



NewSpace India Limited
(A Govt. of India Company under
Department of Space)

**Mandatory
Information
Under RTI, Act
2005**

**1.5 RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD BY
NSIL OR USED BY ITS EMPLOYEES FOR DISCHARGING THEIR FUNCTIONS**

The overall objectives and framework of rules and regulations of the Company are laid down in the Memorandum and Articles of Association of the Company. Each department of the Company, while discharging its functions, is guided by Delegation Powers, manuals, policy and guidelines, which are periodically reviewed and updated. The conduct of the employees is regulated by the NSIL Conduct, Discipline and Appeal Rules, 2020 (CDA) and Standing Orders. In addition, the Company follows the directives and guidelines issued by the Department of Space/ Government of India on various matters.

The important Internal Rules, Regulations, Manuals & Records, which are used by the employees of the Company in discharge of their functions are given below:

a. Matters pertaining to Company Affairs

- Memorandum & Articles of Association;
- Decisions of the Board of Directors and Sub-committees of the Board from time to time as contained in the minutes book;
- Decision of shareholders in the Annual General Meeting as contained in the minute book;
- Companies Act, 2013 and Rules framed there under;

b. Matters pertaining to Finance & Accounts

- Accounting Policies;
- Accounting standards;
- Delegation of Powers;

c. Human Resource matters

- HR Manual

d. TRANSFER POLICY AND TRANSFER ORDERS

NewSpace India Limited (NSIL) operates from its Corporate Office at 11th Floor, Brigade Rubix, Watch Factory Rd, Phase 1, Peenya, Bengaluru, Karnataka-560022 and there no other branches/units of NSIL till date. Hence, there is no option for transfer of NSIL employees as of now.
