

Your building—

General guidelines

When entering your space we recommend you stay alert and pay attention to your surroundings as well as adhering to the following guidelines:

- Practice physical distancing and remain **6ft** apart
- Be mindful of others and don't crowd common areas
- Follow our new directional and behavioral signage
- Be sure to wash your hands thoroughly and frequently
- We recommend wearing personal protective equipment such as masks and gloves when going to and from the building
- For those with accessibility requirements, please enter and exit through the same door



Your building—

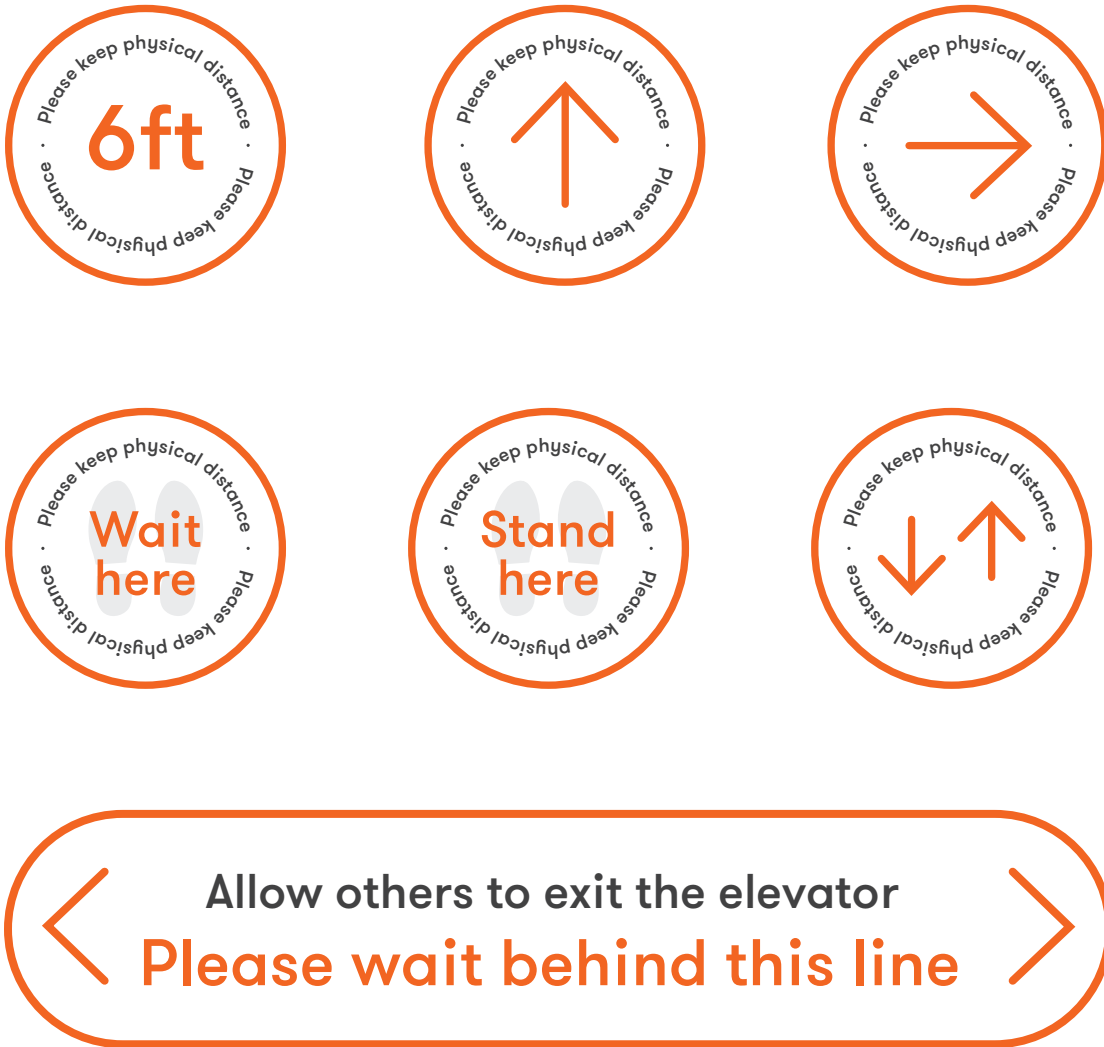
Lobby

The first entry point into your spaces are the elevator lobbies. Dream will have clear signage and communication to emphasize the importance of social distancing, hygiene and sanitization. For your safety, we have installed hand sanitizing stations in all of our lobbies.



Behavioural & directional signage

Here are some examples of the signage you can expect to see in the lobby.



Your building—

Restrooms

We have heightened our already stringent practices around sanitization, disinfection and cleaning which now includes medical grade cleaning products. To cut down on high touch exposure, touch free soap dispensers will be available in the restrooms along with instructional signage on hand washing to remind employees that proper hand washing will go a long way in maintaining a safe and healthy work environment.



Additional resources

[CDC Symptoms of Coronavirus](#)

[CDC Recommendation Regarding the Use of Cloth Face Coverings](#)

[CDC Resources for Businesses and Workplaces](#)

[Ontario Public Health COVID-19 Public Resources](#)

[Government of Canada List of disinfectants for use against COVID-19](#)

[IPAC Canada Coronavirus resource centre](#)

[City of Toronto COVID-19 Guidance for Employers, Workplaces and Businesses](#)

[WSPS COVID-19 Business Planning and Industry Association Supports](#)

[WSPS Guidance on Health and Safety for Office Sector during COVID-19](#)

[World Health Organization home page](#)

FAQs

How will you notify us in the event of a confirmed case of COVID-19 in the building?

You will receive an email from us notifying you of any confirmed cases or concerns in your building in a timely manner to ensure that we can contain the spread of the virus and properly disinfect the areas that are at risk of contact.

Will dream be providing PPE? How will PPE be used in the buildings?

Dream will not be providing PPE to all of our tenants. We strongly recommend that you do wear PPE and to equip your employees with them. Our Building Operators and customer facing staff will be equipped with PPE when servicing tenant spaces.

What is expected of our tenants?

We recommend that our tenants adhere to the guidelines and restrictions that we have implemented in their building. It is important that we all do our part to ensure the safety of ourselves and those around us. We also recommend reviewing the government resources that provide guidelines to operating safely in the office and come up with plans that help their employees operate safely in their space.

What has Dream done to help prevent the spread of the virus?

At Dream, we are entirely focused on our employees, tenants, customers and guests. Now, more than ever, we are focused on your health and safety without compromising the quality of your experience in our buildings. For more detailed plans see page 4 of this brochure: "Our Enhanced Standards".

Please contact us at ContactUs@dream.ca or visit link to view the individual action plans for each building.

An employee has tested positive for COVID-19 – what should the employee do?

Sick employees should follow http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_essential_workplaces_guidance.pdf

Employees should not return to work until they consult with healthcare providers and local health departments.

Retrace your steps and inform your employer of all the areas and individuals that you may have come into contact with in your workspace.

Stay home. Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.

Take care of yourself. Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.

As much as possible, stay in a specific room and away from other people and pets in your home. If possible, you should use a separate bathroom. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.

Follow care instructions from your healthcare provider and local health department. Your local health authorities may give instructions on checking your symptoms and reporting information.

Working together

As we navigate the evolving realities of COVID-19, Dream is working tirelessly to ensure we are all taking all of the necessary precautions to keep everyone who is entering our buildings safe. We continue our commitment to implement effective and preventative measures in all of our buildings.

Above all, we are committed to making sure that our tenants can continue to work with peace of mind and focus on what matters most.



Inquiries

We have a dedicated email for COVID-19 related questions or if they want to let us know about a confirmed case. Please contact us at ContactUs@dream.ca.