

SANGRAHALAYA TIMBER AND CRAFTS LTD

ARCHIVAL POLICY ON DISCLOSURES HOSTED ON WEBSITE OF THE COMPANY

1. INTRODUCTION

In pursuance of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”), SANGRAHALAYA TIMBER AND CRAFTS LTD. (“the Company”) is required to disclose on its website all such events or information which has been disclosed to stock exchanges where the securities of the Company are listed (“Stock Exchanges”) under Regulation 30 of Listing Regulations. Further, 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, as disclosed on its website. Accordingly, the Company at its meeting held on April 14, 2014 approved and adopted this “Archival Policy on disclosures to be hosted from time to time on the website of the Company” (“Policy”). The Policy shall be effective from October 5, 2015

2. PERIOD OF HOSTING THE EVENTS OR INFORMATION

All the disclosures made by the Company to the Stock Exchanges under Regulation 30 of the Listing Regulations, shall be hosted on the website of the Company namely www.sangrahalaya.in for a minimum period of 5 years. Thereafter, such disclosures shall be kept in the archives of the Company for a period of 2 years.

In case the aforesaid disclosures are required by any applicable law or regulation to be hosted for a period longer than that mentioned above, such disclosures shall be hosted on the website of the Company for such longer period.

3. AMENDMENT

The Policy can be amended, modified or revised by the Board of Directors of the Company from time to time. In case any provisions of the Policy are contrary to or inconsistent with the provisions of the Companies Act, 2013, rules framed there under and Listing Regulations (“Statutory Provisions”), the provisions of Statutory Provisions shall prevail.