

**Krystal Integrated Services Limited
(Previously known as Krystal Integrated Services
Private Limited)**

Archival Policy

SUMMARY OF POLICY / CODE	
Owner / Created by	Secretarial Team
Adherence by	Board of Directors
Version	1.4
Effective Date	September 15, 2023
Last Review Date	July 31, 2025
Review Frequency	AN – Annually OT – Other i.e upon regulatory change
Related Regulations	Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015
Next Review Date	August 2027/as and when required due to change in regulations and/or applicable laws. Any subsequent amendment/modification in the Listing Regulations and/or applicable laws in this regard shall automatically apply to this Policy
Reviewed by	-
Approved by	Board of Directors
Approval Date	August 04, 2026
Confidentiality level	Board Document

Change History				
Version	Effective Date	Created by	Approved by	Description of change
1.1	September 15, 2023	Secretarial Team	Board of Directors	Initial Policy
1.2	August 12, 2024	Secretarial Team	Board of Directors	Annual review; and no changes were required.
1.3	July 31, 2025	Secretarial Team	Board of Directors	Annual review; and no changes were required.
1.4	August 04, 2026	Secretarial Team	Board of Directors	Annual review; and no changes were required.

Krystal Integrated Services Limited

Archival Policy

Introduction

Regulations 30(8) and 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 requires all listed companies to host all the disclosures of events and other information on its website for a minimum period of five years. Further the SEBI Listing Regulations provide that after the period of five years the said disclosures be maintained as per the web archival policy of the concerned company.

Krystal Integrated Services Limited ("Company") in continuation of its strong commitment to the highest standards of transparency, accountability and good corporate governance, has formulated this policy for ensuring protection, maintenance and archival of its disclosures, documents and records that are placed on its website [Krystal Integrated Service LTD \(krystal-group.com\)](http://Krystal Integrated Service LTD (krystal-group.com)).

Scope

This policy covers all events or information which has been disclosed/which shall be disclosed to the Stock Exchange(s) and hosted on the website of the Company in accordance with SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Content Review

The events or information which has been disclosed by the Company/which shall be disclosed by the Company to the Stock Exchanges in terms of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 will be hosted on the website of the Company for a period of five years except Annual report which will be hosted for a period of ten years.

The Company should ensure to update any change in the content of the website within two working days of such change. The assigned Personnel of the Company will have the responsibility for periodically reviewing the content of the website in respect of their respective domains and keep the information Up to Date. It is advised to monitor periodically to address and fix the quality and compatibility issues around the following parameters:

- **Functionality:** All modules of the website are tested for their Functionality for their smooth working.
- **Performance:** All important pages of the website are tested for the download time.
- **Broken Links:** The website is thoroughly reviewed to rule out the presence of any broken links or errors.
- **The Hosting Service Provider** possesses state-of-the art multi-tier security infrastructure as well as devices such as firewall and intrusion prevention systems.

Content Archival

The content of the website of the Company will be reviewed on an ongoing basis. On a quarterly basis all announcements/disclosures on the website of the Company would be moved to the archival folder after a period of 5 years from the date on which such disclosures/announcements were made. The archived folder would be available for a period of one year. After the expiry of period of one year, on a quarterly basis the archived disclosures/announcements will be removed from the website of the Company. However, a log of such disclosures will be maintained for a period of two years.

Dissemination of Policy

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