

XBRL Excel Utility	
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2.	Before you begin
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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
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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

I. Fill up the data: Navigate to each field of every section in the sheet to provide applicable data. (Data provided 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 furnished in proper format. If there are some errors on the sheet, excel utility will prompt you to correct them.

III. Validate All Sheets: Click on the "**Home**" button. And then click on "Validate All Sheets" button. It will be done only if all sheets have been properly filled and validated successfully. If there are some errors on the sheet, excel utility will stop validation at the same time. After correction, once again follow the same procedure to validate the 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 is done. 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' button.

- 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 in step IV and upload generated xml file. On Upload screen provide the required information and browse the file.

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 the report.

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 further.

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](#)

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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.

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[Home](#)[Validate](#)[Import XML](#)

General information about company

Scrip code	500500
NSE Symbol	HJINDMOTORS
MSEI Symbol	NOT LISTED
ISIN	INE253A01025
Name of the entity	HINDUSTAN MOTORS LIMITED
Date of start of financial year	01-04-2021
Date of end of financial year	31-03-2022
Reporting Quarter	Yearly
Date of Report	31-03-2022
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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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		No																		
Whether Chairperson is related to MD or CEO		No																		
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 special resolution passed? (Refer Reg. 171A) 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 17A of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (Refer Regulation 17A(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	A SANKARANARAYANAN	AABPS1706L	00385632	Non-Executive - Non Independent Director	Not Applicable		29-07-1942	Yes	28-09-2021	24-05-2004	28-09-2021		31	1	0	4	3		
2	Mr	UTTAM ROSE	ACFB2855J	02340200	Non-Executive - Non Independent Director	Not Applicable		17-12-1961	NA		10-05-2014	29-09-2020		19	1	0	1	0		
3	Mrs	MOU MUKHERJEE	AGTPM1021A	03333993	Non-Executive - Independent Director	Not Applicable		09-06-1968	NA		06-02-2014	29-09-2020		19	2	2	2	2		
4	Mr	RAJ KAMAL JHRI	ACNPM8006H	06804524	Non-Executive - Independent Director	Not Applicable		29-08-1948	NA		10-03-2015	18-09-2019		31	1	1	3	0		
5	Mr	OM PRAKASH GUPTA	ADVPG7872Q	08772383	Non-Executive - Independent Director	Not Applicable		13-10-1953	NA		10-06-2020	29-09-2020		19	1	1	0	0		
6	Mr	SOURAV DASPATNAIK	ALUP01462K	02147356	Non-Executive - Non Independent Director	Not Applicable		01-07-1963	NA		21-06-2021			10	1	0	4	0		

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Annexure 3

B. Composition of Committees

For this quarter kindly note the following points:
 Date of Appointment and Date of Cessation (if applicable) shall be mandatorily filed for every Committee.
 Date of Appointment can be any day after September 30, 2013.
 Date of Cessation shall be for the current quarter only, i.e. July 1/2014 to September 30/2014.

Disclosure of notes on composition of committees explanatory

Add Notes

Note: Please enter DIN, After entering DIN, Name of Committee members and Category 1 of Directors shall be populated 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	0884524	BN KAMAL KISHI	Non Executive - Independent Director	Chairperson	03-11-2015		
2	0305432	A SANKARANARAYANAN	Non Executive - Non Independent Director	Member	28-01-2009		
3	0333393	MOLU MANOHARLES	Non Executive - Independent Director	Member	28-04-2015		
4	0230080	LITTAI KESU	Non Executive - Non Independent Director	Member	13-08-2017		
5							
6							
7							
8							
9							
10							

Note: Please enter DIN, After entering DIN, Name of Committee members and Category 1 of Directors shall be populated 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	0884524	BN KAMAL KISHI	Non Executive - Independent Director	Chairperson	03-11-2015		
2	0305432	A SANKARANARAYANAN	Non Executive - Non Independent Director	Member	28-01-2009		
3	0333393	MOLU MANOHARLES	Non Executive - Independent Director	Member	28-04-2015		
4	0230080	LITTAI KESU	Non Executive - Non Independent Director	Member	13-08-2017		
5							
6							
7							
8							
9							
10							

Note: Please enter DIN, After entering DIN, Name of Committee members and Category 1 of Directors shall be populated 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	0305432	A SANKARANARAYANAN	Non Executive - Non Independent Director	Chairperson	05-08-2014		
2	0230080	LITTAI KESU	Non Executive - Non Independent Director	Member	10-05-2014		
3	0884524	BN KAMAL KISHI	Non Executive - Independent Director	Member	05-08-2014		
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 populated 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							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Other Committees						
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)	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
	Add	Delete				
1	10-11-2021			Yes	6	3
2	10-02-2022	91		Yes	6	3
3	30-03-2022	47		Yes	3	2

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* 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	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Number of Directors present* (All directors including Independent Director)	No. of Independent Directors attending the meeting*
1	Nomination and remuneration committee	10-11-2021				Yes	4	2
2	Audit Committee	10-11-2021				Yes	3	2
3	Audit Committee	10-02-2022				Yes	3	2
4	Nomination and remuneration committee	10-02-2022				Yes	4	2

* to be filled in only for the current quarter meetings

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

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Sr	Item	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.	Web address
1	Details of business	Yes		WWW.HINDMOTOR.COM
2	Terms and conditions of appointment of independent directors	Yes		WWW.HINDMOTOR.COM
3	Composition of various committees of board of directors	Yes		WWW.HINDMOTOR.COM
4	Code of conduct of board of directors and senior management personnel	Yes		WWW.HINDMOTOR.COM
5	Details of establishment of vigil mechanism/ Whistle Blower policy	Yes		WWW.HINDMOTOR.COM
6	Criteria of making payments to non-executive directors	Yes		WWW.HINDMOTOR.COM
7	Policy on dealing with related party transactions	Yes		WWW.HINDMOTOR.COM
8	Policy for determining 'material' subsidiaries	NA		
9	Details of familiarization programmes imparted to independent directors	Yes		WWW.HINDMOTOR.COM
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances	Yes		WWW.HINDMOTOR.COM
11	email address for grievance redressal and other relevant details	Yes		WWW.HINDMOTOR.COM
12	Financial results	Yes		WWW.HINDMOTOR.COM
13	Shareholding pattern	Yes		WWW.HINDMOTOR.COM
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		WWW.HINDMOTOR.COM
18	Credit rating or revision in credit rating obtained	NA		
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		WWW.HINDMOTOR.COM
21	Materiality Policy as per Regulation 30	Yes		WWW.HINDMOTOR.COM
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		WWW.HINDMOTOR.COM
24	Disclosure of notes on website in terms of Listing Regulations explanatory [Text Block]		Add Notes	

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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 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 500 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	VISHAKHA GUPTA
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.
1	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	
5	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	
9	Minimum Information	17(7)	Yes	
10	Compliance Certificate	17(8)	Yes	
11	Risk Assessment & Management	17(9)	Yes	
12	Performance Evaluation of Independent Directors	17(10)	Yes	
13	Recommendation of Board	17(11)	Yes	
14	Maximum number of Directorships	17A	Yes	
15	Composition of Audit Committee	18(1)	Yes	
16	Meeting of Audit Committee	18(2)	Yes	
17	Composition of nomination & remuneration committee	19(1) & (2)	Yes	
18	Quorum of Nomination and Remuneration Committee meeting	19(2A)	Yes	
19	Meeting of Nomination and Remuneration Committee	19(3A)	Yes	
20	Composition of Stakeholder Relationship Committee	20(1), 20(2) & 20(2A)	Yes	
21	Meeting of Stakeholders Relationship Committee	20(3A)	Yes	
22	Composition and role of risk management committee	21(1),(2),(3),(4)	NA	
23	Meeting of Risk Management Committee	21(3A)	NA	
24	Vigil Mechanism	22	Yes	
25	Policy for related party Transaction	23(1),(1A),(5),(6),(7) & (8)	Yes	
26	Prior or Omnibus approval of Audit Committee for all related party transactions	23(2), (3)	Yes	
27	Approval for material related party transactions	23(4)	NA	
28	Disclosure of related party transactions on consolidated basis	23(9)	Yes	
29	Composition of Board of Directors of unlisted material Subsidiary	24(1)	NA	
30	Other Corporate Governance requirements with respect to subsidiary of listed entity	24(2),(3),(4),(5) & (6)	NA	
31	Annual Secretarial Compliance Report	24(A)	Yes	
32	Alternate Director to Independent Director	25(1)	NA	
33	Maximum Tenure	25(2)	Yes	
34	Meeting of independent directors	25(3) & (4)	Yes	
35	Familiarization of independent directors	25(7)	Yes	
36	Declaration from Independent Director	25(8) & (9)	NA	
37	D & O Insurance for Independent Directors	25(10)	Yes	
38	Memberships in Committees	26(1)	Yes	
39	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel	26(3)	Yes	
40	Disclosure of Shareholding by Non-Executive Directors	26(4)	Yes	
41	Policy with respect to Obligations of directors and senior management	26(2) & 26(5)	Yes	
Any other information to be provided			Add Notes	
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Annexure II	
1	Name of signatory
2	Designation

VISHAKHA GUPTA
Company Secretary and Compliance Officer

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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	

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Annexure II	
1	Name of signatory
2	Designation

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

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VISHAKHA GUPTA
Company Secretary and Compliance Officer

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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 listed
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 called)
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 indirectly
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
Affirmations
All loans (or other form of debt), guarantees, comfort letters in connection with any loan(s) (or other form of debt) given or received
Name
Designation
Place
Date

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Additional Half yearly Disclosure

Not Applicable

Add Notes

Securities etc. refer note below

Listed entity directly or indirectly to

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

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

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

provided by the listed entity directly or indirectly, 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

Disclosures

Compliance Status

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

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Signatory Details

Name of signatory	VISHAKHA GUPTA
Designation of person	Company Secretary and Compliance Officer
Place	KOLKATA
Date	08-04-2022

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