

**POLICY ON ARCHIVAL OF DOCUMENTS**  
**OF**  
**MALU PAPER MILLS LIMITED**

## **POLICY ON ARCHIVAL OF DOCUMENTS:-**

### **I. INTRODUCTION:**

As per the requirements Regulation 30(8) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Regulations), every listed company is mandated to establish a Policy on Archival of documents. The regulation came into force from December 1, 2015

### **II. OBJECTIVE:**

The objective of the policy is to comply with Regulation 30(8) of SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015 by Malu Paper Mills Limited., (the Company) as mentioned below:

*“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.”*

### **III. ARCHIVAL POLICY:**

The disclosures made to the stock exchanges shall be hosted on the Company’s website for a period of five years from the date of initial posting.

The disclosures shall thereafter be archived under the heading “Archives” and shall be retained on the Company’s website for such period as may be decided by the Managing Director from time to time, subject to applicable law.

**DAMODARLAL MALU**

**CHAIRMAN**