



## **RAVINDER HEIGHTS LIMITED**

### **ARCHIVAL POLICY FOR ANY MATERIAL EVENT / INFORMATION DISCLOSED TO THE STOCK EXCHANGES**

**Approved by: Board of Directors**

**Date of approval: February 05, 2021**

**Effective Date: February 05, 2021**

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## **ARCHIVAL POLICY FOR ANY MATERIAL EVENT / INFORMATION DISCLOSED TO THE STOCK EXCHANGES**

### **1. Preface**

The Board of Directors (the “Board”) of Ravinder Heights Limited (the “Company”) has approved the Archival Policy formulated in accordance with Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“SEBI LODR Regulations”) with regard to any material events or information which are disclosed to the Stock Exchanges in terms of the Company’s Policy for determination of Materiality for disclosure of any event / information to Stock Exchange.

### **2. Purpose of the Policy**

Pursuant to Regulation 30(8) of the SEBI LODR Regulations, the Company shall disclose on its website all such events or information which have been disclosed to Stock Exchange(s) under Regulation 30 of the SEBI LODR Regulations, and such disclosure shall be hosted on the website of the Company for a minimum period of five years and thereafter as per the archival policy of the Company, as disclosed on its website.

### **3. Policy**

- 31** Any disclosure of events or information which has been submitted by the Company to the Stock Exchange(s) under Regulation 30 of the Listing Regulations will be available on the website of the Company for a period of 5 (five) years from the date of its disclosure.
- 32** Disclosed information which are over 5 (five) years old will be archived from the website of the Company.
- 33** Any one intending to review those disclosed information may visit under “Archive” Folder available on the website of the Company viz. [www.ravinderheights.com](http://www.ravinderheights.com) or may send an e-mail on [info@ravinderheights.com](mailto:info@ravinderheights.com)

### **4. Disclosure**

The Company shall disclose the Policy on its website.

## **5. Officers Responsible**

The Company Secretary & Compliance Officer of the Company shall be responsible for ensuring overall compliance of this Policy.

## **6. Amendment**

Any subsequent amendment/modification in the SEBI LODR Regulations and/or the Act and other applicable laws in this regard shall automatically apply to this Policy and this Policy shall stand amended/ modified accordingly.

The Chairperson cum Managing Director and the Whole-time Director of the Company are severally authorized to approve the amended Policy to give effect to any changes/ amendments in the Companies Act, 2013 and rules made thereunder and/or SEBI LODR Regulations, as the case may be, as may be notified by the Ministry of Corporate Affairs, SEBI and/or Stock Exchanges from time to time.

**For and on behalf of Board**

**Sd/-**

**Ms. Sunanda Jain**

**Chairperson cum Managing Director Chairman**

**Place: New Delhi**

**Date: February 05, 2021**