

## **ARCHIVAL POLICY**

### **1. INTRODUCTION**

The Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“new Regulations”) requires listed companies to disclose on its website all such events or information which has been disclosed to stock exchange(s) under Regulation 30 of the new Regulations, and such disclosures shall be hosted on the website of the company for a minimum period of five years and thereafter as per the archival policy of the company, as disclosed on its website.

*This Policy is framed in accordance with the new Regulations notified on 2nd September 2015 and other SEBI Circulars as specified in this regard. This policy shall be effective from 1<sup>st</sup> December 2015 being the date when the Board approved the Policy.*

### **2. SCOPE**

This policy covers all events or information which has been disclosed to Stock Exchange(s) under Regulation 30 of the new Regulations.

### **3. POLICY**

The events or information which has been disclosed by the Company to the Stock Exchange(s) under Regulation 30 of the new Regulations will be hosted on the website of the Company for a period of five years from date of its initial posting/hosting. These disclosures may be removed / deleted from the website after expiry of five years from the aforementioned date.

### **4. DISSEMINATION OF POLICY**

This Policy shall be hosted on the intra-net and website of the Company.

\*\*\*\*\*