

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 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	<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>

<b>4. Import XBRL file</b>
1. Now you can import and view previously generated XBRL files by clicking Import XBRL button on General information sheet.

<b>5. Steps for Filing Corporate Governance Report</b>
--

**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.

<b>6. Fill up the data in excel utility</b>
---

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	517447
NSE Symbol	RSSOFTWARE
MSEI Symbol	NOTLISTED
ISIN	INE165B01029
Name of the entity	R S SOFTWARE (INDIA) LIMITED
Date of start of financial year	01-04-2020
Date of end of financial year	31-03-2021
Reporting Quarter	Quarterly
Date of Report	30-06-2020
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

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

**Enter the quarter  
ended date only**

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 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	Rajnit Rai Jain	ACLPI1483B	00122942	Executive Director	Chairperson related to Promoter	CEO-MD	10-09-1956	NA		02-12-1987					1	0	2	0		
2	Mr	Shital Kumar Jain	AAAPJ4388G	00047474	Non-Executive - Independent Director	Not Applicable		12-09-1939	Yes	22-06-2019	04-12-2006	01-04-2019		163	2	2	2	1			
3	Mr	Rajasekhar Ramaraj	AAFP5454C	00090279	Non-Executive - Independent Director	Not Applicable	Shareholder Director	16-02-1950	No		01-05-2009	01-04-2019		134	1	1	2	1			
4	Mrs	Sarita Jain	ANFPJ0990A	00206743	Non-Executive - Non Independent Director	Not Applicable		07-09-1957	No		20-01-1988				1	0	0	0			
5	Mr	Richard Nicholas Launder	AMTPI18709N	03375772	Non-Executive - Independent Director	Not Applicable	Shareholder Director	22-12-1949	No		28-07-2009	01-04-2019		131	1	1	1	0			

[Home](#)[Validate](#)**Annexure 1****II. Composition of Committees**

Disclosure of notes on composition of committees explanatory

**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

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors
1	00122942	Rajnit Rai Jain	Executive Director	Member
2	00047474	Shital Kumar Jain	Non-Executive - Independent Director	Member
3	00090279	Rajasekhar Ramaraj	Non-Executive - Independent Director	Chairperson
4	03375772	Richard Nicholas Launder	Non-Executive - Independent Director	Member
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

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors
1	00122942	Rajnit Rai Jain	Executive Director	Member

2	00047474	Shital Kumar Jain	Non-Executive - Independent Director	Member
3	00090279	Rajasekhar Ramaraj	Non-Executive - Independent Director	Member
4	03375772	Richard Nicholas Launder	Non-Executive - Independent Director	Chairperson
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

Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors
1	00122942	Rajnit Rai Jain	Executive Director	Member
2	00047474	Shital Kumar Jain	Non-Executive - Independent Director	Chairperson
3	00090279	Rajasekhar Ramaraj	Non-Executive - Independent Director	Member
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
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				
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors
1	00122942	Rajnit Rai Jain	Executive Director	Chairperson
2	00047474	Shital Kumar Jain	Non-Executive - Independent Director	Member
3	00090279	Rajasekhar Ramaraj	Non-Executive - Independent Director	Member
4				
5				
6				
7				
8				
9				
10				



Other Committee				
Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors
1	00122942	Rajnit Rai Jain	Executive Committee	Executive Director
2	00047474	Shital Kumar Jain	Executive Committee	Non-Executive - Independent Director
3	00090279	Rajasekhar Ramaraj	Executive Committee	Non-Executive - Independent Director
4	03375772	Richard Nicholas Launder	Executive Committee	Non-Executive - Independent Director
5				
6				
7				
8				
9				
10				

◀ Prev

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 June 30, 2020.
3. Date of Cessation must be for the current quarter only, i.e. October 1,2019 to December 31,2019.

Yes		
Date of Appointment	Date of Cessation	Remarks
04-10-2008		
30-07-2008		
01-04-2019		
01-04-2019		

Yes		
Date of Appointment	Date of Cessation	Remarks
23-01-2004		

23-01-2004		
22-04-2016		
01-04-2019		

Yes		
<b>Date of Appointment</b>	<b>Date of Cessation</b>	<b>Remarks</b>
22-08-1994		
03-10-2008		
01-04-2019		





Category 2 of directors	Remarks
Chairperson	
Member	
Member	
Member	

Next 

[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)	Number of Directors present*	No. of Independent Directors attending the meeting*
<a href="#">Add</a> <a href="#">Delete</a>						
1	22-01-2020			Yes	5	3
2	24-06-2020	153		Yes	5	3

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

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

[Home](#)[Validate](#)**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)	Number of Directors present*	No. of Independent Directors attending the meeting*
1	Audit Committee	22-01-2020				Yes	4	3
2	Audit Committee	24-06-2020	153			Yes	4	3
3	Nomination and remuneration committee	21-01-2020				Yes	4	3
4	Nomination and remuneration committee	24-06-2020	154			Yes	4	3
5	Stakeholders Relationship Committee	21-01-2020				Yes	3	2
6	Stakeholders Relationship Committee	23-06-2020	153			Yes	3	2
7	Other Committee	21-01-2020		Executive Committee		Yes	4	3
8	Other Committee	23-06-2020	153	Executive Committee		Yes	4	3

[Add](#)[Delete](#)[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	NA	
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 500 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	<b>Any comments/observations/advice of Board of Directors may be mentioned here:</b>	<a href="#">Add Notes</a>

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

Annexure 1		
Sr	Subject	Compliance status
1	Name of signatory	Vijendra Surana
2	Designation	Company Secretary and Compliance Officer

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

### Signatory Details

Name of signatory	Vijendra Surana
Designation of person	Company Secretary and Compliance Officer
Place	Kolkata
Date	07-07-2020

[Prev](#)