

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

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### 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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Scrip code	000000
NSE Symbol	
MSEI Symbol	HOTAHOTI
ISIN	INE925E01012
Name of the company	HOTAHOTI WOOD PRODUCTS 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)	31-03-2021
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 (A)	Category of shareholder (B)	Nos. Of shareholders (D)	No. of fully paid up equity shares held (E)	No. Of Partly paid-up equity shares held (F)	No. Of shares underlying Depository Receipts (G)	Total nos. shares held (H) = (E)+(F)+(G)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (I) As a % of (A+B+C)	Number of Voting Registered in each class (shareholder(s))			Total as a % of (A+B+C)	No. Of Shares Underlying Outstanding convertible securities (K)	No. of Shares Underlying Outstanding Warrants (L)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (M) (K) + (L)	Shareholding, as a % assuming full conversion of convertible securities, as a percentage of diluted share capital (N) = (V1)+(K) + (L) As a % of (A+B+C)	Number of Locked in shares (O)		Number of Shares pledged or otherwise encumbered (P)		Number of equity shares held as dematerialized form (R)
								No. of Voting (DV) Rights												
								Class (X)	Class (Y)	Total										
(A)	Promoter & Promoter Group		267758			267758	15.25	267758.00		267758.00	15.25				15.25					267758
(B)	Public	999	1232289			1232289	69.24	1232289.00		1232289.00	69.22				69.22					1232289
(C)	Non Promoter Non Public																			
(E)	Shares underlying DRs																			
(G)	Trusts																			
	Total	999	1499999			1499999	100	1499999.00		1499999.00	100.00				100					1499999

		No. Of shareholders	No. of fully paid-up equity shares held	No. Of Partly-paid equity share held	No. Of shares underlying Depository Receipts	Total nos. shares held [VI] = [IV]+[V]+[VI]	Shareholding as % of total no. of Shares (calculated as per SCRR, 1957) [VII] = [VI]/(B+C) As a % of [(A+B+C)]	No. of Voting Rights			No. Of Shares Underlying Outstanding convertible securities	No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xii) (a)	Shareholding - as a % assuming full conversion of convertible securities I as a percentage of diluted share capital (b)= [VII]/[(d)+(e)] As a % of [(A+B+C)]	Number of Locked-in shares (Xiii)		Number of Shares pledged or otherwise encumbered (Xiv)		Number of equity shares held in dematerialised form (xv)
Sr.	Category & Name of the Shareholders (I)							Class eq- x	Class MEY	Total	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)	
A	<b>Table B : Statement showing shareholding pattern of the Promoter and Promoter Group</b>																		
(1)	<b>Indian</b>																		
(a)	Individuals/Family controlled Funds																		
(b)	Central Government / State Governments																		
(c)	Corporate Institutions/Banks																		
(d)	All Other entities	3	2657728			2657728	13.29	2657728.00		2657728	13.29			13.29					2657728
	<b>Sub-Total (A)(1)</b>	3	2657728			2657728	13.29	2657728.00		2657728	13.29			13.29					2657728
(2)	<b>Foreign</b>																		
(a)	Individuals/Overseas Institutional Investors/ Foreign Corporates																		
(b)	Government																		
(c)	Institutions																		
(d)	Foreign Portfolio Investors																		
(e)	All Other countries																		
	<b>Sub-Total (A)(2)</b>																		
	<b>Total Shareholding of Promoter and Promoter Group (A)(A)(1)+(A)(2)</b>	3	2657728			2657728	13.29	2657728.00		2657728	13.29			13.29					2657728
	<i>Details of Shares which remain unclaimed for Promoter &amp; Promoter Group</i>																		
B	<b>Table VI : Statement showing shareholding pattern of the Public shareholder</b>																		
(1)	<b>Institution</b>																		
(a)	Mutual Funds																		
(b)	Mutual Capital Funds																		
(c)	Extremal Investment Funds																		
(d)	Foreign Venture Capital Investors																		
(e)	Foreign Portfolio Investors																		
(f)	Corporate Institutions/Banks																		
(g)	Venture Capital Companies																		
(h)	Treasury Funds/ Pension Funds																		
(i)	All Other entities																		
	<b>Sub-Total (B)(1)</b>																		
(2)	Central Government/ State Governments/ Expenditure of India																		
	<b>Sub-Total (B)(2)</b>																		
(3)	<b>Non-Institutions</b>																		
(a)	Individuals – Individual shareholders holding normal shares, central govt as the holder	980	97880			97880	0.49	97880		97880	0.49			0.49					0
(b)	Individuals – Individual shareholders holding normal shares, private citizens as the holder	1	2300000			2300000	11.50	2300000		2300000	11.50			11.50					230