



OSWAL GREENTECH LIMITED

POLICY ON ARCHIVAL OF DOCUMENTS

Oswal Greentech Limited
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1. Background

The Securities and Exchange Board of India (“SEBI”), vide its Notification dated September 2, 2015, has issued the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Regulations”). The Regulations come into force from December 1, 2015. The Regulations mandate listed entities to formulate an archival policy. It is in this context that the Policy on Archival of Documents (“Policy”) is being framed and implemented.

2. Objective of the Policy

The objective of this Policy is to comply with Regulation 30(8) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as mentioned below:

“The listed entity shall disclose on its website all such events or information which has been disclosed to stock exchange(s) under this regulation, and such disclosures shall be hosted on the website of the listed entity for a minimum period of five years and thereafter as per the archival policy of the listed entity, as disclosed on its website.”

3. Archival Policy

In accordance with the provisions of the aforesaid Regulation, the Company shall ensure that all the information shall be hosted on the Company’s website (<http://www.oswalgreens.com>) for a period of 5 years.

After five years, such disclosures may be removed from the Company’s website and preserved by the Company. Such disclosures shall be preserved in a logical manner viz. as per nature/date of the disclosure, etc. to facilitate easy retrieval as and when required. The disclosures shall be preserved in a non-editable format for a further period of five years (“Preservation Period”). After the Preservation Period, such archives would be deleted/removed after obtaining approval of the Chief Financial Officer

4. Amendments

The Board shall have the power to amend any of the provision of this Policy, substitute any of the provisions with a new provision or replace this Policy entirely with a new Policy.