



MAXWELL INDUSTRIES LIMITED

ARCHIVAL POLICY

[Pursuant to Regulation 30(8) of the SEBI
(LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS)
REGULATIONS, 2015]

Details of Amendments to the Policy				
Policy Change effective Date	Clause No.	Particulars of the Change	Board Approval Date	Version of Policy

1. LEGAL FRAMEWORK

Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**Regulations**") requires every listed Company to have an Archival Policy on the website.

The Board of Directors ("Board") of the Company has approved the Archival Policy at its meeting held on 12th February, 2016. The Board shall have the power to change and/or substitute any of the provisions of this policy with the new provisions or replace the entire policy with a new policy.

2. DEFINITIONS

- a. "**Board**" means Board of Directors of the Company.
- b. "**Company**" means "Maxwell Industries Limited".
- c. "**Listing Regulations**" Listing Regulations means Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations").
- d. "**Policy**" means this "Archival Policy".

3. OBJECTIVE OF THE POLICY

The objective of this Policy is to ensure that the Company is disclosing all such materiality events on the website.

4. ARCHIVAL POLICY

The Company shall disclose all such events or information which has been disclosed to Stock Exchange(s) under the Policy on Determination of Materiality of Events and as per Regulation 30 read with Schedule III of the Listing Regulations, and such disclosures shall be hosted on the website of the Company for a minimum period of five years and thereafter the same shall be archived so as to be available for retrieval for a further period of three years. Thereafter the said information, documents, records may be destroyed as per the Policy on Preservation of documents.
