

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 filling consists of two processes. Firstly generation of XBRL/XML file and upload on BSE e-filing Center Website ([www.listing.bseindia.com](http://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
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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 button.

5. Steps for Filing Corporate Governance Report
<p><b>I. Fill up the data:</b> Navigate to each field of every section in the sheet to provide applicable data. (Data entered in the sheet will get reflected while filling data.)</p> <ul style="list-style-type: none"> <li>- Use paste special command to paste data from other sheet.</li> </ul>
<p><b>II. Validating Sheets:</b> Click on the "<b>Validate</b>" button to ensure that the sheet has been furnished in proper format. If there are some errors on the sheet, excel utility will prompt you to correct the errors.</p>
<p><b>III. Validate All Sheets:</b> Click on the "<b>Home</b>" button. And then click on "Validate All Sheets" button. This will validate all sheets. If all sheets have been properly filled and validated successfully. If there are some errors on the sheet, excel utility will prompt you to correct the errors. After correction, once again follow the same procedure to validate the sheets.</p> <p>Excel Utility will not allow you to generate XBRL/XML until you rectify all errors.</p>
<p><b>IV. Generate XML :</b> Excel Utility will not allow you to generate XBRL/XML unless successful validation. Now click on 'Generate XML' to generate XBRL/XML file.</p> <ul style="list-style-type: none"> <li>- Save the XBRL/XML file in your desired folder in local system.</li> </ul>
<p><b>V. Generate Report :</b> Excel Utility will allow you to generate Report. Now click on 'Generate Report' button.</p> <ul style="list-style-type: none"> <li>- Save the HTML Report file in your desired folder in local system.</li> <li>- To view HTML Report open "Chrome Web Browser" .</li> <li>- To print report in PDF Format, Click on print button and save as PDF.</li> </ul>
<p><b>VI. Upload XML file to BSE Listing Center:</b> For uploading the XBRL/XML file generated in step IV, click on "Upload XML" button and upload generated xml file. On Upload screen provide the required information and browse the file.</p>

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 XBRL/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 applicable.
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed for generating XBRL/XML.
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](#)

<a href="#">Signatory Details</a>
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utton on General information sheet.

t able data in correct format. (Formats will
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een properly filled and also data has been ou about the same.
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sheet" button to ensure that all sheets has utility will prompt you about the same and validate all sheets.
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essful validation of all sheet is completed.
--

ate Report" to generate html report.
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through Utility, login to BSE Listing Center /se to select XML file and submit the XML.
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erating XML.

s it is a mandatory field.
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urther for generating XML.
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[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	Half Yearly
Date of Report	30-09-2021
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

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Enter the quarter  
ended date only



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

### 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 members**

### 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 members**

### 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		

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## Annexure 1

### II. Composition of Committees

Disclosure of notes on composition of committees explanatory

ers and Category 1 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

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 - Non Independent Director	Chairperson






[illegible]

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

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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)
<div>Add</div> <div>Delete</div>		
1	02-04-2021	
2	12-07-2021	100

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\* 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)
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	Yes	5	5
	Yes	5	5

<b>No. of Independent Directors attending the meeting*</b>	
	3
	3

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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)
<div>AddDelete</div>			
1	Audit Committee	02-04-2021	
2	Audit Committee	12-07-2021	
3	Stakeholders Relationship Committee	02-04-2021	
4	Stakeholders Relationship Committee	12-07-2021	100
5	Nomination and remuneration committee	12-07-2021	

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	Reson 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

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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>Add Notes</div>
with related party	<div>Add Notes</div>

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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 1000 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
<div>Add Notes</div>

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Compliance status
Ravi Subramanian
Director



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III. 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	

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1	Name of signatory
2	Designation

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

Annexure III



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Applicability of disclosure
Reason for Non Applicability
<b>I. Disclosure of Loans/ guarantees/comfort letters /s</b>
<b>(A) Any loan or any other form of debt advanced by the lis</b>
<b>Entity</b>
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>(B) Any guarantee / comfort letter (by whatever name ca</b>
<b>Entity</b>
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>(C) Any security provided by the listed entity directly or ir</b>
<b>Entity</b>
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>(D) Additional Information</b>
<b>II. Affirmations</b>
<b>Affirmat</b>
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

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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
rs (by whatever name called) or securities in	
irectly or indirectly by the listed entity to	









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### Signatory Details

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

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