



**JAYSYNTH**

**JAYSYNTH ORGOCHEM LIMITED**

**ARCHIVAL POLICY**

The Board of Directors of Jaysynth Orgochem Limited ("the Company") in compliance with Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations') have approved and adopted this Archival Policy ('the Policy') which shall come into effect from 01<sup>st</sup> December 2015.

Regulation 30 of the Listing Regulations entails the listed entity to make disclosures of any events or information which, in the opinion of the Board of Directors of the Company is material in nature. Further the Listing Regulations have also entailed the following:

- Criteria for determining the materiality of events or information; and
- Schedule providing events which are material as per the Regulations.

The Company after making such disclosures with the Stock Exchange where it is listed shall also simultaneously place such disclosures on the website of the Company.

Regulation 30(8) of the Listing Regulations entails hosting such a disclosure for a minimum period of five years and thereafter as per the Archival Policy of the Listed Entity, as disclosed on its website.

In pursuance of the above, the Company approves and adopts this Policy with effect from 01<sup>st</sup> December 2015. According to this Policy all the disclosures made by the Company under regulation 30 of the Regulations shall be hosted on website of the Company under the Tab – 'Investor Update' and thereafter to archive all the disclosures made to Stock Exchange where the entity is listed for a minimum period of three years under Tab – Archival. After completion of three years, the Company Secretary in consultation with the Managing Director, based on the necessity and relevance of the information, will decide whether to keep it hosted on the website of the Company or not.

Any amendment to this Policy shall be made by the Board of Directors.