

XBRL Excel Utility								
1.	<u>Overview</u>							
2.	Before you begin							
3.	<u>Index</u>							
4.	Steps for filing Shareholding Pattern							

### 1. Overview

The excel utility can be used for creating the XBRL/XML file for efiling of shareholding pattern.

Shareholding pattern XBRL filling consists of two processes. Firstly generation of XBRL/XML file of the Shareholding pattern, and upload of generated XBRL/XML file to BSE Listing Center.

#### 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	Declaration	<u>Declaration</u>								
3	Summary	<u>Summary</u>								
4	Shareholding Pattern	Shareholding Pattern								

# 4. Steps for Filing Shareholding Pattern

- 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.

# 5. 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 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
- 6. Adding new rows: Sections such as Promoters details allow you to enter as much data in a tabular form. You can Click on "Add" to add more rows.
- 7. Deleting rows: Rows that has been added can be removed by clicking the button "Delete". A popup will ask 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

Home Validate

General information about company										
Scrip code	530431									
Name of the company	ADOR FONTECH LIMITED									
Whether company is SME	No									
Class of Security	Equity Shares									
Type of report	Quarterly									
Quarter Ended / Half year ended/Date of Report (For Prelisting / Allotment)	31-12-2017									
Date of allotment / extinguishment (in case Capital Restructuring selected) / Listing Date										
Shareholding pattern filed under	Regulation 31 (1) (b)									

# Home

Validate

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



	Home																			
Table I	1 - Summary Statement holding of specified securities																			
Note :	te: Data will be automatically populated from shareholding pattern sheet - Data Entry Restricted in this sheet																			
			Nos. Of No. of fully paid up equity					Number o	Number of Voting RightsBeld in each class of Securities(IX)				No. of Shares	Shareholding , as a %			Number of Shares pledged or otherwise encumbered (XXII)			
Catego ry (I)		Nos. Of		No. Of Partly paid-	No. Of shares underlying	Total nos. shares	Shareholding as a % of total no. of	No of Voting (XIV) Rights		No. Of Shares Underlying	No. of Shares	assuming full conversion of convertible securities (		Number of equity shares held in						
	Category of shareholder (E)	shareholders		up equity shares held (V)	Depository Receipts (VI)	itory held ipts (VII) = (IV)+(V)+ (VI	shares (calculated	Class eg: X	Class egy	Total	Total as a % of (A+B+C)	Outstanding	Underlying Outstanding Warrants (XI)		as a percentage of cliuted share capital) (XI)= (VII)+(X) As a % of (A+B+C2)	No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)	dematerialized form (00V)
(A)	Promoter & Promoter Group	13	6375003			6375003	36.43	6,375,003.00		6.175.003.00	36.43				36.43					637500
(2)	Public	7477	11124997			11124997	63.57	11124997.00		11.124.997.00	63.57				63.57					971550
(C)	Non Promoter-Non Public																			
(C1)	Shares underlying DRs																			
(C2)	Trusts																			
	Total	7490	17500000			17500000	100	17500000.00		17500000.00	100.00				100					1609051

	Home Validate									
						Number of Voting F	Rights held in each cla			
						No of Voting	(XIV)Rights		Shareholding , as a %	
	Category & Name				Shareholding as a % of total no. of			Total as	assuming full conversion of	Number of equity
Sr.	of the	Nos. Of shareholders	No. of fully paid up equity shares held	Total nos. shares held	shares (calculated			a % of	convertible securities (	shares held in dematerialized
31.	Shareholders	(III)	(IV)	(VII) = (IV)+(V)+ (VI)	as per SCRR, 1957)	Class		Total	as a percentage of	form
	(1)				(VIII) As a % of (A+B+C2)	eg: X	Total	Voting rights	diluted share capital) (XI)= (VII)+(X)	(XIV)
					,	^		rigita	As a % of (A+B+C2)	
(1)	Table II - Statement showing shareholding pa	attern of the Pro	omoter and Promot	er Group						
(a)	Individuals/Hindu undivided Family	12	1768420	1768420	10.11	1768420.00	1768420	10.11	10.11	1768420
(b)	Central Government/ State Government(s)									
(c)	Financial Institutions/ Banks									
(d)	Any Other (specify)	1	4606583	4606583	26.32	4606583.00	4606583	26.32	26.32	4606583
	Sub-Total (A)(1)	13	6375003	6375003	36.43	6375003.00	6375003	36.43	36.43	6375003
(2)	Foreign									
(a)	Individuals (NonResident Individuals/ Foreign Individuals)									
(b)	Government									
(c)	Institutions									
(d)	Foreign Portfolio Investor									
(e)	Any Other (specify)									
	Sub-Total (A)(2)									
	Total Shareholding of Promoter and Promoter Group									
	(A)=(A)(1)+(A)(2)  Details of Shares which remain unclaimed for Promote	13	6375003	6375003	36.43	6375003.00	6375003	36.43	36.43	6375003
В	Table III - Statement showing shareholding pattern of the Public shareholder	Note : Kindly sh	ow details of share	holders having mo	re than one percen	tage of total no of	shares. Please refe	software manual.	_	
(1)	Institutions									
(a)	Mutual Funds									
(b)	Venture Capital Funds									
(c)	Alternate Investment Funds	1	440990	440990	2.52	440990	440990	2.52	2.52	440990
(d)	Foreign Venture Capital Investors									
(e)	Foreign Portfolio Investors	2	894016	894016	5.11	894016	894016	5.11	5.11	894016
(f)	Financial Institutions/ Banks									
(g)	Insurance Companies									
(h)	Provident Funds/ Pension Funds									
(1)	Any Other (specify)	3								
	Sub-Total (B)(1)  Central Government/ State Government(s)/	3	1335006	1335006	7.63	1335006.00	1335006	7.63	7.63	1335006
(2)	President of India									
	Sub-Total (B)(2)									
(3)	Non-institutions									
	Individuals -									
(a(i))	i.Individual shareholders holding nominal share capital up to Rs. 2 lakhs.	7258	7566646	7566646	43.24	7566646	7566646	43.24	43.24	6181161
(-(//	Individuals -									
(a(ii))	ii. Individual shareholders holding nominal share capital in excess of Rs. 2 lakhs.	9	1355096	1355096	7.74	1355096	1355096	7.74	7.74	1355096
(b)	NBFCs registered with RBI	_								
(c)	Employee Trusts									
	Overseas Depositories (holding DRs) (balancing									
(d)	figure)									
(e)	Any Other (specify)	207	868249	868249	4.96	868249	868249	4.96	4.96	844244
	Sub-Total (B)(3)	7474	9789991	9789991	55.94	9789991.00	9789991	55.94	55.94	8380501
	Total Public Shareholding (B)=(B)(1)+(B)(2)+(B)(3)	7477	11124997	11124997	63.57	11124997.00	11124997	63.57	63.57	9715507
	Details of the shareholders acting as persons in Conce	rt for Public								
	Details of Shares which remain unclaimed for Public									
	TO STATE OF THE PROPERTY									
С	Table IV - Statement showing shareholding pattern of	of the Non Prom	oter- Non Public sh	areholder						
	Custodian/DR Holder - Name of DR Holders (If									
(1)	<u>Available)</u>									
(2)	Employee Benefit Trust (under SEBI (Share based Employee Benefit) Regulations, 2014)									
(2)	Total NonPromoter- Non Public Shareholding									
	(C)= (C)(1)+(C)(2)									
	Total ( A+B+C2 )	7490	17500000	17500000	100.00	17500000.00	17500000	100.00	100.00	16090510
	Total (A+B+C)	7490	17500000	17500000	100.00	17500000.00	17500000	100.00	100.00	16090510
			Dis	closure of notes on s	hareholding pattern	Add Notes				