

Burns & Levinson LLP

The following is a statement describing what Burns & Levinson LLP is and will be doing which relates to the Eco-Challenge, what changes we are planning to make in re-designing and updating our facilities, and what policies and procedures we plan to implement over the next few months and years. (Note that anything in italics relates to plans for the future which we are developing but have not yet implemented.)

1. ENERGY CONSERVATION

When our current offices were built in 1990 many of the offices were designed with motion detectors in them to turn off the lights. While many of these have been replaced with more traditional light switches as the older designs often did not work well (turning off the lights in the office while you were sitting at your desk if it couldn't detect motion), the majority are in use; we encourage employees to be conscious of turning off the lights.

We will be replacing the majority of the light fixtures with low wattage lights and the offices will have state-of-the-art motion detectors. In addition, we are considering programmable lighting systems for the hallways which will, during "off hours," (evenings and weekends) turn on hallway lights when motion is detected and then turn them off after motion is no longer detected.

All of our computers have screen savers. The screens are set up to go into a "sleep mode" if they have not been used for a defined period of time. Our education program will remind people to turn off their computers and screens at the end of each day rather than just logging off.

We have a large number of multi-function-devices (MFD's) throughout the office for copying and printing. These go into "sleep mode" when not used.

2. PAPER REDUCTION and 3. RECYCLING

Our landlord has been operating a building-wide recycling program for many years focusing primarily on paper and more recently cardboard. *As we are in the process of renewing our lease we have started conversations with our landlord to discuss other initiatives in our building that can be managed through the joint cooperation of the landlord with all of the tenants.*

Paper reduction has been a constant challenge since the concept of the "paperless office" was first introduced several decades ago. The use of paper has proliferated with the expansion of technology use, as it has been easier to print out multiple versions of documents, emails that need to be printed, etc.

We have for many years had an extensive recycling program. Every office and conference room and copy center has a recycling bin. The cleaning staff collects for recycling on a daily basis. While we have not had a vehicle for measuring how much we recycle, we can see anecdotally that we recycle a high volume of paper. However, many lawyers still create and collect great quantities of paper. For the past several years we have run a program called "Clear the Clutter Day." The intent is to clean the offices of unnecessary paper and other items. With the cooperation of our landlords who provide the recycling dumpsters, we have recycled twenty to thirty dumpsters each time. In addition, employees find usable but unwanted items in their offices or desks and exchange them in a "swap," held in the lunchroom, minimizing the need to acquire new plastic items.

In our mailroom we currently recycle the many batteries used throughout the office. We collect paper and cardboard for recycling in many locations, and collect soda cans near each of our vending machines.

Each of our copiers offers a duplex (2-side) option, and each offers a scanner. We have significantly reduced the number of print and fax jobs, as many documents are now distributed, both inside and outside the office, via email using .pdf files. While there is still a tendency to print many emails and extra copies of documents, we have significantly reduced the volume that is printed, which we can determine based on our printing paper utilization. We have often turned old letterhead and other out-of-date materials into pads for notes.

4. GREENHOUSE GAS REDUCTION

The Firm for years has sponsored the purchasing of T-passes for public transportation through the office, facilitating the acquisition through payroll deduction, and encouraging employees to use public transportation. We also offer a Qualified Transportation Expense benefit where employees can pay for commuting expenses through pre-tax dollars. When the Firm explored the options of relocating our offices or staying in our existing building we conducted a demographic study of where all of our current employees live, where and how they commute, to ensure that the locations we were considering enabled the majority of our employees to commute via public transportation. Our current location has easy access to numerous alternatives of public transportation and that was part of why we decided to stay in this location.

Our I.T. Department has made access to our computer network very easy for those who wish to work from outside the office. In addition to making it easier when our attorneys travel, it gives them the opportunity to leave work at a reasonable hour to be with families and friends, but also enables them to work from home. This has the biggest

impact when they do not need to commute to the office on weekends and holidays, but can still feel that they are being productive.

5. ENVIRONMENTALLY CONSCIOUS PURCHASES and 6. SUSTAINABLE PRACTICES

We are currently investigating changing our suppliers for both printed materials (for letterhead and for marketing materials) to utilize recycled papers and for general supplies, so that file folders, legal pads, etc. are all made from primarily recycled materials.

Our marketing department has been distributing a variety of materials in electronic format, reducing the volume of paper printing we have been doing, and has been making more and more information available via our website, materials that were previously printed and mailed or handed out. While this has other benefits as well (greater efficiency, lower costs), a by-product is the reduction of print material.

We will be renovating our kitchens and updating all of the appliances with new equipment which is all Energy Star compliant. In addition, as each of our kitchens will have a dishwasher, we will be acquiring more glassware, plates and silverware to replace plastic and paper products whenever possible.

We currently recycle soda cans and will begin recycling glassware as well. We are revisiting the coffee and tea products that we currently offer, with a view to either replacing or recycling the plastic packages that the coffee and tea comes in.

Many additional changes will be made as we renovate our offices. Our current facilities were designed and built almost twenty years ago, long before there was an awareness or focus on these issues and before such renewable technologies were developed or made available. As we entered the process of planning for the future, "Green technologies and awareness" were part of the planning. Each of the vendors with whom we worked had to present their knowledge and experience in these areas and it became a major part of our selection process. Each is experienced and up-to-date in these technologies and have been valuable guides and teachers as we have been moving through these processes.

Our renovations will include several major areas that can impact current and future conservation. As we replace old furniture, we will continue to recycle it where possible, by donating old furniture and computers to needy organizations who will reuse things, or by finding vendors who will "recycle" by re-selling old furniture. We have required our contractors to do selective demolition, minimizing the volume of waste materials that will be put into landfill. Where possible, we will be segregating out reusable materials (light fixtures, cabling, etc.) and recycling material such as old sheetrock.

Our designing process has incorporated all of the plans identified above, creating new or enhanced space enabling us to recycle and function more effectively. Some of the

changes we would like to make are required by code, which makes the decision-making easy. Other instances, where we have choices, enable us to be conscious of where materials come from, how they are made, etc. For example, we will be looking at using carpeting made from recycled materials. We will be using only local stone which minimizes shipping and trucking costs. We will be using renewable woods rather than exotic woods. Where possible we will be using recycled sheetrock and paints that do not emit dangerous fumes. In each instance our advisors are guiding us as to the options and choices that we can make.

We have been focusing on the guidelines for LEED certification, as the Firm believes that this is the right direction for us to move in as local leaders. LEED is Leadership in Energy and Environmental Design, a rating system that provides benchmarks for the design, construction and operation of high-performance green buildings and projects. The goals offered by this organization are consistent with the goals of the firm, to act responsibly with regards to the environment and the business community.

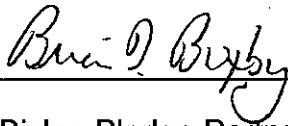
7. EDUCATION

We are about to embark on a new internal education program to encourage our employees to be more conscious of turning off lights when they are away from their offices, and turning off desk lamps which are not controlled by timers. This education program will also address other behaviors that employees can follow which will help us be more effective. This will include information and reminders on power usage, duplex printing, recycling etc.

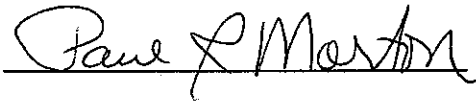
The biggest challenge the firm will face in this regard is changing behavior. As we started to explore the options that we have to be "green," we realized that we already do many things, and also found that there is real excitement among our employees to continue moving in this direction. This is critical. Many of us have entrenched behaviors and do not even recognize when we are making choices which are or are not environmentally sound. It is often easier to simply continue to do things the way we have been doing them.

One of our major goals for the upcoming years will be to provide education about recycling, green technologies, and options, both in the office and at home. Within the office where we have some level of control we can provide the design and support to facilitate easy behavior change, with the idea that if we make it easy to comply then people will. We will be developing an on-going education program through our intranet, through staff meetings, and through design to encourage behavior that will be beneficial to all, including how to follow similar practices and find appropriate products for our staff to use in their homes and for educating their children as to bringing action home on energy independence and global warming. In this way we will be meeting the LEED certification guidelines, we will be meeting the EcoChallenge provided by the

MBA, and we will be doing what most of us believe is the right thing for the environment and the planet and the future.



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