

	XBRL Excel Utility
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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 Governance Report

XBRL filling 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)

2. Before you begin

- The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and above.
 The system should have a file compression software to unzip excel utility file.
- Make sure that you have downloaded the latest Excel Utility from BSE Website to your local system.
- Make sure that you have downloaded the Chrome Browser to view report generated from Excel utility
 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	General Info
2	Composition of BOD	Annexure I - Composition of BOD
3	Composition of Committee	Annexure I - Composition of Committee
4	Meeting of BOD	Annexure I - Meeting of BOD
5	Meeting of Committees	Annexure I - Meeting of Committees
6	Related Party Transaction	Annexure I - Related Party Transaction
7	Affirmation	Annexure I - Affirmation
8	Website	Annexure II - Website
9	Annual Affirmation	Annexure II - Annual Affirmation
10	Annual Affirmation Continue	Annexure II -Annual Affirmation Continue
11	Annexure III	Annexure III
12	Signatory Details	Signatory Details

4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL button on Genenral information sheet.

5. Steps for Filing Corporate Governance Report

1. 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.

LLL 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.

/. 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

- . Cells with red fonts indicate mandatory fields.
- If mandatory field is left empty, then Utility will not allow you to proceed further for generating XML
- . 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.
- Select data from "Dropdown list" wherever applicable.
- 7. Adding Notes: Click on "Add Notes" button to add notes

Home Validate Import XML

General information abo	ut company
Scrip code	503162
NSE Symbol	RELCHEMQ
MSEI Symbol	NOTLISTED
ISIN	INE750D01016
Name of the entity	RELIANCE CHEMOTEX INDUSTRIES LTD.
Date of start of financial year	01-04-2022
Date of end of financial year	31-03-2023
Reporting Quarter	Yearly
Date of Report	31-03-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Top 2000 listed entities

Enter the quarter ended date only

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	Home Validate																							
											Annexure	ı												
	Annexure I to be submitted by listed entity on quarterly basis																							
											I. Composition of Boar	d of Directors												
		Disclosure of no	tes on compositio	n of board of directors explanatory	Add Notes																			
	Whether the Island only has a Regular Chairpropose Yrs																							
	Whether Chalipperson in minded to MC or CCD No Chappalification of Development and the Companion Act, 2023																							
Sr (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)	in listed entities including this listed entity (Refer Regulation 17A of	Directorship in listed entities including this listed	Regulation 26(1) of Listing	in Audit/ Stakeholder Committee held in listed entities including this listed		Notes for not providing DIN
Add	Delete			•																				
Г. L.	RAMADOSS SRINIVASAN	AAAPR2998A		Non-Executive - Independent			26-10-1946	L						07-09-2019	29.10.2013	07-09-2019		107.00						
1 800		AAAH(2)98A	00235831	Non-Executive - Independent	Chairperson			NO				ACTIVE	res		29-10-2013			202.00	1	-		'		
2 Mr	RAM NIWAS SHARMA	A.RP53705Q	00368947	Director Non-Executive - Independent	Not Applicable		29-12-1947	No				Active	Yes	24-03-2021	09-04-2015	10-02-2021		25.00	1	1				
3 Mr	NARAYAN SHROFF	AXX PS 9 7 4 2 H	05207412		Not Applicable		06-05-1937	No				Active	Yes	07-09-2019	14-02-2012	07-09-2019		102.00	1	1				ı
4 Mrs	DENA DIROPE	AJRP\$0973L	00224941	Non-Executive - Non Independent Director	Not Applicable		27-10-1962	No.				t etime.			10-02-2015	26-09-2015								i
				Non-Executive - Non																1				
5 Mr	NAND GOPAL KHAITAN	AFLPKS827K	00020588	Independent Director	Not Applicable		21-05-1951	No				Active	NA.		23-06-1977	23-08-1977			7	6				
6 Mr	SANJEV SHROTE	AKOP56714P	00296008	Executive Director	Not Applicable	MD	17-05-1961	No				Active	NA.		01-09-1988	01-09-2020			1	0)	
7 Mr	RAHUL SHROTE	AZDPS0444C	02301693	Executive Director	Not Applicable		31-12-1985	No				Active	NA.		28-07-2008	26-09-2021)	
8 Mr	AMEYA SHROFF	CGHPS3679A	05315616	Executive Director	Not Applicable		24-08-1990	No				Active	NA.		01-08-2013	01-08-2022			1				3	ı
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II. Composition of Committees

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Disconnect Anneuers 1

Disconnect Anneuers 2

Disc

iote: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

Auc	dit Committee Details						
Г			Wheth	er the Audit Committee has a Regular Chairperson	Yes		
Se	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	00368947	RAM NEWAS SHARMA	Non-Executive - Independent Director	Chairperson	10-02-2021		
2	05207412	NARAYAN SHROFF	Non-Executive - Independent Director	Member	21-05-2017		
3	00235831	RAMADOSS SRINIVASAN	Non-Executive - Independent Director	Member	29-10-2013		
4	00020588	NAND GOPAL KHAITAN	Non-Executive - Non Independent Director	Member	20-04-2002		
5							
6							
7							
9							

ote: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

Nor	nination and remunerati	on committee					
Г			Whether the Nomination and re	Yes			
Se	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	05207412	NARAYAN SHROFF	Non-Executive - Independent Director	Chairperson	21-05-2017		
2	00368947	RAM NEWAS SHARMA	Non-Executive - Independent Director	Member	11-11-2016		
3	00235831	RAMADOSS SRINIVASAN	Non-Executive - Independent Director	Member	29-10-2013		
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 prefitted automatically

Stal	keholders Relationship C	ommittee					
Г			Whether the Stakeholders I	Yes			
Se	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	05207412	NARAYAN SHROFF	Non-Executive - Independent Director	Chairperson	10-02-2021		
2	00368947	RAM NEWAS SHARMA	Non-Executive - Independent Director	Member	20-04-2002		
3	00296008	SANIV SHROFF	Executive Director	Member	31-01-2004		
4							
5							
6							
7							
9							
10							

Risk	Risk Management Committee													
			Whether the Risk M											
×	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														

ete: Please enter DN. After entering DN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

Corp	porate Social Responsibl	ity Committee					
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							

Oth	ther Committee											
Se	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks						
1	00296008	SANIV SHROFF	FINANCE COMMITTEE	Executive Director	Member							
2	02301693	RAHUL SHROFF	FINANCE COMMITTEE	Executive Director	Member							
3	00368947	RAM NEWAS SHARMA	FINANCE COMMITTEE	Non-Executive - Independent Director	Member							
4												
5												
6												
7												
8												
9												
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	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*						
	Add Delete												
1	09-11-2022			Yes	8	8	3						
2	09-02-2023	91		Yes	8	8	3						
	Prev						Next						

^{*} to be filled in only for the current quarter meetings

	Annexure 1												
	IV. Meeting of Committees												
	Disclosure of notes on meeting of committees explanatory												
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	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	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)			
1	Audit Committee	09-11-2022				Yes	4	4	3	0			
2		09-02-2023	91			Yes	4	4	3	0			
3		09-11-2022				Yes	3	3	2	0			
4	Committee	09-02-2023	91			Yes	3	3	2	0			
5	committee	09-02-2023				Yes	3	3	3	0			

^{*} to be filled in only for the current quarter meetings

Validate

	Annexure 1				
V	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	NA			
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes			
	Disclosure of notes on related	Add Notes			
	Disclosure of notes of material transaction	with related party	Add Notes		

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Annexure II

Annexure II to be submitted by listed entity at the end of the financial year (for the whole of financial year)

I. Disclosure on website in terms of Listing Regulations

Sr	ltem	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
1	Details of business	Yes		http://www.reliancechemotex.com/about-us/
2	Terms and conditions of appointment of independent directors	Yes		aneous-reports/
3	Composition of various committees of board of directors	Yes		content/uploads/2022/06/Composition-of-
4	Code of conduct of board of directors and senior management personnel	Yes		content/uploads/2019/06/Code-of-Conduct-for-
5	Details of establishment of vigil mechanism/ Whistle Blower policy	Yes		content/uploads/2021/06/Vigil-Mechanism-Whitsle-
6	Criteria of making payments to non-executive directors	Yes		of-conduct-and-policies/
7	Policy on dealing with related party transactions	Yes		content/uploads/2017/06/Related-Party-
8	Policy for determining 'material' subsidiaries	NA		
9	Details of familiarization programmes imparted to independent directors	Yes		content/uploads/2022/04/Familiarization-
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances	Yes		http://reliancechemotex.com/wp- content/uploads/2022/06/Investor-Grievance.pdf
11	email address for grievance redressal and other relevant details	Yes		ce-management/
12	Financial results	Yes		al-reports/
13	Shareholding pattern	Yes		olders-information/
14	Details of agreements entered into with the media companies and/or their associates	NA		
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	NA		
16	New name and the old name of the listed entity	NA		
17	Advertisements as per regulation 47 (1)	Yes		aneous-reports/
18	Credit rating or revision in credit rating obtained	Yes		aneous-reports/
19	Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year	NA		
20	Whether company has provided information under separate section on its website as per Regulation 46(2)	Yes		https://reliancechemotex.com/investor/
21	Materiality Policy as per Regulation 30	Yes		content/uploads/2021/06/Policy-on-determinaiton-
22	Dividend Distribution policy as per Regulation 43A (as applicable)	NA		
23	It is certified that these contents on the website of the listed entity are correct	Yes		https://reliancechemotex.com/investor/
24	Disclosure of notes on website in terms of Listing Regulations explantory [Text Block]		Add Notes	

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	Annexure 1			
V	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 a. Audit Committee	Yes		
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes		
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes		
5	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)	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	Any comments/observations/advice of Board of Directors may be mentioned here:	Add Notes		

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	Annexure 1		
Sr	Subject	Compliance status	
1	Name of signatory	UTKARSH GAUR	
2	Designation	Company Secretary and Compliance Officer	

	Annexure II			
II. Annual Affirmations				
Sr Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	
Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'	16(1)(b) & 25(6)	Yes		
2 Board composition	17(1), 17(1A) & 17(1B)	Yes		
3 Meeting of Board of directors	17(2)	Yes		
4 Quorum of Board meeting	17(2A)	Yes		
Review of Compliance Reports	17(3)	Yes		
6 Plans for orderly succession for appointments	17(4)	Yes		
7 Code of Conduct	17(5)	Yes		
8 Fees/compensation	17(6)	Yes		
Minimum Information	17(7)	Yes		
0 Compliance Certificate	17(8)	Yes		
1 Risk Assessment & Management	17(9)	Yes		
12 Performance Evaluation of Independent Directors	17(10)	Yes		
3 Recommendation of Board	17(11)	Yes		
Maximum number of Directorships	17A	Yes		
.5 Composition of Audit Committee	18(1)	Yes		
6 Meeting of Audit Committee	18(2)	Yes		
7 Composition of nomination & remuneration committee	19(1) & (2)	Yes		
8 Quorum of Nomination and Remuneration Committee meeting	19(2A)	Yes		
.9 Meeting of Nomination and Remuneration Committee	19(3A)	Yes		
O Composition of Stakeholder Relationship Committee	20(1), 20(2) & 20(2A)	Yes		
Meeting of Stakeholders Relationship Committee	20(3A)	Yes		
2 Composition and role of risk management committee	21(1),(2),(3),(4)	NA		
3 Meeting of Risk Management Committee	21(3A)	NA		
4 Vigil Mechanism	22	Yes		
5 Policy for related party Transaction	23(1),(1A),(5),(6),(7) & (8)	Yes		
6 Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	Yes		
Approval for material related party transactions	23(4)	NA		
Disclosure of related party transactions on consolidated basis	23(9)	Yes		
Composition of Board of Directors of unlisted material Subsidiary	24(1)	NA		
Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2),(3),(4),(5) & (6)	NA		
Other Corporate Governance requirements with respect to substituting of insect entity Annual Secretarial Compliance Report	24(A)	Yes		
2 Alternate Director to Independent Director	25(1)	NA		
3 Maximum Tenure	25(2)	Yes		
14 Meeting of independent directors	25(3) & (4)	Yes		
5 Familiarization of independent directors	25(7)	Yes		
6 Declaration from Independent Director	25(8) & (9)	Yes		
D & O Insurance for Independent Directors	25(10)	NA NA		
8 Memberships in Committees	26(1)	Yes		
Mffirmation with committees Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)	Yes		
Disclosure of Shareholding by Non-Executive Directors	26(4)	Yes		
	26(2) 8 26(5)	V		

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Any other information to be provided

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Add Notes

	Annexure II		
1	Name of signatory	UTKARSH GAUR	
2	Designation	Company Secretary and Compliance Officer	

26(2) & 26(5)

Yes

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	Annexure II				
II	III. Affirmations				
Sr	Sr Particulars Compliance status (Yes/No/NA)				
	The Listed Entity has approved Material Subsidiary Policy and the				
1	Corporate Governance requirements with respect to subsidiary of Listed	NA			
Entity have been complied					
	Any other information to be provided Add Notes				

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	Annexure II		
1	Name of signatory	UTKARSH GAUR	
		Company Secretary and Compliance	
	Designation	Officer	

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Additional Half yearly Disclosure				
Applicability of disclosure	Not Applicable			
	Add Notes			
Reason for Non Applicability				
I. Disclosure of Loans/ guarantees/comfort letters /		The Figure should be mentioned in Actual INR only		
(A)Any loan or any other form of debt advanced by the l	isted entity directly or indirectly to			
Entity	Aggregate amount advanced during six months	Balance outstanding at the end of six months		
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 of	alled) provided by the listed entity directly or indirec	tly, in connection with any loan(s) or any other form	of debt availed By	
Entity	Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months	Balance outstanding at the end of six months(taking into account any invocation)	
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	indirectly, in connection with any loan(s) or any othe	r form of debt availed by		
Entity	Type of security (cash, shares etc.)	Aggregate value of security provided during six months	Balance outstanding at the end of six months	
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			Add Notes	
II. Affirmations				
Affirmat	cions	Compliance Status	Company Remarks	
All loans (or other form of debt), guarantees, comfort let	ters (by whatever name called) or securities in			
connection with any loan(s) (or other form of debt) given	directly or indirectly by the listed entity to		Add Notes	
Name				
Designation				
Place				
Date				

Validate

Signatory Details		
Name of signatory	UTKARSH GAUR	
Designation of person	Company Secretary and Compliance Officer	
Place	UDAIPUR	
Date	18-04-2023	

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