

## WEB CONTENT REVIEW POLICY

Steps to be taken to ensure that expired contents must not be presented or flashed on the website. Therefore, as per the content archival policy adopted by Bank, contents will be deleted from the site after its expiry date. Important data will be shifted to the archives page automatically. Therefore, the content contributors should revalidate/modify the content periodically to ensure that expired data is not present/flushed in the site. Wherever contents are no longer needed to be displayed, suitable advice may be sent to the Web Communication team for their archival/deletion by the User Wing as and when required.