

ASIRVAD MICRO FINANCE LIMITED

POLICY FOR ARCHIVAL

Approval Details:

Approval Date	November 12, 2021
Effective Date	November 12, 2021
Approved by	Board of Directors
Version	Sec-1.0
Policy Owner	IT Department/ Secretarial Department

Review/ Amendment History:

Review/ Amendment Date	Review- January 31, 2023
Initiated by	Company Secretary/IT Department
Recommended by	Managing Director
Approved by	Board of Directors

1. Regulatory Framework and Background:

The Board of Directors (**the “Board”**) of Asirvad Micro Finance Limited (**the “Company”**), has adopted the following policy with regard to Archival of documents.

This Policy has been framed as required under the amended SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Regulations”). The Regulations became applicable to the Company from September 07, 2021. The Regulations mandate the debt listed entities to formulate an archival policy. It is in this context that the Policy on Archival of Documents (“Policy”) is being framed and implemented.

2. Purpose:

The objective of this Policy is to comply with Regulation 51(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as mentioned below:

“The listed entity shall disclose on its website, all such events or information which have been disclosed to the stock exchange(s) under this regulation and such disclosures shall be hosted on the website of the listed entity for a minimum period of five years and thereafter as per the archival policy of the listed entity, as disclosed on its website.”

3. Policy:

In accordance with the provisions of the aforesaid Regulation, the Company shall ensure that all the information shall be hosted on the Company’s website (www.asirvadmicrofinance.co.in) for a period of 5 years and thereafter will be archived for a period of 3 years.