



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 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.
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>

12	Signatory Details	<a href="#">Signatory Details</a>
----	-------------------	-----------------------------------

#### 4. Import XBRL file

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

#### 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 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

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

### General information about company

Scrip code	000000
NSE Symbol	
MSEI Symbol	ISCCL
ISIN	INE077D01014
Name of the entity	I Secure Credit & Capital Services Limited (Formerly known as Orchid Securities)
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Quarterly
Date of Report	30-06-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

Enter the quarter  
ended date only

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

Annexure 1																										
Annexure 1 to be submitted by listed entity on quarterly basis																										
1. 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 related to Promoter										Yes																
										Disqualification of Directors under section 164 of the Companies Act, 2013																
Sr	Title (Mr / Ms)	Name of the Director	PIN	DN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of Birth	Whether the director is disqualified?	Start Date of disqualification	End Date of disqualification	Details of disqualification	Current status	Whether special resolution passed? (Refer Reg. 17(1)(c) 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 the listed entity (Refer Regulation 17(a) of Listing Regulations)	No. of independent directorship in listed entities including the listed entity (Refer Regulation 17(a)(ii) of Listing Regulations)	Number of memberships in Audit Committee (including the listed entity) (Refer Regulation 18(2) of Listing Regulations)	No. of post of Chairperson in Audit Committee held in listed entities including the listed entity (Refer Regulation 18(2) of Listing Regulations)	Notes for not providing data	Notes for not providing data	
Add	Delete																									
1	Mr.	VENKATA RAMANA REGURU	AYSP88628	02008108	Non-Executive - Non Independent Director	Not Applicable		26-02-1975	No				Active	NA		21-01-2020				2	0		1	0		
2	Mr.	VEEN GUPTA	ADPG23318	07411105	Non-Executive - Non Independent Director	Not Applicable		05-08-1978	No				Active	NA		21-01-2020				4	0		4	0		
3	Mr.	SHAM VETURUJAGAL KUBRACHARI	BHSP24676	07542291	Executive Director	Chairperson-related to Promoter	NA	15-07-1979	No				Active	NA		21-01-2020				1	0		1	0		
4	Mr.	PANDAN BHARGAVI GOVINDARAO	ADMF23237	08838675	Non-Executive - Independent Director	Not Applicable		05-03-1985	No				Active	NA		21-01-2020	21-01-2020			61.01	3	3	6	3		
5	Mr.	KAMA MURESHKUMAR B	ADMP23237	08742757	Director	Not Applicable		10-02-1985	No				Active	NA		20-07-2020	20-07-2020	20-02-2023	24.01	0	0	0	0	0		
6	Mr.	NIHAL B DINESH	ADPD24628	08836238	Director	Not Applicable		08-06-1988	No				Active	NA		02-09-2020	02-09-2020			24.09	2	2	3	0		
7	Ms.	VANDANA KUPPESAN SIVASUBRAMANIAM	ADPD23088	00278138	Non-Executive - Independent Director	Not Applicable		07-06-1978	No				Active	NA		21-01-2020	21-01-2020	20-02-2023		69.00	0	0	0	0	0	
8	Ms.	MANJULAKSHMI BHATT	BUPB23015	14077332	Non-Executive - Independent Director	Not Applicable		07-01-1989	No				Active	NA		24-01-2023	24-01-2023			1.00	2	2	2	1		
9	Mr.	RAJALAKSHMI SHIVAKUMAR SIVASUBRAMANIAM	BUCB24028	14078432	Non-Executive - Independent Director	Not Applicable		12-06-1990	No				Active	NA		24-02-2023	24-02-2023			1.00	1	1	2	1		
Print																				New						

Home Validate

Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

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

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					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08693675	PANDYA BHARGAV GOVINDPRASAD	Non-Executive - Independent Director	Chairperson	31-01-2020		
2	00376718	VANDANA RAVINDRAN NAMBIAR	Non-Executive - Independent Director	Member	31-01-2020	29-05-2023	
3	08763757	KAKA MUKESHKUMAR B	Non-Executive - Independent Director	Member	30-07-2020	29-05-2023	
4	07593791	SOJAN VETTUKALLEL AVIRACHAN	Executive Director	Member	31-01-2020		
5	08865234	NIKHIL B DWIVEDI	Non-Executive - Independent Director	Member	02-09-2020		
6	10177722	MANSI JAYENDRA BHATT	Non-Executive - Independent Director	Member	26-05-2023		
7	10176412	BHALIYA DHARMENDRABHAI RAMJI	Non-Executive - Independent Director	Member	26-05-2023		
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					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	00376718	VANDANA RAVINDRAN NAMBIAR	Non-Executive - Independent Director	Chairperson	31-01-2020	29-05-2023	
2	08693675	PANDYA BHARGAV GOVINDPRASAD	Non-Executive - Independent Director	Member	31-01-2020		
3	08763757	KAKA MUKESHKUMAR B	Non-Executive - Independent Director	Member	30-07-2020	29-05-2023	
4	08865234	NIKHIL B DWIVEDI	Non-Executive - Independent Director	Member	02-09-2020		
5	10177722	MANSI JAYENDRA BHATT	Non-Executive - Independent Director	Chairperson	26-05-2023		
6	10176412	BHALIYA DHARMENDRABHAI RAMJI	Non-Executive - Independent Director	Member	26-05-2023		
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					Yes		
Sr	DIN Number	Name of Committee members	Category 1 of directors	Category 2 of directors	Date of Appointment	Date of Cessation	Remarks
1	08763757	KAKA MUKESHKUMAR B	Non-Executive - Independent Director	Chairperson	30-07-2020	29-05-2023	
2	08693675	PANDYA BHARGAV GOVINDPRASAD	Non-Executive - Independent Director	Member	31-01-2020		
3	02809108	VENKATA RAMANA REVURU	Non-Executive - Non Independent Director	Member	31-01-2020		
4	00376718	VANDANA RAVINDRAN NAMBIAR	Non-Executive - Independent Director	Member	31-01-2020	29-05-2023	
5	10176412	BHALIYA DHARMENDRABHAI RAMJI	Non-Executive - Independent Director	Chairperson	26-05-2023		
6	10177722	MANSI JAYENDRA BHATT	Non-Executive - Independent Director	Member	26-05-2023		
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	Date of Appointment	Date of Cessation	Remarks
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				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							

Other 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						

Prev

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)	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*
<a href="#">Add</a> <a href="#">Delete</a>							
1	13-02-2023			Yes	7	6	3
2	26-05-2023	101		Yes	9	6	4
3	06-06-2023	10		Yes	7	7	4

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

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

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	Reson for not providing date	Whether requirement of Quorum met (Yes/No)	Total Number of Directors as on date of the meeting	Number of Directors (All directors including Independent director)	No. of Independent Directors attending the meeting*	No. of members attending the meeting (other than Board of Directors)
<div>AddDelete</div>										
1	Audit Committee	13-02-2023				Yes	5	5	3	0
2	Audit Committee	26-05-2023	101			Yes	5	3	2	0
3	Nomination and remuneration committee	26-05-2023				Yes	4	2	2	0
4	Stakeholders Relationship Committee	26-05-2023				Yes	4	3	2	0
5	Audit Committee	06-06-2023	10			Yes	5	4	3	0
6	Nomination and remuneration committee	06-06-2023				Yes	4	3	3	0
7	Stakeholders Relationship Committee	06-06-2023				Yes	4	4	3	0
<div>PrevNext</div>										

\* 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	Yes	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	Yes	
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 1000 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	Grishma Shewale
2	Designation	Compliance Officer

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

### Signatory Details

Name of signatory	Grishma Shewale
Designation of person	Company Secretary and Compliance Officer
Place	Vadodara
Date	21-07-2023

[Prev](#)