

# **GIRIRAJ CIVIL DEVELOPERS LIMITED**

## **Archival Policy**

**20 November 2025**

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## Version Control

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## Contact Information

All clarifications and further information regarding the contents of this document can be requested from the following person(s):

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## ARCHIVAL POLICY

### 1. Purpose

The purpose of this Archival Policy is to determine the retention and archival periods of mandatory disclosures made to the Stock Exchanges under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 ("SEBI LODR") on the Company's website and in the Archive Folder on the Company's website.

### 2. Retention and Archival Period

All disclosures made under Regulation 30 of SEBI LODR by the Company to the Stock Exchanges shall be retained on the Company's website for a period of five (5) years from the date of hosting and thereafter in the Archive Folder on the Company's website for a period of one (1) year.

### 3. Modification to the Policy

In case of any amendments to the Regulations which makes any provisions of this Policy inconsistent, the provisions of Regulations shall prevail.

Further, in case there are any regulatory changes which require modifications to the Policy, the Policy shall be reviewed and amended with due approval from the Managing Director and CEO of the Company.

[Authorized Signatory]  
Giriraj Civil Developers Limited