

EMKAY GLOBAL FINANCIAL SERVICES LIMITED

ARCHIVAL POLICY

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CIN: L67120MH1995PLC084899**

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1. Background

As per Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”), the listed entity shall disclose on its website all such events or information which has been disclosed to stock exchange(s) under Regulation 30 of Listing Regulation, and such disclosures shall be hosted on the website of the listed entity for a minimum period of five (5) years and thereafter as per archival policy of the listed entity, as disclosed on its website.

Further, as per Regulation 46(2)(oa)(ii), the listed entity shall host audio recordings and video recordings on the website of the Company for a minimum period of two (2) years and thereafter as per preservation policy in terms of clause (b) of Regulation 9 of Listing Regulations.

Further, as per Regulation 46(2)(oa)(iii), The transcripts of post-earning or quarterly calls, by whatever name called, conducted physically or through digital means shall be hosted on website of the Company for a minimum period of five (5) years and preserved in accordance with clause (b) of Regulation 9 of Listing Regulations.

Further, as per Regulation 51 of Listing Regulations, the listed entity is required to promptly inform the stock exchange(s) where its non-convertible debentures are listed of all information or any action that shall affect payment of interest or redemption of non-convertible debentures. The Company is also required to make disclosures of events specified in Part B of Schedule II to Listing Regulations.

Further, as per Regulation 51(3) of Listing Regulations, the listed entity shall disclose on its website, all such events or information which have been disclosed to the stock exchange(s) under Regulation 51 and such disclosures shall be hosted on the website of the listed entity for a minimum period of five (5) years and thereafter as per the archival policy of the listed entity, as disclosed on its website.

Accordingly, Archival Policy of the disclosure made to the stock exchanges is being framed there under and amended by Board of Directors of Emkay Global Financial Services Limited (“EGFSL”/ “Company”) in its meeting held on 21.05.2025.

2. Objective/Purpose of the Policy

The objective/purpose is to formulate a policy for the archival of the disclosures made on the website of the Company for information or events which has been disclosed to Stock Exchange(s), for a minimum period of five (5) years or such period so as to satisfy the statutory and regulatory requirements.

3. Definition

“Applicable laws” means securities laws defined under Regulation 30(8), 46(2)(oa)(ii), 46(2)(oa)(iii) and Regulation 51(3) of the Listing Regulations and other laws and statutes applicable to the Company, mandating archival of documents on website of the Company.

“Archival” means accumulation/storage of historical records on server/network or at a physical place.

“Board” means board of directors of the Company as constituted from time to time.

“Company” means Emkay Global Financial Services Limited (“EGFSL”).

“Company Secretary and Compliance Officer” means the company secretary and compliance officer appointed by the Board.

“Document/s” includes all papers, documents, agreements, filings, forms, memos, correspondences, records, files, books, etc., of the Company in physical or electronic forms.

“Electronic Form” means any contemporaneous electronic device such as computer laptop, compact disc, floppy disc, space on electronic cloud, or any other form of storage and retrieval device, considered feasible, whether the same is in possession or control of the Company or otherwise the Company has control over access to it.

“Managing Director” means the managing director appointed by the Board and the shareholders of the Company.

4. Archival Process

- All the relevant disclosures of information and events communicated to the stock exchanges under Regulation 30(8), 46(2)(oa)(ii), 46(2)(oa)(iii) and Regulation 51(3) of the Listing Regulations will be hosted on the website of the Company – www.emkayglobal.com under the section entitled “Investor Relations” for a minimum period of five (5) years or such other time frame as may be prescribed for specific events or information under Listing Regulations or required under any applicable laws to be hosted for period longer than that mentioned above, such disclosure shall be hosted on the website of the Company for such longer period.
- Subsequently, anyone intending to review the archived information and events communicated to the stock exchanges may write to the Company Secretary and Compliance Officer of the Company.

- This policy will be periodically reviewed and amended based on any changes in the laws, rules and regulations applicable to the Company from time to time or changes in internal processes.
- Further, any subsequent amendment/modification in Listing Regulations and/or other applicable laws in this regard shall automatically apply to this policy.

The policy shall be continuously hosted on the website of the Company after the approval of the Board of Directors and after every amendment/ updating there of on www.emkayglobal.com.