

ARCHIVAL POLICY FOR DISCLOSURES TO STOCK EXCHANGE

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By Secretarial

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ARCHIVAL POLICY FOR DISCLOSURES TO STOCK EXCHANGE
[Pursuant to Regulation 30(8) of SEBI (Listing Obligations and
Disclosure Requirements) Regulations, 2015]

Background:

As per Regulation 30 (8) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as SEBI Listing Regulations), every listed entity is required to make disclosures of any events or information which, in the opinion of the Board of Directors of the listed company, is material and such disclosure shall be hosted on the website of listed Company for a minimum period of 5 years & thereafter as per the archival policy of the Company as disclosed on its website.

Objective:

The Policy seeks to enhance transparency, accountability and better relationship with stakeholders, by providing for framework for disclosure of required information/ events on the website of the Company.

Policy:

Taking into account the aforesaid provisions and other applicable legal provisions, the Policy on archival of disclosures made to the stock exchanges is being made as under:

1. All disclosures made under regulation 30 of the SEBI Listing regulations by the Company to the stock exchanges, where shares of the Company are listed, shall be kept on the website of the Company for a period of 5 years and thereafter in the archives of the Company for a period of two years.

Further, audio recordings and video recordings, if any, of analyst meet, post earnings or quarterly calls, by whatever name called, conducted physically or through digital means, shall be hosted on the website of the Company for a minimum period of two years, however transcripts for the same shall continue to be hosted for five years and thereafter in the archives of the Company for a period of two years.

2. Other material developments for events or information which are disclosed to the stock exchange(s) shall also be placed on the website of the Company for a period of five years.
3. This policy shall be placed on the Company's website.
4. The Managing Director and/or Group CEO and Compliance Officer, shall make such alterations to this Policy as and when necessitated or as deemed fit, provided they are not inconsistent with the provisions of the applicable laws. Any major amendment to this Policy will be approved by the Board of Directors.

AMENDMENT HISTORY

Version No.	Board Approval Date/Effective date	Amendment History	Remarks
1.00	14/01/2016	Original Issue	Approved in Board Meeting dated 14/01/2016
2.00	19/04/2022	Policy Modified as after a periodical review	Approved in the Board Meeting dated 19/04/2022
3.00	16/01/2025/ 12/12/2024	Policy modified as required due to changes in the SEBI Listing Regulations, 2015 <ul style="list-style-type: none">• Addition of point w.r.t hosting of audio and video recording of analyst meet for 2 years and transcript for 5 years and thereafter in the archives of the Company for a period of 2 years, under point 1 of policy	Approved in the Board Meeting dated 16/01/2025