



TATA TELESERVICES (MAHARASHTRA) LIMITED

Corporate Identification Number: L64200MH1995PLC086354

Registered Office: D-26, TTC Industrial Area, MIDC Sanpada, P.O. Turbhe, Navi Mumbai – 400 703

Tel: 91 22 6661 5111 **Fax:** 91 22 6660 5517 **Email:** investor.relations@tatatel.co.in

Website: www.tatateleservices.com

ARCHIVAL POLICY

1. Background

The Securities and Exchange Board of India (“SEBI”), vide its Notification dated September 2, 2015, has issued the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) that have come into effect from December 1, 2015.

As per Regulation 30 of the Listing Regulations, the Company is required to frame an archival policy for archival of the disclosure of events or information made to stock exchanges and placed on the Company’s website.

2. Objective of the Policy

Pursuant to Regulation 30(8) of the Listing Regulations, the Company shall disclose on its website all such events or information which have been disclosed to the Stock Exchanges under the Listing Regulations and such disclosures shall be hosted on the Company’s website for a minimum period of five (5) years and thereafter as per the archival policy of the Company, as disclosed on the website of the Company.

3. Archival of Information

Accordingly, all such events/information disclosed to the Stock Exchanges pursuant to Regulation 30 of the Listing Regulations, which are hosted on the website of the Company for a minimum period of five (5) years, shall be archived and maintained by the Company for a further period of minimum three (3) years in the manner as deemed appropriate by the Company. This Policy shall be disclosed on the Company’s website i.e., www.tatateleservices.com

4. General

In case of any subsequent changes in the provisions of the Listing Regulations or any other regulations which make any of the clauses/provisions in this Policy inconsistent with the Listing Regulations, the provisions of Listing Regulations shall prevail over this Policy.

5. Effective Date

This Policy of the Company shall be effective from December 1, 2015.

6. Amendments

The Company may review and revise the Policy from time to time as deemed necessary.