

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 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
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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

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General information about company	
Scrip code	523411
NSE Symbol	NOTLISTED
MSEI Symbol	NOTLISTED
ISIN	INE833A01016
Name of the entity	ADC India Communications Limited
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Half Yearly
Date of Report	30-09-2023
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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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 explained																									
Add Notes																									
Whether the listed entity has a Regular Chairperson																									
Yes																									
Whether Chairperson is related to MD or CEO																									
No																									
Disqualification of Directors under section 168 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(2A) 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(2) & 17A(3))	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 granting PAN	Notes for not providing data
1	Mr	S.Chavanan	KZVPS78561	00878956	Non-Directive - Independent Director	Chairperson		31-03-1954	No				Active	N/A		01-04-2014	01-04-2023		114.00	2	2	4	0		
2	Mr	J.N.Mohamed	AZSP7872C	05073380	Executive Director	Not Applicable	MD	23-02-1974	No				Active	N/A		05-09-2013	01-04-2023			2	0	1	0		
3	Mr	Shaghy Jabbar	ACB893610	00071330	Non-Directive - Independent Director	Not Applicable		18-01-1959	No				Active	N/A		01-04-2024	01-04-2024		114.00	4	4	4	0		
4	Mr	Deep Kumar Anandhi	GLT92498F	07068873	Non-Directive - Non-executive Director	Not Applicable		22-09-1975	No				Active	No		05-09-2017				1	0	1	0		
5	Mr	Vijaya Lakshmi Reddy	ACV98113F	05798078	Non-Directive - Independent Director	Not Applicable		05-04-1951	No				Active	No		15-09-2020			30.16	1	1	1	0		
6	Mr	Sanjay Ray	AMBM70011	07341809	Non-Directive - Nominee Director	Not Applicable		31-03-1981	No				Active	No		15-09-2020				1	0	0	0		
7	Mr	Balash Krishna Bhattachary	ACB97813F	07232090	Non-Directive - Non Independent Director	Not Applicable		18-06-1975	No				Active	No		17-06-2023				1	0	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	00057539	Revathy Ashok	Non-Executive - Independent Director	Chairperson	03-11-2011		
2	00878956	S.Devarajan	Non-Executive - Independent Director	Member	06-02-2013		
3	07868872	Ravi Bosco Rebello	Non-Executive - Nominee Director	Member	21-03-2018		
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

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	00057539	Revathy Ashok	Non-Executive - Independent Director	Chairperson	21-03-2018		
2	00878956	S.Devarajan	Non-Executive - Independent Director	Member	06-02-2013		
3	07868872	Ravi Bosco Rebello	Non-Executive - Nominee Director	Member	21-03-2018		
4	06778078	Vijaya Latha Reddy	Non-Executive - Independent Director	Member	10-11-2020		
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	00878956	S.Devarajan	Non-Executive - Independent Director	Chairperson	21-03-2018		
2	00057539	Revathy Ashok	Non-Executive - Independent Director	Member	21-03-2018		
3	06675260	J.N.Mylaralah	Executive Director	Member	06-09-2013		
4	06778078	Vijaya Latha Reddy	Non-Executive - Independent Director	Member	09-08-2022		
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	00878956	S.Devarajan	Non-Executive - Independent Director	Chairperson	23-05-2014		
2	00057539	Revathy Ashok	Non-Executive - Independent Director	Member	23-05-2014		
3	07868872	Ravi Bosco Rebello	Non-Executive - Nominee Director	Member	21-03-2018		
4	06778078	Vijaya Latha Reddy	Non-Executive - Independent Director	Member	10-11-2020		
5	07341809	Yaman Roy	Non-Executive - Nominee Director	Member	10-11-2020		
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	00057539	Revathy Ashok	Non-Executive - Independent Director	Chairperson	12-06-2015		
2	00878956	S.Devarajan	Non-Executive - Independent Director	Member	21-03-2018		
3	06675260	J.N.Mylaralah	Executive Director	Member	12-06-2015		
4	06778078	Vijaya Latha Reddy	Non-Executive - Independent Director	Member	10-11-2020		
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						

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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	26-05-2023			Yes	6	6	3
2	16-06-2023	20		Yes	6	4	2
3	08-08-2023	52		Yes	7	5	2

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* to be filled in only for the current quarter meetings

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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)
		Add Delete								
1	Audit Committee	26-05-2023				Yes	3	3	2	0
2	Audit Committee	16-06-2023	20			Yes	3	3	2	0
3	Audit Committee	08-08-2023	52			Yes	3	3	2	0
4	Stakeholders Relationship Committee	26-05-2023				Yes	4	4	3	0
5	Stakeholders relationship Committee	08-08-2023	73			Yes	4	3	2	0

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* to be filled in only for the current quarter meetings

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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 RPI	Yes	
3	Whether details of RPI 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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W: Details of non-compliance of prior approval of audit committee obtained
 W: Details of non-compliance of shareholder approval obtained for material RPI
 W: Details of non-compliance of RPI entered into pursuant to omnibus approval have been reviewed by audit committee
 D: Disclosure notes on quarterly formats for compliance report on corporate governance
 Disclosure of notes of material transaction with related party

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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
Date of the event		Brief details of the event

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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 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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Sr	Subject	Compliance status
1	Name of signatory	R.Ganesh
2	Designation	Company Secretary and Compliance Officer

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Annexure III

Annexure III				
III. Affirmations				
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	Yes	
2	Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes	
3	Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	Yes	
4	Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	Yes	
5	Disclosure of the Secretarial Audit Report of the listed entity and the material subsidiaries in the Annual Report	24A(1)	Yes	
6	Submission of Annual Secretarial Compliance Report	24A(2)	Yes	
7	Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	Yes	
Any other information to be provided				Add Notes

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Annexure III

1	Name of signatory	R.Ganesh
2	Designation	Company Secretary and Compliance Officer

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Additional Half yearly Disclosure		
Applicability of disclosure	Not Applicable	
Reason for Non Applicability	Add Notes	
I. Disclosure of Loans/ guarantees/comfort letters /securities etc.refer note below		
(A) Any loan or any other form of debt advanced by the listed 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 called) provided by the listed entity directly or indirectly, in connection with any loan(s) or any other form of debt availed By		
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, in connection with any loan(s) or any other form of debt availed by		
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		Add Notes
II. Affirmations		
Affirmations		
All loans (or other form of debt), guarantees, comfort letters (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 promoter(s).		Add Notes
Name		
Designation		
Place		
Date		

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Signatory Details	
Name of signatory	R.Ganesh
Designation of person	Company Secretary and Compliance Officer
Place	Bangalore
Date	03-10-2023

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