

## **ZF STEERING GEAR (INDIA) LIMITED**

# **ARCHIVAL POLICY FOR INFORMATION DISCLOSED ON THE COMPANY'S WEBSITE**

(Effective from December 1, 2015)

**Registered Office:**

Gat No. 1242/44, Village Vadu Budruk,  
Tal. Shirur, Dist. Pune – 412 216  
CIN: L29130PN1981PLC02373

## ZF STEERING GEAR (INDIA) LIMITED

### ARCHIVAL POLICY FOR INFORMATION DISCLOSED ON THE COMPANY'S WEBSITE

#### 1. Preamble:

The Securities and Exchange Board of India ("SEBI"), vide its Notification dated September 2, 2015, has issued the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**the Listing Regulations**"). The Regulations came into force from December 1, 2015.

The Regulations mandate listed entities to formulate an archival policy. It is in this context that the Policy on Archival of Documents ("**Policy**") is being framed and implemented by ZF Steering Gear (India) Ltd. (**the Company**)

#### 2. Objective of the Policy:

The objective of this Policy is to comply with Regulation 30(8) of the Listing Regulations, as mentioned below:

"The listed entity shall disclose on its website all such events or information which has been disclosed to stock exchange(s) under this regulation, and such disclosures shall be hosted on the website of the listed entity for a minimum period of five years and thereafter as per the archival policy of the listed entity, as disclosed on its website."

#### 3. Archival Policy:

In accordance with the provisions of the aforesaid Regulation, the Company shall ensure that all the information of events or information, disclosed to BSE Ltd., as per the applicable regulations, including the Listing Regulations, shall be hosted on the Company's website for a period of 5 (Five) years and thereafter will be archived for a period of 1 (One) year.

#### 4. Review and Amendment:

The Board of Directors may review this Policy and make revisions as may be required.

#### 5. Disclosure of the Archival Policy:

This Policy shall be uploaded on the Company's website for public information.

Pune

**CHAIRMAN**