

OCCUPATIONAL HEALTH & SAFETY

1. UNDERSTANDING THE TOPIC

Health and safety are embedded in our culture. Everyone should be able to come to work feeling safe and protected, so we take significant steps to make sure that our work environment does not contribute negatively to the health and wellbeing of our people. Our positive workplace culture is key to the successful running of our business because when our employees feel valued, they are more engaged, productive and perform better in their roles.

Beyond our legal responsibility and duty as an employer, we see health and wellbeing as a topic which is rising in importance for our employees regarding what they look for in an organization. Whether through our complimentary fitness center, healthy food choices or training, we want our employees to know that we are committed to growing our offering to not only contribute positively to their wellness, but to make a significant difference to the quality of their work experience.

2. MANAGING THE TOPIC

We have a duty to ensure that the work environment is safe and that tasks do not pose undue health risks. The importance of ensuring the health and safety of our employees has been put into sharper focus since the onset of COVID-19.

In the first instance, we ensure strict compliance with all EU and national-level regulations concerning workplace health and safety (H&S). This includes a trained first aider in each department. The Aroundtown Health and Safety Policy sets out our commitment to protecting the health and safety of our people and makes clear each employee's responsibility to ensure that they conduct their work in a way that is consistent with these commitments. The policy is supported by comprehensive procedures, including incident reporting, requirements for suppliers and sub-contractors, and mandatory staff training to ensure their effective implementation.

Beyond compliance, we have set our own more ambitious standards, based on the premise that safety and health is a shared responsibility and that a comfortable workplace for all supports strong staff performance, satisfaction and wellbeing. We impart training on a variety of safety measures and preventive behaviors, and the launch of our new e-learning platform in 2021 includes mandatory trainings on health and fire safety. We also carry out periodic workstation ergonomic assessments and invite employees to participate in activities to improve their health. This includes making use of a fitness

center - available free of charge to employees at the Berlin headquarters, which offers a variety of classes as well as targeted coaching for specific topics. Team-building activities include running and other sports events, helping to promote physical activity for staff whose work is predominantly desk-based. Employees also have access to a company physician via the Group's associate, Grand City Properties S.A. We have water dispensers located in all Aroundtown offices, encouraging staff to stay hydrated and eliminate the need for plastic water bottles. We also offer a wide range of healthy food choices including vegetarian and vegan diet options at our staff canteen.

There is a growing body of evidence to demonstrate how the quality of the physical workplace and promotion of healthy lifestyles through exercise and good nutrition significantly impacts on the health, wellbeing and productivity of staff. With this in mind and taking account of the expectations of the future workforce, we have set ourselves a goal to have a health and wellbeing office by 2025. Overall, we aim to bring about palpable changes that will make a big difference to the quality of employees' work life.

3. PERFORMANCE

Long-term Goals and 2021 Performance

To guide the implementation of our sustainability strategy and track our progress, we have developed long-term goals that we are continuing to work towards:

- » Be among the top ten most attractive employers in the commercial real estate sector in Germany by 2030, for which we consider health, safety and wellbeing a prerequisite
- » Become a health and wellbeing office by 2025

To monitor our performance and contribute to our long-term goals, we track work-related incidents on a yearly basis:



In 2021, five work-related incidents were recorded at Aroundtown, compared to three incidents reported in 2020. We have observed an increase across some health and safety indicators, including our injury rate and lost day rate. Our absentee rate increased by 1.8% and there were no recorded fatalities. Our performance should be considered within the context of the ongoing COVID-19 pandemic and work-from-home mandates in place in Germany for over six months in 2021. As such, the data is not directly comparable with those reported for 2020 when work-from-home was encouraged not enforced, yet interim office working periods still occurred and much less prior to 2020 before the pandemic took hold. During the work-from-home periods, fewer lost workdays were reported, whilst during the months when staff were invited to return to the workplace, there was a higher number of absences due to sickness, which can be attributed to the usual greater circulation of common viral infections when restrictions on social mixing are eased.

2025 Goals	Status	Progress
Become a health and wellbeing office by 2025	Ongoing	In 2021 we completed a refurbishment of the training area of our Berlin office, based on health and wellbeing principles. This included the use of bamboo and biophilic design elements as well as LED lighting and color schemes. In addition, we are currently reviewing several benchmarks in this area to guide us in becoming a health and wellbeing office in the next three years.
Conduct a gap analysis against the BREEAM In-Use certification and define a roadmap to achieve certification by 2025	Ongoing	The gap analysis was conducted as part of the BREEAM certification process of our Dutch portfolio in 2021 however, our plans to define a roadmap to achieve certification by 2025 are on hold due to our focus on addressing the challenges presented by COVID-19 and to ensure that our employees are supported during this time.

Significant Activities

Leveraging the benefits of a combined management approach to health and safety

In 2021, the most significant activity which took place across our Human Resources (HR) department, was its full integration within the Grand City Properties (GCP) HR department. This change was made necessary by the accounting consolidation of GCP, which was commenced in the third quarter of the year and the resulting treatment of Aroundtown's investment in GCP as a position of de facto control, as defined under the IFRS. The combining of the two HR departments will enable us to increase efficiencies in occupational health and safety management by streamlining the best practice policies and procedures in place in both organizations; consolidating specialist health and safety resources and enabling us to obtain a complete overview of performance trends and progress against targets..

Continued support for employees' health, safety, and wellbeing through the COVID-19 pandemic

In 2021 we continued to implement necessary measures to protect the wellbeing of our employees in the context of the COVID-19 pandemic.

During the work-from-home periods, we maintained a COVID-19 hotline, which employees could call if they needed help, advice or support on a wide range of issues including childcare difficulties, ergonomic equipment and the latest government advice. Those answering the calls were well informed on the latest information and trained on what to do in certain situations for example, when employees may need further support. Managers remained an important point of contact for supporting their teams and we offered them additional support through regular communications to encourage them to reach out to all their team members and spot signs when employees might be struggling with their wellbeing. We offered additional training to support our employees specifically during this time including "Fit in Home Office", leadership at a distance and testing capacities. Through the months when employees were permitted to work from the office, we ensured that the highest levels of health and safety were in place. Our COVID-19 Safety Taskforce consulted with medical professionals

and the recommendations of the German Federal Government to ensure that all reasonable measures have been implemented to provide a safe environment. In line with the regulatory requirement, we also implemented the digital tracking of employees' COVID-19 status, although this information must be deleted once the pandemic has passed.

Priorities for 2022

As the COVID-19 pandemic continues to result in an environment for hybrid working, we aim to find a good balance between the experienced benefits of working from home and the physical advantages of collaborating with colleagues in person at the office. We will also implement the State E-Check Ordinance throughout the company, to ensure that each leading device is checked by a specialist and subsequently documented.

DATA TABLE¹

Key figures	Unit	2019	2020	2021
Health & Safety		AT	AT	AT + GCP
Injury rate	Number of reportable injuries/Number of Full-Time Employees (FTEs)	0.006	0.0014	0.0032
Lost day rate	Number of days lost due to workplace injuries/Number of working hours	0	0.001	0.0004
Absentee rate	Number of days absent due to illness/ Total number of working days	4.9	5.5	5.6
Work related incidents	(Total number)	0	3	5

1. The key figures do not represent like-for-like figures due to AT's consolidation with GCP in mid-2021.