

# **WEB ARCHIVAL POLICY**

	Version	2
	Approved on	August 10, 2022
	Effective from	August 10, 2022

# Veritas (India) Limited

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## I. Purpose

The purpose of this Policy is to disseminate equal, adequate and timely information to the shareholders through the website of the Company and to enable them to track the performance of the Company over regular intervals of time and provide sufficient information to enable investors to assess the current status of the Company.

This Policy emphasizes on the importance of preservation of disclosures hosted on the website of the Company for historical purposes. The Policy has been framed with an objective of maintenance of the Company's historical data and records hosted on the website at one place, in known locations for making it accessible to staff, shareholders of the Company and other stakeholders.

#### II. OBJECTIVE OF THE POLICY

Through this Policy, the Company seeks to preserve and manage the information or events posted on its Website in a consistent and logical manner to achieve the below mentioned objectives:

- to meet the legal standards for protection, storage, and retrieval of information or events
- to use the space on the website efficiently; and
- to minimize the cost of record retention;

### III. Archival Policy

The Company shall disclose events and information to the stock exchanges in line with the Company's Policy on Determination of Materiality of Events and as per the SEBI Listing Regulations, shall also disclose on its website all such events or information which has been disclosed to stock exchange(s) under Regulation 30(8) of the SEBI Listing Regulations, and such disclosures shall be hosted on the website of the Company for a period of 5 years. Thereafter 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. Thereafter the said information, documents, records may be destroyed as per the policy on preservation of the documents.

# IV. SCOPE OF INFORMATION IN ARCHIVE

Every kind of information or event which is disclosed to stock exchange and posted on the Website and such information or event which is mandated to be

disclosed on the website as per the provisions of regulation 30 of SEBI (Listing Obligation & Disclosure Requirements) Regulations, 2015 shall be preserved in the Archive section provided on the Website.

TIMELINES The Company's Record(s) shall be moved at the Archives section on the website of the Company at the below mentioned Uniform Resource Locator (URL) after 5 years, from the time when the said Record(s) were hosted on the Company's website. The Record shall be moved in the Archive section of website within a period of 30 days after the expiry of the aforesaid mentioned 5 years. The Records stored in the Archives may be in any format or medium but shall be easy to retrieve, view and read.

URL: <a href="https://www.veritasindia.net/">https://www.veritasindia.net/</a>

AUTHORITY & RESPONSIBILITY: It shall be the responsibility of the Webmaster managing the Website of the Company or such other person, as designated by the Board of Directors of the Company, to keep on updating the Archive section on the Website from time to time, by placing the Records therein.

## V. Policy Review

The Board may subject to applicable laws is entitled to amend, suspend or rescind this Policy at any time. Any difficulties or ambiguities in the Policy will be resolved by the Board in line with the broad intent of the Policy. The Board may also establish further rules and procedures, from time to time, to give effect to the intent of this Policy.

In the event of any conflict between the provisions of this Policy and of the applicable law dealing with the related party transactions, such applicable law in force from time to time shall prevail over this Policy.