



TATA CAPITAL LIMITED

POLICY ON ARCHIVAL OF DOCUMENTS

Policy Version	Board Approval Date
Version 1	31/01/2022
Version 2	27/03/2025



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POLICY ON ARCHIVAL OF DOCUMENTS

Background:

Regulation 30 and Regulation 51 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended (the “**Listing Regulations**”) refer to an archival policy as per which, all events or information which has been disclosed to stock exchange(s) under Regulation 30 and Regulation 51 of the Listing Regulations, respectively, 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, which will be disclosed on its website i.e. www.tatacapital.com.

Accordingly, this Policy on Archival of Documents (“Policy”) has been framed and adopted by the Board of Directors.

Archival of Information:

In accordance with the provisions of the aforesaid Listing Regulations, all such events / information disclosed to the stock exchanges which are made available on the website of the Company for a minimum period of five 5 years, shall be archived for a further period of 1 year.

The Policy shall be disclosed on the Company’s website www.tatacapital.com.

Review:

The Company shall review and revise the Policy as and when deemed necessary.