

XBRL Excel Utility	
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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 P

2. Before you

1. The version of Microsoft Excel in your system should be Microsoft Office
2. The system should have a file compression software to unzip excel utility
3. Make sure that you have downloaded the latest Excel Utility.
4. Make sure that you have downloaded the Chrome Browser to view reports
5. Please enable the Macros (if disabled) as per instructions given in manual. Please first go through Enable Macro - Manual attached with zip file.
6. Kindly use this file in local system instead of OneDrive/shared drive. Because it may give an error "Run-time error '52' : Bad file name or number in OneDrive/shared drive.

3. Index

1	Basic information about the company and Meeting details
2	Agenda Items for Board Meeting

4. Steps for Filing Prior Intimation

I. Fill up the data: Navigate to each field of every section in the sheet 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 is in proper format. If there are some errors on the sheet, excel utility will prompt you to correct them.

III. Validate All Sheets: Click on the "Home" button. And then click on "Validate All Sheets". The utility will check all sheets to ensure they are properly filled and validated successfully. If there are some errors on the sheet, it will prompt you to correct them. After correction, once again follow the same procedure. 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 until you 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
- 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.

5. Fill up the data in

1. Cells with red asterisk mark indicate mandatory fields.
2. If mandatory field is left empty, then Utility will not allow you to proceed.
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
5. Data provided must be in correct format, otherwise Utility will not allow
6. Select data from "Dropdown list" wherever applicable.



W
 Prior Intimation of Board Meeting Report

begin
 Excel 2007 and above.
 y file.

 rt generated from Excel utility
 anual, so that all the functionalities of Excel Utility works fine.

 ber" While clicking on textblock button if files saved on

General Information
Agenda Items

of Board Meeting Report
 to provide applicable data in correct format. (Formats will get

 heet has been properly filled and also data has been furnished in
 npt you about the same.
 "Validate All Sheet" button to ensure that all sheets has been
 e sheet, excel utility will prompt you about the same and stop
 procedure to validate all sheets.
 rrors.
 L unless successful validation of all sheet is completed. Now click

click on 'Generate Report' to generate html report.

excel utility

and further for generating XML.

insert Zero unless it is a mandatory field.

you to proceed further for generating XML.

Information
NOTLISTED
TRADE WINGS LIMITED
509953
NOTLISTED
No
INE961E01017
<div style="display: flex; justify-content: space-around;"> <div>Add Meeting</div> <div>Delete Meeting</div> </div>
Board Meeting
New
11-08-2025
Yes
01-07-2025
<p>Pursuant to the Company's Code of Conduct and Schedule B of the SEBI (Prohibition of Insider Trading) Regulations, 2015 (including any statutory modifications and re-enactment thereof), which prescribes the Minimum Standards for Code of Conduct for Listed Companies to regulate, monitor, and report trading by Designated Persons, we wish to inform you that the Trading Window for trading/dealing in securities of the Company shall remain closed for all Insiders, including Designated Persons and their Immediate Relatives, from Tuesday, 01st July, 2025, until the expiry of 48 hours after the declaration of the unaudited Financial Results of the Company for the first quarter of the Financial Year 2025–2026 ended on 30th June, 2025.</p>
06-08-2025
<div style="text-align: center;">Add Notes</div>

Home

Validate

Agenda D

Agenda*

1

2

Whether results are audited or unaudited

Nature of report standalone or consolidated

Period end Type

Period up to (Month)

Period up to (Year)

Mode of raising Funds

1

Type of Dividend

1

Remarks (website dissemination)

Details

Add Agenda

Delete Agenda

Financial results

Other business

Unaudited

Standalone And Consolidated

Quarterly

June

2025

Add Raising Mode

Delete Raising Mode

Add Dividend Type

Delete Dividend Type

NA