

July 12, 2023

To,
The Corporate Relations Department,
The National Stock Exchange of India Limited,
Exchange Plaza, 5th Floor,
Plot No. C/1, G-Block, Bandra-Kurla Complex,
Bandra (East), Mumbai – 400051.

To,
The Corporate Relations Department,
Department of Corporate Services,
BSE Limited,
25th Floor, Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai – 400001.

Re: Script Symbol "EMBASSY", Scrip Code 542602 and Scrip Code 959990, 960165, 960421, 973434, 973545, 973546, 973910 and 974885 (NCDs).

Dear Sir/Madam,

Subject: Summary of the proceedings of the Fifth Annual Meeting of the Unitholders of Embassy Office Parks REIT

We wish to inform you that the Fifth Annual Meeting of the Unitholders of Embassy Office Parks REIT (“AM”) was held on Wednesday, July 12, 2023, at 0930 hrs IST at the Grand Ballroom - 1, Hilton Convention Centre, Embassy Manyata Business Park, Hebbal, Outer Ring Road, Nagawara, Bengaluru 560045, Karnataka, India and through Video Conferencing/Other Audio Visual Means. A summary of the proceedings of the AM is enclosed.

The AM concluded at 1119 hrs IST.

Thanking you,

For and on behalf of **Embassy Office Parks REIT** acting through its Manager, **Embassy Office Parks Management Services Private Limited**

Vinitha Menon
Company Secretary and Compliance Officer
A25036

Encl: As above

Summary of Proceedings of the Fifth Annual Meeting of the Unitholders of Embassy Office Parks REIT:

The Fifth Annual Meeting of the Unitholders of Embassy Office Parks REIT (“AM”) (“Embassy REIT”) was held on Wednesday, July 12, 2023, at 0930 hrs IST at the Grand Ballroom - 1, Hilton Convention Centre, Embassy Manyata Business Park, Hebbal, Outer Ring Road, Nagawara, Bengaluru 560045, Karnataka, India and through Video Conferencing (“VC”) / Other Audio-Visual Means (“OAVM”).

The AM commenced at 0930 hrs IST and concluded at 1119 hrs IST. The AM was held in compliance with the SEBI Circular No. SEBI/HO/DDHS/DDHS_Div2/P/CIR/2023/13 dated January 12, 2023.

Directors of Embassy Office Parks Management Services Private Limited (“the Manager”), the Manager to Embassy REIT, in attendance:

Sl. No.	Attendee	Particulars	Mode of Attendance
1.	Mr. Jitendra Virwani	Chairman, Non- Executive Director	Physical
2.	Mr. Vivek Mehra	Independent Director and Chairperson – Audit Committee and Risk Management Committee	VC/OAVM from London, United Kingdom
3.	Mr. Anuj Puri	Independent Director and Chairperson – Investment Committee	VC/OAVM from Mumbai, Maharashtra
4.	Dr. Punita Kumar Sinha	Independent Director and Chairperson – Stakeholders’ Relationship Committee	VC/OAVM from Italy
5.	Mr. Robert Christopher Heady	Non-Executive Director	VC/OAVM from Hong Kong
6.	Mr. Tuhin Parikh	Non-Executive Director	VC/OAVM from Mumbai, Maharashtra

Sl. No.	Attendee	Particulars	Mode of Attendance
7.	Mr. Aditya Virwani	Non-Executive Director	Physical

Key Managerial Personnel of the Manager to Embassy REIT in attendance physically:

Sl. No.	Attendee	Particulars
1.	Mr. Aravind Maiya	Chief Executive Officer
2.	Mr. Abhishek Agrawal	Interim Chief Financial Officer
3.	Ms. Vinitha Menon	Company Secretary and Compliance Officer

Senior Management of the Manager to Embassy REIT in attendance:

Sl. No.	Attendee	Particulars	Mode of attendance
1.	Mr. Ritwik Bhattacharjee	Chief Investment Officer	Physical
2.	Mr. Donnie Dominic George	General Counsel	Physical
3.	Mr. Raghu Sapra	Head – Hospitality	Physical
4.	Mr. Rajendran Subramaniam	Head – Projects and Capex	Physical
5.	Ms. Shwetha Reddy	Head – Marketing and Communications	Physical
6.	Mr. Abhishek Agrawal	Head – Investor Relations	Physical

7.	Mr. Amit Shetty	Co-head Commercial Leasing (South)	Physical
8.	Ms. Mansi Bahl	Assistant General Manager – Human Resources	Physical

Auditor(s), Trustee(s) of the Manager to Embassy REIT and Scrutinizer for the AM:

Sl. No.	Attendee	Particulars	Mode of Attendance
1.	Mr. Adarsh Ranka	Partner, S.R. Batliboi & Associates LLP, Statutory Auditors of Embassy REIT	Physical
2.	Mr. Nikunj Shah	Partner, S.R. Batliboi & Associates LLP, Statutory Auditors of Embassy REIT	Physical
3.	Mr. Bhavesh Vichare and Mr. Sameer Kabra	Representatives of Axis Trustee Services Limited – Trustee of Embassy REIT	VC/OAVM from Mumbai, Maharashtra
4.	Ms. Rupal Jhaveri	Practicing Company Secretary – Scrutinizer	Physical

Members Present:

A total of 82 Unitholders representing 7,30,79,434 Embassy REIT’s Units representing 7.71% of Embassy REIT’s total voting power attended the AM in person and virtually or through authorized representatives. We received representations from 216 corporate entities in respect of 31,84,06,344 of Embassy REIT’s Units representing 33.59% of Embassy REIT’s total voting power. A total of 3 proxies representing 1,420 of Embassy REIT’s representing 0.00015 % of Embassy REIT’s total voting power attended the AM.

The AM commenced at 0930 hrs IST and concluded at 1119 hrs IST (including the time allowed for remote e-voting and e-voting at the AM).

Ms. Shwetha Reddy, Head of Marketing and Communications of the Manager, welcomed the participants

to the AM. As the AM was being conducted physically and through VC/OAVM, she briefed the Unitholders on the modalities relating to conducting the AM through VC/OAVM including in respect of casting an e-vote. Ms. Reddy then introduced the Directors and Key Managerial Personnel of the Manager and other personnel present at the AM physically and through VC/ OAVM to the Unitholders. She also informed the Unitholders that those attending the AM virtually could express their views and raise queries through the 'Chat Box' feature available on the screens. Unitholders attending the AM physically were given an option to register their queries at the AM venue prior to the commencement of the AM. She also added that all the Unitholders were also provided an opportunity to pre-register their queries until Monday, July 10, 2023. She then handed over the proceedings to Mr. Jitendra Virwani, Chairperson of the Board of Directors of the Manager.

Mr. Jitendra Virwani chaired the AM. Mr. Virwani informed the Unitholders that the AM is also being held through VC/OAVM in accordance with the relevant circulars issued by SEBI. Mr. Virwani further informed the Unitholders that all reasonable efforts have been made by the Manager of Embassy REIT to facilitate participation and voting by Unitholders on the items being considered in the AM. As the requisite quorum was present, Mr. Virwani called the AM to order. Mr. Virwani then requested the Board of Directors to introduce themselves.

Mr. Virwani then welcomed all the Unitholders, Auditors and other Invitees joining physically as well as through VC/OAVM and stated that the purpose of the AM is to give an update on key developments relating to Embassy REIT and to seek approval from the Unitholders on the matters stated in the AM notice.

Mr. Virwani then went on to state that the current year marks Embassy REIT's fourth-year anniversary since its listing in April 2019. He then stated that Embassy REIT's business has accomplished a great deal and specified certain key milestones achieved over the past 4 years.

Mr. Virwani also added that Mr. Aravind Maiya was appointed as the Chief Executive Officer of the Manager. Mr. Virwani mentioned that Mr. Maiya was previously associated with Embassy REIT as its Chief Financial Officer and highlighted Mr. Maiya's influential role in the growth of Embassy REIT since its listing and that he expects Embassy REIT will achieve new heights under Mr. Maiya's leadership. Mr. Virwani also thanked Mr. Vikaash Khdloya, Chief Executive Officer of the Manager till June 30, 2023, for his contribution and stewardship. Mr. Virwani then handed over the proceedings to Mr. Aravind Maiya, Chief Executive Officer of the Manager.

Mr. Maiya informed the Unitholders that he is delighted to rejoin Embassy REIT to lead its next phase of growth. Mr. Maiya added that Embassy REIT's business is in excellent shape, and he is excited about the potential that lies ahead.

Mr. Maiya then presented the business highlights for the Financial Year 2022-23 and the performance of Embassy REIT since listing. Mr. Maiya updated the Unitholders on the four key pillars of Embassy REIT i.e. leasing, growth through new developments, portfolio expansion through inorganic growth and Environment, Social and Governance. Mr. Maiya then handed over the proceedings to Ms. Shwetha Reddy, Head of Marketing and Communications of the Manager.

Thereafter, Ms. Reddy requested the Unitholders who were physically present at the AM to raise their queries and then directed the queries raised by Unitholders prior to the AM, through the Chat Box and at the AM, to the relevant personnel of Embassy REIT, to provide responses.

After the queries were responded to, Ms. Reddy informed the Unitholders present at the AM that in case of any further clarifications, the Unitholders could reach out to the Investors Relations department of Embassy REIT. She then handed over the proceedings to Ms. Vinitha Menon, Company Secretary and Compliance Officer of the Manager.

Ms. Menon informed the Unitholders that the relevant documents referred to in the Notice to AM dated June 14, 2023 were made available to Unitholders upon their request. Ms. Menon also informed the Unitholders that Embassy REIT had provided Unitholders the facility to cast their votes on all resolutions proposed in the Notice through the electronic voting system.

Ms. Menon then mentioned that the remote e-voting period remained open from Saturday, July 08, 2023, from 0900 hrs IST till Tuesday, July 11, 2023, till 1700 hrs IST. Ms. Menon then stated that the Unitholders who were present at the AM physically or virtually but had not cast their votes by remote e-voting prior to the AM, would be provided with an opportunity to cast their votes by way of remote e-voting and e-voting at the venue, at the conclusion of the AM. Ms. Menon added that the remote e-voting and e-voting facility at the venue would be made available for 15 minutes after the e-voting announcement at the conclusion of the AM.

Ms. Menon further informed that Ms. Rupal Jhaveri, Practicing Company Secretary, had been appointed as the Scrutinizer to scrutinize the remote e-voting and e-voting at the venue to ensure that the voting is carried out in a fair and transparent manner.

The following items as set out in the Notice of the AM dated June 14, 2023, were put to vote by remote e-voting and e-voting at the venue during the AM:

Sr. No	Resolution	Type
1.	Consideration, approval and adoption of the Audited Standalone Financial Statements and Audited Consolidated Financial Statements of Embassy REIT as at and for the Financial Year ended March 31, 2023 together with the Report of the Auditors thereon and the Report on Performance of Embassy REIT.	Simple Majority
2.	Consideration, approval and adoption of the Valuation Report issued by iVAS Partners, represented by Mr. Manish Gupta, Partner, Independent Valuer for the valuation of Embassy REIT's portfolio as at March 31, 2023.	
3.	Consideration and approval for the appointment of the Valuer and Value Assessment Service Provider for the Financial Years 2023-24 to 2026-27.	

Ms. Menon then handed over the proceedings to Mr. Jitendra Virwani, Chairperson of the Board of

Directors of the Manager.

Mr. Virwani stated that the consolidated results of the remote e-voting and e-voting during the AM would be announced within two working days of the conclusion of the AM, i.e. July 14, 2023, and that the results, along with the Scrutinizer's Report, would be intimated to the Stock Exchanges and would also be placed on the websites of Embassy REIT and National Securities Depository Limited.

Mr. Virwani then authorized Ms. Menon to carry out the e-voting process, conclude the AM and to accept, acknowledge and counter sign the Scrutinizer's Report in connection with the AM and declare the results of the voting in accordance with the requirements prescribed under the applicable laws.

Mr. Virwani thanked the Unitholders for their continued support and for attending and participating in the AM. He also thanked the Directors for their participation in the AM. The e-voting facility was kept open for the next 15 minutes to enable the Unitholders to cast their votes. Upon completion of the e-voting process, Ms. Menon declared the AM closed.

The details of the voting results (remote e-voting and e-voting at the AM) on all the resolutions as set out in the Notice of AM along with the Scrutinizer's Report will be disseminated to the exchanges and will be placed on the Company's website, within two working days of the conclusion of the AM i.e. July 14, 2023.

For and on behalf of **Embassy Office Parks REIT** acting through its Manager, **Embassy Office Parks Management Services Private Limited**

Vinitha Menon
Company Secretary and Compliance Officer
A25036