

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
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**4. Import XBRL file**

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

**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](#)[Import XML](#)**General information about company**

Scrip code	000000
NSE Symbol	0
MSEI Symbol	PML
ISIN	INE536R01019
Name of the entity	PREMIUM MERCHANTS LIMITED
Date of start of financial year	01-04-2022
Date of end of financial year	31-03-2023
Reporting Quarter	Half Yearly
Date of Report	30-09-2022
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

Enter the quarter ended date only

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**Appendix A**  
**Appendix A: Registrants permitted by listed entity on primary basis**  
**(Completion of Board of Directors)**

Start Date of Disqualification	End Date of Disqualification	Details of Disqualification	Current Status	Whether special resolution passed? [Refer Reg. 17(A) of Listing Regulations]	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation
			Active	Yes	31-08-2020	12-12-2019	31-08-2020	
			Active	NA		30-09-2014	30-09-2015	
			Active	NA		28-09-2012		
			Active	NA		21-09-2017	30-09-2022	
			Active	NA		15-09-2015		

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 28(1) of Listing Regulations)	Notes for not providing PAN	Notes for not providing DIN
	2	0	1	0		
96.00	2	1	1	2		
	2	1	3	0		
60.00	1	1	2	0		
	1	0	1	0		

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6									
7									
8									
9									
10									

Risk Management Committee									
Whether the Risk Management Committee has a Regular Chairperson									
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 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 pre-filled automatically.

Corporate Responsibility Committee									
Whether the Corporate Social Responsibility Committee has a Regular Chairperson									
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 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							

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Annexure 1

III. Meeting of Board of Director

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*
1	17-06-2022			Yes	5	4	2
2	09-08-2022	52		Yes	5	5	2

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

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**Annexure 1**  
**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)
	<b>Add</b>					
	<b>Delete</b>					
1	Audit Committee	26-05-2022				Yes
2	Audit Committee	09-08-2022	74			Yes

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

Add Notes			
Total Number of Directors as on date of the meeting	Number of Directors (All directors including Independent director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
3	3	2	1
3	3	2	1

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Annexure II		
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	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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Annexure I		
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 II		
Sr	Subject	Compliance status
1	Name of signatory	sfgdgd
2	Designation	Compliance Officer

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Annexure III

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	Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	Yes	
Any other information to be provided				

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Annexure III

1	Name of signatory	JYOTI BHARTI
2	Designation	Company Secretary

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Additional Halfyearly Disclosure	
Applicability of disclosure	Not Applicable <b>Add Notes</b>
Reason for Non Applicability	
<b>Disclosed Loans/ Guarantees/ Comfort Letters/ Securities etc refer notes below. The figure should be mentioned in Actual INR only.</b>	
<b>(A) Any loan or any other form of debt advanced by the listed entity directly or indirectly to</b>	
Entity	Aggregate amount advanced during six months
Promoter or any other entity controlled by them	Balance outstanding at the end of six months
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>(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</b>	
Entity	Type (guarantee, comfort letter etc.)
Promoter or any other entity controlled by them	Aggregate amount of issuance during six months
Promoter Group or any other entity controlled by them	Balance outstanding at the end of six months (taking into account any invocation)
Directors (including relatives) or any other entity controlled by them	
KMPs or any other entity controlled by them	
<b>(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</b>	
Entity	Type of security (cash, shares etc.)
Promoter or any other entity controlled by them	Aggregate value of security provided during six months
Promoter Group or any other entity controlled by them	Balance outstanding at the end of six months
Directors (including relatives) or any other entity controlled by them	
KMPs or any other entity controlled by them	
<b>(D) Additional information:</b>	
<b>Affirmations:</b>	
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	
Name	Company Remarks
Designation	<b>Add Notes</b>
Place	
Date	
<b>Compliance Status:</b>	

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Name of signatory	JYOTI BHARTI
Designation of person	Company Secretary
Place	New Delhi
Date	18-10-2022

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