

XBRL Excel Utility	
1.	Overview
2.	Before you begin
3.	Index
4.	Steps for Filing Integrated 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 e-filing of Integrated Governance Report.

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 drive.
4. Make sure that you have downloaded the Chrome Browser to view report generated from the utility.
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the reports can be generated. Please first go through Enable Macro - Manual attached with zip file.
6. Kindly use this file in local system instead of OneDrive/shared drive. Because it may give an error "Run-time error '52' : Bad file name or number" while clicking on the report generated from OneDrive/shared drive.

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	Affirmation
7	Website
8	Annual Affirmation
9	Annual Affirmation Continue
10	Annexure III Affirmations
11	Additional Half yearly Disclosure
12	Details of Cyber security incidence
13	Signatory Details
14	Investor Grievance Report
15	Acquisition of Shares or Voting
16	Imposition of Fine or Penalty

5. Steps for Filing Integrated Governance Report

I. Fill up the data: Navigate to each field of every section in the sheet to provide applicable data. (Data entered in the sheet 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 furnished in proper format. If there are some errors on the sheet, excel utility will prompt you.

III. Validate All Sheets: Click on the "**Home**" button. And then click on "Validate All Sheets". This will ensure that all sheets have been properly filled and validated successfully. If there are some errors on the sheet, excel will 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 successful. 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'.

- 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 the utility, click on "Upload XML" button and upload generated xml file. On Upload screen provide the required information and browse

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 report.

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 applicable.

5. Data provided must be in correct format, otherwise Utility will not allow you to proceed further.

6. Select data from "Dropdown list" wherever applicable.

7. Adding Notes: Click on "Add Notes" button to add notes.



ance Report.

above.

cal system.

Excel utility.

functionalities of Excel Utility works fine.

g on textblock button if files saved on

General Info
Annexure I - Composition of BOD
Annexure I - Composition of Committee
Annexure I - Meeting of BOD
Annexure I - Meeting of Committees
Annexure I - Affirmation
Annexure II - Website
Annexure II - Annual Affirmation
Annexure II -Annual Affirmation Continue
Half yearly Affirmations
Additional Half Yearly Disc
Cyber security incidence
Signatory Details
Investor Grievance Report
Acquisition of Shares or Voting
Imposition of Fine or Penalty

Ongoing TaxLitigations Disputes

t
le data in correct format. (Formats will
properly filled and also data has been ou about the same.
set" button to ensure that all sheets has utility will prompt you about the same and validate all sheets.
ful validation of all sheet is completed.
ate Report" to generate html report.
hrough Utility, login to BSE Listing Center vse to select XML file and submit the XML.

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

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

General info

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 Type

Date of Quarter Ending

Type of company

Whether Annexure I (Part A) of the SEBI Circular dated December 31, 2024 related to Compliance Report on Corporate Governance is applicable to the entity?

Whether Annexure I (Part B) of the SEBI Circular dated December 31, 2024 related to Investor Grievance Redressal Report is Applicable to the entity?

Whether Annexure I (Part C) of the SEBI Circular dated December 31, 2024 related to Disclosure of Acquisition of Shares or Voting Rights in Unlisted Companies is Applicable to the entity?

Whether Annexure I (Part D) of the SEBI Circular dated December 31, 2024 related to Disclosure of Imposition of Fine or Penalty is Applicable to the entity?

Whether Annexure I (Part E) of the SEBI Circular dated December 31, 2024 related to Disclosure of Updates to Ongoing Tax Litigations or Disputes is Applicable to the entity?

Whether Annexure I (Part F) of the SEBI Circular dated December 31, 2024 related to Disclosure Of Loans / Guarantees / Comfort Letters / Securities Etc. is Applicable to the entity?

Risk management committee

Market Capitalisation as per immediate previous Financial Year

Is SCORE ID Available ?

SCORE Registration ID

Reason For No SCORE ID

Type of Submission
Remarks (website dissemination)
Remarks for Exchange (not for Website Dissemination)



Information about company

511758	<p style="color: red; text-align: center;">Enter the quarter ended date only</p>
NOTLISTED	
NOTLISTED	
INE094E01017	
MANSI FINANCE (CHENNAI) LIMITED	
01-04-2024	
31-03-2025	
Yearly	
31-03-2025	
Equity	
Yes	
Yes	
No	<input type="button" value="Add Notes"/>
Not Applicable	
Any other	
Yes	
M00999	

<<< Notes mandatory, if Not Applicable

Original	
Add Notes	
Add Notes	

Next

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

Disclosure of notes on composition

Whether the listec

Whether Ch

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN
----	-----------------	----------------------	-----	-----

[Add](#)[Delete](#)

1	Mrs	SAJJAN KANWAR BAFNA	AAGPB7150E	00007725
2	Mrs	RAJENDHIRAN ESWARI ANGALI	AAJPE5853E	05345622
3	Mrs	RAINY RAMESH SINGHI	CUDPS8159P	09844099
4	Mr	ADIT S BAFNA	AABPB7785J	00058663

[Prev](#)

of board of directors explanatory	Add Notes	
entity has a Regular Chairperson	Yes	
Chairperson is related to MD or CEO	Yes	
Category 1 of directors	Category 2 of directors	Category 3 of directors

Executive Director	Chairperson related to Promoter	
Non-Executive - Independent Director	Not Applicable	
Non-Executive - Independent Director	Not Applicable	
Non-Executive - Non Independent Director	Not Applicable	

		Disqualification of D
Date of Birth	Whether the director is disqualified?	Start Date of disqualification

31-08-1949	No	
18-02-1979	No	
20-07-1991	No	
02-06-1975	No	

Annexure I

Annexure I to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Details of Directors

Directors under section 164 of the Companies Act, 2013

End Date of disqualification	Details of disqualification	Current status
-------------------------------------	------------------------------------	-----------------------

		Active

terly basis		
Whether special resolution passed? [Refer Reg. 17(1A) of Listing Regulations]	Date of passing special resolution	Initial Date of appointment

Yes	30-09-2024	27-03-2015
NA		16-03-2020
NA		30-09-2024
NA		30-09-2024

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) & reg. 17A(2)]

30-09-2022		30.00	1	0
29-09-2020		54.00	2	2
		6.00	3	4
		6.00	1	0

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	
4	1	
8	2	
0	0	

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

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

Audit Committee Details

Sr	DIN Number	Name of Committee members
1	09844099	RAINY RAMESH SINGHI
2	00007725	SAJJAN KANWAR BAFNA
3	05345622	RAJENDHIRAN ESWARI ANGALI
4		
5		
6		
7		
8		
9		
10		

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

Nomination and remuneration committee

Sr	DIN Number	Name of Committee members
1	00058663	ADIT S BAFNA
2	09844099	RAINY RAMESH SINGHI

3	05345622	RAJENDHIRAN ESWARI ANGALI
4		
5		
6		
7		
8		
9		
10		

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

Stakeholders Relationship Committee

Sr	DIN Number	Name of Committee members
1	05345622	RAJENDHIRAN ESWARI ANGALI
2	00007725	SAJJAN KANWAR BAFNA
3	09844099	RAINY RAMESH SINGHI
4		
5		
6		
7		
8		
9		
10		

Risk Management Committee

Sr	DIN Number	Name of Committee members
1	05345622	RAJENDHIRAN ESWARI ANGALI
2	00007725	SAJJAN KANWAR BAFNA
3	09844099	RAINY RAMESH SINGHI
4		
5		
6		
7		
8		
9		
10		

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

Corporate Social Responsibility Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
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		



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	Member
Executive Director	Member
Non-Executive - Independent Director	Chairperson

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 - Non Independent Director	Member
Non-Executive - Independent Director	Member

Non-Executive - Independent Director	Chairperson

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
Executive Director	Member
Non-Executive - Independent Director	Member



Whether the Risk Management Committee has a Regular Chairperson



Add Notes

For this quarter kindly note the following points:

1. Date of Appointment and Date of Cessation (if applicable) must 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 30,2022

Yes		
Date of Appointment	Date of Cessation	Remarks
30-09-2024		
27-03-2015		
16-03-2020		

Yes		
Date of Appointment	Date of Cessation	Remarks
30-09-2024		
30-09-2024		

16-03-2020		

Yes		
Date of Appointment	Date of Cessation	Remarks
16-03-2020		
27-03-2015		
30-09-2024		

Yes	

Date of Appointment	Date of Cessation	Remarks
16-03-2020		
27-03-2015		
30-09-2024		

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Date of Appointment	Date of Cessation	Remarks

Category 2 of directors	Remarks

Next 

be mandatorily filled for

I,2022 to September

Home

Validate

III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory

Sr. No.	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)
<p><input type="button" value="Add"/> <input type="button" value="Delete"/></p>		
1	14-11-2024	
2	14-02-2025	91

Prev

* 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	3	3
	Yes	3	3

No. of Independent Directors attending the meeting*
2
2

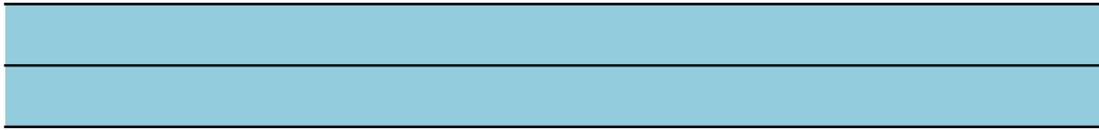
Next 

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

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)
1	Audit Committee	14-11-2024	
2	Audit Committee	14-02-2025	91
3	Nomination and remuneration committee	14-11-2024	
4	Nomination and remuneration committee	14-02-2025	91
5	Stakeholders Relationship Committee	14-11-2024	
6	Stakeholders Relationship Committee	14-02-2025	91
7	Risk Management Committee	14-11-2024	
8	Risk Management Committee	14-02-2025	91

[Add](#)[Delete](#)[Prev](#)

* to be filled in only for the current quarter meetings



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	2
3	2	2
3	2	2
3	2	2
3	2	2
3	2	2
3	2	2
3	2	2

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V.

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Sr

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Home

Validate

Annexure 1

Affirmations

Subject

The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements)

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
JYOTI AGARWAL
Company Secretary

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

Details of Cyber security

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
-----	-------------------

Security incidence
No
Add Notes
Brief details of the event

26.1
26.2
27
28
29

Pre

Annexure II to be submitted by listed entity at the

I. Disclosure on web:

Item

As per regulation 46(2) of the LODR:

Details of business

Memorandum of Association and Articles of Association

Brief profile of board of directors including directorship and full-time positions in body corporates

Terms and conditions of appointment of independent directors

Composition of various committees of board of directors

Code of conduct of board of directors and senior management personnel

Details of establishment of vigil mechanism/ Whistle Blower policy

Criteria of making payments to non-executive directors

Policy on dealing with related party transactions

Policy for determining 'material' subsidiaries

Details of familiarization programmes imparted to independent directors

Email address for grievance redressal and other relevant details

Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances

Financial results

Shareholding pattern

Details of agreements entered into with the media companies and/or their associates

(I) Schedule of analyst or institutional investor meet

(II) Presentations prepared by the listed entity for analysts or institutional investors meet, post earnings or quarterly calls prior to beginning of such events.

Audio recordings, video recordings, if any, and transcripts of post earnings or quarterly calls, by whatever name called, conducted physically or through digital means

New name and the old name of the listed entity

Advertisements as per regulation 47 (1)

Credit rating or revision in credit rating obtained

Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year

Secretarial Compliance Report

Materiality Policy as per Regulation 30 (4)

Disclosure of contact details of KMP who are authorized for the purpose of determining materiality as required under regulation 30(5)

Disclosures under regulation 30(8)

Statements of deviation(s) or variations(s) as specified in regulation 32

Dividend Distribution policy as per Regulation 43A(1)

Annual return as provided under section 92 of the Companies Act, 2013

Employee Benefit scheme documents framed in terms of SEBI (SBEB) Regulations, 2021

Confirmation that the above disclosures are in a separate section as specified in regulation 46(2)

Compliance with regulation 46(3) with respect to accuracy of disclosures on the website and timely updating

Disclosure of notes on website in terms of Listing Regulations explanatory [Text Block]



Yes	[Redacted]
NA	
Yes	
Yes	

[Add Notes](#)

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<https://mansi.in/>

<https://mansi.in/>

Next

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

II. Annual Affirmations

Sr	Particulars
1	Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'
2	Board composition
3	Meeting of Board of directors
4	Quorum of Board meeting
5	Review of Compliance Reports
6	Plans for orderly succession for appointments
7	Code of Conduct
8	Fees/compensation
9	Minimum Information
10	Compliance Certificate
11	Risk Assessment & Management
12	Performance Evaluation of Independent Directors
13	Recommendation of Board
14	Maximum number of Directorships
15	Composition of Audit Committee
16	Meeting of Audit Committee
17	Role of Audit Committee and information to be reviewed by the audit committee
18	Composition of nomination & remuneration committee
19	Quorum of Nomination and Remuneration Committee meeting
20	Meeting of Nomination and Remuneration Committee
21	Role of Nomination and Remuneration Committee
22	Composition of Stakeholder Relationship Committee
23	Meeting of Stakeholders Relationship Committee
24	Role of Stakeholders Relationship Committee
25	Composition and role of risk management committee
26	Meeting of Risk Management Committee
27	Quorum of Risk Management Committee meeting
28	Gap between the meetings of the Risk Management Committee
29	Vigil Mechanism
30	Policy for related party Transaction
31	Prior or Omnibus approval of Audit Committee for all related party transactions
32	Approval for material related party transactions
33	Disclosure of related party transactions on consolidated basis
34	Composition of Board of Directors of unlisted material Subsidiary
35	Other Corporate Governance requirements with respect to subsidiary of listed entity
36	Alternate Director to Independent Director
37	Maximum Tenure

38	Appointment, Re-appointment or removal of an Independent Director through special resolution or the alternate mechanism
39	Meeting of independent directors
40	Familiarization of independent directors
41	Declaration from Independent Director
42	Directors and Officers insurance
43	Confirmation with respect to appointment of Independent Directors who resigned from the listed entity
44	Memberships in Committees
45	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel
46	Policy with respect to Obligations of directors and senior management
47	Approval of the Board and shareholders for compensation or profit sharing in connection with dealings in the securities of the listed entity
48	Vacancies in respect Key Managerial Personnel
Any other information to be provided	



1	Name of signatory
2	Designation

Annexure II

Regulation Number	Compliance status (Yes/No/NA)
16(1)(b)	Yes
17(1), 17(1A) & 17(1C), 17(1D) & 17(1E)	Yes
17(2)	Yes
17(2A)	Yes
17(3)	Yes
17(4)	Yes
17(5)	Yes
17(6)	Yes
17(7)	Yes
17(8)	Yes
17(9)	Yes
17(10)	Yes
17(11)	Yes
17A	Yes
18(1)	Yes
18(2)	Yes
18(3)	Yes
19(1) & (2)	Yes
19(2A)	Yes
19(3A)	Yes
19(4)	Yes
20(1), 20(2) & 20(2A)	Yes
20(3A)	Yes
20(4)	Yes
21(1),(2),(3),(4)	NA
21(3A)	NA
21(3B)	NA
21(3C)	NA
22	Yes
23(1), (1A), (5), (6), & (8)	Yes
23(2), (3)	Yes
23(4)	Yes
23(9)	Yes
24(1)	NA
24(2),(3),(4),(5) & (6)	NA
25(1)	NA
25(2)	Yes

25(2A)	NA
25(3) & (4)	Yes
25(7)	Yes
25(8) & (9)	Yes
25(10)	NA
25(11)	Yes
26(1)	Yes
26(3)	Yes
26(2) & 26(5)	Yes
26(6)	Yes
26A(1) & 26A(2), 26A(3)	Yes

Annexure II



If status is "No" details of non-compliance may be given here.

A large rectangular area with a light gray background and horizontal blue lines, intended for providing details of non-compliance.

Blank lined area for notes.

Add Notes

Next

JYOTI AGARWAL
Company Secretary and Compliance Officer

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

Annexure II

III. Affirmations

Sr	Particulars
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied
Any other information to be provided	

[Prev](#)

Annexure II

1	Name of signatory
2	Designation

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

Next 

JYOTI AGARWAL
Company Secretary and Compliance Officer

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

Signatory Details

Name of signatory	JYOTI AGARWAL
Designation of person	Company Secretary and Compliance Officer
Place	Chennai
Date	12-04-2025

[Prev](#)

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

Investor Grievance Det

No. of investor complaints pending at the beginning of Quarter
No. of investor complaints received during the Quarter
No. of investor complaints disposed off during the Quarter
No. of investor complaints those remaining unresolved at the end of the Quarter

ails	
	0
	0
	0
	0