

Stakeholders' Relationship Committee

Stakeholders' Relationship Committee - Terms of Reference

The terms of reference of the Stakeholders' Relationship Committee shall include the following:

- a. Considering and resolving grievances of security holders of the Embassy REIT, including complaints related to the transfer or transmission of units, non-receipt of annual report and non-receipt of declared distributions, general meetings etc.;
- b. Reviewing of any litigation related to Unitholders' grievances;
- c. Reporting specific material litigation related to Unitholders' grievances to the Board of Directors;
- d. Approving report on investor grievances, if any, to be submitted to the Trustee by the Manager;
- e. Review of measures taken for effective exercise of voting rights by Unitholders;
- f. Review of adherence to the service standards adopted by the Embassy REIT in respect of various services being rendered by the Registrar & Share Transfer Agent;
- g. Review of the various measures and initiatives taken by the Embassy REIT for reducing the quantum of unclaimed distributions and ensuring timely receipt of distribution warrants/annual reports/statutory notices by the Unitholders of the company; and
- h. Performing such other activities or functions as may be delegated by the Board of Directors of the Manager and/or prescribed under any applicable law;