

SURAJ INDUSTRIES LTD

Registered Office -Plot No. 2 Phase-3, Sansarpur Terrace, Distt. Kangra, H.P.-173212

CIN: L26943HP1992PLC016791

Email id- secretarial@surajindustries.org; **Website-** www.surajindustries.org

Telephone No: 01970-256414

ARCHIVAL POLICY

I. Background

The Company's website www.surajindustries.org contains information on its business and operations for information and awareness of stakeholders. The website is regularly updated and certain information and documents are archived periodically so as to be available on the website, whilst simultaneously keeping its crisp and relevant.

Pursuant to Regulation 30 (8) of Securities and Exchange Board of India ("SEBI) (Listing Obligations and Disclosure Requirements) Regulation, 2015, the content Archival Policy has been framed to provide guidelines for archival of records and documents as statutorily required.

II. Objective of the Policy

Pursuant to Regulation 30 of Listing Regulations, the company shall disclose on its website certain events or information prescribed there in to the Stock Exchange. Such disclosures shall also be made available on the Company's website for certain period as statutorily required. This policy shall be disclosed on the company's website www.surajindustries.org in order to inform the stakeholders to facilitate them to retrieve past information which is of a statutory nature for a period as disclosed in the policy.

III. Archival of Information

The information that needs to be archived under regulation 30(8) of the Listing Regulation comprises Financial Data, Press Releases, Announcements on certain information and events, disclosed by the Company under the said regulation 30. The Investor's page including the links there under, provide access to financial documents/information which are regulatory in nature such as annual reports and financial results.

The information as statutorily required under the said regulations shall be hosted on company's website for a minimum period of five (5) years and thereafter maintained this information under the archival section for a further period of at least five (5) years in the manner as deemed appropriate by the company.

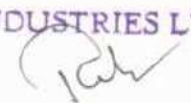
IV. General

In case of any subsequent changes in the provisions of the listing Regulations or any other Regulations which make any of the clauses/provisions in this Policy inconsistent with the Listing Regulations, the provision of such Regulation shall prevail over this policy.

V. Amendments

The company may review and revise the Policy from time to time.

For SURAJ INDUSTRIES LTD


Authorised Signatory