



Corporate Identification Number (CIN): L65991DL1996PLC083909  
Registered & Corporate Office: 401-402, Lusa Tower, Azadpur Commercial Complex, Delhi- 110033  
Website: [www.insecticidesindia.com](http://www.insecticidesindia.com), Email: [investor@insecticidesindia.com](mailto:investor@insecticidesindia.com)  
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## **ARCHIVAL POLICY**

### **I. BACKGROUND**

The Securities and Exchange Board of India has issued SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) on 2<sup>nd</sup> September, 2015 to be effective from 1<sup>st</sup> December, 2015.

As per Regulation 30(8) of the Listing Regulations, the Company is required to disclose on its website all such events or information which is to be disclosed to the Stock Exchanges pursuant to this Regulation. All such disclosures shall be archived as per the Company’s Policy.

### **II. ARCHIVAL POLICY**

In line with Insecticides (India) Limited (“The Company”) 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 3 years by storing the same on suitable media. Thereafter, the said information, documents, records may be destroyed as per the policy on preservation of documents.

### **III. REVIEW OF THE POLICY**

In case there are any regulatory changes requiring modifications to the Policy, the Policy shall be reviewed and amended with due approval from the Managing Director. However, the amended regulatory requirements will supersede the Policy till the time Policy is suitably amended.