

XBRL Excel Utility								
1.	<u>Overview</u>							
2.	Before you begin							
3.	Index							
4.	Import XBRL file							
5.	Steps for filing Shareholding Pattern							
6.	Fill up the 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							
5	Annexure B	Annexure B							

## 4. Import XBRL file

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

## 5. 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.

## 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 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. 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

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General information about company	
Scrip code	530185
NSE Symbol	NOT LISTED
MSEI Symbol	NOT LISTED
ISIN	INE936A01025
Name of the company	SURAT TRADE AND MERCANTILE 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)	31-12-2024
Date of allotment / extinguishment (in case Capital Restructuring selected) / Listing Date	
Shareholding pattern filed under	Regulation 31 (1) (b)
Whether the listed entity is Public Sector Undertaking (PSU)?	No

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

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Tabl	1-Summy Statement building of specified recording																												
Note	to: Data will be automatically populated from shareholding pattern sheet - Data Entry Restricted in this sheet																												
							Shareholding as a	Num	ber of Voting Rightsheld	in each class of securities (X	0				Shareholding, as a %	Number of Locked in shares		Number of Locked in shares		Number of Locked in shares		Number of Locked in shares			Shares pledged or		Sub	-categorization of sh	ares
Cate		Nos. Of	No. of fully paid up equity	No. Of Partly paid-	No. Of shares underlying	Total nos. shares	% of total no. of shares (calculated		No of Voting (X7V) Righ	nts		No. Of Shares	No. of Shares	No. Of Shares	assuming full conversion of convertible securities (	pa	(901)		otherwise encumbered Number of equity shares held in		Shareholding (No. of shares) under		() under						
79	Category of shareholder (II)	shareholders (811)	shares held (FV)	up equity shares held (V)	Depository Receipts (M)	held (VII) = (IV)+(V)+ (VI)	as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Class eg: X	Class egy	Total	Total as a % of (A+E+C)	Underlying Outstanding convertible securities (X)	anding Underlying convertible sec	convertible securities and No. Of Warrants	as a percentage of diluted share capital) (XI)= (VII(+(X) As a % of (A+B+C2)	No. (a)	As a % of total Shares held (b)	No. (x)	As a % of total Shares held (b)	dematerialized form (00V)	Sub-category (i)	Sub-category (ii)	Sub-category (III)						
(A	Promoter & Promoter Group	7	152004917			152004917	68.45	1520.04.917.00		152004917.00	68.45				68.45					152004917									
- 00	Public	121992	70059523			70059523	31.55	70059523.00		70059523.00	31.55				31.55					67826260									
- EC	Non Promoter- Non Public																			$\Box$									
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Lec																													
	Total	121999	222064440			222064440	100	222064440.00		222064440.00	100.00				100					219931177		0							

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3c.	Category & Name of the Shareholders (0)	Noc. Of staneholders (10)	No. of fully past up equity shares held [74]	No. Of Partly past-up equity share; held (V)	No. Of shares underlying Depository Recepts (NI)	Totalines shares held (VII) = (N)=(N)=(VII)	Shareholding as a % of foldanic of sharek (calculated as per SCRK, 2997) (MII) ALBN of (A-B-CZ)	Char			Notatas a % of Tatal	No. Of Shares Underlying Outstanding convertible securities (X)	No. of Share, Underlying Outstanding Marraets (30)	No. Of Sharec Underlying Outstanding convertible securities and No. Of Warrants (III) (A)	Sharehalding, aca N. assuming full conversion of convertible socialities. (aca percentage of diluted chare capital) (30)= (410+(32) Aca N. of (Ardi+C2)		As are of total thorns		As a % of tutal thorns	Number of equity shares held in dematertalized form (XIV)			
	10		(74)	P0	(16)	(A10 = [20]=(0.0)=(3.0)	(MII) ALVIN of (A-R+C2)	Class eg: X	Class MEV	Tatal	totalse a to of Tural total rights	(10)	(80)	(Ini) (a)	(X)= (VI)=(X) ALVX of (AMR-C2)	No. (4)	held (b)	No.	Reld (II)	(KN)	Sub-category (1)	Sub-category (1)	Sub-category (II)
A (1)	Table II - Statement showing shareholding pattern o	of the Promoter and Pro	omoter Group	l	L					L					L				l .	l.		L	
(4) (3) (4)	Individuals/Hindu undivided Family Central Covernment/Histo Covernment(s)	-	14545438	1		145454897	65.50	145456397.00		145456397	63.32				65.50					145454397			
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(%)	Section and Sectio																						
(4) (H)	toma turbin medar An Other (seefal																						
	Sub-Total (A)(2). Total Shambolding of Promoter and Promoter Snop (A)-(A)(2)-(A)(2)	,	11300091			11200091	11.0	192000917.0		112000912	68.63				11.0					112000917			
	Table III - Statement showing shareholding pattern		talls of shareholders has	uing more than one neo	contain of total an of the	nes Hansa refer coftes	no manual																
(1)	of the Public shareholder institutions (Demecks)			1																			
(9)	Westure Capital Funds  Alternate Investment Funds																						
(4) (4)	Totals  Insurance Companies  Equation Funds/ Produce Funds		500			100	0.00	500		530	0.00				0.00							-	
56 (%)	Asset reconstruction companies, Soverage World Funds																						
U (N)	Other Francis Institutions Ann Other Institutions																						
(2)	Sub-Tassi(B)(1) Portion Direct Investment		300			500	0.00	100		500	0.00				0.00								
(9)	Facetor Venture Cardid Investion Soverego Woolth Funds																						
(4)	Constant Particities Investigan Category I.  Constant Particities Investigan Category II.  Constant Repositioners (holding DNI) (hallending																						
10	Any Other (specify)																						
(A)	Sub-Total (B)(2)  Central Government / Mate Government(N)  Central Government / President of India																						
10	Shareholding by Companies or Bodes Corporate where Perfect in Street Companies in Bodes																						
(4)	Not restricted																						_
$\vdash$	Associate companies / flubsidianes																						
(%)	independent directors and nominee directors)																						
14	Sex Managerial Personnell.  Military of assemblers latter than Immediate		10			10	0.00	10		30	0.00				0.00					30			
(4)	otations of promoters disclosed under Promoter and Promoter Groups (stegory) Trucks where any person between to Promoter																						
(4)	and Promoter Group' category is "bucker," "seneficiary", or "author of the Yurot"																						
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te	Recident Individuals halding normal chare- castid us to Nr. 2 liable.  Recident Individuals halding normal chare-	12118	5948027			10633279	28.70	19616279		59430279	26.79				28.79					57202816			2
(9)	contain was of to 7 bits	-	1590789			20/90780	0.72	2590790		1390790	0.72				0.72					1100788		-	-
	San Resident reduce State.	121	1417921			349,7929	0.66	3617929		1417929	0.66				0.64					1617929		-	
00	Toman Companies																						
13	Bodes Corposite	120	6062K2			6162922	2.79	6162921		6062823	2.78				2.70					6117121			,
040	An Other Insertic  And Trace(8)(6)  Total Public Shareholding (8)-(8)(1)-(8)(2)-(8)(3)-(8)(3)	023 1 12198 1 12198	20099021 70099021			2617216 70019021 70019021	0.60 82.50 82.50	363,7336 200,692,9, 0 700,693,1		20210 2020023 2020023	0.65 11.55 11.55				0.66 81.35 81.35					107316 67826260 67826260			
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(1)	Exclusion Time states—because of the exclusive oil																						
(2)	testings for eff from it provinces the first transcent EST Thank Suned Environment transfer and Suned Books' manufactures. 44 to																						
	Total NonPromoter Non Public Shareholding (C) (C(1) (C(2) Total ( Arth-C2 )	12199	22206660			222264645	200.00	222066660.00		222064480	100.00				300.00					219831177			
	Social (Aven-C)	12199	22306468	4	Disdosure of no	222044440 des on shareholding pat	200.00	222066660.00 Add Not	DE	222064440	100.00				300,00					219831171			
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Add Delete Disclosure of shareholder holding more than 1% of total number of shares										
Clirk here to go back Total										

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Table VI - Statement showing foreign ownership limits										
Particular	Approved limits (%)	Limits utilized (%)								
As on shareholding date	0.00	0.00								
As on the end of previous 1st quarter	0.00	0.00								
As on the end of previous 2nd quarter	0.00	0.00								
As on the end of previous 3rd quarter	0.00	0.00								
As on the end of previous 4th quarter	0.00	0.00								

#### Notes :-

- 1) "Approved Limits (%)" means the limit approved by Board of Directors / shareholders of the Listed entity. In case the listed entity has no Board approved limit, provide details of sectoral / statutory cap prescribed by Government / Regulatory Authorities
- 2) Details of Foreign ownership includes foreign ownership / investments as specified in Rule 2(s) of the Foreign Exchange Management (Nondebt Instruments) Rules, 2019, made under the Foreign Exchange Management Act, 1999.