

# SWASTIKA INVESTMART LIMITED

## POLICY FOR ARCHIVAL OF DOCUMENTS

### 1. INTRODUCTION & OBJECTIVE:

The Board of Directors of Swastika Investmart Limited (“the Company”) has adopted the policy on Archival of Documents (“this Policy”) of the Company.

This policy is prepared in terms of Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the “Listing Regulations”).

### 2. DEFINITIONS:

All the words and expressions used in this Policy, unless defined herein, shall have meaning assigned to them in the Companies Act, 2013, rules made there under, Listing Regulations and other applicable statutory enactments (collectively, the ‘Statutory Provisions’), as the case may be, as amended, from time to time.

### 3. ARCHIVING OF DOCUMENTS HOSTED ON THE COMPANY'S WEBSITE:

The events or information of the Company disclosed to the stock exchanges where the securities of the Company are listed, shall be disclosed on the website of the Company i.e. [www.swastika.co.in](http://www.swastika.co.in) (the “Website”) and shall be hosted on the Website for a minimum period of five (5) years and thereafter for such additional period as may be required considering the requirements of various laws and regulations.

### 4. REVIEW OF THE POLICY:

This Policy shall be reviewed periodically and may be amended by the Board of Directors of the Company, as may be deemed necessary.

### 5. INTERPRETATION:

In case of any conflict between the provisions of this Policy and of Statutory Provisions, the Statutory Provisions shall prevail over this Policy. Any subsequent amendment/ modification in the Statutory Provisions shall automatically apply to this Policy. In case of any clarification required with respect to this Policy, kindly contact the Company Secretary of the Company.