



## **POLICY ON PRESERVATION OF RECORDS AND ARCHIVAL POLICY**

### **1) PREAMBLE:**

CIAN Agro Industries & Infrastructure Limited ("the Company") is registered as a Public Limited Company under Companies Act, 1956. The equity shares of the Company are listed on the BSE Limited.

### **2) BACKGROUND, APPLICABILITY AND PURPOSE:**

The Securities and Exchange Board of India ("SEBI") vide notification dated September 2, 2015 issued SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the LODR"), which is effective from December 1, 2015.

As per Regulation 30 of the LODR, every equity listed entity is required to make disclosures to Stock Exchange(s) of any events or information which, in the opinion of the board of directors of the listed company, is material and such disclosures shall be hosted on the website of the listed company for a minimum period of 5 years & thereafter as per the archival policy of the company as disclosed on its website.

This Policy has been framed keeping in view the requirements of LODR. This Policy applies to such documents/information hosted and visible to the public on the website of CIAN Agro Industries & Infrastructure Limited ('the Company') i.e. <http://www.cianindustries.com>.

### **3) DOCUMENTS/INFORMATION WHICH SHALL BE ARCHIVED AND TIME PERIOD FOR MAINTAINING INFORMATION/DOCUMENTS ON THE WEBSITE:**

All disclosures made under Regulation 30 of the LODR by the Company to the Stock Exchange(s), shall be kept on the website of the Company for a period of 5 years and thereafter in the archives (in softcopy form) of the Company for a period of 3 years.

All other disclosures/information shall be kept on the website of the Company for such period as stipulated in the statute, if any, or for such period as decided by the Company, where no minimum period is prescribed in the statute. The aforesaid information shall be maintained in the archives for such period as stipulated in the statute, if any, or as determined by the Company where no minimum period is prescribed in the statute. For determining the period of maintenance on the website and in the archives, the Company shall follow appropriate internal consultation processes.

### **4) AMENDMENT TO THE POLICY:**

The Policy shall be reviewed as and when required to ensure that it meets the objectives of the relevant regulation. The Chairman & Managing Director or President & Whole-time Director of the Company is authorized to make appropriate changes to the Policy as he may deem expedient.