



Regd Office: 155, Somdutt Chambers II, 9, Bhikaji Cama Place, New Delhi-110066  
Corporate Office: 157, EPIP Zone, Phase II, Whitefield, Bengaluru-560066  
CIN: L72200DL1999PLC171077 | Website: [www.infinite.com](http://www.infinite.com) | E-Mail: [shareholder@infinite.com](mailto:shareholder@infinite.com)  
Phone: +91 80 41930000, +91 11 46150845 | Fax: +91 80 41930009, +91 11 46150830

## ARCHIVAL POLICY

### 1. Introduction

The Board of Directors (“Board”) of Infinite Computer Solutions (India) Limited (“Company”) has adopted the following Archival Policy (“The Policy”). This Policy has been formulated in terms of Regulation 30 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”).

This Policy will be applicable with effect from December 1, 2015.

### 2. Purpose of the Policy

The Purpose of this Policy is in regard to archive the material events or information which are disclosed to the Stock Exchanges in terms of the Company’s Policy for determination of Materiality of any event or information.

### 3. Objective of the Policy

Any events or information which has been disclosed by the Company to the Stock Exchange(s) under Regulation 30 of the Listing Regulations and as per the Policy on Determination of Materiality, shall be made available on the website of the Company for a period of 5 (five) Years from the date of its disclosure.

Such Disclosed Information post completion of 5(five) Years shall be transferred to the Archive section of the website of the Company.

### 4. Authority and Responsibility



It shall be the responsibility of the Webmaster managing the Website of the Company or such other person, as designated by the Board of Directors of the Company, to keep on updating the Archive section on the Website from time to time, by placing the Records therein.

#### **4. Amendments / Review of the Policy**

This policy shall be subject to review by the Board as may be deemed necessary and in accordance with any regulatory amendments.

#### **5. Communication of this Policy**

This Policy shall be circulated among the employees and hosted on the Company's Website and the intranet.