

**ARCHIVAL POLICY**  
**(Last Reviewed on 17/05/2023)**

**1. BACKGROUND**

The Securities and Exchange Board of India (SEBI) vide its notification dated September 2, 2015 has issued SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations, 2015") which came into force from December 1, 2015.

All the events or information which has been disclosed to stock exchange(s) under Regulation 30 of Listing Regulations, 2015 are required to be hosted on the website of the Company for a period of five years and thereafter, as per **Archival Policy** of the Company.

In this context, the following Archival Policy is being framed and implemented.

**2. EFFECTIVE DATE**

The Policy shall be effective from the date of approval given by the Board.

**3. DEFINITIONS**

**"BOARD"** means the Board of Directors of GIC Housing Finance Limited.

**"COMPANY"** means GIC Housing Finance Limited.

**"POLICY"** means this Policy, as amended from time to time.

**"LISTING REGULATIONS, 2015"** means SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

**4. POLICY**

a) The Company shall disclose on its website under "Investor" section all such events or information (disclosures) which are required to be disclosed to the stock exchange(s) under Regulation 30 read with Schedule III of the Listing Regulations, 2015. The disclosures made to the stock exchange(s) under regulation 30 shall be hosted on the Company's website for a period of five years from the date of initial posting.

b) The disclosures shall thereafter be archived under the heading "Archives" and shall be retained on the website for a period of 1 year. On completion of one year, the documents can be removed from the website and soft copies of the same will be available permanently with the Company Secretary.

**5. AMENDMENTS**

The Board shall have the power to amend any of the provisions of this policy or replace this Policy entirely with a new Policy.