Sustainable Procurement and Practices Policy

Purpose

The purpose of this policy is to ensure that Macerich purchases recycled and other environmentally preferable products whenever practical. This policy includes all corporate and property offices, base building (common area) purchasing activities and activities within the property management teams control. Additionally, our commitment to sustainable procurement extends to our suppliers, vendor, and expectations for Macerich's external stakeholders are outlined in our *Supplier Code of Conduct*.

The scope of this policy aims to:

- Require waste prevention, recycling, market development and use of recycled/recyclable materials through purchasing practices with vendors, contractors, businesses, and other public and governmental agencies.
- Generate less waste material by reviewing how supplies, materials, and equipment are manufactured, purchased, packaged, delivered, used and disposed of.
- Serve as a model for the region to influence waste prevention, recycling, and procurement efforts.

Statement of Policy

Macerich will purchase recycled content and other environmentally preferred products whenever they meet cost and performance requirements.

Cost and Performance Evaluation: The environmentally preferred product should perform the function intended at least as well as competing products, and the cost of the environmentally preferred product reasonably approximates the cost of the competing products. This evaluation may consider raw materials, acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance or disposal of the product.

Procurement Process

Prior to purchasing a product, Macerich shall strive to:

- Determine the product is truly necessary.
- Utilize electronic purchasing.
- Consider the product durability and reusability.
- Seek options that are manufactured, delivered, used and disposed of in an environmentally and socially responsible manner.
- Reduce the frequency of shipments and meet order minimums.
- Solicit the use of recycled content and other environmentally preferred products in its procurement documents and day-to-day activities.

The priority for purchasing recycled content products shall be as follows:

- The highest percentage of recycled content of post-consumer recovered material, available in the marketplace; and
- The highest percentage of "pre-consumer recovered material," available in the marketplace.

Important criteria considered in selecting products are:

- The ability of a product and its packaging to be reused, reconditioned for use, or recycled through existing recycling collection programs; and
- The volume and toxicity of waste and by-products a given product and its packaging generated in the manufacture, use, recycling and disposal.

Definitions

- *Recycling* means the process of collecting, sorting, cleansing, treating and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused or reconstituted products that meet the quality standards necessary to be used in the marketplace.
- *Waste Prevention* means any action undertaken by an individual or organization to eliminate or reduce the amount or toxicity of materials before they enter the municipal solid waste stream. This action is intended to conserve resources, promote efficiency and reduce pollution.
- *Practicable* means sufficient in performance and not unreasonably expensive.
- *Environmentally Preferable Products* means products that have a lesser impact on human health and the environment when compared with competing products. This evaluation may consider raw materials, acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance or disposal of the product.
- *Recycled Products* are products manufactured with waste material that has been recovered or diverted from the waste stream. Recycled material may be derived from post-consumer waste (material that has served its intended end-use and been discarded by a final consumer), industrial scrap, manufacturing waste and/or other waste that otherwise would not have been utilized.
- *Post-consumer recovered materials* is a finished material that would normally be disposed of as solid waste, having completed its life cycle as a consumer item. Examples of post-consumer recovered materials include, but are not limited to: old newspapers, office paper, landscaping waste, steel and/or aluminum cans, glass, plastic bottles, oil, asphalt, concrete and tires.
- *Pre-consumer recovered materials* are materials or by-products generated after manufacturing of a product is completed, but before the product reaches the end-use consumer. Examples of pre-consumer recovered materials include, but are not limited to: obsolete inventories of finished goods, rejected unused stock and paper wastes generated during printing, cutting and other converting operations.

Product Selection
Examples of Environmentally Preferable Products include, but are not limited to:

- Printing and writing papers including all imprinted letterhead paper, envelopes, copy paper, and business cards containing a minimum of 30 percent post-consumer recycled content.

- Paper products including janitorial supplies, shop towels, hand towels, facial tissue, toilet paper, seat covers, corrugated boxes, file boxes, hanging file folders and other products composed largely of paper containing a minimum of 30 percent post-consumer recycled content.
- Remanufactured laser printer toner cartridges and remanufactured or refillable inkjet cartridges.
- Energy Star certified computers and office equipment.
- Rechargeable batteries.
- Non-toxic or minimally toxic, preferably biodegradable, janitorial cleaning supplies.

Waste Prevention Practices

Macerich employees are encouraged to reduce their consumption of resources by incorporating the following practices into their daily activities:

- Consider durability and reparability of products prior to purchase.
- Conduct routine maintenance on products/equipment to increase the useful life.
- Use duplex features on laser printers and copiers. Specify duplex on all print jobs.
- Employees will also engage in the practice of two-sided copies for all property memos and mailings.
- Create electronic letterhead for use by all departments.
- Send and store information electronically when possible. This includes e-mail, website, and electronic fax.
- Review records retention policies and implement document imaging systems.
- Other waste prevention practices that further the goals of this policy.

Responsible Parties

The Macerich Procurement and Operations departments are responsible for ensuring the procedures and strategies of this policy are understood and implemented by its own staff and the external stakeholders hired to perform the relevant work.