



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 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) .

#### 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>
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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 Genenral 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	539841
NSE Symbol	
MSEI Symbol	
ISIN	INE359U01028
Name of the entity	Lancer Container Lines Limited
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Quarterly
Date of Report	30-06-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Top 2000 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 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

Sr

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?

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 (Refer Regulation 17A(1) of Listing Regulations)

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)

Notes for not providing PAN

Notes for not providing DIN

Add

Delete

1	Mr	Abdul Khalik Abdul Kadar Chataiwala	AAAPCA242Q	01942246	Executive Director	Chairperson related to Promoter	MD	22-01-1964	No				Active	NA		07-03-2011				1	0	0	0			
2	Mr	Amol Mohan Shirke	AWYPS1085K	08681663	Executive Director	Not Applicable		12-07-1983	No				Active	NA		12-02-2020				1	0	0	0			
3	Mr	Praful Jain	AMUPJ7596G	08000808	Executive Director	Not Applicable		09-05-1986	No				Active	NA		12-02-2020				1	0	1	0			
4	Mr	Suresh Babu Sankara	ASRPS6789B	02154784	Non-Executive - Independent Director	Not Applicable		06-03-1960	No				Active	Yes	29-09-2020	15-06-2015	24-06-2020		36.00	1	1	2	2			
5	Mr	Narayanan Moolanghat Variyam	JACKPV5663Q	08109682	Non-Executive - Independent Director	Not Applicable		02-06-1957	No				Active	No		13-04-2018	14-04-2023		3.00	1	1	2	0			
6	Mrs	Ameeta Ramesh	AINPR6364H	03368136	Non-Executive - Independent Director	Not Applicable		25-05-1974	No				Active	NA		21-08-2020				34.00	1	1	2	0		

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## 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	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	08000808	Praful Jain	Executive Director	Member	21-08-2020		
4	03368136	Ameeta 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 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	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	Ameeta 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 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	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	Ameeta 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							
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 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	01942246	Abdul Khalik Abdul Kadar Chataiwa	Executive Director	Chairperson	24-06-2020		
2	02154784	Suresh Babu Sankara	Non-Executive - Independent Director	Member	24-06-2020		
3	08000808	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						

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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	14-02-2023			Yes	6	3	3
2	24-04-2023	68		Yes	6	4	2
3	25-05-2023	30		Yes	6	6	3
4	31-05-2023	5		Yes	6	4	1
5	26-06-2023	25		Yes	6	4	2

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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 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	13-02-2023				Yes	4	4	3	0
2	Audit Committee	25-05-2023	100			Yes	4	4	3	0
3	Nomination and remuneration committee	26-06-2023	31			Yes	3	3	3	0
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\* to be filled in only for the current quarter meetings



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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>	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>

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## Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	Miti Tailong
2	Designation	Company Secretary and Compliance Officer

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### Signatory Details

Name of signatory	Miti Tailong
Designation of person	Company Secretary and Compliance Officer
Place	Navi Mumbai
Date	06-07-2023

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