
Global Sustainable Real Estate Policy

1. Purpose of this Policy:

Arrow Electronics, Inc. and its affiliates and wholly owned subsidiaries (collectively, “Arrow”) are committed to acting as good corporate stewards and managing our real estate operations responsibly and sustainably to preserve natural resources and mitigate any negative effects on the environment. Real estate can potentially have a substantial impact on local natural resources and the environment because of the water and energy it consumes and the waste it produces. Sustainable construction and operation of real estate can benefit the environment, while also driving cost savings, increased employee productivity, improved employee retention and recruitment, and positive stakeholder recognition.

The purpose of this Global Sustainable Real Estate Policy is to formally codify Arrow’s real estate policies and processes to improve the environmental performance of the company’s global real estate portfolio. These real estate tools and processes are formally referred to as the Sustainable Real Estate Framework (“Framework”) and are described in Section 3. This Framework, and its accompanying standardized tools and processes, is designed to ensure that environmental sustainability is considered in every phase of Arrow’s real estate lifecycle.

2. Scope of this Policy:

2.1. Who is responsible for following this policy?

Arrow’s Global Real Estate team is responsible for following this policy and implementing the tools and processes involved in the Framework.

2.2. What Arrow real estate is in scope of this policy?

This policy applies to all Arrow owned, leased, and operated real estate except for service offices and Third-Party Leased real estate.

3. Policy:

3.1. Arrow’s Sustainable Real Estate Framework

3.1.1. Site Selection

The regional directors of the Global Real Estate team are responsible for ensuring that a [Sustainable Building Scorecard](#) (“Scorecard”) is completed for each real estate option that is considered during the real estate site selection process. This Scorecard will allow Arrow to grade each real estate option based on its environmental performance. For example, sites with green building certifications such as Leadership in Energy and Environmental Design (LEED) or Building Research Establishment Environmental Assessment Method (BREEAM) will typically receive higher scores than those sites without such certifications. The results of these Scorecards must be communicated to the business unit leaders responsible for final site selection.

3.1.2. Lease Negotiation

The regional directors of the Global Real Estate team, in consultation with the Global Legal and Compliance department, are responsible for maintaining standardized [Leasing Sustainability Language](#) (“Language”) and negotiating for the inclusion of this Language into Arrow’s real estate leases. The Language will be designed to advance Arrow’s interest in more sustainable real estate operations. The Leasing Sustainability Language must be considered in the negotiation of all new real estate leases and lease renewals.

3.1.3. Tenant Fit-Out

The regional directors of the Global Real Estate team, in consultation with the Global Services and Procurement team, will prioritize selection of highly efficient systems and environmentally preferable materials during the real estate fit-out process using [Sustainable Fit-Out Guidelines](#) (“Guidelines”). For example, the Guidelines may provide for the use of energy-efficient lighting and thermostats to reduce energy use. For real estate where Arrow’s landlord is responsible for the fit-out process, lease negotiations should address inclusion of the Guidelines into the real estate lease. For real estate where Arrow is responsible for the fit-out process, the Guidelines should be incorporated into relevant agreements with contractors.

3.1.4. Tenant Operations

A [Sustainable Building Operations Guide](#) (“Guide”) will be made available to all Arrow employees and contractors involved in real estate management. This Guide will function as an educational resource that explains sustainable real estate practices and highlights opportunities for cost savings, improved employee comfort, and greater environmental performance that can be realized through these practices.

3.2. Questions about this Policy

- 3.2.1.** For more information on Arrow’s commitments to environmental sustainability, please see our [Environmental, Social, and Governance website](#).
- 3.2.2.** For internal questions about this policy from Arrow employees, please see our internal Global Environmental Sustainability and Global Real Estate SharePoint.

4. Accessibility of this Policy:

- 4.1.** This policy will be made available externally for Arrow customers, suppliers, and partners on [Arrow.com](#).
- 4.2.** This policy, and the Framework tools mentioned herein, will be made available internally for Arrow employees on our internal SharePoint.
- 4.3.** Arrow will also require all current and future Arrow Global Real Estate team members and employees to complete training on sustainable real estate practices and internal tools.