

GODREJ FINANCE LIMITED

Archival Policy

BACKGROUND:

As per Regulation 51 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") requires every Listed Company to make available an Archival policy on the website.

In this context, this policy has been approved by the Board of Directors ("Board") of Godrej Finance Limited ("GFL or the Company").

ARCHIVAL POLICY:

The Company shall disclose all disclosures to be made under Regulation 51 of the Listing Regulations, to the Stock Exchanges and such disclosures shall be hosted on the website of the Company for a period of 5 years and thereafter the same shall be archived so as to be available for retrieval for a further period of three years by storing the same on suitable media.

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

The Company Secretary shall identify the events under the aforesaid regulation which required to be hosted on the website of the Company by following appropriate internal consultation processes.

All other disclosures/information shall be kept on the website of the Company for such period as stipulated in the statute, if any, or for such period as decided by the Company Secretary, where no minimum period is prescribed in the statute.

REVIEW, MODIFICATION & CHANGES:

- There shall be an annual review of the Policy by the Board of Directors.
- The Board of Directors can at any time modify or amend, either the whole or any part of the Policy, within the regulatory framework.