



# ORIENTAL RAIL INFRASTRUCTURE LIMITED

(Formerly known as Oriental Veneer Products Limited)

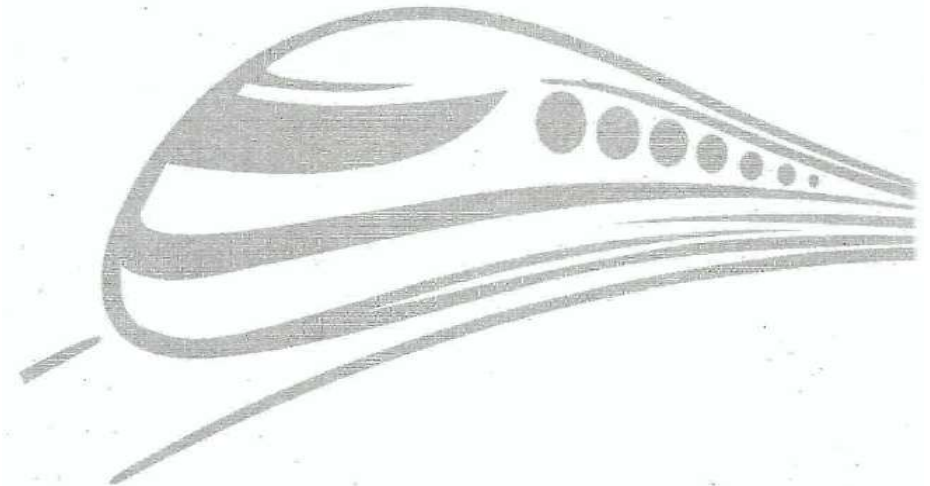
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## Archival Policy

### **Oriental Rail Infrastructure Limited**

*(formerly known as Oriental Veneer Products Limited)*

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*Approved by Board of Directors of the Company at its meeting held on February 13, 2025*

CIN: L35100MH1991PLC060686

Registered Office: Survey No. 49, Village Aghai, Taluka Shahpur, Dist. Thane – 421 601, Maharashtra, India  
Corporate Office: 16, Mascarenhas Road, Mazgaon, Mumbai – 400 010, Maharashtra, India

Tel: +91 22 6138 9400 Email: [compliance@orientalrail.co.in](mailto:compliance@orientalrail.co.in) Website: [www.orientalrail.com](http://www.orientalrail.com)



# ORIENTAL RAIL INFRASTRUCTURE LIMITED

(Formerly known as Oriental Veneer Products Limited)

## ARCHIVAL POLICY OF DOCUMENTS OF Oriental Rail Infrastructure Limited (formerly known as Oriental Veneer Products Limited)

### Introduction

The Board of Directors of Oriental Rail Infrastructure Limited (*formerly known as Oriental Veneer Products Limited*) (**the “Company”**) has adopted this Archival policy in line with the provisions of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 (Effective from 1<sup>st</sup> December, 2015) (here in after referred as **Listing Regulation**). This Policy will be applicable to the Company with effect from **1<sup>st</sup> December, 2015**.

### Purpose

All the documents required to be maintained by the Company are broadly categorized as:

- i. Statutory and Regulatory documents,
- ii. Other documents.
  - a. All the statutory and regulatory documents that are required to be maintained and preserved by the Company shall be maintained and preserved for such duration as may be specified by the relevant statute or regulation, as the case may be, governing the maintenance of the particular document.
  - b. Other documents shall be preserved either permanently or for such period as may be specified by the Company / Board from time to time.
  - c. All the documents, records that are statutorily required to be hosted on the website of the Company as per SEBI regulations or other applicable law, shall be hosted on the website for a minimum period of five (5) years or for such period as may be mentioned in the relevant law, whichever is longer, and thereafter as per the archival policy of the Company, as disclosed on its website.

### Archival Policy

In accordance with the provisions of the aforesaid Regulations all such events or information which has been disclosed to stock exchange(s) under this regulation shall be hosted on the website of the company for a minimum period of five years and thereafter will be archived for a minimum period of five years. The same may be destroyed thereafter.

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