

	XBRL Excel Utility
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1. Overview

The excel utility can be used for creating the XBRL/XML file for efiling of Reconciliation of Share Capital Audit.

XBRL filling consists of two processes. Firstly generation of XBRL/XML file and then upload the 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	General Info
2	RecoFormat	RecoFormat
3	Sharecapital	Sharecapital

4. Import XBRL file

 Now you can import and view previously generated XBRL files by clicking Import XBRL button on Genenral information sheet.

5. Steps for Filing - Reconciliation Of Share	e Capital Audit
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 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

Import XML

RECONCILIA	ATION OF SHAR	E CAPITAL AUD	т
Scrip code*		537785	
NSE Symbol			
MSEI Symbol			
ISIN		INE084Q010)12
Name of the company*		ANISHA IMPEX L	IMITED
	Registered office a	address	
Registered office address*	UNIT NO.203, F	PLAZA- P 3, CENTRA RAO, DELHI-11	AL SQUARE BARA HINDU 0006
Registered office state*		DELHI	
Registered office city*		DELHI	
Registered office district*		DELHI	
Registered office pin code*		110006	
Pogistored office contact number*	ISD Code*	STD Code*	Number*
Registered office contact number	91	011	49068377
Registered office fax			
Registered office country*		INDIA	
Registered office website		www.anishaimp	ex.com
Registered office email		ipo@anishaimp	ex.com
	Correspondence a	ddress	
Same as above		No	
Correspondence address	56/33	,Site-IV,Industrial A	Area,Sahibabad
Correspondence state		Uttar Prade	sh
Correspondence city		Sahibabad	ł
Correspondence district		Ghaziabad	k
Correspondence pin code		201010	
Correspondence contact number	ISD Code	STD Code	Number
correspondence contact number	91	120	4167930
Correspondence fax		120	4167930
Correspondence country		INDIA	
Correspondence email		ipo@anishaimp	ex.com
Reporting quarter*		31-03-201	9
Face value*		10.00	

Home Validate		Listed Capital (As no of shares)	
ock Exchange Details :	Name of stock Exchange	Listed Capital	% Of total issued capital
	BSE Ltd	16432200.00	100.00
ame of other stock exchanges where the company's securities are listed			
securices are risted			
Remarks	Add Notes		
]	
pital Details :	Number of shores	0/ Of total insued excited	
Issued canital*	Number of shares	% Of total issued capital	
Listed capital (BSE)	16432200	100.00	
(As per company records)*	10051100	91.72	
Held in dematerialised form in CDSL*	13347200	81.23	
Physical*	3085000	0	
Total no.of shares*	16432200	100.00	
Reasons for difference if any, Between issued	0	Add Notes	
capital and listed capital* Reasons for difference if any, Between issued		Add Notos	
capital and total number of shares*		Add Notes	
capital and total number of shares*	0	Add Notes	
ifying the details of changes in share capital during	the quarter under consideration as per Table below :		
Whether changes during the quarter*	No	Click here	
whether changes during the quarter			
Register of members is updated*	Yes	<< Select from drop down	
If not, Updated upto which date		1	
Reference of previous quarter with regards to excess dematerialised shares, If any.			
Has the company resolved the matter (excess		un Calumbéran di Li	
dematerialised shares mentioned above) in the current guarter ?*	NA	<< Select from drop down	
If not, Reason why ?			
Other Details Auditor	Add Notes		
ntioned the total no.of requests, If any, confirmed a	rter 21 days and the total no.of requests pending bey	ond 21 days with the reasons fo	r delay
Confirmed after 21 days*	NO.01 requests*	NU.OF Shares*	neasons for delay
Pending for more than 21 days*	0	0	0
Remarks	Add Notes	-	
	±		
	Compliance Officer Details		
Whether Qualified Company Secretary is			
Compliance Officer *	Yes		
Whether Compliance officer appointed	Yes		
	BHAWNA SAUNKHIYA		
Name of the compliance officer*			
Date of Appointment	14-11-2018		
Designation*	ACS	40121	
	120	4167930	
reepitoite no.	120	4167930	
Fax no.			
E-mail id*	ipo@anishaimpex.cor	<u>n</u>	For calculating 2 previous o
Whether any change in Compliance Officer during	Yes		are advised to consider Cur
the previous 2 quarters*			previous 2 quarters
Qualified Company Secretary *	Yes		
Deta	ils of Previous Compliance Officer		
Previous Compliance Officer Name	Ram Mohan Jha		
Mambarchin Nor	ACS	34111	
wentbership was			
Date of Appointment	18-12-2013		
Date of Cessation	14-11-2018		
CA/CS*	Company secretory		
Name of certifying auditor*	Sachin Agarwal		
Date of issue of report*	10-04-2019		
Address*	Building No4 & 5 ,Second Floor,202-203, Veer Savark	ar Block,Shakarpur,Delhi-11009	
City*	New Delhi		
Fincoue*	110092 STD Code	Number	
Lontact no.*	011	42175152	
-		42175152	
Fax no.	011		
Fax no. Email	011 sachinkagg@gmail.com	n	
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