



ARCHIVAL POLICY FOR WEBSITE CONTENT OF PFIZER LIMITED

This Archival Policy (**'Policy'**) has been adopted by Pfizer Limited's (**'Pfizer'** or **'the Company'**) Board of Directors (**'Board'**), to prescribe the time period for content uploaded on the website of the Company i.e., www.pfizerindia.com.

1. OBJECTIVE

The Policy is framed in accordance with the requirements of the Regulation 30 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Regulations) to maintain and preserve timely and accurate records uploaded on the website of the Company. Records are to be retained for the period of their immediate use, unless longer retention is required for historical reference, contractual, legal or regulatory requirements or for other purposes as may be set forth below.

2. EFFECTIVE DATE

This Policy is effective December 1, 2015.

3. POLICY ON ARCHIVAL

All financial/regulatory information uploaded on the website shall be kept available for a period of 5 (five) years from the date of upload and thereafter shall be archived on the website for further period of 5 (five) years. Thereafter the content shall be removed from the website of the Company.

4. DISCLOSURE

This Policy shall be uploaded on the Company's website for public information.

5. REVIEW OF THE ARCHIVAL POLICY

The Board of Directors will review this Policy and make revisions as may be required.
