



**RELIANCE
CHEMOTEX**
INDUSTRIES LIMITED

ARCHIVAL POLICY

Version Control		
Sl. No.	Approving Authority	Date of Approval / Amendment
1.	Board of Directors	December 01, 2015
2.	Board of Directors	August 14, 2024

ARCHIVAL POLICY

[Pursuant to the Regulation 30(8) and Regulation 46 of the Securities & Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015]

1. INTRODUCTION

The Board of Directors ('the Board') of Reliance Chemotex Industries Ltd. ('the Company'/'RCIL'), have adopted this Archival Policy ('the Policy') with effect from December 01, 2015, to establish the framework needed for effective archival of events and information which have been disclosed to Stock Exchanges under Regulation 30 and Regulation 46 of the Securities & Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('the Listing Regulations') (including any amendments thereof from time to time) and hosted on the Company's website i.e. www.reliancechemotex.com. The purpose of this policy is to ensure protection, maintenance and archival of its disclosures, documents and records that are placed on the Company's website.

2. PERIOD OF ARCHIVAL

The events or information which have been disclosed to the stock exchanges under Regulation 30 of the Listing Regulations in a financial year will be hosted on the Company's website and shall be maintained live for the next 5 financial years and in archived form for 1 financial year thereafter.

Once the obligation to disclose an event or information on the website of the company ceases, the Company Secretary will purge those events and information from the website of the Company. Thereafter the said information, documents, records may be destroyed as per the policy on preservation of documents.

3. PERSON RESPONSIBLE

The Company Secretary, who is also one of the Key Managerial Personnel, shall be responsible for ensuring compliance under this Policy.

4. AMENDMENTS TO THE POLICY

The Board shall have the power to clarify any doubts or rectify any anomalies that may exist in connection with the effective execution of this Policy. The Board reserves the

right to amend this Policy from time to time based on changing requirements of any law or SEBI regulations. In the event of any conflict between the provisions of this policy and any law or SEBI regulations, such law or SEBI regulations shall prevail.

5. DISCLOSURE OF THE POLICY

The Company shall disclose this Policy on its website. The necessary disclosure, if any, about the policy will also be made as per the requirements of Listing Regulations and the Companies Act, 2013.
