

Risk Management Committee

The constitution of the Risk Management Committee was approved by the Board of Directors of Embassy Office Parks Management Services Private Limited, Manager to Embassy Office Parks REIT, at their Meeting held on August 12, 2019.

The Terms of Reference of the Risk Management Committee is set out below:

1. Assessing the Embassy REIT's risk profile and key areas of risk;
2. Recommending the adoption of risk assessment and rating procedures;
3. to ensure that appropriate methodology, processes and systems are in place to monitor and evaluate risks associated with the business of the Embassy REIT;
4. Examining and determine the sufficiency of the internal process for reporting on and managing key risk areas;
5. Assessing and recommending to the Board the acceptable levels of risk
6. to keep the Board informed about the nature and content of its discussions, recommendations and actions to be taken;
7. Assisting the Board in formulating risk strategies, policies, frameworks, models and procedures in liaison with management and in the discharge of its duties relating to corporate accountability and associated risk in terms of management assurance and reporting;
8. Reviewing the nature and level of insurance coverage of the assets of the Embassy REIT;
9. Investigating areas of corporate risk and breakdowns in internal controls, in coordination with the Audit Committee;
10. Periodically reviewing the enterprise risk management process of the Embassy REIT;
11. Reviewing and assessing the quality, integrity and effectiveness of the risk management systems and ensure that the risk policies and strategies are effectively managed;
12. to monitor and oversee implementation of the risk management policy, including evaluating the adequacy of risk management systems;
13. Ensuring effective and timely implementation of corrective actions to address risk management deficiencies;
14. To formulate a detailed risk management policy which shall include:
 - A. A framework for identification of internal and external risks specifically faced by Embassy REIT, in particular including financial, operational, sectoral, sustainability (particularly, ESG related risks), information, cyber security risks or any other risk as may be determined by the Committee.
 - B. Measures for risk mitigation including systems and processes for internal control of identified risks.
 - C. Business continuity plan.
15. Periodically review the risk management policy, at least once in two years, including by considering the changing industry dynamics and evolving complexity;
16. Powers to seek information from any employee, obtain outside legal or other professional advice and secure attendance of outsiders with relevant expertise, if it considers necessary;

17. Appointment, removal and terms of remuneration of the Chief Risk Officer (if any) shall be subject to review by the Risk Management Committee;
18. Performing such other activities or functions as may be delegated by the Board and/or prescribed under any applicable law; and
19. Coordinating its activities with other committees, in instances where there is any overlap with activities of such committees, as per the framework laid down by the Board.