



ABM KNOWLEDGEWARE LIMITED

ARCHIVAL POLICY

Introduction:

Pursuant to Regulation 30(8) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed company shall disclose on its website all such events and information which have been disclosed to the Stock exchange(s) under Regulation 30 and is required to frame an Archival Policy.

In this context, the Board of Directors of ABM KnowledgeWare Limited (“Company”) have approved the Archival Policy at its meeting held on 28th January, 2016.

Objective:

The objective of this policy is to lay down the time frame for archival of documents hosted on the Company’s website as per regulatory requirements.

Archival Policy:

The Company shall disclose on its website all such events and information which have been disclosed to the Stock Exchanges under the Listing Regulations. Such disclosures shall be hosted on the website of the Company for period of five years from the date of disclosure to Stock Exchanges. These disclosures may be removed / deleted from the website after expiry of five years from the date of its initial posting / hosting.

Disclosure:

The Policy shall be disclosed on the website of the Company and the Managing Director, Chief Financial Officer and Company Secretary of the Company shall be authorised to make necessary changes to disclosures.

Amendment to the Policy:

The Board of Directors shall alter, amend or modify the clauses of this Policy from time to time in line with the requirement of the SEBI Guidelines or any other rules, regulations etc., which may be amended and applicable from time to time.