

4th Wall Guidelines



Lease Line, Advertising and Construction Build Out

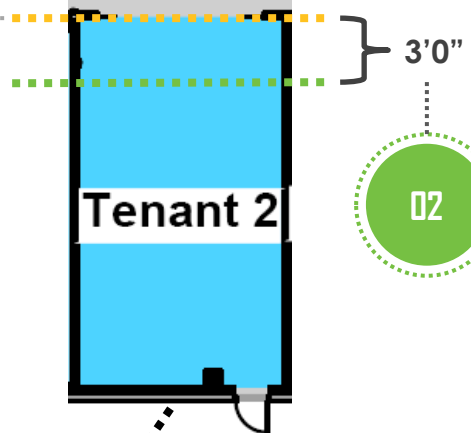
July 2020

Note: for implementation in new build outs and remodels as of July 2020
Please contact Walmart Services with any questions about implementation timing

Lease Line Guidelines – Fixtures, Equipment & Finishes

Lease Line

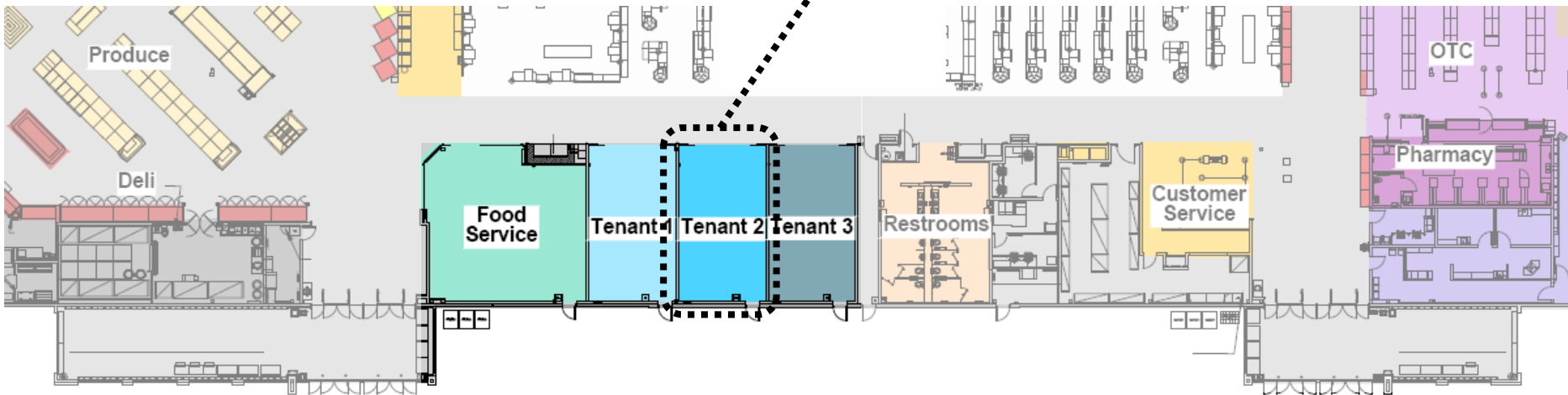
Only merchandise displays along perimeter walls and Financial Institution ATMs may be placed up to the lease line



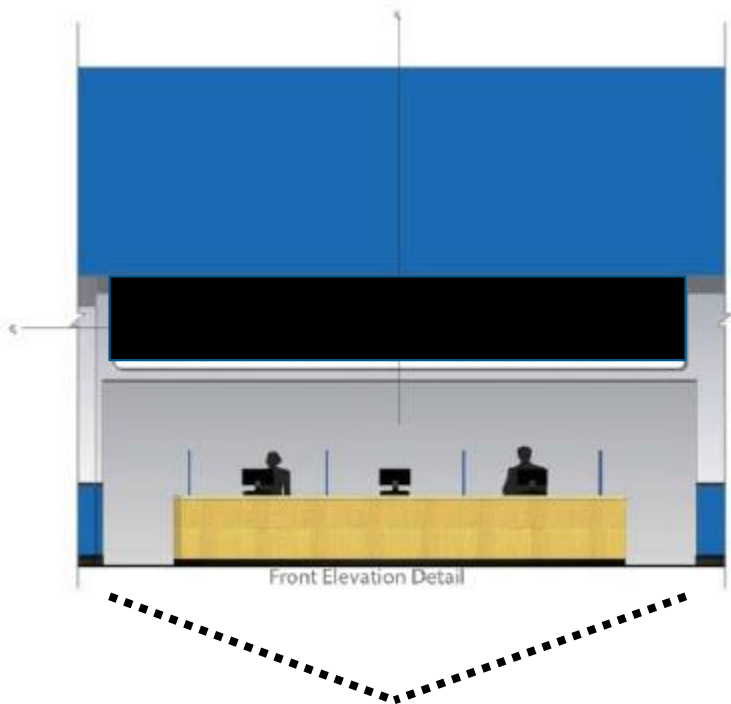
Lease Line Setbacks

All operational equipment, counters, non-perimeter wall fixtures, and customer seating must be set back 3' from lease line unless it is located behind a wing wall (or a railing for customer seating)

Note: reference ISO handbook for stanchion placement guidelines for Financial Institutions



Lease Line Guidelines – Fixtures, Equipment & Finishes



PAINT COLORS

No Walmart blue, orange or green branded colors allowed without Walmart approval



FLOORING

No carpet (exceptions: Financial Institution offices and Pack and Ship) or checkered tile allowed unless approved by Walmart

New flooring cannot be installed over existing flooring in the space unless the existing floor is concrete



FRONT WALL FINISHES

Walmart reserves the right to approve ISO plans and elevations, including any finishes proposed along front wall facing the sales floor



MATERIALS

Wood studs and doors cannot be used in ISO spaces

Advertising Guidelines – Food Service ISO

Floor Signs (Ironman Sign or Pop Up Banner)

- 20' or greater opening to space: 2 floor signs allowed
- Less than 20' opening to space: 1 floor sign allowed
- Pony walls count as opening to space
- Floor sign cannot exceed 2.5'W x 6'H
- Floor sign can be placed outside of the space (unless otherwise directed by Walmart Services) but must touch the lease line, be placed within the opening to the space, not block an adjacent space, and be brought inside space before closing each day

Hanging Signs (Signs Composed of Rigid Materials or Banners Framed on All Sides Only)

- Hanging signs may be placed within the space as long as they have a professional look and feel and cannot hang below 7' AFF

Digital Signage

- Digital signage displaying products and pricing must be set back 3' from the lease line and may not emit sound that can be heard outside of the space

Window Clings in ISO Space

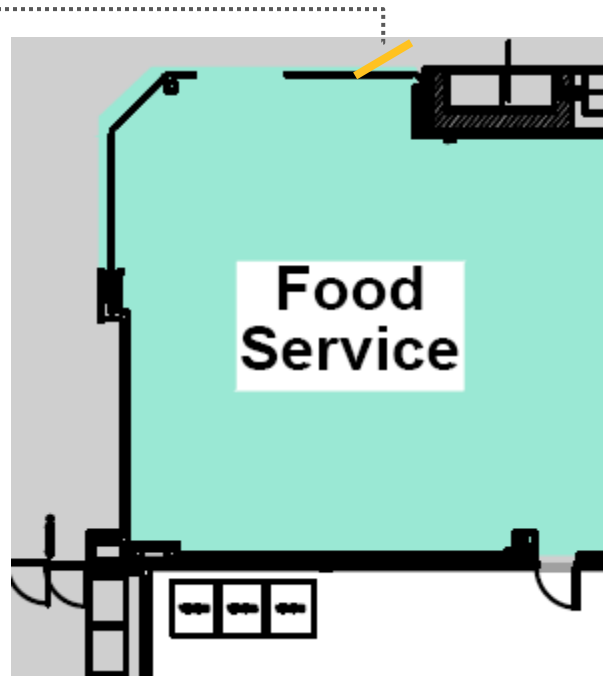
- Only decal-type lettering and/or logos of the ISO's name that are max 4" high and hours of operations signage may be applied to windows and/or glass storefront (interior of the space and reversed reading only)

Hours of Operation

- Hours of operation must be displayed in a prominent location inside the space that is visible from the store's exit aisle

Promotional Displays

- No product may be placed outside of the space



Temporary Promotional Signing

The following types of temporary promotional signing may be used if approved by Walmart Services

- Grand Opening flags may be placed in the grass area of the parking lot for the first 3 weeks after opening if allowed by local ordinance and landlord/3rd parties – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)
- 1 Grand Opening sandwich board is allowed in the vestibule on the opposite side of the store from the ISO for the first 3 weeks after opening
- Limited Time Only flags may be placed in the grass area of the parking lot if allowed by local ordinance and landlord/3rd parties for up to 2 weeks and no more than 4 times per year – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)
- 1 Limited Time Only sandwich board is allowed in the vestibule on the opposite side of the store from the ISO for up to 2 weeks and no more than 4 times per year

Advertising Guidelines – Non-Food Service ISO

Floor Signs (Ironman Sign or Pop Up Banner)

- 1 floor sign allowed
- Floor sign cannot exceed 2.5'W x 6'H
- Floor sign can be placed outside of the space (unless otherwise directed by Walmart Services) but must touch the lease line, be placed within the opening to the space, not block an adjacent space, and be brought inside space before closing each day

Digital Signage

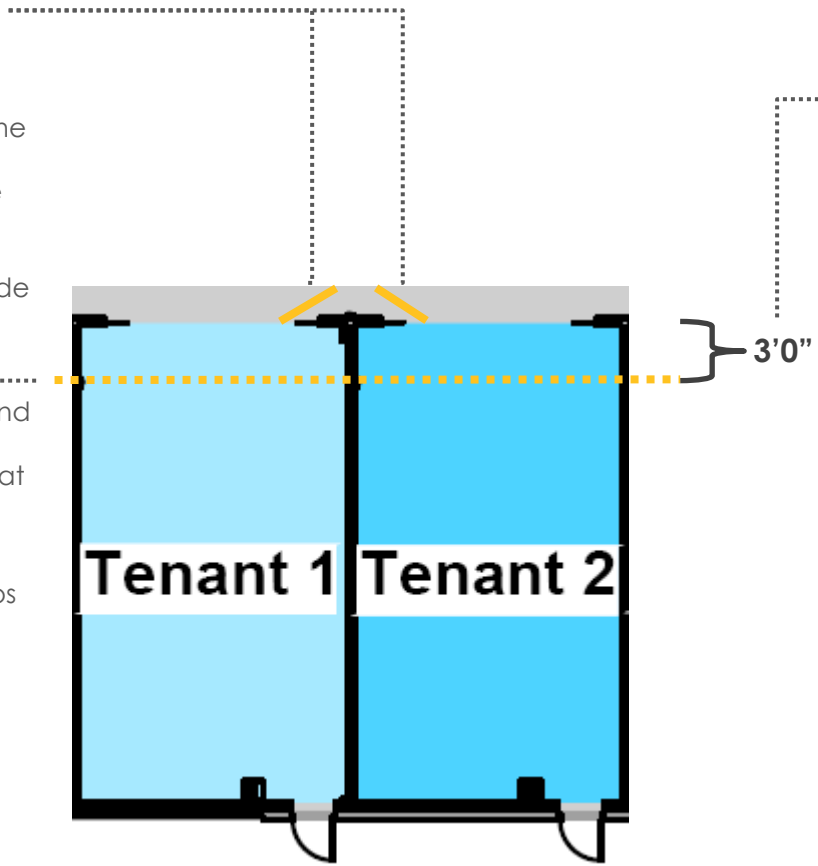
- Digital signage displaying products and pricing must be set back 3' from the lease line and may not emit sound that can be heard outside of the space

Window Clings in ISO space

- Only decal-type lettering and/or logos of the ISO's name that are max 4" high and hours of operations signage may be applied to windows and/or glass storefront (interior of the space and reversed reading only)

Promotional Displays

- No product may be placed outside of the space



Hanging Signs (Signs Composed of Rigid Materials or Banners Framed on All Sides Only)

- Hanging signs must be placed at least 3' behind the lease line and must have a professional look and feel
- Signs cannot hang below 7' AFF

Temporary Promotional Signing

- The following types of temporary promotional signing may be used if approved by Walmart Services
- Grand Opening flags may be placed in the grass area of the parking lot for the first 3 weeks after opening if allowed by local ordinance and landlord/3rd parties – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)

Hours of Operation

- Hours of operation must be displayed in a prominent location inside the space that is visible from the store's exit aisle

ISO Bulkhead Guidelines Overview

- Walmart is implementing new ISO bulkhead sign requirements to create a modern and more unified look across the 4th wall
- Non-illuminated bulkhead signs must now use a black backer panel
 - Refer to pages 8-9 for additional details
- Black backer panel to match Pantone 426C
- No change in cost responsibilities by project type

ISO Exterior Sign Guidelines Overview

- Exterior signage is allowed by Walmart if approved by Walmart Home Office
- Exterior signage cannot exceed size allowed by AHJ or 20 square feet, whichever is less
- Illuminated exterior signs must use LED
- Refer to page 7 for additional details

Exterior Sign Guidelines

- ISO is responsible for the following:
 - Cost of exterior signage
 - Pursuing any landlord or 3rd party approvals that are required for exterior signage
 - Permitting and obtaining any variances required for exterior signage
 - Hiring a Walmart approved electrician to install electrical to the exterior sign location if using a lit sign
 - Installing exterior signage in location approved by Walmart and AHJ
- Approval Process:
 - Request a copy of the store's exterior elevation drawing from the Walmart PM
 - Submit a spec sheet of your sign with dimensions, square footage and attachment method to the Walmart PM. Please note a through-bolting attachment method will not be approved
 - Submit a rendering to the Walmart PM of your sign on the exterior elevation drawing and on a current image of the store. Select your proposed location based on the guidelines below
 - Signage for financial institutions should be located on the general merchandise side of the store
 - Signage for full service food locations should be located on the grocery side of the store
 - Signage cannot be installed on EFIS
 - Signage cannot be placed between the vestibules in the Walmart brand wall
 - Signage cannot be placed where an existing sign is currently located
 - Mounting height cannot be higher than any Walmart branded sign already located on the same or a similar wall (a similar wall can be a wall on the opposite side of the building or a wall in a common vertical plane)
 - Placement on the ends of the building is discouraged if Pickup sign is not existing

Bulkhead Sign Specifications - All ISOs (except Full Food Service ISOs and Treat ISOs if in Food Service Space)

- No illuminated signs allowed
- Signs must use a 1.5" thick black backer panel with squared off edges
- Backer panel should span the width of the opening to the space (and any windows adjacent to the opening) but cannot be greater than 38" H x 20' L
- Backer panel must stand off the wall 6" to allow for structural variances
- White lettering with use of accent color is recommended but not required
- Logo can be used on the backer panel
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space must be painted to match the rest of the 4th wall (typically a white color)

Examples



Bulkhead Sign Specifications - Full Food Service ISOs and Treat ISOs (if in Food Service Space)

Illuminated Signs

- Illuminated signs cannot be greater than 38" H
- Illuminated bulkhead signs must use LED
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space can be painted the tenant branded color or standard 4th wall color (typically a white color). Walmart branded blue and orange cannot be used

Examples



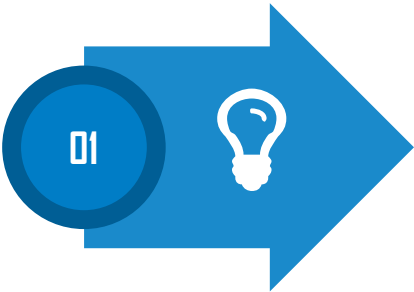
Non-illuminated Signs

- Signs must use a 1.5" thick black backer panel with squared off edges
- Backer panel should span the width of the opening to the space (and any windows adjacent to the opening) but cannot be greater than 38" H x 20' L
- Backer panel must stand off the wall 6" to allow for structural variances
- White lettering with use of accent color is recommended but not required
- ISO's logo can be used on the backer panel
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space must be painted to match the rest of the 4th wall (typically a white color)

Examples



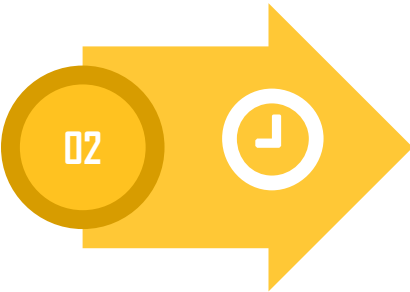
Build Out Guidelines



Project Initiation

Deliverables Due to Walmart

- Signed Attachment A
- Project schedule sent to Walmart PM using template on page 12 that includes milestones below:
 1. Plans & Signage submitted to Walmart PM
 2. Plans submitted to Authority Having Jurisdiction (AHJ)
 3. Permits Received
 4. Construction Start
 5. Construction Complete
 6. Final Inspections
 7. C of O Received
 8. Opening Date



Design & Permitting

Deliverables Due to Walmart PM

- New ISOs: Renderings to give an idea of the look and feel of the concept (fixtures, décor, finishes, signage, etc.)
- All projects: Plans, bulkhead sign, and exterior sign (if applicable) for review prior to submitting for permits. Include floor plan showing all equipment, fixtures and signage and MEPs if applicable
- Copy of permits from AHJ or email from AHJ stating no permits are required
Note: exterior sign may require a permit and AHJ may require the sign to be less than the 20sf allowed by Walmart. If the AHJ states signage is not approved, it is not approved by Walmart
- Any changes to project schedule



Construction

- Ensure contractor meets requirements outlined in the lease agreement
- Schedule a pre-construction meeting with store management to discuss SOW, timelines, and dumpster placement
Note: ISO's GC is responsible for providing dumpster(s) at ISO's cost. Complete all disruptive work (work involving noise, fumes, gases, odor, airborne particulates, etc.) overnight or during hours approved by the store manager
- Post a copy of the permit as required by code
- Install a barricade or a temporary rigid dust partition or dust drape per detail provided by Walmart before starting construction if space isn't already barricaded or boarded up
 - Banner (3'x5' max) with ISO's logo, website, and "Coming Soon" and/or "Now Hiring" may be hung on the temporary rigid dust partition or barricade if approved by Walmart
- Follow attached Telecom process
- Follow attached Global Security process

****NO CONSTRUCTION ALLOWED STARTING NOVEMBER 1 AND ENDING NO EARLIER THAN JANUARY 2 (coordinate with store management)**

Build Out Guidelines



Construction continued

- Use Walmart approved vendors for any work done outside of the leased space (except bulkhead and exterior sign installation), including the activities below, and contact your Walmart PM for approved vendors by store

1. Roof penetrations - approved vendors are store-specific
2. Exterior wall penetrations - approved vendors are store-specific
3. New electrical panel or relocating existing electrical panel (if new wiring is needed outside of space) - approved vendors are store-specific
4. Electrical to exterior sign (if applicable) - approved vendors are store-specific
5. New Rooftop HVAC unit – contact Walmart PM for approved vendors and process
6. HVAC controls / sensor installation - approved EMS Contractor is store-specific
7. New security gate - only approved vendor is Dynamic Closures
8. Bulk CO2 - only approved vendor is NuCO2
9. Fire suppression modifications - approved vendors are store-specific
10. Fire alarm system modifications - see Global Security Process
11. Telecom line installation - see Telecom Process
12. Sensormatic/EAS Pedestal temporary moves/disconnecting - only approved vendor is Tyco
13. Plumbing - approved vendors are store-specific
14. Structural changes - approved vendors are store-specific

- Send a copy of the C of O to the Walmart PM
- Provide a weekly progress update to the Walmart PM using the template on page 12 and communicate any schedule changes as soon as possible

**NO CONSTRUCTION ALLOWED STARTING NOVEMBER 1 AND ENDING NO EARLIER THAN JANUARY 2 (coordinate with store management)



Opening

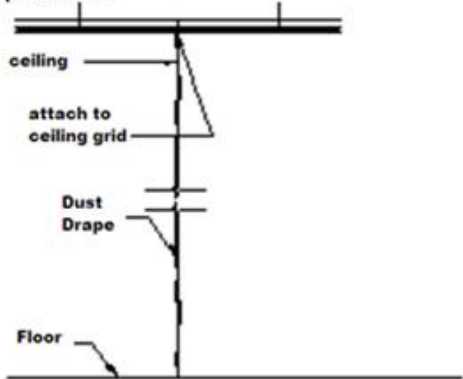
Deliverables Due to Walmart PM:

- Confirmation of opening date
- Photos of the space:

1. Photo of the front elevation of the space, including the bulkhead sign
2. Photo of the interior of the space
3. Photo of the building exterior (if exterior sign was installed)

Build Out Guidelines: Temporary Dust Wall Details

6 mil clear poly sheeting overlapped at joints a minimum of 1"-10" and continuously taped joints.
 Attach sheeting from ceiling to finished floor for a dustproof condition.
 If attachment to ceiling is impossible, light framing shall be installed with sheeting attached around it to prohibit dust penetration.



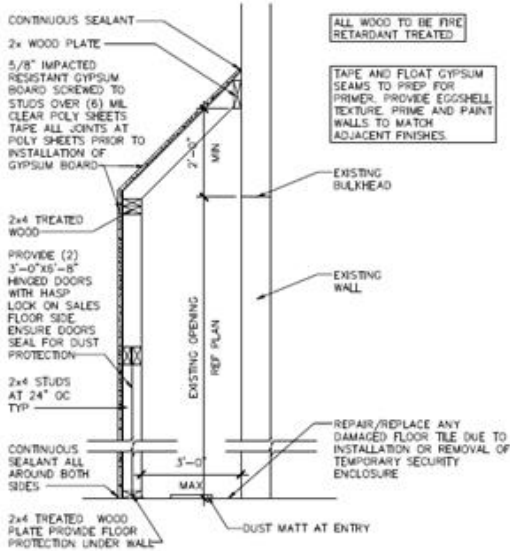
Temporary Dust Drape

Use if minor work is taking place in the space such as painting, décor or fixture installation, or general patch work to walls



Barricade

Approved Barricade Vendors:
 Boston Barricade
 Valerie Nico 772-257-7312



Temporary Rigid Dust Partition

Use if major demolition and/or construction is taking place in the space such as removal or addition of walls, sanding, or flooring demo or installation

Things to Remember

ISO Handbook

Review the ISO handbook and exchange contact information with the store manager



Build Out

Ensure you will open on or before the approved Grand Opening date to avoid liquidated damages per the Lease

ISO Surrender Condition Guidelines

Review the attached ISO Surrender Condition Guidelines to understand the surrender condition in which you'll need to leave your space if you vacate the store

Communication

Provide weekly project updates and direct any questions about your build out to your Walmart Services PM

Advertising

Additional advertising signage opportunities not covered in the guidelines must be approved by the Walmart Services Business Owner, the Walmart Services Sr. Director, the Services Marketing Director and the Visual Merchandising Director

Compliance Disclosure

All ISO work shall comply with authorities, agencies or entities having jurisdiction over the Premises including, but not limited to, the Building Department, Fire Department, local utility company, Health Department, Fire Insurance Underwriter and the Landlord.

All construction is to comply with the requirements of applicable codes and laws, including accessibility requirements.

The Landlord does not review the ISO's drawings for compliance with building code or accessibility requirements. It is solely the ISO's responsibility to ensure compliance with these codes and the requirements of jurisdictional authorities.

ISO shall have sole responsibility for compliance with all applicable laws, statutes, code, ordinances and other regulations for all work. In those instances where multiple standards and requirements apply, the strictest of such standards and/or requirements shall control unless prohibited by applicable code.

Landlord's approval of ISO's drawings is contingent upon ISO's compliance with Landlord's comments and shall not be construed so as to hold Landlord liable for either the architectural, structural and engineering design of the Premises or the accuracy of the information contained in ISO's drawings. Should any conflict arise between any of ISO's drawings and the Lease, the applicable portion(s) of the Lease shall control. Landlord's approval of ISO's drawings will in no way alter, amend or waive the requirements or criteria of the Lease.



Environmental, Health and Safety Manual

Tenant Construction

Background

General Compliance:

The following manual is to provide high-level requirements for compliance with federal, state and local laws and for the protection of associates and customer's safety and health as well as the protection of the environment in the communities Walmart serves. Nothing in this manual shall reduce or release Tenant from its obligations in its lease or other agreements with Walmart. Additionally, this manual does not relieve Tenant contractors ("Contractors") of their obligations under their contracts, nor should it serve as a substitute for Contractors' own Environmental, Health and Safety Manual. Regarding general safety, Contractors must always comply with applicable environmental, health, and safety laws. In the course of the work, the Contractor must not take actions or create unsafe conditions that would cause harm to Walmart associates or customers or cause Walmart to become non-compliant with environmental, health, or safety laws.

Coordination of work with Walmart General Contractors on major construction projects:

Walmart obligates its general contractors to act as "Controlling Contractor" on large multi-employer worksites. If a Tenant contracts work at a facility where Walmart has engaged a general contractor that is mobilized to the site, Contractor personnel must check in and out with the Walmart general contractor and coordinate all work to ensure all personnel are aware of any safety hazards that are present or could become present on the jobsite and the Walmart general contractor is aware of any safety hazards associated with Contractor's work.

References

Regulations (includes but not limited to):

- U.S. OSHA 29 CFR 1910, 29 CFR 1926
 - U.S. EPA 40 CFR (CWA, CAA, RCRA, SARA, CERCLA, FIFRA, TSCA)
 - NESHAP (Asbestos National Emission Standards for Hazardous Air Pollutants)
 - National Fire Protection Association
 - FMCSA 49 CFR (DOT)
 - Corresponding State and Local Regulations
 - Compliance Hotline: (800)-530-9923
-

Environmental Health and Safety Manual

The following are Walmart Inc.'s (and subsidiaries including Sam's Club) Environmental Health and Safety Compliance requirements for various situations that may arise during the course of work.

1. **Incident Reporting – Contractors** incidents involving serious injury, death, or spills of any quantity of hazardous materials must be immediately (less than 4 hours) reported to Walmart by calling the Walmart Compliance Hotline at (800)-530-9923.
2. **Silica** –Contractors must comply with OSHA's Respirable Crystalline Silica Standard published in 29 CFR 1926.1153 and 29 CFR 1910.1053.
 - a. Walmart Requirements for Compliance with OSHA §1926.1153 - Respirable Crystalline Silica Standard
 - i. **Responsibility of the Contractor** - In all buildings or spaces occupied by Walmart or its tenants, Contractor shall ensure that their work does not expose associates or customers to respirable crystalline silica.
 - ii. **PPE** - In all buildings or spaces occupied by Walmart or its tenants, indoor construction tasks required by OSHA's Silica Standard to be performed using PPE must be effectively segregated and screened from the view of associates, customers, and others.
3. **Hot Work** – Safety laws require Walmart to issue hot work permits because of the hazardous materials that exist in "facilities occupied by Walmart". In projects that take place in facilities occupied by Walmart, Contractor must obtain a valid hot work permit through the onsite Store/Club management team before beginning any hot work. . Hot Work includes any work that could ignite a fire (including but not limited to grinding, soldering, cutting, welding, etc.). Any questions regarding this procedure should be posed to Walmart's Fire Protection team by calling the Walmart Compliance Hotline at (800)-530-9923 and ask to speak with a Fire Protection Manager in the Compliance Department.
4. **Fire Sprinkler System** – Before impacting any part of a sprinkler system, Contractor must first coordinate with Walmart's Fire Protection team by calling the Walmart Compliance Hotline at (800)-530-9923 and ask to speak with a Fire Protection Manager in the Compliance Department. Any time there will be a service interruption to any part or zone of the fire protection system the store/club must be put on "Fire Watch". Contractor is required to work with store/club



management to ensure the “Fire Watch Procedure”, available to store management on the “WIRE”, is fully implemented **before the protection is interrupted.**

5. **Electrical Work**

- a. **Live Work** – Walmart prohibits all work on energized circuits, “live work”, except for inspections and diagnostic work as defined by NFPA 70E.
- b. **Lockout Tagout** – Contractors must de-energize, lock out, and tag all energized circuits except as described above, in order to prevent exposure to live electrical circuits. Contractors involved in service and/or maintenance of equipment or electrical circuits must follow these steps:
 - i. Contractors must provide a copy of their Lockout Tagout Procedures with the Walmart general contractor (if any) and Store/Club manager. If there is not a Walmart general contractor, then each Contractor must provide a copy of their Lockout Tagout Procedures with each other as well. The sharing and communication efforts should be documented and must be effective to ensure the parties have sufficient knowledge not to violate the other parties’ procedures.
 - ii. Notice: Walmart store/club associates do not meet the qualifications of “Authorized Personnel” (except those authorized to service the Auto Care Center/TBC air compressors) and should not be asked to perform any function associated with Lockout/Tagout or the work being performed.
 - iii. Contractors must utilize their own lockout/tagout equipment.
 1. Contractors must effectively and timely communicate with store management regarding the status of services provided, including, but not limited to:
 - a. De-energizing and re-energizing of equipment.
 - b. Prior notification about lockout/tagout of additional equipment as a result of the original scope of work.
 - c. Completion of work.
 - d. Any failure by store/club associates to comply with the Contractors lockout/tagout program.
 - iv. Walmart is not responsible for Contractors work procedures.

6. **Gas and Diesel Equipment** – Contractor is prohibited from using gasoline or diesel equipment inside facilities occupied by Walmart. Electric equipment is preferred. Propane equipment is allowed but must be certified and maintained for use indoors.



7. **Propane** - Propane is only allowed in the building when propane equipment is in use and cannot be stored inside the building. Propane must be removed from the building and properly stored when the equipment is not in use.
8. **Segregation of Work** – When there is risk of harm due to construction or maintenance work in an area where there is an expectation that customers, vendors or associates are or could become present, Contractor is to provide one of the following protective measures in order to segregate the work from the retail environment:
 - a. **Spotter(s) (or signal persons)** - In addition to equipment operators, spotters are required, whose sole responsibility shall be to provide verbal notice to customers and associates regarding the construction/maintenance risk and assist with ensuring the work is properly segregated from the retail environment. Spotters are not required where there is no expectation that customers, vendors or Walmart Associates will be present.
 - b. **Barricade(s)** – An appropriate barricade can be deployed to protect customers, associates, and vendors. Some things to consider when selecting and constructing barricades include but are not limited to work location, proximity to the public or store/club associates who could be exposed to hazards, types of hazards involved in the work, cost efficiency, etc. Barricades and signing should warn individuals who could potentially be exposed to the hazards and guard against their exposure and risk of harm. It is the responsibility of the Contractor/maintenance provider to use the appropriate barricade for each situation.
 - c. **Effectiveness of Dust Walls and Barricades** – Where the work occurs in areas that are completely segregated by use of barricades such as dust walls, Contractor is responsible to ensure that dust walls are sufficiently sealed to prevent odors, particulates, dust, fumes, exhaust gases or any other by-product of construction from entering areas occupied by Walmart or its customers, associates, vendors, suppliers, or owners tenants.
9. **Edge Protection on cooler/freezers (netting)** – netting has been placed on top of most walk-in coolers and freezers. The purpose is to warn Contractors of the cooler edge and a fall hazard. Fall protection should be used anytime a worker accesses the top of a cooler, regardless of the presence of netting. If netting is damaged during the course of work, it must be repaired or replaced according to Unispec – 13300. Contractors can obtain a copy of the spec from their Walmart Project Management contact. Netting installation work must comply with Unispec-13300.
10. **Crane Operation** – In facilities occupied by Walmart, crane lifts must not take place over Walmart associates, customers, vendors, suppliers, Walmart contractors, or any other third person.



Where crane operations over said individuals may be necessary each lift must be coordinated with store management so that all persons can be removed and Contractor can barricade the affected area off before the lift begins. A minimum radius of 110% the height of the crane should be cleared and barricaded off to protect customers and associates from hazards associated with the lift. If there are questions regarding this requirement, contact the Walmart Compliance Hotline at (800)-530-9923 and ask to speak with a Real Estate Safety Manager.

11. Asbestos –

- a. Existing building materials that are of a class to possibly contain asbestos, examples include but are not limited to floor tile, flooring adhesive, drywall mud, tape and bedding, etc., should not be disturbed without first validating that asbestos is not present. This is accomplished through reviewing the most recent asbestos survey for a specific site. Surveys are available through your Home Office Walmart contact. Tenant shall not conduct its own asbestos survey.
- b. Contractors other than those specifically hired to abate asbestos are strictly prohibited from disturbing asbestos in any way. In the course of work at a Walmart facility, if a Contractor recognizes materials that are suspected to contain asbestos they shall immediately stop work and report the suspect material by calling the Walmart Compliance Hotline at (800)-530-9923 and ask to speak with a Real Estate Safety Manager.

12. Hazardous Materials

a. **Toxic and Hazardous Substances** – Any work activity that occurs in a building occupied by Walmart, where Contractor could introduce into the environment a toxic or hazardous substance, must be compliant with 29 CFR 1910.1200 or one of OSHA’s specific Toxic Substance laws, whichever is applicable, without consideration of protection factors associated with personal protective equipment. Exposure must be kept below any limits that require PPE in order for Walmart to be compliant with environmental, health, and safety laws relative to Walmart associates and customers. Associates or customers must not be asked or required to wear personal protective equipment for protection against hazards created by Contractor.

b. **Supplied by Contractor:** Chemicals, products, and their containers brought to the facility by Contractor that may be hazardous in nature must be removed from Walmart facilities by Contractor. Any required waste determinations should be made at the Contractor’s facility or through the implementation of a Contractor managed hazardous waste program. Contractors are strictly prohibited from placing any items in facility managed waste containers, including trash receptacles, the compactor, or Walmart’s hazardous waste management containers.

13. **Hazardous Materials SDS (Safety Data Sheets):** Contractors must maintain immediate access to SDS so the information can be produced and provided when requested, as required by law.



Electronic means are OK as long as immediate access is provided. Walmart SDS can be provided by the facilities on site managers.

14. **Stormwater** – Contractors must not allow any type of pollution generated from the work activity or material storage to enter Walmart’s Stormwater Management system (e.g. Stormwater drains pipes, channels, ponds, etc.). The following practices shall be utilized to minimize pollutant discharge:
 - a. Materials must be covered or stored in a manner to avoid risk of material or residue entering stormwater.
 - b. Do not pressure wash any exterior surfaces unless all water and debris is captured and properly disposed of. Never wash, dispose, or pour chemicals, spills, trash, or debris into drainage structures.
 - c. If a discharge does occur, follow the guidance for incident reporting.

18. **Sanitary wastewater/sewage management** – Prior to beginning utility work, Contractor should review existing site utility plans to familiarize with the sanitary sewer system and onsite treatment. Contractors should limit disposal of material down sinks.
 - a. If work takes place in a facility with a septic system, all liquid waste should be placed in the janitor tank if one is present or properly disposed offsite. Contact the Walmart Compliance Hotline at (800)-530-9923 and ask for the Water Compliance Team if an unauthorized discharge occurs.
 - b. If repairs are needed to a grease interceptor, oil water separator, used cooking oil tank or other pre-treatment device that is required to be pumped out prior to repairs, service must be coordinated with Walmart’s maintenance contractor. A ServiceChannel ticket may be opened indicating the need and requested time for service (a minimum of 72 hours’ notice is requested).
 - c. If repairs to utility lines will effect operations of a sanitary lift station Contractor must contact the Walmart Water Compliance Team via the Walmart Compliance Hotline at (800)-530-9923 prior to any work being performed. Contractors should not dispose of waste in the sanitary sewer lift station. If a station is in alarm while onsite, contact the responsible party via the contact information on the control panel.

19. **Mold** – In the event that Contractor identifies mold during a project, they shall report the mold by calling the Walmart Compliance Hotline at (800)-530-9923 and asking to speak with an Industrial Hygiene Manager in the Compliance Department.



**U.S. Ethics
& Compliance**
The right way, every day!



20. **Walmart Owned Powered Lifting Equipment (“PLE”)** – Contractors are not allowed to utilize Walmart-owned power lifting equipment.
21. **Emergency Exits - Taking Emergency Exits Out Of Service** – Contractors shall not take emergency exits out of service without prior written approval from Walmart.