



ENVIRONMENTAL TOBACCO FREE POLICY

McPherson Building

Scope

Cushman & Wakefield is dedicated to implementing a tobacco-free policy as it relates to the indoor built environment as well as any outdoor spaces (including parking areas). This policy outlines goals, strategies and parties responsible for implementation and monitoring to ensure it is followed over time.

Goals

Cushman & Wakefield is committed to the protection of the environment and the creation and maintenance of healthy workplaces through the implementation of an effective tobacco-free policy that meets or exceeds all legislative and regulatory requirements placed on it, including all applicable requirements under the Center for Active Design Fitwel program Existing Buildings.

In keeping with our vision to maintain our managed properties effectively, we affirm our commitment to environmental stewardship and sustainability.

Performance Metric

No use of tobacco products, including cigarettes, smokeless tobacco, and electronic cigarettes, is permitted within the facilities or on the property of McPherson Building at any time.

"Property" means the organization's facilities "curb to curb," including offices, grounds, adjacent sidewalks, parking lots/ramps, company owned vehicles, and employee vehicles parked on owned and leased property.

Procedures & Strategies

Members of Staff

All staff members of Cushman & Wakefield have a personal responsibility for the way their conduct impacts on this policy and should ensure that the tenants, vendors and staff act in accordance with the firm's policy and that these guidelines are adhered to.

Sustainability Consultants & Property Managers

The Sustainability Consultants are responsible for the development and subsequently the



monitoring of the application of the policy. Each Property Manager is responsible for operation of the policy at his or her respective properties, providing tenants and vendors information about this policy. Strategies implemented include:

- Post signs prohibiting tobacco in the building and outdoor space
- Post the tobacco-free policy for all building occupants to read

Property Manager (ongoing)

On an ongoing basis, the Property Managers will monitor the area and all entrances to ensure this policy is adhered to.

Portfolio Managers

Our Portfolio Manager will support their property teams in the management and enforcement of this policy. Should there be any doubt about how an item(s) should be dealt with, contact the Cushman & Wakefield Sustainability Support Service.

Failure to Ensure Compliance

Where it is shown that compliance with this policy has not been carried out, and the firm or our clients may therefore become legally vulnerable, the firm's senior leadership shall take such steps as may be necessary to bring the situation back into compliance as soon as possible.

Associated costs incurred in carrying this out will be recovered from the property budgets as provided for in the Management Agreement as applicable.

Responsible Parties

The Property Manager is responsible for implementation and oversight of this policy.

Time Period

This policy is effective as of June 2020 and will remain in effect at all Cushman & Wakefield managed facilities until amended, rescinded or replaced in writing.