

XBRL Excel Utility	
1.	<a href="#">Overview</a>
2.	<a href="#">Before you begin</a>
3.	<a href="#">Index</a>
4.	<a href="#">Import XBRL file</a>
5.	<a href="#">Steps for Filing Corporate Governance Report</a>
6.	<a href="#">Fill up the data in excel utility</a>

### 1. Overview

The excel utility can be used for creating the XBRL/XML file for e-filing of Corporate Governance Report

XBRL filling 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](http://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	<a href="#">General Info</a>
2	Composition of BOD	<a href="#">Annexure I - Composition of BOD</a>
3	Composition of Committee	<a href="#">Annexure I - Composition of Committee</a>
4	Meeting of BOD	<a href="#">Annexure I - Meeting of BOD</a>
5	Meeting of Committees	<a href="#">Annexure I - Meeting of Committees</a>
6	Related Party Transaction	<a href="#">Annexure I - Related Party Transaction</a>
7	Affirmation	<a href="#">Annexure I - Affirmation</a>
8	Website	<a href="#">Annexure II - Website</a>
9	Annual Affirmation	<a href="#">Annexure II - Annual Affirmation</a>
10	Annual Affirmation Continue	<a href="#">Annexure II - Annual Affirmation Continue</a>
11	Annexure III	<a href="#">Annexure III</a>
12	Signatory Details	<a href="#">Signatory Details</a>

### 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	539841
NSE Symbol	
MSEI Symbol	
ISIN	INE359U01028
Name of the entity	LANCER CONTAINER LINES LIMITED
Date of start of financial year	01-04-2022
Date of end of financial year	31-03-2023
Reporting Quarter	Quarterly
Date of Report	31-12-2022
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Top 2000 listed entities

Enter the quarter ended date only

[Prev](#)[Next](#)

Annexure 1

Annexure 1 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																								
Whether the listed entity has Regular Chairperson				Yes																						
Whether Chairperson is related to CEO or CFO				Yes																						
Disqualification of Directors under section 164 of the Companies Act, 2013																										
Sl	Dir. ID / ICD	Name of the Director	PAN	DOB	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 (Under 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 month)	No of Directorships held in listed entities including this listed entity (Under Regulation 17A of Listing Regulations)	No of Directorships held in listed entities including this listed entity (Under Regulation 17A(2) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committees including this listed entity (Under Regulation 20(2) of Listing Regulations)	No of years of Chairperson in Audit/ Stakeholder Committees held in listed entities including this listed entity (Under Regulation 20(2) of Listing Regulations)	Notes for not providing PAN	Notes for not providing DOB	
1	MR	Abdul Wahid Abdul Kader Chatterjee	AAAR1242D	01/07/46	Executive Director	Chairperson related to Executive	MR	01-07-1946	No				Active	NA		07-03-2015					1	0	0	0		
2	MR	Atul Mishra Datta	ABR1181K	08/01/63	Executive Director	Not Applicable	MR	01-07-1963	No				Active	NA		14-02-2020					1	0	0	0		
3	MR	Frank Jain	ABR11739G	08/09/60	Executive Director	Not Applicable	MR	08-09-1960	No				Active	NA		17-02-2020					1	0	1	0		
4	MR	Suresh Babu Sankaran	ABR12838	02/14/78	Non-Executive Independent Director	Not Applicable	MR	02-08-1978	No				Active	NA	25-09-2019	14-08-2020	24-08-2020		36.00		1	1	1	2		
5	MR	Raviprasad Moudgalwar Varshni	BCR10563D	08/10/63	Non-Executive Independent Director	Not Applicable	MR	02-08-1963	No				Active	NA		11-04-2018			56.00		1	1	1	2	0	
6	MR	Aravind Bhatnagar	ABR10813G	04/08/63	Non-Executive Independent Director	Not Applicable	MR	04-08-1963	No				Active	NA		24-08-2009			28.00		1	1	1	1	0	
7	MR	Deepansu Sanjib Singh	BCR10777F	06/04/89	Non-Executive Independent Director	Not Applicable	MR	02-06-1975	No				Not Active	NA		03-02-2022		01-12-2022	0.00		0	0	0	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 in Sanctioned 30 2022

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be pre-filled 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	02154784	Suresh Babu Sankara	Non-Executive - Independent Director	Chairperson	24-06-2020		
2	08109682	Narayanan Moolanghat Variyam	Non-Executive - Independent Director	Member	13-04-2019		
3	08008008	Praful Jain	Executive Director	Member	21-08-2020		
4	03368136	Aneeta Ramesh	Non-Executive - Independent Director	Member	21-08-2020		
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

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	02154784	Suresh Babu Sankara	Non-Executive - Independent Director	Chairperson	24-06-2020		
2	08109682	Narayanan Moolanghat Variyam	Non-Executive - Independent Director	Member	28-03-2019		
3	03368136	Aneeta Ramesh	Non-Executive - Independent Director	Member	21-08-2020		
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

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	02154784	Suresh Babu Sankara	Non-Executive - Independent Director	Chairperson	26-06-2020		
2	08109682	Narayanan Moolanghat Variyam	Non-Executive - Independent Director	Member	28-03-2019		
3	03368136	Aneeta Ramesh	Non-Executive - Independent Director	Member	21-08-2020		
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							
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 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	01942246	Abdul Khalik Abdul Kadar Chataiw	Executive Director	Chairperson	24-06-2020		
2	02154784	Suresh Babu Sankara	Non-Executive - Independent Director	Member	24-06-2020		
3	08008008	Praful Jain	Executive Director	Member	12-02-2020		
4	08109682	Narayanan Moolanghat Variyam	Non-Executive - Independent Director	Member	12-02-2020		
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						

[Home](#)[Validate](#)**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	27-09-2022			Yes	7	4	1
2	28-10-2022	30		Yes	7	6	3
3	07-11-2022	9		Yes	7	5	3

[Prev](#)[Next](#)

\* 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 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 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)
		Add Delete								
1	Audit Committee	09-08-2022				Yes	4	4	3	0
2	Stakeholders Relationship Committee	28-10-2022	79			Yes	3	3	3	0
3	Audit Committee	07-11-2022	9			Yes	4	3	3	0

Prev

Next

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

[Home](#)[Validate](#)**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>

[Prev](#)[Next](#)

[Home](#)[Validate](#)

## 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>	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:	<a href="#">Add Notes</a>

[Prev](#)[Next](#)

## Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	ABDUL KHALIK ABDUL KADAR CHATAIWALA
2	Designation	Managing Director



[Home](#)[Validate](#)

### Signatory Details

Name of signatory	MAHENDRA GUPTA
Designation of person	Company Secretary and Compliance Officer
Place	NAVI MUMBAI
Date	05-01-2023

[Prev](#)