

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 fi

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 General information sheet.

t
able 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.

through Utility, login to BSE Listing Center
/se 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	500389
NSE Symbol	NA
MSEI Symbol	NA
ISIN	INE368A01021
Name of the entity	Silverline Technologies Limited
Date of start of financial year	01-04-2020
Date of end of financial year	31-03-2021
Reporting Quarter	Yearly
Date of Report	31-03-2021
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

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

Audit Committee Details

Sr	DIN Number	Name of Committee members
1	07394708	Lucy D'Lima
2	02151804	RAVI SUBRAMANIAN
3	07083119	ANUPAM SINGH KUSHWAH
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	07394708	Lucy D'Lima

2	07083119	ANUPAM SINGH KUSHWAH
3	02151804	RAVI SUBRAMANIAN
4		
5		
6		
7		
8		
9		
10		

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

Stakeholders Relationship Committee		
Sr	DIN Number	Name of Committee members
1	07394708	Lucy D'Lima
2	07083119	ANUPAM SINGH KUSHWAH
3	02151804	RAVI SUBRAMANIAN
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 member

Corporate Social Responsibility Committee

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

9		
10		

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

Prev

Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

Category 1 and Category 2 of Directors shall be prefilled automatically

Whether the Audit Committee has a Regular Chairperson

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

Category 1 and Category 2 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 - Non Independent Director	Chairperson

Add Notes

For this quarter kindly note the following points:

1. Date of Appointment and Date of Cessation (if applicable) must be mandatory
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 Se

Yes		
Date of Appointment	Date of Cessation	Remarks
31-07-2018		
17-01-2019		
17-01-2019		

Yes		
Date of Appointment	Date of Cessation	Remarks
31-07-2018		

Category 2 of directors	Remarks

Next 

fully filled for every Committee.

September 30, 2022

[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	26-11-2020	
2	28-01-2021	62

[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	26-11-2020	
2	Audit Committee	28-01-2021	62
3	Stakeholders Relationship Committee	26-11-2020	
4	Stakeholders Relationship Committee	28-01-2021	62
5	Nomination and remuneration committee	28-01-2021	

[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
		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
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

[Home](#)[Validate](#)**Annexure II to be submitted by listed entity at****I. Disclosure on**

Sr	Item
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]

[Prev](#)

Annexure II

the end of the financial year (for the whole of firm's website in terms of Listing Regulations

Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
Yes	
NA	
NA	
NA	
NA	
NA	
NA	
NA	
Yes	
NA	
NA	

Yes

Add Notes

Financial year)
Web address
www.silverlinetechnology.com
www.silverlinetechnology.com
www.silverlinetechnology.com
www.silverlinetechnology.com
www.silverlinetechnology.com
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www.silverlinetechnology.com

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
NA
Yes
Yes
Yes
Add Notes

[Next](#)

Compliance status
Ravi Subramanian
Director

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

II. Annual Affirmations	
Sr	Particulars
1	Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'
2	Board composition
3	Meeting of Board of directors
4	Quorum of Board meeting
5	Review of Compliance Reports
6	Plans for orderly succession for appointments
7	Code of Conduct
8	Fees/compensation
9	Minimum Information
10	Compliance Certificate
11	Risk Assessment & Management
12	Performance Evaluation of Independent Directors
13	Recommendation of Board
14	Maximum number of Directorships
15	Composition of Audit Committee
16	Meeting of Audit Committee
17	Composition of nomination & remuneration committee
18	Quorum of Nomination and Remuneration Committee meeting
19	Meeting of Nomination and Remuneration Committee
20	Composition of Stakeholder Relationship Committee
21	Meeting of Stakeholders Relationship Committee
22	Composition and role of risk management committee
23	Meeting of Risk Management Committee
24	Vigil Mechanism
25	Policy for related party Transaction
26	Prior or Omnibus approval of Audit Committee for all related party transactions
27	Approval for material related party transactions
28	Disclosure of related party transactions on consolidated basis

29	Composition of Board of Directors of unlisted material Subsidiary
30	Other Corporate Governance requirements with respect to subsidiary of listed entity
31	Annual Secretarial Compliance Report
32	Alternate Director to Independent Director
33	Maximum Tenure
34	Meeting of independent directors
35	Familiarization of independent directors
36	Declaration from Independent Director
37	D & O Insurance for Independent Directors
38	Memberships in Committees
39	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel
40	Disclosure of Shareholding by Non-Executive Directors
41	Policy with respect to Obligations of directors and senior management
Any other information to be provided	

◀ Prev

1	Name of signatory
2	Designation

Annexure II

Regulation Number	Compliance status (Yes/No/NA)
16(1)(b) & 25(6)	Yes
17(1), 17(1A) & 17(1B)	Yes
17(2)	Yes
17(2A)	Yes
17(3)	Yes
17(4)	Yes
17(5)	Yes
17(6)	NA
17(7)	Yes
17(8)	Yes
17(9)	Yes
17(10)	Yes
17(11)	NA
17A	Yes
18(1)	Yes
18(2)	Yes
19(1) & (2)	Yes
19(2A)	Yes
19(3A)	Yes
20(1), 20(2) & 20(2A)	Yes
20(3A)	Yes
21(1),(2),(3),(4)	NA
21(3A)	NA
22	Yes
23(1),(1A),(5),(6),(7) & (8)	Yes
23(2), (3)	NA
23(4)	NA
23(9)	NA

24(1)	NA
24(2),(3),(4),(5) & (6)	NA
24(A)	Yes
25(1)	NA
25(2)	Yes
25(3) & (4)	Yes
25(7)	Yes
25(8) & (9)	Yes
25(10)	NA
26(1)	Yes
26(3)	Yes
26(4)	Yes
26(2) & 26(5)	NA

Annexure II

If status is "No" details of non-compliance may be given here.

Add Notes

Next



Ravi Subramanian

Director

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

Annexure II	
III. Affirmations	
Sr	Particulars
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied
Any other information to be provided	

[Prev](#)

Annexure II	
1	Name of signatory
2	Designation

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

Next 

Ravi Subramanian
Director

Home

Validate

Applicability of disclosure
Reason for Non Applicability
I. Disclosure of Loans/ guarantees/comfort letters /s
(A)Any loan or any other form of debt advanced by the lis
Entity
Promoter or any other entity controlled by them
Promoter Group or any other entity controlled by them
Directors (including relatives) or any other entity controlled by them
KMPs or any other entity controlled by them
(B) Any guarantee / comfort letter (by whatever name ca
Entity
Promoter or any other entity controlled by them
Promoter Group or any other entity controlled by them
Directors (including relatives) or any other entity controlled by them
KMPs or any other entity controlled by them
(C) Any security provided by the listed entity directly or ir
Entity
Promoter or any other entity controlled by them
Promoter Group or any other entity controlled by them
Directors (including relatives) or any other entity controlled by them
KMPs or any other entity controlled by them
(D) Additional Information
II. Affirmations
Affirmat
All loans (or other form of debt), guarantees, comfort lette connection with any loan(s) (or other form of debt) given c
Name
Designation
Place
Date

◀ Prev

Additional Half yearly Disclosure

Not Applicable	
Add Notes	

securities etc.refer note below **The Figure should be mentioned in Actual INR only**

sted entity directly or indirectly to

Aggregate amount advanced during six months	Balance outstanding at the end of six months

lled) provided by the listed entity directly or indirectly, in connection with any loan(s) or any other form of c

Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months

ndirectly, in connection with any loan(s) or any other form of debt availed by

Type of security (cash, shares etc.)	Aggregate value of security provided during six months

ions	Compliance Status
ers (by whatever name called) or securities in irectly or indirectly by the listed entity to	

Debt availed By
Balance outstanding at the end of six months(taking into account any invocation)
Balance outstanding at the end of six months
Add Notes
Company Remarks
Add Notes

Next

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

Signatory Details

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

[Prev](#)