

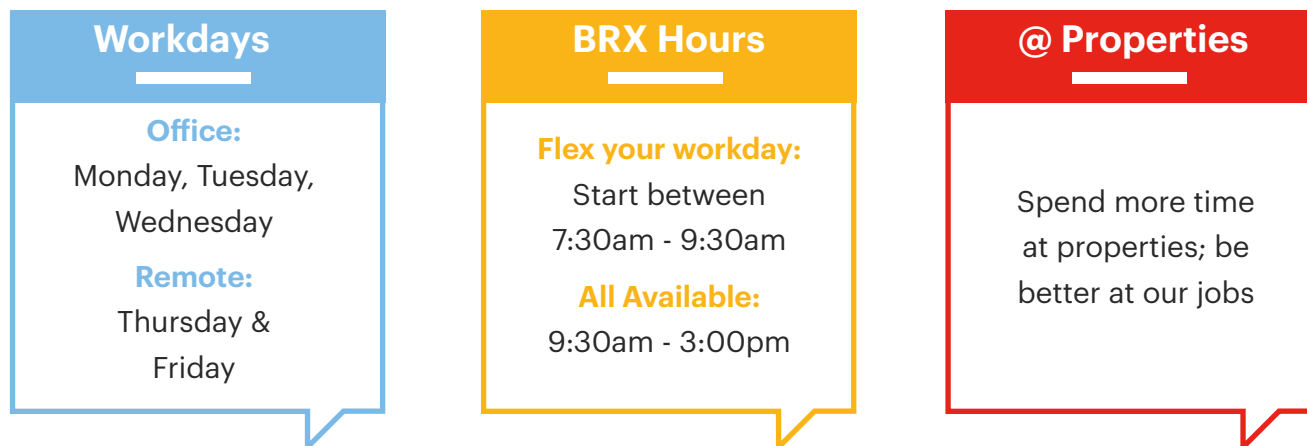
Our Aims:

A flexible, yet structured program:

- > Easily **communicated, implemented and widely understood**
- > Recognizes **team's commitment and productivity** during remote period
- > Respects **remote work affords opportunities** for improvement in life management
- > Reinforces office time is valued for **culture, learning and innovation/problem solving**
- > Increases our **time at properties**

Establish a new rhythm for the work week with a shared approach for what happens during Office time & Remote work

Rhythm of the Week



- > **Tenant-facing** and **property-facing roles** in/out as required by roles
- > Offices remain open Thursdays & Fridays for **use of equipment, mail services or personal space**
- > Set an **appropriate goal for property visits**, e.g. office-facing roles may be 1/quarter

Office Time

Building Culture

Office space = Culture Space

Opportunities for Learning

Observing, interacting + deskside insights with peers, managers

Hubs for Problem Solving & Innovation

Collaboration in and across departments; small teams work; and feedback

Remote Time

We take home the work we can do efficiently...

- > Independent work, update-type calls, review of team's work