

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 shareholding pattern.

Shareholding pattern XBRL filing consists of two processes. Firstly generation of XBRL/XML file of the Shareholding pattern, and upload of generated XBRL/XML file to MSE 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 MSE 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	Declaration
3	Summary	Summary
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 MSE Listing Center: For uploading the XBRL/XML file generated through Utility, login to MSE 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 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	000000
NSE Symbol	
MSEI Symbol	STCL
ISIN	INE932E01018
Name of the company	SANGRAHALAYA TIMBER & CRAFTS 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)	30-06-2021
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			

Table 1 - Summary Statement holding of specified securities

Note - Data will be automatically populated from shareholding pattern sheet - Data Entry Restricted in this sheet

Category (I)	Category of shareholder (II)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	No. Of Partly paid up equity shares held (V)	No. Of shares underlying Derivatory Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+(VI)	Shareholding as a % of total no. of shares (calculated in per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Right(s) held in each class of securities(X)			Total as a % of (A+B+C2)	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 (XII)	Shareholding, as a % assuming full conversion of convertible securities as a percentage of diluted share capital (XIII) = (X)+(XI)+(XII) As a % of (A+B+C2)	Number of Locked in shares (XIV)		Number of Shares pledged or otherwise encumbered (XV)		Number of equity shares held in dematerialized form (XVI)
								No of Voting (XVI) Rights								No.	As a % of total Shares held (XIV)	No.	As a % of total Shares held (XV)	
								Class eg X	Class eBY	Total										
(A)	Promoter & Promoter Group	1	3111700			3111700	35.54	35.11	2000000	3111700.00	35.28			35.28					3111700	
(B)	Public	1028	1000000			1000000	11.64	1000000.00	1000000.00	11.64				11.64					1000000	
(C)	Non Promoter Non Public																			
(D)	Shares Underlying DRs																			
(E)	Totals		3111700			3111700	100	2000000.00	2000000.00	200.00				100					3111700	

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Sr.	Category & Name of the Shareholders (I)	Nos. Of Shareholders (II)	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)	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(X)			No. Of Shares Underlying Outstanding convertible securities (X1)	No. of Shares Underlying Outstanding Warrants (Xi1)	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) (XII) = (VII)+(Xi) As a % of (A+B+C2)	Number of Locked in shares (XIII)		Number of Shares pledged or otherwise encumbered (XIV)		Number of equity shares held in dematerialized form (XV)	
								No of Voting (DV)Rights							Total as a % of Total Voting rights	No. (A)	As a % of Total Shares held (B)	No. (A)		As a % of total Shares held (B)
								Class #E Y	Class #E Y	Total										
Table II - Statement showing shareholding pattern of the Promoter and Promoter Group																				
(I) Indian																				
(a)	Individuals (Including undisclosed Family Members)		31300			31300	0.56	31300.00											31300	
(b)	Central Government/ State Government/ Government																			
(c)	Financial Institutions/ Banks																			
(d)	Non-Financial Institutions		3882200			3882200	19.40	3882200.00											3882200	
(e)	Sub-Total (A)(1)	4	3913500			3913500	19.96	3913500.00											3913500	
(I) Foreign																				
(a)	Individuals (Including undisclosed Family Members)																			
(b)	Government																			
(c)	Institutions																			
(d)	Foreign Portfolio Investors																			
(e)	Sub-Total (A)(2)																			
Total Shareholding of Promoter and Promoter Group (A)(1)+(A)(2)																				
		4	3913500			3913500	19.96	3913500.00											3913500	
<i>Details of shares which remain unencumbered for Promoter & Promoter Group</i>																				
Table III - Statement showing shareholding pattern of the Public shareholder																				
<i>Note - Study the details of shareholders having more than one percentage of total no. of shares. Please refer software manual.</i>																				
(I) Institutions																				
(a)	Mutual Funds																			
(b)	Foreign Central Funds																			
(c)	Foreign Investment Funds																			
(d)	Foreign Venture Capital Investors																			
(e)	Foreign Portfolio Investors																			
(f)	Insurance Institutions/ Banks																			
(g)	Insurance Companies																			
(h)	Corporate Venture Investors/ Venture Funds																			
(i)	Sub-Total (B)(1)																			
(j)	Central Government/ State Government/ Government of India																			
(k)	Sub-Total (B)(2)																			
(I) Non-Institutions																				
(a)	Individuals (Including undisclosed Family Members holding normal shares, restricted shares & lock-in)	1009	110850			110850	0.55	110850.00											0	
(b)	Individuals (Including undisclosed Family Members holding normal shares, restricted shares & lock-in of 0.2% & above)	2	2717900			2717900	13.58	2717900.00											2413300	
(c)	Insurance Funds																			
(d)	Corporate Venture Investors (Including other Venture Funds)	17	13207550			13207550	66.80	13207550.00											13207550	
(e)	Sub-Total (B)(3)	1028	16096300			16096300	80.44	16096300.00											16096300	
Total Public Shareholding (B)(1)+(B)(2)+(B)(3)																				
		1028	16096300			16096300	80.44	16096300.00											16096300	
<i>Details of the shareholders holding as promoters or promoter for Public</i>																				
<i>Details of shares which remain unencumbered for Public</i>																				
Table IV - Statement showing shareholding pattern of the Non Promoter - Non Public shareholder																				
(1)	Investment Companies (Including Venture Capital Investors, Private Equity Funds, etc.)																			
(2)	Sub-Total (C)																			
Total Non-Promoter- Non Public Shareholding (C)=(1)+(2)																				
		1031	20010000			20010000	100.00	20010000.00											19612350	
Total (A+B+C)																				
		1031	20010000			20010000	100.00	20010000.00											19612350	
Disclosure of notes on shareholding pattern																				
Disclosure of notes in case of promoter holding in dematerialized form is less than 100 percentage <input type="button" value="Add Notes"/>																				
Disclosure of notes in case of public share holding is less than 25 percentage <input type="button" value="Add Notes"/>																				
Disclosure of notes on shareholding pattern for company remarks explanatory <input type="button" value="Add Notes"/>																				