



VENDOR AND SUPPLIER CODE OF CONDUCT

Introduction

This Vendor and Supplier Code of the Conduct (the “Code of Conduct”) outlines the commitment of Kilroy Realty Corporation (together with its affiliates and subsidiaries, the “Company”) to conducting its business with the highest integrity, transparency, compliance with the law, and respect for the environment and human rights. The Company expects that its vendors and suppliers (collectively, the “Vendors”) adhere to and uphold these principles.

1. Compliance with Laws, Rules, and Regulations

The Company expects that vendors provide equal employment opportunities and prohibit discrimination based on race, gender, age, disability, sexual orientation, religion, or any other status protected by law. The Company expects that vendors also comply with all applicable local, national, and international laws related to anti-corruption, anti-bribery, and anti-money laundering. Vendors shall maintain policies and practices to promote such legal compliance and foster a harassment- and retaliation-free work environment.

2. Human Rights

Vendors are expected to uphold and respect recognized human rights standards, including, but not limited to:

- Child Labor. The use of child labor is strictly prohibited. Vendors must adhere to the minimum age requirements established by applicable law and shall not engage in nor condone the unlawful employment or exploitation of children in their operations or supply chains. Vendors must prohibit any use of child labor with any vendor, supplier, or other third-party whose services they rely upon with respect to the services and products it provides the Company.
- Human Trafficking. The use of any form of forced, compulsory, bonded, or indentured labor is strictly prohibited. Vendors must respect the free choice of all persons and must work to not do business with, tolerate, or associate with organizations or entities that condone or are engaged in the practice of coercing or imposing work with little or no freedom of choice.
- Fair Wages and Working Hours. Vendors must comply with applicable wage laws, ensuring that workers receive compensation that meets or exceeds legal standards. Vendors must provide compensation for overtime hours worked, where applicable. Working hours should not exceed legal limits, and workers shall be entitled to rest periods and leave as mandated by applicable law.

- Freedom of Association. Vendors must respect the rights of workers to freely associate, join trade unions, and engage in collective bargaining.

3. Health and Safety

Vendors are responsible for providing a safe and healthy working environment, in compliance with all relevant health and safety regulations, and implementing measures to prevent and limit workplace accidents and injuries. While on Company premises, Vendors may only smoke or vape in permitted designated areas. Vendors shall not use, possess, transfer, distribute, manufacture, dispense, or sell any illegal drug or controlled substance or consume alcoholic beverages while on Company premises.

4. Data Protection and Confidentiality

Vendors shall protect confidential, privileged, and proprietary information entrusted to them by the Company or Company's tenants and implement appropriate safeguards to prevent the unauthorized access, use, or disclosure of such information. Vendors must comply with all data protection, privacy, and information security laws and regulations. Vendors should recognize that unauthorized use or disclosure of such information may have personal, legal, reputation, and financial consequences for both the Vendor and the Company.

5. Environmental Sustainability

The Company is committed to leadership in sustainability across all aspects of its business and expects Vendors to adhere to all applicable environmental federal, state, and local laws and regulations. Vendors should minimize their environmental impact by reducing waste, conserving energy and water, and reducing greenhouse gas emissions. Vendors shall record, report, investigate, and implement agreed controls for all environmental accidents and incidents as required by applicable laws and notify the Company of any incidents.

6. Compliance and Monitoring

Vendors are expected to regularly assess and monitor their compliance with this Code of Conduct. The Company reserves the right to perform audits. Non-compliance may result in corrective actions, including termination of the business relationship.

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