



# Archival Policy of Greycells Education Limited

Greycells Education Limited  
CIN : L65910MH1983PLC030838  
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## **INTRODUCTION**

In accordance with Regulation 30(8) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Greycells Education Limited (hereinafter referred to as “the Company”) is required to formulate a Policy on archival of information/events disclosed on the website of the Company ([www.greycellsltd.com](http://www.greycellsltd.com)).

The Archival Policy shall be effective from 1<sup>st</sup> December, 2015.

## **POLICY**

In line with the Company’s “Policy on determination of Materiality of Events/Information”, the Company shall disclose all such events or information to the Stock Exchange and such disclosures shall be hosted on the website of the Company for a minimum period of 5 years, from the end of the financial year in which the said disclosure was made, and thereafter the same shall be archived so as to be available for retrieval for a period of 1 year.

## **AMENDMENTS TO THE POLICY**

The Company is committed to continuously reviewing and updating policies and procedures. Therefore, this policy is subject to modification. Any amendment in this policy shall be carried out by persons authorized by the Board in this regard.