

XBRL Excel Utility	
1.	Overview
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 e-filing of Corporate Governance Report. XBRL filing consists of two processes. Firstly generation of XBRL/XML file and upload on BSE e-filing 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 drive.
4. Make sure that you have downloaded the Chrome Browser to view report generated from the utility.
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the data is saved. 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
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4. Import XBRL file

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

5. Steps for Filing Corporate Governance Report

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 b 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 succ 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 'Gener

- 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](#)

button on General information sheet.

table data in correct format. (Formats will

been properly filled and also data has been
you about the same.

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

successful validation of all sheet is completed.

Generate Report" to generate html report.

through Utility, login to BSE Listing Center
page to select XML file and submit the XML.

generating XML.

as it is a mandatory field.

further for generating XML.

[Home](#)[Validate](#)[Import XML](#)

General information about company

Scrip code	500389
NSE Symbol	NA
MSEI Symbol	NA
ISIN	INE368A01021
Name of the entity	Silverline Technologies Limited
Date of start of financial year	01-04-2021
Date of end of financial year	31-03-2022
Reporting Quarter	Quarterly
Date of Report	31-12-2020
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

[Prev](#)[Next](#)

**Enter the quarter
ended date only**

[Home](#)[Validate](#)

Disclosure of notes on composition				
Whether the listed				
Whether Ch				
Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN
Add		Delete		
1	Mr	RAVI SUBRAMANIAN	BJPPS0260K	02151804
2	Mr	Srinivasan Sitapati Pattamadai	AQNPS6676B	06938100
3	Mrs	Lucy D'Lima	ACCPD7837L	07394708
4	Mr	RAMAKRISHNAN PADMANABHAN IYER	AAYPR8920N	00528878
5	Mr	ANUPAM SINGH KUSHWAH	AMPPK8501K	07083119

[Prev](#)

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

Executive Director	Chairperson	
Executive Director	Not Applicable	MD
Non-Executive - Non Independent Director	Not Applicable	
Non-Executive - Non Independent Director	Not Applicable	
Non-Executive - Non Independent Director	Not Applicable	

		Disqualification of D
Date of Birth	Whether the director is disqualified?	Start Date of disqualification

10-12-1957	No	
02-07-1949	No	
17-06-1959	No	
08-05-1954	No	
06-09-1983	No	

Annexure I

Annexure I to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Directors under section 164 of the Companies Act, 2013

End Date of disqualification	Details of disqualification	Current status

		Active
		Active
		Active
		Active
		Active

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

NA		20-08-2015
NA		29-11-2019
NA		31-07-2018
NA		31-07-2018
NA		31-07-2018

Date of Re-appointment	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 17A of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (Refer Regulation 17A(1) of Listing Regulations)
------------------------	-------------------	--------------------------------	--	---

		64.00	1	0
		14.00	1	0
		29.00	1	1
		29.00	1	1
		29.00	1	1

Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)	Notes for not providing PAN
--	---	------------------------------------

3	0	
0	0	
3	3	
0	0	
3	0	

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	07394708	Lucy D'Lima	Non-Executive - Non Independent Director	Chairperson	31-07-2018		
2	02151804	RAVI SUBRAMANIAN	Executive Director	Member	17-01-2019		
3	07083119	ANUPAM SINGH KUSHWAH	Non-Executive - Non Independent Director	Member	17-01-2019		
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	07394708	Lucy D'Lima	Non-Executive - Non Independent Director	Chairperson	31-07-2018		
2	07083119	ANUPAM SINGH KUSHWAH	Non-Executive - Non Independent Director	Member	17-01-2019		
3	02151804	RAVI SUBRAMANIAN	Executive Director	Member	17-01-2019		
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	07394708	Lucy D'Lima	Non-Executive - Non Independent Director	Chairperson	31-07-2018		
2	07083119	ANUPAM SINGH KUSHWAH	Non-Executive - Non Independent Director	Member	17-01-2019		
3	02151804	RAVI SUBRAMANIAN	Executive Director	Member	17-01-2019		
4							
5							
6							
7							
8							
9							
10							

Risk Management Committee							
Whether the Risk Management 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							
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					Yes		
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						

◀ Prev

Next ▶

[Home](#)[Validate](#)

III. Meeting of Board of Directors		
Disclosure of notes on meeting of board of directors explanatory		
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)
Add Delete		
1	03-09-2020	
2	26-11-2020	83

[Prev](#)

* to be filled in only for the current quarter meetings

Annexure 1

Add Notes

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)
------------------------------	--	---	---

	Yes	5	5
	Yes	5	5

No. of Independent Directors attending the meeting*
--

3

3

Next 

[Home](#)[Validate](#)

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			
1	Audit Committee	05-08-2020	
2	Audit Committee	26-11-2020	112
3	Stakeholders Relationship Committee	05-08-2020	
4	Stakeholders Relationship Committee	26-11-2020	112

[Prev](#)

* 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 Note

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
-------------------------	-------------------------------	--	--

		Yes	3
		Yes	3
		Yes	3
		Yes	3

S

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)
--	--	--

3	2	1
3	2	1
3	2	1
3	2	1

Next

V.

Sr

1

2

3

Pre

Home

Validate

Annexure 1

Related Party Transactions

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 transaction

ev

Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
NA	
NA	
NA	
party transactions	<div style="background-color: #C00000; color: white; padding: 5px; display: inline-block; border-radius: 10px;">Add Notes</div>
with related party	<div style="background-color: #C00000; color: white; padding: 5px; display: inline-block; border-radius: 10px;">Add Notes</div>

Next



VI

Sr

1

2

3

4

5

6

7

8

9

Pre



Sr

1

2

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 100 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:

EV

Annexure 1

Subject

Name of signatory

Designation

Compliance status (Yes/No)
Yes
Yes
Yes
Yes
Yes
NA
Yes
Yes
Yes
Add Notes

Next 

Compliance status
Ravi Subramanian
Director

[Home](#)[Validate](#)

Signatory Details

Name of signatory	Ravi Subramanian
Designation of person	Director
Place	Mumbai
Date	22-03-2023

[Prev](#)