Note: This document has been translated from a part of the Japanese original for reference purposes only. In the event of any discrepancy between this translated document and the Japanese original, the original shall prevail.

Securities Code: 4318
June 2, 2025

To Our Shareholders:

Ichiro Kawaguchi, President and Representative Director
QUICK CO., LTD.
2-4, Komatsubaracho, Kita-ku, Osaka, Japan

Notice of the 45th Annual General Meeting of Shareholders

It is a pleasure to inform you that the 45th Annual General Meeting of Shareholders of QUICK CO., LTD. (the "Company") will be held as indicated below.
In convening this General Meeting of Shareholders, the Company has taken measures for providing information that constitutes the content of reference documents for the general meeting of shareholders, etc. (items for which measures for providing information in electronic format are to be taken) in electronic format, and has posted the information on each of the following websites. Please access either of the websites to view the information.

The Company's website:
https://919.jp/ir/agm.php (in Japanese)

Website for posted informational materials for the general meeting of shareholders:
https://d.sokai.jp/4318/teiji/ (in Japanese)

TSE website (Listed Company Search):
https://www2.jpx.co.jp/tseHpFront/JJK010010Action.do?Show=Show (in Japanese)

(Access the TSE website by using the internet address shown above, enter "QUICK" in "Issue name (company name)" or the Company's securities code "4318" in "Code," and click "Search." Then, click "Basic information" and select "Documents for public inspection/PR information." Under "Filed information available for public inspection," click "Click here for access" under "[Notice of General Shareholders Meeting /Informational Materials for a General Shareholders Meeting].")

If attending the meeting in person, please present the enclosed voting form at the reception desk.

If you are not attending the meeting in person, you may exercise your voting rights in writing (by mail) or via the Internet, etc. After considering the Reference Documents for the General Meeting of Shareholders and referring to the "Guidance on Exercising Voting Rights" (in Japanese only), please exercise your voting rights by 6:00 p.m. on Thursday, June 19, 2025 (Japan Time).

1. **Date and Time:** Friday, June 20, 2025 at 10:00 a.m. (JST) (Reception starts at 9:00 a.m.)
2. **Venue:** Zuicho, 6th floor, Hotel Hankyu International
   19-19 Chayamachi, Kita-ku, Osaka, Japan

3. **Purpose of the Meeting**
   Matters to be reported
   1. Business Report and Consolidated Financial Statements for the 45th Term (from April 1, 2024 to March 31, 2025), as well as the results of audits of the Consolidated Financial Statements by the Accounting Auditor and the Audit and Supervisory Committee
   2. Non-consolidated Financial Statements for the 45th Term (from April 1, 2024 to March 31, 2025)

Matters to be resolved

Proposal No. 1 Appropriation of Surplus

Proposal No. 2 Election of Ten Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)

Proposal No. 3 Election of Two Directors Who Are Audit and Supervisory Committee Members

4. Matters related to notice of convocation (guidance on exercising voting rights)

(1) In cases where you have exercised your voting rights in writing (by mail) and have not indicated approval or disapproval of a proposal on the voting form, this shall be assumed to be an indication of approval for the proposal in question.

(2) In cases where you have exercised your voting rights both via the Internet, etc. and in writing (by mail), the exercise of voting rights made via the Internet, etc. shall be assumed to be the valid response.

(3) In cases where you have exercised your voting rights multiple times via the Internet, etc., the last exercise of voting rights shall be assumed to be the valid response.

- If revisions to the items subject to measures for electronic provision arise, a notice of the revisions and the details of the items before and after the revisions will be posted on the websites on the previous page.
- For this general meeting of shareholders, this paper-based document stating items for which measures for providing information in electronic format are to be taken will be delivered regardless of whether they have made a request for delivery of such documents. Furthermore, in accordance with laws and regulations and the Articles of Incorporation, the following items provided in electronic format will not be among the items included in this paper-based document. The Audit and Supervisory Committee and the Accounting Auditor have audited the documents subject to audit, including the following items.
  (1) "System to Ensure Proper Operations, and Operational Status of the System" in the Business Report
  (2) "Consolidated Statement of Changes in Equity" and "Notes to Consolidated Financial Statements" of Consolidated Financial Statements
  (3) "Non-consolidated Statement of Changes in Equity" and "Notes to Non-consolidated Financial Statements" of Non-consolidated Financial Statements

Reference Documents for the General Meeting of Shareholders

Proposals and Reference Information

Proposal No. 1 Appropriation of Surplus

The Company proposes the appropriation of surplus as follows:

1. Year-end dividend
   The Company would like to carry out the payment of ¥49 per share as year-end dividend for this fiscal year, based on our dividend policy, which is using 50% of profit attributable to owners of parent as a guideline.
   As a payment of ¥47 per share was carried out as an interim dividend, total dividends per share for this fiscal year will be ¥96.
   (1) Type of dividend property
   To be paid in cash.
   (2) Allotment of dividend property and their aggregate amount
   The Company proposes to pay a dividend of ¥49 per common share of the Company.
   In this event, the total dividends will be ¥923,511,036.
   (3) Effective date of dividends of surplus
   The effective date of the dividends will be June 23, 2025.

2. Other appropriation of surplus
   Internal reserves are set as follows to reinforce our management base preparing for aggressive business development in the future:
   (1) Item of surplus to be decreased and amount of decrease
   Retained earnings brought forward: ¥800,000,000
   (2) Item of surplus to be increased and amount of increase
   General reserve: ¥800,000,000

Proposal No. 2 Election of Ten Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)

The term of office of all ten Directors (excluding Directors who are Audit and Supervisory Committee members; hereinafter, the same in this proposal) will expire when this General Meeting of Shareholders concludes. Therefore, the Company proposes the election of ten Directors including two Outside Directors.
Regarding this proposal, the Audit and Supervisory Committee of the Company has judged that all candidates for Directors are qualified for their positions.
The candidates for Director are as follows:

Candidate No.	Name		Gender	Position and responsibility in the Company	Attendance at Board of Directors meetings (Attendance rate)
1	Tsutomu Wano	Reelection	Male	Chairman and Representative Director Group CEO	18/18 times (100%)
2	Ichiro Kawaguchi	Reelection	Male	President and Representative Director	17/18 times (94%)
3	Yoshiki Nakai	Reelection	Male	Managing Director and Executive Officer	18/18 times (100%)
4	Kizuki Hayashi	Reelection	Male	Director and Executive Officer	18/18 times (100%)
5	Kenta Kijima	Reelection	Male	Director and Executive Officer General Manager of Administration and Accounting Division	18/18 times (100%)
6	Yuki Shibazaki	Reelection	Male	Director and Executive Officer General Manager of Personnel Placement Business Division and Manager of Sales Department Second Division	18/18 times (100%)
7	Naotaka Okada	Reelection	Male	Director and Executive Officer General Manager of Recruiting Business Division	18/18 times (100%)
8	Tsutomu Obara	New election	Male	Senior Executive Officer CMO and General Manager of Web Business Planning & Development Division	–
9	Seiko Nakai	Reelection Outside Independent	Female	Director (Outside)	18/18 times (100%)
10	Miho Sakai	Reelection Outside Independent	Female	Director (Outside)	18/18 times (100%)

Reelection: Candidate for reelection
New election: New candidate
Outside: Candidate for Outside Director
Independent: Independent officer as defined by Tokyo Stock Exchange, Inc.

<table>
<tr><td>Candidate No.</td><td>Name
(Date of birth)</td><td colspan="2">Career summary, position and responsibility</td><td>Number of the Company’s shares owned</td></tr>
<tr><td rowspan="2">1</td><td>Tsutomu Wano
(May 7, 1949)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td colspan="2">Sept. 1980 Founded the Company
President and Representative Director
Apr. 2005 Group CEO (current position)
June 2019 Chairman and Representative Director (current position)
Significant concurrent positions outside the Company
President of Shanghai Quick CO., LTD.</td><td>462,852 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Tsutomu Wano is the founder of the Company. When he established the Company in 1980, he became President and Representative Director. (He assumed the office of Chairman and Representative Director in June 2019.) Based on his extensive experience and deep knowledge related to corporate management, Mr. Wano has been taking control of our business and developing the Company with his strong leadership and decision-making up to the present time. We continue to believe that he is an appropriate and talented person to realize sustainable growth and a higher corporate value for the Company.</td></tr>
<tr><td rowspan="2">2</td><td>Ichiro Kawaguchi
(October 13, 1956)

Reelection

Attendance at Board of Directors meetings
17/18 times</td><td colspan="2">Sept. 2005 Joined the Company as General Manager of Personnel Placement Sales Division
Apr. 2006 General Manager of Personnel Placement Business Division
June 2016 Director and Executive Officer
June 2017 Managing Director and Executive Officer
June 2019 President and Representative Director (current position)
Apr. 2020 President of Career System CO., LTD.
Dec. 2021 Chairman and Representative Director of Quick Care Jobs Co., Ltd. (current position)
Significant concurrent positions outside the Company
Chairman and Representative Director of Quick Care Jobs Co., Ltd.</td><td>62,300 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Ichiro Kawaguchi has been engaged in operating the human resources business over many years, and has extensive experience and knowledge in the area. Since joining the Company, he has been focusing on expanding the business performance of the personnel placement business, and established it as the pillar of our business. In addition, he was appointed as President and Representative Director of the Company in June 2019. Based on his abundant experience in and knowledge of the human resources business, Mr. Kawaguchi has been playing an adequate role to enhance the total business performance of the Company. Therefore, we continue to believe that he is an appropriate and talented person for improving the corporate value.</td></tr>
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<table>
<tr><th>Candidate No.</th><th>Name
(Date of birth)</th><th colspan="2">Career summary, position and responsibility</th><th>Number of the Company’s shares owned</th></tr>
<tr><td rowspan="2">3</td><td>Yoshiki Nakai
(October 14, 1962)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td colspan="2">Mar. 1989 Joined the Company
Apr. 1998 Manager of Nagoya Recruiting Sales Department
Apr. 2002 Executive Officer and Manager of Tokyo Recruiting Sales Department
June 2005 Director
Oct. 2006 General Manager of East Japan Recruiting Business Division
Apr. 2011 Executive Officer (current position)
President of KCC CO., LTD. (current Colorful Company, Inc.) (current position)
Apr. 2019 General Manager of Recruiting Business Division and Manager of Tokyo Sales Department of the Company
Apr. 2021 General Manager of Recruiting Business Division
Apr. 2022 Chairman and Representative Director of Career System CO., LTD. (current position)
June 2022 Managing Director of the Company (current position)
Significant concurrent positions outside the Company
President of Colorful Company, Inc.
Chairman and Representative Director of Career System CO., LTD.</td><td>148,600 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Yoshiki Nakai has extensive experience and knowledge mainly in the areas of the recruiting and local information service businesses. He was appointed as President of KCC CO., LTD. (current Colorful Company, Inc.), which is one of our subsidiaries, in 2011 and has been focusing on improving the performance of the local information service business. In April 2019, he was appointed as General Manager of Recruiting Business Division of the Company, and is also devoted to enhancing the performance of the recruiting business. He was appointed as Managing Director of the Company in June 2022, and we continue to believe that he is an appropriate and talented person for improving the corporate value.</td></tr>
<tr><td rowspan="2">4</td><td>Kizuki Hayashi
(July 5, 1962)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td colspan="2">Apr. 1985 Joined the Company
Oct. 1994 Manager of Tokyo Recruiting Sales Department
Apr. 2000 President of iQ CO., LTD. (current HR Vision Co., Ltd.) (current position)
Apr. 2005 Executive Officer of the Company
June 2006 Director (current position)
Apr. 2011 Executive Officer (current position)
Significant concurrent positions outside the Company
President of HR Vision Co., Ltd.</td><td>281,100 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Kizuki Hayashi has extensive experience and knowledge mainly in the areas of the recruiting and HR platform businesses. As Director and Executive Officer of the Company, he is concurrently serving as President of HR Vision Co., Ltd., which is one of our subsidiaries. Since its establishment in 2000 until today, he has been delivering sufficient results in expanding the performance of the HR platform business of the company. Therefore, we believe that he will continue playing an adequate role in improving the performance of the business.</td></tr>
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<table>
<tr><th>Candidate No.</th><th>Name
(Date of birth)</th><th colspan="2">Career summary, position and responsibility</th><th>Number of the Company’s shares owned</th></tr>
<tr><td rowspan="2">5</td><td>Kenta Kijima
(March 16, 1974)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td>May 2001
Apr. 2010

Apr. 2011

Apr. 2018
July 2018

Apr. 2020
Apr. 2021

June 2022</td><td>Joined the Company
Manager of Tokyo Metropolitan Area Sales Department Second Division under Personnel Placement Business Division
Manager of Sales Department Second Division under Personnel Placement Business Division
Executive Officer
Manager of Sales Department First Division under Personnel Placement Business Division
Senior Executive Officer
General Manager of Administration and Accounting Division (current position)
Director (current position)
Executive Officer (current position)</td><td>9,000 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Kenta Kijima has extensive experience and knowledge mainly in the personnel placement business. Since joining the Company, he has contributed to the improvement of personnel placement business performance and the launch of new businesses. In April 2021, since being appointed as General Manager of Administration and Accounting Division, he has been involved in initiatives such as enhancing corporate compliance and reforming the personnel system. Therefore, we believe he will continue playing an adequate role in improving corporate value.</td></tr>
<tr><td rowspan="2">6</td><td>Yuki Shibazaki
(February 18, 1986)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td>Apr. 2008
Apr. 2018

Apr. 2020
Apr. 2021

Apr. 2023

June 2023
Oct. 2023</td><td>Joined the Company
Assistant to the Manager of Sales Department First Division under Personnel Placement Business Division
Executive Officer (current position)
Manager of Sales Department First Division under Personnel Placement Business Division
General Manager of Personnel Placement Business Division and Manager of Sales Department First Division
Director (current position)
General Manager of Personnel Placement Business Division and Manager of Sales Department Second Division (current position)</td><td>8,800 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Yuki Shibazaki has extensive experience and knowledge mainly in the personnel placement business. Since joining the Company, he has focused on and contributed to improvements in personnel placement business performance. Based on this track record, etc. we believe that he will continue playing an adequate role in improving corporate value.</td></tr>
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<table>
<tr><th>Candidate No.</th><th>Name
(Date of birth)</th><th colspan="2">Career summary, position and responsibility</th><th>Number of the Company’s shares owned</th></tr>
<tr><td rowspan="2">7</td><td>Naotaka Okada
(November 2, 1975)

Reelection

Attendance at Board of Directors meetings
18/18 times</td><td>Apr. 1998

Apr. 2011

Apr. 2017

Apr. 2019

Apr. 2021

Apr. 2023

June 2023
Apr. 2024

Apr. 2025</td><td>Joined Recruit Ablic Co., Ltd. (current Recruit Co., Ltd.)
General Manager, Professional Services Business Department No.3, RECRUIT AGENT CO., LTD. (current Recruit Co., Ltd.)
Corporate Executive Officer of Recruit Career Co., Ltd. (current Recruit Co., Ltd.)
Supervisory General Manager, Market Sales Department, Media & Solutions Business Headquarters
Seconded to Recruit Career Consulting Co., Ltd., Corporate Executive Officer Supervisory General Manager
Joined the Company
Executive Officer (current position)
Deputy General Manager of Recruiting Business Division
General Manager of Recruiting Business Division
Director (current position)
General Manager of Recruiting Business Division and Manager of Business Promotion Department
General Manager of Recruiting Business Division (current position)</td><td>3,800 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Naotaka Okada has extensive experience and knowledge, mainly in the recruiting business. Since joining the Company, he has focused on and contributed to improvements in recruiting business performance. Based on this track record, etc. we believe that he will continue playing an adequate role in improving corporate value.</td></tr>
<tr><td rowspan="2">8</td><td>Tsutomu Obara
(March 14, 1971)

New election

Attendance at Board of Directors meetings
–</td><td>Jan. 2004
Apr. 2010

Oct. 2017

Apr. 2018
Apr. 2020
Apr. 2023
Oct. 2023</td><td>Joined the Company
General Manager of Market Planning Department under Personnel Placement Business Division
Manager of Web Business Planning & Development Division
Executive Officer
Senior Executive Officer (current position)
CMO (current position)
General Manager of Web Business Planning & Development Division (current position)</td><td>5,000 shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Director
Tsutomu Obara has extensive experience and knowledge, mainly in fields such as marketing planning and system construction and operation utilizing IT technology. Since joining the Company, he has focused on developing and enhancing Company-operated websites as well as strengthening promotions to enhance brand power, and has contributed to the improvement of the Company’s performance. We propose his election as a new Director, taking the view based on these achievements and other factors that he is a talented person suited for our efforts to realize corporate value enhancement.</td></tr>
</table>

Candidate No.	Name (Date of birth)	Career summary, position and responsibility	Number of the Company's shares owned
9	Seiko Nakai (June 26, 1962) Reelection Outside Independent Attendance at Board of Directors meetings 18/18 times	Apr. 1986 Joined the Company May 1987 Joined Osaka College of Foreign Languages Feb. 1996 Established Heart and Career Co., Ltd., President May 2011 Established Shell mail CO., LTD., President (current position) June 2016 Director of the Company (current position) Significant concurrent positions outside the Company President of Shell mail CO., LTD.	– shares
	Reasons for nomination as candidate for Outside Director and expected role As an owner of another human resources company, Seiko Nakai has extensive business experience and wide knowledge mainly in the areas of human resources and career development as well as corporate training, etc. We propose her reelection as an Outside Director expecting that she will play an adequate role in making important managerial decisions, supervising business execution, etc.		
10	Miho Sakai (May 31, 1966) Reelection Outside Independent Attendance at Board of Directors meetings 18/18 times	Apr. 1989 Joined Recruit Co., Ltd. (current Recruit Holdings Co., Ltd.) Apr. 2009 President of FromA Career Co., LTD. Apr. 2015 Executive Officer of Recruit Jobs Co., Ltd. (current Recruit Co., Ltd.) Dec. 2019 Retired from Recruit Jobs Co., Ltd. June 2022 Director of Optional Co., Ltd. (current position) Nov. 2022 Outside Director of Festaria Holdings Co., Ltd. (current position) June 2023 Director of the Company (current position) Significant concurrent positions outside the Company Outside Director of Festaria Holdings Co., Ltd.	– shares
	Reasons for nomination as candidate for Outside Director and expected role Miho Sakai has extensive business experience and wide knowledge of the human resources industry. We propose her reelection as an Outside Director in the expectation that she will play an adequate role in making important managerial decisions, supervising business execution, etc.		

Notes:
1. There is no special interest between any of the candidates and the Company.
2. Tsutomu Wano is scheduled to retire as Representative Director of the Company at the Board of Directors meeting after the conclusion of the 45th Annual General Meeting of Shareholders to be held on June 20, 2025, and he will assume the title of Chairman and Director of the Company.
3. Seiko Nakai and Miho Sakai are candidates for Outside Director.
4. Seiko Nakai had been an employee of the Company from April 1986 until April 1987. It has been 38 years since she resigned as an employee of the Company.
5. Miho Sakai had been an Executive Officer of Recruit Co., Ltd. (the company name at the time she was in office was Recruit Jobs Co., Ltd.), which is a specified affiliated business operator (major business partner) for the Company, within the past 10 years. However, five years have elapsed since she resigned as Executive Officer of that company.
6. Seiko Nakai is currently an Outside Director of the Company. At the conclusion of this meeting, her tenure will have been nine years.
7. Miho Sakai is currently an Outside Director of the Company. At the conclusion of this meeting, her tenure will have been two years.
8. The Company has entered into limited liability agreements with Seiko Nakai and Miho Sakai. If their reelection is approved, the Company plans to renew the agreement with them. A summary of the agreement is as follows:
   - When the non-executive Director becomes liable to the Company for damages due to a failure to perform their duties, they will be responsible up to the minimum liability amount provided for by Article 425, paragraph (1) of the Companies Act.
   - The limitation of liability above is applicable only if the Director has acted in good faith and without gross negligence in performing their duties which caused their liability.
9. As provided for by Article 430-3, paragraph (1) of the Companies Act, the Company has entered into a directors and officers liability insurance contract with an insurance company. Under this insurance contract, the Company will cover damages and litigation expenses, etc. arising from claims for damages lodged against insured persons, including Directors of the Company, due to acts (including shareholder derivative actions) performed during the execution of their duties (excluding breaches of trust, criminal acts and the willful violations of laws and ordinances by insured persons, etc.), and

the Company will also pay the insurance premiums of the insured persons. If each of the candidates is elected and takes office as Director, all candidates will become insured persons under this insurance contract. Furthermore, when this insurance contract next comes up for renewal, the Company intends to renew it with the same content.

10. The Company has submitted notification to Tokyo Stock Exchange, Inc. that Seiko Nakai and Miho Sakai have been designated as independent officers as provided for by the aforementioned exchange. If their reelection is approved, the Company plans for their designation as independent officers to continue.

Proposal No. 3 Election of Two Directors Who Are Audit and Supervisory Committee Members

The terms of office of three of the four Directors who are Audit and Supervisory Committee members—Toshihiro Kono, Takahide Murao, and Makoto Saito—will expire when this General Meeting of Shareholders concludes. Therefore, the Company proposes the election of two Directors who are Audit and Supervisory Committee members, reducing the number of such Directors from four to three.

The Company has obtained the approval of the Audit and Supervisory Committee in relation to this proposal and judges that the Audit and Supervisory Committee can continue to secure the efficacy of audits even with one fewer member.

The candidates for Director who is an Audit and Supervisory Committee member are as follows:

Candidate No.	Name		Gender	Position and responsibility in the Company	Attendance at Board of Directors meetings (Attendance rate)	Attendance at Audit and Supervisory Committee meetings (Attendance rate)
1	Toshihiro Kono	Reelection Outside Independent	Male	Director Full-time Audit and Supervisory Committee Member (Outside)	18/18 times (100%)	13/13 times (100%)
2	Makoto Saito	Reelection Outside Independent	Male	Director Audit and Supervisory Committee Member (Outside)	18/18 times (100%)	13/13 times (100%)

Reelection: Candidate for reelection

Outside: Candidate for Outside Director

Independent: Independent officer as defined by Tokyo Stock Exchange, Inc.

<table>
<tr><th>Candidate No.</th><th>Name
(Date of birth)</th><th colspan="2">Career summary, position and responsibility</th><th>Number of the Company's shares owned</th></tr>
<tr><td rowspan="2">1</td><td>Toshihiro Kono
(May 3, 1949)

Reelection
Outside
Independent

Attendance at Board of Directors meetings
18/18 times

Attendance at Audit and Supervisory Committee meetings
13/13 times</td><td>Apr. 1972

Oct. 1980

Oct. 1993

Oct. 2007

June 2012
June 2021</td><td>Joined Fujimoto Sangyo Co., Ltd. (current Sumitomo Shoji Chemicals Co., Ltd.)
Joined Danko Co., Ltd. (current Richemont Japan Limited)
General Manager of Organization & Human Resource Department of Dunhill Group Japan, Ltd. (current Richemont Japan Limited)
Resigned from Richemont F&A Japan Limited (current Richemont Japan Limited)
Full-time Corporate Auditor of the Company
Director (Full-time Audit and Supervisory Committee Member) (current position)</td><td>– shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Outside Director and expected role
Toshihiro Kono has extensive experience and wide-ranging insights derived from many years serving in a global company in areas related to general administration and personnel. We propose his election in the expectation that he will continue playing an adequate role as an Outside Director who is an Audit and Supervisory Committee member by providing appropriate advice and supervision of management in general. He has no experience of direct involvement in company management other than as an Outside Director, but for the reasons given above the Company judges that he will be able to perform his duties appropriately as Outside Director who is an Audit and Supervisory Committee member.</td></tr>
<tr><td rowspan="2">2</td><td>Makoto Saito
(April 2, 1965)

Reelection
Outside
Independent

Attendance at Board of Directors meetings
18/18 times

Attendance at Audit and Supervisory Committee meetings
13/13 times</td><td>Oct. 1990

Sept. 2001

Oct. 2001

June 2007
June 2021</td><td>Joined Showa Ota & Co. (current Ernst & Young ShinNihon LLC)
Resigned from Showa Ota & Co. (current Ernst & Young ShinNihon LLC)
Established Saito Accounting Office Manager (current position)
Corporate Auditor of the Company
Director (Audit and Supervisory Committee Member) (current position)
Significant concurrent positions outside the Company
Manager of Saito Accounting Office</td><td>– shares</td></tr>
<tr><td colspan="4">Reasons for nomination as candidate for Outside Director and expected role
Makoto Saito is a certified public accountant and certified tax accountant with wide-ranging business knowledge and practical experience in such areas as finance, accounting, and auditing. We propose his election in the expectation that he will continue playing an adequate role as an Outside Director who is an Audit and Supervisory Committee member by providing appropriate advice and supervision of management in general.</td></tr>
</table>

Notes:
1. There is no special interest between any of the candidates and the Company.
2. Toshihiro Kono and Makoto Saito are candidates for Outside Director.
3. Toshihiro Kono and Makoto Saito are currently Outside Directors who are Audit and Supervisory Committee members of the Company. At the conclusion of this meeting, their tenure will have been four years. In addition, the two candidates have previously served as Non-executive Officers (Corporate Auditors) of the Company.
4. The Company has entered into limited liability agreements with Toshihiro Kono and Makoto Saito. If their reelection is approved, the Company plans to renew the agreement with them. A summary of the agreement is as follows:
   - When the non-executive Director becomes liable to the Company for damages due to a failure to perform their duties, they will be responsible up to the minimum liability amount provided for by Article 425, paragraph (1) of the Companies Act.
   - The limitation of liability above is applicable only if the Director has acted in good faith and without gross negligence in performing their duties which caused their liability.
5. As provided for by Article 430-3, paragraph (1) of the Companies Act, the Company has entered into a directors and officers liability insurance contract with an insurance company. Under this insurance contract, the Company will cover

damages and litigation expenses, etc. arising from claims for damages lodged against insured persons, including Directors (including Directors who are Audit and Supervisory Committee members) of the Company, due to acts (including shareholder derivative actions) performed during the execution of his duties (excluding breaches of trust, criminal acts and the willful violations of laws and ordinances by insured persons, etc.), and the Company will also pay the insurance premiums of the insured persons. If each of the candidates is elected and takes office as a Director who is an Audit and Supervisory Committee member, all candidates will become insured persons under this insurance contract. Furthermore, when this insurance contract next comes up for renewal, the Company intends to renew it with the same content.

6. The Company has submitted notification to Tokyo Stock Exchange, Inc. that Toshihiro Kono and Makoto Saito have been designated as independent officers as provided for by the aforementioned exchange. If their reelection is approved, the Company plans for their designation as independent officers to continue.

[Reference]
Structure of the Board of Directors following the approval of Proposal No. 2 “Election of Ten Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)” and Proposal No. 3 “Election of Two Directors Who Are Audit and Supervisory Committee Members” (provisional)

Name	Position and responsibility in the Company	Gender	Independent officer	Nominating Committee and Compensation Committee	Fields of expertise							
					Business administration	Sales and marketing	Industry knowledge	Global business	Finance and accounting	Legal affairs and compliance	Digital technology	Sustainability ESG
Tsutomu Wano	Chairman and Director Group CEO	Male		○	○	○	○	○				○
Ichiro Kawaguchi	President and Representative Director	Male		○	○	○	○	○				○
Yoshiki Nakai	Managing Director and Executive Officer	Male			○	○	○					
Kizuki Hayashi	Director and Executive Officer	Male			○	○	○					
Kenta Kijima	Director and Executive Officer General Manager of Administration and Accounting Division	Male				○	○		○	○		○
Yuki Shibazaki	Director and Executive Officer General Manager of Personnel Placement Business Division and Manager of Sales Department Second Division	Male				○	○					
Naotaka Okada	Director and Executive Officer General Manager of Recruiting Business Division	Male				○	○					
Tsutomu Obara	Director and Executive Officer CMO and General Manager of Web Business Planning & Development Division	Male				○	○				○	
Seiko Nakai	Director (Outside)	Female	○		○	○						
Miho Sakai	Director (Outside)	Female	○		○	○	○					

Name	Position and responsibility in the Company	Gender	Independent officer	Nominating Committee and Compensation Committee	Fields of expertise							
					Business administration	Sales and marketing	Industry knowledge	Global business	Finance and accounting	Legal affairs and compliance	Digital technology	Sustainability ESG
Toshihiro Kono	Outside Director (Full-time Audit and Supervisory Committee Member)	Male	○	○				○		○		
Makoto Saito	Outside Director (Audit and Supervisory Committee Member)	Male	○	○					○	○		
Hiroyuki Rokugo	Outside Director (Audit and Supervisory Committee Member)	Male	○	○	○	○	○					

* The above list shows fields where respective individuals have notable expertise. It does not indicate their entire knowledge or experiences.