

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 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) .

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	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
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12	Signatory Details	Signatory Details

4. 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.

5. 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

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General information about company

Scrip code	533193
NSE Symbol	KECL
MSEI Symbol	NOTLISTED
ISIN	INE134B01017
Name of the entity	Kirloskar Electric Company Limited
Date of start of financial year	01-04-2018
Date of end of financial year	31-03-2019
Reporting Quarter	Quarterly
Date of Report	30-06-2018
Risk management committee	Not Applicable

Enter the quarter
ended date only

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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										
Is there any change in information of board of directors compare to previous quarter															
Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of appointment in the current term	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 25(1) of Listing Regulations)	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	Notes for not providing DIN
Add		Delete													
1	Mr	VIJAY R KIRLOSKAR	AFYPK7430F	00031253	Executive Director	Chairperson		12-08-2017			3	1	0		
2	Mr	ANIL KUMAR BHANDARI	ACLPB8346F	00031194	Non-Executive - Independent Director	Not Applicable		30-09-2014		60	2	2	2		
3	Mr	KAMLESH SURESH GANDHI	AAMPG0567G	00004969	Non-Executive - Independent Director	Not Applicable		30-09-2014		60	4	3	3		
4	Mr	SAROSH J GHANDY	ACHPG2153K	00031237	Non-Executive - Independent Director	Not Applicable		30-09-2014		60	1	1	0		
5	Mr	V P MAHENDRA	ACIPM3637N	00033270	Non-Executive - Independent Director	Not Applicable		30-09-2014		60	2	2	0		
6	Mr	SATYANARAYAN AGARWAL	ABKPA2258B	00111187	Non-Executive - Independent Director	Not Applicable		30-09-2014		60	2	3	0		
7	Mr	KRISHNAMURTHY GANESH	ACTPG9789M	05160176	Non-Executive - Nominee Director	Not Applicable		30-04-2014			1	0	0		
8	Mr	ASHOK MISRA	AAAPM1846L	00006051	Non-Executive - Independent Director	Not Applicable		05-11-2015		60	3	3	0		
9	Mrs	MEENA KIRLOSKAR	ABYPK8486F	00286774	Non-Executive - Non Independent Director	Not Applicable		31-07-2009		60	1	0	0		
10	Mr	SHYAMANTA BARDOLOI	AJTPB3191M	01720375	Non-Executive - Independent Director	Not Applicable		14-11-2016		60	1	0	0		
11	Mr	ANAND B HUNNUR	AAKPH2952C	06650798	Executive Director	Not Applicable	MD	26-05-2017		36	1	0	0		

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Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

Add Notes

Is there any change in information of committees compare to previous quarter

Audit Committee Details

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Remarks
1	00033270	V P MAHENDRA	Non-Executive - Independent Director	Member	
2	00004969	KAMLESH SURESH GANDHI	Non-Executive - Independent Director	Chairperson	
3	00031194	ANIL KUMAR BHANDARI	Non-Executive - Independent Director	Member	
4	00031237	SAROSH J GHANDY	Non-Executive - Independent Director	Member	
5	00111187	SATYANARAYAN AGARWAL	Non-Executive - Independent Director	Member	
6					
7					
8					
9					
10					

Nomination and remuneration committee

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Remarks
1	00286774	MEENA KIRLOSKAR	Non-Executive - Non Independent Director	Member	
2	00031194	ANIL KUMAR BHANDARI	Non-Executive - Independent Director	Member	
3	00031237	SAROSH J GHANDY	Non-Executive - Independent Director	Member	
4	00111187	SATYANARAYAN AGARWAL	Non-Executive - Independent Director	Chairperson	
5					
6					
7					
8					
9					
10					

Stakeholders Relationship Committee

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Remarks
1	00031194	ANIL KUMAR BHANDARI	Non-Executive - Independent Director	Chairperson	
2	00033270	V P MAHENDRA	Non-Executive - Independent Director	Member	
3	00031253	VIJAY R KIRLOSKAR	Executive Director	Member	
4					
5					
6					
7					
8					
9					
10					

Risk Management Committee

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

Corporate Social Responsibility Committee

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	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	06650798	Anand B Hunnur	Executive Committee	Executive Director	Chairperson	
2	00031253	Vijay R Kirloskar	Executive Committee	Executive Director	Member	
3	00286774	Meena Kirloskar	Executive Committee	Non-Executive - Non Independent Director	Member	
4						
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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)
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Add

Delete

1	12-02-2018	
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2	28-05-2018	104
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Disclosure of notes on meeting of committees explanatory

[Add Notes](#)

Sr	Name of Committee	Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (Yes/No)	Requirement of Quorum met	Date(s) of meeting of the committee in the previous quarter	Maximum gap between any two consecutive meetings (in number of days)	Name of other committee
Add Delete							
1	Audit Committee	28-05-2018	Yes	5	12-02-2018	104	

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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 party transactions			Add Notes
Disclosure of notes of material transaction with related party			Add Notes

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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 100 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	K S Swapna Latha
2	Designation	Company Secretary and

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Signatory Details

Name of signatory	K S Swapna Latha
Designation of person	Company Secretary and Compliance Office
Place	BANGALORE
Date	12-07-2018

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