

GOTHI PLASCON (INDIA) LIMITED

ARCHIVAL POLICY

1. BACKGROUND

Regulation 30(8) (Chapter IV) of the Regulations requires every Listed Entity to make available an Archival policy on the website. In this context, the following policy has been framed by the Board of Directors of the Company.

2. OBJECTIVES

The Policy is to maintain as required under Regulation 30 of the Regulations. Records are to be retained for the period of their immediate use, unless longer retention is required for historical reference, contractual, legal or regulatory requirements or for other purposes as may be set forth below. Records that are no longer required, or have satisfied their required periods of retention, shall be destroyed as per the procedure prescribed under the law.

3. SCOPE

In line with the Company's 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 one year by storing the same on suitable media. There after the said information, documents, records may be destroyed as per the policy on preservation of documents.

4. POLICY REVIEW

The Policy shall be subject to review by the Board. Any amendment made to the policy as deemed necessary from time to time in accordance with the regulatory requirements / amendments or otherwise, shall be reported to the Board for noting at a meeting of the Board.