

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 filling consists of two processes. Firstly generation of XBRL/XML file of the Shareholding pattern, and upload of generated XBRL/XML file to BSE 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 BSE 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

1	Details of general information about company	<a href="#">General Info</a>
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4	Shareholding Pattern	<a href="#">Shareholding Pattern</a>
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### 4. Import XBRL file

1. Now you can import and view previously generated XBRL files by clicking Import XBRL button on General information sheet.

### 5. 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 BSE Listing Center: For uploading the XBRL/XML file generated through Utility, login to BSE Listing Center and upload generated xml file. On Upload screen provide the required information and browse to select XML file and submit the XML.

### 6. 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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General information about company	
Scrip code	500247
NSE Symbol	KOTAKBANK
MSEI Symbol	NOTLISTED
ISIN	INE237A01028
Name of the company	KOTAK MAHINDRA BANK 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)	31-12-2022
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 I - Summary Statement holding of specified securities**

Note : Data will be automatically populated from shareholding pattern sheet - Data Entry Restricted in this sheet

Category (I)	Category of shareholder (II)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Rights held in each class of securities (IX)			No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (XI)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (XI) (a)	Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (XII)= (VII)+(X) As a % of (A+B+C2)	Number of Locked in shares (XIII)		Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)	Sub-categorization of shares		
								No of Voting (XIV) Rights							No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)		Shareholding (No. of shares) under		
								Class eg: X	Class eg: Y	Total										Total as a % of (A+B+C)	Sub-category (i)	Sub-category (ii)
(A)	Promoter & Promoter Group	9	515468481			515468481	25.95	51,54,68,481.00				25.95						515468481				
(B)	Public	543727	1470617118			1470617118	74.05	1470617118.00				74.05						1466853023	0	0	0	
(C)	Non Promoter- Non Public																					
(C1)	Shares underlying DRs																					
(C2)	Shares held by Employee Trusts																					
	<b>Total</b>	<b>543736</b>	<b>1986085599</b>			<b>1986085599</b>	<b>100</b>	<b>1986085599.00</b>				<b>100</b>						<b>1982321504</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Rights held in each class of securities(X)				No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xi) (a)	Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (Xi)+(VII)+(X) As a % of (A+B+C2)	Number of Locked in shares (XII)		Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)	Sub-categorization of shares		
								No of Voting (XIV)Rights								No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)		Shareholding (No. of shares) under		
								Class eg: X	Class eg:Y	Total	Total as a % of Total Voting rights										Sub-category (i)	Sub-category (ii)	Sub-category (iii)
<b>A Table II - Statement showing shareholding pattern of the Promoter and Promoter Group</b>																							
<b>(1) Indian</b>																							
(a)	Individuals/Hindu undivided Family	7	515234125			515234125	25.94	515234125.00							25.94					515234125			
(b)	Central Government/ State Government(s)																						
(c)	Financial Institutions/ Banks																						
(d)	Any Other (specify)	2	234356			234356	0.01	234356.00						0.01						234356			
	<b>Sub-Total (A)(1)</b>	<b>9</b>	<b>515468481</b>			<b>515468481</b>	<b>25.95</b>	<b>515468481.00</b>						<b>25.95</b>						<b>515468481</b>			
<b>(2) Foreign</b>																							
(a)	Individuals (Nonresident Individuals/ Foreign Individuals)																						
(b)	Government																						
(c)	Institutions																						
(d)	Foreign Portfolio Investor																						
(e)	Any Other (specify)																						
	<b>Sub-Total (A)(2)</b>																						
	<b>Total Shareholding of Promoter and Promoter Group (A)=(A1)+(A)(2)</b>	<b>9</b>	<b>515468481</b>			<b>515468481</b>	<b>25.95</b>	<b>515468481.00</b>						<b>25.95</b>						<b>515468481</b>			
Details of Shares which remain unclaimed for Promoter & Promoter Group																							

<b>B Table III - Statement showing shareholding pattern of the Public shareholder</b>																							
Note : Kindly show details of shareholders having more than one percentage of total no of shares. Please refer software manual.																							
Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Rights held in each class of securities(X)				No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xi) (a)	Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (Xi)+(VII)+(X) As a % of (A+B+C2)	Number of Locked in shares (XII)		Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)	Sub-categorization of shares		
								No of Voting (XIV)Rights								No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)		Shareholding (No. of shares) under		
								Class eg: X	Class eg:Y	Total	Total as a % of Total Voting rights										Sub-category (i)	Sub-category (ii)	Sub-category (iii)
<b>(1) Institutions (Domestic)</b>																							
(a)	Mutual Funds	39	195159704			195159704	9.83	195159704.00						9.83						195159704	0	0	0
(b)	Venture Capital Funds																						
(c)	Alternate Investment Funds	49	3919173			3919173	0.20	3919173.00						0.20						3919173	0	0	0
(d)	Banks	20	1878992			1878992	0.09	1878992.00						0.09						1878992	0	0	0
(e)	Insurance Companies	38	169991666			169991666	8.56	169991666.00						8.56						169991666	0	0	0
(f)	Provident Funds/ Pension Funds	2	25177391			25177391	1.27	25177391.00						1.27						25177391	0	0	0
(g)	Asset reconstruction companies																						
(h)	Foreign Wealth Funds																						
(i)	NRI/OCI registered with RBI	16	652179			652179	0.03	652179.00						0.03						652179	0	0	0
(j)	Other financial institutions	2	2773002			2773002	0.14	2773002.00						0.14						2773002	0	0	0
(k)	Any Other (specify)																						
	<b>Sub-Total (B)(1)</b>	<b>166</b>	<b>399552107</b>			<b>399552107</b>	<b>20.12</b>	<b>399552107.00</b>						<b>20.12</b>						<b>399552107</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>(2) Institutions (Foreign)</b>																							
(a)	Foreign Direct Investment																						
(b)	Foreign Venture Capital Investors																						
(c)	Foreign Wealth Funds																						
(d)	Foreign Portfolio Investors Category I	1127	779413143			779413143	39.24	779413143.00						39.24						779413143	0	0	0
(e)	Foreign Portfolio Investors Category II																						
(f)	Overseas Depositories (holding DRs) (balancing figure)																						
(g)	Any Other (specify)	7	33034189			33034189	1.66	33034189.00						1.66						33034189	0	0	0
	<b>Sub-Total (B)(2)</b>	<b>1134</b>	<b>812447332</b>			<b>812447332</b>	<b>40.91</b>	<b>812447332.00</b>						<b>40.91</b>						<b>812447332</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>(3) Central Government / State Government(s)</b>																							
(a)	Central Government / President of India																						
(b)	State Government / Governor																						
(c)	Shareholding by Companies or Bodies Corporate where Central / State Government is a promoter																						
	<b>Sub-Total (B)(3)</b>																						
<b>(4) Non-institutions</b>																							
(a)	Associate companies / Subsidiaries																						
(b)	Directors and their relatives (excluding independent directors and nominee directors)	16	5370929			5370929	0.27	5370929.00						0.27						5305729	0	0	0
(c)	Key Managerial Personnel	1	1290876			1290876	0.06	1290876.00						0.06						1290876	0	0	0
(d)	Relatives of promoters (other than 'immediate relatives' of promoters disclosed under 'Promoter and Promoter Group' category)																						
(e)	Trusts where any person belonging to 'Promoter and Promoter Group' category is 'Trustee', 'Beneficiary', or 'Author of the Trust'																						
(f)	Investor Education and Protection Fund (IEPF)	1	3529996			3529996	0.18	3529996.00						0.18						3529996	0	0	0
(g)	Resident Individuals holding nominal share capital up to Rs. 2 lacs	511007	87442747			87442747	4.40	87442747.00						4.40						86833805	0	0	0
(h)	Resident Individuals holding nominal share capital in excess of Rs. 2 lacs	322	86788183			86788183	4.37	86788183.00						4.37						84447188	0	0	0
(i)	Non Resident Indians (NRIs)	16690	9617756			9617756	0.48	9617756.00						0.48						8976112	0	0	0
(j)	Foreign Nationals																						
(k)	Foreign Companies	1	25966992			25966992	1.31	25966992.00						1.31						25966992	0	0	0
(l)	Bodies Corporate	3973	35690926			35690926	1.80	35690926.00						1.80						35643446	0	0	0
(m)	Any Other (specify)	10416	2919274			2919274	0.15	2919274.00						0.15						2919274	0	0	0
	<b>Sub-Total (B)(4)</b>	<b>542427</b>	<b>258617679</b>			<b>258617679</b>	<b>13.02</b>	<b>258617679.00</b>						<b>13.02</b>						<b>254913418</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Public Shareholding (B)=(B)(1)+(B)(2)+(B)(3)+(B)(4)</b>	<b>543727</b>	<b>1470617118</b>			<b>1470617118</b>	<b>74.05</b>	<b>1470617118.00</b>						<b>74.05</b>						<b>1466853023</b>	<b>0</b>	<b>0</b>	<b>0</b>
Details of the shareholders acting as persons in Concert for Public																							
Details of Shares which remain unclaimed for Public																							

<b>C Table IV - Statement showing shareholding pattern of the Non Promoter- Non Public shareholder</b>																							
Sr.	Category & Name of the Shareholders (I)	Nos. Of shareholders (III)	No. of fully paid up equity shares held (IV)	No. Of Partly paid-up equity shares held (V)	No. Of shares underlying Depository Receipts (VI)	Total nos. shares held (VII) = (IV)+(V)+ (VI)	Shareholding as a % of total no. of shares (calculated as per SCRR, 1957) (VIII) As a % of (A+B+C2)	Number of Voting Rights held in each class of securities(X)				No. Of Shares Underlying Outstanding convertible securities (X)	No. of Shares Underlying Outstanding Warrants (Xi)	No. Of Shares Underlying Outstanding convertible securities and No. Of Warrants (Xi) (a)	Shareholding , as a % assuming full conversion of convertible securities ( as a percentage of diluted share capital) (Xi)+(VII)+(X) As a % of (A+B+C2)	Number of Locked in shares (XII)		Number of Shares pledged or otherwise encumbered (XIII)		Number of equity shares held in dematerialized form (XIV)	Sub-categorization of shares		
								No of Voting (XIV)Rights								No. (a)	As a % of total Shares held (b)	No. (a)	As a % of total Shares held (b)		Shareholding (No. of shares) under		
Class eg: X	Class eg:Y	Total	Total as a % of Total Voting rights	Sub-category (i)	Sub-category (ii)	Sub-category (iii)																	
(1)	Trusts/Beneficial Trusts / Employee Welfare Trust under SEBI (Share Based Employee Benefits) and Sweat Equity Regulations, 2012																						
(2)	Any Other (specify)																						
	<b>Total NonPromoter- Non Public Shareholding (C)= (C)(1)+(C)(2)</b>																						
	<b>Total (A+B+C)</b>	<b>543736</b>	<b>1986085599</b>			<b>1986085599</b>	<b>100.00</b>	<b>1986085599.00</b>						<b>100.00</b>						<b>1982321504</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total (A+B+C)</b>	<b>543736</b>	<b>1986085599</b>			<b>1986085599</b>	<b>100.00</b>	<b>1986085599.00</b>						<b>100.00</b>						<b>1982321504</b>	<b>0</b>	<b>0</b>	<b>0</b>

Disclosure of notes on shareholding pattern								Add Notes	
Disclosure of notes in case of promoter holding in dematerialised form is less than 100 percentage								Add Notes	
Disclosure of notes in case of public share holding is less than 25 percentage								Add Notes	
Disclosure of notes on shareholding pattern for company remarks explanatory								Add Notes	

Table VI - Statement showing foreign ownership limits

Particular	Approved limits (%)	Limits utilized (%)
As on shareholding date	55.00	42.45
As on the end of previous 1st quarter	55.00	42.63
As on the end of previous 2nd quarter	55.00	43.98
As on the end of previous 3rd quarter	55.00	44.41
As on the end of previous 4th quarter	55.00	45.73

**Notes :-**

- 1) "Approved Limits (%)" means the limit approved by Board of Directors / shareholders of the Listed entity. In case the listed entity has no Board approved limit, provide details of sectoral / statutory cap prescribed by Government / Regulatory Authorities
- 2) Details of Foreign ownership includes foreign ownership / investments as specified in Rule 2(s) of the Foreign Exchange Management (Non-debt Instruments) Rules, 2019, made under the Foreign Exchange Management Act, 1999.