

## **ARCHIVAL POLICY**

The Securities Exchange Board of India (SEBI) has notified the SEBI [Listing and Obligations Disclosure Requirements (LODR)] Regulations, 2015 which shall be applicable to all listed Companies with effect from 1<sup>st</sup> December, 2015. This new listing agreement will replace the existing Listing Agreement entered by the Company with the respective Stock Exchange.

### **A. PURPOSE**

As per Regulation 30(8) of SEBI LODR, the Company is required to disclose on its website all such events or information which has been disclosed to the Stock Exchanges pursuant to Regulation 30 for a minimum period of 5 (five) years and thereafter, as per the Archival Policy of the company and the Archival policy is to be uploaded in the website of the Company.

Considering the requirements as prescribed under SEBI (LODR), the Board of Directors of Oriental Aromatics Limited (Formerly Camphor & Allied Products Limited) (“the Company”) has formulated this policy known as Oriental Aromatics Limited (Formerly Camphor & Allied Products Limited)- (OAL –ARCHIVAL POLICY)

### **B. OBJECTIVE**

The objective of this policy is to prescribe a policy for archival of disclosure of events or information which has been disclosed to the Stock Exchange under Regulation 30 of Listing Regulation, 2015 and hosted on the website of the Camphor & Allied Products Limited (“the Company”) and transferred to the archived folder of the website of the Company after the completion of 5 years from the date of disclosure of event.

### **C. APPLICABILITY**

The Policy will be applicable to the Company with effect from 1<sup>st</sup> December, 2015.

### **D. POLICY**

The Company shall after making disclosure of the events and information to the stock exchange also provide such information at the Company’s website i.e [www.camphor-allied.com](http://www.camphor-allied.com)

The disclosure so placed on the website shall be maintained at the Company’s website for a period of 5 years and thereafter in the archives of the Company for a period of 2 years. The period of 5 years shall be calculated from the date of such events and information being placed on Company’s website for the first time.

**E. DISCLOSURE**

The Company shall disclose the policy on its website.

**F. MONITORING AND REVIEW**

The policy shall be reviewed from time to time to remain compliant with the legal requirements. The Company Secretary will keep the policy updated as per the statutory guidelines.