

Although there is a lot of uncertainty right now, have confidence under our wing. For more information about Nightingale Realty, visit www.thenggroup.com.



#### LEADING A SMARTER, SAFER FUTURE

Our Commitment	1
Stay Healthy Under Our Wing	2
The New Walk-Through	4
Building Health into Operations	8
Future of the Workplace	15







As always, our primary objective remains providing service, security, and safety for our staff and tenants.

SIMON SINGER, PRINCIPAL NIGHTINGALE PROPERTIES

We are committed to the well-being and safety of our employees and vendors. The unprecedented coronavirus has transformed the workplace. After many months logging in virtually or adapting to a hybrid model, we are now in a transition period for employees to return to their places of business. Nightingale Realty has adopted Nightingale Cares: 'Confidence Under Our Wing' as a centralized channel to communicate our methodical steps and protocols while managing the COVID-19 pandemic in our properties and holdings.

We have active strategies that adhere to CDC (Center for Disease Control) recommendations, as well as state and federal regulations. To achieve this, we assembled engineering and safety teams that assessed our operations, in order to maintain a consistent and safe workplace. Although there is a lot of uncertainty right now, have confidence under our wing.



## STAY HEALTHY UNDER OUR WING

As a leader in property management, Nightingale Realty understands its success comes from the network of individuals who carry out their roles everyday. Since the onset of COVID-19, we've been consistent in communicating information regarding prevention, care, and business strategy to our employees, vendors, and tenants.



# HELP PREVENT THE SPREAD OF GERMS



Feeling Sick? Stay Home



Wash Your Hands



Clean and Disinfect



Avoid Touching Your Face



Cover Your Cough



Avoid Sick People

Visit www.cdc.gov for more information



The CDC warns the virus that causes COVID-19 can spread from contact with infected persons and contaminated surfaces. The risk of this person-to-person contagion occurs from respiratory droplets, produced when an infected person coughs, sneezes, or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Spread is more likely when people are within approximately 6 feet of one another.



# THE NEW WALK-THROUGH

Nightingale Realty's agility and transparency enables new processes to be incorporated quickly into our action plan to prevent the spread of COVID-19. Consistent communication ensures our network is informed of Nightingale's methodology in combating the virus. We believe that listening, communication transparency, and regular analysis of our efforts are the keys to our strength in this time of crisis.



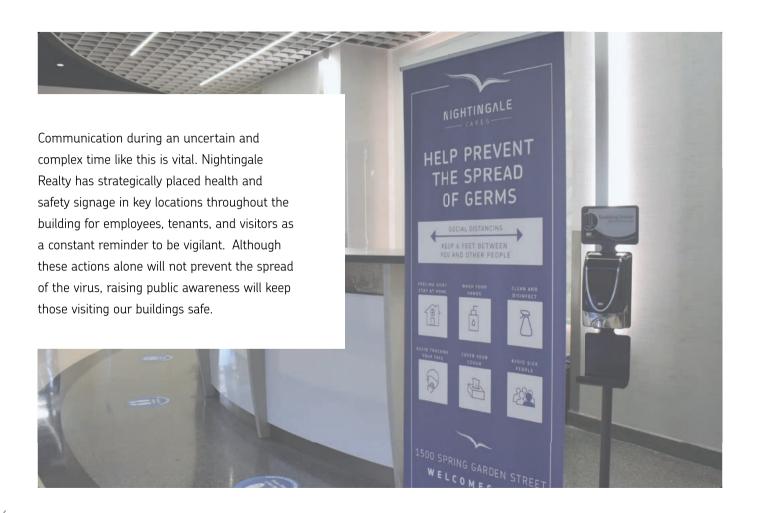


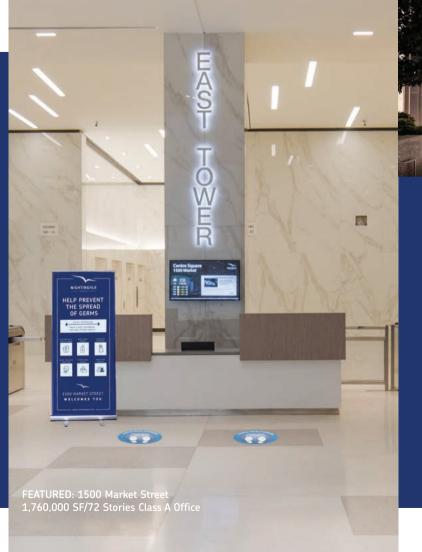




- Face Masks are mandatory for all employees, visitors, and vendors.
  Complimentary masks are available, as needed, at each building's security desk
- Hand Sanitizing Stations are available in all main lobbies, and exit and entry points, including loading docks, and parking garages.

- Designated Entrances and Exits have been implemented to assist in social distancing practices, where possible. Signage is present on all designated doors.
- Informational Signage has been displayed throughout our buildings, including our main lobby, multi-tenant restrooms, and elevator lobbies.







# COMING IN FOR A VISIT?

Clear plexiglass shields on each security desk help protect our security guard team members, employees, guests, and tenants. With our improved check-in procedure, visitors can simply follow the social distancing markers for a touchless ID screening process and entry.

# BUILDING HEALTH INTO OPERATIONS

Nightingale Realty continues to undergo significant operational shifts in order to keep our tenants and employees safe. Our safety and engineering teams are regularly monitoring our network and redeveloping best practices for the management of the COVID-19 pandemic. While keeping our finger on the pulse of the ever-changing environment amidst COVID-19, Nightingale Realty will continue to update operations and procedures.









### **ENHANCED CLEANING**

Nightingale increased janitorial efforts by onboarding additional day staff for more frequent cleanings of our buildings' high-traffic areas; entrances, lobbies, common areas, conference centers, restrooms, and elevators. All high-touch surfaces, such as door handles, railings, countertops, switches, and call buttons, receive enhanced disinfecting efforts and are cataloged.





## TOUCHLESS TECHNOLOGIES

Our building management teams have retro-fitted restroom fixtures with touchless technology. These updates include the disabling of key and key codes for entry, the installation of StepNpull® on the restroom doors to exit, and the addition of automated fixtures, including automatic soap dispensers, faucets, and flushers on toilets and urinals.

To aid in social distancing, in accordance with CDC recommendations, JaniWrap® is installed over common restrooms' urinals and toilets, and informational signage is placed in key visual areas.



spread of COVID-19. All properties' HVAC systems are reconfigured to maximize outside air intake, which will result in higher humidity levels in all buildings. This is a CDC and ASHRAE (American Society of Heating, Refrigerating and Air Conditioning Engineers) recommendation. Furthermore, central air handler coils were thoroughly disinfected, and the highest possible grade filters were installed for each building.



## **LEADING BY EXAMPLE**



Personal protection equipment will be worn by property management, engineering, janitorial, and security.



Site visits from water treatment vendors in order to monitor the water's safety.



Mandatory temperature screening for any Nightingale staff, contractor, and vendor.



Working toward seamless connectivity with backup generators for all properties.

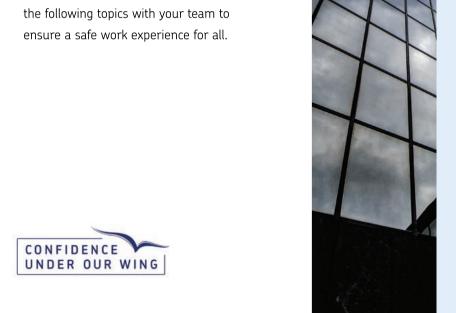


Buildings with garages, managed by Nightingale, will continue self-parking operations, with hand sanitizers at entrances to all buildings.

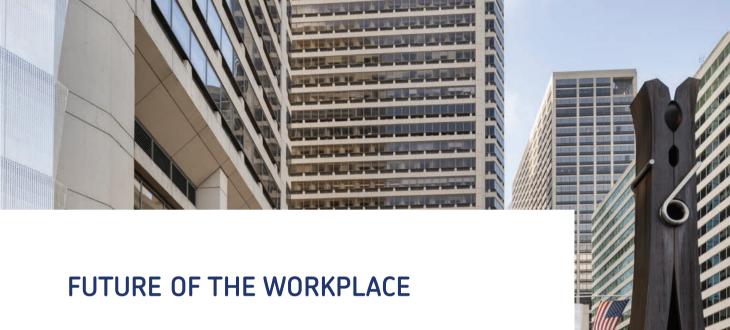


## PLAN, PREPARE, AND RESPOND

Returning to the place of work may seem daunting. As an employer, we encourage you to create and review the following topics with your team to ensure a safe work experience for all.







Although the global COVID-19 crisis presents significant challenges to our network, it also provides an opportunity to create a smarter, safer workplace for the future. Many of the enhancements and protocols implemented will remain key to Nightingale Realty's management strategy. Our teams will continually assess our properties for resistance to the coronavirus. New protocols and smarter technology will be critical to guiding our employees, tenants, and vendors through these changing times.



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