

	XBRL Excel Utility
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#### 1. Overview

The excel utility can be used for creating the XBRL/XML file for efiling of shareholding pattern.

Shareholding pattern XBRL filling consists of two processes. Firstly generation of XBRL/XML file of the Shareholding pattern, and upload of generated XBRL/XML file to BSE Listing Center.

# 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	Declaration	<u>Declaration</u>									
3	Summary	<u>Summary</u>									
4	Shareholding Pattern	Shareholding Pattern									

### 4. Steps for Filing Shareholding Pattern

- 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.

## 5. Fill up the Shareholding Pattern

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. Adding new rows: Sections such as Promoters details allow you to enter as much data in a tabular form. You can Click on "Add" to add more rows.
- 7. Deleting rows: Rows that has been added can be removed by clicking the button "Delete". A popup will ask you to provide the range of rows you want to delete.
- 8. Select data from "Dropdown list" wherever applicable.
- 9. Adding Notes: Click on "Add Notes" button to add notes

Validate

General information about company										
Scrip code	509079									
Name of the company	Gufic Biosciences Limited									
Whether company is SME	No									
Class of Security	Equity Shares									
Type of report	Quarterly									
Quarter Ended / Half year ended/Date of Report (For Prelisting / Allotment)	30-09-2016									
Date of allotment / extinguishment (in case Capital Restructuring selected) / Listing Date										
Shareholding pattern filed under	Regulation 31 (1) (b)									

### Home

Validate

Sr. No.	Particular	Yes/No
1	Whether the Listed Entity has issued any partly paid up shares?	No
2	Whether the Listed Entity has issued any Convertible Securities?	No
3	Whether the Listed Entity has issued any Warrants ?	No
4	Whether the Listed Entity has any shares against which depository receipts are issued?	No
5	Whether the Listed Entity has any shares in locked-in?	No
6	Whether any shares held by promoters are pledge or otherwise encumbered?	No
7	Whether company has equity shares with differential voting rights?	No

#### Table I - Summary Statement holding of specified securities

Note: Data will be automatically populated from shareholding pattern sheet - Data Entry Restricted in this sheet

	a . Data will be automatically populated from single-industry frestricted in this single-																				
Cates			Nos. Of	No. of fully paid up equity	No. Of Partly paid-	No. Of shares underlying	Total nos. shares	Shareholding as a % of total no. of		f Voting Rightsheld i of Voting (XIV) Rig	n each class ofsecurities hts	(IX)	No. Of Shares	No. of Shares	, 0	Shareholding , as a % assuming full conversion of convertible securities (	Number of Loc (XI			Shares pledged or e encumbered (XIII)	Number of equity shares held in
y (I)	gor	Category of shareholder (II)	shareholders (III)	shares held (IV)	up equity shares held (V)	Depository Receipts (VI)	(VII) = (IV)+(V)+ (VI)	shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Class eg: X	Class eg:y	Total	Total as a % of (A+B+C)	Underlying Outstanding convertible securities (X)	Underlying Outstanding Warrants (Xi)		as a percentage of diluted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)	dematerialized form (XIV)
(A)	) Pro	omoter & Promoter Group	6	54127645			54127645	69.98	5,41,27,645.00		5,41,27,645.00	69.98				69.98					54127645
(B)	) Pul	blic	12689	23222355			23222355	30.02	23222355.00		2,32,22,355.00	30.02				30.02					23010308
(C)	) No	on Promoter- Non Public																			
(C1	.)	Shares underlying DRs																			
(C2	2)	Shares held by Employee Trusts																			
		Total	12695	77350000			77350000	100	77350000.00		77350000.00	100.00				100					77137953

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						Number of Voting F	Rights held in each clas	ss of securities(IX)		
						No of Voting	(XIV)Rights		Shareholding , as a %	
Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Class eg: X	Total	Total as a % of Total Voting rights	assuming full conversion of convertible securities ( as a percentage of diluted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	Number of equity shares held in dematerialized form (XIV)
Α	Table II - Statement showing shareholding patte	rn of the Promot	er and Promoter G	oup						
(1)	Indian									
(a)	Individuals/Hindu undivided Family	4	28273358	28273358	36.55	28273358.00	28273358	36.55	36.55	28273358
(b)	Central Government/ State Government(s)									
(c)	<u>Financial Institutions/ Banks</u>									
(d)	Any Other (specify)	2	25854287	25854287	33.43	25854287.00	25854287	33.43	33.43	25854287
	Sub-Total (A)(1)	6	54127645	54127645	69.98	54127645.00	54127645	69.98	69.98	54127645
(2)	Foreign									
(a)	Individuals (NonResident Individuals/ Foreign Individuals)									
(b)	<u>Government</u>									
(c)	<u>Institutions</u>									
(d)	Foreign Portfolio Investor									
(e)	Any Other (specify)									
	Sub-Total (A)(2)									
	Total Shareholding of Promoter and Promoter Group (A)=(A)(1)+(A)(2)		54127645	54127645	69.98	54127645.00	54127645	69.98	69.98	54127645
	Details of Shares which remain unclaimed for Promoter 8	& Promoter Group								
В	Table III - Statement showing shareholding pattern of the Public shareholder	Note: Kindly sh	ow details of share	holders having mor	e than one percent	age of total no of sh	nares. Please refer s	oftware manual.		
(1)	Institutions									
(a)	Mutual Funds									
(b)	Venture Capital Funds									
(c)	Alternate Investment Funds									
(d)	Foreign Venture Capital Investors									
(e)	Foreign Portfolio Investors	1	284186	284186	0.37	284186	284186	0.37	0.37	284186

(f)	Financial Institutions/ Banks	2	13456	13456	0.02	13456	13456	0.02	0.02	13456
(g)	Insurance Companies									
(h)	Provident Funds/ Pension Funds									
(i)	Any Other (specify)									
	Sub-Total (B)(1)	3	297642	297642	0.38	297642.00	297642	0.38	0.38	297642
(2)	Central Government/ State Government(s)/ President of India									
	Sub-Total (B)(2)									
(3)	Non-institutions									
	i.Individuals - i.Individual shareholders holding nominal share capital									
(a(i))	up to Rs. 2 lakhs. Individuals -	11885	9984100	9984100	12.91	9984100	9984100	12.91	12.91	9782553
(a(ii))	ii. Individual shareholders holding nominal share capital in excess of Rs. 2 lakhs.	3	2041871	2041871	2.64	2041871	2041871	2.64	2.64	2041871
(b)	NBFCs registered with RBI									
(c)	Employee Trusts									
(d)	Overseas Depositories (holding DRs) (balancing figure)									
(e)	Any Other (specify)	798	10898742	10898742	14.09	10898742	10898742	14.09	14.09	10888242
	Sub-Total (B)(3)	12686	22924713	22924713	29.64	22924713.00	22924713	29.64	29.64	22712666
	Total Public Shareholding (B)=(B)(1)+(B)(2)+(B)(3)	12689	23222355	23222355	30.02	23222355.00	23222355	30.02	30.02	23010308
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<u>Details of the shareholders acting as persons in Concert for Public</u>

<u>Details of Shares which remain unclaimed for Public</u>

С	C Table IV - Statement showing shareholding pattern of the Non Promoter- Non Public shareholder											
	Custodian/DR Holder - Name of DR Holders (If											
(1)	<u>Available)</u>											
	Employee Benefit Trust (under SEBI (Share based											
(2)	Employee Benefit) Regulations, 2014)											
	Total NonPromoter- Non Public Shareholding											
	(C)= (C)(1)+(C)(2)											
	Total ( A+B+C2 )	12695	77350000	77350000	100.00	77350000.00	77350000	100.00	100.00	77137953		
	Total (A+B+C )	12695	77350000	77350000	100.00	77350000.00	77350000	100.00	100.00	77137953		
			Add Notes									

	<b>Home</b> Validate										
Searial No.	Name of the Shareholders (I)	PAN (II)	No. of fully paid up equity shares held (IV)	Total nos. shares held	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	No of Vo	ng Rights held in eac securities oting (XIV) ghts Total	Total as a % of Total Voting rights	Shareholding , as a % assuming full conversion of convertible securities (as a percentage of diluted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	Number of equity shares held in dematerialized form (XIV)	Reason for not providing PAN
A2(d)	Foreign Portfolio Investor										
	Add Delete										
	Click here to go back	<u>Total</u>									