

XBRL Excel Utility	
1.	Overview
2.	Before you begin
3.	Index
4.	Import XBRL file
5.	Steps for Filing Corporate Governance Report
6.	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 Corporate Governance Report. XBRL filing consists of two processes. Firstly generation of XBRL/XML file and upload of the file to the BSE Center Website (www.listing.bseindia.com) .

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 BSE Website to your local drive.
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 the data is saved. Please first go through Enable Macro - Manual attached with zip file.

3. Index

1	Details of general information about company
2	Composition of BOD
3	Composition of Committee
4	Meeting of BOD
5	Meeting of Committees
6	Related Party Transaction
7	Affirmation
8	Website
9	Annual Affirmation
10	Annual Affirmation Continue
11	Annexure III

12	Signatory Details
----	-------------------

4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL b

5. Steps for Filing Corporate Governance Report

I. Fill up the data: Navigate to each field of every section in the sheet to provide applicable data. (Data entered in the sheet will be 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 furnished in proper format. If there are some errors on the sheet, excel utility will prompt you with the error message.

III. Validate All Sheets: Click on the "**Home**" button. And then click on "Validate All Sheets". This will validate all the sheets. If the sheets have been properly filled and validated successfully. If there are some errors on the sheet, excel utility will stop validation at the same time. After correction, once again follow the same procedure to validate the 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 is done. 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'.

- 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 through the utility, click on "Upload XML file to BSE Listing Center" and upload generated xml file. On Upload screen provide the required information and browse the file.

6. Fill up the data in excel utility

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 the report.
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 applicable.
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed further.
6. Select data from "Dropdown list" wherever applicable.
7. Adding Notes: Click on "Add Notes" button to add notes



nce Report
if generated XBRL/XML file to BSE Listing

above.
cal system.
l Excel utility
e functionalities of Excel Utility works fine.

[General Info](#)

[Annexure I - Composition of BOD](#)

[Annexure I - Composition of Committee](#)

[Annexure I - Meeting of BOD](#)

[Annexure I - Meeting of Committees](#)

[Annexure I - Related Party Transaction](#)

[Annexure I - Affirmation](#)

[Annexure II - Website](#)

[Annexure II - Annual Affirmation](#)

[Annexure II -Annual Affirmation Continue](#)

[Annexure III](#)

[Signatory Details](#)

utton on General information sheet.

t
able data in correct format. (Formats will

een properly filled and also data has been
ou about the same.

sheet" button to ensure that all sheets has
utility will prompt you about the same and
validate all sheets.

essful validation of all sheet is completed.

ate Report" to generate html report.

through Utility, login to BSE Listing Center
use to select XML file and submit the XML.

erating XML.

s it is a mandatory field.

urther for generating XML.

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

General information about company

Scrip code	532340
NSE Symbol	
MSEI Symbol	
ISIN	INE369B01019
Name of the entity	OMNI AXS SOFTWARE LIMITED
Date of start of financial year	01-04-2019
Date of end of financial year	31-03-2020
Reporting Quarter	Yearly
Date of Report	31-03-2020
Risk management committee	Not Applicable
Market Capitalisation as per immediate previous Financial Year	Any other

[Prev](#)[Next](#)

**Enter the quarter
ended date only**

[Home](#)[Validate](#)

Disclosure of notes on composition

Whether the listed

Whether Ch

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN
----	-----------------	----------------------	-----	-----

[Add](#)[Delete](#)

1	Mr	A GOVINDARAJ	AHPPG0562M	03496870
2	Mrs	V MYTHILI	EMKPM8812G	08113494
3	Mr	S N MADHAVAN	AAPPM2859L	02296815
4	Mrs	DARSHANA RANJAN GOTAD	BCYPG6639N	08651375
5	Mr	P J SUNDARAJAN	BXQPS3723L	02639799

[Prev](#)

of board of directors explanatory	Add Notes	
Entity has a Regular Chairperson	Yes	
Chairperson is related to MD or CEO	No	
Category 1 of directors	Category 2 of directors	Category 3 of directors

Non-Executive - Independent Director	Chairperson	
Non-Executive - Independent Director	Not Applicable	
Executive Director	Not Applicable	
Non-Executive - Independent Director	Not Applicable	
Non-Executive - Independent Director	Not Applicable	

Annexure I

Annexure I to be submitted by listed entity on qua

I. Composition of Board of Directors

Date of Birth	Whether special resolution passed? [Refer Reg. 17(1A) of Listing Regulations]	Date of passing special resolution
----------------------	--	---

03-01-1972	NA	
20-02-1964	NA	
27-08-1965	NA	
30-05-1989	NA	
11-03-1964	NA	

arterly basis

Initial Date of appointment	Date of Re-appointment	Date of cessation	Tenure of director (in months)
------------------------------------	-------------------------------	--------------------------	---------------------------------------

27-04-2018	30-09-2018		23
27-04-2018	30-09-2018		23
17-07-2018	17-07-2018		20
31-12-2019		24-02-2020	2
27-02-2020			1

No of Directorship in listed entities including this listed entity (Refer Regulation 17A of Listing Regulations)	No of Independent Directorship in listed entities including this listed entity (Refer Regulation 17A(1) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)
--	---	---	--

1	1	2	2
1	1	2	0
1	0	2	0
1	1	2	0
1	1	2	0

Notes for not providing PAN	Notes for not providing DIN

Next 

[Home](#)[Validate](#)

Note: Please enter DIN. After entering DIN, Name of Committee members

Audit Committee Details

Sr	DIN Number	Name of Committee members
1	03496870	A GOVINDARAJ
2	08113494	V MYTHILI
3	08651375	DARSHANA RANJAN GOTAD
4	02639799	P J SUNDARAJAN
5	02296815	S N MADHAVAN
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee members

Nomination and remuneration committee

Sr	DIN Number	Name of Committee members
1	03496870	A GOVINDARAJ
2	08113494	V MYTHILI

3	08651375	DARSHANA RANJAN GOTAD
4	02639799	P J SUNDARAJAN
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee member

Stakeholders Relationship Committee

Sr	DIN Number	Name of Committee members
1	03496870	A GOVINDARAJ
2	08113494	V MYTHILI
3	02296815	S N MADHAVAN
4	08651375	DARSHANA RANJAN GOTAD
5	02639799	P J SUNDARAJAN
6		
7		
8		
9		
10		

Risk Management Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Note: Please enter DIN. After entering DIN, Name of Committee members

Corporate Social Responsibility Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Other Committee

Sr	DIN Number	Name of Committee members
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Prev

Annexure 1

II. Composition of Committees

Disclosure of notes on composition of committees explanatory

ers and Category 1 of Directors shall be prefilled automatically

Whether the Audit Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member
Non-Executive - Independent Director	Member
Non-Executive - Independent Director	Member
Executive Director	Member

ers and Category 1 of Directors shall be prefilled automatically

Whether the Nomination and remuneration committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member

Non-Executive - Independent Director	Member
Non-Executive - Independent Director	Member

ers and Category 1 of Directors shall be prefilled automatically



Whether the Stakeholders Relationship Committee has a Regular Chairperson

Category 1 of directors	Category 2 of directors
Non-Executive - Independent Director	Chairperson
Non-Executive - Independent Director	Member
Executive Director	Member
Non-Executive - Independent Director	Member
Non-Executive - Independent Director	Member



Whether the Risk Management Committee has a Regular Chairperson



Add Notes

For this quarter kindly note the following points:
 1. Date of Appointment and Date of Cessation (if applicable) mandatorily filled for every Committee.
 2. Date of Appointment can be any day upto December 31.
 3. Date of Cessation must be for the current quarter 1.2019 to December 31.2019.

Yes		
Date of Appointment	Date of Cessation	Remarks
27-04-2018		
27-04-2018		
31-12-2019	24-02-2020	
27-02-2020		
17-07-2018		

Yes		
Date of Appointment	Date of Cessation	Remarks
27-04-2018		
27-04-2018		

31-12-2019	24-02-2020	
27-02-2020		

Yes		
Date of Appointment	Date of Cessation	Remarks
27-04-2018		
27-04-2018		
17-07-2018		
31-12-2019	24-02-2020	
27-02-2020		

Category 2 of directors	Remarks

Next 

plicable) must be

ber 31, 2019.

only, i.e. October

[Home](#)[Validate](#)**Annexure 1****III. Meeting of Board of Directors**

Disclosure of notes on meeting of board of directors explanatory

[Add Not](#)

Sr	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)	Notes for not providing Date
1	14-11-2019		
2	31-12-2019	46	
3	14-02-2020	44	
4	27-02-2020	12	

[Add](#)[Delete](#)[Prev](#)

* to be filled in only for the current quarter meetings



es

Whether requirement of Quorum met (Yes/No)	Number of Directors present*	No. of Independent Directors attending the meeting*
--	------------------------------	---

Yes	3	3
Yes	4	3
Yes	4	3
Yes	3	2

Next

[Home](#)[Validate](#)

IV.			
Sr	Name of Committee	Date(s) of meeting (Enter dates of Previous quarter and Current quarter in chronological order)	Maximum gap between any two consecutive (in number of days)
Add Delete			
1	Audit Committee	14-11-2019	
2	Audit Committee	14-02-2020	91
3	Nomination and remuneration committee	14-11-2019	
4	Nomination and remuneration committee	31-12-2019	46
5	Nomination and remuneration committee	14-02-2020	44
6	Stakeholders relationship Committee	14-11-2019	
7	Stakeholders relationship Committee	31-12-2019	46
8	Stakeholders relationship Committee	14-02-2020	44

[Prev](#)

* to be filled in only for the current quarter meetings

Annexure 1

Meeting of Committees

Disclosure of notes on meeting of committees explanatory

Ad

Name of other committee	Reason for not providing date	Whether requirement of Quorum met (Yes/No)	Number of Directors present*
-------------------------	-------------------------------	--	------------------------------

		Yes	3
		Yes	4
		Yes	3
		Yes	4
		Yes	4
		Yes	3
		Yes	4
		Yes	4

d Notes

No. of Independent Directors attending the meeting*

	2
	3
	2
	3
	3
	2
	3
	3

Next 

V.
Sr
1
2
3

Pr

Home

Validate

Annexure 1

Related Party Transactions

Subject

Whether prior approval of audit committee obtained

Whether shareholder approval obtained for material RPT

Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee

Disclosure of notes on related

Disclosure of notes of material transaction

ev

Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
Yes	
NA	
NA	
party transactions	<input type="button" value="Add Notes"/>
with related party	<input type="button" value="Add Notes"/>

[Home](#)[Validate](#)**Annexure II to be submitted by listed entity at****I. Disclosure on**

Sr	Item
1	Details of business
2	Terms and conditions of appointment of independent directors
3	Composition of various committees of board of directors
4	Code of conduct of board of directors and senior management personnel
5	Details of establishment of vigil mechanism/ Whistle Blower policy
6	Criteria of making payments to non-executive directors
7	Policy on dealing with related party transactions
8	Policy for determining 'material' subsidiaries
9	Details of familiarization programmes imparted to independent directors
10	Contact information of the designated officials of the listed entity who are responsible for assisting and handling investor grievances
11	email address for grievance redressal and other relevant details
12	Financial results
13	Shareholding pattern
14	Details of agreements entered into with the media companies and/or their associates
15	Schedule of analyst or institutional investor meet and presentations made by the listed entity to analysts or institutional investors simultaneously with submission to stock exchange
16	New name and the old name of the listed entity
17	Advertisements as per regulation 47 (1)
18	Credit rating or revision in credit rating obtained
19	Separate audited financial statements of each subsidiary of the listed entity in respect of a relevant financial year
20	Whether company has provided information under separate section on its website as per Regulation 46(2)
21	Materiality Policy as per Regulation 30
22	Dividend Distribution policy as per Regulation 43A (as applicable)
23	It is certified that these contents on the website of the listed entity are correct

[Prev](#)

Add Notes

ancial year)

Web address

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

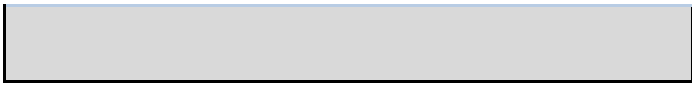
www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com

www.omniaxssoftwarelimited.com



Next

VI
Sr
1
2
3
4
5
6
7
8
9

Pre

Sr
1
2

[Home](#)[Validate](#)

Annexure 1

Affirmations

Subject

The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015

a. Audit Committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

b. Nomination & remuneration committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

c. Stakeholders relationship committee

The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015.

d. Risk management committee (applicable to the top 500 listed entities)

The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.

The meetings of the board of directors and the above committees have been conducted in the manner as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.

This report and/or the report submitted in the previous quarter has been placed before Board of Directors.

Any comments/observations/advice of Board of Directors may be mentioned here:

ev

Annexure 1

Subject

Name of signatory

Designation

Compliance status (Yes/No)
Yes
Yes
Yes
Yes
NA
Yes
Yes
Yes
Add Notes

Next 

Compliance status
S N MADHAVAN
Company Secretary and Compliance Officer

II. Annual Affirmations	
Sr	Particulars
1	Independent director(s) have been appointed in terms of specified criteria of 'independence' and/or 'eligibility'
2	Board composition
3	Meeting of Board of directors
4	Quorum of Board meeting
5	Review of Compliance Reports
6	Plans for orderly succession for appointments
7	Code of Conduct
8	Fees/compensation
9	Minimum Information
10	Compliance Certificate
11	Risk Assessment & Management
12	Performance Evaluation of Independent Directors
13	Recommendation of Board
14	Maximum number of Directorships
15	Composition of Audit Committee
16	Meeting of Audit Committee
17	Composition of nomination & remuneration committee
18	Quorum of Nomination and Remuneration Committee meeting
19	Meeting of Nomination and Remuneration Committee
20	Composition of Stakeholder Relationship Committee
21	Meeting of Stakeholders Relationship Committee
22	Composition and role of risk management committee
23	Meeting of Risk Management Committee
24	Vigil Mechanism
25	Policy for related party Transaction
26	Prior or Omnibus approval of Audit Committee for all related party transactions
27	Approval for material related party transactions
28	Disclosure of related party transactions on consolidated basis
29	Composition of Board of Directors of unlisted material Subsidiary

30	Other Corporate Governance requirements with respect to subsidiary of listed entity
31	Annual Secretarial Compliance Report
32	Alternate Director to Independent Director
33	Maximum Tenure
34	Meeting of independent directors
35	Familiarization of independent directors
36	Declaration from Independent Director
37	D & O Insurance for Independent Directors
38	Memberships in Committees
39	Affirmation with compliance to code of conduct from members of Board of Directors and Senior management personnel
40	Disclosure of Shareholding by Non-Executive Directors
41	Policy with respect to Obligations of directors and senior management
Any other information to be provided	

Prev

1	Name of signatory
2	Designation

Annexure II

Regulation Number	Compliance status (Yes/No/NA)
16(1)(b) & 25(6)	Yes
17(1), 17(1A) & 17(1B)	Yes
17(2)	Yes
17(2A)	Yes
17(3)	Yes
17(4)	Yes
17(5)	Yes
17(6)	Yes
17(7)	Yes
17(8)	Yes
17(9)	NA
17(10)	Yes
17(11)	Yes
17A	Yes
18(1)	Yes
18(2)	Yes
19(1) & (2)	Yes
19(2A)	Yes
19(3A)	Yes
20(1), 20(2) & 20(2A)	Yes
20(3A)	Yes
21(1),(2),(3),(4)	NA
21(3A)	NA
22	Yes
23(1),(1A),(5),(6),(7) & (8)	Yes
23(2), (3)	Yes
23(4)	Yes
23(9)	Yes
24(1)	Yes

24(2),(3),(4),(5) & (6)	Yes
24(A)	Yes
25(1)	Yes
25(2)	Yes
25(3) & (4)	Yes
25(7)	Yes
25(8) & (9)	Yes
25(10)	Yes
26(1)	Yes
26(3)	Yes
26(4)	NA
26(2) & 26(5)	Yes

Annexure II

[Home](#)[Validate](#)

Annexure II	
III. Affirmations	
Sr	Particulars
1	The Listed Entity has approved Material Subsidiary Policy and the Corporate Governance requirements with respect to subsidiary of Listed Entity have been complied
Any other information to be provided	

[Prev](#)

Annexure II	
1	Name of signatory
2	Designation

Compliance status (Yes/No/NA)
NA
Add Notes

Next 

S N MADHAVAN
Company Secretary and Compliance Officer

[Home](#)[Validate](#)

Signatory Details

Name of signatory	S N MADHAVAN
Designation of person	Company Secretary and Compliance Officer
Place	CHENNAI
Date	15-05-2020

[Prev](#)