

**ARCHIVAL POLICY**  
**(As approved by the Board of Directors on May 28, 2021)**

**Introduction**

The Company's website [www.sicapital.co.in](http://www.sicapital.co.in) contains information to make the stakeholders aware on its business and operations. The website is updated regularly and certain information and documents have to be archived properly and periodically to ensure its availability on the same.

Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") requires the Listed entities to frame an Archival Policy. Accordingly, Archival Policy has been framed to provide guidelines for archival of records and documents as statutorily required.

**Objectives**

This Policy has been framed to facilitate the stakeholders to retrieve the past information which is of a statutory nature for a period mentioned herein.

**Archival of Information**

The material events/ information to be archived under Regulation 30 of Listing Regulations comprise of financial data and other corporate announcements disclosed under the said Regulation 30. The links provided in the home page and shareholders page provide access to such information/ documents which is relevant to the investors and other stakeholders.

The information as statutorily required under the said Regulation shall be hosted on the website of the Company for a minimum period of five (5) years and thereafter maintained under the archival section for a further period of at least three (3) years in the manner as deemed appropriate by the Company.

**Amendments**

The Board of Directors shall be empowered to amend, modify, and interpret this Policy and it shall be effective from such date that the Board may notify in this behalf. The decision of the Board of Directors with regard to all matters relating to this Policy shall be final and binding on all concerned.

This Policy is subject to the applicable prevailing law and if there is any inconsistency between any of the provisions of this Policy and applicable law, the applicable law shall prevail.