

# **AVON MERCANTILE LIMITED**

## **Archival Policy**

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*(Effective from December 1, 2015)*

## **ARCHIVAL POLICY**

### **Introduction:**

- i. The Securities and Exchange Board of India has issued SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") on September 2, 2015, which will come into force w.e.f. December 1, 2015.
- ii. Regulation 30 of Listing Regulations, deals with disclosure of material events/ information to Stock Exchanges.

### **1. Purpose & Scope:**

- i. Pursuant to Regulation 30 of the Listing Regulations, the Company shall disclose on its website all such events or information which have been disclosed to stock exchange(s), and such disclosures shall be hosted on the website of the Company for a minimum period of 5 years and thereafter, as per the Archival Policy of the Company.
- ii. Regulation 30(8) of the Listing Regulations, requires every Listed Company to formulate an Archival Policy.

### **2. Definitions:**

**"Act"** shall mean the Companies Act, 2013 and the Rules framed thereunder, including any modifications, clarifications, circulars or re-enactment thereof.

**"Board of Directors"** or **"the Board"** means the Board of Directors of Spice Mobility Limited, as constituted from time to time.

**"Listing Regulations"** means the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

**"Policy"** means the Archival Policy of the Company.

**"Material Events"** means events as specified in Schedule III to the Listing Regulations from time to time upon occurrence of which the Company shall make disclosures to stock exchange(s) as per the 'Policy for Determination of Materiality of Event/Information' of the Company.

Any other term not defined herein shall have the same meaning as defined in the Act, Listing Regulations or any other applicable law or regulation to the extent applicable to the Company.

### **3. Policy:**

- The disclosures made to stock exchanges under Regulation 30 would be uploaded on the website of the Company.
- The disclosure of material events shall be hosted on the Company's website for a minimum period of 5 (five) years from the date of posting.
- Thereafter, the information would be archived under the heading "Past Events/Information" and would be retained on the website for a further period of 3 (three) years.

### **4. Procedure:**

The Company Secretary of the Company shall arrange for posting on the website of the Company all the disclosures made by the Company in pursuance to the Regulation 30 of the Listing regulations as soon as possible.

**5. Amendment:**

Any change in the Policy shall be approved by the Board of Directors of the Company. The Board 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.