

ARCHIVAL POLICY

Background

Real Touch Finance, being a Listed Non-Banking Financial Company, is required to comply with Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") and other guidelines issued by Securities and Exchange Board of India ("SEBI") from time to time in this regard.

Pursuant to Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("LODR Regulations") refers to an archival policy as per which, all events or information which has been disclosed to stock exchange(s) under Regulation 30 & 51 of the Listing Regulations shall be hosted on the website of Real Touch Finance Limited ("the Company" or "Real Touch Finance") for a minimum period of five years and thereafter as per the archival policy of the Company. In this context, the Policy on Archival of Documents ("Policy") is being framed and implemented.

Purpose

The purpose of this document is to formulate a policy for archival of the disclosures made on the website for information and events communicated to the stock exchanges under Regulation 30 & 51 of the Listing Regulations.

Definitions

"Applicable laws" means the Listing Regulations and other laws and statutes applicable to the Company, mandating preservation & archival of documents.

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

"Company" means Real Touch Finance Limited.

"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.

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



"Policy" means this policy on archival of the disclosures made for on the website for information and events communicated to stock exchanges formulated by the Company.

Archival Process

- a. All the relevant disclosures of information and events communicated to the stock exchanges under Regulation 30 and 51 of the Listing Regulations will be hosted on the website of the Company for a period of five years and thereafter, the same shall be archived so as to be available for retrieval for such period as may be decided by the Managing Director or whole time Director of the Company.
- b. Subsequently, anyone intending to review archived information and events communicated to the stock exchanges may write to the Company Secretary and Compliance Officer of the Company at cs@realtouchfinance.com for the same.
- c. This policy will be periodically reviewed and amended by the Board of Directors (including duly authorized Committee thereof) based on any changes in the laws, rules, and regulations applicable to the Company from time to time or changes in internal processes.
- d. This policy shall be disclosed on the website of the Company.

Approved by the Board of Directors at their meeting held on April 29, 2024