

## ARCHIVAL POLICY

### 1. Background

This Policy is framed in accordance with the requirement of Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Listing Regulations**”) (including any amendments thereof) for the purpose of archival of the disclosures with respect to the information and events communicated to the stock exchanges under Regulation 30 of the Listing Regulations shall be hosted on the website of 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.proteantech.in](http://www.proteantech.in)

### 2. Definitions

“**Applicable laws**” means securities laws defined under Regulation 2(zf) of the Listing Regulations and other laws and statutes applicable to the Company, mandating preservation of documents.

“**Board**” means board of directors of the Company as constituted from time to time.

“**Company**” means “**Protean eGov Technologies Limited**”

“**Company Secretary and Compliance Officer**” means the Company Secretary and Compliance Officer appointed by the Board.

“**Document/s**” includes all papers, documents, agreements, filings, forms, memos, correspondences, records, files, books, etc., of the Company in physical or electronic forms.

“**Managing Director**” means the Managing Director appointed by the Board and the Shareholders of the Company.

“**Effective Date**” means the date on which such Policy will be adopted by the Board.

“**Policy**” means this policy on archival of the disclosures made for on the website for information and events communicated to stock exchanges formulated by the Company.

### **3. Archival Process**

- i. All the relevant disclosures of information and events communicated to the stock exchanges under Regulation 30 of the Listing Regulations will be hosted on the website of the Company under the section entitled “*Investor Relations*” for a period of five years and thereafter the same shall be archived so as to be available for retrieval for such period as may be decided by the Managing Director and/or Board of the Company.
- ii. Subsequently, anyone intending to review archived information and events communicated to the stock exchanges may write to the Company Secretary and Compliance Officer of the Company.
- iii. This policy will be periodically reviewed and amended based on any changes in the laws, rules and regulations applicable to the Company from time to time or changes in internal processes.
- iv. Adoption of this policy shall be communicated to the stock exchange(s) where the Company’s equity shares are listed. This policy shall also be disclosed on the website of the Company.
- v. This policy will ensure the archival of the content which are no longer required to be maintained on the website of the Company, but which needs to be available to the stakeholders for reference or which is required by law to be publicly available.

### **4. AMENDMENTS**

The Board shall have the power to amend any of the provisions of this Policy, substitute any of the provisions with a new provision or replace this Policy entirely with a new Policy.

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