



**UJJIVAN FINANCIAL SERVICES LIMITED**

**POLICY ON ARCHIVAL OF DOCUMENTS**

**March 17, 2016**

## A. INTRODUCTION

SEBI (Listing Obligations and Disclosure Requirements) Regulations (“**LODR**” or “**Listing Regulations**” or “**Regulations**”) mandate listed entities to formulate an archival policy. It is in this context that this “Policy on Archival of Documents” (“Policy”) is being framed and implemented.

This policy is effective from March 17, 2016

## B. OBJECTIVES

The objective of this Policy is to comply with Regulation 30(8) of the Listing Regulations as mentioned below:

*The listed entity shall disclose on its website all such events or information which has been disclosed to 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 the listed entity, as disclosed on its website.*

## C. ARCHIVAL POLICY

In compliance with the aforesaid Regulation, the Company shall ensure that all the information shall be hosted on the Company’s website ([www.ujjivan.com](http://www.ujjivan.com)) for a period of 5 years and thereafter will be archived for a period of 1 year.

## D. CONTACT DETAILS

Any questions or clarifications about the policy should be referred to the Company Secretary, who is in charge of administering, enforcing and updating the policy.

Sanjeev Barnwal  
Company Secretary and Compliance Officer  
Ujjivan Financial Services Limited  
Grape Garden, No. 27, 3rd A Cross, 18th Main, Koramangala 6th Block, Bengaluru 560 095  
Email: [sanjeev.barnwal@ujjivan.com](mailto:sanjeev.barnwal@ujjivan.com)