

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

In terms of Clause 25(7) SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

PURPOSE AND OBJECTIVES OF THE PROGRAMMES

To provide insights into the Company to enable the Independent Directors to understand the Company's operations, business, industry and environment in which it functions and the regulatory environment applicable to it, that would facilitate their active participation in managing the Company.

FAMILIARIZATION AND CONTINUING EDUCATION PROCESS

The Company through its Executive Director & CEO / Key Managerial Personnel conducts programmes / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company and its Wholly Owned Subsidiary.

Such programmes/ presentations also provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

The programmes/presentations also familiarise the Independent Directors with their roles, rights and responsibilities.

When a new Independent Director joins the Board of the Company, a meeting is arranged with the Chairperson, Executive Director & CEO, Chief Financial Officer and the Company Secretary to discuss the functioning of the Board and the nature of the operation of the Company's business activities.

New Independent Directors are provided with copy of latest Annual Reports the Tata Code of Conduct, the Tata Code of Conduct for Prevention of Insider Trading and Tata Code of Corporate Disclosure Practices and Schedule of upcoming Board and Committee meetings.

The Company provides the Directors with the tours of company's facilities from time to time.

A detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, insurance cover, Tata Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Directors.

OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

A Board meeting on June 22nd, 2015 was arranged in which inter alia, three of the most prominent global technology partners in the arena of Satellite Communication were invited to talk about the developments and trends in the global market and likely impact in the Indian market in the coming years. The current engagement of the Company with them, the way forward and the challenges were explained. The copies of the presentations made by the partners, as shared by them, were given to all the Directors.

The Company holds a separate Board Meeting to discuss the long term strategy, during which presentations are made to the Directors on the Company's long term Vision, business Strategy, associated risks and their possible mitigation etc. Executive Director & CEO and senior Management Team also present their plans and priorities to the Board. This enables the Directors to get a deeper insight in the operations of the Company and its Wholly Owned Subsidiary. One of such Board Meeting was held on 17th December, 2015 to discuss the Strategy Plan for the next 5 years, where all the Directors were present. A number of references were drawn from the Global trends which were discussed during the presentations made by the global technology partners on June 22nd, 2015.

The Directors get opportunities to visit the Company's facilities at Mahape, Navi Mumbai, where Heads of the respective facilities appraise them of the operational and sustainability aspects of the infrastructure and facilities to enable them to have full understanding on the activities of the Company and initiatives taken on safety, quality, sustainability, etc. One of such visit was done on 10th March, 2016.

Quarterly presentations on finance and operations made to the Board include information on Company's business performance, operations, financial parameters, working capital management, fund flows, senior management change if any, major litigations, compliances, changes in the regulatory environment applicable to the company's business and to the industry in which it operates and other relevant issues.

In-depth discussions with the respective Professionals were arranged on changing regulatory scenario and ICFR. A discussion on Indian Accounting Standards (AS) is being arranged in March, 2016.

The Directors are informed from time to time of any major events happening in the Company.

Thus, all efforts are made to ensure that the Directors state current on the state of the Company's affairs and the industry in which it operates.