

XBRL Excel Utility	
1.	<a href="#">Overview</a>
2.	<a href="#">Before you begin</a>
3.	<a href="#">Index</a>
4.	<a href="#">Steps for Filing Corporate Governance Report</a>
5.	<a href="#">Fill up the data in excel utility</a>

### 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](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 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>
4	Meeting of BOD	<a href="#">Annexure I - Meeting of BOD</a>
5	Meeting of Committees	<a href="#">Annexure I - Meeting of Committees</a>
6	Related Party Transaction	<a href="#">Annexure I - Related Party Transaction</a>
7	Affirmation	<a href="#">Annexure I - Affirmation</a>
8	Website	<a href="#">Annexure II - Website</a>
9	Annual Affirmation	<a href="#">Annexure II - Annual Affirmation</a>
10	Annual Affirmation Continue	<a href="#">Annexure II - Annual Affirmation Continue</a>
11	Annexure III	<a href="#">Annexure III</a>
12	Annexure III Affirmations	<a href="#">Half yearly Affirmations</a>
13	Additional Half yearly Disclosure	<a href="#">Additional Half Yearly Disc</a>
14	Details of Cyber security incidence	<a href="#">Cyber security incidence</a>
15	Signatory Details	<a href="#">Signatory Details</a>

### 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

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

### General information about company

Scrip code	537750
NSE Symbol	
MSEI Symbol	
ISIN	INE555P01013
Name of the entity	KIRAN VYAPAR LIMITED
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Quarterly
Date of Report	30-06-2024
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Top 2000 listed entities

Enter the quarter  
ended date only

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

Annexure I

Annexure I to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory		Add Notes																									
Whether the listed entity has a Regular Chairperson				Yes																							
Whether Chairperson is related to MD or CEO				Yes																							
				Disqualification of Directors under section 164 of the Companies Act, 2013																							
Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	Whether the director is disqualified?	Start Date of disqualification	End Date of disqualification	Details of disqualification	Current status	Whether special resolution passed? (Refer Reg. 17(1A) of Listing Regulations)	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 17 A of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (with reference to previous regulation 17A(i) & 17A(iii))	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 24(i) of Listing Regulations)	No of past of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(i) of Listing Regulations)	Reason for Cessation	Notes for not providing PAN	Notes for not providing DIN	
1	Mr	LAKSHMI NIWAS BANGUR	ADIPB0981H	00012617	Non-Executive - Non Independent Director	Chairperson related to Promoter		26-08-1949	No				Active	Yes	26-09-2023	10-09-2013	10-09-2013				2	0	6	2			
2	Mr	SHREEYASH BANGUR	AEBPB8449R	00012825	Executive Director	Not Applicable	MD	01-06-1980	No				Active	NA		22-11-2011	04-11-2022				2	0	1	0			
3	Ms	SHREETA BANGUR	JAAPB0380G	00003541	Non-Executive - Non Independent Director	Not Applicable		17-12-1973	No				Active	No		27-03-2015	27-03-2015				1	0	0	0			
4	Mr	AMITAV KOTIARI	AEDPK3738D	01097705	Non-Executive - Independent Director	Not Applicable		10-12-1952	No				Active	No		15-10-2013	09-09-2019			129.00	2	2	4	2			
5	Mr	BHASKAR BANERJEE	AIDPB6225S	00013612	Non-Executive - Independent Director	Not Applicable		18-12-1945	No				Active	Yes	09-09-2019	15-10-2013	09-09-2019			129.00	1	1	8	5			
6	Mr	RAJIV KAPAS	AJNPK6829C	02208714	Non-Executive - Independent Director	Not Applicable		06-01-1975	No				Active	No		15-10-2013	09-09-2019			129.00	1	1	8	1			
7	Mr	AMIT MEHTA	JAKPM8306L	01197047	Non-Executive - Non Independent Director	Not Applicable		08-04-1980	No				Active	No		17-05-2023	17-05-2023				1	0	0	0			
8	Mr	BHAVIK HARSHAD NARANA	ADIPN8812H	10041603	Non-Executive - Independent Director	Not Applicable		20-09-1977	No				Active	No		17-05-2023	17-05-2023			13.00	1	1	0	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 prefilled 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	01097705	AMITAV KOTHARI	Non-Executive - Independent Director	Chairperson	15-10-2013		
2	00013612	BHASKAR BANERJEE	Non-Executive - Independent Director	Member	15-10-2013		
3	00012617	LAKSHMI NIWAS BANGUR	Non-Executive - Non Independent Director	Member	27-03-2015		
4	02208714	RAJIV KAPASI	Non-Executive - Independent Director	Member	31-07-2017		
5							
6							
7							
8							
9							
10							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled 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	00013612	BHASKAR BANERJEE	Non-Executive - Independent Director	Chairperson	15-10-2013		
2	02208714	RAJIV KAPASI	Non-Executive - Independent Director	Member	15-10-2013		
3	00012617	LAKSHMI NIWAS BANGUR	Non-Executive - Non Independent Director	Member	15-10-2013		
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 prefilled 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	00013612	BHASKAR BANERJEE	Non-Executive - Independent Director	Chairperson	15-10-2013		
2	02208714	RAJIV KAPASI	Non-Executive - Independent Director	Member	15-10-2013		
3	00012617	LAKSHMI NIWAS BANGUR	Non-Executive - Non Independent Director	Member	27-03-2015		
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 prefilled 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	00012617	LAKSHMI NIWAS BANGUR	Non-Executive - Non Independent Director	Chairperson	29-05-2014		
2	00012825	SHREYASH BANGUR	Executive Director	Member	29-05-2014		
3	00013612	BHASKAR BANERJEE	Non-Executive - Independent Director	Member	29-05-2014		
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						

[Home](#)[Validate](#)**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	16-01-2024			Yes	8	6	3
2	07-03-2024	50		Yes	8	3	2
3	16-04-2024	39		Yes	8	3	2
4	14-05-2024	27		Yes	8	6	3

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

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

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

## 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)
	<a href="#">Add</a>	<a href="#">Delete</a>								
1	Audit Committee	16-01-2024				Yes	4	3	2	0
2	Audit Committee	07-03-2024				Yes	4	3	2	0
3	Audit Committee	16-04-2024	39			Yes	4	3	2	0
4	Audit Committee	14-05-2024	27			Yes	4	3	2	0
5	Stakeholders Relationship Committee	16-01-2024				Yes	3	2	1	0
6	Stakeholders Relationship Committee	14-05-2024				Yes	3	2	1	0
7	Other Committee	13-01-2024		LOAN & INVESTMENT COMMITTEE		Yes	4	3	1	0
8	Other Committee	07-03-2024	53	LOAN & INVESTMENT COMMITTEE		Yes	4	2	1	0
9	Other Committee	13-05-2024	66	LOAN & INVESTMENT COMMITTEE		Yes	4	2	1	0
10	Other Committee	13-01-2024		ASSET LIABILTY MANAGEMENT		Yes	4	3	1	0
11	Other Committee	16-04-2024	93	ASSET LIABILTY MANAGEMENT		Yes	4	2	1	0
12	Other Committee	14-05-2024	27	ASSET LIABILTY MANAGEMENT		Yes	4	2	0	0
13	Other Committee	13-01-2024		RISK MANAGEMENT COMMITTEE		Yes	4	3	1	0
14	Other Committee	07-03-2024	53	RISK MANAGEMENT COMMITTEE		Yes	4	2	1	0
15	Other Committee	13-05-2024	66	RISK MANAGEMENT COMMITTEE		Yes	4	2	1	0
16	Other Committee	13-01-2024		GRIEVANCE REDRESSAL COMMITTEE		Yes	4	3	1	0
17	Other Committee	13-05-2024	120	GRIEVANCE REDRESSAL COMMITTEE		Yes	4	2	1	0
18	Corporate Social Responsibility Committee	16-01-2024				Yes	3	2	0	0
19	Corporate Social Responsibility Committee	14-05-2024				Yes	3	2	0	0
20	Nomination and remuneration committee	14-05-2024				Yes	3	2	1	0

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

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

Home

Validate

Details of Cyber security incidence		
Whether as per Regulation 27(2)(ba) of SEBI (LODR) Regulations, 2015 there has been cyber security incidents or breaches or loss of data or documents during the quarter		No
Other details of cyber security incidence or breaches or loss of data event		<a href="#">Add Notes</a>
Number of cyber security incidence or breaches or loss of data event occurred during the quarter		
Sr.	Date of the event	Brief details of the event

Home

Validate

Annexure 1			
V. Related Party Transactions			
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>

Prev

Next



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

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>

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

Annexure 1		
Sr	Subject	Compliance status
1	Name of signatory	PRADIP KUMAR OJHA
2	Designation	Company Secretary and Compliance Officer

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

### Signatory Details

Name of signatory	PRADIP KUMAR OJHA
Designation of person	Company Secretary and Compliance Officer
Place	KOLKATA
Date	18-07-2024

[Prev](#)