



# **ARCHIVAL POLICY**

## **NIKHIL ADHESIVES LIMITED**

Corporate Identity Number (CIN) – L51900MH1986PLC041062 Registered Office: Shreeji  
Industrial Estate, Vadkun, College Road, Dahanu, District - Thane - 401602 Tel. No. 022 26835864  
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# **ARCHIVAL POLICY**

## **1. BACKGROUND**

SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Regulations**”) requires every Listed Company to make available an Archival policy on the website.

In this context, the following policy has been framed by the Board of Directors (“**Board**”) of Nikhil Adhesives Limited (“**Company**”) at its meeting held on February 12, 2016.

## **2. OBJECTIVE**

The objective of this policy is to comply with regulation 30 (8) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as mention as below:

*“The listed Companies to disclose on its websites all such events or information which has been disclosed to Stock Exchange(s) under this regulation and such disclosure 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. ARCHIVAL POLICY**

In line with Nikhil Adhesives Limited Policy on Determination of Materiality of Events and as per the Regulations, the Company shall disclose all such events to the Stock Exchanges and such disclosures shall be hosted on the website of the Company for a period of 5 years and there after the same shall be archived so as to be available for retrieval for a further period of three years by storing the same on suitable media. There after the said information, documents, records may be destroyed as per the policy on preservation of documents.

## **4. POLICY REVIEW**

This policy shall be reviewed from time to time so that the policy remains complaint with applicable legal requirements. Any change in the policy shall be approved by the Board of Directors of the Company. The Board of Directors 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.

## **5. AMENDMENT**

This Policy is framed based on the provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. In case of any subsequent amendments to the Regulations which make any of the provisions in the Policy inconsistent, the provisions of the Regulations shall prevail. In any circumstance where the terms of this policy differ from any existing or newly enacted law, rule, regulation, or standard governing the Company, the new law, rule, regulation or standard will take precedence over this policies and procedures until such time as this policy is changed to confirm to the law, rule, regulation and standard.