*Update From: 3/12/2020 2:38pm* 

Nationwide continues to adapt and comply with CDC recommendations as they are made available. We strongly recommend that all tenants comply with CDC guidelines related to COVID-19, found <a href="here">here</a>. This link will direct you to the CDC guidelines for businesses and employers within CDC site for your convenience.

Several tenants have asked about Nationwide's protocols. Below is a selection of recent initiatives Nationwide has implemented for your reference:

- All associate international business travel has been suspended.
- Participation in external business-related conferences and external events with more than 25
  participants has been suspended, and we request all vendors working in Nationwide buildings to
  do the same.
- Domestic travel for business-related meetings should be limited to critical business needs, and every attempt should be made to conduct meetings virtually.
- For third-party vendor meetings, participate virtually during this time.
- Internal meetings with more than 25 people will be conducted virtually.
- NOTE: Nationwide is asking all contractors working within our buildings to submit a report
  advising if any of their employees, a member of their household or a visiting guest have
  traveled internationally or attended an event/conference with greater than 25 attendees. If
  yes, that employee should be quarantined per CDC guidelines. We strongly encourage you to
  do the same.

In addition to notifying local public health officials, we request that you advise your property manager by phone or email immediately if any associate or vendor that has recently occupied a Nationwide-managed building *has tested positive* for COVID-19. Our response will be consistent with <u>CDC guidelines</u> for environmental cleaning and disinfection recommendations as outlined in this <u>link</u>, and may vary by circumstance.

If you would like to further enhance sanitation efforts within your own tenant space, please feel free to contact your preferred vendor and contract with them directly. In the event, you don't have a preferred vendor, the nightly janitorial company servicing your location may be able to offer additional services. Please contact your property manager for their contact information if needed.