

# Schedule III: Key guidance provided

Category	Guidance							
Disclosure of shareholding of promoter in a specified format	A company is now required to disclose shareholding of promoters in the format specified below:							
	Shares held by promoters at the end of the year				% Change during the year			
	S.No.	Promoter name	No. of shares	% of total shares				
	Total							
Trade payables ageing schedule	Consequent to the amendments introduced by the Schedule III, companies are now required to disclose the following ageing schedule for trade payables:							
	Particulars	Unbilled#	Not due#	Outstanding for following periods from due date of payment				Total*
				Less than 1 year	1-2 years	2-3 years	More than 3 years	
	(i) MSME							
	(ii) Others							
	(iii) Disputed dues –MSME							
	(iv) Disputed dues – Others							
# As per the guidance note, ‘Unbilled’ and ‘Not due’ columns are required to be added before the ageing columns to separately disclose the amount for unbilled payables and trade payables which are not due, respectively								
* As per the guidance note, ‘Total’ column should tie up to the amounts presented in the financial statements or notes								

# Schedule III: Key guidance provided (cont.)

Category	Guidance							
Trade receivables ageing schedule	Consequent to the amendments introduced by the Schedule III, companies are now required to disclose the following ageing schedule for trade receivables:							
	Particulars	Unbilled receivable #	Not due#	Outstanding for following periods from due date of payment				Total*
				Less than 6 months	6 months-1 year	1-2 years	2-3 years	More than 3 years
	(i) Undisputed Trade Receivables – considered good							
	(ii) Undisputed Trade Receivables – considered doubtful							
	(iii) Disputed Trade Receivables– considered good							
	(iv) Disputed Trade Receivables– considered doubtful							
	# As per the guidance note, 'Unbilled' and 'Not due' columns are required to be added before the ageing columns to separately disclose the amount for unbilled receivables and trade receivables which are not due, respectively * As per the guidance note, 'Total' column should tie up to the amounts presented in the financial statements or notes							

# Schedule III: Key guidance provided (cont.)

Category	Guidance				
Property, Plant and Equipment (PPE)	Separate presentation of the amount of change due to revaluation should be provided, irrespective of whether such a change is 10 per cent or more, in order to comply with a broader presentation requirement of AS 10 (revised)/Ind AS 10.				
Capital work-in-progress (CWIP) ageing schedule/ completion schedule	Pursuant to the amendments introduced by the Schedule III, companies are required to disclose the CWIP ageing/completion schedule in relation to the 'original completion plan' determined. A company's 'original plan' shall be considered as that plan which is approved by the relevant approving authority and on the basis of which implementation progress is evaluated. Following ageing and completion formats have been specified in the Schedule III:				
	<b>CWIP ageing schedule</b>				
	<b>CWIP</b>	<b>Amount in WIP for a period of</b>			<b>Total*</b>
		<b>Less than 1 year</b>	<b>1-2 years</b>	<b>2-3 years</b>	<b>More than 3 years</b>
	Projects in progress				
	Projects temporarily suspended				
	* Total should tally with the CWIP amount in the balance sheet				
	<b>CWIP completion schedule</b> (To be given for CWIP whose completion is overdue or has exceeded its cost compared to its original plan following CWIP completion schedule)				
	<b>CWIP</b>	<b>To be completed in</b>			<b>CWIP</b>
		<b>Less than 1 year</b>	<b>1-2 years</b>	<b>2-3 years</b>	<b>More than 3 years</b>
	Project 1				Project 1
	Project 2				Project 2

# Schedule III: Key guidance provided (cont.)

Category	Guidance							
Undisclosed income  (in line with CARO 2020)	As per the amendment introduced, details of undisclosed income need to be disclosed in the format as specified below. It covers transactions that were unrecorded in the books of account and which were surrendered or disclosed as income in the tax assessments under the Income Tax Act, 1961 in the form of returns filed. The guidance note has prescribed the following disclosures for undisclosed income:							
	Sr. No.	Assessment Year	Section of the Act	Amount disclosed in tax return	Transaction description along with value treated as income	Assessment status	Whether transaction recorded in books of accounts?	FY in which transaction is recorded
Loans or advances in the nature of loans granted to promoters, directors, KMPs and related parties  (in line with CARO 2020)	As per the guidance note, whether an advance is in the nature of a loan, would depend upon the facts and circumstances of each case. Following disclosures are required to be made as per Schedule III where Loans or Advances (in the nature of loans) are granted to promoters, directors, KMPs and the related parties:							
	Type of borrower*		Amount of loan or advance in the nature of loan outstanding#		Percentage to the total Loans and Advances in the nature of loans			
	Promoters							
	Directors							
	KMPs							
	Related parties							
	* Relationship should be considered on the date of the loan # Amount should be outstanding as at the balance sheet date (gross amount without netting off) Note: Disclosures are required for previous periods as well							

# Schedule III: Key guidance provided (cont.)

Category	Guidance						
Borrowings not used for the specific purpose  (in line with CARO 2020)	<ul style="list-style-type: none"> <li>Details of borrowings undertaken but not utilised for the intended purpose need to be disclosed</li> <li>It is not necessary to establish a one-to-one relationship with the amount of borrowings and its utilisation</li> <li>Amount deposited in common account and subsequent withdrawal from the account for the said purpose does not tantamount to non-utilisation</li> </ul>						
Title deeds of immovable property not held in the name of the company  (in line with CARO 2020)	As per the schedule III, details of immovable property whose title deeds are not held in the name of the company have to be disclosed in the specified format:						
	Relevant line item in the Balance Sheet	Description of item of property	Gross carrying value	Title deeds held in the name of	Whether title deed holder is a promoter, director or relative of promoter/director or employee of promoter/director	Property held since which date	Reason for not being held in the name of the company
	PPE	Land & Building					
	Investment property	Land & Building					
	PPE retired from active use and held for disposal	Land & Building					
	Others	Land & Building					
Note: Items presented as inventory by companies carrying on real estate business will not fall under this clause							

# Schedule III: Key guidance provided (cont.)

Category	Guidance						
Revaluation of PPE based on the valuation by a registered valuer  (in line with CARO 2020)	Revaluation of PPE needs to be carried out based on the valuation report received from a registered valuer. In case, a company has not used registered valuer for such fair value/revaluation purposes, the fact needs to be disclosed in the financial statements.						
Details of benami property held  (in line with CARO 2020)	<ul style="list-style-type: none"> <li>Pursuant to the Schedule III amendments, companies now need to disclose details of any benami property held, along with benami proceedings initiated, if any</li> <li>Guidance from the Benami Property Transactions Act, 1988 (as amended in 2016) has been provided in line with CARO guidance.</li> </ul>						
Borrowings from banks or financial institutions on the basis of security of current assets  (in line with CARO 2020)	Disclosure requirement shall apply if a company has borrowings 'during any point of time of the year' from banks or financial institutions on the basis of security of current assets. Illustrative disclosure format as specified in the Guidance Note:						
	<b>Quarter</b>	<b>Name of bank</b>	<b>Particulars of Securities provided</b>	<b>Amount as per books of account</b>	<b>Amount as reported in the quarterly return/ statement</b>	<b>Amount of difference</b>	<b>Reason for material discrepancies</b>
	June 20XX	Bank X	Finished goods	XX	XX	XX	
Analytical ratios (in line with CARO 2020)	<ul style="list-style-type: none"> <li>Consequent to the amendments introduced by the Schedule III, various analytical ratios like Current Ratio, Debt Equity Ratio, Debt Service Coverage Ratio now need to be disclosed by the companies.</li> <li><b>Ratios specific for division III</b> – CRAR (Capital to risk weighted assets ratio), TIER I CRAR, TIER II CRAR and Liquidity coverage ratio.</li> <li><b>Ratios specific to division I and II</b> – Current ratio, debt-equity ratio, net profit ratio , inventory turnover ratio etc.</li> </ul>						

# Schedule III: Key guidance provided (cont.)

Category	Guidance
Willful Defaulter (in line with CARO 2020)	<p>Where a company is declared as a willful defaulter by any bank or financial institution or any other lender which has the power to declare so, following details are required to be disclosed:</p> <ul style="list-style-type: none"><li>a. Date of declaration as willful defaulter;</li><li>b. Details of defaults (amount and nature of defaults).</li></ul>