XBRL Excel Utility	
1.	<u>Overview</u>
2.	Before you begin
3.	Index
4.	Import XBRL file
5.	Steps for Filing Corporate Governance Report
6.	Fill up the data in excel utility

1. Overview

The excel utility can be used for creating the XBRL/XML file for efiling of Corporate Governa

XBRL filling consists of two processes. Firstly generation of XBRL/XML file and upload o Center Website (www.listing.bseindia.com) .

2. Before you begin

The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and a
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 lo

4. Make sure that you have downloaded the Chrome Browser to view report generated from

5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the Please first go through Enable Macro - Manual attached with zip file.

	3. Index
1	Details of general information about company
2	Composition of BOD
3	Composition of Committee
4	Meeting of BOD
5	Meeting of Committees
6	Related Party Transaction
7	Affirmation
8	Website
9	Annual Affirmation
10	Annual Affirmation Continue
11	Annexure III

12 Signatory Details

### 4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL bu

5. Steps for Filing Corporate Governance Repor

**I. Fill up the data:** Navigate to each field of every section in the sheet to provide applic 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 be furnished in proper format. If there are some errors on the sheet, excel utility will prompt y

**III. Validate All Sheets:** Click on the **''Home''** button. And then click on "Validate All S been properly filled and validated successfully. If there are some errors on the sheet, excel stop validation at the same time. After correction, once again follow the same procedure to

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 succe 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 'Generation' - 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 t and upload generated xml file. On Upload screen provide the required information and brow

### 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 gene
- 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
- 5. Data provided must be in correct format, otherwise Utility will not allow you to proceed f
- 6. Select data from "Dropdown list" wherever applicable.
- 7. Adding Notes: Click on "Add Notes" button to add notes



nce Report

of generated XBRL/XML file to BSE Listing

above.

cal system. 1 Excel utility e functionalities of Excel Utility works fine.

General Info

Annexure I - Composition of BOD

Annexure I - Composition of Committee

Annexure I - Meeting of BOD

Annexure I - Meeting of Committees

Annexure I - Related Party Transaction

Annexure I - Affirmation

Annexure II - Website

Annexure II - Annual Affirmation

Annexure II - Annual Affirmation Continue

Annexure III

Signatory Details

#### utton on Genenral information sheet.

t

cable data in correct format. (Formats will

een properly filled and also data has been ou about the same.

Sheet" button to ensure that all sheets has utility will prompt you about the same and validate all sheets.

essful validation of all sheet is completed.

ate Report" to generate html report.

:hrough Utility, login to BSE Listing Center vse to select XML file and submit the XML.

erating XML.

s it is a mandatory field.

urther for generating XML.

Home

Validate Import XML

General information about company		
Scrip code	500399	
NSE Symbol		
MSEI Symbol		
ISIN	INE629B01024	
Name of the entity	STEELCO GUJARAT LIMITED	
Date of start of financial year	01-04-2020	
Date of end of financial year	31-03-2021	
Reporting Quarter	Half Yearly	
Date of Report	30-09-2020	
Risk management committee	Not Applicable	
Market Capitalisation as per immediate previous Financial Year	Any other	

Prev

Next

Enter the quarter ended date only

ome	
onic	

Home	Validate

			Disclosure of no	tes on composition
				Wether the listed
				Whether Ch
Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN
	Add	Delete		
1	Mr	Praful Chandaria	ZZZZZ9999Z	02516129
2	Mr	Ajay Pratapray Shanghavi	AANPS8941H	00084653
3	Mrs	Ameeta Trehan	AAMPT6707D	07087510
Pre	v			

of board of directors explanatory	Add Notes	
l entity has a Regular Chairperson	No	
airperson is related to MD or CEO	No	
Category 1 of directors	Category 2 of directors	Category 3 of directors

Non-Executive - Non Independent		
Director	Not Applicable	
Non-Executive - Independent		
Director	Not Applicable	
Non-Executive - Independent		
Director	Not Applicable	

Annexure I

## Annexure I to be submitted by listed entity on qua

I. Composition of Board of Directors

Date of Birth	Whether special resolution passed? [Refer Reg. 17(1A) of Listing Regulations]	Date of passing special resolution
---------------	--	------------------------------------

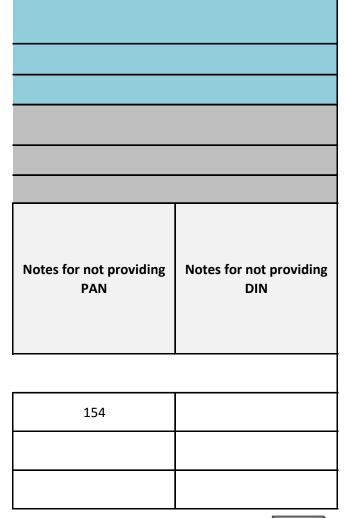
03-10-1938	Yes	15-05-2019
08-03-1962	NA	
10-12-1962	NA	

## arterly basis

Initial Date of appointment	Date of Re- appointment	Date of cessation	Tenure of director (in months)
-----------------------------	----------------------------	----------------------	--------------------------------------

15-05-2019		
04-08-2018		60
16-05-2015		60

1	0	0	0
2	2	2	2
1	1	2	1



Next



Validate

Note: Please enter DIN. After entering DIN, Name of Committee membe

**Audit Committee Details** 

Sr	DIN Number	Name of Committee members
1	00084653	Ajay Pratapray Shanghavi
2	07087510	Ameeta Trehan
3		
4		
5		
6		
7		
8		
9		
10		

## Note: Please enter DIN. After entering DIN, Name of Committee member

Nomination and remuneration committee

Sr	DIN Number	Name of Committee members
1	00084653	Ajay Pratapray Shanghavi
2	07087510	Ameeta Trehan

3	
4	
5	
6	
7	
8	
9	
10	

# Note: Please enter DIN. After entering DIN, Name of Committee member

Stakeholders Relationship Committee		
Sr	DIN Number	Name of Committee members
1	07087510	Ameeta Trehan
2		
3		
4		
5		
6		
7		
8		
9		
10		

## Risk Management Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee membe

Corporate Social Responsibility Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Oth	Other Committee		
Sr	DIN Number	Name of Committee members	
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



**Annexure 1** 

## **II. Composition of Committees**

Disclosure of notes on composition of committees explanatory

ers and Category 1 of Directors shall be prefilled automatically

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member

Whether the Audit Committee has a Regular Chairperson

### ers and Category 1 of Directors shall be prefilled automatically

Whether the Nomination and remuneration committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member

## ers and Category 1 of Directors shall be prefilled automatically

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson

Whether the Stakeholders Relationship Committee has a Regular Chairperson

Whether the Risk Management Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors

## ers and Category 1 of Directors shall be prefilled automatically

Whether the Corporate Social Responsibility Committee has a Regular Chairperson		
Category 1 of directors	Category 2 of directors	

Name of other committee	Category 1 of directors

	For this quarter kindly note the following points: 1. Date of Appointment and Date of Cessation (if appendix mandatorily filled for every Committee.
Add Notes	<ul><li>2. Date of Appointment can be any day upto Septer</li><li>3. Date of Cessation must be for the current quarter</li><li>to September 30.2020.</li></ul>

Yes		
Date of Appointment	Date of Cessation	Remarks
08-08-2018		
05-02-2016		

Yes		
Date of Appointment	Date of Cessation	Remarks
••		
08-08-2018		

Yes		
Date of Appointment	Date of Cessation	Remarks
30-08-2018		

Date of Appointment	Date of Cessation	Remarks

Date of Appointment	Date of Cessation	Remarks

Category 2 of directors	Remarks



plicable) must be

nber 30, 2020. only, i.e. July 1,2020

	Home Validate			
		А	nnexure 1	
Ш.	Meeting of Board of Directors			
	Disclosure of notes on meeting of board of dire	ctors explanatory	Add Not	
Sr	SrDate(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			
	Add Delete			
Pr	ev			

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

es		
Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*
		Next

	Home Validate		
			IV.
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)
	Add Delete		
	Prev		

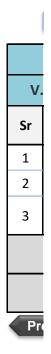
\* to be filled in only for the current quarter meetings

Annexure 1			
Meeting of Committees			
Disclosure o	of notes on meeting	of committees explanatory	Ado
Name of other committee	Reson for not providing date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*

### d Notes

No. of Independent Directors attending the meeting\*





Annexure 1

### **Related Party Transactions**

Validate

Subject

Whether prior approval of audit committee obtained

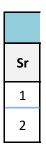
Whether shareholder approval obtained for material RPT

Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee

**Disclosure of notes on related** 

Disclosure of notes of material transactior

Compliance status	If status is "No" details of non-complian	ce may be
(Yes/No/NA)	given here.	
NA		
NA		
NA		
party transactions	Add Notes	
n with related party	Add Notes	
		Next



#### Annexure 1

#### Affirmations

Subject

The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015

#### a. Audit Committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

#### b. Nomination & remuneration committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

#### c. Stakeholders relationship committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

d. Risk management committee (applicable to the top 500 listed entities)

The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.

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.

This report and/or the report submitted in the previous quarter has been placed before Board of Directors.

Any comments/observations/advice of Board of Directors may be mentioned here:

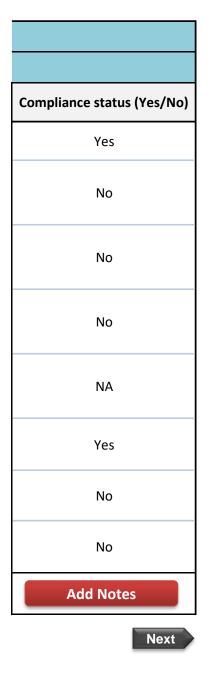
#### ₽V

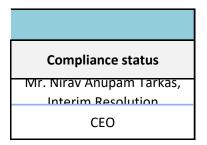
Annexure 1

Subject

Name of signatory

Designation





Но	me Validate
	Affirmations
- 111.	Affirmations
Sr	Particulars
1	Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website
2	Presence of Chairperson of Audit Committee at the Annual General Meeting
3	Presence of Chairperson of the nomination and remuneration committee at the annual general meeting
4	Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting
5	Whether "Corporate Governance Report" disclosed in Annual Report
	Any other information to be

Prev

1	Name of signatory
2	Designation

Annexure III		
Regulation Number	Compliance status (Yes/No/NA)	
46(2)	No	
18(1)(d)	No	
19(3)	No	
20(3)	No	
34(3) read with para C of Schedule V	No	
provided		

## Annexure III

If status is "No" details of non-compliance may be given here.	
Pending finalization of books of accounts, the Company is yet to hold Ar	nnual Genei
Pending finalization of books of accounts, the Company is yet to hold Ar	nnual Gener
Pending finalization of books of accounts, the Company is yet to hold Ar	nnual Gener
Pending finalization of books of accounts, the Company is yet to hold Ar	nnual Gener
Pending finalization of books of accounts, the Company is yet to hold Ar	nnual Genei
Add Notes	
Next	

Mr. Nirav Anupam Tarkas, Interim Resolution Professional CEO

Home	Validate
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Signatory Details	
Name of signatory Mr. Nirav Anupam Tarkas, Interim Resolution Profes	
Designation of person CEO	
Place Vadodara	
Date 06-04-2021	

Prev