



National Stock Exchange of India

Circular

Department: Listing

Circular Ref No: NSE/CML/ 2023/39

Date: June 14, 2023

Τo,

All Listed Entities,

<u>Subject: Filing of Annual Secretarial Compliance Report (ASCR) in XBRL format on NSE Electronic Application</u> <u>Processing System (NEAPS) platform</u>

With reference to circular no. NSE/CML/ 2023/21 dated March 16, 2023 and Circular No. NSE/CML/ 2023/30 dated April 10, 2023 issued by the Exchange, it may be noted that facility for filing of ASCR under Regulation 24A of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (SEBI LODR) in XBRL mode will be available with effect from June 15, 2023 (effective date).

The due date of submission of Secretarial Compliance Report in XBRL format for Financial Year March 31, 2023 is **June 30, 2023**.

Following are the steps for submitting the Secretarial Compliance Report in XBRL format:

1. Login to NEAPS portal i.e. <u>https://neaps.nseindia.com/NEWLISTINGCORP/</u>

2. Go to COMPLIANCE > Common XBRL Upload

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3. On Common XBRL Upload, select Secretarial Compliance Report from the drop down available under Module

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2. Click on respective Exc	cel Utility hyperlink to download. Ple	ase refer the detailed instructions avai	lable in the utility. Download Offline	Issue summary Document (ISD) for Open Offer Secretarial Compliance Report	

4. On selection of Secretarial Compliance Report, the user can download the XBRL utility for the said subject from the table below "Download Offline Excel Utilities" and fill-in the utility and generate the XML file.

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5. Once the XML is generated from the utility, fill-in the required details on the portal, attach the PDF format of SCR and then click on "**Upload XBRL File**" to complete the submission.





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In case any queries concerning the captioned subject, please reach out to the Secretarial Compliance team at nsexbrl@nse.co.in or contact us on details available in NEAPS on the following path:

NEAPS > Help > Contact Us

For and on behalf of **National Stock Exchange of India Limited**

Raksha Jain Senior Manager