

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

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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	542652
NSE Symbol	POLYCAB
MSEI Symbol	NOTLISTED
ISIN	INE455K01017
Name of the entity	POLYCAB INDIA LIMITED
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Quarterly
Date of Report	31-12-2024
Risk management committee	Applicable
Market Capitalisation as per immediate previous Financial Year	Top 500 listed entities

Enter the quarter ended date only

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## 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																				Yes							
Whether Chairperson is related to MD or CEO																				Yes							
Disqualification of Directors under section 164 of the Companies Act, 2013																											
Sr	File (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)	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 (with reference to proviso to regulation 17A(1) & 17A(2))	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)	Reason for Cessation	Notes for not providing PAN	Notes for not providing DIN	
Add		Delete																									
1	Mr	Inder T. Jaisinghani		00309108	Executive Director	Chairperson	MD	29-03-1953	No				Active	NA		20-12-1997	28-08-2024			1	0	0	0				
2	Mr	Bharat Jaisinghani		00742995	Executive Director	Not Applicable		21-04-1984	No				Active	NA		13-05-2021	13-05-2021			1	0	1	0				
3	Mr	Nikhil Jaisinghani		00742771	Executive Director	Not Applicable		04-12-1985	No				Active	NA		13-05-2021	13-05-2021			1	0	1	0				
4	Mr	Rakesh Talati		08591299	Executive Director	Not Applicable		16-03-1963	No				Active	NA		13-05-2021	13-05-2021			1	0	0	0				
5	Mr	Gandharu Tongia		09038711	Executive Director	Not Applicable		16-09-1982	No				Active	NA		19-01-2023	19-01-2023			1	0	1	0				
6	Mr	Tilokchand Punamchand Ostwal		00821268	Non-Executive - Independent Director	Not Applicable		07-11-1954	No				Active	NA		20-09-2018	20-09-2023		75.30	2	2	3	2				
7	Mr	Radhay Shyam Sharma		00013208	Non-Executive - Independent Director	Not Applicable		01-02-1951	No				Active	NA		20-09-2018	20-09-2023		75.30	1	1	6	2				
8	Mrs	Sutapa Banerjee		02844650	Non-Executive - Independent Director	Not Applicable		24-03-1965	No				Active	NA		13-05-2021	13-05-2021		43.38	5	5	8	2				
9	Mrs	Manju Agarwal		06921105	Non-Executive - Independent Director	Not Applicable		30-12-1957	No				Active	NA		19-01-2023	19-01-2023		23.12	4	4	7	4				
10	Mr	Bhaskar Sharma		02871367	Non-Executive - Independent Director	Not Applicable		31-08-1963	No				Active	NA		12-05-2023	12-05-2023		19.19	1	1	1	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	00821268	Tilokchand Punamchand Ostwal	Non-Executive - Independent Director	Chairperson	20-09-2018		
2	00013208	Radhey Shyam Sharma	Non-Executive - Independent Director	Member	20-09-2018		
3	02844650	Sutapa Banerjee	Non-Executive - Independent Director	Member	12-05-2023		
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	00013208	Radhey Shyam Sharma	Non-Executive - Independent Director	Chairperson	20-09-2018		
2	00821268	Tilokchand Punamchand Ostwal	Non-Executive - Independent Director	Member	20-09-2018		
3	02844650	Sutapa Banerjee	Non-Executive - Independent Director	Member	21-07-2021		
4	06921105	Manju Agarwal	Non-Executive - Independent Director	Member	12-05-2023		
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	06921105	Manju Agarwal	Non-Executive - Independent Director	Chairperson	12-05-2023		
2	00742995	Bharat Jaisinghani	Executive Director	Member	13-05-2021		
3	00742771	Nikhil Jaisinghani	Executive Director	Member	13-05-2021		
4	09038711	Gandharv Tongia	Executive Director	Member	12-05-2023		
5	02871367	Bhaskar Sharma	Non-Executive - Independent Director	Member	12-05-2023		
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	00821268	Tilokchand Punamchand Ostwal	Non-Executive - Independent Director	Chairperson	26-07-2019		
2	00309108	Inder T. Jaisinghani	Executive Director	Member	26-07-2019		
3	00742995	Bharat Jaisinghani	Executive Director	Member	13-05-2021		
4	00742771	Nikhil Jaisinghani	Executive Director	Member	13-05-2021		
5	09038711	Gandharv Tongia	Executive Director	Member	26-07-2019		
6	00013208	Radhey Shyam Sharma	Non-Executive - Independent Director	Member	12-05-2023		
7	02871367	Bhaskar Sharma	Non-Executive - Independent Director	Member	12-05-2023		
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	00309108	Inder T. Jaisinghani	Executive Director	Chairperson	16-06-2014		
2	08591299	Rakesh Talati	Executive Director	Member	13-05-2021		
3	09038711	Gandharv Tongia	Executive Director	Member	12-05-2023		
4	02844650	Sutapa Banerjee	Non-Executive - Independent Director	Member	13-05-2021		
5	06921105	Manju Agarwal	Non-Executive - Independent Director	Member	12-05-2023		
6	02871367	Bhaskar Sharma	Non-Executive - Independent Director	Member	12-05-2023		
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						
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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*
	<a href="#">Add</a> <a href="#">Delete</a>						
1	18-07-2024			Yes	10	10	5
2	26-07-2024	7		Yes	10	10	5
3	17-10-2024	82		Yes	10	10	5

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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										
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)	Add Notes			
							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)
	<a href="#">Add</a> <a href="#">Delete</a>									
1	Risk Management Committee	17-10-2024				Yes	7	7	3	0
2	Corporate Social Responsibility Committee	18-07-2024				Yes	6	6	3	0
3	Corporate Social Responsibility Committee	17-10-2024	90			Yes	6	6	3	0
4	Audit Committee	18-07-2024				Yes	4	4	3	0
5	Audit Committee	17-10-2024	90			Yes	3	3	3	0

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

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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
Other details of cyber security incidence or breaches or loss of data event		<a href="#">Add Notes</a>
Number of cyber security incidence or breaches or loss of data event occurred during the quarter		
<b>Sr.</b>	<b>Date of the event</b>	<b>Brief details of the event</b>

Annexure 1			
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 party transactions			<a href="#">Add Notes</a>
Disclosure of notes of material transaction with related party			<a href="#">Add Notes</a>

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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 <b>a. Audit Committee</b>	Yes
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>b. Nomination &amp; remuneration committee</b>	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>c. Stakeholders relationship committee</b>	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. <b>d. Risk management committee (applicable to the top 1000 listed entities)</b>	Yes
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	<b>Any comments/observations/advice of Board of Directors may be mentioned here:</b>	<a href="#">Add Notes</a>

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Annexure 1		
Sr	Subject	Compliance status
1	Name of signatory	Manita Carmen A. Gonsalves
2	Designation	Company Secretary and Compliance Officer

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### Signatory Details

Name of signatory	Manita Carmen A. Gonsalves
Designation of person	Company Secretary and Compliance Officer
Place	Mumbai
Date	23-01-2025

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