

	XBRL Excel Utility
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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) .

- Refore you begin
 The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and above.
 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	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

- 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 XBL/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.
- . Select data from "Dropdown list" wherever applicable.
- 7. Adding Notes: Click on "Add Notes" button to add notes

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General information abo	ut company
Scrip code	542141
NSE Symbol	TECHNOE
MSEI Symbol	NOTLISTED
ISIN	INE285K01026
Name of the entity	Techno Electric and Engineering Company Limited
Date of start of financial year	01-04-2024
Date of end of financial year	31-03-2025
Reporting Quarter	Half Yearly
Date of Report	30-09-2024
Risk management committee	Applicable
Market Capitalisation as per immediate previous Financial Year	Top 1000 listed entities

Enter the quarter ended date only

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												Annexure 1													
											Annexure I to be submi	tted by lided entity on qu	arterly basis												
											I. Campad	tion of Board of Directors													
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Tank Sale: Med		nas	ON	Category's efficientum	Calogory 2 efelorators	Category's efficiences	Date of Birth	Whether the director is disputited?	Start Date of disqualification	End Date of disqualification	Exists of disqualification	Garrenti statun	Whether special resolution parent? [Rater Reg. 17] Lid officiating Regulations)	Date of puncing uponted negotiation	Initial Sales of appointment	Date of the apparent most	Date of secution	Innered decise in market	No of Directorship in Inited antition reducing this Inited in antito Hafer	Directorship in Interferentials interferentials and its batch	Audit/ Guleholder	lin of your of Chairperson in hould, Bashmilter Committee hold in hierd antities including this based antities including this based antitie (Bashw Repulation 26(1) of Uniong Regulations)	Reason for Creation	Nation for next providing PAIN	National or mail provi GNN
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6 10	Saderia Srinbra Sal	MAPPINETSQ	00629957	Size Executive - Independent Director	Nethbodisable		00.00.0046	to the				Active	tes.	26.09.2023	28.09.0019	26 09 2025		24.00							
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			-	Non-Executive Independent																					
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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 are the any day upto September 30, 2022.

3. Date of Cessation must be for the current quarter only, i.e. July 1,2022 to Sentember 30, 2029.

Sentember 30, 2029.

iit	Co	m	mi	e D	eta	ıls

			Whether the A	udit 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	00629937	Kadenja Krishna Rai	Non-Executive - Independent Director	Chairperson	10-11-2023							
2	00408742	Samarendra Nath Roy	Non-Executive - Independent Director	Member	25-07-2018							
3	02771647	Ankit Saraiya	Executive Director	Member	13-08-2019							
4	08064739	Anjan Dasgupta	Non-Executive - Independent Director	Member	10-11-2023							
5												
6												
7												
8												
9												

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatically

No	Omination and remuneration committee											
			Whether the Nomination and remunera	Yes								
Sr	DIN Number	umber Name of Committee members Category 1 of directors		Category 2 of directors	Date of Appointment	Date of Cessation	Remarks					
1	00408742	Samarendra Nath Roy	Non-Executive - Independent Director	Chairperson	25-07-2018							
2	03149138	Avantika Gupta	Non-Executive - Non Independent Director	Member	25-07-2018							
3	00028012	Krishna Murari Poddar	Non-Executive - Independent Director	Member	13-08-2019							
4												
5												
6												
7												
8												
9												

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be prefilled automatical

Stal	takeholders Relationship Committee												
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks						
1	08064739	Anjan Dasgupta	Non-Executive - Independent Director	Chairperson	10-11-2023								
2	02771647	Ankit Saraiya	Executive Director	Member	25-07-2018								
3	03149138	Avantika Gupta	Non-Executive - Non Independent Director	Member	25-07-2018								
4													
5													
6													
7													
8													
9													
10													

_													
Ris	Risk Management Committee												
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks						
1	00055954	Padam Prakash Gupta	Executive Director	Chairperson	25-07-2018								
2	00408742	Samarendra Nath Roy	Non-Executive - Independent Director	Member	25-07-2018								
3	02771647	Ankit Saraiya	Executive Director	Member	25-07-2018								
4													
5													
6													
7													
8													
9													
10													

Note	: Please enter DIN. After enter	ing DIN, Name of Committee memi	pers and Category 1 of Directors shall be prefilled a	utomatically								
Cor	Orporate Social Responsibility Committee											
П	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	00028012	Krishna Murari Poddar	Non-Executive - Independent Director	Chairperson	25-07-2018							
2	00408742	Samarendra Nath Roy	Non-Executive - Independent Director	Member	25-07-2018							
3	03149138	Avantika Gupta	Non-Executive - Non Independent Director	Member	25-07-2018							
4	03395440	Dipali Khanna	Non-Executive - Independent Director	Member	21-03-2022							
5												
6												
7												
8												
9												

Oth	ther 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												



	Annexure 1										
	III. Meeting of Board of Directors										
	Disclosure of notes on meeting of board of directors explanatory Add Notes										
Sr	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 (Yes/No) No. of Independent Directors as on date of the meeting Independent Director)										
	Add Delete										
1	28-05-2024			Yes	10	10	6				
2	28-06-2024	30	2	Yes	10	9	5				
3	13-08-2024	45		Yes	10	9	6				
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^{*} to be filled in only for the current quarter meetings

	Annexure 1									
					IV. Meeti	ng of Committees				
				Disclosure o	of notes on meeting	of committees explanatory	Add Not	es		
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	28-05-2024				Yes	4	4	3	3
2	Audit Committee	13-08-2024	76			Yes	4	4	3	3
3	Nomination and remuneration committee	26-06-2024				Yes	3	3	2	1
4	committee	12-08-2024	46			Yes	3	3	2	1
5	Corporate Social Responsibility Committee	19-08-2024	6			Yes	4	3	2	1
6	Risk Management Committee Stakeholders Relationship	19-08-2024				Yes	3	3	1	1
7	Committee	19-08-2024				Yes	3	3	1	1

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

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Details of Cyber sec	curity 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 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

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					
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					
	Disclosure of notes on related party transactions Add Notes					
	Disclosure of notes of material transaction with related party Add Notes					
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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 a. Audit Committee	Yes				
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes				
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes				
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)	Yes				
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:	Add Notes				

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	Annexure 1				
Sr	Subject	Compliance status			
1	Name of signatory	Niranjan Brahma			
2	Designation	Company Secretary and			

	Annexure III					
III.	III. Affirmations					
Sr	Particulars	Regulation Number	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.		
1	Copy of the annual report including balance sheet, profit and loss account, directors report, corporate governance report, business responsibility report displayed on website	46(2)	Yes			
2	Presence of Chairperson of Audit Committee at the Annual General Meeting	18(1)(d)	Yes			
3	Presence of Chairperson of the nomination and remuneration committee at the annual general meeting	19(3)	Yes			
4	Presence of Chairperson of the Stakeholder Relationship committee at the annual general meeting	20(3)	Yes			
5	Disclosure of the Secretarial Audit Report of the listed entity and the material subsidiaries in the Annual Report	24A(1)	Yes			
6	Submission of Annual Secretarial Compliance Report	24A(2)	Yes			
7	Whether "Corporate Governance Report" disclosed in Annual Report	34(3) read with para C of Schedule V	Yes			
	Any other information to be		Add Notes			

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	Annexure III			
1	Name of signatory	Niranjan Brahma		
2	Designation	Company Secretary and Compliance Officer		

	Additional Half ye	arly Disclosure	
		any disclosure	
Applicability of disclosure	Applicable		
	Add Notes		
Reason for Non Applicability			
I. Disclosure of Loans/ guarantees/comfort letters /		The Figure should be mentioned in Actual INR only	
(A)Any loan or any other form of debt advanced by the	· · · · · · · · · · · · · · · · · · ·		
Entity	Aggregate amount advanced during six months	Balance outstanding at the end of six months	
Promoter or any other entity controlled by them	0.00	0.00	
December Comment of the second state of the se	0.00	0.00	
Promoter Group or any other entity controlled by them Directors (including relatives) or any other entity	0.00	0.00	
controlled by them	0.00	0.00	
KMPs or any other entity controlled by them	0.00	0.00	
(B) Any guarantee / comfort letter (by whatever name of		0.00	dobt availed By
(b) Any guarantee / comort letter (by whatever hame c	laneary provided by the listed entity directly of indirect	y, in connection with any loan(s) or any other form of	Balance outstanding at the end of six
Entity	Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months	months(taking into account any invocation)
Promoter or any other entity controlled by them	0	0.00	0.00
Promoter Group or any other entity controlled by	·		
them	0	0.00	0.00
Directors (including relatives) or any other entity			
controlled by them	0	0.00	0.00
KMPs or any other entity controlled by them	0	0.00	0.00
(C) Any security provided by the listed entity directly or	indirectly, in connection with any loan(s) or any other	form of debt availed by	
Entity	Type of security (cash, shares etc.)	Aggregate value of security provided during six months	Balance outstanding at the end of six months
Promoter or any other entity controlled by them	0	0.00	0.00
Promoter Group or any other entity controlled by			
them	0	0.00	0.00
Directors (including relatives) or any other entity			
controlled by them	0	0.00	0.00
KMPs or any other entity controlled by them	0	0.00	0.00
(D) Additional Information			Add Notes
II. Affirmations			
Affirma	tions	Compliance Status	Company Remarks
All loans (or other form of debt), guarantees, comfort lett	ters (by whatever name called) or securities in	Yes	Add Notes
connection with any loan(s) (or other form of debt) given	directly or indirectly by the listed entity to	ies	Add Notes
Name	Pradeep Kumar Lohia		
Designation	CFO		
Place	Kolkata		

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Signatory Details		
Name of signatory	Niranjan Brahma	
Designation of person	Company Secretary and Compliance Officer	
Place	Kolkata	
Date	07-10-2024	

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