I SECURE CREDIT & CAPITAL SERVICES LIMITED

(Formerly known as Orchid Securities Limited)
CIN: L18209WB1994PLC062173

Registered Office Address: Old Nimta Road, Nandan Nagar, Belghoria, Kolkata – 83
Administrative Office: First Floor Hall No. 2 MR ICON Next to Milestone Residency Bhayli, Vadodara-391410, Gujarat.
Corporate Office: 1st Floor, City Castle Building East Fort, Thrissur 5, Pin: 680005, State: Kerala.
Web Site: www.orchidsecuritiesltd.com Email ID: compliance@iccslimited.in , Mobile No: 7574895589.

WEB ARCHIVAL POLICY

INTRODUCTION

Regulations 30(8) and 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 require 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 Regulations provide that after the period of five years the said disclosures be maintained as per the web archival policy of the concerned company.

I Secure Credit & Capital 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 www.orchidsecuritiesltd.com

This Policy shall be effective from December 1, 2015.

SCOPE

This policy covers all events or information which has been disclosed to 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 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's 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.

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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 an 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 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 be maintained for a period of two years.

DISSEMINATION OF POLICY

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