	XBRL Excel Utility
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5.	Fill up the data in excel utility

1. Overvie

The excel utility can be used for creating the XBRL/XML file for efiling of Ir

2. Before you

1. The version of Microsoft Excel in your system should be Microsoft Office

The system should have a file compression software to unzip excel utilit
Make sure that you have downloaded the latest Excel Utility.

4. Make sure that you have downloaded the Atest Excel Othery.

5. Please enable the Macros (if disabled) as per instructions given in m Please first go through Enable Macro - Manual attached with zip file.

		3. Index
1	Details of general information about company	
2	Investor Grievance Report	

4. Steps for Filing Investor

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 in proper format. If there are some errors on the sheet, excel utility will pr

III. Validate All Sheets: Click on the **''Home''** button. And then click (properly filled and validated successfully. If there are some errors on th validation at the same time. After correction, once again follow the same r

Excel Utility will not allow you to generate XBRL/XML until you rectify all e

IV. Generate XML : Excel Utility will not allow you to generate XBRL/ 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. No[•] - Save the HTML Report file in your desired folder in local system.

- Save the HTML Report file in your desired folder in local syste

- 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 fonts indicate mandatory fields.

2. If mandatory field is left empty, then Utility will not allow you to procee

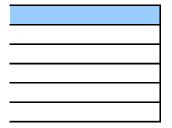
3. You are not allowed to enter data in the Grey Cells.

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

vestor Complaints Report

begin

Excel 2007 and above. :y file.

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

General Info

Investor Grievance Report

Complaints Report

t to provide applicable data in correct format. (Formats will get

e sheet has been properly filled and also data has been furnished ompt you about the same.

on "Validate All Sheet" button to ensure that all sheets has been le sheet, excel utility will prompt you about the same and stop procedure to validate all sheets.

rrors.

'XML unless successful validation of all sheet is completed. Now

w click on 'Generate Report" to generate html report.

excel utility

d further for generating XML.

insert Zero unless it is a mandatory field.

you to proceed further for generating XML.

Home Validate
Ge
Class Of Security
NSE Symbol
Name of the listed entity
BSE Scrip Code
MSEI Symbol
Is SCORE ID Available ?
SCORE Registration ID
Reason For No SCORE ID
Quarter Ending
Remarks (In case of any exception)

neral information about company		
Debt		
"NOTLISTED"		
Muthoot Fincorp Limited		
948016		
NOTLISTED		
Yes		
m00889		
31	03	2024

Home	Validate	
		Investor Grievance Det
No. of investor com	plaints pending at t	he beginning of Quarter
No. of investor com	plaints received dur	ing the Quarter
No. of investor com	plaints disposed off	during the Quarter
No. of investor com	plaints those remain	ning unresolved at the end of the Quarter

ails	
	0
	0
	0
	0