

WEBSITE ARCHIVAL POLICY

POLICY STATEMENT

The Company is committed to establish and maintain information that meets its business needs, accountability requirements and stakeholder expectations.

Through this Archive Policy, the Company aims to have a central archive for historical records with permanent value. The Policy would provide a strong historical background to the organization and governance, its major developments, achievements and relationship with stakeholders.

DEFINITION

- i. **“Company”** mean Bansal Roofing Products Limited
- ii. **“Board”** means the Board of Directors of Bansal Roofing Products Limited
- iii. **“Policy”** means this Website Archival Policy
- iv. **“Record”** means any events or information that to be disclosed by the Company to the Stock Exchange under regulation 30 of SEBI (Listing Obligation & Disclosure Requirements) Regulations, 2015.
- v. **“Website”** means www.bansalroofing.com

PURPOSE OF THE POLICY

The Securities and Exchange Board of India, (Listing Obligations and Disclosure Requirements) Regulations, 2015 requires every listed company to have a policy on archival of information and events disclosed on its website as per regulation 30.

This Policy emphasizes on the importance of preservation of disclosures hosted on the website of the Company for historical purposes. The Policy has been framed with an objective of maintenance of the Company’s historical data and records hosted on the website at one place, in known locations for making it accessible to staff, shareholders of the Company and other stakeholders.

OBJECTIVE OF THE POLICY

Through this Policy, the Company seeks to preserve and manage the information or events posted on its Website in a consistent and logical manner to achieve the below mentioned objectives:

- to meet the legal standards for protection, storage, and retrieval of information or events
- to use the space on the website efficiently; and
- to minimize the cost of record retention;

SCOPE OF INFORMATION IN ARCHIVE

Every kind of information or event which is disclosed to stock exchange and posted on the Website and such information or event which is mandated to be disclosed on the website as per the provisions of regulation 30 of SEBI (Listing Obligation & Disclosure Requirements) Regulations, 2015 shall be preserved in the Archive section provided on the Website.

TIMELINES

The Company's Record(s) shall be moved at the Archives section on the website of the Company at the below mentioned Uniform Resource Locator (URL) after 5 years, from the time when the said Record(s) were hosted on the Company's website. The Record shall be moved in the Archive section of website within a period of 30 days after the expiry of the aforesaid mentioned 5 years. The Records stored in the Archives may be in any format or medium but shall be easy to retrieve, view and read.

URL:

AUTHORITY & RESPONSIBILITY

It shall be the responsibility of the Webmaster managing the Website of the Company or such other person, as designated by the Board of Directors of the Company, to keep on updating the Archive section on the Website from time to time, by placing the Records therein.

EFFECTIVE DATE

This Policy was approved by the Board of Directors in their meeting held on 7th December, 2015 and shall be effective from 1st day of December, 2015.

REVIEW

This Policy shall be subject to review by the Board as may be deemed necessary and in accordance with any regulatory amendments.