

## ARCHIVAL POLICY OF ASIAN HOTELS (WEST) LIMITED

### 1. INTRODUCTION

Pursuant to the requirement of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), Asian Hotels (West) Limited ('the Company') is required to disclose on its website all such events or information which has been disclosed to stock exchanges where the securities of the Company are listed ("Stock Exchanges") under Regulation 30 of Listing Regulations.

Further, such disclosures shall be hosted on the website of the Company for a minimum period of 5 years and thereafter as per the archival policy of the Company, as disclosed on its website.

Accordingly, the Company has adopted this "Archival Policy on disclosures to be hosted from time to time on the website of the Company" ("Policy").

### 2. POLICY

All the disclosures made by the Company to the Stock Exchanges under Regulation 30 of the Listing Regulations, shall be hosted on the website of the Company for a minimum period of 5 years. Thereafter, such disclosures shall be kept in the archives of the Company for a period of 1 years.

In case the aforesaid disclosures are required by any applicable law(s) or regulation(s) to be hosted for a period longer than that mentioned above, such disclosures shall be hosted on the website of the Company for such longer period.

### 3. POLICY REVIEW

This policy shall be reviewed from time to time so that the policy remains compliant with applicable legal requirements. The Company Secretary will keep the policy updated as per applicable statutory guidelines.

### 4. DISCLOSURES

The updated policy shall be continuously hosted on the website of the Company.