**BHAGERIA INDUSTRIES LIMITED** 

(Formerly Known as Bhageria Dye Chem Limited)

# Policy for preservation of documents under SEBI Listing Regulations (Effective December 1, 2015)

#### 1) Preamble:

This Policy is formulated in terms of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

#### 2) Documents whose preservation shall be permanent:

The following documents shall be preserved on permanent basis:

| SI. | Name of the Document                                  | Regulation Reference        |
|-----|---|-----------------------------|
| No. |   |                             |
| a)  | Shareholding Pattern                                  | 31 (1) (b)                  |
| b)  | Quarterly Financial Results                           | 33 (3) (a)                  |
| c)  | Annual Financial Results                              | 33 (3) (d)                  |
| d)  | Annual Report   | 34 (1)                      |
| e)  | Shareholding Pattern in case of Capital Restructuring | 31 (1) (c)                  |
| f)  | Voting Results by Shareholders                        | 44 (3)                      |
| g)  | Draft Scheme of Arrangement                           | 37 (2)                      |
| h)  | Yearly Disclosure of shareholding of Promoters        | 30 (2) of Securities and    |
|     |   | Exchange Board of India     |
|     |   | (Substantial Acquisition of |
|     |   | Shares and Takeovers)       |
|     |   | Regulation, 2011            |

## 3) Preservation of Documents for 8 years:

The following Documents shall be preserved for 8 years:

| SI.<br>No. | Name of the Document   | Regulation Reference |
|------------|--|----------------------|
| а          | Statement under Grievance Redressal Mechanism  | 13(3)                |
| b          | Corporate Governance Report  | 27(2)(a)             |
| С          | Statement of deviation or variation in use of issue proceeds   | 32(1)                |
| d          | Compliance Certificate to the exchange about the share related activities maintained by RTA registered with SEBI | 7(3)                 |
| е          | Compliance Certificate w.r.t. Transfer or transmission or transposition of securities within 30 days             | 40(10)               |
| f          | Listing Fees   | 14                   |
| g          | Intimation of appointment of Share Transfer Agent  | 7(5)                 |

| SI.<br>No. | Name of the Document  | Regulation Reference |
|------------|---|----------------------|
| h          | In-principle approval prior to issue of securities  | 28(1)                |
| :          |   | . /                  |
| I          | Prior Intimations of Board Meeting for financial Result   | 29(1)(a)             |
| J          | Prior Intimations of Board Meeting for Buyback, voluntary   | 29(1)(b), 29(1) (c), |
|            | delisting etc   | 29(1)(d), 29(1) (e)  |
|            |   | and 29(1) (f)        |
| k          | Prior Intimations of Board Meeting for alteration in nature of securities   | 29(3)                |
|            | Disclosure of Price Sensitive Information   | 30(6)                |
| m          | Shareholding Pattern prior to listing of securities   | 31(1)(a)             |
| n          | Record date or Date of closure of transfer books  | 42(2)                |
| 0          | Record date for declaring dividend and /or cash bonus   | 42(3)                |
| р          | Change in name of listed entity   | 45(3)                |
| q          | Disclosure of information or events   | 30                   |
| r          | Reconciliation of Share Capital Audit Report  | 55A of SEBI          |
|            |   | (Depositories and    |
|            |   | Participants)        |
|            |   | Regulations, 1996    |
| S          | Disclosures under Code of Internal Procedures And Conduct<br>For Regulating, Monitoring And Reporting Of Trading By | 10 (1)               |
|            | Insiders  |                      |

### 4) Preservation of Documents:

The documents specified in Item Nos. 2 & 3 shall be kept in electronic mode.