



VINDHYA TELELINKS LIMITED

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DETAILS OF FAMILIARISATION PROGRAMMES FOR THE FY 2015-16

- I. One Day Familiarisation Programme for Shri J. Veeraraghvan Independent Director was organized on 23.07.2015 at Rewa (M.P.)
- II. Two Day Familiarisation Programme for Shri S.K.Misra, Shri Shiv Dayal Kapoor and Smt. Kiran Aggarwal, Independent Directors was organized on 06.03.2016 and 07.03.2016 at Goa.

Purpose of Familiarisation Programmes:

- These Familiarisation Programmes for the Independent Directors were organized and conducted by the Company with an intention to familiarize the Independent Directors of the Company about the business of Company and to provide various information relating to the Manufacturing Process, Nature of Industry, Geographies in which Company operates and the roles, rights, responsibilities of the Independent Directors towards the Company with detailed presentations on the Company and its operations and business plans. The Familiarisation Programmes were scheduled at business/manufacturing sites, which provide exposure of the business/manufacturing team and the operations thereat.

On an ongoing basis:

- Managing Director/Senior Managerial Personnel conduct presentations to familiarise the Independent Directors with business, strategy, operations & financial updates.
- Update on statutory compliances for Board members including their roles, duties, rights and responsibilities.
- The Company circulates the news and related articles on the industry developments on a regular basis.
- Specific regulatory updates are also shared with Independent Directors from time to time.
- The Directors are also sensitized on their roles, responsibilities and liabilities at the time of their appointment, through a formal letter of appointment which also stipulates various terms and conditions of their engagement.
