XBRL Excel Utility	
1.	Overview
2.	Before you begin
3.	Index
4.	Steps for Filing Corporate Governance Report
5.	Fill up the data in excel utility

1. Overview

The excel utility can be used for creating the XBRL/XML file for efiling of Corporate Governa

XBRL filling consists of two processes. Firstly generation of XBRL/XML file and upload o 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 a
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 lo
4. Make sure that you have downloaded the Chrome Browser to view report generated from
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the

Please first go through Enable Macro - Manual attached with zip file.

3. Index

1	Details of general information about company
2	Composition of BOD
3	Composition of Committee
4	Meeting of BOD
5	Meeting of Committees
6	Related Party Transaction
7	Affirmation
8	Website
9	Annual Affirmation
10	Annual Affirmation Continue
11	Annexure III
12	Annexure III Affirmations

13	Additional Half yearly Disclosure
14	Details of Cyber security incidence
15	Signatory Details

5. Steps for Filing Corporate Governance Repor

I. Fill up the data: Navigate to each field of every section in the sheet to provide applic
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 be
furnished in proper format. If there are some errors on the sheet, excel utility will prompt y

III. Validate All Sheets: Click on the **''Home"** button. And then click on "Validate All S
been properly filled and validated successfully. If there are some errors on the sheet, excel
stop validation at the same time. After correction, once again follow the same procedure to

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 succ
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 'Genera
- 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 t
and upload generated xml file. On Upload screen provide the required information and brow

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 gene
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
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed f
6. Select data from "Dropdown list" wherever applicable.
7. Adding Notes: Click on "Add Notes" button to add notes

nce Report

of generated XBRL/XML file to BSE Listing

above.

cal system.
Excel utility
e functionalities of Excel Utility works fine.

General Info
Annexure I - Composition of BOD
Annexure I - Composition of Committee
Annexure I - Meeting of BOD
Annexure I - Meeting of Committees
Annexure I - Related Party Transaction
Annexure I - Affirmation
Annexure II - Website
Annexure II - Annual Affirmation
Annexure II -Annual Affirmation Continue
Annexure III
Half yearly Affirmations

Additional Half Yearly Disc
Cyber security incidence
Signatory Details

t
cable data in correct format. (Formats will
een properly filled and also data has been ou about the same.
Sheet" button to ensure that all sheets has utility will prompt you about the same and validate all sheets.
essful validation of all sheet is completed.
ate Report'' to generate html report.
through Utility, login to BSE Listing Center wse to select XML file and submit the XML.

erating XML.
s it is a mandatory field.
urther for generating XML.

Home Validate

General information abo
Scrip code
NSE Symbol
MSEI Symbol
ISIN
Name of the entity
Date of start of financial year
Date of end of financial year
Reporting Quarter
Date of Report
Risk management committee
Market Capitalisation as per immediate previous Financial Year

Prev

ut company
531287
NOTLISTED
NOTLISTED
INE896D01017
NATIONAL PLASTIC TECHNOLOGIES LIMITED
01-04-2024
31-03-2025
Quarterly
31-12-2024
Not Applicable
Top 2000 listed entities

Enter the quarter ended date only

Next

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Disclosure of notes on composition

Whether the listed

Whether Ch

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN
1	Mr	SUDERSHAN PARAKH	AAIPP3564C	01161124
2	Mr	ARIHANT PARAKH	AAIPP3569R	07933966
3	Mrs	MANJU PARAKH	AAIPP2447G	01417349
4	Mr	VENKATESAN N	ACJPV0730B	09760588
5	Mrs	DEEPA VENKAT RAMANI	AABPR3066Q	07143610
6	Mr	HEMANT CHORDIA	AACPC2152M	00247225

Add Delete

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of board of directors explanatory	Add Notes	
l entity has a Regular Chairperson	Yes	
airperson is related to MD or CEO	No	
Category 1 of directors	**Category 2 of directors**	**Category 3 of directors**

Non-Executive - Non Independent Director	Not Applicable	
Executive Director	Not Applicable	MD
Non-Executive - Non Independent Director	Not Applicable	
Executive Director	Not Applicable	
Non-Executive - Independent Director	Not Applicable	
Non-Executive - Independent Director	Chairperson	

	Disqualification of D	
Date of Birth	**Whether the director is disqualified?**	**Start Date of disqualification**
20-08-1956	No	
03-09-1981	No	
12-11-1959	No	
06-04-1963	No	
12-04-1978	No	
27-08-1962	No	

Annexure I

Annexure I to be submitted by listed entity on quar

I. Composition of Board of Directors

irectors under section 164 of the Companies Act, 2013

End Date of disqualification	Details of disqualification	Current status
		Active
		Active
		Active
		Active
		Active
		Active

terly basis

Whether special resolution passed? [Refer Reg. 17(1A) of Listing Regulations]	Date of passing special resolution	Initial Date of appointment
NA		12-05-1989
NA		25-09-2017
NA		12-05-1989
NA		12-04-2023
NA		10-08-2024
NA		10-08-2024

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)]
17-09-2024		24.00	1	0
25-09-2023		36.00	1	0
13-09-2023		24.00	1	0
		36.00	1	0
		60.00	1	1
		60.00	1	1

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
2	0	
0	0	
0	0	
0	0	
2	0	
2	2	

Notes for not providing PAN	Notes for not providing DIN

Next

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Note: Please enter DIN. After entering DIN, Name of Committee membe

Audit Committee Details

Sr	DIN Number	Name of Committee members
1	00247225	HEMANT CHORDIA
2	07143610	DEEPA VENKAT RAMANI
3	01161124	SUDERSHAN PARAKH
4		
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee membe

Nomination and remuneration committee

Sr	DIN Number	Name of Committee members
1	07143610	DEEPA VENKAT RAMANI
2	00247225	HEMANT CHORDIA

3	01161124	SUDERSHAN PARAKH
4		
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee membe

Stakeholders Relationship Committee

Sr	DIN Number	Name of Committee members
1	00247225	HEMANT CHORDIA
2	07143610	DEEPA VENKAT RAMANI
3	01161124	SUDERSHAN PARAKH
4		
5		
6		
7		
8		
9		
10		

Risk Management Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee membe

Corporate Social Responsibility Committee

Sr	DIN Number	Name of Committee members
1	07933966	ARIHANT PARAKH
2	00247225	HEMANT CHORDIA
3	07143610	DEEPA VENKAT RAMANI
4		
5		
6		
7		
8		
9		
10		

Other Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

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Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

ers and Category 1 of Directors shall be prefilled automatically

Whether the Audit Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member
Non-Executive - Non Independent Director	Member

ers and Category 1 of Directors shall be prefilled automatically

Whether the Nomination and remuneration committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member

Non-Executive - Non Independent Director	Member

ers and Category 1 of Directors shall be prefilled automatically

Whether the Stakeholders Relationship Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member
Non-Executive - Non Independent Director	Member

Whether the Risk Management Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors

ers and Category 1 of Directors shall be prefilled automatically

Whether the Corporate Social Responsibility Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Executive Director	Chairperson
Non-Executive - Independent Director	Member
Non-Executive - Independent Director	Member

Name of other committee	Category 1 of directors

Add Notes

For this quarter kindly note the following points:

1. Date of Appointment and Date of Cessation (if applicable) must be mandatc
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 S

Yes		
Date of Appointment	**Date of Cessation**	**Remarks**
24-09-2024		
24-09-2024		
24-09-2024		

Yes		
Date of Appointment	**Date of Cessation**	**Remarks**
24-09-2024		
24-09-2024		

24-09-2024		

Yes	

Date of Appointment	Date of Cessation	Remarks
24-09-2024		
24-09-2024		
24-09-2024		

Date of Appointment	Date of Cessation	Remarks

Yes		
Date of Appointment	**Date of Cessation**	**Remarks**
24-09-2024		
24-09-2024		
24-09-2024		

Category 2 of directors	**Remarks**

Next

›rily filled for every Committee.

eptember 30,2022

Home Validate

III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory

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)
	Add Delete	
1	17-09-2024	
2	29-10-2024	41

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* to be filled in only for the current quarter meetings

Annexure 1

Add Notes

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)
	Yes	8	8
	Yes	6	6

No. of Independent Directors attending the meeting*
4
2

Next

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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)
	Add Delete		
1	Audit Committee	30-07-2024	
2	Audit Committee	29-10-2024	90

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* to be filled in only for the current quarter meetings

Annexure 1

IV. Meeting of Committees

Disclosure of notes on meeting of committees explanatory			Add Note
Name of other committee	**Reson for not providing date**	**Whether requirement of Quorum met (Yes/No)**	**Total Number of Directors in the Committee as on date of the meeting**
		Yes	3
		Yes	3

es

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)
3	2	1
3	2	1

Next

Home Validate

Details of Cyber secu	
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	
Other details of cyber security incidence or breaches or loss of data event	
Number of cyber security incidence or breaches or loss of data event occurred during the quarter	
Sr.	**Date of the event**

urity incidence
No
Add Notes
Brief details of the event

V.
Sr
1
2
3

Pr

Home Validate

Annexure 1

Related Party Transactions

Subject
Whether prior approval of audit committee obtained
Whether shareholder approval obtained for material RPT
Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee
Disclosure of notes on related
Disclosure of notes of material transactio

ev

Compliance status (Yes/No/NA)	If status is “No” details of non-compliance may be given here.
Yes	
NA	
Yes	
party transactions	Add Notes
with related party	Add Notes

Next

VI	
Sr	
1	
2	
3	
4	
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6	
7	
8	
9	

Pre

Sr	
1	
2	

Home Validate

Annexure 1
. Affirmations

Subject
The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015
The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015 **a. Audit Committee**
The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. **b. Nomination & remuneration committee**
The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. **c. Stakeholders relationship committee**
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)**
The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.
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.
This report and/or the report submitted in the previous quarter has been placed before Board of Directors.
Any comments/observations/advice of Board of Directors may be mentioned here:

ev

Annexure 1

Subject
Name of signatory
Designation

Compliance status (Yes/No)
Yes
Yes
Yes
Yes
NA
Yes
Yes
Yes
Add Notes

Next

Compliance status
ABISHEK S
Company Secretary and Compliance Officer

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Signatory Details	
Name of signatory	ABISHEK S
Designation of person	Company Secretary and Compliance Officer
Place	CHENNAI
Date	21-01-2025

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