



Let's Get MOVING

H&R BLOCK®

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Your Monthly Guide to Move-Related Events,
Issues and Happenings

It's Not Easy Being Green, *but H&R Block Center is doing a great job at it!*

Awareness of the environment, and the impact we're having on it, is growing all the time. It's the cover subject of the May issue of Vanity Fair magazine, and the subject is a hot one on talk shows, in the papers and on the web. Throughout this project H&R Block and our vendors, contractors and suppliers have been conscious of the responsibility we all share to be good stewards of the environment, while creating a world class work environment for our associates at a cost conscience responsibility to our shareholders.

Designing, constructing, operating, and maintaining buildings involves large amounts of energy, water, and other resources and creates significant amounts of waste. The building process also impacts the environment and ecosystem surrounding the building site. Even after buildings are constructed, occupants and building managers face a host of challenges as they try to maintain a healthy, efficient, and productive work environment.

In addition to our continued practice of recycling paper, H&R Block and our construction and design partners have made many decisions that will, ultimately, be good for the environment as well as good for the health and wellbeing of our associates. Below are some of the environmentally responsible measures taken by H&R Block and our partners.

- Redeveloping an existing urban site supports the "Smart Growth Area" movement. Environmentalists warn against abandoning "brown fields" in older communities, eating up the open space and prime agricultural lands at the suburban fringe, and polluting the air of an entire region by driving farther to get places.
- Recycling construction materials and utilizing recycled content is another way H&R Block is doing their part to conserve resources. Recycling bins on site for scrap wire, metal, conduit, etc. are utilized by our contractors. The carpeting throughout the building is manufactured of 100% recyclable materials and the new workstations are 100% recyclable.
- Conserving energy and water has been incorporated into the design of our new building. The exterior glass is what is called "High 'e' glass". This is a type of glass that reduces solar load, and thus reduces energy consumption. Electric faucets and low flow aerators help to reduce water consumption. One of the features that associates are bound to enjoy, while also conserving energy, is the heating and cooling system. The floors of the new building are raised, a design that allows for easier access to wires, cables, etc. but this is also where the heating and cooling ducts are located. Each workstation will have its own personal control for air flow. Not only is this ideal for individual preferences, but it is also efficient and healthy. Rather than taking air up to the ceiling and blowing it down, our new system will blow the air up. This makes heating and cooling more efficient (less energy used and thus less cost) and reduces the circulation of "community" air. The air you get will be clean, coming into your own zone, and blowing upwards for purification and circulation.
- Our precast concrete walls, floors, and structural supports and structural double tees for the parking garage are from a supplier in Marshall, Missouri. Using local manufacturers reduces transportation costs and the associated environmental issues.

- Including efficient operating design elements, such as a plate and frame heat exchanger on both the building and Data Center mechanical systems, allows the building to utilize an outside-air economizer cycle. This is generally in operation during the spring and fall months, when the temperatures outside permits use of outside air for ‘free cooling’. The building is designed to automatically shut down the majority of the chilling capacity and utilize 100% outside air for cooling, saving significant energy.



*Natalie Smith,
Senior Leave Administrator.*

"I am happy to see the effort Block is making throughout this project to lessen our environmental impact", writes Natalie Smith, Senior Leave Administrator. "I know it's not easy for a Fortune 500 company to make "green" decisions that may impact the bottom line, but every little step we take in that direction will have a positive impact on our reputation in the community. I think most associates are happy to be a part of the company that is responsible for helping make that happen. Now we can be proud of the environmental efforts Block made too".

Throughout the process of creating a new, large workplace in the middle of growing urban, metropolitan Kansas City, environmental issues and shareholder concerns have been respected and considered. H&R Block is proud that these issues have played a part in our endeavor to create a work environment that is an exceptional showplace in Kansas City, both inside and out.

When do I move?

That's the information associates really want, and now the answer is available. Phase 1 starts on July 7, with IT-Enterprise. The schedules for the rest of move can be seen on the Facilities website, right through the final Phase, 11, on October 13th .

Opening our Doors to Family, Friends and the Public



Rendering by 360 Architects

Mark your calendars, we have celebrating to do! Over three years in the making, the opening of the H&R Block Center is fast approaching. It calls for a celebration, and celebrations are just what we have planned!

We will be celebrating the opening of the H&R Block Center with two big events: An Open House for our Associates, their family and friends, and a Grand Opening for the press and Kansas City's civic, business and political leaders.

The Open House will be held on Saturday, October 21 and will be a fun and exciting event. Replacing the company picnic, this will be a great opportunity to show off our new work environment to your family, treat them to a meal and a host of other, yet-to-be-named, entertainment surprises!

The Grand Opening will be a more formal affair, and is tentatively scheduled for the evening of Tuesday, October 24. This event is designed to officially unveil the H&R Block Center to the community at large. State and local political and business leaders, particularly those instrumental in helping this dream to become a reality, will be invited to participate in this event.

We're proud of our new home, and eager to share it with the world. Be on the look-out for more information on these upcoming events.

Search, Click and Find:

One Stop Shop for Block Associates on the New Facilities Website

Imagine if cafeteria menus, information on security, janitorial, furniture and parking issues, and road closings in the area – and much, much more – were available from your desktop. What's for lunch today in the cafeteria? Is Walnut Street closed or open? What do I do in case of a fire or tornado drill? Where does my visitor need to park?

The answers to all these questions – and many, many more – will be quickly and easily found on the new Facilities Website. All within a few strokes on your keypad or a couple of clicks of your mouse.

"It's a pretty straightforward, one stop shop," said Mike McDaniel, Facilities Operations Manager. "We have laid out the site to be informative and associate-friendly. Down the left side will be all the topics you can choose from, the middle section is announcements, and the right side is cafeteria menu information."

The new Facilities website is now available on BlockNet will be updated every week. Facility policies that were once written and emailed to associates, or only distributed when you were new to the company, will now be located in one single place. Associates can simply click to find the latest policies. "We have looped things into the site, such as emergency procedures and parking policies, so if associates need anything related to the building, they will find it on the Facilities website," says McDaniel.

You can find the security phone numbers for escort, building access details, emergency procedures, and the parking policy. Eventually, there will be a section detailing what time mail is picked up, and the last UPS drop off time.

The site will also include all the communications related to the move to the H&R Block Center, including the "Let's Get Moving" newsletters and the upcoming moving guides that will have the information you need to make your move go smoothly.

As with virtually every aspect of the move, the new Facilities website is designed to help everyone at the H&R Block Center and the Service Center perform their jobs as efficiently as possible. Securely, comfortably and effectively!



Rendering by 360 Architects

It's hard to believe, but the beautiful Lobby of the H&R Block Center will be ready for associates in just a few weeks!

Meet the Neighbors! Come to the Fair!



World Headquarters
4400 Main Street
First floor Training
Room and Theater

Our new downtown neighbors are as excited about our upcoming move as we are, and to welcome H&R Block associates to the neighborhood over 20 businesses, organizations and cultural institutions are joining together in a Downtown Merchants Fair at the current World Headquarters.

The Fair will be held on Friday, June 23rd, from 11:00 a.m. – 1:00 p.m., and everyone's invited! Stroll among tables and collect giveaway items, literature and snacks from participants that include Cosentino's, The Lyric and Folly theaters, downtown hotels and restaurants, salons, Starbuck's, fitness centers and the Library. There will even be drawings for prizes that include memberships at Curves, Sonic Care toothbrushes, dinner at The Drum Room, tickets to a performance at the Quality Hill Playhouse, a weekend stay at the Hotel Phillips and a sterling silver necklace from Goodden Jewelers.

Scenes from a documentary film currently in production about Downtown Kansas City's renaissance will be shown throughout the Fair in the theater.

Our downtown neighbors want H&R Block's associates to feel at home downtown, and part of that is knowing every service and amenity that is there and waiting – with even more to come as the downtown boom continues. So come to the Fair and meet the neighbors!

RUMOR PATROL

RUMOR

Our existing badges will not work in the new building.

FACT

This is true. The security system in the new building and in the parking garage is different from the system we have today. All associates will be issued a new badge. The new badge will give you the access you need to the parking garage you selected through PERKS plus as well as to the tower, where our office spaces are located. Your badge, as well as your parking sticker will be included in the moving packet you will receive immediately prior to your move weekend. (Please note: The H&R Block security badge will not be effective at the Town Pavilion parking garage. For those associates who selected Zones C or D and who will be parking temporarily in the Town Pavilion garage, a Town Pavilion parking card will also be included in your moving packet).

RUMOR

Since the building will be a construction zone until mid-October, all associates are going to need to wear hard hats when visiting certain parts of the building.

FACT

Associates will not be required to wear hard hats after the July 7 move. JE Dunn will "turn over" completed areas a segment at a time. What that means is that they have declared the area complete and ready for occupancy and the city has issued a temporary certificate of occupancy for that area. Those areas not "turned over" will not be accessible to associates. For example, part of the lobby will not be completed when we begin moving in on July 7. To protect the safety of H&R Block associates, JE Dunn will have the unfinished area walled off, making it inaccessible to our associates, thus eliminating the need for safety gear.

RUMOR

Changing a business address affects a lot of things and I understand there are processes in place to get new business cards and letterhead. That leaves the issue of notifying all of our vendors of our new address. I've heard that the Long Term Space Planning Team will notify all vendors of our new address.

FACT

Changing a business address does affect a lot of things and yes, there will be processes in place to get new business cards, letterhead, and change of address cards. The Move Coordinators will receive detailed instructions related to these processes as they are fully developed. Notifying vendors of our new address will not be done by the Long Term Space Planning Team. Each purchaser of services, Strategic Sourcing and Accounts Payable should begin notifying vendors as soon as the new telephone number is received. In addition, all mail will be forwarded to our new address for six months.
