



DETAILS OF FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

[Pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

Preamble

In accordance with the requirement under Regulation 25(7) read with Regulation 46(2)(i) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Schedule IV of the Companies Act, 2013, the Company shall familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc through various programmes and disseminate the details of such familiarization programmes imparted to the Independent Directors on the website of the Company and a web link thereto in the Annual Report which include but not limited to the details such as (i) number of programmes attended by Independent Directors (during the year and on a cumulative basis till date), (ii) number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date).

Purpose and Objective

The program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

Overview of the Familiarization

All Independent Directors shall be made aware and further updated about their roles, rights, responsibilities in the Company. The appointment letter issued to Independent Directors inter-alia sets out the expectations (including but not limited to their role, functions, remuneration, performance matrix, evaluation criteria, training and development) of the Board of Directors ('Board') from the appointed Director, his/her fiduciary duties and the liabilities accompanied with the appointment as a Director of the Company

Periodic presentations are made at the Board and Board Committee Meetings, on impact of the Coronavirus (COVID – 19) pandemic on business and mitigation plan, AOP, Company's performance on retail division, GST and Direct tax, business strategy, risk evaluation, policies, organization structure, CSR, Investments etc. Such presentations are made by the senior management or function heads so that the Independent Directors can have direct interaction with them.

Each Director of the Company has freedom to interact with the Company's management. An active communication maintained by the Company's management enable Directors to inquire about any issues. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part. Site visits to various plant locations are organized for the Directors to enable them to understand the operations of the Company.

RELAXO FOOTWEARS LIMITED

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Disclosure of the Familiarization Programme imparted by the Company

During the financial year 2020-21, Independent Directors of the Board have attended various programs on business operating plans, financial controls, budget and capital expenditure plans, impact of Covid, retail business, and compliance process for about 6 hours. Audit Committee members have received qualitative updates on Internal Financial Controls, Tax, Legal, Compliance Process Updates and accounting issues for extra 3 hours.

Details of Familiarization Programme imparted to Independent Directors during the FY 2020-21 are as follows:

Financial Year	Number of programmes attended by Independent Directors as a		Number of hours spent by Independent Directors as a	
	Board member	Member of the Audit Committee	Board member	Member of the Audit Committee
2015-16	6	4	5	2
2016-17	6	5	5	4
2017-18	7	6	5	4
2018-19	6	7	6	4
2019-20	7	4	5	3
2020-21	7	5	6	3

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