



XBRL Excel Utility	
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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 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
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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

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General information about company

Scrip code	509079
NSE Symbol	GUFICBIO
MSEI Symbol	NOTLISTED
ISIN	INE742B01025
Name of the entity	GUFIC BIOSCIENCES 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	Applicable
Market Capitalisation as per immediate previous Financial Year	Top 1000 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 roles on composition of board of directors explanatory		Add Notes		I. Composition of Board of Directors																						
Whether the listed entity has a Regular Chairperson				Yes																						
Whether Chairperson related to Promoter				Yes																						
Slr	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?	Disqualification of Directors under section 164 of the Companies Act, 2013				Current status	Whether special resolution passed? (Under Reg. 17(1A) of Listing Regulations)	Date of passing special resolution	Initial Date of appointment	Date of the appointment	Date of cessation	Tenure of director (in months)	No. of Directorship in listed entities including this listed entity (Under Regulation 17A of Listing Regulations)	No. of independent Directorship in listed entities including this listed entity (Under Regulation 17A(2) of Listing Regulations)	Number of membership in Audit/ Stakeholder Committee including this listed entity (Under Regulation 20(1) of Listing Regulations)	No. of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Under Regulation 20(1) of Listing Regulations)	Notes for not providing PAN	Notes for not providing DIN
										Start Date of disqualification	End Date of disqualification	Details of disqualification														
1	Mr	ARSHI PUNJAL CHOKI	AJZC3001D	02031725	Executive Director	Chairperson related to Promoter	NO	25-03-1954	No				Active	NA		13-08-2009	01-08-2020				1	0	2	0		
2	Mr	REANAK LAKSHI CHOSI	AZAC0505F	02031731	Executive Director	Not Applicable	CEO	01-03-1983	No				Active	NA		25-06-2009	01-08-2020				1	0	2	0		
3	Mr	RAVINDRAJAYANARAJAN SARDEN	AAMF5454A	02031803	Executive Director	Not Applicable		15-06-1959	No				Active	NA		01-08-2013	07-08-2021				1	0	0	0		
4	Mr	DILIP CHOSI	AEWFS231P	02412406	Executive Director	Not Applicable		25-12-1952	No				Active	NA		12-11-2020	12-11-2020				1	0	0	0		
5	Mr	SURESH KANTAL BACTI	ABZEP7127P	01481708	Non-Executive - Independent Director	Not Applicable		31-12-1962	No				Active	NA		27-08-2014	26-08-2016			96.00	1	1	1	0		
6	Mr	GOPIK MANDHIVJUS DAPTESH	AAGD2424D	07480962	Non-Executive - Independent Director	Not Applicable		25-10-1949	No				Active	NA		24-11-2016	24-11-2016			70.00	1	1	1	0		
7	Mr	SIBIRANG VISHWAKATHI VENKHA	AAGV9181P	05188800	Non-Executive - Independent Director	Not Applicable		05-05-1955	No				Active	NA		12-02-2018	12-02-2021			56.00	1	1	1	1		
8	Mr	RAJESH JAYRAMAN SINGH	AJZS4811H	06188805	Non-Executive - Independent Director	Not Applicable		25-07-1958	No				Active	NA		20-06-2018	20-06-2021			56.00	1	0	0	0		
9	Mr	RAJESH KANWAR SHARDA	AJZS1423M	01232764	Non-Executive - Independent Director	Not Applicable		15-01-1980	No				Active	NA		20-06-2019	20-06-2022			38.00	1	1	1	1		
10	Ms	ANU SANJAY AULICHA	AZMP3636J	01121032	Non-Executive - Independent Director	Not Applicable		28-04-1982	No				Active	NA		23-12-2019	23-12-2021			31.00	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	03618800	SHRIRANG VISHWANATH VAIDYA	Non-Executive - Independent Director	Chairperson	25-03-2019		
2	01638788	SHREYAS KANTILAL PATEL	Non-Executive - Independent Director	Member	13-11-2014		
3	07660662	GOPAL MADHAVDAS DAPTARI	Non-Executive - Independent Director	Member	24-11-2016		
4	00001729	JAYESH PANNALAL CHOKSI	Executive Director	Member	13-11-2014		
5	00001731	PRANAV JAYESH CHOKSI	Executive Director	Member	13-11-2014		
6	05120192	ANU SANJIV AURORA	Non-Executive - Independent Director	Member	23-12-2019		
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	03618800	SHRIRANG VISHWANATH VAIDYA	Non-Executive - Independent Director	Chairperson	25-03-2019		
2	01638788	SHREYAS KANTILAL PATEL	Non-Executive - Independent Director	Member	13-11-2014		
3	07660662	GOPAL MADHAVDAS DAPTARI	Non-Executive - Independent Director	Member	25-03-2019		
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

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	01237464	RABI NARAYAN SAHOO	Non-Executive - Independent Director	Chairperson	20-08-2019		
2	00001729	JAYESH PANNALAL CHOKSI	Executive Director	Member	13-11-2014		
3	00001731	PRANAV JAYESH CHOKSI	Executive Director	Member	13-11-2014		
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	00001729	JAYESH PANNALAL CHOKSI	Executive Director	Chairperson	04-06-2021		
2	00001731	PRANAV JAYESH CHOKSI	Executive Director	Member	04-06-2021		
3	03618800	SHRIRANG VISHWANATH VAIDYA	Non-Executive - Independent Director	Member	04-06-2021		
4	07660662	GOPAL MADHAVDAS DAPTARI	Non-Executive - Independent Director	Member	04-06-2021		
5	99999999	NAGESH YARRABATHINA	Chief Operating Officer	Member	04-06-2021		29
6	99999999	ASHOK LAXMAN DEV	Vice President - Operations	Member	04-06-2021		30
7	99999999	DEVKINANDAN B. ROONGHTA	Chief Financial Officer	Member	04-06-2021		31
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	07660662	GOPAL MADHAVDAS DAPTARI	Non-Executive - Independent Director	Chairperson	25-03-2019		
2	01638788	SHREYAS KANTILAL PATEL	Non-Executive - Independent Director	Member	13-11-2014		
3	00001731	PRANAV JAYESH CHOKSI	Executive Director	Member	13-11-2014		
4	00001729	JAYESH PANNALAL CHOKSI	Executive Director	Member	13-11-2014		
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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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	19-04-2022			Yes	10	9	5
2	20-05-2022	30		Yes	10	8	4
3	14-07-2022	54		Yes	10	8	4
4	11-08-2022	27		Yes	10	9	5
5	27-09-2022	46		Yes	10	9	5

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* to be filled in only for the current quarter meetings

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Annexure 1

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 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)
Add Delete										
1	Audit Committee	19-04-2022				Yes	6	6	4	0
2	Audit Committee	20-05-2022	30			Yes	6	6	4	0
3	Audit Committee	14-07-2022	54			Yes	6	6	4	0
4	Audit Committee	11-08-2022	27			Yes	6	6	4	0
5	Audit Committee	27-09-2022	46			Yes	6	6	4	0
6	Corporate Social Responsibility Committee	20-05-2022				Yes	4	4	2	0
7	Corporate Social Responsibility Committee	14-07-2022	54			Yes	4	4	2	0
8	Corporate Social Responsibility Committee	11-08-2022	27			Yes	4	4	2	0
9	Committee	27-09-2022	46			Yes	4	4	2	0
10	Nomination and remuneration committee	20-05-2022				Yes	3	3	3	0
11	Nomination and remuneration committee	14-07-2022	54			Yes	3	3	3	0
12	Nomination and remuneration committee	27-09-2022	74			Yes	3	3	3	0
13	Stakeholders Relationship Committee	11-08-2022				Yes	3	3	1	0
14	Risk Management Committee	20-05-2022				Yes	4	4	2	3

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* to be filled in only for the current quarter meetings

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

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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)	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	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	Ami N. Shah
2	Designation	Company Secretary and Compliance Officer

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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				Add Notes

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1	Name of signatory	Ami N. Shah
2	Designation	Company Secretary and Compliance Officer

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Applicability of disclosure	Applicable		
Reason for Non Applicability	Add Notes		
I. Disclosure of Loans/ guarantees/comfort letters /securities etc.refer note below			
		The Figure should be mentioned in Actual INR only	
(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	0.00	0.00	
Promoter Group or any other entity controlled by them	0.00	0.00	
Directors (including relatives) or any other entity controlled by them	0.00	0.00	
KMPs or any other entity controlled by them	0.00	0.00	
(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	Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months	Balance outstanding at the end of six months(taking into account any invocation)
Promoter or any other entity controlled by them	0	0.00	0.00
Promoter Group or any other entity controlled by them	0	0.00	0.00
Directors (including relatives) or any other entity controlled by them	0	0.00	0.00
KMPs or any other entity controlled by them	0	0.00	0.00
(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	Type of security (cash, shares etc.)	Aggregate value of security provided during six months	Balance outstanding at the end of six months
Promoter or any other entity controlled by them	0	0.00	0.00
Promoter Group or any other entity controlled by them	0	0.00	0.00
Directors (including relatives) or any other entity controlled by them	0	0.00	0.00
KMPs or any other entity controlled by them	0	0.00	0.00
(D) Additional Information			Add Notes
II. Affirmations			
Affirmations	Compliance Status	Company Remarks	
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),	Yes	Add Notes	
Name	Devkinandan B. Roonghta		

Designation	CFO	
Place	MUMBAI	
Date	20-10-2022	

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Signatory Details

Name of signatory	Ami Shah
Designation of person	Company Secretary and Compliance Officer
Place	Mumbai
Date	20-10-2022

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