



ARCHIVAL POLICY

INTRODUCTION

In accordance with Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Regulations”) every listed entity requires to formulate and make available an Archival policy on its website.

In this context the Board of Directors (‘Board’) of Mazda Limited (‘Company’), has formulated and adopted this “**ARCHIVAL POLICY**” (‘Policy’).

POLICY:

In line with the Policy of the Company on Determination of Materiality of Events and as per the Regulations, the Company shall disclose all such events to the Stock Exchanges and such disclosures shall be hosted on the website of the Company for a period of five (5) years and thereafter the same shall be archived so as to be available for retrieval for a further period of six months by storing the same on a suitable media.

Thereafter the said information, documents, records may be destroyed as per the policy on preservation of documents.

POLICY REVIEW AND AMENDMENTS

This Policy would be subject to modification in accordance with the guidelines / clarifications as may be issued from time to time by relevant statutory and regulatory authority. The Board may modify, add, delete or amend any of the provisions of this Policy. Any exceptions to the Policy must be consistent with the Regulations and must be approved in the manner as may be decided by the Board.