



# Environmental Management System

Effective 01/01/2022

## 1. Scope

BXP has developed an environmental management system (EMS) aligned with ISO 14001 to manage energy, greenhouse gas (GHG) emissions, water, waste, and other sustainability metrics across our six regions. Our environmental management system establishes a framework for the four integrated stages: Plan, Do, Check, and Act.



### 1.1 Plan

Benchmarking platforms, energy intelligence, and a data management system support the timely and accurate collection and synthesis of environmental performance indicators. ENERGY STAR Portfolio Manager (ESPM), Measurabl, and Utility Bill Management infrastructure inform and support our sustainability initiatives. Energy, water, and waste data for actively managed properties are collected via ESPM monthly from invoices, check meters, and tenant disclosures. Additional data is collected with periodic surveys. Smart meters, advanced building management systems with digital controls, and Measurabl enable property managers and onsite engineers to monitor systems and equipment in real-time to evaluate energy consumption and manage our energy and water use objectives. Measurabl provides asset-level energy use advisement. Utility use trends and like-for-like performance and intensities are also routinely monitored using Measurabl. Carbon performance and intensities are monitored by BXP's Sustainability team. With these systems in place, we can measure performance by asset, region, and portfolio-wide, to identify upgrade opportunities, ensure that implemented strategies are effective, and maintain our short-term and long-term performance goals.

### 1.2 Do

Regional property teams prioritize upgrade and retrofit projects for their regions and reduce risk by ensuring that BXP not just complies with existing code requirements but is well-positioned to respond to regulatory requirements before they become mandatory. In addition to monitoring, Measurabl's platform provides BXP with the capability to offer demand response performance, which allows us to adjust our operations to respond to electricity peak demand in real-time by tuning our actively managed asset-level energy management systems (EMS); this has both operational efficiency and financial benefits for the company.

### 1.3 Check

Results are analyzed by dedicated resources in each region, and at the portfolio level by our Senior Vice Presidents of Property Management, to determine whether implemented initiatives are successful, as well as progress toward regional sustainability goals. At the corporate level, the Vice President, Sustainability oversees the impact of investments and progress toward achieving annual and long-term performance targets.

### 1.4 Act

In an overarching role, our sustainability committee, led by the Vice President, Sustainability, manages our sustainability process through regular discussions, sharing of lessons learned, and reviews of strategies and initiatives. We are constantly seeking impactful solutions that allow us to accurately report our results and communicate progress to our shareholders.

## 1.5 ISO 14001 Alignment

The BXP EMS is aligned with the ten ISO 14001 clauses. Clauses one through three include no specific requirements. Clauses four through ten have requirements for the context of the organization, leadership, planning, support, operation, performance evaluation, and improvement. The BXP EMS system is fully aligned with these requirements using the Plan, Do, Check, Act process.

## 2. BXP Sustainability Strategy

As the largest publicly traded developer, owner, and manager of premier workplaces in the United States, we actively work to promote our growth and operations in a sustainable and responsible manner across our six regions. The BXP sustainability strategy is to conduct our business, the development, and the operation of new and existing buildings, in a manner that contributes to positive economic, social, and environmental outcomes for our customers, shareholders, employees, and the communities in which we operate. Our investment philosophy is shaped by our core strategy of long-term ownership and our commitment to our communities and the centers of commerce and civic life that make them thrive. We are focused on developing and maintaining healthy, high-performance buildings, while simultaneously mitigating operational costs and the potential external impacts of energy, water, waste, greenhouse gas emissions, and climate change. BXP and its employees make a positive social impact through charitable giving, volunteerism, public realm investments, and by promoting diversity and inclusion at our workplace and in the community. Through these efforts, we demonstrate that operating and developing commercial real estate can be conducted with conscious regard for the environment and wider society while mutually benefiting our stakeholders.

## 3. Sustainability Governance

BXP is managed under the direction of our Board of Directors, which is currently comprised of a diverse group of eleven highly accomplished men and women who are dedicated to serving the best interests of our stakeholders. The Board of Directors supports efforts to implement our sustainability strategy through our corporate sustainability program and the Sustainability Committee of the Board of Directors, which is dedicated to, among other things, increasing Board oversight over sustainability issues including climate-related risks and opportunities. The new Sustainability Committee of the Board assists the full Board of Directors in its risk oversight responsibilities and serves as a direct resource to management with the primary purpose of imparting any information, knowledge, and ideas related to environmental sustainability matters, including best practices, developing trends, and issues. The duties and responsibilities of the Sustainability Committee of the Board of Directors include:

- Review and share real estate industry sustainability best practices.
- Work with the Board and management to establish environmental performance goals (energy, emissions, water, building certifications, and waste), and initiatives related to climate action and resilience.

- Monitor and evaluate the Company's progress in achieving its sustainability goals and commitments, progress, and achievements, as well as relevant independent ESG ratings/rankings.
- Report to and advise the full Board as appropriate on the Company's sustainability objectives and strategy.
- Periodically review legal, regulatory, and compliance matters that may have a material impact on the implementation of the Company's sustainability objectives, and make recommendations to the Board and management, as appropriate, with respect to the Company's response to such matters.
- Assist the Board in fulfilling its oversight responsibility by identifying, evaluating, and monitoring the environmental and climate trends, issues, risks, and concerns that affect or could affect the Company's business activities and performance.
- Advise the full Board on significant stakeholder concerns related to sustainability.
- Perform such other functions as may be requested by the full Board from time to time.

Owen Thomas, BXP's Chief Executive Officer, and Doug Linde, BXP's President, are the senior decision-makers on issues related to sustainability. Throughout the year, the company organizes meetings, presentations, and regional Sustainability Summits to communicate the objectives and performance of our ESG initiatives to our Board of Directors, executive management, and other stakeholders, including our employees and investors. Additionally, BXP's Chief Financial Officer, Senior Vice President, Finance & Planning, Vice President, Sustainability, Senior Sustainability Analyst, and Manager, Energy & Utilities work together to oversee the Company-wide Sustainable Operations Committee, which includes over 35 representatives from all our regions. This Committee helps inform the direction of our sustainability and ESG program. The Company-wide Sustainable Operations Committee meets throughout the year and has the following goals:

- Identify and execute new strategies for promoting sustainability in new developments, existing buildings, and corporate operations.
- Enhance the Company's processes for collecting sustainability performance information.
- Promote communication across the Company and share "best practices".
- Assess the cost-effectiveness of small- and large-scale projects and programs; and
- Follow new regulatory requirements and cooperate with the regulators to make new requirements meaningful.

To support the achievement of these overarching goals, the performance of each member of our executive team is assessed annually against pre-established corporate, operational, and management goals, and factors such as individual contributions to overall Company results are considered in our executive compensation program. Annually, one of these pre-established goals focuses on sustainability and ESG accomplishments across our portfolio. Sustainability targets and objectives are also communicated to senior management in weekly and monthly meetings, with progress monitored through weekly and monthly reports. With a wide range of department representatives in attendance,

sustainability objectives are effectively communicated to the Board, senior management, and throughout the Company on a consistent basis.

## 4. Goal Progress Tracking

Our sustainability goals establish reduction targets for energy, GHG emissions, building certifications, water consumption, and waste. We have adopted goals with the following specific metrics, goals, baseline years, and target years for our occupied and actively managed workplace portfolio that have no more than 50% vacancy:

Category	Metric	Goal	Baseline Year	Target Year
Energy	Site Energy Use Intensity (EUI, kBtu/SF-yr.)	32% Reduction	2008	2025
Emissions	S1 + S2 GHG Emissions Intensity (kgCO <sub>2</sub> e/SF-year)	39% Reduction	2018	2024
Emissions	S3 Capital Goods Emissions Intensity (MtCO <sub>2</sub> e/M <sup>2</sup> -yr.)	14% Reduction	2018	2025
Emissions	Carbon-Neutral Operations (kgCO <sub>2</sub> e/SF-yr.)	100% Reduction	2008	2025
Certifications	ENERGY STAR, LEED, & Fitwel Certifications	87% Certified	2020	2025
Water	Water Use Intensity (WUI, gallons/SF-yr.)	30% Reduction	2008	2025
Waste	Diversion Rate (% recycled/composted)	60% Diversion	2008	2025

Annual goal progress is monitored and reported publicly in a GRI-aligned ESG Report.

Regions have aligned annual energy, GHG emissions, water, and waste targets. Progress should be measured periodically throughout the year at the asset level using utility and/or vendor records, regional recordkeeping, ESPM, Measurabl, and/or building management system (BMS) data.

## 5. Energy Management Through Measurabl

- BXP follows robust energy management practices to continuously monitor and improve energy performance. All our actively managed workplaces are connected to the Measurabl platform, to continuously measure and monitor data, benchmark, and identify measures to improve efficiency on an ongoing basis.
- All actively managed workplaces have energy metering with pulse outputs. The level of submetering will depend on the property type. At the very least, the primary electrical service must include a pulse output that provides interval data.
- All actively managed properties use interval data and the Measurabl platform to optimize energy performance by adjusting BMS programming, verifying nighttime shutdowns/setbacks, holiday scheduling, peak load shedding, optimizing equipment runtime, and executing strategic demand response events.
- A building engineer participates in monthly energy advisory calls with Measurabl.
- The “Measures” tool in Measurabl is used to record all energy conservation measures implemented at the asset level.
- Measurabl is used to enroll in demand response (DR) programs and to execute DR events.

### 6. ENERGY STAR Portfolio Manager

- All actively managed properties must be tracked in ENERGY STAR Portfolio Manager ([ESPM](#)).
- Properties with a score less than 75 must set an annual goal to raise the score by at least one point. Properties with a score of 75 or better must annually complete the [ENERGY STAR Certification Process](#).
- Whole-building energy (electric, gas, steam, fuel oil) and water (potable indoor and outdoor) consumption must be recorded monthly as soon as utility bill data is available.
- ESPM waste tracking functionality must be used to track asset-level absolute waste tonnage and diversion (recycling/composting) rate on a monthly/quarterly basis.

#### 6.1 Attribute Standardization

Ensure that all properties are reported in gross square footage (GSF) to align with ENERGY STAR's requirements. GSF is the total floor area inside the building, including tenant spaces, common areas, equipment rooms, closets, corridors, chases, etc. Exterior walls are included in GSF. The roof area is excluded.

Enter square footage for all underground parking or parking structures that are included in metered data input into ESPM.

Where parking is not separately metered:

- Include an estimate in ESPM for parking.
- *Deduct* this amount from the metered total.
- Property managers may develop utility consumption estimates by evaluating equipment schedules and power requirements or preparing simple calculations.
- Property Managers should consider the installation of parking area sub-metering to separately monitor this consumption and improve future data reliability. This includes any EV charging load, which should not be included in building energy consumption.
- High-consumption space types such as data centers should be sub-metered and separately classified.

### 7. Energy Auditing and Retro-Commissioning

- Property Managers are encouraged to conduct an energy audit and/or retro-commissioning of building systems every 5 years.
- BXP uses ESPM and Measurabl to identify underperforming assets called "Target Buildings." Energy auditing and retro-commissioning of Target Buildings are prioritized.
- In certain markets, BXP is required to conduct energy audits to comply with local energy disclosure laws and ordinances.

## 8. GHG Emissions Inventory Management Plan

BXP works closely with governments, policymakers, strategic partners, and our clients to decarbonize our operating activities with the long-term objective of achieving carbon neutrality. The Company monitors and benchmarks all primary sources of GHG emissions at the asset level in units of metric tons of carbon dioxide equivalent (MtCO<sub>2</sub>e) and GHG emissions intensity (MtCO<sub>2</sub>e per square foot per year). We closely monitor energy consumption and associated GHG emissions and provide a detailed accounting of ESG key performance indicators in our annual ESG reporting. BXP's GHG Emissions Inventory Management Plan is aligned with the Greenhouse Gas Protocol and is as follows:

Scope <sup>1</sup>	Emissions Source	Data Collection Method	Emissions Calculation Method
Scope 1	Onsite combustion of fossil fuels for heating, hot water, and standby generators.	ESPM Meter Entries	EPA's Final Rule for Mandatory Reporting of Greenhouse Gases
Scope 2	Offsite generation of electricity and steam purchased by BXP in actively managed workplaces.	ESPM Meter Entries	eGRID Emissions Factors for Electricity  Utility-Specific Emissions Factors for Steam
Scope 3 – Category 1: Purchased Goods and Services	BXP Spend Related To: <ul style="list-style-type: none"> <li>Pulp, Paper, Printing, and Publishing</li> <li>Food and Beverages</li> <li>Post and Telecommunications</li> </ul>	Internal Accounting Reports	GHG Protocol Quantis Screening Tool – Spend-based
Scope 3 – Category 2: Capital goods	Annual New Development Spend	Annual Financial Reporting	GHG Protocol's Average-Product Method for Capital Goods, using Carbon Leadership Forum's Embodied Carbon Benchmarking Data
Scope 3 – Category 3: Fuel- and Energy-Related Activities, Not Included in Scope 1 or Scope 2	Upstream Emissions of Purchased Fuels/Electricity  Transmission and Distribution Losses	Scope 1 and Scope 2 Emissions	GHG Protocol Quantis Screening Tool – Calculated Based on Scope 1 and Scope 2 Emissions
Scope 3 – Category 5: Waste Generated In Operations	BXP Rubbish Removal Spend	Internal Accounting Reports	GHG Protocol Quantis Screening Tool – Spend-based
Scope 3 – Category 6: Business Travel	BXP Business Travel Spend	Internal Accounting Reports	GHG Protocol Quantis Screening Tool – Spend-based
Scope 3 – Category 7: Employee Commuting	BXP Employee Count	Human Resources	GHG Protocol Quantis Screening Tool – Employee count-based
Scope 3 – Category 13: Downstream Leased Assets	Offsite generation of electricity and steam in all inactively managed workplaces, retail, residential, and life science properties.  Offsite generation of electricity and steam consumed by tenants in actively managed workplaces.	ESPM Meter Entries and/or Utility Bill Data  When actual bill data is not attainable for inactively managed buildings, whole building consumption is estimated based on EUI's from similar BXP-owned property types in the same regional market that have available bill data.  Tenant electricity consumption in actively managed workplaces is tracked by collecting tenant submetered data (lighting, plug and supplemental cooling). For assets that do not track the tenant electricity data through submeters, the tenant electricity consumption is	EPA's Final Rule for Mandatory Reporting of Greenhouse Gases for Fossil Fuels  eGRID Emissions Factors for Electricity  Utility-Specific Emissions Factors for Steam

<sup>1</sup> Scope 3 categories that are not listed in the table were deemed as not relevant to BXP's business model per the Science-based Targets initiative.

		estimated by calculating a regional average for tenant electricity use intensity (kWh/RSF) using a sampling of submeter data to determine the tenant load, which is then extrapolated to similar actively managed workplaces in the same region to estimate total tenant electricity consumption per actively managed workplace. The tenant electricity consumption percentages are compared with the Commercial Buildings Energy Consumption Survey (CBECS) Database to confirm the accuracy of the estimations.	
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## 8.1 Location vs. Market-Based Scope 2 Emissions

Location-Based Scope 2 Emissions are GHG emissions derived from multiplying electricity consumption by the appropriate eGRID emissions factors. Location-Based emissions represent how the regional electricity from the utility companies is generated, either through non-renewable, renewable energy, or a mix of both.

Market-based Scope 2 Emissions account for BXP's procurement decisions and represent the sourcing of green power via the purchase of renewable energy certificates (RECs) or through green tariffs offered by the regional utility companies to offset non-renewable power. Green power has an emissions factor of zero. To calculate Market-based Scope 2 Emissions, BXP subtracts the appropriate amount of Scope 2 Emissions that are considered green power from the Location-based Emissions, resulting in Market-based Scope 2 Emissions.

## 9. Water Management

- All properties are required to maintain water use data in ESPM.
- All properties are required to retrofit plumbing with low and ultra-low-flow fixtures.
- All properties are required to implement 'smart' irrigation systems with zone controllers and weather-responsive watering programming.
- All properties are encouraged to implement cooling tower check metering and blowdown optimization protocols.
- All properties are encouraged to replace lawn panels with drought-tolerant landscaping.
- Where water scarcity is an issue, real-time metering of water consumption has been implemented.
- BXP makes endeavors to incorporate rainwater harvesting into new development projects. Rainwater is used for cooling tower makeup and irrigation.
- BXP makes endeavors to incorporate condensate collection and reuse into new development projects. Condensate is used for cooling tower makeup and irrigation.
- Water flow requirements, where applicable, for new indoor plumbing fixture installs are as follows:
  - Low flow water closets - 1.28 gpf
  - Pint flush urinals – 0.125 gpf

- Public Lavatory Faucets – 0.35 gpm
- Kitchen Sinks – 1.5 gpm
- Shower heads – 1.5 gpm (ultra low flow)

### 10. Waste Management

- ESPM must be used to track asset-level absolute waste tonnage and diversion (recycling/composting) rate.
- Waste data should be rolled-up to include totals for hazardous waste and non-hazardous waste. Hazardous waste includes batteries, aerosol spray containers, enamel or oil-based paints, rubber cement, thinner, white out, and other unstable materials that ignite, react, corrode, or are otherwise toxic to the environment. Non-hazardous waste is everything else.
- Non-hazardous waste needs to be allocated to one of three buckets: Landfill, Incineration, and Diverted. Diverted waste includes waste to energy, recycling, and others. It's worth mentioning this point to our haulers to make sure we're tracking this diversion method correctly.
- In addition to conventional office waste, the following waste streams can be included in total weights – and may contribute to higher diversion rates:
- Construction and demolition debris from interior improvement projects (TI, CapEx, flooring replacement, etc.). Waste reports with tonnage and % diversion should be requested from the GC and/or Construction Manager responsible for the project.
- Shredded Paper – request a copy of monthly/quarterly reports from tenants with large shredding volumes.
- Kitchen Grease – request monthly/quarterly reports from larger restaurant retailers which can be used to calculate tonnage (2204lbs/metric ton).
- Ink Cartridge/Toner/Batteries – request a copy of monthly/quarterly reports from tenants with large recycling volumes of these items.
- Composting – Food waste and landscaping waste can and should be diverted from landfill waste streams where possible. Where we can find cost-effective vendor services, composting programs for retailers and cafeterias will improve diversion rates.
- Waste and Recycling Brokerage and Diversion Program Management – BXP makes efforts to partner with waste brokerage and management companies that promote waste auditing and diversion increases. Push these vendors to require waste reporting in a format acceptable to BXP during contract negotiation.

### 11. Green and Healthy Buildings

BXP has been leading the adoption of green and healthy building practices. The Company has aligned with LEED and Fitwel, the world's leading building certification systems.

- All new development projects are required to target a Gold certification or higher under the Leadership in Energy and Environmental Design (LEED) v4 rating system of the

United States Green Building Council (USGBC). Over 93% of BXP's in-service LEED projects have attained Gold and Platinum level certification.

- Project teams must review vendor disclosures and aim to cost-effectively procure building materials that are:
- Extracted, harvested, recovered, and manufactured within 500 miles of the project site.
- Composed of the maximum possible recycled content.
- Third-party validated sustainably harvested wood products.
- Non-toxic and support healthy, productive indoor environments containing no volatile organic compounds (VOCs), urea-formaldehyde, and/or other chemicals of concern.
- Project teams are required to set a waste diversion target of 75% or higher.
- Property Managers are encouraged to certify their buildings under the Fitwel Rating System to support healthy building design and operational practices. A minimum One Star certification must be achieved at existing buildings.
- All new development projects, where applicable, are required to target Fitwel certification and align their design strategy with Fitwel/WELL standards.
- Minimum energy performance requirements for LEED buildings: Set a target to achieve a minimum of 8 points under LEED v4.

## 11.1 Healthy Building Strategies

BXP is advancing healthy building strategies to promote the positive impact of buildings on human health. We have adopted the following goals to enhance indoor air quality, thermal comfort, healthy material choices, and mitigate viral transmission:

Focus	Purpose	Attributes
<b>Indoor Air Quality (IAQ)</b>	Cognitive Performance Productivity Infectious Disease Transmission Mitigation Clean Air Supply	<ul style="list-style-type: none"> <li>• Increase outside air to 30 CFM/person.</li> <li>• Accurately measure ventilation air.</li> <li>• In existing buildings, exceed ASHRAE ventilation standards by 30% minimum.</li> <li>• Provide 100% outside air where and when possible.</li> <li>• Use CO2 and occupancy monitoring to provide demand-based ventilation.</li> <li>• Replace and improve filtration (MERV-13 minimum).</li> <li>• Perform comprehensive inspections and air quality testing.</li> <li>• Use existing sensors and advanced building management systems to monitor air quality.</li> </ul>
<b>Thermal Comfort</b>	Productivity	<ul style="list-style-type: none"> <li>• Maintain and improve high-quality HVAC systems.</li> <li>• Continuously monitor space temperature set-points across the portfolio with advanced building management systems, where we actively manage the building.</li> <li>• Utilize high-performance thermal envelope and glass to minimize thermal bridging and solar heat gain.</li> </ul>
<b>Healthy Materials</b>	Remove Contaminants from Interior Environments	<ul style="list-style-type: none"> <li>• Develop green buildings with materials that support healthy, productive indoor environments making efforts to select materials that contain no volatile organic compounds (VOCs), urea-formaldehyde, and/or other chemicals of concern.</li> <li>• Evaluate Health Product Declarations (HPDs) when available during new development.</li> <li>• Focus on chemical class avoidance: forever chemicals, antimicrobials, and flame retardants.</li> </ul>

<b>Pandemic-ready Provisions</b>	Reduce Transmission Opportunities	<ul style="list-style-type: none"> <li>Where feasible increase the adoption of touchless systems, including bathroom fixtures, elevators, and turnstiles.</li> <li>Increase the frequency of cleaning and disinfection of high-touch surfaces.</li> </ul>
<b>Green Cleaning</b>	Minimize the Impact of Cleaning Products on People and the Environment	<ul style="list-style-type: none"> <li>Implement Green Cleaning requirements aligned with LEED for Existing Buildings with our cleaning vendors.</li> <li>Use Green Seal® certified cleaning products, High-Efficiency Particulate Air (HEPA) vacuums, dry cleaning for carpets, and restroom products made from recycled materials.</li> </ul>

## 11.2 Indoor Air Quality

As part of our smart building strategy, our management and engineering teams use real-time energy consumption data to optimize facility operations, including Indoor Air Quality (IAQ). BXP has updated its IAQ management practices and as part of this initiative is addressing proactive IAQ monitoring at the individual assets. The initiative requires the following practices be implemented for IAQ monitoring:

- Measure and verify high outdoor airflow (30 CFM/person) or exceed ASHRAE 62.1 ventilation rate requirement by 30% in all regularly occupiable spaces.
- Require filtration media to be MERV 13 or higher at all outdoor air intakes. Include active filter maintenance policy and maintain replacement inventory.
- Provide HEPA Units in BXP's amenity conference rooms, cafes, and fitness centers.
- Implement active monitoring of temperature, relative humidity, and CO2 concentration.
- Perform rigorous water and air quality testing is performed bi-annually at a minimum.
- Use demand control methods to optimize energy use.
- Appendix A – BXP Indoor Air Quality Policy

## 12. Low Embodied Carbon, Life Cycle Assessment and Environmental Impact

BXP is committed to reducing its GHG emissions, including the embodied carbon emissions associated with the construction and development of its assets.

- BXP's embodied carbon emissions reduction goal, informed by The Carbon Leadership Forum's (CLF) methodology to measure embodied carbon, increases the directional correctness of procurement decisions intended to reduce embodied carbon.
- All new development and major renovation projects are required to assess embodied carbon and to seek procurement of low-carbon construction materials, particularly high-intensity structural materials (concrete, steel, and aluminum).
- All new development projects are required to calculate total embodied carbon (MtCO<sub>2</sub>e) and embodied carbon intensity (kgCO<sub>2</sub>e/SF) for the building's baseline structure, foundation, and enclosure, and implement strategies that target a minimum of 14% embodied carbon intensity reduction. Strategies like building reuse, low-carbon concrete mix designs, low-carbon steel, and mass timber for primary structures can significantly reduce embodied carbon.
- All new development projects are encouraged to evaluate the feasibility of pursuing LEEDv4.1 pilot credit: Procurement of Low Carbon Construction Materials based on emission reductions.

### 13. Green Leasing

- Working with our internal legal counsel and leasing team, all lease negotiations should endeavor to preserve green lease clauses without alterations or exceptions.
- Green lease clauses include cost recovery for capital expenditures made to reduce operating expenses, cost recovery for green building certifications (including LEED, WELL, Fitwel, and ENERGY STAR), sub-metering of high-intensity tenant equipment, and required tenant energy use disclosure (benchmarking).

### 14. Tenant Improvement Guidelines

- In addition to Building Rules and Regulations, Tenant Design and Construction Guidelines are developed during the LEED process to support sustainable design and construction of tenant spaces.
- All projects should review BXP's Tenant Design and Construction Guidelines and adapt them to their specific project needs.
- By following Tenant Design and Construction guidelines during the design and construction process, both Tenant and Landlord will align goals to create workspaces that reduce environmental impact, improve indoor environmental quality, and promote occupant health, wellness, and productivity.
- Appendix B – BXP Tenant Design and Construction Guidelines

### 15. Green Cleaning

- BXP has adopted a company-wide Green Cleaning Policy that applies to all Janitorial Services Vendors at properties owned and actively managed by BXP.
- The Green Cleaning Policy applies to the general cleaning activities performed by BXP and Janitorial Services Vendors contracted by BXP to provide cleaning services at our actively managed properties. The policy has been aligned with the LEED v4.1 and BOMA 360 rating systems.
- Staff training records must be maintained by the Janitorial Services Vendor. APPA (formerly the Association of Physical Plant Administrators) audit and/or customer satisfaction survey results will measure the effectiveness of this program. Purchasing records will serve as documentation for compliance with the chemical and equipment portions of this policy.
- The goal of the policy is to have a high-performance cleaning program in place that reduces the exposure of building occupants and maintenance personnel to potentially hazardous chemical, biological, and particulate contaminants, which adversely affect air quality, human health, building finishes, building systems, and the environment.

- Appendix C – BXP Green Cleaning Policy

### 16. Integrated Pest Management

BXP is committed to maintaining healthy indoor environments and has an in-house Integrated Pest Management (IPM) plan template that property managers are encouraged to adapt for the specific project needs in buildings actively managed by BXP. The IPM plan reduces the risks of pests and exposure to pesticides.

- The IPM plan meets the requirements of LEED v4 O&M credit.
- The IPM plan applies to interior spaces in the building and all portions of the site and grounds for a building under BXP's control. This plan will be consulted prior to acting 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.
- The IPM plan includes regular monitoring, inspections, and setting action thresholds for pests.
- The IPM plan prioritizes non-chemical prevention and control methods before resorting to non-least toxic pesticides to deal with pest infestation.
- environmental methods (such as improving sanitation, removing clutter, implementing cleaning protocols, upkeeping of landscaping, keeping refuse in tight containers, and locating waste containers away from the building).
- mechanical methods (such as using trapping devices, light traps, snap traps, or glue boards, modifying pest habitats).
- structural methods (such as adding physical barriers, fixing leaking pipes, sealing cracks, and using air curtains).
- BXP will endeavor to include this plan as part of the tenant lease or manual, based on property management request.
- Appendix D – BXP Integrated Pest Management Plan Template

### 17. Climate Change

BXP is committed to managing the avoidable and avoiding unmanageable impacts of climate change. Through our climate action efforts, we believe we can play a leading role in advancing the transition to a low-carbon economy and are taking action to decarbonize operations. GHG sources include the generated electricity and steam at offsite generation facilities, the onsite combustion of fuels (e.g., natural gas), and emissions associated with other business activities, including business travel and new development. We continue to explore and implement creative and cost-effective measures that reduce GHG emissions from our operations. The Company will continue to explore and implement creative and cost-effective measures that reduce GHG emissions from our operations. GHG sources include the generation of electricity and steam at offsite generation facilities and the onsite combustion of fuels (e.g., natural gas). GHG mitigation efforts include energy efficiency measure implementation at existing in-service assets, high-performance new development, onsite renewable energy (e.g., solar photovoltaic systems), procurement of

offsite renewable energy, public portfolio, and asset-level GHG short and long-term reduction targets, engagement of property engineers using real-time energy consumption data, sustainability education and tenant engagement.

BXP became a proud signatory of the We Are Still In pledge after the U.S. withdrawal from the Paris Agreement and has aligned emissions reduction targets with climate science. The SBTi Target Validation Team has classified BXP's emissions reduction target ambition and has determined that it is in line with a 1.5°C trajectory, the most ambitious designation available at the time of submission. We are committed to achieving carbon-neutral operations, or net-zero carbon dioxide equivalent emissions, which includes direct and indirect Scope 1 and Scope 2 emissions, by 2025 from our occupied and actively managed buildings where we have operational control.

### 17.1 Climate Resilience

Through the processes of acquisition, development, and operation of our in-service portfolio, our experienced real estate professionals are identifying risks, including business continuity risks, loss exposure related to extreme weather events, and impacts of regulation, including permitting requirements, codes, and energy and carbon performance standards. The climate risk profile of each property is largely dependent on the property's unique attributes, physical location, and jurisdictional regulatory requirements. These efforts begin with the training and implementation of Emergency Response Plans at the property level.

We carry all risk property insurance on our properties, including those under development, for natural catastrophes such as floods, fires, earthquakes, and wind events.

We are preparing for long-term climate risk by considering climate change scenarios and will continue to assess climate change vulnerabilities resulting from potential future climate scenarios and sea-level rise. We will continue to evaluate existing plans and procedures and proactively implement practical, cost-effective resiliency measures and infrastructure enhancements, including:

- Business Continuity Plans
- Emergency Response and Life Safety Plans
- Emergency evacuation planning, procedures, and drills
- Tenant engagement and coordination
- Life safety analysis
- Elevation of vault, switchgear, and critical equipment during new development
- Waterproofing of subgrade infrastructure
- Floodable first floors
- Temporary flood-barriers
- Backup generation, emergency lighting, and fire pumps

- Onsite energy resources and distributed generation, storage, and solar photovoltaic systems

Climate-related opportunities will vary depending on the region, market, and industry in which an organization operates. Opportunities include resource efficiency and resulting operating cost reductions and/or escalation management, increased probability of maintaining business continuity through shocks and stressors, acceleration of distributed generation and storage systems, the development of new high-performance resilient buildings, and improved emergency preparedness at our properties. The adoption of resiliency practices may become more of a competitive advantage as there is increasing consumer preference for resiliency.

### 18. Biodiversity

- BXP makes efforts to protect and enhance biodiversity and ecosystems during the development of new buildings and the operation of our existing buildings. Most of our new development projects involve the redevelopment of existing sites, which conserves natural areas and habitats.
- BXP is committed to avoiding operational activities near World Heritage areas and IUCN Category O-IV protected areas.
- BXP is committed to mitigating (avoiding, minimizing, restoring & offsetting) impacts on biodiversity when operating in areas near critical biodiversity.
- BXP is committed to ending all deforestation brought on by new development projects. By nature of BXP's regional locations, new development projects are in previously developed sites. However, if deforestation is required for construction, BXP is committed to compensate with future reforestation (no net deforestation).
- We are also committed to supporting biodiversity by maintaining tree canopy cover and vegetated areas.

### 19. Electrification and Net Zero Energy for New Development

BXP has a goal of carbon-neutral operations by 2025 for Scope 1 and Scope 2 GHG emissions. In addition, all new development projects are required to meet the following:

- Electrification feasibility assessment. Where and when possible, the primary source of heating should be fossil-fuel-free.
- All new development projects located in cities with building performance standards should implement energy efficiency measures to avoid performance-based penalties.
- All new development and major renovation projects are encouraged to pursue a pathway under the LEED Zero certification program to achieve carbon-neutral operations. This complements the existing LEED v4 Gold certification requirement and is not a replacement.

### 20. Electrical Vehicle Charging Strategy and Policy

BXP is installing Electrical Vehicle (EV) charging infrastructure across its portfolio to provide charging amenities to its customers and help support electrification and sustainable transportation.

- All new development projects that include parking (surface lot or garage) are required to provide EV charging stations consistent with local regulations or predetermined BXP targets. The number of charging stations can vary based on the charger level (Level I, II, or III) and local ordinances.
- BXP has established an EV charging working group and has made significant progress in identifying the potential of EV charging stations in existing parking and garages.

### 21. Renewable Energy

BXP is committed to procuring clean energy to the extent feasible and avoiding fossil fuel-sourced generated power. To that effect BXP is investing in the following renewable energy procurement options:

- On-site Generation: Identifying existing properties that are optimal candidates for on-site generation.
- Community Solar: BXP has participated in programs for community solar.
- Green Energy Procurement: All regions are committed to procuring green energy or unbundled RECs where feasible.
- Off-site Renewables: BXP is exploring options of committing to 100% renewable energy through off-site utility-scale renewable energy generation projects.
- New Developments: All projects are required to evaluate on-site (rooftop, ground mount, or building integrated) renewable energy generation feasibility.

### 22. Quality of Public Disclosures

The Company is committed to providing its shareholders with complete and accurate information, in all material respects, about the Company's financial condition and results of operations in accordance with the securities laws of the United States and, if applicable, other foreign jurisdictions. The Company strives to ensure that the reports and documents it files with or submits to the Securities and Exchange Commission, and other public communications made by the Company, include full, fair, accurate, timely, and understandable disclosure. The Company's Disclosure Committee shall be primarily responsible for monitoring such public disclosure.

#### 22.1 Public Disclosures

[ESG Reports](#)

[BXP Commitment Web Page](#)

[Proxy Statement](#)

[SEC Filings/Form 10-K](#)

