



## **TEJAS NETWORKS LIMITED**

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### **AMENDED AND RESTATED FAMILIARIZATION PROGRAMME FOR NON - EXECUTIVE/ INDEPENDENT DIRECTORS OF THE COMPANY**

Adopted by the Board of Directors on October 26, 2016 and amended and restated on  
August 26, 2017

#### **Preamble**

Regulation 25(7) of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, requires a company to familiarize its Independent Directors inter alia with the Company, their roles, rights, responsibilities in the Company, nature of industry in which the Company operates and the business model of the Company. Accordingly, Tejas Networks Limited (the “Company”), adopted a familiarization programme for its Non - Executive Directors including Independent Directors (“Director(s)”) (“**Familiarization Programme**”).

#### **Purpose and objective**

The Familiarization Programme aims to provide various business, organizational, functional and other insights about the Company, to enable the Directors to understand the business of the Company and facilitate their active participation in the management of the Company and help them contribute significantly.

#### **Administration**

The Familiarization Programme for the Directors will be administered and monitored by the Nomination and Remuneration Committee of the Board of Directors.

#### **Structure of the Programme**

The Familiarization Programme comprises two segments –

##### **1. Familiarization upon induction of new Directors:**

- Inductee shall be provided with necessary documents, reports and copy of all the applicable codes and policies formulated and adopted by the Company.
- An orientation on the Company’s products, markets, customers and functions shall be provided.
- Introduction to and interaction with certain key members of the Senior management of the Company shall be done.
- Detailed presentations on the duties and responsibilities of the inductee, as a Director in the Company shall be done.



## 2. Periodic Familiarization Programme:

- Presentations shall be made at various meetings of the Board of Directors, during the year, on business and performance updates of the Company, global business environment, business strategy and risks involved.
- The Company shall circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time to all the Directors.
- The Company shall on an annual basis brief its Directors inter alia about the Company's business model, shareholder profile, financial details, their roles, rights and responsibilities in the Company.
- The Directors shall be periodically briefed on the various changes in the regulations governing the conduct of Directors.

### **Disclosure**

Company shall upload the details of the Familiarization Programme imparted to its Directors on its website and a web link for the same shall be provided in the corporate governance section in the Company's Annual Report.

### **Amendment**

The Nomination and Remuneration committee of the Board shall periodically review the programme to consider whether amendments are necessary, and, if so, it shall recommend such amendments to the Board of Directors for its consideration. The updated programme will be notified to the Directors from time to time.



**Details of Familiarization Programme imparted to Non - Executive Directors and Independent Directors For 2024-2025**

*[Pursuant to Regulation 25(7) and 46 the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015]*

Sl. No.	Subject matter of the Programmes	No. of Programmes attended by the Directors		No. of hours spent by the Directors	
		FY 2024-2025	Cumulative till date	FY 2024-2025	Cumulative till date
1	Business Strategy / Business Plan	1	3	4	10.30
2	Risk Management and Mitigation plan including Forex updates	4	7	1	2.50

In addition to the above, a detailed presentation on the Company's operations on consolidated and standalone basis is presented quarterly to the Board which covers all Departments/Units. Further the Non – Executive and Independent Directors are familiarized with the Risk Management, HR processes, CSR, safety and sustainability initiatives of the Company at their respective committee meetings on which they are members.