

**POLICY ON  
ARCHIVAL OF DOCUMENTS**

**INDO RAMA**  
**Synthetics (India) Limited**

20<sup>th</sup> Floor, DLF Square, DLF Phase - II  
NH - 8 Gurgaon - 122002  
Haryana, India

**INDO RAMA SYNTHETIS (INDIA) LIMITED****Policy on Archival of Documents****Introduction**

The Securities and Exchange Board of India (SEBI), vide its notification dated 2<sup>nd</sup> September 2015, has issued the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 (Regulations). The Regulations came into force from 1<sup>st</sup> December 2015. The Regulations mandate the 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.

**Objective of the Policy**

The Objective of this Policy is to comply with Regulation 30(8) of the SEBI (Listing Obligation 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 the Stock Exchange(s) under this Regulations 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”.*

**Scope and Exclusions**

This Policy is applicable to the Indo Rama Synthetics (India) Ltd. (IRSL).

**Archival Policy**

In accordance with the provisions of the aforesaid Regulations, the Company shall ensure that all the information shall be hosted on the Company's website, [www.indoramaindia.com](http://www.indoramaindia.com), for a period of 5 (five) years and thereafter will be archived for a period of 1 (one) year.

**Effective Date**

The Policy is approved by the Board of Directors at their 5<sup>th</sup> meeting held on 18<sup>th</sup> May 2016 and shall be effective from 1<sup>st</sup> December 2015.

\*\*\*\*