures 100% of the time	-
Organic waste management	Compost 100% of organic waste	Weight
Fertilizer usage	Use organic fertilizers 100% of the time	Weight

iii. Roles and Responsibilities

For ownership and property management, the responsible party for this plan is the Property Manager. Furthermore, the Property Manager can share this policy with the building tenant representatives and encouraging policy adoption, as applicable. The Property Manager should review this plan for any significant changes on the interval specified in the quality assurance



section. If at any time updates are required to this plan, they should ensure that the appropriate individuals are informed of the updates.

iv. Standard Operating Procedures and Implementation Strategies

Snow and Ice Removal

Products that are 100% calcium magnesium acetate should be used to remove snow and ice from hardscape on the project site. Products containing sodium chloride or calcium chloride should only be used during snow events when the temperature reaches 10 degrees Fahrenheit or below.

Prior to purchasing deicer products, check the MSDS to confirm the product ingredients. If the product contains sodium chloride or calcium chloride, reduce the total sodium chloride or calcium chloride treatment area to **50% of the total paved area**, by square feet, that would normally be treated by discontinuing deicer applications in low-traffic areas or converting some areas to calcium magnesium acetate treatment. If a suitable product cannot be found, check with the Property Manager.

Cleaning of the building exterior, sidewalks, pavement, and other hardscape

The windows should be washed with water only and without any cleaning chemicals when feasible. If cleaning chemicals are required to be used on the building exterior, sidewalks, pavement, or other impervious surfaces, they should meet at least one of the following criteria:

- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes.
- UL EcoLogo 2792 (formerly CCD 110), for cleaning and degreasing compounds;
- UL EcoLogo 2759 (formerly CCD 146), for hard surface cleaners;
- UL EcoLogo 2795 (formerly CCD 148), for carpet and upholstery care;
- Green Seal GS-40, for industrial and institutional floor care products;
- UL EcoLogo 2777 (Formerly CCD 147), for hard floor care;
- EPA Safer Choice Standard;
- Disinfectants, metal polish, or other products not addressed by the above standards must meet one or more of the following standards:
 - UL EcoLogo 2798 (formerly CCD 112), for digestion additives for cleaning and odor control;
 - UL EcoLogo 2791 (formerly CCD 113), for drain or grease trap additives;
 - UL EcoLogo 2796 (formerly CCD 115/107), for odor control additives;
 - Green Seal GS-52/53, for specialty cleaning products;
 - California Code of Regulations maximum allowable VOC levels for the specific product category;
 - EPA Safer Choice Standard; and/or
 - Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Safer Choice Standard requirements, as appropriate for use patterns and marketing claims).

Prior to cleaning sidewalks and pavement, the sidewalk and pavement should be cleared with a broom and any organic waste will be disposed of as specified in this plan. Cleaning



chemicals are not used on any portion of the building exterior other than the windows, when feasible.

Erosion and Sedimentation Control

On an ongoing and as-needed basis, the sidewalks can be swept with a broom or electric blower to keep debris out of storm drains. Gutters and downspouts should be inspected and cleaned once every two months by the exterior maintenance vendor. Vegetation should be maintained on all softscape areas.

During construction activities, an NPDES permit should be obtained and the requirements therein will be followed. All contractors should be required to obtain and follow the necessary permits.

Organic Waste Management

All landscape waste and swept debris should be composted at an off-site facility, if reasonable in cost. The landscape vendor will remove this waste from the site and bring it to the compost facility when feasible.

Invasive and Toxic Species Management

The landscape vendor will monitor the site for invasive and toxic plant species during routine operations. If identified, the invasive species should be removed by digging up the plant roots and disposing through compost.

For finding climate appropriate plant species, the following resource can be utilized, as well as any additional reputable resources:

- Lady Bird Johnson Wildflower Center Native Plant Database:
www.wildflower.org/plants

Fertilizer Usage

At the beginning of spring and again at mid-summer, the soil in the landscaped areas can be tested to determine fertilizer needs. If fertilizer must be applied, only organic fertilizer should be used.

Irrigation Management

Once every two weeks during the irrigation season (June through September) preventive maintenance should be performed on the irrigation system and the irrigation system will be checked for leaks. The following will be performed:

- Test for proper operation
- Check for leaks using irrigation submeter readings
- Re-evaluate irrigation schedule and water need for each irrigation zone
- Adjust irrigation schedule as needed
- Correct any deficiencies that are discovered in the irrigation systems

Storage of Materials and Equipment

It is preferential that all powered maintenance equipment be stored at an off-site location owned by the landscape vendor. Manual maintenance equipment, including brooms and



shovels, cleaning chemicals, and fertilizers should be stored in a locked maintenance room. Any storage areas containing chemicals and equipment must be ventilated.

v. Performance measurement and schedule for reassessment

All maintenance activity should be recorded by the responsible party. The maintenance equipment used, cleaning products applied, snow and ice removal products applied, organic waste disposed, and fertilizers used should be recorded according to the performance measurement units listed above for each type of activity.

vi. Quality Assurance/Quality Control Processes

The responsible party will evaluate the maintenance activity log on a quarterly basis to evaluate progress towards the implementation goals. If any maintenance activity is not being properly recorded, the responsible party will inform the appropriate individuals to ensure that activities are recorded moving forward. If any implementation goals are not being met, the responsible party will investigate the situation and will work with the individuals performing the maintenance activities to resolve the issue. The responsible party will evaluate whether updates are necessary to the plan or the maintenance process in order to achieve the implementation goals.



III. Ongoing Purchasing and Waste Policy

i. Scope

This plan applies to all purchases entering and all applicable ongoing waste leaving the building. When possible and feasible, this policy should be consulted prior to purchasing materials and arranging for waste disposal. Property Management can also share this policy with the building tenant representatives and encourage policy adoption. This policy covers the following:

Purchases

Ongoing purchases:

- paper
- toner cartridges
- binders
- batteries
- desk accessories, such as pens and pencils
- notebooks
- lamps
- envelopes

Durable goods purchases:

- office equipment, appliances, and audiovisual equipment
- other electric powered equipment

Waste:

- all ongoing waste, including the ongoing purchasing categories listed above
- office equipment, appliances, audiovisual equipment
- electric powered equipment
- hazardous waste, such as mercury-containing lamps and batteries

ii. Goals

<u>Category</u>	<u>Goal</u>	<u>Performance measurement unit</u>
Purchases: Ongoing consumables	75% meet sustainability criteria	Cost
Purchases: Durable goods and electric powered equipment	90% meet sustainability criteria	Cost
Purchases: Lamps	90% of lamps have 60 picograms of mercury per lumen-hour or less	Number of lamps
Waste: Ongoing consumables	50% diverted from landfill	volume



Waste: Durable goods and electric-powered equipment	100% diverted from landfill	weight
Batteries and mercury containing lamps	100% diverted from landfill and disposed according to procedures described below	weight

iii. Roles and Responsibilities

For ownership and property management, the responsible party for this plan is the Property Manager. Furthermore, the Property Manager can share this policy with the building tenant representatives and encouraging policy adoption. The Property Manager should review this plan for any significant changes on the interval specified in the quality assurance section. If at any time updates are required to this plan, they should ensure that the appropriate individuals are informed of the updates.

iv. Procedures and strategies for implementation

Whenever feasible, ongoing consumable purchases shall meet the following criteria:

- **Postconsumer recycled content.** The content of purchases should meet or exceed the levels listed in the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines. Products not covered by the Guidelines can get credit for their recycled content with no minimum. (<http://www.epa.gov/epawaste/consERVE/tools/cpg/>)
- **Extended use.** When possible, batteries should be rechargeable. Toner cartridges for laser printers should be remanufactured when reasonable in cost.
- **Bio-based materials.** Bio-based products that meet the Sustainable Agriculture Network’s Sustainable Agriculture Standard are preferred. Bio-based raw materials should be tested using ASTM Test Method D6866 and be legally harvested, as defined by the exporting and receiving country. Exclude hide products, such as leather and other animal skin material.
- **Paper and wood products.** Paper and wood products should be certified by the Forest Stewardship Council or USGBC-approved equivalent when possible.

Electric-powered equipment purchases shall meet the following criteria:

- **EPEAT rating.** Equipment that has a silver Electronic Product Environmental Assessment Tool (EPEAT) rating or better is ideal.
- **ENERGY STAR rating.** If the equipment does not yet fall under the EPEAT rating systems, it should be ENERGY STAR® qualified.

Purchased lamps should have 60 picograms of mercury per lumen-hour or less if possible. The lumens value will be based on the mean lumen output (design or actual). The rated life is the value based on a three-hour instant start.

Ongoing consumables waste

Non-waxy mixed paper, cardboard, metal, glass, plastics 1 through 7 can be comingled for recycling. Building occupants should be educated on where to store recyclable materials. There are storage containers in the common areas of each floor, and each workstation includes a small personal recycling bin. The recycling storage containers are collected daily by the facilities staff and relocated to the larger storage container in the loading dock.



Recyclables are removed from the loading dock by the recycling hauler every Tuesday and Friday.

Battery and Lamp waste

All non-rechargeable batteries and mercury-containing lamps are collected and stored in a separate storage bin on the common area of each floor. Building occupants are educated on where to store used batteries. Once per month the Property Manager collects the batteries from each storage location and delivers them to the hazardous waste disposal center for the county.

Durable Goods Waste

All durable goods, including furniture, are collected in a separate storage area off of the loading dock. Building occupants have the option to call the management office for removal and storage of the durable goods. Once per month, the Property Manager arranges for the e-waste hauler to collect the durable goods waste. The e-waste hauler reuses or repurposes the waste by disassembling the product and recycling the materials. Any nonrecyclable waste is disposed of according to state and federal law.

v. Quality Assurance/Quality Control Processes

The responsible party should evaluate the purchasing and waste activity on a quarterly basis to evaluate progress towards the implementation goals. If any implementation goals are not being met, the responsible party should investigate the situation and should work with the individuals purchasing materials and building occupants disposing of waste to resolve the issue. The responsible party will evaluate whether updates are necessary to the policy or the purchasing or waste processes in order to achieve the implementation goals.



IV. Green Cleaning Policy

i. Scope

When feasible and applicable, this policy applies to cleaning procedures, cleaning material purchases, cleaning equipment purchases, and cleaning services that occur inside and on the building site and grounds for the building. Property Management can also share this policy with the building tenant representatives and encourage policy adoption. Specifically, this policy covers the following:

Cleaning strategies for:

- Hard floor and carpet cleaning and maintenance
- Protection of vulnerable occupants during cleaning
- Disinfectant and sanitizer selection and use
- Safe storage and handlings of cleaning chemicals, including spill management

Performance metrics and strategy development:

- Reductions in water use, energy use, and chemical toxicity
- Green cleaning products purchasing
- Green cleaning equipment purchasing

Staffing and training plans:

- Staffing requirements and contingency for staffing shortages
- Timing and frequency of staff training

ii. Goals

This policy should be fully implemented starting on the effective date.

<u>Category</u>	<u>Goal</u>	<u>Performance measurement unit</u>
Cleaning products and materials purchases	85% meet sustainability criteria	Cost
Cleaning equipment purchases	100% of new equipment should meet sustainability criteria	Number of equipment items
Cleaning equipment inventory	40% of existing equipment in the project inventory should meet the applicable sustainability criteria	Number of equipment items in the overall inventory for the project
Toxic chemical usage (applies to all cleaning chemicals, including those not addressed by EQc Green Cleaning – Products and Materials)	Toxic chemicals should only be used in situations where products meeting the requirements of EQ Credit Green Cleaning – Products and Materials are unable to sufficiently clean the area, the area cannot be replaced (such as a floor tile), and represents a hazard to human health	Number of uses



iii. Roles and Responsibilities

For ownership and property management, the responsible party for this plan is the Property Manager. Furthermore, the Property Manager can share this policy with the building tenant representatives and encouraging policy adoption. The Property Manager should review this plan for any significant changes on the interval specified in the quality assurance section. If at any time updates are required to this plan, they should ensure that the appropriate individuals are informed of the updates.

iv. Procedures and strategies for implementation

Protection of vulnerable occupants during cleaning

- Vulnerable occupants include women who are pregnant, children, elderly occupants, and individuals with asthma, allergies, or other sensitivities.
- As much as possible, only sustainable cleaning products should be used. Please refer to the goals and tracking sections of this policy for additional information.
- Any cleaning that involves the use of carpet cleaners, or if at any point the use of a non-sustainable cleaning product is required, this cleaning should be performed after regular business hours.

Disinfectant and sanitizer selection and use

- Only hand soaps and hand sanitizers that meet the at least one of the sustainability criteria listed under the purchasing guidelines should be considered to meet these guidelines.
- Hand sanitizers should be placed throughout the building for the use of occupants
- Only disinfectants meeting the purchasing sustainability criteria listed below should be considered to meet the requirements of this guideline. Disinfectants should be kept locked in the janitorial closets and may only be used by the cleaning staff.
- Cleaning staff should be required to follow all dilution strategies for disinfectants.

Safe storage and handlings of cleaning chemicals, including spill management

- Cleaning chemicals should be stored in the janitor closets to prevent access for other occupants.
- Cleaning staff should receive training on the various hazards of different toxic chemicals and how to address spills.
- Spills should be cleaned and handled according to the manufacturer safety data sheets provided by the manufacturer.
- All spills should be handled carefully. As soon a spill of a non-sustainable product occurs, the responsible party must be notified. If the spill occurs in an area to which typical building occupants have access, the area should be roped off and building occupants should be informed to stay clear of the area.
- Material safety data sheets for all of the cleaning chemicals used in the building should be retained and hazard information should be highlighted. This information should be clearly displayed in all janitor closets.

Strategies for reducing the toxicity of the chemicals used for laundry, ware washing, and other cleaning activities



- Cleaning staff and building occupants should be supplied with safe cleaning chemicals that meet the sustainability criteria described in the purchasing guidelines listed below if reasonable in cost.
- Dish soaps and laundry detergent meeting EPA Safer Choice Standard should be supplied for ware washing and laundry, if feasible.
- For surface cleaning, ionized water cleaning devices (using only water) should be used as much as possible.

Strategies for conserving energy, water, and chemicals used for cleaning

- Manual-powered equipment and cleaning strategies should be used whenever possible to reduce the energy and water used by powered equipment and typical cleaning strategies.
- Cold water should be used for any necessary disposal to reduce energy used to heat hot water.
- The filters in vacuums and other applicable equipment should be changed frequently to enable air flow and reduce the energy consumption of the equipment.
- When cleaning chemicals are necessary, the operating procedures for chemical dilution should be followed to ensure that the minimum amount of cleaning chemicals necessary is used.

Strategies for promoting hand hygiene

- All restrooms should be equipped with hands-free soap dispensers, faucets, hand dryers, and towel dispensers.
- Hand sanitizers meeting UL EcoLogo 2783 standard for Instant Hand Antiseptics (formerly Environmental Choice CCD 170) should be placed throughout the building, where feasible.

Tracking plan for water, energy, and toxic chemical usage

- Every time a toxic chemical is used, it must be reported to the responsible party. The responsible party should record which chemical was used, where it was applied, and the reason for its use. This information should be used to track against the goal for using toxic chemicals only when strictly necessary.
- All vacuum filters should be replaced on a regular basis. The responsible party should record maintenance performed on all cleaning equipment, including filter replacement, to ensure that they are regularly replaced to reduce energy usage.

Tracking plan for cleaning product and cleaning equipment purchases

- All cleaning product and cleaning equipment purchases, made by either the cleaning vendor for use in the building or made by the building management, should be recorded in the purchasing log.
- On a quarterly basis, the responsible party should review all purchases and compare against the policy goals. If the policy goals are not being met, the responsible party should take corrective action, typically in the form of providing education to the individuals in charge of procurement on the goals and sustainability criteria outlined in this policy, when feasible.

v. Purchasing guidelines

Sustainability Criteria for Cleaning Products and Materials

Cleaning products should meet one or more of the following standards:

- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes;



- UL EcoLogo 2792 (formerly CCD 110), for cleaning and degreasing compounds;
- UL EcoLogo 2759 (formerly CCD 146), for hard-surface cleaners;
- UL EcoLogo 2795 (formerly CCD 148), for carpet and upholstery care;
- Green Seal GS-40, for industrial and institutional floor care products;
- UL EcoLogo 2777 (formerly CCD 147), for hard-floor care;
- EPA Safer Choice Standard; and/or
- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Safer Choice Standard requirements, as appropriate for use patterns and marketing claims).

Disinfectants, metal polish, or other products not addressed by the above standards should meet one or more of the following standards:

- UL EcoLogo 2798 (formerly CCD 112), for digestion additives for cleaning and odor control;
- UL EcoLogo 2791 (formerly CCD 113), for drain or grease trap additives;
- UL EcoLogo 2796 (formerly CCD 115/107), for odor control additives;
- Green Seal GS-52/53, for specialty cleaning products;
- California Code of Regulations maximum allowable VOC levels for the specific product category;
- EPA Safer Choice Standard; and/or
- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Safer Choice Standard requirements, as appropriate for use patterns and marketing claims).

Disposable janitorial paper products and trash bags should meet the minimum requirements of one or more of the following programs:

- EPA comprehensive procurement guidelines, for janitorial paper;
- Green Seal GS-01, for tissue paper, paper towels and napkins;
- UL EcoLogo 175 Sanitary Paper Products, for toilet tissue and hand towels
- Janitorial paper products derived from rapidly renewable resources or made from tree-free fibers;
- FSC certification, for fiber procurement;
- EPA comprehensive procurement guidelines, for plastic trash can liners; and/or
- California integrated waste management requirements, for plastic trash can liners (California Code of Regulations Title 14, Chapter 4, Article 5, or SABRC 42290-42297 Recycled Content Plastic Trash Bag Program).

Hand soaps and hand sanitizers should meet one or more of the following standards:

- no antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements);
- Green Seal GS-41, for industrial and institutional hand cleaners;
- UL EcoLogo 2784 (formerly CCD 104), for hand cleaners and hand soaps;
- UL EcoLogo 2783 (formerly CCD 170), for hand sanitizers;
- EPA Safer Choice Standard.

Sustainability Criteria for Cleaning Equipment



All powered equipment should have the following features:

- safeguards, such as rollers or rubber bumpers, to avoid damage to building surfaces;
- ergonomic design to minimize vibration, noise, and user fatigue, as reported in the user manual in accordance with ISO 5349-1 for arm vibrations, ISO 2631-1 for vibration to the whole body, and ISO 11201 for sound pressure at operator's ear
- as applicable, environmentally preferable batteries (e.g., gel, absorbent glass mat, lithium-ion) except in applications requiring deep discharge and heavy loads where performance or battery life is reduced by the use of sealed batteries.

Vacuum cleaners should be certified by the Carpet and Rug Institute Seal of Approval/Green Label Vacuum Program and operate with a maximum sound level of 70 dBA or less in accordance with ISO 11201, when feasible.

Carpet extraction equipment, for restorative deep cleaning, should be certified by the Carpet and Rug Institute's Seal of Approval Deep Cleaning Extractors and Seal of Approval Deep Cleaning Systems program, when feasible.

Powered floor maintenance equipment should be equipped with such as vacuums, guards, or other devices for capturing fine particulates and must operate with a maximum sound level of 70 dBA, in accordance with ISO 11201.

Propane-powered floor equipment should have high-efficiency, low-emissions engines with catalytic converters and mufflers that meet the California Air Resources Board or EPA standards for the specific engine size and operate with a sound level of 90 dBA or less, in accordance with ISO 11201.

Automated scrubbing machines should be equipped with variable-speed feed pumps and either (1) on-board chemical metering to optimize the use of cleaning fluids or (2) dilution control systems for chemical refilling. Alternatively, scrubbing machines may use tap water only, with no added cleaning products if possible.

vi. Quality Assurance/Quality Control Processes

The responsible party should evaluate the green cleaning policy on a quarterly basis to evaluate progress towards the implementation goals. If any cleaning product or equipment purchases are not being recorded properly, the responsible party should inform the appropriate individuals to ensure that activities are recorded moving forward. The responsible party should evaluate the results of the cleaning audits to determine whether the building is being sufficiently cleaned and whether the standard cleaning procedures are being properly executed. As necessary, the responsible party should revise the green cleaning policy to include additional cleaning strategies or modify existing cleaning strategies.

In addition, if any implementation goals are not being met, the responsible party should investigate the situation and should work with the individuals purchasing the materials and equipment or using the equipment. The responsible party should evaluate whether updates are necessary to the in order to achieve the implementation goals.

Any revisions that are made to the policy should be incorporated into the next training cycle for the cleaning staff.



V. Integrated Pest Management Plan

i. Scope

As applicable and feasible, this plan applies to all interior spaces in the building and all portions of the site and grounds. This plan should be consulted prior to taking action on pest management in the building or on the building grounds. Pests include plants or animals that are detrimental to the property, a nuisance to building occupants, or unwanted on the building grounds for other reasons. Property Management can also share this policy with the building tenant representatives and encourage policy adoption.

ii. Goals

<u>Operational element</u>	<u>Goal</u>	<u>Performance measurement unit</u>
Cases that do not warrant emergency treatment	Prior to applying chemical pesticides or baits, alternative pest control methods will be used in 100% of cases	Number of cases
Cases that do not warrant emergency treatment	If alternative methods fail, least-toxic pesticides will be used prior to resorting to the use of non-least toxic pesticides or baits in 100% of cases	Number of cases
Occupant notification	In 100% of non-least toxic pesticide applications, occupants will receive notification according to the notification procedures described below	Number of cases

iii. Roles and Responsibilities

Integrated Pest Management Team

<u>Name/Title</u>	<u>Responsibilities</u>
Overall responsible party: Property Manager	<ol style="list-style-type: none"> Ensuring that this plan is executed Ensuring that the contracted IPM vendor is fully trained on this plan and adheres to the plan procedures Coordinating site visits by the vendor for regular inspections and as needed for implementation of pest controls Overseeing work performed by the vendor Approving the use of pesticides when they are necessary Providing proper notification to occupants when non-least toxic pesticides are applied Ensuring tenant contracts are aware of the procedures in this plan Evaluating performance and making updates to the plan as necessary
Pest control vendor	<ol style="list-style-type: none"> Adhering to the procedures outlined in this plan Identifying pests during site visits and inspections Reporting the results of site visits and inspections to the overall responsible party



	<ol style="list-style-type: none"> 4. Notifying the overall responsible party when pest action thresholds are reached or exceeded 5. Obtaining approval to approve from the overall responsible party pesticides when necessary
Tenant contacts	<ol style="list-style-type: none"> 1. Reporting pest issues in respective tenant spaces to the overall responsible party

The pest control vendor is responsible for adhering to the procedures outlined in this plan and reporting the results of site inspections to the Property Manager. If at any time integrated and alternative pest control methods fail and chemical pesticides are necessary, the pest control vendor must notify the Property Manager prior to using the chemical pesticides and wait for approval from the Property Manager prior to applying the pesticides.

Each tenant in the building has a designated contact for communications regarding pest control. The tenant contacts are responsible for reporting pest issues in their space to the Property Manager. When the use of non-least toxic pesticides is necessary, the Property Manager will notify the tenant contacts, and the tenant contacts are then responsible for notifying the occupants in their space.

iv. Standard Operating Procedures and Implementation Strategies

Pest control strategies

The building interior and exterior should be periodically inspected for the presence of pests and preventive measures will be taken to avoid pests. If any pests are detected, integrated (nonchemical) methods will be implemented as the first control step, including sanitation measures, exclusion measures, and the use of traps when feasible.

Sanitation: Potential food and water sources available to pests will be evaluated and minimized or eliminated if possible. This can be done by thoroughly cleaning and maintaining food service areas and break rooms, fixing leaking pipes and faucets, and altering landscape features to eliminate standing water.

Exclusion: Cracks, crevices, and holes in the building envelope will be sealed. A plant-free zone will be maintained immediately adjacent to the building, when feasible.

Traps: For insects and rodents, non-chemical baits (such as peanut butter) should be used to trap pests. No chemical baits for rodents should not be used indoors. If chemical rodent baits are necessary outdoors, they will only be used as solid blocks places in locked outdoor dispensers. No second-generation (single-feed) rodent baits will be used.

If integrated pest control measures are unable to resolve the problem, least toxic pesticides will be used prior to resorting to the use of non-least toxic pesticides as much as possible. Least toxic pesticides include any pesticide product for which all active ingredients and known inert ingredients meet the least toxic Tier III hazard criteria.

Please refer to the Pesticide Research Institute’s PestSmart tool (<http://pesticideresearch.com/site/pestsmart/>) or the Pesticide Product Evaluator tool (<https://pesticideresearch.com/site/evaluator/>) to evaluate whether the pesticide is a Tier III product.

Products that are not regulated as pesticides by the EPA because they primarily contain low-risk ingredients, such as garlic oil, may also be considered least toxic options, even if they are



not listed as Tier 3 by San Francisco. Nonrodent pesticides that exceed the Tier 3 criteria are considered least toxic if they are used in self-contained baits and placed in locations that are inaccessible to occupants. Rodent baits are not considered least toxic under any circumstances.

Non-least toxic pesticides include all chemical rodent baits and any product that meets the Tier 1 or 2 criteria according to the San Francisco Hazard Review Process. Non-least toxic pesticides may only be used under the following circumstances:

1. Alternative, integrated, and least toxic pest control measures have been exhausted and the pest action threshold is still exceeded
 - a. In this situation, notification (according to the procedures below) must be given to building occupants at least 24 hours before the pesticide is applied to the building or grounds
2. The emergency action threshold has been exceeded
 - a. In this situation, notification (according to the procedures below) must be given to building occupants no more than 24 hours after the pesticide is applied to the building or grounds

The use of non-least toxic pesticides or rodenticides as pest control in areas requiring frequent treatment on a permanent basis is not an acceptable strategy for this credit. Non-least toxic pesticides will not be continuously applied in the building and on the site. Integrated and alternative pest control measures will be resumed once the action threshold specified below for the applicable pest is no longer exceeded.

Pesticide application notification

The overall responsible party should notify the tenant contacts via email of the pesticide application, including the pesticide name, the EPA registration number, the treatment location, and the date of the application. The tenant contacts are then responsible for distributing the notification to the occupants in their space. In addition, the overall responsible party should post a sign at the application site, such that an occupant reading the sign can choose to avoid the application area (for example, if the pesticide is applied in a break room, all entrances to the break room shall have a sign posted). The sign will also include the pesticide name, the EPA registration number, the treatment location, and the date of the application.

Tenant Communication plan

If pests are observed in a tenant space, it is the responsibility of the tenant to notify the overall responsible party of the pest via email. Within one business day, the overall responsible party will contact the pest control vendor to inspect the situation and determine whether the regular action threshold or the emergency action threshold has been met. The pest control vendor will then take the appropriate actions.

Action thresholds

Regular treatment includes the use of first non-chemical controls (sanitation, exclusion, traps using non-chemical baits), followed by the use of least-toxic control methods if the situation is not resolved, and then non-least toxic control methods if the situation is still not resolved.

Emergency treatment includes the use of the most effective control method as a first step, which may be non-least toxic.



Pest Type	Action thresholds
Ants	Regular treatment will be performed if any ants are noted in the building and their presence is confirmed through monitoring. Emergency treatment may be used if there are ten or more reported cases or complaints of ants within a two day period.
Other insects	Regular treatment will be performed if nuisance insects are noted in the building and their presence is confirmed through monitoring. Emergency treatment may be used if there are ten or more reported cases or complaints of nuisance insects within a two day period.
Cockroaches	Regular treatment will be performed if any cockroaches are noted in the building and their presence is confirmed through monitoring. Emergency treatment may be used if the presence of cockroaches is confirmed in two different spaces within the building OR if the presence of a large population of cockroaches is confirmed in one space in the building.
Rat, Mouse	Regular treatment will be performed if rats or mice are noted in the building and their presence is confirmed through monitoring. Emergency treatment may be used if the presence of rats or mice is confirmed in two or more different spaces within the building.
Bed bugs	Emergency treatment may be used if the presence of bed bugs is confirmed in the building.
Other occasional invaders	If the pests pose a threat to occupants' health, emergency treatment may be sought. Otherwise, regular treatment will be performed.

v. Performance measurement and schedule for reassessment

All pest control activity, including inspections, will be recorded. The following items will be tracked:

- Pest type and name
- Pest population density and monitoring frequency
- Pest action threshold observed
- Prevention measures implemented
- Product applied (name)
- Toxicity of the product (the tier level as determined above)
- Date and time of product application (if applicable)
- Date and time of occupant notification (if applicable)
- Emergency application? (Y/N). If yes, an explanation of the emergency will be included.

The overall responsible party will record each pest that is reported by tenants. The pest control vendor will record the applicable items from each site visit.

On an annual basis, performance will be evaluated against the goals specified above. If the goals are not being met adjustments will be made to this plan in order to facilitate goal achievement. If adjustments to the action thresholds are necessary, the overall responsible



party will work with tenant contacts and the IPM vendor as necessary in order to appropriately adjust the action thresholds.

vi. Quality Assurance/Quality Control Processes

On an annual basis, the overall responsible party will evaluate performance against the goals specified earlier in this plan. If the goals are not being met, adjustments will be made to this plan in order to facilitate goal achievement, and the pest vendor and tenant contacts will be educated on the adjustments made to the plan.



VI. Indoor Water Use Reduction Policy

i. Scope

As applicable and feasible, this plan applies to all indoor water fixtures and fittings, including the following:

- Water closets
- Urinals
- Private lavatory faucets
- Showerheads
- Appliances specified below

ii. Goals

Any newly installed water closets, urinals, private lavatory faucets, and showerheads should be WaterSense labeled (or local equivalent).

Fixture type	WaterSense label information
Water closets	http://www.epa.gov/watersense/products/toilets.html
Urinals	http://www.epa.gov/watersense/products/urinals.html
Private lavatory faucets	http://www.epa.gov/watersense/products/bathroom_sink_faucets.html
Showerheads	http://www.epa.gov/watersense/products/showerheads.html

In addition, this policy states that any newly installed appliances should meet the criteria below:

Appliance	Criteria
Residential clothes washer	ENERGY STAR (or equivalent)
Commercial clothes water	CEE Tier 3A (or equivalent)
Residential dishwasher, standard or compact	ENERGY STAR (or equivalent)
Prerinse spray valve	1.3 gpm or less
Ice machine	ENERGY STAR (or equivalent) AND either air-cooled or closed-loop cooling
Kitchen faucet	2.2 gpm at 60 psi

iii. Roles and Responsibilities

For ownership and property management, the responsible party for this plan is the Property Manager. Furthermore, the Property Manager can share this policy with the building tenant representatives and encouraging policy adoption.



iv. Standard Operating Procedures and Implementation Strategies

Inspect all existing fittings or fixtures to ensure they are operating properly. Make any repairs needed to bring all fixtures into good working order or permanently turn off water supply to nonfunctional units as applicable.

Fixture and appliance manufacturer data and specifications should be reviewed in compliance with this policy prior to purchase and installation within the building.

WaterSense labeled fixtures can be found at the following site:
http://www.epa.gov/watersense/product_search.html

ENERGY STAR clothes washers can be found here:
http://www.energystar.gov/certified-products/detail/clothes_washers

CEE commercial clothes washers can be found here:
<http://library.cee1.org/content/qualifying-product-lists-residential-clothes-washers>

ENERGY STAR residential dishwashers can be found here:
<http://www.energystar.gov/certified-products/detail/dishwashers>

ENERGY STAR Ice machines can be found here:
https://www.energystar.gov/certified-products/detail/commercial_ice_makers

The flow rate for kitchen sinks and prerinse spray valves can be found in the manufacturer data for the specific product.


Any performance issues related to plumbing capacity that arise as a result of the installation of WaterSense fixtures should be documented and a low-consuming alternative fixture should be identified.

v. Performance measurement and schedule for reassessment

The implementation of this policy will be evaluated annually for compliance.



 longpoint.com

 (617) 861-9760

 116 Huntington Ave #1001
Boston, MA 02116

Environmental Key Highlights










Environmental

Longpoint’s commitment to the conservation and protection of the environment is directly related to undertaking environmental sustainability practices. Our commitment further enables Longpoint to develop business goals and values that are environmentally friendly.

Solar Operations Across the Portfolio^{1,2}

Our estimated annual solar production has the greenhouse gas equivalencies to offset the CO2 or greenhouse gas emissions from ▼

This is equivalent to carbon sequestered by ▼

 128,789,204 mobile phones charged	 9 railcars’ worth of coal burned	 26,340 tree seedlings grown for 10 years
 372 gas-powered passenger vehicles driven for a year	 214 homes’ annual electricity use	 1,598 acres of U.S. forests in one year
 1,769,532 pounds of coal burned	 21 tanker trucks’ worth of gasoline	 9.5 acres of U.S. forests preserved in one year

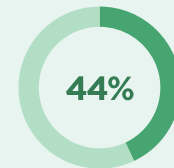
In addition to improving portfolio operations and enhancing tenant engagement, we have looked to become more proactive in our ESG initiatives by **integrating ESG into the due diligence checklist for potential acquisitions**. Analyzing potential sustainability advantages during due diligence has synergies with our operational strategies, and helps us clarify sustainability focus areas throughout the portfolio.



1. Calculations assume 2.4M MWh avoided. This is a Longpoint estimate based on historical solar generation data at Longpoint properties with panels.
 2. “Greenhouse Gas Equivalencies Calculator.” U.S. Environmental Protection Agency. Calculator accessed on January 25, 2024. <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator#results>.

Green Leases

Throughout our portfolio, we look to implement green lease language related to **renewable energy procurement, data collection, compliance with landlord sustainability guidelines**, and more.



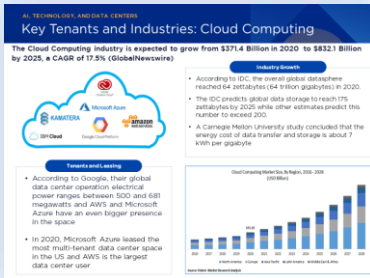
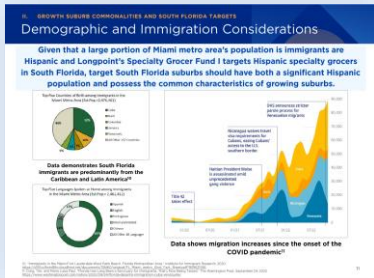
Currently, **44% of Longpoint’s Fund II portfolio has green lease clauses**. Our goal is to expand this coverage over time.



Social Highlights

Summer Internship Program

Longpoint cares about supporting the next generation of real estate investors through an in-house mentorship program and summer capstone projects in Boston and Miami.



A CROP SELECTION FOR FARMING IN THE MISSISSIPPI DELTA AND MID-SOUTH

What cash flow for a selected crop would look like

An example of the cash flow from a 300-acre farm with 2 crops rotated a year, in this example it is assumed that 1 crop is grown in the season April - September

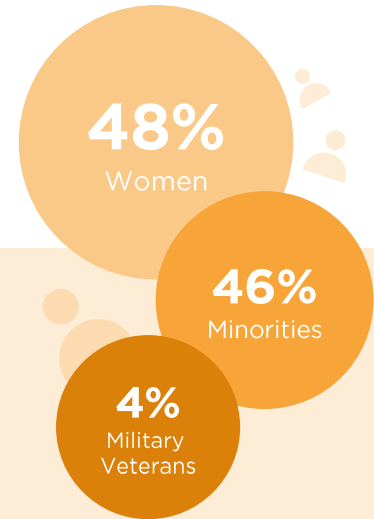
Item	Unit	Price	Revenue	Cost	Net
Wheat	300 acres	\$1.50	\$450,000	\$150,000	\$300,000
Soybeans	300 acres	\$1.20	\$360,000	\$120,000	\$240,000
Other crops	300 acres	\$0.80	\$240,000	\$80,000	\$160,000
Land	300 acres	\$1,500/acre	\$450,000		\$450,000
Water	300 acres	\$1,000/acre	\$300,000		\$300,000
Other	300 acres	\$500/acre	\$150,000		\$150,000
Total			\$1,600,000	\$350,000	\$1,250,000

Team Development

Longpoint's commitment to being socially responsible is about being accountable for the impacts of our decisions and activities on society through transparent and ethical behavior.

Company Initiatives

- Supported employees with **training and development opportunities**
- Incorporated ESG into **employee performance reviews**
- Committed to a **diverse and inclusive workforce**, comprising of 48% women, 46% minorities, and 4% military veterans



Governance Highlights

Governance

Longpoint's commitment to responsible corporate practices strengthens returns, reduces risks, and generates a positive impact.



Longpoint Partnership

Longpoint strives to empower and recognize the firm's top performers. In the last year, the firm has elevated 5 employees to Vice President or above.

