

XBRL Excel Utility	
1.	Overview
2.	Before you begin
3.	Index
4.	Steps for Filing Corporate Governance 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 Corporate Governance Report

XBRL filing 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	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

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	539126
NSE Symbol	MEP
MSEI Symbol	NOTLISTED
ISIN	INE776I01010
Name of the entity	MEP INFRASTRUCTURE DEVELOPERS LIMITED
Date of start of financial year	01-04-2023
Date of end of financial year	31-03-2024
Reporting Quarter	Half Yearly
Date of Report	30-09-2023
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Top 2000 listed entities

Enter the quarter
ended date only

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

Annexure 1

Annexure 1 to be submitted by listed entity on quarterly basis.

I. Composition of Board of Directors

Disclosure of names on composition of board of directors (mandatory)		Addition		I. Composition of Board of Directors																						
Whether the listed entity has a Regular Chairperson				Yes																						
Whether Chairperson is related to CEO or CFO				Yes																						
Disqualification of Directors under section 166 of the Companies Act, 2013																										
Sr	Sl. No. / NN	Name of the Director	PAN	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 (Under Reg. 17(2A) of Listing Regulations)	Date of passing special resolution	Initial Date of appointment	Date of Re-appointment	Date of cessation	Term(s) of director (in months)	No. of Directorship in listed entities including the listed entity (Under Regulation 17A of Listing Regulations)	No. of independent Directorship in listed entities including the listed entity (Under Regulation 17A(2) of Listing Regulations)	Number of membership in Audit Committee (including the listed entity) (Under Regulation 26(2) of Listing Regulations)	No. of seats of Chairperson in Audit Committee	Number of membership in listed entities (Under Regulation 34(2) of Listing Regulations)	Notes for next providing date	Notes for next providing date
1	DR	DR. ANAND KUMAR MISHRA	AAJPA4888A	07/01/1953	Independent Director	Chairperson	MD	07/01/1953	No				Active	NA		08-08-2010		08-08-2010		1	1	1	1			
2	DR	DR. RAJESH KUMAR SHARMA	AAJPA4888A	07/07/1959	Independent Director	Chairperson	MD	07/07/1959	No				Active	NA		11-08-2010		11-08-2010		1	1	1	1			
3	DR	DR. RAJESH KUMAR SHARMA	AAJPA4888A	07/07/1959	Independent Director	Chairperson	MD	07/07/1959	No				Active	NA		11-08-2010		11-08-2010		1	1	1	1			
4	DR	DR. RAJESH KUMAR SHARMA	AAJPA4888A	07/07/1959	Independent Director	Chairperson	MD	07/07/1959	No				Active	NA		11-08-2010		11-08-2010		1	1	1	1			
5	DR	DR. RAJESH KUMAR SHARMA	AAJPA4888A	07/07/1959	Independent Director	Chairperson	MD	07/07/1959	No				Active	NA		11-08-2010		11-08-2010		1	1	1	1			
6	DR	DR. RAJESH KUMAR SHARMA	AAJPA4888A	07/07/1959	Independent Director	Chairperson	MD	07/07/1959	No				Active	NA		11-08-2010		11-08-2010		1	1	1	1			

Annexure 1

II. Composition of Committees

Disclosure of roles 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

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated 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.	0212476	NEERA VISANT HANDEKAR	Non-Executive, Independent Director	Chairperson	14-11-2022		
2.	0013483	ANAND JAYANT MANSURKAR	Non-Executive, Independent Director	Member	14-11-2022		
3.	0714351	AKHANT DATTATRAYA MANSURKAR	Executive Director	Member	09-09-2014		
4.	0212458	PRAKASH DATTATRAYA MANSURKAR	Non-Executive, Independent Director	Member	09-09-2021		
5.							
6.							
7.							
8.							
9.							
10.							

Note: Please enter DIN. After entering DIN, Name of Committee members and Category 1 of Directors shall be populated 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.	0212476	NEERA VISANT HANDEKAR	Non-Executive, Independent Director	Chairperson	14-11-2022		
2.	0013483	ANAND JAYANT MANSURKAR	Non-Executive, Non Independent Director	Member	09-09-2014		
3.	0212458	PRAKASH DATTATRAYA MANSURKAR	Non-Executive, Independent Director	Member	09-09-2021		
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 populated 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.	0212450	ANURA JAYANT MANSURKAR	Non-Executive, Non Independent Director	Chairperson	09-09-2016		
2.	0714351	AKHANT DATTATRAYA MANSURKAR	Executive Director	Member	09-09-2014		
3.	0013483	ANAND JAYANT MANSURKAR	Non-Executive, Independent Director	Member	14-11-2022		
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Risk Management Committee

Whether the Risk Management 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.	0714351	AKHANT DATTATRAYA MANSURKAR	Executive Director	Chairperson	09-09-2014		
2.	0797905	DEEPA DATTATRAYA GADGIL	Executive Director	Member	14-11-2022		
3.	9999999	Omsh Patilkar	Vice President, Audit	Member	09-09-2014		
4.	0212476	NEERA VISANT HANDEKAR	Non-Executive, Independent Director	Member	14-11-2022		
5.							
6.							
7.							
8.							
9.							
10.							

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

Corporate Social Responsibility Committee							
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.	0212450	ANURA JAYANT MANSURKAR	Non-Executive, Non Independent Director	Chairperson	09-09-2014		
2.	0212476	NEERA VISANT HANDEKAR	Non-Executive, Independent Director	Member	14-11-2022		
3.	0797905	DEEPA DATTATRAYA GADGIL	Executive Director	Member	14-11-2022		
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.						

[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*
	Add	Delete					
1	30-05-2023			Yes	6	5	2
2	14-08-2023	75		Yes	6	5	2
3	05-09-2023	21		Yes	6	6	3

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

* to be filled in only for the current quarter meetings

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

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	Reason 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	30-05-2023				Yes	4	3	2	0
2	Audit Committee	14-08-2023	75			Yes	4	3	2	0
3	Audit Committee	05-09-2023	21			Yes	4	4	3	0
4	Stakeholders Relationship Committee	21-04-2023				Yes	3	3	1	0
5	Stakeholders Relationship Committee	21-07-2023	90			Yes	3	3	1	0

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

* to be filled in only for the current quarter meetings

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	NA	
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			Add Notes
Disclosure of notes of material transaction with related party			Add Notes

Prev

Next

W/ Details of non compliance of prior approval of audit c
 W/ Details of non compliance of shareholder approval ot
 W/ Details of non compliance of RPT entered into pursua
 Dis Disclosure notes on quarterly formats for compliance
 Disclosure of notes of material transaction with related p

Committee obtained

obtained for material RPT

ent to omnibus approval have been reviewed by audit committee

: report on corporate governance

party

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

Details of Cyber security 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

Date of the event

Brief details of the event

[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 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)	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	Any comments/observations/advice of Board of Directors may be mentioned here:	Add Notes

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

Annexure 1

Sr	Subject	Compliance status
1	Name of signatory	JAYANT DATTATRAY MHAISKAR
2	Designation	Managing Director

[Home](#)[Validate](#)**Annexure 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 provided				Add Notes

[Prev](#)[Next](#)**Annexure III**

1	Name of signatory	JAYANT DATTATRAY MHAISKAR
2	Designation	Managing Director

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

Additional Half yearly Disclosure			
Applicability of disclosure	Applicable		
Reason for Non Applicability	Add Notes		
I. Disclosure of Loans/ guarantees/comfort letters /securities etc.refer note below		The Figure should be mentioned in Actual INR only	
(A) Any loan or any other form of debt advanced by the listed entity directly or indirectly to			
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	
Promoter Group or any other entity controlled by them	0.00	0.00	
Directors (including relatives) or any other entity 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 called) provided by the listed entity directly or indirectly, in connection with any loan(s) or any other form of debt availed By			
Entity	Type (guarantee, comfort letter etc.)	Aggregate amount of issuance during six months	Balance outstanding at the end of six months(taking into account any invocation)
Promoter or any other entity controlled by them		0	0.00
Promoter Group or any other entity controlled by them		0	0.00
Directors (including relatives) or any other entity controlled by them		0	0.00
KMPs or any other entity controlled by them		0	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
Promoter Group or any other entity controlled by them		0	0.00
Directors (including relatives) or any other entity controlled by them		0	0.00
KMPs or any other entity controlled by them		0	0.00
(D) Additional Information			Add Notes
II. Affirmations			
Affirmations		Compliance Status	Company Remarks
All loans (or other form of debt), guarantees, comfort letters (by whatever name called) or securities in connection with any loan(s) (or other form of debt) given directly or indirectly by the listed entity to		Yes	Add Notes
Name	RAJENDRA VISHWANATH PAWAR		
Designation	CFO		
Place	MUMBAI		
Date	13-10-2023		

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

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

Signatory Details

Name of signatory	JAYANT DATTATRAY MHAISKAR
Designation of person	Managing Director
Place	MUMBAI
Date	13-10-2023

[Prev](#)