

## SUZLON ENERGY LIMITED

### ARCHIVAL POLICY

#### 1. Policy history

Date of Board approval	Particulars	Effective Date
-	Policy adopted in terms of Regulation 30(8) of the Listing Regulations	3 <sup>rd</sup> December 2023
2 <sup>nd</sup> November 2023	Review and amendment of the policy in terms of Listing Regulations	2 <sup>nd</sup> November 2023

#### 2. Purpose of this Policy:

- 2.1 Suzlon Energy Limited (“SEL or the “Company”) has adopted this Policy in terms of the provisions of Regulation 30(8) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.
- 2.2 This Policy lays down time period for which all the events or information as are required to be disclosed on the website shall be hosted on the website.

#### 3. Applicability of this Policy:

- 3.1 This Policy applies to Suzlon Energy Limited (the “Company”).
- 3.2 This Policy may be adopted by the Company’s subsidiaries subject to suitable modifications, if and to the extent required.

#### 4. Definitions:

Unless repugnant to the context:

- 4.1 “Act” shall mean the Companies Act, 2013 including the Rules made thereunder, as amended from time to time.
- 4.2 “Applicable Laws” shall mean the Act and Rules made thereunder, the Listing Regulations and / or such other Act, Rules or Regulations which are / may be applicable for archival of information hosted on website.
- 4.3 “Board” or “Board of Directors” shall mean the Board of Directors of the Company.
- 4.4 “Company” or “SEL” shall mean Suzlon Energy Limited.
- 4.5 “Listing Regulations” shall mean the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 together with the circulars issued thereunder, including any statutory modification(s) or re-enactment(s) thereof for the time being in force.
- 4.6 “Policy” or “this Policy” shall mean the Archival Policy.

4.7 Interpretation – In this Policy unless the contrary intention appears, words and expressions used and not defined in this Policy but defined in the Applicable Laws shall have the meanings respectively assigned to them in those Applicable Laws.

**5. Review of the Policy and disclosure requirements:**

- 5.1 This Policy has been implemented w.e.f. 3<sup>rd</sup> December 2015 and has been subsequently modified on 2<sup>nd</sup> November 2023.
- 5.2 This Policy may be disclosed on the website of the Company and a weblink may be provided in the Annual Report.
- 5.3 The Board will review this Policy on a periodic basis to ensure its effectiveness and also compliance with the Act and the Listing Regulations.
- 5.4 This Policy is subordinate to the Listing Regulations or other applicable statutory provisions including the Act and in the event of inconsistency between this Policy and the Applicable Laws (including due to subsequent amendments to the Applicable Laws), the provisions of the Applicable Laws will prevail.
- 5.5 To the extent any change or amendment is required due to change in the Applicable Laws, the Managing Director or the Chief Executive Officer of the Company shall be authorised to review and amend the Policy to give effect to any such changes or amendments. Such amended Policy shall be placed before the Board for noting and necessary ratification in next board meeting held after such change.
- 5.6 The Board reserves the right to alter, modify, add, delete or amend any of the provisions of this Policy.

**6. Archival of Information:**

- 6.1 The Company shall ensure that the information prescribed under Regulation 30 of the Listing Regulations shall be hosted on the Company's website ([www.suzlon.com](http://www.suzlon.com)) for a minimum period of five (5) years. Thereafter, the information will be archived for a minimum period of one (1) year.
- 6.2 In respect of other information required to be uploaded under Applicable Laws other than Regulation 30 of the SEBI Listing Regulations, the information shall be hosted for such period as may be prescribed under that Applicable Law. If no period is prescribed than such information can be removed from the Company's website after a period of one year from the date of uploading of the information.
- 6.3 Nothing in this Policy shall prohibit the Company from hosting any information for a period longer than as prescribed above.
- 6.4 The Company shall ensure that the information hosted on the website is accurate and not misleading.

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