

National Stock Exchange of India

Circular

| Department: | |
|---|-----------------------------|
| Download Ref No: NSE/CML/2023/32 | Date: April 10, 2023 |

To All Listed Entities,

Sub: Introduction of Issue Summary Document (ISD) – Further Issues

Dear Sir/Madam,

This is in furtherance to our circular NSE/CML/2023/26 dated March 31, 2023.

Annexures A to the said circular provides for utilities in order to facilitate the filing of the ISD by the listed entities and Annexure B to the said circular provides for the steps to be undertaken for the submission of details as per the ISD, with NSE.

Please find attached the updated Annexure.

In case of any queries pertaining to the said circular please feel free to write us on dl-fi@nse.co.in.

Yours faithfully,
For National Stock Exchange of India Limited

Charmi Dharod
Senior Manager



| XBRL Excel Utility | |
|--------------------|---|
| 1. | Overview |
| 2. | Before you begin |
| 3. | Index |
| 4. | Steps for Filing ADR GDR Listing Stage 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 ADR GDR Listing Stage 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.
 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 | Listing Stage | Listing Stage |
| 2 | Details Of allottees | Details Of allottees |

- ### 4. Steps for Filing ADR GDR Listing Stage 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.

- ### 5. 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.

Home

Validate

| Listing Stage | | |
|---|------------------|--------------------|
| Name of Company* | | |
| ISIN* | | |
| Corporate Identity Number (CIN) of the Listed Entity* | | |
| Permanent Account Number (PAN)* | | |
| BSE Scrip code | | |
| NSE Symbol* | | |
| MSEI Symbol | | |
| Relevant Date * | | |
| Details Of allottees | | Add Details |
| Offer Price (per share) * | | |
| Date of allotment of shares * | | |
| Number of shares allotted * | | |
| Amount raised (Rs. in Lakhs) * | | |
| Number of equity shares listed * | | |
| Date Of Submission | 11-04-2023 | |
| Notes | Add Notes | |

Home

Validate

| Details of allottees | | |
|----------------------|-------------------|-----------------|
| Sr. | Name of allottees | Shares allotted |
| <p>Add</p> | <p>Delete</p> | |



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| Listing Stage | | |
|---|------------------|--------------------|
| Name of Company* | | |
| ISIN* | | |
| Corporate Identity Number (CIN) of the Listed Entity* | | |
| Permanent Account Number (PAN)* | | |
| BSE Scrip code | | |
| NSE Symbol* | | |
| MSEI Symbol | | |
| Relevant Date * | | |
| Details Of allottees | | Add Details |
| Offer Price (per share) * | | |
| Date of allotment of shares * | | |
| Number of shares allotted * | | |
| Amount raised (Rs. in Lakhs) * | | |
| Number of equity shares listed * | | |
| Date Of Submission | 11-04-2023 | |
| Notes | Add Notes | |

Home

Validate

| Details of allotees | | |
|---------------------|------------------|-----------------|
| Sr. | Name of allotees | Shares allotted |
| <p>Add</p> | <p>Delete</p> | |