

## SHRIRAM ASSET MANAGEMENT COMPANY LIMITED

### DOCUMENT CONTROL

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## **ARCHIVAL POLICY**

### **1. Preface:**

Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (effective 1st December, 2015), requires every Listed Company to formulate an Archival Policy.

### **Regulation 30(8) of the Listing Regulations, 2015 is re-produced as under: Disclosure of events or information**

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.

### **2. Definitions:**

“Board of Directors” or “the Board” means the Board of Directors of Shriram Asset Management Company Limited, as constituted from time to time.

“Company” means Shriram Asset Management Company Limited.

“Listing Regulations” means the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

“Policy” means this Archival Policy.

“Material Events” means events as specified in Schedule III to the Listing Regulations from time to time upon occurrence of which the Company shall make disclosures to stock exchange(s) and host such disclosures on its website.

### **3. Purpose & Scope:**

The purpose of this Policy is to prescribe a policy under Regulation 30 (8) of the Listing Regulations about the archival of any of the material events or information which is disclosed by the Company to the Stock Exchanges under these Regulations and hosted the same on the website of the Company.

**4. Archival Policy:**

The events or information which has been disclosed by the Company to the Stock Exchange i.e. BSE Limited under Regulation 30 of the Listing Regulations shall be hosted and retained on the Company's website for a minimum period of 5(five) years. These disclosures may be removed / deleted from the website after expiry of five years from date of its initial posting/ hosting.

**5. Amendments to the Policy:**

The Policy shall be reviewed and updated or modified, as and when there are any changes in applicable laws or regulatory requirements and shall be reviewed annually.