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Securities identification code: 9616 June 13, 2022

To our shareholders:

President Koji Nakamura KYORITSU MAINTENANCE CO., LTD. 2-18-8 Sotokanda, Chiyoda-ku, Tokyo

# NOTICE OF THE 43RD ORDINARY GENERAL MEETING OF SHAREHOLDERS

We are pleased to announce the 43rd Ordinary General Meeting of Shareholders of KYORITSU MAINTENANCE CO., LTD. (the "Company"), which will be held as described below.

Shareholders who are planning to attend the meeting are requested to be aware of their health condition on the day when they come. In addition, we request your cooperation in wearing a mask, checking your temperature, and disinfection within the venue.

If you do not attend the meeting, you may exercise your voting rights in writing or by electromagnetic means (e.g., via the Internet) by following the instructions (in Japanese only). Please take the time to review the Reference Documents for the General Meeting of Shareholders stated below and exercise your voting rights.

1. Date and Time:	Tuesday, June 28, 2022 at 10:00 a.m. (Japan Standard Time) (Reception to begin at 9:00 a.m.)
2. Venue:	Bellesalle Tokyo Nihombashi B2F Event Hall

Tokyo Nihombashi Tower, 2-7-1 Nihombashi, Chuo-ku, Tokyo

### **Meeting Details**

### 3. Purposes:

### Items to be reported:

- 1. Business Report and Consolidated Financial Statements for the 43rd Term (from April 1, 2021 to March 31, 2022), as well as the results of the audit of the Consolidated Financial Statements by the Accounting Auditor and the Audit and Supervisory Committee
- 2. Non-Consolidated Financial Statements for the 43rd Term (from April 1, 2021 to March 31, 2022)

#### Items to be resolved:

Proposal 1:	Appropriation of surplus
Proposal 2:	Partial amendment to the Articles of Incorporation
Proposal 3:	Election of fourteen (14) Directors (excluding Directors who are Audit and Supervisory Committee Members)
Proposal 4:	Determination of remuneration for allocating transfer restricted shares to Directors (excluding Directors who are Audit and Supervisory Committee Members and Outside Directors)

# 4. Regarding the Exercise of Voting Rights:

For details, please refer to the "Procedures for Exercise of Voting Rights via the Internet" (in Japanese only).

\* Concerning the distribution of "meal coupons" as gifts to attending shareholders that were previously distributed on the day of the meeting, in the interest of fairness to shareholders, the Company shall provide them in the "Shareholder Discount Coupon Book."

# **Reference Documents for the General Meeting of Shareholders**

#### Proposals and reference information

#### Proposal 1: Appropriation of surplus

In terms of the Company's distribution policy, the Company has made a decision based on its basic stances of "returning profits to shareholders with dividends linked to earnings and business performance" and "providing shareholders with stable and steady returns over the long term." In accordance with the basic stances, for the fiscal year under review we will pay a year-end dividend of 10 yen, which combined with the interim dividend gives an annual dividend of 20 yen.

The Company proposes the appropriation of surplus as follows:

- 1. Matters related to year-end dividends
  - (1) Type of dividend property

Cash

(2) Allocation of dividend property and total amount thereof

10 yen per common share of the Company

Total amount of dividend: 389,893,190 yen

As a result, the dividend for the fiscal year under review, including the interim dividend, will be 20 yen per share.

(3) Effective date of distribution of dividends of surplus

June 29, 2022

2. Matters related to other appropriation of surplus

The Company recorded a deficit of 3,765,727,694 yen in retained earnings brought forward for the fiscal year ended March 31, 2022. In order to cover this deficit and implement dividends to shareholders, we request approval for the reversal of the general reserve.

(1) Item of surplus to be decreased and amount of decrease

General reserve: 4,700,000,000 yen

(2) Item of surplus to be increased and amount of increase

Retained earnings brought forward: 4,700,000,000 yen

## Proposal 2: Partial amendment to the Articles of Incorporation

#### 1. Reason for amendment

Since the revised provisions stipulated in the proviso to Article 1 of the Supplementary Provisions of the Act Partially Amending the Companies Act (Act No. 70 of 2019) are to be enforced on September 1, 2022, the Company proposes to make the following amendments to its Articles of Incorporation in preparation for the introduction of the system for providing informational materials for the general meeting of shareholders in electronic format.

- (1) Article 15, paragraph 1 in the proposed amendments stipulates that the Company shall take measures for providing information that constitutes the content of reference documents for the General Meeting of Shareholders, etc. in electronic format as provided for in Article 325-2 of the Companies Act.
- (2) Article 15, paragraph 2 in the proposed amendments stipulates provisions that would allow the Company to limit the scope of the items to be stated in paper-based documents delivered to shareholders who requested the delivery of paper-based documents.
- (3) Due to the introduction of the system for providing information in electronic format, the provisions for Internet disclosure of Reference Documents for the General Meeting of Shareholders, etc. (Article 15 of the current Articles of Incorporation) will no longer be required. Therefore, they will be deleted.
- (4) Supplementary provisions will be provided regarding the effective date, etc. of the aforementioned establishment and deletion of provisions.

### 2. Details of amendment

Details of the amendment are as follows.

(Amended sections are underlined.)

Current Articles of Incorporation	Proposed Amendments
(Internet Disclosure of Reference Documents for the General	(Deleted)
Meeting of Shareholders, etc.)	
Article 15	
When convening a general meeting of shareholders, the	
Company may be deemed to have provided shareholders with	
necessary information that should be described or otherwise	
expressed in the reference documents for the general meeting	
of shareholders, business report, financial statements and	
consolidated financial statements, if they are disclosed via the	
Internet in accordance with the provisions prescribed by the	
Ministry of Justice Order.	
(Newly established)	(Measures, etc. for Providing Information in Electronic Format)
	Article 15
	1. The Company shall take measures for providing
	information that constitutes the content of reference
	documents for the General Meeting of Shareholders, etc. in
	electronic format.
	2. Among items for which the measures for providing
	information in electronic format will be taken, the
	Company may exclude all or some of those items
	designated by the Ministry of Justice Order from
	statements in the paper-based documents to be delivered to
	shareholders who requested the delivery of paper-based
	documents by the record date of voting rights.

Current Articles of Incorporation	Proposed Amendments
Supplementary Provisions	Supplementary Provisions
(Transitional Measures Regarding Exemption of Audit &	(Transitional Measures Regarding Exemption of Audit &
Supervisory Board Members from Liability)	Supervisory Board Members from Liability)
1. The Company may, by resolution of the Board of Directors,	Article 1
exempt an Audit & Supervisory Board Member (including	The Company may, by resolution of the Board of Directors,
a person who was formerly an Audit & Supervisory Board	exempt an Audit & Supervisory Board Member (including a
Member) from his/her liability for damages related to	person who was formerly an Audit & Supervisory Board
actions before the conclusion of the 36th Ordinary General	Member) from his/her liability for damages related to actions
Meeting of Shareholders as prescribed in Article 423,	before the conclusion of the 36th Ordinary General Meeting of
paragraph 1 of the Companies Act to the extent permitted	Shareholders as prescribed in Article 423, paragraph 1 of the
by laws and regulations.	Companies Act to the extent permitted by laws and regulations.
by faith and regulations.	companies fier to the extent permitted by have and regardions.
2. (Omitted)	Article 2
	(Omitted)
(Newly established)	(Transitional Measures for Measures, etc. for Providing
	Information in Electronic Format)
	Article 3
	1. The deletion of Article 15 (Internet Disclosure of
	Reference Documents for the General Meeting of
	Shareholders, etc.) of the current Articles of Incorporation
	and the new establishment of the proposed amendments to
	Article 15 (Measures, etc. for Providing Information in
	Electronic Format) shall be effective from September 1,
	2022, which is the date of enforcement of the revised
	provisions stipulated in the proviso to Article 1 of the
	Supplementary Provisions of the Act Partially Amending
	the Companies Act (Act No. 70 of 2019) (hereinafter
	referred to as the "Date of Enforcement").
	2. Notwithstanding the provision of the preceding paragraph,
	Article 15 (Internet Disclosure of Reference Documents for
	the General Meeting of Shareholders, etc.) of the current
	Articles of Incorporation shall remain effective regarding
	any general meeting of shareholders held on a date within
	six (6) months from the Date of Enforcement.
	3. Article 3 of Supplementary Provisions shall be deleted on
	the date when six (6) months have elapsed from the Date of
	Enforcement or three (3) months have elapsed from the
	date of the general meeting of shareholders in the
	preceding paragraph, whichever is later.

**Proposal 3:** Election of fourteen (14) Directors (excluding Directors who are Audit and Supervisory Committee Members)

The terms of all fifteen (15) Directors (excluding Directors who are Audit and Supervisory Committee Members; hereinafter the same for this Proposal) will expire at the end of this General Meeting of Shareholders. We therefore propose the election of fourteen (14) Directors.

This Proposal has been reviewed by the Audit and Supervisory Committee and no objections to its implementation were raised.

The candidates for Directors are as follows:

No.	Name	Current position and response	sibilities in the Company	
1	Haruhisa Ishizuka	Chairman		Reelection
2	Koji Nakamura	President		Reelection
3	Yukihiro Sagara	Executive Director responsible for Hotel Group		Reelection
4	Masahiro Ishii	Executive Director responsible for Management Group		Reelection
5	Yasuo Ohara	Executive Director responsible for Dormitory Group		Reelection
6	Manabu Takaku	Executive Director responsible for Planning and Development Group, General Manager of Corporate Planning Division, General Manager of Integrated Sales Division		Reelection
7	Masaki Suzuki	Director, General Manager of Resorts Business Department		Reelection
8	Yoshio Kimizuka	Director, General Manager of Senior Life Business Division		Reelection
9	Hiroshi Yokoyama	Director, General Manager of Development Division		Reelection
10	Rie Momose	Director, General Manager of Food Division		Reelection
11	Shigeto Kubo	Director	Independent Officer Outside	Reelection
12	Yasunobu Hirata	Director	Independent Officer Outside	Reelection
13	Takayuki Hayakawa	Director	Independent Officer Outside	Reelection
14	Keiko Oda	Director	Independent Officer Outside	Reelection

Note: The name of Keiko Oda in the family register is Keiko Hosoai.

No.	Name (Date of birth)	Career summary, position and responsibilities in the Company	Number of the Company's shares owned		
1	Haruhisa Ishizuka (October 21, 1947)ReelectionTenure as Director: 42 years	Sept. 1979Establishment of the Company; PresidentJune 2006Chairman (present position)[Significant concurrent positions outside the Company]Chairman, Kyoritsu Estate Co., Ltd.Chairman, Kyoritsu Foods Service Co., Ltd.Auditor, Kyoritsu Foods Management Co., Ltd.Auditor, Kyoritsu Oasis Co., Ltd.Councilor, KYORITSU INTERNATIONALFOUNDATIONCouncilor, KYORITSU IKUEIKAIPresident, Milestone International Japan Co., Ltd.Director, Yeei Holding Co., Ltd.Director, TERA Association Inc.Director, KYORITSU FOODS CO., INC.Audit and Supervisory Board Member, SHINSEI FOODSCo., Ltd.Audit and Supervisory Board Member, OT Comnet Co.,Ltd.	1,052,984		
	<ul> <li>[Reasons for nomination as candidate for Director]</li> <li>The candidate has led the Company's management and contributed to the Company's development for more than 40 years as a founder. The candidate's management achievements, broad business knowledge with excellent foresight, and leadership in continuously raising corporate value will be necessary for the Company's future growth, and accordingly, the Company requests that he be reelected.</li> <li>[Special interest between the candidate and the Company]</li> <li>There is a commercial building leasing relationship between the Company and Haruhisa Ishizuka, and with Milestone International Japan Co., Ltd., where Haruhisa Ishizuka is President.</li> </ul>				

No.	Name (Date of birth)	Career summary, position and responsibilities in the Company		Number of the Company's shares owned
		Apr. 1995	Joined the Company	
			Manager of Accounting Division, Administration Department	
		May 2004	Executive Officer, Manager of General Finance and Accounting Division, Group Administration Department	
	0	June 2006	Director, Manager of General Finance and Accounting Division, and Manager of Management and Administration Division, Group Administration Department	
		May 2008	Director responsible for Management Planning and Manager of General Planning Division, Manager of General Finance and Accounting Division, Group Administration Department	10,000
	Koji Nakamura (June 10, 1962)	May 2010	Director, General Manager of Management Planning Department, Group Administration Supervisory Department	
2	Reelection	Apr. 2016	Director, General Manager of Management Planning Department	
	Tenure as Director: 16 years	Apr. 2018	Director, General Manager of Management Planning Department and Manager of IR Section	
		Apr. 2019	Executive Director responsible for Planning and Development Group	
		Apr. 2021	President (present position)	
		[Significant None	concurrent positions outside the Company]	
	responsible for managemer President of the Company. and realize the creation of a candidate's abundant busin accordingly, the Company	olved in operat as Director for In order to put a solid business ess experience, requests that he	ions in planning and development for many years or 16 years, and since April 2021, he has led mana into practice a corporate culture that puts custome base, and a further strengthening of the corporate knowledge of management, and leadership will b be reelected.	gement as er satisfaction first, e structure, the
	[Special interest between the Koji Nakamura utilizes the		the Company] ancing system of the Company.	

No.	Name (Date of birth)	Career s	Career summary, position and responsibilities in the Company		
		Nov. 1991	Joined the Company		
		May 2001	Executive Officer, Manager of Dormy Inn Business Division		
		June 2006	Director, Manager of HOTEL & SPA Division, and General Manager of Spa Therapy Division, Business Development Department		
		Oct. 2006	Director, General Manager of Hotel Business Department		
		May 2008	Director responsible for Dormy Inn, Hotel Business Department		
	Yukihiro Sagara	May 2009	Director, General Manager of Dormy Inn Business Department, Hotel Business Supervisory Department	8,290	
3	(March 17, 1964) Reelection Tenure as Director:	June 2011	Director, General Manager of Dormy Inn Business Department and Manager of West Japan Business Division, and Manager of Overseas Business Development Division, Hotel Business Supervisory Department		
	16 years	Apr. 2016	Director, General Manager of Dormy Inn Business Department		
		Apr. 2019	Executive Director responsible for Hotel Group (present position)		
			concurrent positions outside the Company] H-SHIMA FORUM Co., Ltd.		
	He has extensive business e	olved in the Ho xperience in th	rector] tel business and has been responsible for manage e Company and possesses management knowledg sight, and accordingly, the Company requests that	e. In addition, the	
	[Special interest between the candidate and the Company] None				

No.	Name (Date of birth)	Career s	summary, position and responsibilities in the Company	Number of the Company's shares owned
		Nov. 1997	Joined the Company	
		May 2002	Manager of President's Office, Management Planning Department	
		May 2010	Manager of President's Office and Manager of Business Development Office	
		May 2011	Manager of General Affairs Division, Group Administration Supervisory Department and Manager of President's Office	
	9	Apr. 2013	Executive Officer, General Manager of Human Resources and General Affairs Department and Manager of General Affairs Division, Group Administration Supervisory Department and Manager of President's Office	
	Masahiro Ishii (October 25, 1963)	Apr. 2015	Executive Officer, General Manager of Human Resources and General Affairs Department, Group Administration Supervisory Department and Manager of President's Office	4,020
4	Reelection Tenure as Director: 7 years	June 2015	Director, General Manager of Human Resources and General Affairs Department, Group Administration Supervisory Department and Manager of President's Office	
		Apr. 2016	Director, General Manager of Human Resources and General Affairs Department and Manager of President's Office	
		Apr. 2018	Director, General Manager of Human Resources and General Affairs Department	
		Apr. 2019	Executive Director responsible for Management Group (present position)	
			concurrent positions outside the Company] pervisory Board Member, Builnet Co., Ltd.	
	[Reasons for nomination as c			1
			l operations including human resources and gener blic relations, and systems, and has been responsib	
	management as Director. Th	ne candidate als	so has extensive business experience in the Comp	any and possesses
			andidate has outstanding character and insight, ar	d accordingly, the
	Company requests that he b [Special interest between the None			

No.	Name (Date of birth)	Career summary, position and responsibilities in the Company		Number of the Company's shares owned
		Jan. 1998	Joined the Company	
	Ju	June 2007	Manager of First Business Division at the East Japan Branch Office, Dormitory Operations Division	
	0	Apr. 2015	Executive Officer, General Manager of Dormitory Business Tokyo Metropolitan Area Department, Dormitory Business Supervisory Department and Manager of First Corporate Sales Division	
	S	Apr. 2017	Executive Officer, Manager of Tokyo Metropolitan Area Supervisory Department, Dormitory Operations Division	
		Apr. 2019	Executive Officer, General Manager of Dormitory Operations Division	5,035
5	Yasuo Ohara (November 27, 1970)	Apr. 2021	Managing Executive Officer responsible for Dormitory Group, General Manager of Dormitory Operations Division	
	Reelection Tenure as Director: 1 year	June 2021	Executive Director responsible for Dormitory Group, General Manager of Dormitory Operations Division	
	i you	Apr. 2022	Executive Director responsible for Dormitory Group (present position)	
		Director, Ky Director, Ky	oncurrent positions outside the Company] /oritsu Trust Co., Ltd. /oritsu Financial Service Co., Ltd. /abushiki Gaisha	
	[Reasons for nomination as candidate for Director] The candidate has been involved in the Dormitory business, has extensive business experience in the Company, and possesses management knowledge. In addition, the candidate has outstanding character and insight, and accordingly, the Company requests that he be reelected as Director.			
	[Special interest between the candidate and the Company] Yasuo Ohara utilizes the employees' financing system of the Company.			

No.	Name (Date of birth)	Career s	summary, position and responsibilities in the Company	Number of the Company's shares owned
		Aug. 1997	Joined the Company	
		Division, Management Planning D Group Administration Supervisory	Manager of General Finance and Accounting Division, Management Planning Department, Group Administration Supervisory Department	
		Apr. 2015	Manager of Management and Administration Division, and Manager of General Finance and Accounting Division, Management Planning Department, Group Administration Supervisory Department	
	0	Apr. 2016	Manager of Management and Administration Division, and Manager of Finance Division, Management Planning Department, Group Administration Department	
	Manabu Takaku January 24, 1975) Reelection Tenure as Director: 1 year	Apr. 2017	Executive Officer, Manager of Management Planning Division, Management Planning Department	
6		Apr. 2019	Executive Officer, General Manager of Management Planning Department and Manager of Management Planning Division	5,000
		Apr. 2021	Managing Executive Officer responsible for Planning and Development Group, and General Manager of Management Planning Department	
		June 2021	Executive Director responsible for Planning and Development Group, and General Manager of Management Planning Department	
		Apr. 2022	Executive Director responsible for Planning and Development Group, General Manager of Corporate Planning Division, and General Manager of Integrated Sales Division (present position)	
		Director, K Auditor, K	concurrent positions outside the Company] Syoritsu Financial Service Co., Ltd. yoritsu Estate Co., Ltd. KYORITSU INTERNATIONAL FION	
	accounting. He also has ext	olved in carryir tensive business e candidate has	rector] g out operations in management planning and fin s experience in the Company and possesses manage outstanding character and insight, and accordingly	gement
	[Special interest between the candidate and the Company] None			

No.	Name (Date of birth)	Career s	Career summary, position and responsibilities in the Company							
		Sept. 1997	Joined the Company							
		Oct. 1998	Joined Kyoritsu Trust Co., Ltd.							
		Jan. 2003	Joined the Company							
		May 2009	Executive Officer, General Manager of Resorts Business Department, Hotel Business Supervisory Department							
		June 2011	Director, General Manager of Resorts Business Department, and Manager of East Japan Business Division, and Manager of Hotel Sales Promotion Division, Hotel Business Supervisory Department							
	Masaki Suzuki (November 14, 1968)	May 2012	Director, General Manager of Resorts Business Department, Hotel Business Supervisory Department	4,96						
7	Reelection	Apr. 2016	Director, General Manager of Resorts Business Department							
	Tenure as Director: 11 years	Apr. 2020	Director, General Manager of Resorts Business Department and Manager of Operation Promotion Department							
		Apr. 2021	Director, General Manager of Resorts Business Department (present position)							
		[Significant on None	[Significant concurrent positions outside the Company] None							
	be reelected as Director. [Special interest between the None	-	racter and insight, and accordingly, the Company he Company]	requests that he						
		May 2009	Joined the Company Executive Officer, Manager of Second Business Division, East Japan Department,							
	(@E		Dormitory Business Supervisory Department							
	and the second s	Apr. 2015	Executive Officer, General Manager of Dormitory Business Branch Office Supervisory Department, Dormitory Business Supervisory Department							
8	Yoshio Kimizuka (June 8, 1962)	June 2015	Director, General Manager of Dormitory Business Branch Office Supervisory Department, Dormitory Business Supervisory Department	3,310						
8	Reelection	Nov. 2016	Director, General Manager of Senior Life Business Division (present position)							
	Tenure as Director: 7 years	[Significant on None								
	[Reasons for nomination as candidate for Director] The candidate has been involved in the Senior Life business and has been responsible for management as Director. He has extensive business experience in the Company and possesses management knowledge. In addition, the candidate has outstanding character and insight, and accordingly, the Company requests that he be reelected as Director. [Special interest between the candidate and the Company] None									

No.	Name (Date of birth)	Career s	Number of the Company's shares owned						
	-	Nov. 1992	Joined the Company						
		June 2007	Joined Builnet Co., Ltd. Executive Vice President of Builnet Co., Ltd.						
	a a a	Apr. 2009	President of Builnet Co., Ltd.						
		Apr. 2016	Joined the Company Executive Officer, General Manager of Business Development Department	19,204					
	Hiroshi Yokoyama (February 20, 1962)	June 2016	June 2016 Director, General Manager of Business Development Department						
9	Reelection	Apr. 2019 Director, General Manager of Development Division (present position)							
	Tenure as Director: 6 years	[Significant of Director, Ky							
	for management as Director. The candidate also has extensive business experience in the Company and possesses management knowledge. In addition, the candidate has outstanding character and insight, and accordingly, the Company requests that he be reelected as Director. [Special interest between the candidate and the Company] None								
		Nov. 2005	Joined the Company						
		June 2011	Manager of Food Development Department, Food Division						
	(Fill)	Apr. 2016							
		Apr. 2019	Executive Officer, General Manager of Food Division						
		June 2019	Director, General Manager of Food Division	2,094					
10	Rie Momose (March 3, 1970)	July 2020 Director, General Manager of Food Division, and Manager of Menu Development Department							
10	Reelection	Apr. 2022	Director, General Manager of Food Division (present position)						
	Tenure as Director: 3 years	[Significant of Director, K President, K Director, K							
	[Reasons for nomination as candidate for Director] The candidate has been involved in execution of the food business and has been responsible for management as Director. She has extensive business experience in the Company and possesses management knowledge. In addition, the candidate has outstanding character and insight, and accordingly, the Company requests that she be reelected as Director. [Special interest between the candidate and the Company] None								

No.	Name (Date of birth)	Career su	Number of the Company's shares owned					
		Apr. 1977						
	Figeto Kubo (January 15, 1954)Independent Officer Outside ReelectionTenure as Outside Director: 3 years	Aug. 2010						
		Sept. 2012						
		Aug. 2013						
		Sept. 2015	Retired from Ministry of Land, Infrastructure, Transport and Tourism	-				
		June 2016	Director of Japan Travel and Tourism Association					
11		June 2019	Director (present position)					
		June 2020	June 2020 Senior Managing Director, Airport Transport Service Co., Ltd.					
		Apr. 2022	Chairman and Executive Officer, TOBU TOP TOURS CO., LTD (present position)					
		[Significant concurrent positions outside the Company] Chairman and Executive Officer, TOBU TOP TOURS CO., LTD						
	[Reasons for nomination as candidate for Outside Director and overview of expected roles]							
	The candidate has been involved in the administration in the areas of land, infrastructure and transport, as							
	well as tourism, for many years. The Company expects that he will utilize his objective, broad and advanced perspective in management of the Company based on his experience and abundant knowledge. Accordingly,							
	the Company requests that he be reelected as Outside Director. He will serve as Outside Director for three							
	years at the end of the General Meeting of Shareholders.							
	[Special interest between the candidate and the Company] None							
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No.	Name (Date of birth)	Career s	Number of the Company's shares owned				
		Dec. 1974	Joined Internal Medicine Division, University of Tokyo Hospital				
	Yasunobu Hirata (August 29, 1948)Independent Officer Outside Reelection	June 1976	June 1976 Staff member for internal medicine, Mitsui Memorial Hospital				
		July 1981	Research Fellow, University of Minnesota Division of General Internal Medicine				
		Apr. 1992	Director, Internal Medicine, University of Tokyo Hospital				
		Apr. 2004	Manager, Cardiovascular Medicine, University of Tokyo Hospital	-			
		Apr. 2013	Director, Tokyo Teishin Hospital				
		Apr. 2019	Honorary Director, Tokyo Teishin Hospital (present position)				
12		June 2019	Executive Director, Sleep Apnea Syndrome Support Center (present position)				
	Tenure as Outside Director: 2 years	June 2020	Director (present position)				
		[Significant concurrent positions outside the Company] Honorary Director, Tokyo Teishin Hospital Executive Director, Sleep Apnea Syndrome Support Center					
	[Reasons for nomination as candidate for Outside Director and overview of expected roles] The candidate has extensive experience and knowledge acquired from many years of engaging in medical treatment as a clinician and student instruction as a university professor. He also has working experience in management at a university, hospitals and others. Therefore, the Company expects that he will provide valuable advice for the Company's management and health and hygiene aspects. Accordingly, the Company requests that he be reelected as Outside Director. He will serve as Outside Director for two years at the end of the General Meeting of Shareholders. [Special interest between the candidate and the Company] None						

No.	Name (Date of birth)	Career s	Number of the Company's shares owned					
		Apr. 1972	Joined Sumitomo Mitsui Banking Corporation					
		Apr. 2006	Executive Officer, Head of East Japan Middle Market Banking Division III, Sumitomo Mitsui Banking Corporation					
	(a=)	May 2009	Senior Managing Executive Officer, Ginsen Co., Ltd.					
	9	June 2010	President, Yoei Holding Co., Ltd. and President, Yoei Co., Ltd.					
		June 2013	Audit & Supervisory Board Member, Riken Technos Corporation					
	Takayuki Hayakawa (February 16, 1954)	June 2016	Director, Audit & Supervisory Committee Member, Riken Technos Corporation (present position)	-				
	Independent Officer	May 2017	Director, TKP Corporation					
13	Outside Reelection	June 2017	Director, Toyo Kosan Co., Ltd.					
	Recetion	May 2019	Auditor, TKP Corporation (present position)					
	Tenure as Outside Director:	June 2020	Director (present position)					
	2 years	Director, Au Technos Co	[Significant concurrent positions outside the Company] Director, Audit & Supervisory Committee Member, Riken Technos Corporation Auditor, TKP Corporation					
	the end of the General Meeti [Special interest between the one None	andidate and t	he Company]	1				
		Apr. 1994 Jan. 2001	Joined RSK Sanyo Broadcasting Co., Ltd. Contracted with IKUSHIMA PLANNING INC.					
		June 2005	President, JAT Inc. (present position)					
		Apr. 2017	Board Member, Regional Tourism Promotion Consortium					
	Keiko Oda	Dec. 2017	Member, Cool Japan Public-Private Partnership Platform, Cabinet Office (present position)					
	(Name in family register: Keiko Hosoai)	June 2020	Director (present position)					
	(February 15, 1972)	[Significant concurrent positions outside the Company] President, JAT Inc.						
14	Independent Officer Outside Reelection	Member, Co Cabinet Off						
	Tenure as Outside Director: 2 years							
	[Reasons for nomination as candidate for Outside Director and overview of expected roles] The candidate has been involved in the international publication of tourism in Japan and its food culture and the regional revitalization through the Cool Japan initiative and other activities for many years. The Company expects that she will provide valuable advice for the Company's management decision-making and business execution based on her experience and extensive knowledge. Accordingly, the Company requests that she be reelected as Outside Director. She will serve as Outside Director for two years at the end of the General Meeting of Shareholders. [Special interest between the candidate and the Company] None							

- Notes: 1. The Company has taken out a liability insurance policy for directors and officers from an insurance company, with each director of the Group as insured, as stipulated in Article 430-3, paragraph 1 of the Companies Act, and renewed the policy in April 2022. This insurance policy will cover litigation costs and payment of damages incurred by the insured in third-party lawsuits and shareholder derivative lawsuits. If the candidates are elected by the resolution, they will be included in the insured under the policy. On the next renewal date of the insurance policy, the Company plans to renew it with the same terms and conditions.
  - 2. Shigeto Kubo, Yasunobu Hirata, Takayuki Hayakawa and Keiko Oda are candidates for Outside Director. The Company has designated Shigeto Kubo, Yasunobu Hirata, Takayuki Hayakawa and Keiko Oda, as independent officers as provided for by Tokyo Stock Exchange, Inc. and submitted notifications to the said Exchange.
  - 3. Pursuant to the provisions of Article 427, paragraph 1 of the Companies Act, the Company has entered into a limited liability agreement with Shigeto Kubo, Yasunobu Hirata, Takayuki Hayakawa and Keiko Oda to limit the amount of their liability for damages under Article 423, paragraph 1 of the same Act. The limit of liability for damages under the agreement is the minimum liability limit amount as provided for by Article 425, paragraph 1 of the same Act. If the reelection of Shigeto Kubo, Yasunobu Hirata, Takayuki Hayakawa and Keiko Oda is approved, the Company plans to renew the said agreement.

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No.	Name	Current position in t	he Company	Knowledge of the Company's Business	Specific Industry Knowledge	Corporate Planning / Manage- ment Strategy	Sales / Marketing	Finance / Accounting / IR	Legal / Risk Manage- ment	HR / Labor / Personnel Develop- ment	DX / IT Strategy	ESG / Sustain- ability
1	Haruhisa Ishizuka	Chairman	Internal	0		0	0	0	0	0		
2	Koji Nakamura	President	Internal	0		0	0	0				0
3	Yukihiro Sagara	Executive Director	Internal	0		0	0					0
4	Masahiro Ishii	Executive Director	Internal	0		0			0	0	0	0
5	Yasuo Ohara	Executive Director	Internal	0		0	0					0
6	Manabu Takaku	Executive Director	Internal	0		0		0	0			0
7	Masaki Suzuki	Director	Internal	0		0	0					
8	Yoshio Kimizuka	Director	Internal	0		0	0					
9	Hiroshi Yokoyama	Director	Internal	0		0						0
10	Rie Momose	Director	Internal	0		0						0
11	Shigeto Kubo	Director	Independ ent Outside	0	0	0			0	0		0
12	Yasunobu Hirata	Director	Independ ent Outside		0	0			0	0		
13	Takayuki Hayakawa	Director	Independ ent Outside		0	0	0	0	0	0		
14	Keiko Oda	Director	Independ ent Outside		0	0	0			0		
15	Takumi Ueda	Director (Audit and Supervisory Committee Member)	Internal	0	0	0		0	0	0		
16	Toshiaki Miyagi	Director (Audit and Supervisory Committee Member)	Independ ent Outside		0	0	0					
17	Tokio Kawashima	Director (Audit and Supervisory Committee Member)	Independ ent Outside		0	0		0	0			

### Skills matrix of the Board of Directors The skills of the Company's Directors are as follows:

Note: Among the skills possessed by each Director, the above table shows the skills in fields and experience that the Company particularly expects of them, and is not a list of all their skills.

**Proposal 4:** Determination of remuneration for allocating transfer restricted shares to Directors (excluding Directors who are Audit and Supervisory Committee Members and Outside Directors)

At the 40th Ordinary General Shareholders' Meeting held on June 26, 2019, the remuneration amount for the Company's Directors (excluding Directors who are Audit and Supervisory Committee Members) was approved as a maximum amount of 1,000 million yen per year (not including the employee's salaries portion for Directors who also serve as employees).

Now, in order to have Directors (excluding Directors who are Audit and Supervisory Committee Members and Outside Directors) (hereinafter referred to as "Eligible Directors") share the merits and risks of fluctuating share prices with shareholders and further increase their incentive to contribute to the enhancement of increasing share price and corporate value, the Company proposes to allocate common shares of the Company with provisions including a fixed transfer restriction period and reasons for free-of-charge acquisition (hereinafter referred to as "Transfer Restricted Shares") to Eligible Directors as follows.

Accordingly, in comprehensive consideration of various matters such as the level of contribution of Eligible Directors, as a separate portion to the aforementioned remuneration amount for Directors, the Company proposes to set the total amount of monetary compensation receivable to be paid as remuneration, etc. regarding Transfer Restricted Shares for Eligible Directors to a maximum of 200 million yen per year. The allocation of Transfer Restricted Shares is determined in comprehensive consideration of various matters such as the level of contribution of Eligible Directors, the upper limit of the number of Transfer Restricted Shares to be allocated each fiscal year as stipulated in 2. below accounts for about 0.66% of the total number of issued shares (if the maximum number of Transfer Restricted Shares is is used for 10 years, the ratio to the total number of issued shares is about 6.6%). Since the dilution rate is insignificant, we believe that the content is reasonable.

In addition, if this Proposal is approved, in order to be consistent with the approved content, at the Board of Directors meeting held after the conclusion of the General Meeting of Shareholders, the Company plans to revise the Policy regarding the determination of the content of executive compensation, etc. stated in the Business Report (in Japanese only) as described in this Proposal (Reference). This Proposal is in line with the policy after the revision, and the content is judged to be reasonable.

There are currently fifteen (15) Directors (excluding Directors who are Audit and Supervisory Committee Members) (of which, four (4) are Outside Directors), and if Proposal 3 is approved, the number of Directors (excluding Directors who are Audit and Supervisory Committee Members) will be fourteen (14) (of which, four (4) will be Outside Directors).

Specific details and maximum number of Transfer Restricted Shares for Eligible Directors

1. Allocation of Transfer Restricted Shares and payment

Based on resolutions of the Board of Directors, the Company shall provide Eligible Directors an amount of monetary compensation receivable within the aforementioned annual limit as remuneration etc., regarding Transfer Restricted Shares, and each Eligible Director shall receive their allocation of Transfer Restricted Shares by paying all of the monetary compensation receivable by the method of in-kind contribution.

The amount to be paid for Transfer Restricted Shares shall be determined by the Board of Directors within the scope of an amount that is not particularly advantageous to Eligible Directors who will receive the Transfer Restricted Shares, based on the closing price of the Company's common stock on the Tokyo Stock Exchange on the business day immediately preceding the date of each resolution of the Board of Directors meeting on the date of issuance or disposition (if there was no trading on that date, the closing price of the most recent preceding trading date).

In addition, the aforementioned monetary compensation receivable shall be paid on condition that Eligible Directors enter into an agreement for the allocation of Transfer Restricted Shares that includes their consent to the aforementioned in-kind contribution and the provisions stipulated in 3. below.

2. Aggregate number of Transfer Restricted Shares

The aggregate number of Transfer Restricted Shares to be allocated to Eligible Directors shall not exceed 260,000 Transfer Restricted Shares per fiscal year.

However, in the case where the Company conducts stock splits (including gratis allocations of its common shares) or reverse stock splits of its common shares on or after the date of the approval of this Proposal, or in any other case where an adjustment of the aggregate number of Transfer Restricted Shares to be allocated is required to be made, the aggregate number of the Transfer Restricted Shares shall be adjusted to within a reasonable extent.

#### 3. Contents of agreement for the allocation of Transfer Restricted Shares

When allocating Transfer Restricted Shares, the agreement for the allocation of Transfer Restricted Shares to be executed between the Company and Eligible Directors who will receive an allocation of Transfer Restricted Shares based on resolutions of the Board of Directors shall contain the following content.

#### (1) Details of transfer restrictions

Eligible Directors who receive an allocation of Transfer Restricted Shares may not transfer, set a pledge, set a transfer security right, gift inter vivos, bequest, or make any other disposal (hereinafter referred to as "Transfer Restrictions") of the Transfer Restricted Shares they received (hereinafter referred to as the "Allocated Shares") to a third party during the period from the date they receive the allocation of Transfer Restricted Shares to the date of their retirement from their position as either Director or Executive Officer of the Company or its subsidiaries (hereinafter referred to as the "Transfer Restriction Period").

#### (2) Free-of-charge acquisition of Transfer Restricted Shares

In the case where Eligible Directors who received an allocation of Transfer Restricted Shares retire from or leave their positions as Directors or Executive Officers of the Company and its subsidiaries from the start date of the Transfer Restriction Period until the day before the date of the subsequent General Meeting of Shareholders, the Company shall duly acquire the Allocated Shares free-of-charge except in the case of a legitimate reason accepted by the Board of Directors.

In addition, of the Allocated Shares, at the time the aforementioned Transfer Restriction Period in (1) expires, the Company shall duly acquire free-of-charge any shares for which the transfer restrictions have not been lifted based on the provision of a reason for lifting the transfer restrictions as in (3) below.

#### (3) Lifting of Transfer Restrictions

The Company shall lift the Transfer Restrictions for all of the Allocated Shares as of the time when the Transfer Restriction Period expires, on the condition that the Eligible Directors who received an allocation of Transfer Restricted Shares have been in positions as either Director or Executive Officer of the Company or its subsidiaries continuously from the start date of the Transfer Restriction Period until the day before the date of the subsequent General Meeting of Shareholders.

However, in the case where the Eligible Directors retire from or leave their positions as Directors or Executive Officers of the Company and its subsidiaries from the start date of the Transfer Restriction Period until the day before the date of the subsequent General Meeting of Shareholders for a legitimate reason accepted by the Board of Directors, the number of Allocated Shares for which the Transfer Restrictions will be lifted and the timing for lifting the Transfer Restriction shall be reasonably adjusted as necessary.

#### (4) Treatment in the event of organization restructuring, etc.

In the case where proposals regarding merger contracts under which the Company becomes the absorbed company, share exchange agreements or share transfer plans under which the Company becomes a wholly owned subsidiary, or any other organization restructuring, etc. are approved at the General

Meeting of Shareholders of the Company (or at a meeting of the Board of Directors of the Company in case where approval by the General Meeting of Shareholders of the Company is not required for the said organization restructuring, etc.) during the Transfer Restriction Period, the Company shall lift, based on the resolution of the Board of Directors, the Transfer Restrictions before the effective date of the said organization restructuring, etc., with regard to the Allocated Shares in the number reasonably determined by taking into account the period from the start date of the Transfer Restriction Period to the approval date of the said organization restructuring, etc.

Furthermore, in the case provided for above, the Company shall duly acquire free-of-charge the Allocated Shares for which the Transfer Restrictions have not been lifted, at the time immediately after the lifting of Transfer Restrictions.

### (Reference)

1) Policy regarding the determination of the content of executive compensation, etc.

(Omitted)

a. Matters concerning the policy regarding the details of individual remuneration, etc. for Directors

The Company has determined the policy regarding the details of individual remuneration, etc. for Directors, and the details of the policy are as follows.

i. Remuneration for the Company's Directors (excluding Directors who are Audit and Supervisory Committee Members and Outside Directors) is comprised of a basic remuneration paid monthly, an executive officer bonus paid at a certain time each year, and non-monetary compensation related to Transfer Restricted Shares. The basic remuneration is comprised of a position salary according to the incumbent position and the degree of business contribution, and a performance salary determined according to individual evaluation, and is determined after making an individual evaluation of business performance, degree of contribution to company management, etc.

The executive officer bonus is performance-linked remuneration, and non-consolidated net income is used as the main performance indicator. This indicator is used because it is a numerical value showing the final performance of the relevant fiscal year and is considered to be the most rational standard as the basis for calculating performance-linked remuneration. As for the method of determining executive officer bonuses, the total amount is determined based on non-consolidated net income, and the amount to be paid to each Director is determined by individual evaluation of the division for which they are responsible. Nonmonetary compensation concerning Transfer Restricted Shares (monetary compensation receivable) is given in accordance with each Director's incumbent position, etc. from the perspective of providing incentive regarding enhancing corporate value in the long term.

- ii. Remuneration for Directors who are Audit and Supervisory Committee Members and Outside Directors is comprised of a basic remuneration paid monthly and an executive officer bonus paid at a certain time each year, and the amounts of both are fixed in order to maintain objectivity and fairness.
- iii. The Company's policy is to set the payment ratio of each remuneration, etc. to the most appropriate ratio so that it will be a sound incentive for sustainable growth over the medium to long term.
- b. Outline of mechanisms and procedures to determine the policy regarding the details of individual remuneration, etc. for Directors

The Company's policy regarding the amount and calculation method of remuneration, etc. for Directors is determined by resolution of the Board of Directors, and the Directors, including Outside Directors, who constitute the Remuneration Committee, which is delegated by the Board of Directors, have the authority to determine the details of individual remuneration, etc. of each Director (excluding Directors who are Audit and Supervisory Committee Members) within the range of the total remuneration amount resolved at the General Meeting of Shareholders. The reason for the delegation was that the Remuneration Committee, with a majority of its members being independent Outside Directors, is expected to be the decision-making authority to exercise its authority in a fair, transparent, and objective manner.

Note: It was resolved at a meeting of the Board of Directors held on April 27, 2022, that the Remuneration Committee will be established on June 28, 2022, and the Directors who will comprise this Committee will be appointed at a meeting of the Board of Directors to be held after the conclusion of this General Meeting of Shareholders.