

XBRL Excel Utility	
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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 e-filing of shareholding pattern. Shareholding pattern XBRL filing consists of two processes. Firstly generation of 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 or 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 system.
4. Make sure that you have downloaded the Chrome Browser to view report generated from the utility.
5. Please enable the Macros (if disabled) as per instructions given in manual, so that all Excel Utility works fine. Please first go through Enable Macro - Manual attached with zip file.

3. Index

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

4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL 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 appropriate 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 validated 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 Sheets" button that all sheets has been properly filled and validated successfully. If there are some errors on the excel utility will prompt you about the same and stop validation at the same time. 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 all sheets are 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 by excel utility to BSE Listing Center and upload generated xml file. On Upload screen provide the required details 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 any data in the mandatory field.

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

6. Adding new rows: Sections such as Promoters details allow you to enter as much data as you want. 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". It 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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on local system.

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file.

- [General Info](#)
- [Declaration](#)
- [Summary](#)
- [Shareholding Pattern](#)

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After correction, once

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generating XML.

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[Home](#)[Validate](#)[Import XML](#)

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)?

501351
INE154M01012
RAPID INVESTMENTS LTD
No
Equity Shares
Quarterly
30-06-2022
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?

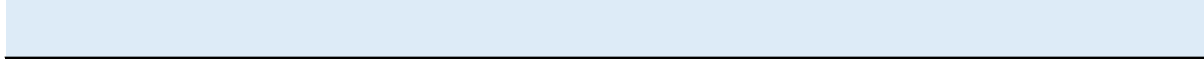
Yes/No	Promoter and Promoter Group	Public shareholder	Non Promoter- Non Public
No	No	No	No
No	No	No	No
No	No	No	No
No	No	No	No
Yes	No	Yes	No
No	No		
No	No	No	No
Yes			

Table I - Summary Statement holding of specified securities**Note : Data will be automatically populated from shareholding pattern sheet - Data Entry R**

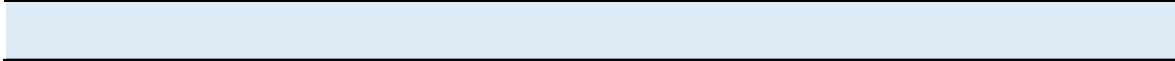
Category y (I)	Category of shareholder (II)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)
(A)	Promoter & Promoter Group	3	678380
(B)	Public	77	631620
(C)	Non Promoter- Non Public		
(C1)	Shares underlying DRs		
(C2)	Shares held by Employee Trusts		
	Total	80	1310000

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
		678380	51.78	678,380.00
		631620	48.22	631620.00
		1310000	100	1310000.00



Number of Voting Rights held in each class of securities (IX)			No. Of Shares Underlying Outstanding convertible securities (X)
No of Voting (XIV) Rights		Total as a % of (A+B+C)	
Class eg:y	Total		
	678380.00	51.78	
	631620.00	48.22	
	1310000.00	100.00	



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)
		51.78	
		48.22	350000
		100	350000

Held in shares (a)	Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)
	As a % of total Shares held (b)	No. (a)	
			678380
55.41			628840
26.72			1307220

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Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)
A	Table II - Statement showing shareholding pattern of the Promoter and Promoter Group		
(1)	Indian		
(a)	Individuals/Hindu undivided Family	1	180780
(b)	Central Government/ State Government(s)		
(c)	Financial Institutions/ Banks		
(d)	Any Other (specify)	2	497600
Sub-Total (A)(1)		3	678380
(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)		3	678380
	Details of Shares which remain unclaimed for Promoter & Promoter Group		
B	Table III - Statement showing shareholding pattern of the Public shareholder Note : Kindly show details of share		
(1)	Institutions		
(a)	Mutual Funds		
(b)	Venture Capital Funds		
(c)	Alternate Investment Funds		

(d)	Foreign Venture Capital Investors		
(e)	Foreign Portfolio Investors		
(f)	Financial Institutions/ Banks		
(g)	Insurance Companies		
(h)	Provident Funds/ Pension Funds		
(i)	Any Other (specify)		
Sub-Total (B)(1)			
(2)	Central Government/ State Government(s)/ President of India		
Sub-Total (B)(2)			
(3)	Non-institutions		
(a(i))	Individuals - i. Individual shareholders holding nominal share capital up to Rs. 2 lakhs.	69	24032
(a(ii))	Individuals - ii. Individual shareholders holding nominal share capital in excess of Rs. 2 lakhs.	4	250000
(b)	NBFCs registered with RBI		
(c)	Employee Trusts		
(d)	Overseas Depositories (holding DRs) (balancing figure)		
(e)	Any Other (specify)	4	357588
Sub-Total (B)(3)		77	631620
Total Public Shareholding (B)=(B)(1)+(B)(2)+(B)(3)		77	631620

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

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

C	Table IV - Statement showing shareholding pattern of the Non Promoter- Non Public s		
(1)	Custodian/DR Holder - Name of DR Holders (If Available)		
(2)	Employee Benefit Trust (under SEBI (Share based Employee Benefit) Regulations, 2014)		
Total NonPromoter- Non Public Shareholding (C)= (C)(1)+(C)(2)			

Total (A+B+C2)	80	1310000
Total (A+B+C)	80	1310000

Disclosure of notes in case o

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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)	Number of
				No
				Class eg: X

Group

		180780	13.80	180780.00
		497600	37.98	497600.00
		678380	51.78	678380.00

		678380	51.78	678380.00

holders having more than one percentage of total no of shares. Please refer software manual.

		24032	1.83	24032
		250000	19.08	250000
		357588	27.30	357588
		631620	48.22	631620.00
		631620	48.22	631620.00

Shareholder

		1310000	100.00	1310000.00
		1310000	100.00	1310000.00
Disclosure of notes on shareholding pattern				Add No
of promoter holding in dematerialised form is less than 100 percentage				Add No
losure of notes in case of public share holding is less than 25 percentage				Add No
ure of notes on shareholding pattern for company remarks explanatory				Add No

of Voting Rights held in each class of securities(IX)			No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (Xi)
of Voting (XIV)Rights		Total as a % of Total Voting rights		
Class eg:y	Total			
	180780	13.80		
	497600	37.98		
	678380	51.78		
	678380	51.78		

Yellow bar

	24032	1.83		
	250000	19.08		
	357588	27.30		
	631620	48.22		
	631620	48.22		

Blue bar

	1310000	100.00		
	1310000	100.00		
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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 Locked in shares (XII)		Number of Shares otherwise er (XII)
		No. (a)	As a % of total Shares held (b)	No. (a)



	13.80			
	37.98			
	51.78			



	51.78			



	1.83	0	0.00	
	19.08	250000	100.00	
	27.30	100000	27.97	
	48.22	350000.00	55.41	
	48.22	350000.00	55.41	

	100.00	350000	26.72	
	100.00	350000	26.72	

Shares pledged or encumbered (I)	
As a % of total Shares held (b)	Number of equity shares held in dematerialized form (XIV)
	180780
	497600
	678380
	678380

	21252
	250000
357588	
628840	
628840	

	1307220
	1307220

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Sr. No.	Details of the SBO			
	Name	PAN	Passport No. in case of a foreign national	Nationality
significant beneficial owners				
<p>Add Delete</p>				

Details of the registered owner				
Nationality (Applicable in case of Any other is selected)	Name	PAN	Passport No. in case of a foreign national	Nationality

	Details of holding/ exercise of right of the SBO in the reporting company, whether direct or indirect*:				
Nationality (Applicable in case of Any other is selected)	Whether by virtue of:				
	Shares	Voting rights	Rights on distributable dividend or any other distribution	Exercise of control	Exercise of significant influence

Date of creation / acquisition of
significant beneficial interest