

XBRL Excel Utility	
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### 1. Overview

The excel utility can be used for creating the XBRL/XML file for e-filing of s

Shareholding pattern XBRL filing consists of two processes. Firstly Shareholding pattern, and upload of generated XBRL/XML file to BSE Listi

### 2. Before you begin

1. The version of Microsoft Excel in your system should be Microsoft Office
2. The system should have a file compression software to unzip excel utili
3. Make sure that you have downloaded the latest Excel Utility from BSE \
4. Make sure that you have downloaded the Chrome Browser to view repc
5. Please enable the Macros (if disabled) as per instructions given in m
6. Kindly use this file in local system instead of OneDrive/shared drive. Because it may gives an error "Run-time error '52' : Bad file name or num button if files saved on OneDrive/shared drive.

### 3. Index

1	Details of general information about company
2	Declaration
3	Summary
4	Shareholding Pattern
5	Annexure B

### 4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clic information sheet.

### 5. Steps for Filing Shareholding Patte

I. Fill up the data: Navigate to each field of every section in the sheet 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 data has been furnished in proper format. If there are some errors on t about the same.

III. Validate All Sheets: Click on the "Home" button. And then click on that all sheets has been properly filled and validated successfully. If ther utility will prompt you about the same and stop validation at the same til the same procedure to validate all sheets.

Excel Utility will not allow you to generate XBRL/XML until you rectify all e

IV. Generate XML : Excel Utility will not allow you to generate XBRL/> sheet is completed. Now click on 'Generate XML" to generate XBRL/XML fi  
- Save the XBRL/XML file in your desired folder in local system.

V. Generate Report : Excel Utility will allow you to generate Report 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 i BSE Listing Center and upload generated xml file. On Upload screen browse to select XML file and submit the XML.

## **6. Fill up the Shareholding Pattern**

1. Cells with red fonts indicate mandatory fields.

2. If mandatory field is left empty, then Utility will not allow you to procee

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 no field.

5. Data provided must be in correct format, otherwise Utility will not allow XML.

6. Adding new rows: Sections such as Promoters details allow you to ente can Click on "Add" to add more rows.

7. Deleting rows: Rows that has been added can be removed by clicking you to provide the range of rows you want to delete.

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

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




Shareholding pattern.

generation of XBRL/XML file of the Reporting Center.

Use Excel 2007 and above.  
XML file.  
Upload website to your local system.  
Report generated from Excel utility  
Annual, so that all the functionalities of  
are attached with zip file.

Number" While clicking on textblock

<a href="#">General Info</a>
<a href="#">Declaration</a>
<a href="#">Summary</a>
<a href="#">Shareholding Pattern</a>
<a href="#">Annexure B</a>

Clicking Import XBRL button on General

Form

t to provide applicable data in correct

sheet has been properly filled and also  
the sheet, excel utility will prompt you

"Validate All Sheet" button to ensure  
there are some errors on the sheet, excel  
message. After correction, once again follow

errors.

XML unless successful validation of all  
files.

3. Now click on 'Generate Report' to

file generated through Utility, login to  
provide the required information and



and further for generating XML.

do not insert Zero unless it is a mandatory

allow you to proceed further for generating

enter as much data in a tabular form. You

click the button "Delete". A popup will ask

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## General information about company

Scrip code

NSE Symbol

MSEI Symbol

ISIN

Name of the company

Whether company is SME

Class of Security

Type of report

Quarter Ended / Half year ended/Date of Report (For Prelisting / Allotment)

Date of allotment / extinguishment (in case Capital Restructuring selected) / Listing Date

Shareholding pattern filed under

Whether the listed entity is Public Sector Undertaking (PSU)?

538897
NA
NA
INE201F01015
Shri Niwas Leasing And Finance Ltd
No
Equity Shares
Quarterly
31-03-2025
Regulation 31 (1) (b)
No

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Sr. No.	Particular
1	Whether the Listed Entity has issued any partly paid up shares?
2	Whether the Listed Entity has issued any Convertible Securities ?
3	Whether the Listed Entity has issued any Warrants ?
4	Whether the Listed Entity has any shares against which depository receipts are issued?
5	Whether the Listed Entity has any shares in locked-in?
6	Whether any shares held by promoters are pledge or otherwise encumbered?
7	Whether company has equity shares with differential voting rights?
8	Whether the listed entity has any significant beneficial owner?



Yes/No	Promoter and Promoter Group	Public shareholder	Non Promoter- Non Public
No	No	No	No
No	No	No	No
No	No	No	No
No	No	No	No
No	No	No	No
No	No		
No	No	No	No
No			



Table I - Summary Statement holding of specified securities

Note : Data will be automatically populated from shareholding pattern sheet - Data Entry Res

Category y (I)	Category of shareholder (II)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)
(A)	Promoter & Promoter Group	1	77700
(B)	Public	956	3919300
(C)	Non Promoter- Non Public		
(C1)	<b>Shares underlying DRs</b>		
(C2)	<b>Shares held by Employee Trusts</b>		
	<b>Total</b>	<b>957</b>	<b>3997000</b>

Restricted in this sheet

No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Num
				Class eg: X
		77700	1.94	77,700.00
		3919300	98.06	3919300.00
		<b>3997000</b>	<b>100</b>	<b>3997000.00</b>

Number of Voting Rights held in each class of securities (IX)			
No of Voting (XIV) Rights		Total as a % of (A+B+C)	No. Of Shares Underlying Outstanding convertible securities (X)
Class category	Total		
	77700.00	1.94	
	3919300.00	98.06	
	<b>3997000.00</b>	<b>100.00</b>	

No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xi) (a)	Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	Number of Lock (XII)  No. (a)
		1.94	
		98.06	
		<b>100</b>	

Held in shares (b)	Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)	Sub
	As a % of total Shares held (b)	No. (a)		As a % of total Shares held (b)
				Sub-category (i)
			77700	
			3479152	0
			<b>3556852</b>	<b>0</b>

-categorization of shares	
olding (No. of shares) under	
Sub-category (ii)	Sub-category (iii)
0	0
<b>0</b>	<b>0</b>

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Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)
<b>A</b>	<b>Table II - Statement showing shareholding pattern of the Promoter and Promoter Group</b>	
(1)	<b>Indian</b>	
(a)	<a href="#">Individuals/Hindu undivided Family</a>	1
(b)	<a href="#">Central Government/ State Government(s)</a>	
(c)	<a href="#">Financial Institutions/ Banks</a>	
(d)	<a href="#">Any Other (specify)</a>	
	<b>Sub-Total (A)(1)</b>	1
(2)	<b>Foreign</b>	
(a)	<a href="#">Individuals (NonResident Individuals/ Foreign Individuals)</a>	
(b)	<a href="#">Government</a>	
(c)	<a href="#">Institutions</a>	
(d)	<a href="#">Foreign Portfolio Investor</a>	
(e)	<a href="#">Any Other (specify)</a>	
	<b>Sub-Total (A)(2)</b>	
	<b>Total Shareholding of Promoter and Promoter Group (A)=(A)(1)+(A)(2)</b>	1
	<a href="#">Details of Shares which remain unclaimed for Promoter &amp; Promoter Group</a>	
<b>B</b>	<b>Table III - Statement showing shareholding pattern of the Public shareholder</b> <span style="color: red;"><b>Note : Kindly show details</b></span>	
(1)	<b>Institutions (Domestic)</b>	
(a)	<a href="#">Mutual Funds</a>	
(b)	<a href="#">Venture Capital Funds</a>	
(c)	<a href="#">Alternate Investment Funds</a>	
(d)	<a href="#">Banks</a>	
(e)	<a href="#">Insurance Companies</a>	

(f)	<a href="#">Provident Funds/ Pension Funds</a>	
(g)	<a href="#">Asset reconstruction companies</a>	
(h)	<a href="#">Sovereign Wealth Funds</a>	
(i)	<a href="#">NBFCs registered with RBI</a>	
(j)	<a href="#">Other Financial Institutions</a>	
(k)	<a href="#">Any Other (specify)</a>	
<b>Sub-Total (B)(1)</b>		
<b>(2)</b>	<b>Institutions (Foreign)</b>	
(a)	<a href="#">Foreign Direct Investment</a>	
(b)	<a href="#">Foreign Venture Capital Investors</a>	
(c)	<a href="#">Sovereign Wealth Funds</a>	
(d)	<a href="#">Foreign Portfolio Investors Category I</a>	
(e)	<a href="#">Foreign Portfolio Investors Category II</a>	
(f)	<a href="#">Overseas Depositories (holding DRs) (balancing figure)</a>	
(g)	<a href="#">Any Other (specify)</a>	
<b>Sub-Total (B)(2)</b>		
<b>(3)</b>	<b>Central Government / State Government(s)</b>	
(a)	<a href="#">Central Government / President of India</a>	
(b)	<a href="#">State Government / Governor</a>	
(c)	<a href="#">Shareholding by Companies or Bodies Corporate where Central / State Government is a promoter</a>	
<b>Sub-Total (B)(3)</b>		
<b>(4)</b>	<b>Non-institutions</b>	
(a)	<a href="#">Associate companies / Subsidiaries</a>	
(b)	<a href="#">Directors and their relatives (excluding independent directors and nominee directors)</a>	
(c)	<a href="#">Key Managerial Personnel</a>	
(d)	<a href="#">Relatives of promoters (other than 'immediate relatives' of promoters disclosed under 'Promoter and Promoter Group' category)</a>	

(e)	<a href="#">Trusts where any person belonging to 'Promoter and Promoter Group' category is 'trustee', 'beneficiary', or 'author of the trust'</a>	
(f)	<a href="#">Investor Education and Protection Fund (IEPF)</a>	
(g)	<a href="#">Resident Individuals holding nominal share capital up to Rs. 2 lakhs</a>	858
(h)	<a href="#">Resident Individuals holding nominal share capital in excess of Rs. 2 lakhs</a>	8
(i)	<a href="#">Non Resident Indians (NRIs)</a>	
(j)	<a href="#">Foreign Nationals</a>	
(k)	<a href="#">Foreign Companies</a>	
(l)	<a href="#">Bodies Corporate</a>	11
(m)	<a href="#">Any Other (specify)</a>	79
<b>Sub-Total (B)(4)</b>		956
<b>Total Public Shareholding (B)=(B)(1)+(B)(2)+(B)(3)+(B)(4)</b>		956

[Details of the shareholders acting as persons in Concert for Public](#)

[Details of Shares which remain unclaimed for Public](#)

<b>C</b>	<b>Table IV - Statement showing shareholding pattern of the Non Promoter- Non</b>	
(1)	<a href="#">Custodian/DR Holder - Name of DR Holders (If Available)</a>	
(2)	<a href="#">Employee Benefit Trust / Employee Welfare Trust under SEBI (Share Based Employee Benefits and Sweat Equity) Regulations, 2021</a>	
<b>Total NonPromoter- Non Public Shareholding (C)= (C)(1)+(C)(2)</b>		
<b>Total ( A+B+C2 )</b>		957
<b>Total (A+B+C)</b>		957


No. of fully paid up equity shares held (IV)	No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)
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**Investor Group**

77700			77700
77700			77700

77700			77700

**Details of shareholders having more than one percentage of total no of shares. Please refer software**




553380			553380
738227			738227
2530064			2530064
97629			97629
3919300			3919300
3919300			3919300

on Public shareholder			
3997000			3997000
3997000			3997000

**Disclosure of notes on sl**

**Disclosure of notes in case of promoter holding in dematerialised form is less t**

**Disclosure of notes in case of public share holding is less**

**Disclosure of notes on shareholding pattern for company r**

Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Rights held in each class of securities(		
	No of Voting (XIV)Rights		
	Class eg: X	Class eg:y	Total



1.94	77700.00		77700

1.94	77700.00		77700
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1.94	77700.00		77700
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are manual.






13.84	553380		553380
18.47	738227		738227
63.30	2530064		2530064
2.44	97629		97629
98.06	3919300.00		3919300
98.06	3919300		3919300

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100.00	3997000.00		3997000
100.00	3997000.00		3997000

shareholding pattern	<a href="#">Add Notes</a>	
more than 100 percentage	<a href="#">Add Notes</a>	
more than 25 percentage	<a href="#">Add Notes</a>	
remarks explanatory	<a href="#">Add Notes</a>	

IX)	No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xi) (a)
Total as a % of Total Voting rights			



1.94			

1.94			
------	--	--	--



1.94			






13.84			
18.47			
63.30			
2.44			
98.06			
98.06			

---

100.00			
100.00			


Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	Number of Locked in shares (XII)		Number of Shares p encum (XI)
	No. (a)	As a % of total Shares held (b)	No. (a)
1.94			
1.94			
1.94			



13.84			
18.47			
63.30			
2.44			
98.06			
98.06			

100.00			
100.00			


Registered or otherwise numbered (III)	Number of equity shares held in dematerialized form (XIV)	Sub-categorization of share	
		Shareholding (No. of shares) u	
As a % of total Shares held (b)		Sub-category (i)	Sub-category (ii)
	77700		
	77700		
	77700		



	186232	0	0
	738227	0	0
	2530064	0	0
	24629	0	0
	3479152	0	0
	3479152	0	0

	3556852	0	0
	3556852	0	0









[Home](#)[Validate](#)**Table VI - Statement showing foreign own**

Particular
As on shareholding date
As on the end of previous 1st quarter
As on the end of previous 2nd quarter
As on the end of previous 3rd quarter
As on the end of previous 4th quarter

**Notes :-**

- 1) "Approved Limits (%)" means the limit approved by Board of Directors / shareholders Board approved limit, provide details of sectoral / statutory cap prescribed by Government
- 2) Details of Foreign ownership includes foreign ownership / investments as specified in F (debt Instruments) Rules, 2019, made under the Foreign Exchange Management Act, 1999

**Ownership limits**

Approved limits (%)	Limits utilized (%)
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00

of the Listed entity. In case the listed entity has no  
ent / Regulatory Authorities  
Rule 2(s) of the Foreign Exchange Management (Non-  
9.