

	XBRL Excel Utility				
1.	<u>Overview</u>				
2. <u>Before you begin</u>					
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 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.
- Make sure that you have downloaded the Chrome Browser to view report generated from Excel utility
 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	Composition of BOD	Annexure I - Composition of BOD
3	Composition of Committee	Annexure I - Composition of Committee
4	Meeting of BOD	Annexure I - Meeting of BOD
5	Meeting of Committees	Annexure I - Meeting of Committees
6	Related Party Transaction	Annexure I - Related Party Transaction
7	Affirmation	Annexure I - Affirmation
8	Website	Annexure II - Website
9	Annual Affirmation	Annexure II - Annual Affirmation
10	Annual Affirmation Continue	Annexure II -Annual Affirmation Continue
11	Annexure III	Annexure III
12	Annexure III Affirmations	Half yearly Affirmations
13	Additional Half yearly Disclosure	Additional Half Yearly Disc
14	Details of Cyber security incidence	Cyber security incidence
15	Signatory Details	Signatory Details

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 wil get reflected while filling data.)
 - Use paste special command to paste data from other sheet.
- III. 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.
- . 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.
- . Adding Notes: Click on "Add Notes" button to add notes

Home

Validate

General information abo	ut company
Scrip code	542725
NSE Symbol	SBC
MSEI Symbol	NOTLISTED
ISIN	INE04AK01028
Name of the entity	SBC EXPORTS LIMITED
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Quarterly
Date of Report	31-12-2024
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 I													
										Annexure 1 to be subm		actively basis												
										1. Compos	tion of Buand of Directors													
			e el lecente il directore explanate di entito hac a fiendar Dalmano																					
			d entity has a Regular Disirpera Salvenness in related to MD or Cl						Directors under vestion 164 of the															
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Title (M) Name of the Streeter (M)	nus.	one	Category i of directors	Galagory 2 of allocators	Category 3 of directors	Same of Street.	Whether the director is dispublished	Start Sales of disqualification	End Sales of disqualification		-	Whether quoted resolution percent (Marke Reg. 17)(A) of Uniting Regulations)	Entered proving special resolution	holish larter of apparentment	Enter of the apparisonment	-	Tenare of director (in martin)	tion of Directorship in Solved entition including this listed antity (Barler Regulation Chinal Listing Regulations)	amilias including	Andly Entertaine Committee(s) including this Sense makey (Below	Next past of Ossisperson i Audity States halder Committee half in States ambition including this State ambition (Including this State ambition (Including States) (Including States)	None to Leader	Nation for not providing Pain	Nation for east promitting drink
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	lit Committee Details	• • • • • • • • • • • • • • • • • • • •	der auto entegory 1 or directors and the premied				
			Whether th	e 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	01632764	GOVINDJI GUPTA	Executive Director	Member	22-06-2020		
2	10119454	JASBIR SINGH MARJARA	Non-Executive - Independent Director	Chairperson	16-02-2024		
3	09039846	POOJA SOLANKI	Non-Executive - Independent Director	Member	16-02-2024		
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

Non	nination and remunerat	nation and remuneration committee						
			Whether the Nomination and remur	neration 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	10119454	JASBIR SINGH MARJARA	Non-Executive - Independent Director	Chairperson	16-02-2024			
2	09039846	POOJA SOLANKI	Non-Executive - Independent Director	Member	16-02-2024			
3	10496683	RADHA KUMARI	Non-Executive - Independent Director	Member	16-02-2024			
4								
5								
6								
7								
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Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

Stak	ceholders Relationship (Committee					
			Whether the Stakeholders Relat	ionship 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	09039846	POOJA SOLANKI	Non-Executive - Independent Director	Chairperson	16-02-2024		
2	01632764	GOVINDJI GUPTA	Executive Director	Member	22-06-2020		
3	10119454	JASBIR SINGH MARJARA	Non-Executive - Independent Director	Member	16-02-2024		
4							
5							
6							
7							
8							
9							
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Risk	ik Management Committee							
			Whether the Risk Mana	gement 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	10119454	JASBIR SINGH MARJARA	Non-Executive - Independent Director	Chairperson	16-02-2024			
2	01632764	GOVINDJI GUPTA	Executive Director	Member	22-06-2020			
3	09039846	POOJA SOLANKI	Non-Executive - Independent Director	Member	16-02-2024			
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5								
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Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

	Proced for lost, vice these parties parties and commence members and caregory for overclos state on premier automatically proced for parties possibility committee							
corp	orporate social responsibility Committee							
			Whether the Corporate Social Respon	nsibility Committee has a Regular Chairperson	No			
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								

Othe	er Committee					
Sr	DIN Number	Name of Committee members	Name of other committee	Category 1 of directors	Category 2 of directors	Remarks
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Home Validate

			۸	nnexure 1					
Ш	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*		
	Add Delete			•					
1	26-07-2024			Yes	7	7	5		
2	28-08-2024	32		Yes	7	7	5		
3	22-10-2024	54		Yes	7	7	5		
4	Prev						Next		

^{*} to be filled in only for the current quarter meetings

Home	Validate
Home	valluate

	Annexure 1									
	IV. Meeting of Committees									
Disclosure of notes on meeting of committees explanato				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	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	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	26-07-2024				Yes	3	3	2	
2	Audit Committee	28-08-2024	32			Yes	3	3	2	
3	Audit Committee	16-10-2024	48			Yes	3	3	2	
4	Audit Committee	22-10-2024	5			Yes	3	3	2	
5	Audit Committee	10-12-2024	48			Yes	3	3	2	
6	Risk Management Committee	22-10-2024				Yes	3	3	2	
7	committee	28-08-2024				Yes	3	3	3	
4	Prev									

* to be filled in only for the current quarter meetings

Home Validate

Details of Cyber security incidence				
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	No			
Other details of cyber security incidence or breaches or loss of data event	Add Notes			
Number of cyber security incidence or breaches or loss of data event occurred during the quarter				
Sr. Date of the event	Brief details of the event			

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	Add Notes			
	Disclosure of notes of material transaction	with related party	Add Notes		
40	TOW .		Next		

Validate

	Annexure 1					
V	VI. Affirmations					
Sr	Subject					
1	The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015	,				
2	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015 a. Audit Committee	,				
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	,				
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	,				
5	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)					
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.	,				
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.	,				
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	,				
9	Any comments/observations/advice of Board of Directors may be mentioned here:	Add				

Prev

	Annexure 1			
Sr	Subject	Complia		
1	Name of signatory	HARI ON		
2	Designation	Company ! Complia		

Home

Validate

Signatory Details				
Name of signatory	HARI OM SHARMA			
Designation of person	Company Secretary and Compliance Officer			
Place	GHAZIABAD			
Date	17-01-2025			

Prev