



ARDEE ENGINEERING LIMITED

ARCHIVAL POLICY

## I. BACKGROUND

Regulation 30(8) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Regulations**”) requires every listed company to host all the disclosures of events and other information on its website for a minimum period of five years and to frame a policy to determine the duration of retaining the said disclosures on company’s website, as per the web archival policy, subsequent to the expiry of five years from hosting.

## II. POLICY OBJECTIVE:

To define principles and guidelines for ensuring protection, maintenance and archives of Ardee Engineering Limited (the “**Company**”) disclosures, documents and records that are placed on its website [www.ardee.co.in](http://www.ardee.co.in).

## III. THE DISCLOSURES HOSTED ON THE WEBSITE OF THE COMPANY SHALL BE ARCHIVED AS PER THE TERMS SET OUT HEREUNDER

All disclosures made under Regulation 30 by the company to BSE Limited and the National Stock Exchange of India Limited (hereinafter referred to as “**Stock Exchanges**”) shall be kept on the website of the company for a period of five years from the date of the hoisting. Thereafter all disclosed events/information on the website of the Company would be moved to an archival folder after a period of five years from the date on which such events/information are put up on the websites. The shareholders of the Company, in case they need any information, which is not available on the website, may write a mail with their query to the corporate secretarial officer by addressing to Secretarial Team at [cs@ardee.co.in](mailto:cs@ardee.co.in). The Company may engage the services of an external vendor with appropriate experience and infrastructure in this regard.

## IV. MODIFICATION OF THE POLICY

In case of any amendments to the Regulations which makes any of the provisions in the Policy inconsistent, the provisions of the Regulations shall prevail. Further, in case there are any regulatory changes, which require modifications to the Policy, the Policy shall be reviewed and amended with due approval from the Board of Directors of the Company.

Adopted on: August 12,2024

Further, the policy can be reviewed from time to time, as the needs arise and any alterations needs to be made to the said policy.