

I.

INTRODUCTION

Kilroy Realty Corporation is committed to providing a safe and secure working environment. As part of that commitment this booklet has been developed to assist the tenants and occupants of 303 Second Street in preparing for emergencies that might take place in the Building.

The procedures and instructions contained in this booklet do not cover every possible set of circumstances that may arise. Remember that every situation is different and your response may have to vary according to the circumstances.

All occupants of 303 Second Street have a responsibility to familiarize themselves with these life safety procedures so that, in an emergency, they will be prepared to react in a safe and efficient manner.

If you have any questions about the information contained herein, we encourage you to contact the Building Management Office and we will be happy to assist you in any way we can.

General Property Description

303 Second Street is located on Second Street between Harrison and Folsom Streets. Constructed in 1987, the Building is a mixed-use complex containing commercial office and retail tenants.

There are twin towers of nine (9) and ten (10) stories that meet at floors three (3) through six (6). Crossover between the two towers only occurs at ground level. There are four (4) levels of attached parking.

The total building square footage (including the parking garage) is approximately one million square feet. The building construction is Type I, fully sprinklered concrete structure.