



Reference	EOP/ESG/POLSUP/DCR/01	Version: June 2, 2021
Policy Supplement Title	Disaster and Catastrophe Resilience - Operations	
Entity	Embassy Office Parks Management Services Private Limited (“ Manager ”) in its capacity as manager of Embassy Office Parks REIT (“ Embassy REIT ”)	
Responsibility	Head - Operations (India)	

Version #	Version Date	Change Type
V1	June 2, 2021	Created

Document Review Cycle			
#	Effective Date	Next review date	Policy Owner
1	June 2, 2021	Q4 Board Meeting date of the Manager of every Financial Year	Head – Operations (India)

Applicability	This policy is applicable for only the Operations Function under the purview of the Manager, Embassy REIT, its Special Purpose Vehicles (“ SPVs ”) and its Holding Company(ies) (“ Holdco ”).
Purpose	Established to provide guidelines on how to address disasters and catastrophic events that can have an impact on our operations.
Aspects	<p>Embassy REIT recognizes the need and urgency to build resilience from the impacts of disasters and catastrophic events that have an impact on the day to day operations of its business. In line with this, Embassy REIT has developed an approach that addresses building resilience to disasters. The approach includes the following:</p> <p>Developing resilience against risks:</p> <ul style="list-style-type: none"> ▪ Developing mechanisms for teams to recognise the different type of risks and their consequences. ▪ Enabling teams to develop risk mitigation plans that cover identification, response and rehabilitation from disasters. ▪ Using scientific data (geological, topographical, analytical and other forms of data) to determine the validity, impact and consequence of risk. ▪ Using analytical methods with defined criteria to determine potential impact and the consequential risks. ▪ Determining appropriate measures to be taken for the determined risk. ▪ Developing emergency preparedness plans covering all probable emergencies, their associated response and responsibilities and determination of resources or infrastructure that is required to mitigate the risk.



<i>Aspects</i>	<ul style="list-style-type: none"> ▪ Periodic testing of effectiveness of emergency preparedness plans. ▪ Disaster recovery and rehabilitation planning for resuming business activities as usual in the quickest possible time. <p>. Stakeholder Engagement:</p> <ul style="list-style-type: none"> ▪ Engaging all relevant stakeholders including the community, statutory & regulatory agencies, non-governmental bodies, technical and subject matter experts, business partners, contractors, clients, occupants and our own employees in our efforts to address disaster and catastrophe resilience. <p>Awareness:</p> <ul style="list-style-type: none"> ▪ Investing in building the awareness of our employees, partners and other stakeholders on disaster and catastrophe resilience.
<i>Implementation and monitoring</i>	The ESG Committee shall monitor the implementation of this policy supplement and establish suitable processes, procedures and infrastructure to support compliance.
<i>Amendments</i>	This policy will stand automatically amended to the extent of any relevant change(s) in the applicable law and or for any change(s) in fact.