





We're glad you're here and that you have chosen to join the Strategic Group team!

•••••

This handbook will provide you with a better understanding of our values, our work culture and some of the necessary information to keep you safe and happy as a team member at Strategic Group.

Once you have finished reading this handbook, please sign the acknowledgement at the back of the book - that will let us know you have read and understood everything! If you have any questions, please feel free to contact human resources or your immediate supervisor.



•••••

As CEO, I am proud to say that Strategic Group has brought together a team of innovative individuals with an entrepreneurial spirit, who know how to learn, grow and have fun. All company departments, including leasing, property management, development, construction, building operations, accounting, design and our shared services like IT, Brand and Community and HR, work together as a team to ensure that we are adhering to our business values of growth, sustainability and longevity. It is equally important to our organization that we are creating pride, impact and legacy in the community. These corporate values (which I encourage you to read more about in this document) are the foundation of who we are and what we do at Strategic Group.

We understand the importance of our company culture in bringing about hard work and positive results. Our goal is to maintain an environment in which our team members are excited to work—one characterized by respect, encouragement, teamwork and people who truly care about one another. Our people have fueled our success, which is why team member satisfaction is important at Strategic Group.

At Strategic Group, we offer personal development opportunities, competitive pay and unique perks including team outings and events, and much more. We have worked hard to have Strategic Group serve as an opportunity for all team members to grow as individuals and reach personal success, while contributing to a business that they really care about. We welcome your feedback, questions and ideas on how we can improve our processes and look for opportunities to enhance our business.

I am pleased to have you join our team. Please take your time and review this handbook so that you can know what is expected and make a positive contribution. I hope that you will find your work here rewarding, challenging, and meaningful.

Sincerely,

Riaz Mandani
CEO



About Strategic Group

••••

Strategic Group is different. We've grown to become one of Alberta's largest private owners, developer and manager of commercial real estate. Our diverse portfolio includes office buildings, retail centres, industrial facilities, residential rentals and development projects. We live by the mantra "creating value others can't by seeing what others don't". We have a strong set of values to guide us as well. They fall into three categories: business, community and people.

1

Business

Values: Growth, sustainability and longevity
Mission: Optimize all streams of recurring revenue
Message: Our strategy makes a difference

2

Community

Values: Impact, pride and legacy
Mission: Foster a reputation of being fair, honourable and socially responsible while being respected for our business acumen
Message: Strategic cares

3

People

Values: Learning, growing and having fun
Mission: Our people enjoy the exciting challenge of implementing our business mission by balancing a creative, unconventional approach with the delivery of real estate fundamentals
Message: Our people make a difference

WE ENCOURAGE YOU TO DEVELOP A GOOD UNDERSTANDING OF THESE VALUES, AS THEY GUIDE US IN EVERYTHING WE DO AT STRATEGIC GROUP.

THE BENEFITS

Strategic Group offers extended health and dental as well as disability and life insurance coverage through a third party insurance group. The following information is a brief summary of your coverage. You will find more detailed information on SharePoint, or can also request a booklet with complete information from

- Extended health
- Short and long term disability
- Dental care
- Life insurance
- Accidental death and dismemberment
- Dependant life insurance



**The Fun
Stuff!**