



HQ/CS/28th AGM/15715
4 September 2015

Sub: Notice for Annual General Meeting, Intimation of Book Closure Dates of the Company and E-voting.

Dear Sir,

Notice is hereby given that the 29th Annual General Meeting ("AGM") of Tata Communications Limited ("the Company") will be held at **1100 hours on Tuesday, 29 September 2015, at NSE Auditorium, Ground Floor, National Stock Exchange of India Ltd., Exchange Plaza Plot no. C/1, G Block, Bandra-Kurla Complex, Bandra (E), Mumbai – 400 051** to transact the business as enlisted in the Notice of the AGM contained in the Annual Report dispatched to the shareholders. A copy of the Annual Report is attached and is also available on the Company's website under the tab 'Performance' at the following link: <http://www.tatacommunications.com/investor-relations/performance>

Notice is also given that pursuant to section 91 of the Companies Act 2013 and applicable provisions of the listing agreement, the Register of Transfers and Register of Members of the Company shall remain closed from Saturday, 26 September 2015 to Tuesday, 29 September 2015 (both days inclusive) for the purpose of ascertaining eligibility to dividend.

Dividend on Equity Shares as recommended by the Directors for the year ended 31 March 2015, if declared by the members at the Annual General Meeting, will be paid on or after Monday, 5 October 2015.

(i) to those shareholders whose names appear on the Company's Register of Members after giving effect to all valid share transfers in physical form lodged with the Registrar & Transfer Agents (R&T Agents) of the Company on or before Friday, 25 September 2015.

(ii) in respect of shares held in electronic form, to those "deemed members" whose names appear in the statements of beneficial ownership furnished by National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) as at the end of business on Friday, 25 September 2015. In respect of shares held in demat mode the dividend will be paid on the basis of beneficial ownership as per details to be furnished by NSDL and CDSL for this purpose.

In compliance with the provisions of Section 108 of the Companies Act 2013 and the Rules framed thereunder and the clause 35B of the listing agreement, the Members are provided with the facility to cast their votes electronically, through the e-voting services provided by NSDL, on all resolutions set forth in the Notice contained in the Annual Report despatched as mentioned above. In order to enable the Members, who do not have access to e-voting facility, to send their assent or dissent in writing in respect of the resolutions as set out in the said Notice, a Ballot Form is enclosed with the said Notice. The Members are requested to please read the Instructions on

TATA COMMUNICATIONS

Tata Communications Limited

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CIN : L64200MH1986PLC039266



the Ballot Form given at the back of the said Form and instructions for e-voting given in the said Notice. Resolution(s) passed by Members through Ballot Forms or e-voting is / are deemed to have been passed as if they have been passed at the AGM.

The e-voting period commences on Friday, 25 September 2015 (9.00 a.m. IST) and ends on Monday, 28 September 2015 (5.00 p.m. IST). During this period, Members holding shares either in physical form or in dematerialized form, as on 22 September, 2015 cut-off date, may cast their vote electronically. The e-voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, he / she shall not be allowed to change it subsequently or cast vote again.

A Member can opt for only one mode of voting i.e. either through e-voting or by Ballot. If a Member casts votes by both modes, then voting done through e-voting shall prevail and Ballot shall be treated as invalid.

The results declared along with the Scrutinizer's Report shall be placed on the Company's website www.tatacommunications.com and on the website of NSDL www.evoting.nsdl.com immediately after the result is declared. The Company shall simultaneously forward the results to BSE Limited and National Stock Exchange of India Limited, where the shares of the Company are listed.

Yours faithfully,
For Tata Communications Limited


Satish Ranade
Company Secretary

To:

- 1) Security Code 23624, The Stock Exchange, Mumbai. Fax No.(22) 22722037,39,41
- 2) Security Code 5251, The Asst. Manager (Listing), National Stock Exchange of India Limited. Fax Nos.: (22) 26598237/38.
- 3) Sharepro Services. Fax No. 2837 5646