W

WOODFIELD PRESERVE

Woodfield Preserve Office Center is committed to fully integrating ESG initiatives into the overall property management strategy. We strive to provide an environmentally responsible building, understanding the impact on our tenants, the surrounding community and the environment.

PROPERTY CERTIFICATIONS

energy **ENERGY STAR**

..fitwel®

WELL HEALTH-SAFETY RATED — INTERNATIONAL WELL BUILDING INSTITUTE

ENVIRONMENTAL

- Perform annual property energy, water, and waste audits
- Run an annual Zeller Energy Challenge to optimize and modernize building systems
- Evaluate and implement energy and water property enhancement projects and capital improvements, and continue to assess new technologies to achieve sustainability goals:
    - Installed low flow Toto fixtures on 75% of toilets at both properties
    - Installed LED lighting in all garage stairwells, 1st and 2nd floors of both garages, common area stairwells, restrooms and common area corridors in both buildings
- Annual audits and inspections of building systems to ensure efficiency and proper performance
- Sustainable office supplies & equipment usage, including moving to cloud data storage and reduction of printers
- Recycling provided for all tenants
    - Annual e-waste drive to coincide with Earth Day free of charge to tenants
- Additional Sustainability features;
    - Focus on integrating perennial plantings
    - Bike room/bike storage to promote active commuting
    - Herb and vegetable community gardens tended by tenant volunteers
    - On site electric charging stations to be installed- 2 per garage
   - Green Cleaning program in place

SOCIAL

- Address the information needs of our key stakeholders and tenants, and communicate with them on information including environmental, social, governance and resilience issues
- Encourage our tenants to participate in our Tenant Engagement Program, that often focuses on ESG issues, while providing them educational materials and hosting events, such as;

Z **Zeller**

- Build your own terrarium event
- Yoga in the park
- Planting a butterfly garden
- Pop-up events including a lavender shop
- Electronics recycling
- Battery recycling program year round
- Desktop ink recycling program year round
- Pet supply drives
- School supply drive
- Food drives
- Giving tree for holidays
- Encouraging volunteerism by highlighting local organizations such as: Feed my Starving Children team volunteer event
- Promote tenant wellbeing by providing mental health resources, including annual Flu vaccines and blood drives
- Human rights and Non-discrimination policies
- Integration of biophilia, maximization of natural light, water quality management plan, and cleaning protocols in our building-controlled areas to promote wellbeing for our tenants and employees
  - Game room located in both amenity centers, games and weekly summer music series in the courtyard, installing a book nook (book sharing program), developing a walking club for the summer
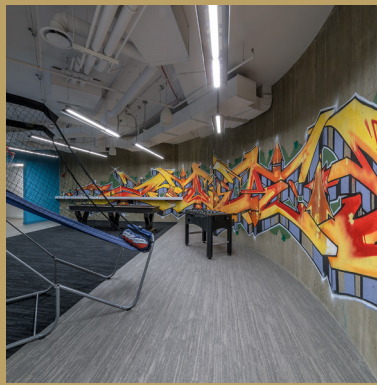
GOVERNANCE

- Seek to use governance structures that provide appropriate levels of oversight in the areas of audit, risk management, and potential conflicts of interest
- Provide frequent and transparent disclosure to tenants, including ESG objectives, strategies, performance, and building level updates
- Monitor and manage compliance with local jurisdiction benchmarking requirements and any additional policy or regulatory changes
- Regularly updated Emergency Response and Business Continuity Plan
- Leveraging innovative Project Management and Accounting software to track vendor and tenant finances more accurately
- Regular assessment and audit of technology and digital security, including transitioning to cloud data storage, to ensure data resiliency
- Development of Zeller Tenant and Employee Reengagement Plan in response to COVID, which was communicated digitally and updated as public health guidelines and governing ordinances changed
- Frequent communications to Tenants and building occupants regarding health and safety events
- Participation and leadership in industry organizations to ensure implementation of best practices and contributing to the Real Estate industry such as BOMA Suburban and CREN

Zeller