

XBRL Excel Utility	
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### 1. Overview

The excel utility can be used for creating the XBRL/XML file for e-filing of Corporate Governance Report

XBRL filing consists of two processes. Firstly generation of XBRL/XML file and upload of generated XBRL/XML file to BSE Listing Center Website (www.listing.bseindia.com) .

### 2. Before you begin

1. The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and above.
2. The system should have a file compression software to unzip excel utility file.
3. Make sure that you have downloaded the latest Excel Utility from BSE Website to your local system.
4. Make sure that you have downloaded the Chrome Browser to view report generated from Excel utility
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the functionalities of Excel Utility works fine. Please first go through Enable Macro - Manual attached with zip file.

### 3. Index

1	Details of general information about company	<a href="#">General Info</a>
2	Composition of BOD	<a href="#">Annexure I - Composition of BOD</a>
3	Composition of Committee	<a href="#">Annexure I - Composition of Committee</a>
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### 4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL button on General information sheet.

### 5. Steps for Filing Corporate Governance Report

**I. Fill up the data:** Navigate to each field of every section in the sheet to provide applicable data in correct format. (Formats will get reflected while filling data.)  
 - Use paste special command to paste data from other sheet.

**II. Validating Sheets:** Click on the "**Validate**" button to ensure that the sheet has been properly filled and also data has been furnished in proper format. If there are some errors on the sheet, excel utility will prompt you about the same.

**III. Validate All Sheets:** Click on the "**Home**" button. And then click on "Validate All Sheet" button to ensure that all sheets has been properly filled and validated successfully. If there are some errors on the sheet, excel utility will prompt you about the same and stop validation at the same time. After correction, once again follow the same procedure to validate all sheets.

Excel Utility will not allow you to generate XBRL/XML until you rectify all errors.

**IV. Generate XML :** Excel Utility will not allow you to generate XBRL/XML unless successful validation of all sheet is completed. Now click on 'Generate XML' to generate XBRL/XML file.  
 - Save the XBRL/XML file in your desired folder in local system.

**V. Generate Report :** Excel Utility will allow you to generate Report. Now click on 'Generate Report' to generate html report.  
 - Save the HTML Report file in your desired folder in local system.  
 - To view HTML Report open "Chrome Web Browser" .  
 - To print report in PDF Format, Click on print button and save as PDF.

**VI. Upload XML file to BSE Listing Center:** For uploading the XBRL/XML file generated through Utility, login to BSE Listing Center and upload generated xml file. On Upload screen provide the required information and browse to select XML file and submit the XML.

#### 6. Fill up the data in excel utility

1. Cells with red fonts indicate mandatory fields.
2. If mandatory field is left empty, then Utility will not allow you to proceed further for generating XML.
3. You are not allowed to enter data in the Grey Cells.
4. If fields are not applicable to your company then leave it blank. Do not insert Zero unless it is a mandatory field.
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed further for generating XML.
6. Select data from "Dropdown list" wherever applicable.
7. Adding Notes: Click on "Add Notes" button to add notes

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### General information about company

Scrip code	526335
NSE Symbol	
MSEI Symbol	
ISIN	INE115F01017
Name of the entity	SHREYAS INTERMEDIATES LIMITED
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Quarterly
Date of Report	30-06-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

Enter the quarter ended date only

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Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

Add Notes

For this quarter kindly note the following points:

1. Date of Appointment and Date of Cessation (if applicable) must be mandatorily filled for every Committee.
2. Date of Appointment can be any day upto September 30, 2022.
3. Date of Cessation must be for the current quarter only, i.e. July 1,2022 to September 30,2022

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

Audit Committee Details							
Whether the Audit Committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08452630	Nainesh Sumanti Rai Desai	Non-Executive - Independent Director	Member	12-11-2022		
2	01898839	Surya Prakash Pandey	Executive Director	Member	31-10-2018		
3	01603068	Neelam Yashpal Arora	Non-Executive - Independent Director	Chairperson	06-04-2017		
4							
5							
6							
7							
8							
9							
10							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

Nomination and remuneration committee							
Whether the Nomination and remuneration committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08452630	Nainesh Sumanti Rai Desai	Non-Executive - Independent Director	Member	12-11-2022		
2	01603068	Neelam Yashpal Arora	Non-Executive - Independent Director	Chairperson	06-04-2017		
3	01231046	Dinesh Shankar Sharma	Non-Executive - Non Independent Director	Member	25-04-2022		
4							
5							
6							
7							
8							
9							
10							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

Stakeholders Relationship Committee							
Whether the Stakeholders Relationship Committee has a Regular Chairperson					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08452630	Nainesh Sumanti Rai Desai	Non-Executive - Independent Director	Member	12-11-2022		
2	01898839	Surya Prakash Pandey	Executive Director	Member	31-10-2018		
3	01603068	Neelam Yashpal Arora	Non-Executive - Independent Director	Chairperson	30-06-2021		
4							
5							
6							
7							
8							
9							
10							

Risk Management Committee							
Whether the Risk Management Committee has a Regular Chairperson							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled automatically

Corporate Social Responsibility Committee							
Whether the Corporate Social Responsibility Committee has a Regular Chairperson							
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Other Committee

Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

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## Annexure 1

## III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory

[Add Notes](#)

Sr	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors as on date of the meeting	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
	<a href="#">Add</a> <a href="#">Delete</a>						
1	10-02-2023			Yes	4	4	2
2	08-03-2023	25		Yes	4	4	2
3	29-05-2023	81		Yes	4	4	2

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\* to be filled in only for the current quarter meetings

Annexure 1										
IV. Meeting of Committees										
Disclosure of notes on meeting of committees explanatory						Add Notes				
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors in the Committee as on date of the meeting	Number of Directors Present (All Directors including Independent Director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
		Add Delete								
1	Audit Committee	10-02-2023				Yes	3	3	2	0
2	Audit Committee	08-03-2023	25			Yes	3	3	2	0
3	Audit Committee	29-05-2023	81			Yes	3	3	2	0

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\* to be filled in only for the current quarter meetings



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Sr	Subject	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	Yes	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	
Disclosure of notes on related party transactions			<a href="#">Add Notes</a>
Disclosure of notes of material transaction with related party			<a href="#">Add Notes</a>

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## Annexure II

## Annexure II to be submitted by listed entity at the end of the financial year (for the whole of financial year)

## I. Disclosure on website in terms of Listing Regulations

Sr	Item	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
1	Details of business			
2	Terms and conditions of appointment of independent directors			
3	Composition of various committees of board of directors			
4	Code of conduct of board of directors and senior management personnel			
5	Details of establishment of vigil mechanism/ Whistle Blower policy			
6	Criteria of making payments to non-executive directors			
7	Policy on dealing with related party transactions			
8	Policy for determining 'material' subsidiaries			
9	Details of familiarization programmes imparted to independent directors			
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances			
11	email address for grievance redressal and other relevant details			
12	Financial results			
13	Shareholding pattern			
14	Details of agreements entered into with the media companies and/or their associates			
15	Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or institutional investors simultaneously with submission to stock exchange			
16	New name and the old name of the listed entity			
17	Advertisements as per regulation 47 (1)			
18	Credit rating or revision in credit rating obtained			
19	Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year			
20	Whether company has provided information under separate section on its website as per Regulation 46(2)			
21	Materiality Policy as per Regulation 30			
22	Dividend Distribution policy as per Regulation 43A (as applicable)			
23	It is certified that these contents on the website of the listed entity are correct			
24	Disclosure of notes on website in terms of Listing Regulations explanatory [Text Block]		<a href="#">Add Notes</a>	

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## Annexure 1

## VI. Affirmations

Sr	Subject	Compliance status (Yes/No)
1	The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015	Yes
2	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015 <b>a. Audit Committee</b>	Yes
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>b. Nomination &amp; remuneration committee</b>	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>c. Stakeholders relationship committee</b>	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>d. Risk management committee (applicable to the top 1000 listed entities)</b>	NA
6	The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.	Yes
7	The meetings of the board of directors and the above committees have been conducted in the manner as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.	Yes
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes
9	<b>Any comments/observations/advice of Board of Directors may be mentioned here:</b>	<a href="#">Add Notes</a>

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## Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	BHAVESH VROJLAL GONDAL IYA
2	Designation	Company Secretary and Compliance Officer

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## Annexure II

## II. Annual Affirmations

Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'	16(1)(b) & 25(6)		
2	Board composition	17(1), 17(1A) & 17(1B)		
3	Meeting of Board of directors	17(2)		
4	Quorum of Board meeting	17(2A)		
5	Review of Compliance Reports	17(3)		
6	Plans for orderly succession for appointments	17(4)		
7	Code of Conduct	17(5)		
8	Fees/compensation	17(6)		
9	Minimum Information	17(7)		
10	Compliance Certificate	17(8)		
11	Risk Assessment & Management	17(9)		
12	Performance Evaluation of Independent Directors	17(10)		
13	Recommendation of Board	17(11)		
14	Maximum number of Directorships	17A		
15	Composition of Audit Committee	18(1)		
16	Meeting of Audit Committee	18(2)		
17	Composition of nomination & remuneration committee	19(1) & (2)		
18	Quorum of Nomination and Remuneration Committee meeting	19(2A)		
19	Meeting of Nomination and Remuneration Committee	19(3A)		
20	Composition of Stakeholder Relationship Committee	20(1), 20(2) & 20(2A)		
21	Meeting of Stakeholders Relationship Committee	20(3A)		
22	Composition and role of risk management committee	21(1),(2),(3),(4)		
23	Meeting of Risk Management Committee	21(3A)		
24	Vigil Mechanism	22		
25	Policy for related party Transaction	23(1),(1A),(5),(6),(7) & (8)		
26	Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)		
27	Approval for material related party transactions	23(4)		
28	Disclosure of related party transactions on consolidated basis	23(9)		
29	Composition of Board of Directors of unlisted material Subsidiary	24(1)		
30	Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2),(3),(4),(5) & (6)		
31	Annual Secretarial Compliance Report	24(A)		
32	Alternate Director to Independent Director	25(1)		
33	Maximum Tenure	25(2)		
34	Meeting of independent directors	25(3) & (4)		
35	Familiarization of independent directors	25(7)		
36	Declaration from Independent Director	25(8) & (9)		
37	D & O Insurance for Independent Directors	25(10)		
38	Memberships in Committees	26(1)		
39	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)		
40	Disclosure of Shareholding by Non-Executive Directors	26(4)		
41	Policy with respect to Obligations of directors and senior management	26(2) & 26(5)		
Any other information to be provided				<a href="#">Add Notes</a>

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## Annexure II

1	Name of signatory	
2	Designation	

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Sr	Particulars	Compliance status (Yes/No/NA)
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied	
<b>Any other information to be provided</b>		<b>Add Notes</b>

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1	Name of signatory	
2	Designation	

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### Signatory Details

Name of signatory	BHAVESH VRUJLAL GONDALIYA
Designation of person	Company Secretary and Compliance Officer
Place	MUMBAI
Date	15-07-2023

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