

# ARCHIVAL POLICY

## Latest Review/Amendment date

Date	Review/ Amendments	Reviewed/ Amendment Approved By
10.05.2026	Review	Board of Directors

## **POLICY ON ARCHIVAL OF DOCUMENTS**

[In terms of Regulation 30(8) and other relevant regulations of SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015]

### **1. Preamble and background**

The Securities and Exchange Board of India ("SEBI"), vide its notification dated September 2, 2015 has issued SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. Under Sub Regulation (1) of Regulation 30 of this Regulations, it is stipulated that every listed entity shall make disclosures of any events or information which, in opinion of the Board of Directors of the listed entity, is material. Further, Regulation 30 (8) and 51(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, requires that the listed entity shall disclose on its website all such events or information which have been disclosed to the stock exchange(s) under this regulation, and such disclosures shall be hosted on the website of the listed entity for a minimum period of five years and thereafter as per the archival policy of listed entity, as disclosed on its website i.e www.paisalo.in.

In terms of above provisions, the Company has framed this Archival Policy to determine the period for hosting the events or information on the website of the Company, which are required by the Company to be disclosed and period for which it will be archived thereafter.

### **2. Definitions**

**"Act"** means the Companies Act, 2013, Rules framed thereunder and any amendments thereto.

**"Archived documents"** means details of events or information (as defined herein below) as placed or maintained in the archived or historic material events/information folder.

**"Board"** means the Board of Directors of the Company.

**"Company"** means Paisalo Digital Limited (Erstwhile Known as S. E. Investments Limited).

**"Events or Information"** includes the events or information that are required to disclosed on the website of the Company in terms of provisions of the SEBI (LODR) Regulations, 2015 and other applicable Laws as amended from time to time.

**"Policy" or "this Policy"** means Archival Policy.

**"Regulations" or "SEBI (LODR) Regulations, 2015"** means the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulation, 2015

All other words, terms and expressions used but not defined in this policy, shall have the same meaning as respectively assigned to them in SEBI(Listing Obligations and Disclosure Requirements) Regulations, 2015 or the Companies Act, 2013 or rules and regulations made thereunder, or any statutory modification or re-enactment thereto, as the case may be.

### **3. Scope, Objective and Purpose of the Policy**

The objective of this Policy is to comply with the applicable Regulations of SEBI (LODR) Regulation, 2015.

This Policy provides a frame work for ensuring the information relating to the Company are adequately disclosed on its website as required by Regulation 30 (8) and 51 (3) of SEBI (LODR) Regulations, 2015 and other Applicable Laws and archived for a specified period, to facilitate retrieval, if required.

#### **4. Archival period**

##### **A. For events or information disclosed under SEBI (LODR) Regulations, 2015**

All events or information disclosed under Regulation 30 and other Regulations of the SEBI (LODR) Regulations, 2015 to the Stock Exchanges on which the securities of the Company are listed and hosted on the Company's website shall be available on the Company's website for a minimum period of five years from the date of uploading of the same on the website. However, if any event or information requires to be disclosed for longer period due to some appropriate reasons then such event or information may be posted on company's website for longer period.

##### **B. For disclosure made under the other Applicable Laws**

All information required to be uploaded on the Company's website in pursuance of any other Applicable Law, shall be hosted on the Company's website for such period as may be prescribed under that Applicable Law. In case where the concerned law does not prescribed any period for hosting the event or information on the Company's website then required event or information shall be hosted on the Company's website for a maximum period of two years from the date of uploading or till it is relevant.

After the period as mentioned above in para 4(A) and 4(B), the events or information will be archived for a minimum period of one year and thereafter the same may be removed from the website.

The archived documents shall be available in archived or historic material events/information folder located on the website of the Company.

#### **5. Policy Review**

This policy shall be reviewed from time to time so that the policy remains compliant with the applicable legal requirements.

#### **6. Amendment**

The Board shall have power to amend any of the provisions of this Policy, substitute any of the provisions with new provisions or replace this Policy entirely with a new Policy according to subsequent modification(s) /amendment(s) to Regulation.

#### **7. Disclosure of the Policy**

The Company shall disclose this Policy on its website.