


VOLTAS LIMITED

ARCHIVAL POLICY FOR EVENTS UPLOADED ON COMPANY'S WEBSITE

1. The objective of this Policy is to set out a period during which all events or information disclosed to the Stock Exchange pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as the SEBI Regulations, 2015) have to be disclosed on the Company's website.
2. The Company has formulated a separate Policy enlisting the events or information which are mandatorily required to be disclosed to the Stock Exchange (Para A of Part A of Schedule III) and also disclosure of such events/information which meet the test of materiality (Para B of Part A of Schedule III).
3. The information, contained in Para A and Para B of Part A of Schedule XIII, disclosed to the Stock Exchange, have to be uploaded on the Company's website and retained for a minimum period of five years. Regulation 30(8) of the SEBI Regulations 2015 stipulate that the Company should formulate an Archival Policy, specifying therein further period during which the disclosures made to the Stock Exchange pursuant to Regulation 30 shall remain hosted on the Company's website.
4. Voltas Board has through this Policy decided that all such events/information disclosed to the Stock Exchange pursuant to Regulation 30 would, in addition to the prescribed threshold period of five years, remain hosted on the Company's website for further period of three years.
5. In case of any subsequent changes in the provisions of the SEBI Regulations, 2015 or any other Regulations which makes any of the clauses/provisions in this Policy inconsistent with the SEBI Regulations 2015, the provisions of SEBI Regulations, 2015 would prevail over the Policy. The Board of Directors of the Company also, at its own discretion, have the power to review and revise this Policy.
6. The Archival Policy as approved by the Board of Directors of the Company will be effective from 1st December, 2015 and shall be disclosed on the Company's website.

 1st December, 2015.