

Ganesh Foundry & Castings Limited

CIN: L27106BR1988PLC003002

Registered Office: Vill.- Sipahpur, P.O. - Bhikhanpur Kothi, Muzaffarpur, Bihar- 842001

Email: info@ganeshsuper.com, **Website:** www.ganeshsuper.com,

Tel. : 0621-2265675/2240571

ARCHIVAL POLICY

1. Purpose and Scope:

In pursuance of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), GANESH FOUNDRY & CASTINGS LIMITED ("the Company") is required to disclose on its website all such events or information which has been disclosed to Stock Exchanges where the securities of the Company are listed ("Stock Exchanges") under Regulation 30 of Listing Regulations. Further, such disclosures shall be hosted on the website of the Company for a minimum period of 5 (five) years and thereafter as per the archival policy of the Company.

Accordingly, the Board of Directors of the Company has adopted this "Archival Policy on disclosures to be hosted from time to time on the website of the Company" ("Policy"). The Policy is effective from 1st April, 2019.

2. Documents to be hosted on Website:

The Company shall host on its website, information and documents which are required to be hosted as per the Companies Act, 2013 and Rules framed thereunder and other applicable laws, Rules and Regulations.

3. Period of hosting the events or information:

The disclosures made by the Company to the Stock Exchanges under Regulation 30 of the Listing Regulations, shall be hosted on the website of the Company www.ganeshsuper.com for a minimum period of 5 (five) years. In case the aforesaid disclosures are required by any applicable law or regulation to be hosted for a period longer than that mentioned above, such disclosures shall be hosted on the website of the Company for such longer period.

4. Archival of Documents:

The Company shall host all the disclosures on its website for a minimum period of 5 years. After completion of 5 years, all such disclosures shall be preserved permanently in a secured server of the Company. Such disclosures shall be preserved in a logical manner viz. as per nature, date of disclosures etc. The disclosures shall be in a non-editable format and cannot be deleted from the server of the Company. However same shall be retrievable from the server as and when required.

5. Amendment:

Any change in the Policy shall be approved by the Board of Directors of the Company. The Board of Directors shall have the right to withdraw and / or amend any part of this Policy or the entire Policy, at any time, as it deems fit, or from time to time, and the decision of the Board in this respect shall be final and binding. Any subsequent amendment / modification in the Listing Regulations and / or any other laws in this regard shall automatically apply to this Policy.

6. Communication of this Policy:

This Policy shall be posted on the website of the Company www.ganeshsuper.com.
