

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: 5946)

March 2, 2023

**To our shareholders:**

Kiyotaka Taneda,  
President  
**Chofu Seisakusho Co., Ltd.**  
2-1, Chofu Ogi-machi, Shimonoseki-shi, Yamaguchi

**Notice of the 69th Annual General Meeting of Shareholders**

We are pleased to announce the 69th Annual General Meeting of Shareholders of Chofu Seisakusho Co., Ltd. (the “Company”), which will be held as described below.

When convening this general meeting of shareholders, the Company takes 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 posts this information on our website. Please access the website using the Internet address shown below to review the information.

Our website: <https://www.chofu.co.jp/> (in Japanese only)

(From the above website, select “Investor Relations,” then “General Meeting of Shareholders” to review the information.)

In addition to posting the items for which measures for providing information in electronic format are to be taken on our website, the Company also posts this information on the website of Tokyo Stock Exchange, Inc. (TSE). Please access the website using the Internet address shown below to review the information.

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

(Access the TSE website (Listed Company Search) using the Internet address shown above, input “Chofu Seisakusho Co., Ltd.” in “Issue name (company name)” or the Company’s securities code “5946” in “Code,” and click “Search.” Then, click “Basic information” and select “Documents for public inspection/PR information.” Check “Notice of General Shareholders Meeting/Informational Materials for a General Shareholders Meeting” under “Filed information available for public inspection” to review the information.)

If you are unable to attend the meeting in person, you may exercise your voting rights via the Internet or in writing (via postal mail). Please exercise your voting rights after examining the Reference Documents for the General Meeting of Shareholders, by 6:00 p.m. on Thursday, March 23, 2023 (JST).

**[Exercise of voting rights via the Internet]**

Please access the Company’s designated website for exercising voting rights (<https://evote.tr.mufg.jp/>) (in Japanese only), and indicate whether you agree or not to the proposals in accordance with the instructions on the screen by the above voting deadline.

When exercising your voting rights via the Internet, refer to “Information on Exercising Voting Rights via the Internet” (in Japanese only).

**[Exercise of voting rights in writing (via postal mail)]**

Please indicate whether you agree or not to the proposals on the Voting Form, and return it so that it arrives no later than the above voting deadline.

1. **Date and Time:** Friday, March 24, 2023, at 10:00 a.m. (JST)
2. **Venue:** Head Office of the Company  
2-1, Chofu Ogi-machi, Shimonoseki-shi, Yamaguchi

**3. Purpose of the Meeting**

**Matters to be reported:**

1. The Business Report, the Consolidated Financial Statements, and report on the result of the audit by the Financial Auditor and Audit and Supervisory Committee on the Consolidated Financial Statements for the 69th term (January 1, 2022 to December 31, 2022)
2. The Non-Consolidated Financial Statements for the 69th term (January 1, 2022 to December 31, 2022)

**Matters to be resolved:**

**Proposal No. 1** Appropriation of Surplus

**Proposal No. 2** Election of Seven Directors (Excluding Audit and Supervisory Committee Members)

**4. Matters Decided upon Convocation (Information on Exercise of Voting Rights)**

- (1) If you do not indicate whether you agree or not to the proposals on the Voting Form when exercising your voting rights in writing (via postal mail), the Company will deem that you agreed to the proposals.
  - (2) If you exercise your voting rights more than once via the Internet, the vote exercised last will be recorded as the effective vote.
  - (3) In the event that you exercise your voting rights both via the Internet and in writing (via postal mail), the vote exercised via the Internet will be recorded as the effective vote, regardless of the arrival date and time.
- When attending, please bring the Voting Form and submit it at the reception desk on the day of the meeting.
- If revisions to the items for which measures for providing information in electronic format are to be taken arise, a notice of the revisions and the details of the items before and after the revisions will be posted on our website mentioned above.

**Measures to prevent the spread of COVID-19**

- We ask for your cooperation in bringing and wearing a mask and in the use of alcohol disinfectant.
- We ask for your cooperation in having your temperature checked at the entrance of the venue. Those who are recognized as having a fever or who appear to be unwell may be asked to refrain from entering the venue.
- Staff members at the General Meeting of Shareholders will also be wearing masks and have their temperature and health checked.
- **Please note that the Company has decided to forgo the custom of giving presents to the shareholders who attend the meeting. Thank you for your understanding.**
- If future developments necessitate a major change in the way the General Meeting of Shareholders will be run, shareholders will be informed via our website provided above.

## 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:

##### Year-end dividends

The Company views the provision of appropriate profit returns to shareholders as one of the most important management issues, and our basic policy is to pay stable dividends while working to establish a sustainable and highly profitable structure for the entire Group, providing for investments aimed at growth, and strengthening the financial position.

In accordance with the above basic policy, the Company proposes to pay year-end dividends for the current fiscal year as follows:

1. Type of dividend property  
To be paid in cash.
2. Allotment of dividend property and their aggregate amount  
¥20 per common share of the Company  
In this event, the total dividends will be ¥688,054,240.
3. Effective date of dividends of surplus  
March 27, 2023



- Notes:
1. There is no special interest between any of the candidates and the Company.
  2. Reasons for nomination as candidates for Director
    - After serving as President of the Company, of which office he assumed in 1997, Yasuo Kawakami currently oversees the Group in general as Chairman of the Company, and has sufficient knowledge and experience required for management. Accordingly, the Company has determined that he will be able to continue to appropriately conduct the duties as Director of the Company.
    - Since assuming the office of President of the Company in 2019, Kiyotaka Taneda oversees the Company's operations in general as President of the Company, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to continue to appropriately conduct the duties as Director of the Company.
    - Yasuhiro Kawakami oversees sales in Western Japan area as Director of the Company, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to continue to appropriately conduct the duties as Director of the Company.
    - Takeshi Wada oversees the operations in general in Northern Japan area as Director of the Company, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to continue to appropriately conduct the duties as Director of the Company.
    - Tetsuro Hayashi oversees sales in Tokyo Metropolitan area as Director of the Company, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to continue to appropriately conduct the duties as Director of the Company.
    - Tadatoshi Mikubo oversees sales in Eastern Japan area as General Manager of Sales Department at Utsunomiya Plant, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to appropriately conduct the duties as Director of the Company.
    - Kazuyuki Nishijima oversees the operations in general of the Company's subsidiary, Osaka-Technocrat Co., Ltd., as its President, and has sufficient knowledge and experience required for management of the Company. Accordingly, the Company has determined that he will be able to appropriately conduct the duties as Director of the Company.
  3. The Company has concluded a directors and officers liability insurance agreement with an insurance company. The liability insurance covers compensation for damages incurred by an insured person. Each candidate will be included as an insured person under this insurance agreement. Furthermore, at the time of the next renewal, the Company plans to renew the liability insurance agreement without changes to the terms and conditions.