

## **POLICY ON PRESERVATION OF DOCUMENTS / ARCHIVAL POLICY IN RELATION TO DATA, DOCUMENT RETENTION AS WELL AS WEBSITE DISCLOSURES**

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### **1. PURPOSE**

This Policy is adopted by **Kanohar Electricals Limited** ("Company") pursuant to Regulation 9, Regulation 30(8) and Regulation 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 to provide a framework for preservation and archival of documents, data and website disclosures of the Company.

Accordingly, the Board has adopted the Policy vide Board Resolution dated January 10, 2026 which can be further amended from time to time.

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### **2. SCOPE**

This Policy applies to all documents, records, data and information of the Company, whether maintained in physical or electronic form, including disclosures hosted on the Company's website.

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### **3. PRESERVATION OF DOCUMENTS**

Documents of the Company shall be preserved in the following manner:

- a. **Documents to be preserved permanently**, including statutory records and such other documents as required under applicable law.
- b. **Documents to be preserved for a minimum period of eight (8) years**, including documents required to be maintained under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable laws.

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### **4. WEBSITE DISCLOSURES**

Events or information disclosed by the Company to the stock exchanges in accordance with applicable law shall remain available on the website of the Company for a minimum period of five (5) years.

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### **5. ARCHIVAL**

Upon completion of the period specified above, such disclosures and documents shall be archived in accordance with applicable law and this Policy.

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### **6. RESPONSIBILITY**

The Company Secretary shall be responsible for implementation and compliance with this Policy.

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## **7. AMENDMENT**

The Board of Directors may amend this Policy from time to time in accordance with applicable law.

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## **8. PUBLICATION**

This Policy shall be disclosed on the website of the Company.