

# ARCHIVAL POLICY

**The policy has been adopted and approved by the Board of Directors  
at its meeting held on 22<sup>nd</sup> February, 2021**

CIN : L72900GJ2017PLC096975

☎ 079-4894 0505

✉ info@naapbooks.com

🌐 www.naapbooks.com

📍 3rd Floor, Broadway Business Center,  
Law Garden, Ahmedabad - 380006

**Naapbooks Limited**

**#startupindia**



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

**i. PREFACE:**

The Board of Directors (the "Board") of **Naapbooks Limited (the "Company")** has adopted the following Archival Policy with regard to any material events or information which were disclosed to the Stock Exchanges in terms of the Company's Code for Fair Disclosures of any material event and information.

**ii. PURPOSE OF THE POLICY:**

This Policy is framed pursuant to Regulation 30 (8) of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015 (Listing Regulations). The purpose of this Policy is to archive any of the material events or information which were disclosed by the Company to the Stock Exchanges prior to the period of five years in terms of Regulation 30 of the Listing Regulations.

**iii. POLICY:**

Any disclosure of events or information which have been submitted by the Company to the Stock Exchange(s) under Regulation 30 of the Listing Regulations and Policy of the Company (Disclosed Information) will be available on the website of the Company for a period of five years from the date of its disclosure. Disclosed Information which was over five years old will be archived from the website of the Company. Anyone intending to review that Disclosed Information may write to Compliance Officer of the Company.

**iv. COMMUNICATION OF THIS POLICY:**

A copy of this Policy shall be posted on the web-site of the Company.

**v. AMENDMENT:**

The Board or Management Committee so authorized for the purpose shall have the powers to review or amend any of the provisions of this Policy, substitute any of the provisions with a new provisions or replace this Policy entirely with a new Policy.

\*\*\*\*\*

CIN : L72900GJ2017PLC096975

☎ 079-4894 0505

✉ info@naapbooks.com

🌐 www.naapbooks.com

📍 3rd Floor, Broadway Business Center,  
Law Garden, Ahmedabad - 380006

**Naapbooks Limited**

#startupindia

ISO  
9001:2015

CMMI  
level 3