



ARCHIVAL POLICY

(Pursuant to Regulation 30 (8) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)

Adopted in the Board Meeting dated 16th November, 2015

ARCHIVAL POLICY

1. OBJECTIVE

SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Regulations”) requires every Listed Company to make available an Archival policy on the website.

The objective of this policy is to lay down the time frame for archival of documents hosted on the Company’s website as per regulatory requirements.

2. DOCUMENTS TO BE HOSTED ON WEBSITE

The Company shall host on its website, information and documents which are required to be hosted as per the Companies Act, 2013 and Rules framed thereunder, SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015 (the “Regulations”) and other applicable laws, rules and regulations from time to time.

The Company shall host the above information and documents on its website for a continuous period of five years from the date of hosting.

3. ARCHIVAL POLICY

In line with MDOL’s Policy on Determination of Materiality of Events and as per the Regulations, the Company shall disclose all such events to the Stock Exchanges and such disclosures shall be hosted on the website of the Company for a period of 5 years and thereafter the same shall be archived so as to be available for retrieval for a further period of one year by storing the same on suitable media.

4. REVIEW AND AMENDMENT:

The Board may monitor, review and amend the Policy from time to time as also whenever necessitated due to amendments of any Act, Rules or applicable Regulations.
