

Please note that the following is an unofficial English translation of the Japanese original text of the Corporate Governance Report of PERSOL HOLDINGS CO., LTD. which has been reported to the Tokyo Stock Exchange. PERSOL HOLDINGS CO., LTD. provides this translation for reference and convenience purposes only and without any warranty as to its accuracy or otherwise. In the event of any discrepancy between this translation and the Japanese original, the latter shall prevail.

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PERSOL HOLDINGS CO., LTD.

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The status of corporate governance at PERSOL HOLDINGS CO., LTD. is as follows:

### I. Basic approach to corporate governance, capital structure, corporate attributes, and other basic information

#### 1. Basic Approach

(Principle 2.1, 2.2, 3.1(i), 3.1(ii))

<Corporate Philosophy>

Providing Opportunity, Individual Growth and Social Contribution

<Group Vision>

Work, and Smile

<Five Core Principles>

Authentic (Respond every issue sincerely)

Customer-Focus (Always be a reliable partner and strive to go beyond our customer's expectations)

Professional (Have high spirit and keep on shining)

Teamwork (Respect the diversity and maximize the achievement of organizations)

Innovative (Think, Act and Joy in changing)

PERSOL HOLDINGS CO., LTD. (hereinafter referred to as "the Company") establishes the basic management policy and the corporate strategies of the entire group with the aim of realizing its corporate philosophy. Each of the group companies shall promote sustainable corporate growth and the increase of corporate value over the mid- to long-term and solve social issues through its businesses by executing the corporate strategies in united efforts of the group companies.

Based on this Basic Approach, the Company established the "Corporate Governance Guideline". This Corporate Governance Guideline lays out the principles and desirable state of corporate governance of the Company and serves as the Guideline for the directors and the Group Senior Executives (collectively referring to the Representative Director, President and CEO, executive directors and executive officers, who are responsible for the management of the Company and its group companies) towards the realization thereof. We will take actions in line with the Guideline and revise it as necessary in response to changes in the times and circumstances and consistently strive for better corporate governance.

The Corporate Governance Guideline is posted on our website:

[https://www.persol-group.co.jp/en/images/corporate/governance/corporate\\_governance\\_guideline\\_en.pdf](https://www.persol-group.co.jp/en/images/corporate/governance/corporate_governance_guideline_en.pdf)

[Reasons for not putting each principle of the Corporate Governance Code into practice]

The Company has applied each of the basic principles of the Corporate Governance Code.

[Releases based on Corporate Governance Code principles]

**1. Corporate Philosophy and Corporate Governance Guideline** (Principle 2.1, 2.2, 3.1(i), 3.1(ii))

Described in 1.1 "Basic Approach" of this report.

**2. Business strategy & business plans** (Principle 3.1(i))

We recognize the increasing social expectations and responsibilities for our Group in a rapidly changing work environment associated with longer careers due to the advent of 100-year lifespans and work style changes stemming from advances in technology and artificial intelligence.

Under these circumstances, to fulfill our Group Vision, "Work, and Smile," we have designed a cycle of corporate activities and social contributions, which forms a value creation story looking ahead to 2030.

We will determine our commitments to a changing society, refine the sources of value creation we have amassed, and use these to drive growth in our business activities.

As a consequence, we will enhance both our social and economic values to create new value. At the same time, we will contribute to achievement of SDGs (Sustainable Development Goals) adopted by the United Nations.

The focus of our Group Mid-term Management Plan 2023, which covers the first three years leading to 2030, is on refining our businesses and reinforcing our management base with a view to further growth. By fulfilling our "Work, and Smile" vision, we will provide value to society.

Details on our Medium-term Management Plan is posted on our website:

<https://www.persol-group.co.jp/en/ir/strategy/index.html>

### **3. Policy on constructive dialogues with shareholders and investors, and capital policy**

(1) Policy on constructive dialogues with shareholders and investors (Principle 5.1, Supplementary principle 5.1.1, 5.1.2)

From the perspective of sustainable growth and enhancing corporate value over the medium to long term, the Board has established “Policy for Constructive Dialogue with Shareholders and Investors,” and we will actively promote dialogue with shareholders and investors.

Policy for Constructive Dialogue with Shareholders and Investors is posted on our website:

[https://www.persol-group.co.jp/en/corporate/governance/corporate\\_governance/](https://www.persol-group.co.jp/en/corporate/governance/corporate_governance/)

(2) Cross-Shareholdings (Principle 1.4)

#### 1. Basic Policy Regarding Cross-Shareholdings

From the perspective of avoiding risk from share price fluctuations and improving capital efficiency, the Company does not hold listed shares except in cases where it is necessary for business or financial transactional relationships with the investee or collaboration with the Company.

#### 2. Basic Policy/Standards of Verification

The Board periodically verifies the appropriateness of holding individual cross-shareholdings. Following consideration of the business advantages and strategic significance in maintaining relationships, expanding transactions and creating synergies, and the general verification of whether the benefits and risks pertaining to such shareholdings correspond to the Company's cost of capital, cross-held shares judged as unnecessary to hold will be prepared for sale after taking into consideration the status of the cross-shareholders, etc.

As a result of verification, some cross-held shares deemed as unnecessary to hold has been sold.

#### 3. Basic Policy on Exercising Voting Rights

The Company will make appropriate decisions regarding the exercise of voting rights in corporations forming cross-shareholdings by comprehensively considering whether or not the details of resolution items contribute to enhancing the value of said corporation in which shares are held, as well as the status of said corporation's corporate governance structures, and compliance systems etc.

### **4. Structure of the Board and policies and procedures when appointing the Group Senior Executives and in the nomination of Director candidates by the Board**

(1) The form of organizational structure (Principle 4.10)

Based on the corporate governance principles, the Company has adopted the form of organizational structure of “Company with Supervisory Committee” under the Japanese Companies Act. Furthermore, for the purpose of complementing the function of the Board, the Company has

established a Nomination and Compensation Committee and a Corporate Governance Committee as voluntary committees to increase transparency and objectivity concerning decisions on the nomination and compensation of the directors and the Group Senior Executives.

### (2) Separating the oversight and management (Principle 4.6)

The Board is responsible for the oversight of management and its main roles and responsibilities are to set the basic management policy, oversee the Group Senior Executives, and secure the construction and operation of appropriate internal control systems. For the purpose of enabling management to make timely, flexible and decisive decisions, management decisions other than those reserved for the Board by the Companies Act shall be delegated, in principle, to the CEO. Provided, however, that the decisions on the execution of important operations set forth in the Regulations for the Board shall be made by the Board.

### (3) Scope of delegation to management (Supplementary principle 4.1.1)

As stated in “Chapter 8. Management Structure (8-1. Management Structure and 8-2. Duties of the CEO)” of the Corporate Governance Guideline.

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< Excerpt of the Corporate Governance Guideline >

#### 8-1. Management Structure

The Company adopts the Executive Officer system with the purpose of separating the oversight and management and clarifying where management responsibility lies.

In addition, Headquarters Management Committee (hereinafter referred to as, “HMC”) is established to assist the CEO in making decisions on the group's basic management policy and important operations. The decisions on the execution of important operations delegated to the CEO by the Board shall be decided by the CEO on the condition that the HMC has made an affirmative resolution. Based on the concept that the members of the HMC (hereinafter referred to as, “the HMC members”) shall be the persons who assume the significant decisions on the execution of important operations delegated by the Board and comprehensive roles as members of the senior management of the group, a proposal for the nomination of a HMC members shall be prepared by the CEO from among the executive officers, and shall be approved at the Board upon deliberation at the Nomination and Compensation Committee.

The responsibilities and authorities of the HMC, the CEO and the executive officers in charge shall be clarified in the Delegation of Authorities Rules.

### 8-2. Duties of the CEO

The CEO shall make decisions on the execution of operations to realize the group's corporate philosophy and increase corporate value and the common interests of stakeholders including shareholders and demonstrate necessary leadership.

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#### (4) Composition of the Board (Principle 4.8, Supplementary principle 4.11.1)

As stated in "Chapter 5. Composition of the Board (5-1. Composition of the Board)" of the Corporate Governance Guideline.

Based on a governance policy of separating oversight and management, and further strengthening the supervisory function of the Board of Directors, as well as accelerating decision-making, the Board has been composed of seven Directors who are not Supervisory Committee Members (four of whom are Independent Directors) and three Directors who are Supervisory Committee Members (two of whom are Independent Directors), and the ratio of Independent Directors is at least one-half of the total following the Ordinary General Meeting of Shareholders held on June 21, 2022.

Combination of the Skills (knowledge, experience and capability) that the board of Directors should have based on the Mid- to Long-term Strategic Policy and the roles of the Board, and the skills that Directors possess is posted on our website:

[https://www.persol-group.co.jp/en/images/corporate/governance/skills\\_matrix\\_en.pdf](https://www.persol-group.co.jp/en/images/corporate/governance/skills_matrix_en.pdf)

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< Excerpt of the Corporate Governance Guideline >

#### 5-1. Composition of the Board

The Board shall comprise of not more than 15 directors to ensure the effectiveness of its functions, and independent directors shall account for a half or more so that they are able to properly perform their oversight functions.

The Board shall have well-balanced knowledge, experience and capability as a whole to effectively fulfill its roles and responsibilities and shall be composed in a form in which diversity including gender and internationality exists and the right size is maintained.

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#### (5) Policies and procedures when appointing/dismissing the Group Senior Executives and nominations of Director candidates by the Board (Principle 3.1, Supplementary principle 4.11.1)

As stated in "Chapter 5. Composition of the Board (5-2. Nomination of Directors)" of the Corporate Governance Guideline.

With respect to dismissal, in the event that a fraudulent act, breach of trust and other acts that may cause doubts corresponding to them in the execution of duty of a Director, the Nomination and Compensation Committee, the Supervisory Committee, and the Board will deliberate the appropriateness of submitting an agenda item concerning the dismissal of the relevant Director to the General Meeting of Shareholders.

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< Excerpt of the Corporate Governance Guideline >

### 5-2. Nomination of Directors

The Nomination and Compensation Committee sets forth the standards for nomination of a director as outlined below, and recommend to the Board a person who meets the standards as a candidate for director.

[Summary of the Standards for Nomination of Directors]

□ A director, as a trustee of the Company selected by shareholders, shall have the ability to contribute to the Company's sustainable growth and mid- to long-term increase of corporate value by appropriately fulfilling their duty of loyalty and duty of care concerning the performance of his/her duties.

□ An independent director shall have excellent judgment and a wealth of experience in such fields as business management, technology, finance and accounting and corporate legal affairs, and the ability to oversee the Group Senior Executives from an independent and objective standpoint, and shall satisfy the Company's criteria for independent directors.

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(6) The Board approaches to appointing/dismissing the Group Senior Executives and nominating Director candidates (Principle 3.1.v, Supplementary principle 4.3.1)

As stated in Chapter 4. Responsibilities of Directors (4.1. Responsibilities of Directors, 4.2. Expectations of Independent Director)" and "Chapter 5. Composition of the Board (5.1. Composition of the Board, 5.2. Nomination of Directors)" of the Corporate Governance Guideline.

The reasons for nominating all Director candidates are outlined in the General Meeting of Shareholders convocation notice.

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< Excerpt of the Corporate Governance Guideline >

### 4-1. Responsibilities of Directors

Directors shall recognize their responsibilities as the trustees of management selected by shareholders, and act for the common interests of the Company and its shareholders.

### 4-2. Expectations of Independent Director

Each independent director is expected, from an objective standpoint independent from the Group Senior Executives, to oversee management through making important decisions of the Board including the appointment and dismissal of the Group Senior Executives, and to oversee conflicts of interest among the Company, the Group Senior Executives, and controlling shareholders, and provide advice for the purpose of increasing mid- to long-term corporate value by encouraging the sustainable growth of the group based on not only his/her experience and expertise, but also conventional wisdom and common sense.

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### (7) Selection of CEO (Supplementary Principle 4.3.2)

Other than “Chapter 5 (5.2. Nomination of Directors)” of the Corporate Governance Guideline, the Company sets the following qualifications for CEO. The Board appoints CEO by a resolution of the Board following the advice/recommendations of the Nomination and Compensation Committee.

- (1) Possesses wide-ranging knowledge and insight for providing guidance for multiple businesses and functions;
- (2) Is capable of acting in good faith and maintaining a good balance with all stakeholders; and
- (3) Is capable of bringing about innovations through excellent leadership towards the realization of the PERSOL Group vision

### (8) Dismissal of CEO (Supplementary Principle 4.3.3)

With respect to dismissal of CEO, in the event that there is an act which may cause doubts of falling under any of the following items of dismissal criteria, the Nomination/Compensation and the Board shall conduct deliberations immediately.

- (1) There is an act which may cause suspicion of fraudulent and unjust act or breach of trust;
- (2) Decided as unqualified as CEO by violations of the Companies Act and other related laws and ordinances; or
- (3) Judged that execution of duties or achievements are insufficient, and that keeping the person in the position of CEO is inappropriate.

### (9) Plan for Cultivating a Successor to CEO (Supplementary Principle 4.1.3)

The Company discusses CEO succession plan at the Nomination and Compensation Committee, a majority of which is composed of Independent Directors, and the Board oversees progress by receiving reports from the Nomination and Compensation Committee. At the same time, the Company has set up the Nomination and Compensation Committees at the core companies of Strategic Business Unit (SBU) to discuss CEO succession plan of each company. In the Nomination

and Compensation Committee, the Company oversees the implementation of the succession planning for these executives, including the succession planning for executive officer in the administrative function. Based on the above, we have constructed a system to systematically train personnel who will be responsible for future management execution in order to continuously develop our corporate value.

### (10) Standards for judging independence and qualifications of Independent Director (Principle 4.9)

The Company has established the Independence Criteria for External Directors. In cases where outside directors do not fall under any of the following, the Company believes that such outside directors have independence from the Company.

The Independence Criteria for External Directors is posted on our website:

[https://www.persol-group.co.jp/en/images/corporate/governance/en\\_independence\\_criteria\\_for\\_external\\_directors.pdf](https://www.persol-group.co.jp/en/images/corporate/governance/en_independence_criteria_for_external_directors.pdf)

### (11) Selection of the Lead Independent Director (Supplementary Principle 4.8.2)

The Company selects the Lead Independent Director from among the independent directors through mutual election. As stated in “Chapter 4. Responsibilities of Directors (4.3. The role of Lead Independent Director)” of the Corporate Governance Guideline. The Lead Independent Director is Ryosuke Tamakoshi.

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< Excerpt of the Corporate Governance Guideline >

#### 4-3. Roles of the Lead Independent Director

The lead independent director promotes information exchange and sharing of awareness among independent directors by serving as the chair of the executive session, a meeting consisting of independent directors only. At the same time, he or she, as a representative of independent directors, has communications with the chairperson of the Board and Representative Directors on a regular basis to reflect the opinions of independent directors. The lead independent director gathers opinions of directors as necessary towards ensuring effectiveness of the Board.

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### (12) Disclosure of Directors concurrently serving in positions at other companies (Supplementary Principle 4.11.2)

The status of the Company's Directors and candidates who concurrently serve in other important positions is disclosed every year in the General Meeting of Shareholders convocation notice and the financial statements.



### **5. Policy and procedure related to decisions regarding compensation of the Group Senior Executives/Directors made by the Board (Principle 3.1.iii, Supplementary principle 4.2.1)**

Described in “Disclosure of decision-making policy on compensation amounts and calculation methods” under II.1.

### **6. Efforts to further demonstrate the functions of the Board**

#### (1) Utilization of Voluntary Mechanisms (Supplementary Principle 4.10.1)

The Company has established the Nomination and Compensation Committee and the Corporate Governance Committee as voluntary committees. As stated in “Chapter 7. Committees (7.3. Nomination and Compensation Committee and 7.4. Corporate Governance Committee)” of the Corporate Governance Guideline.

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< Excerpt of the Corporate Governance Guideline >

#### 7-3. Nomination and Compensation Committee

##### (1) Roles of the Nomination and Compensation Committee

The purposes of the Nomination and Compensation Committee include increasing the transparency and objectivity of the decisions on candidates for directors and the Group Senior Executives as well as decisions on compensation while enhancing the managerial and supervisory functions of the Board. Upon receiving requests from the Board, the Nomination and Compensation Committee shall perform the following duties, and submit a report and recommendations to the Board:

Matters concerning decision on candidates:

- Decision on a recommendation of the policy regarding appointment and dismissal of directors
- Decision on a recommendation of the appointment and dismissal of the directors for discussion at the general meeting of shareholders
- Decision on a recommendation of the appointment and dismissal of the CEO (authority of representation and the position)
- Discussion on a recommendation of HMC members
- Approval of a CEO succession plan

Matters concerning decision on compensation:

- Setting the compensation standards for directors and the Group Senior Executives
- Decision on a recommendation of the amount of compensation for the directors (excluding directors who are the Supervisory Committee members)

##### (2) Composition and resolution of the Nomination and Compensation Committee

The Nomination and Compensation Committee shall comprise not less than three members, who shall be appointed from among the directors by a resolution of the Board.

The Nomination and Compensation Committee shall be composed of a majority of independent directors.

The Chairperson of the Nomination and Compensation Committee shall be appointed from among the independent directors by a resolution of the Nomination and Compensation Committee. Resolutions of the Nomination and Compensation Committee are made by a majority of the members present where the majority of the members who are entitled to exercise voting rights are present.

### (3) Nomination policy

The Nomination and Compensation Committee establishes the criteria for the appointment of directors, based on which candidates for directors to be recommended to the Board shall be decided. In nominating a candidate for the Group Senior Executives, the appropriateness of the nomination shall be deliberated in light of the qualifications requirements.

### (4) Compensation policy

The policy concerning decision on the details of compensation is established for the purpose of increasing the motivation to contribute to both mid- and long-term improvement of business performance so that it enables sustainable growth and increase of corporate value over a mid- to long-term. The amount of compensation shall be set at appropriate levels considering the status of the economy and society.

## 7-4. Corporate Governance Committee

### (1) Roles of the Corporate Governance Committee

The purpose of the Corporate Governance Committee is to enhance the supervisory functions of the Board by discussing the matters regarding the Company's corporate governance. Upon receiving requests from the Board, the Corporate Governance Committee shall perform the following duties, and submit a report and recommendations to the Board:

- Basic policy regarding corporate governance
- Composition of the Board and committees under the Board
- Measures to improve the effectiveness of the Board
- Basic policy regarding effectiveness evaluation of the Board and the committees under the Board

### (2) Composition and resolution of the Corporate Governance Committee

The Corporate Governance Committee shall comprise not less than three members, who shall be appointed from among the directors by a resolution of the Board.

The Corporate Governance Committee shall be composed of a majority of independent directors.

The Chairperson of the Corporate Governance Committee shall be appointed from among the independent directors by a resolution of the Corporate Governance Committee.

Resolutions of the Corporate Governance Committee are made by a majority of the members present

where the majority of the members who are entitled to exercise voting rights are present.

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### (2) Evaluation of Effectiveness of the Board (Supplementary Principle 4.11.3, 4.12.1)

#### 1. Implementation Method

The Company, every year, evaluates the effectiveness of the entire Board to further improve the oversight functions of the Board and discloses the evaluation method and outline of the result.

In the evaluation of the effectiveness of the Board for fiscal year 2021, the Company conducted a self-evaluation questionnaire survey of all directors, individual interviews of each director by the Chairperson of the Board, and a questionnaire survey of the executives who are being supervised. The Board at its meetings discussed the issues recognized based on the results over two occasions and then produced the final evaluation.

#### 2. Evaluation Method and Process

(1) We considered the method of the effectiveness evaluation and its schedule, and reported them to the Board, which deliberated them (January 2022).

(2) We prepared the self-evaluation questionnaire and conducted the questionnaire survey for all directors (January and February 2022).

[Questionnaire items (major items)]

(i) Structure of the Board (number of Board members, ratio of independent directors, diversity, term of office, etc.)

(ii) Operation of the Board meetings (frequency of meetings, number of agenda items and meeting materials, time for deliberation, atmosphere, etc.)

(iii) The Board's oversight function (strategy debate, demonstration of monitoring function, consideration of appropriateness of nomination and compensation of executives, etc.)

(iv) Structure supporting the Board (company information and opportunities to receive advice from external experts, training for officers, etc.)

(v) Relationship with investors and shareholders (discussions based on evaluation by investors and shareholders as well as level of interaction with them, etc.)

(vi) Other (comments)

(3) We conducted a questionnaire survey of the executives who are being supervised (January and February 2022).

[Questionnaire items (major items)]

(i) The Board's oversight function (strategy debate, demonstration of monitoring function, consideration of appropriateness of nomination and compensation of executives, etc.)

(4) The Chairperson of the Board individually interviewed the directors and exchanged opinions

regarding the effectiveness of the Board (February 2022).

(5) We reported the results of the questionnaire, interviews by the Chairperson of the Board, and key issues based on these results to the Board. The Board deliberated the evaluation of the outcome of efforts regarding the issues recognized in fiscal year 2020 and the issues subject to future consideration (March 2022).

(6) Taking into account the deliberation results of the issues subject to future consideration, the Board deliberated the issues it recognized and the direction of responses to them (April 2022).

(7) We put together the results of deliberations so far, reported them to the Board, and the evaluation by the Board was finalized (May 2022).

### 3. Evaluation Result

As a result of multiple discussions at the Board meetings based on analysis result of the self-evaluation questionnaire survey and interviews, the Board confirmed that the effectiveness of the Board of the Company is ensured in terms of its structure, operations, oversight function, support system, and its relationship with investors and shareholders, as it carries out open and constructive discussions, etc., by clarifying the points at issue at Board meetings. Further, it was confirmed that the effectiveness of the Board has been improving given the appropriate implementation of initiatives addressing the issues recognized in fiscal year 2020 and other factors. At the same time, the Board confirmed the issues to be addressed in the future for further demonstration of the oversight function by the Board.

(1) Progress in initiatives to address the issues recognized in the evaluation of effectiveness in fiscal year 2020

(i) Discussion of the basic management policy

The Board received reports from the executives on human resource development policy for ensuring diversity in human resources, progress in the initiatives addressing sustainability issues including climate change, and the concept of the business domain, on which business portfolio is based, among other topics, and deliberated on them, which advanced discussions regarding the basic management policy.

(ii) Appropriate monitoring of the Mid-Term Management Plan

Based on the Mid-Term Management Plan and the key performance indicators (KPIs) for the achievement of the plan, the Board monitored the progress every quarter. While it confirmed that the Mid-Term Management Plan was progressing smoothly, it recognized issues for further improvement in the future in better clarification of goals to be achieved in the plan and sophistication of monitoring methods.

(iii) Continuous initiatives for securing sufficient deliberation time for important agenda items

We promoted vitalization of deliberations at the Board meeting through prior dissemination of meeting materials utilizing IT including distribution of tablet terminals to independent directors and develop information infrastructure that enables them to access meeting materials of major meetings of the Company and enhancement of prior briefings to independent directors of the agenda items submitted to the Board meetings. We also implemented sessions between the representative directors and independent directors after the meetings ended and executive sessions just among independent directors for sharing of the management's awareness regarding important management issues and appropriate information and opinion exchange among independent directors. In addition to these initiatives, we managed the meetings in a more focused manner through measures such as controlling deliberation time for each agenda item.

### (2) Issues to be addressed in the future

(i) Setting forth important agenda items that should be given priority in discussions at Board meetings

Upon formulation of the Mid-Term Management Plan , we, in addition to purposes that serve as the basis as well as discussions of mid- to long-term strategies and company-wide strategies (resource allocation over business portfolio and others, capital policies, and so on), realized that we need to further clarify goals we should aim to achieve in the Mid-Term Management Plan and monitoring in light of setting appropriate KPIs. Through discussions of these important management issues, we realize the importance of keeping in mind a consistent story that leads to the Group Vision of "Work, and Smile."

(ii) Composition of the Board

Upon selection of director candidates, it is necessary to consider gender and internationality to ensure diversity of perspectives reflecting the external environment while maintaining the current Board size. At the same time, we acknowledged that we should ensure opportunities such as briefings and site visits for better understanding of the employees who are potential successor candidates upon supervising an appropriate succession plan by the Board and the executives.

(iii) Allocation of time to important agenda items and concept of meeting management for generating high quality discussions

To secure deliberation time for important agenda items that should be prioritized at the Board meeting, we acknowledged that we need even more effective meeting management through measures such as securing opportunities for focused discussions and enhancing individual briefing and simplification of explanation of agenda items at the meeting for the purpose of information sharing and limiting it to confirmation in writing. At the same time, continuous activities to improve quality of discussions by reviewing the time of the meeting and improving meeting materials are also necessary.

The Board of the Company shall take into account these evaluation results and continue to improve its effectiveness and promote implementation of PDCA cycle for governance reforms so as to realize sustainable growth and corporate value improvement of the PERSOL Group.

(3) Training policy for Directors (Supplementary principle 4.14.2)

Directors are selected from amongst individuals who possess a broad knowledge of business/finance/organizations etc. Basic information (company outline, management strategy, financial strategy, priority audit items etc.) is shared with Directors when a Director is appointed. Furthermore, opportunities are provided to Directors to deepen their views by inviting external lecturers to talk on corporate governance etc.

This will continue to occur in future.

### 7. Working for sustainability

(1) Working for sustainability (Principle 2.3, Supplementary Principle 3.1.3, 4.2.2)

Imagining the kind of world the Company hopes will exist in 2030, the Company formulated a Value Creation Story. The Company is focusing on five SDGs to help achieve a sustainable society and is actively working with diverse stakeholders to find solutions to social issues.

<Sustainability Policy>

Driven by our Corporate Philosophy of “Providing Opportunity, Individual Growth and Social Contribution,” the PERSOL Group works with diverse stakeholders to actively address social and environmental issues in the aim of building a sustainable society.

With appropriate governance, we will continue to engage in business that realizes our Group Vision, “Work, and Smile,” and enrich society so that all work leads to lives of happiness.

Working for sustainability is posted on our website:

<https://www.persol-group.co.jp/en/sustainability/>

(2) Addressing climate change issues and disclosing information based on TCFD recommendations (Principle 2.3, Supplementary principle 3.1.3)

Regarding the issue of climate change, The Company has endorsed the recommendations of the Task Force on Climate-related Financial Disclosure (TCFD) and has started the disclosure of information about climate-related risks and opportunities for business based on scenario analysis from May 2022. The Company has also set a “Carbon-Neutral” target to reach zero greenhouse emissions in real terms from the energy used in our business activities by fiscal year 2030.

Through initiatives such as the promotion of energy conservation measures in the office and the

use of renewable energy, we will strive to tackle the societal issue of climate change and achieve a carbon-neutral society. We will also consider setting additional carbon reduction goals that include scope 3 in or after fiscal year 2023.

### **8. Efforts for human capital investment**

(1) Ensuring diversity in hiring of core human resources (Principle 2.4, Supplementary Principle 2.4.1,3.1.3)

PERSOL Group (hereinafter referred to as “the group”), under its Group Vision of “Work, and Smile,” considers promotion of diversity as an important initiative upon aiming for the realization of a society where everyone can work and smile. The group, in January 2019, announced Diversity, Inclusion & Equality (hereinafter referred to as “DI&E”), the diversity policy of the group for realizing the vision, thereby establishing the basic concepts and set forth a policy to accept diversity of various values and leverage diversity of abilities. We will support the group members to constantly grow themselves by continuing to brush up and develop their own abilities. We provide an environment that facilitates synergy effects by improving workplace environment for all human resources and combining diversity of abilities.

The human resource development policy of the group focuses on “working individuals” and respects their diverse values. It attaches importance to all employees’ continuing to grow autonomously and developing human resources who play an active part even under the present highly uncertain business environment. Under this policy, the group has been conducting DI&E literacy training (e-learning; started in May 2019; a total of about 26,000 participants) and awareness reform training for all managerial staff (started in October 2021; a total of nine sessions are planned; about 1,600 participants). It also has been offering monthly in-house events to spread DI&E to promote development of culture that accepts diverse attributes and values such as female participation, sexual minorities, and age difference (started in July 2020; held 23 times in total; about 2,200 participants).

The in-house environment development policy is to develop a workplace environment that is friendly for all employees. The group is developing such an environment by introducing a side job system that leads to growth of employees, realization of their visions, and social contributions as well as flexible working time and liberalization of dress code as a rule aimed at realizing a comfortable workplace environment, while establishing systems and offering trainings to enable employees to select workstyle that addresses their respective needs. The group also leverages telecommuting and the level of its utilization differs from company to company: the highest utilization ratio is 100% and 60% of our group companies shows that at the employees utilize it at least once a week. Reflecting diversification of their human resources, some of the group companies have introduced systems to

enable employees to flexibly select the number of working days, hours, and place as well as leaves in order to respond to individual employees' various needs such as child rearing, nursing of elderly, seeking higher studies, studying abroad, hobby and leisure activities, community activities, social activities, and health issues.

The group also follows the approach to accept and leverage diversity in employees' promotion to management, which is the core of its business activities, and promotes personnel irrespective of the category with which the employee joined the company, their gender, or their nationality.

The ratio of female employees in management positions is about 22.9% for the group as a whole, compared with about 37% it aims to achieve in fiscal 2030. In September 2021, the group established Gender Diversity Committee to accelerate its concerted efforts for further promoting female participation. The group also promotes foreign employees to managerial positions based on the diversity concept irrespective of their nationality. Of about 520 foreign national employees of the group working in Japan, 18 have been promoted to managerial positions and the group intends to maintain the current level. The ratio of mid-career hires among employees in managerial positions exceeds 80% at group companies in Japan, and the group plans to maintain the current level, which is sufficient.

The group will continue to leverage viewpoints and values of its diverse human resources throughout the group thereby sustainably growing itself.

See the company website for the group's diverse human resources and its policy for human resource development.

<https://www.persol-group.co.jp/en/sustainability/>

<https://www.persol-group.co.jp/en/sustainability/diversity/>

### **9.Others**

#### (1) Related Party Transactions (Principle 1.7)

- Competitive transactions or conflict of interest transactions by directors: to prevent a loss of profit by the Company, in accordance with Japan's Companies Act, such matters are resolved by the Board as stipulated in the Board of Regulations. Also, the regulations stipulate that the Board must be promptly notified after said transactions based on Board resolutions take place.
- Based on the guidelines of the appropriate corporate accounting standards, the Company justifies the importance of transactions with related parties and confirms the existence of such transactions, notifies the Board, then describes in the annual securities report.

#### (2) Functions as the Asset Owner of Company Pension Fund (Principle 2.6)



## Corporate Governance

While the Company has no company pension fund system or defined benefit pension system, it has introduced an enterprise type defined contribution pension system for asset formation of employees. Educational training concerning the system and asset formation is offered to qualified employees.

### 2. Capital

Stock holding ratio by non-Japanese nationals	Over 30 %
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[Status of Major Shareholders]

Name	Share Ownership (No. of shares)	Ratio (%)
The Master Trust Bank of Japan, Ltd. (Trust Account)	29,570,400	12.74
Yoshiko Shinohara	26,331,600	11.34
The Yoshiko Shinohara Memorial Foundation	15,800,000	6.80
Custody Bank of Japan, Ltd. (Trust Account)	12,950,600	5.58
JP MORGAN CHASE BANK 380072	6,611,000	2.84
NORTHERN TRUST CO. (AVFC) RE FIDELITY FUNDS	5,554,336	2.39
SSBTC CLIENT OMNIBUS ACCOUNT	5,426,808	2.33
BNYM AS AGT/CLTS NON TREATY JASDEC	5,425,245	2.33
JP MORGAN CHASE BANK 385635	4,632,044	1.99
JP MORGAN CHASE BANK 385632	4,519,363	1.94

Existence of majority shareholder (except for the parent company)	—
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Existence of parent company	None
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### Supplementary Remarks

Status of major shareholders as of March 31, 2022.
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### 3. Corporate affiliations

Listing exchange and market classification	Tokyo Stock Exchange Prime
Fiscal year-end	March
Business type	Service
No. of employees at the end of the latest business year (consolidated)	Over 1,000 employees
Net sales at end of latest FY (consolidated)	Over JPY 1 trillion
No. of consolidated subsidiaries at end of latest FY	Over 100 companies, below 300 companies

#### 4. Policy measures to protect minority shareholders in transactions with controlling shareholders

—

#### 5. Other special circumstances that may have a major impact on corporate governance

—

### II. Status of corporate management structures relating to decision-making, execution, and control of the Company management and other corporate governance systems

#### 1. Matters relating to organizational composition and operations etc.

Organizational format	Company with Supervisory Committee
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[Directors]

Number of Directors is stipulated in the Articles of Incorporation	15
Term of Directors is stipulated in the Articles of Incorporation	1 year
Chairman of Board of Directors	Chairperson of the Board
Number of Directors	10
Appointment status of External Directors	Appointed
Number of External Directors	6
Number of designated independent executives amongst the External Directors	6

Relationship with the company (1)

Name	Affiliation	Relationship with the company (*1)										
		a	b	c	d	e	f	g	h	i	J	k
Ryosuke Tamakoshi	Originates from another company					△						
Naohiro Nishiguchi	Originates from another company											
Masaki Yamauchi	Originates from another company											
Kazuhiro Yoshizawa	Originates from another company											
Chisa Enomoto	Originates from another company											
Kazuhiko Tomoda	Originates from another company											

※1 Items selected relating to relationship with the company

- Executive officer at listed company or subsidiary
- Executive officer or non-executive Director at parent company of listed company
- Executive officer at fellow subsidiary of listed company
- Person or executive officer of the listed company as its main customer
- Main customer or executive officer of the listed company

## Corporate Governance

- f. Consultants, accounting specialists, and legal specialists who have obtained substantial monetary sums or other assets other than executive compensation from the listed company.
- g. Major shareholders of the listed company (if the major shareholder is a corporation, then an executive officer of this corporation)
- h. Executive officer (the individual themselves) of the client of the listed company (a client where either d, e, or f do not apply)
- i. Executive officer at a company where appointment correlates with the appointment of an External Director (only the individual themselves)
- j. Executive officer at a company to which the listed company makes donations (only the individual themselves)
- k. Other

### Relationship with the company (2)

Name	Supervisory Committee Member	Independent Director	Supplementary remarks relating to compliance items	Reason for appointment
Ryosuke Tamakoshi		○	MUFG Bank, Ltd., where he holds the post of honorary advisor, extends loans to and engages in other transactions with the Company. However, the role of honorary advisor at the bank is not a role that is involved in the management, and he has not engaged in the execution of business for more than ten years. He therefore satisfies the requirements for an independent director stipulated by the Tokyo Stock Exchange and the standards of independence set forth by the Company, and thus, we believe his independence has been maintained.	The Company deems that Mr. Tamakoshi can apply his extensive experience and insight in corporate management, internationality, and finance and accounting among others from serving as a top executive of a global financial institution. Mr. Tamakoshi has also been designated as an independent officer as he satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company (as stated on the left-hand side).
Naohiro Nishiguchi		○	—	The Company deems that Mr. Nishiguchi can apply his extensive experience and insight

## Corporate Governance

				<p>in innovation, internationality, sustainability, SDGs, and others from serving as a representative of a corporation promoting innovation-driven management and an advisor of an international organization. Mr.Nishiguchi has also been designated as an independent officer as he satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company.</p>
Masaki Yamauchi		○		<p>The Company deems that Mr.Yamauchi can apply his extensive experience and insight in corporate management and business strategy, innovation, and human resource and organizational development among others from serving as a top executive of a listed company representing the transportation industry. Mr.Yamauchi has also been designated as an independent officer as he satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company.</p>
Kazuhiro Yoshizawa		○		<p>The Company deems that Mr.Yoshizawa can apply his extensive experience and insight in corporate management and business strategy, technology, and human resource and</p>

				<p>organizational development among others from serving as a top executive of a listed company representing the telecommunication industry. Mr.Yoshizawa has also been designated as an independent officer as he satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company.</p>
Chisa Enomoto	○	○	—	<p>The Company deems that Ms.Enomoto can apply her extensive experience and insight in internationality, risk management, sustainability, ESG and others, which she has garnered through her involvement in public relations strategy at several Japanese and international companies. Ms.Enomoto has also been designated as an independent officer as she satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company.</p>
Kazuhiko Tomoda	○	○		<p>The Company deems that Mr.Tomoda can apply his extensive experience and insight in corporate management, risk management, finance and accounting, and others as a certified public accountant and a representative partner of major audit corporations. Mr.Tomoda</p>

## Corporate Governance

				has also been designated as an independent officer as he satisfies the criteria stipulated by the stock exchange and the Independence Criteria stipulated by the Company.
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# Corporate Governance

[Supervisory Committee]

Committee structure and affiliation of Chairman

	All members (persons)	Full-time member (persons)	Internal Director (persons)	External Director (persons)	Committee Chairman (Chairman)
Supervisory Committee	3	1	1	2	External Director

Are there Directors and employees who will support the duties of the Supervisory Committee? Yes/No	Yes
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Matters pertaining to the independent status of these Directors and employees from executive directors

The Company has assigned employees to exclusively support the work of the Supervisory Committee. The authority to supervise these employees on a daily basis rests with the Supervisory Committee. Support employees do not take orders from anyone other than Directors who are members of the Supervisory Committee. Furthermore, it is stipulated that reassignment, performance reviews, and disciplinary punishment etc. of said employees shall take place only with the consent of the Supervisory Committee.

Status of coordination between the Supervisory Committee, external auditors, and internal audit departments

The internal audit department formulates the audit plan for the fiscal year after obtaining the approval of the Supervisory Committee, while the Supervisory Committee receives audit reports regularly from the internal audit department and gives specific instructions to the internal audit department as required. The Supervisory Committee and external auditors hold regular meetings and closely cooperate in confirming the respective annual audit plans, reporting audit results of quarterly and full-year financial results, sharing important audit information, and important matters to be considered upon carrying out audits. The internal audit department and the external auditor regularly share information and exchange opinions regarding the establishment, operation, and evaluation of internal control of financial reports, and strive to cooperate for ensuring appropriate internal control audit, etc. Further, the Supervisory Committee, external auditor, and internal audit department hold a three-way audit council every quarter for information sharing, exchange of opinions, and other purposes.

## Corporate Governance

### [Discretionary Committees]

Are there discretionary committees equivalent to a Nomination Committee or a Compensation Committee? Yes/No	Yes
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### Status of discretionary committees, structure & Chairman affiliations

#### Discretionary committee equivalent to nomination committee

Name of committee			Nomination/Compensation Committee			
All committee members (persons)	Full-time member (persons)	Internal Director (persons)	External Director (persons)	Internal knowledgeable person (persons)	Other (persons)	Committee Chairman (Chairman)
5	0	1	4	0	0	External Director

#### Discretionary committee equivalent to compensation committee

Name of the committee			Nomination/Compensation Committee			
All committee members (persons)	Full-time member (persons)	Internal Director (persons)	External Director (persons)	Internal knowledgeable person (persons)	Other (persons)	Committee Chairman (Chairman)
5	0	1	4	0	0	External Director

### Supplementary Remarks

Details of discretionary committees are outlined in "Chapter 7. Committees (7.3. Nomination and Compensation Committee)" of the Corporate Governance Guideline.

For details, please refer to Matters relating to functions: performance of tasks, audits/supervision, nominations, and compensation decision-making etc. (overview of existing corporate governance system)

### [Independent Directors]

Number of independent Directors	6
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#### Other matters related to independent Directors

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## Corporate Governance

### [Incentives]

Implementation of measures to provide Directors with incentives	Introduction of a performance-based compensation system
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Supplementary remarks relating to this item

For details, please refer to "Disclosure of policy for determining compensation amounts and calculation methods."
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Target granted with stock option	—
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Supplementary explanations relating to applicable items

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### [Director Compensation]

Disclosure Status	Some information is disclosed individually.
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[Supplementary remarks relating to this item]

1. Total amount of compensation, etc. for each executive type, total amount of compensation, etc. for each compensation type, and the number of eligible executives

Type of executive	Total amount of compensation, etc. (JPY million)	Total amount of compensation, etc. by compensation type (JPY million)				Number of eligible executives
		Basic Compensation	Bonus (Short term Incentive compensation)	Share-based Compensation		
				Performance-linked type Medium to long term Incentive compensation	Fixed type Medium to long term Incentive compensation	
Directors who are not Supervisory Committee Members (The amount of External Directors)	325 (38)	212 (32)	39 (—)	52 (—)	21 (6)	6 (3)
Directors who are Supervisory Committee Members (The amount of External Directors)	63 (25)	56 (21)	— (—)	— (—)	6 (4)	4 (2)
Total (The amount of External Directors)	389 (64)	269 (53)	39 (—)	52 (—)	27 (10)	10 (5)

Notes:

- 1) One Director who resigned Supervisory Committee Member during the fiscal year is included in the number of eligible executives noted above.
- 2) The target and actual for FY2021 bonus are as follows. Regarding financial measures, consolidated net sales target was 945.8 billion yen, actual was 950.7 billion yen, consolidated operating income target was 22.0 billion yen, actual was 26.4 billion yen. Regarding non-financial measures, targets for employee satisfaction and risk monitoring were individually set and almost achieved. In addition, individual issues were set and worked to improve business performance and corporate value. As a

result, the payout coefficient for bonuses paid to each director of the Company was 79% to 85%.

- 3) Of the stock compensation, performance-linked medium- to long-term incentive compensation (Performance Share) is not recorded in the current fiscal year because it uses the target value of the medium-term management plan as an index.
- 4) Share-based compensation is the provision for share-based compensation for directors reported for the current fiscal year.
- 5) The content of individual remuneration for directors is taken after deliberation by the Nomination and Compensation Committee, which has the chairman and a majority of the members as External directors. It is decided by a resolution of the board of directors. The Nomination and Compensation Committee has a policy on determining the content of individual remuneration for directors and individual remuneration, etc. While confirming the consistency of the contents, apply it to the calculation formula after considering the validity of the evaluation results of each evaluation item, check the numerical value calculated according to the calculation formula, etc. After deliberating in detail on the rationality of the decision-making process and other matters related to the determination of directors' remuneration, etc., we reported to the Board of Directors the details of individual directors' remuneration, etc. for the current fiscal year. The Board of Directors confirmed the deliberation process of the Nomination and Compensation Committee and the content of the report, and then decided the content of individual remuneration, etc. for the directors for the current fiscal year. We have determined that the content of individual remuneration, etc. is in line with the above policy (remuneration policy).

### 2. Total amount of compensation, etc.

Name	Total amount of compensation, etc. (JPY million)	Position	Total amount of compensation, etc. by compensation type (JPY million)			
			Basic Compensation	Bonus (Short term Incentive compensation)	Share-based Compensation	
					Performance-linked type Medium to long term Incentive compensation	Fixed type Medium to long term Incentive compensation
Masamichi Mizuta	81	Chairperson of the Board	55	11	10	4
Takao Wada	107	Representative Director, President and CEO	65	15	21	5
Hirotohi Takahashi	98	Representative Director and Deputy President	60	12	20	4

#### Notes:

- 1) Share-based compensation is the provision for share-based compensation for directors reported for the current fiscal year.

Is there a policy for determining compensation amounts and calculation methods? Yes/No	Yes
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### Disclosure of policy for determining compensation amounts and calculation methods

Matters pertaining to the policy for determining the amount of executive compensation, etc. and its calculation method are disclosed in the Notice of Convocation of the General Meeting of Shareholders and the Annual Securities Report.

### [Support System for External Directors (External Auditors)]

As stated in "Chapter 6. Operation of the Board (6-3. Support System, 6-4. Provision of Information)" of the Corporate Governance Guideline, all External Directors are provided with important Board of Directors meeting materials and information on important matters in advance. In addition, External Directors who are Supervisory Committee members will be provided with information without delay about important management-related matters which will contribute to accurate decision-making by External Directors. A Secretariat is in place to support the duties of the Supervisory Committee, and an information reporting system has been established to provide information required to fulfill their tasks such as auditing etc.

### 【Status of persons resigning as President and Representative Director etc.】

Name	Role/Rank	Job Description	Work arrangement/conditions	Resignation date:	Term of office
Yoshiko Shinohara	Chairman Emeritus	No	Non-executive/uncompensated	17 Jun 2016	Not stipulated
Former Presidents and Representative Directors etc., counsel/advisors etc. total headcount:				1 individual	

### Other matters

The founder Ms. Yoshiko Shinohara serves as "Chairman Emeritus", an emeritus rank. Ms. Shinohara no longer participate in the management of the Company.

## 2. Matters relating to functions: performance of tasks, audits/supervision, nominations, and compensation decision-making etc. (overview of existing corporate governance system)

### 1. Overview of corporate governance system

Based on the corporate governance principles stated in this Chapter, the Company has adopted the form of organizational structure of "Company with Supervisory Committee" under the Japanese Companies Act. Furthermore, for the purpose of complementing the function of the Board, the Company has established a voluntary Nomination and Compensation committee and Corporate Governance Committee to enhance transparency and objectivity concerning decisions on the nomination and compensation of the directors and the Group Senior Executives.

### 2. Overview of systems to perform tasks and operational status

#### < Board >

The Board is responsible for the oversight of management and its main roles and responsibilities are to set the basic management policy, oversee the Group Senior Executives, and secure the establishment and operation of appropriate internal control systems. For the purpose of enabling management to make timely, flexible and decisive decisions, management decisions other than those reserved for the Board by the Companies Act shall be delegated, in principle, to the CEO. Provided, however, that the decisions on the execution of important operations set forth in the Regulations for the Board shall be made by the Board.

Based on a governance policy of separating oversight and management, and further strengthening the oversight function of the Board of Directors, as well as accelerating decision-making, the Board has been composed of seven Directors who are not Supervisory Committee Members (four of whom are Independent Directors) and three Directors who are Supervisory Committee Members (two of whom are Independent Directors), and the ratio of Independent Directors is at least one-half of the total following the Ordinary General Meeting of Shareholders held on June 21, 2022.

#### <Supervisory Committee>

The roles of the Supervisory Committee include securing the soundness of companies toward the increase of sustainable corporate value, acting for the common interests of the Company and shareholders while performing the following duties:

- Oversight of the execution of duties of the directors and the preparation of audit reports
- Decision on the details of the agenda concerning appointment, dismissal and refusal of reappointment of an external auditor
- Decision on the opinion of the Supervisory Committee concerning appointment, dismissal, resignation or compensation of the directors (excluding directors who are the Supervisory Committee members)

The Supervisory Committee may give specific instructions to the internal audit division, as necessary, for the purpose of effective audit.

The Supervisory Committee shall appropriately share information with the internal audit division for the purpose of ensuring mutual cooperative systems.

Important personnel affairs of the internal audit division shall be decided with the consent of the Supervisory Committee to ensure the effectiveness of audit by the Supervisory Committee.

Supervisory Committee consists of one internal director (Daisuke Hayashi), who is a full-time member of the Supervisory Committee, and two Independent Directors (Chisa Enomoto and Kazuhiko Tomoda). The chairperson of the committee is Kazuhiko Tomoda, an Independent

Directors.

Kazuhiko Tomoda is qualified as a certified public accountant and has considerable financial and accounting knowledge.

### <Nomination and Compensation Committee>

The purposes of the Nomination and Compensation Committee include increasing the transparency and objectivity of the decisions on candidates for directors and the Group Senior Executives as well as decisions on compensation while enhancing the managerial and supervisory functions of the Board. Upon receiving requests from the Board, the Nomination and Compensation Committee shall perform the following duties, and submit a report and recommendations to the Board:

Matters concerning decision on candidates:

- Decision on a recommendation of the appointment and dismissal of the directors for discussion at the general meeting of shareholders
- Decision on a recommendation of the appointment and dismissal of the CEO (authority of representation and the position)
- Approval of a CEO succession plan

Matters concerning decision on compensation:

- Setting the compensation standards for directors and the Group Senior Executives
- Decision on a recommendation of the amount of compensation for the directors (excluding directors who are the Supervisory Committee members)

The Nomination and Compensation Committee consists of a majority of Independent Directors, one internal director (Masamichi Mizuta) and four Independent Directors (Ryosuke Tamakoshi, Naohiro Nishiguchi, Masaki Yamauchi and Kazuhiro Yoshizawa). The chairperson of the committee is Ryosuke Tamakoshi, an Independent Director.

### <Corporate Governance Committee>

The purpose of the Corporate Governance Committee is to enhance the supervisory functions of the Board by discussing the matters regarding the Company's corporate governance. Upon receiving requests from the Board, the Corporate Governance Committee shall perform the following duties, and submit a report and recommendations to the Board:

- Basic policy regarding corporate governance
- Composition of the Board and committees under the Board
- Measures to improve the effectiveness of the Board
- Basic policy regarding effectiveness evaluation of the Board and the committees under the Board

The Corporate Governance Committee consists of a majority of Independent Directors, two internal directors (Masamichi Mizuta and Daisuke Hayashi) and three Independent Directors (Ryosuke Tamakoshi, Masaki Yamauchi and Kazuhiko Tomoda). The chairperson of the committee is Masaki Yamauchi, an Independent Director.

### <Headquarters Management Committee>

The Company adopts the Executive Officer system with the purpose of separating the oversight and management and clarifying where management responsibility lies.

In addition, Headquarters Management Committee (hereinafter referred to as "HMC") is established to assist the CEO in making decisions on the group's basic management policy and important operations. The decisions on the execution of important operations delegated to the CEO by the Board shall be decided by the CEO on the condition that the HMC has made an affirmative resolution. Based on the concept that the members of the HMC (hereinafter referred to as "the HMC members") shall be the persons who assume the significant decisions on the execution of important operations delegated by the Board and comprehensive roles as members of the senior management of the group, a proposal for the nomination of a HMC members shall be prepared by the CEO from among the executive officers, and shall be approved at the Board upon deliberation at the Nomination and Compensation Committee. The Company has also established six committees (Investment Committee, Risk Management Committee, Human Resources Committee, Technology Committee, Gender Diversity Committee, and Sustainability Committee) under HMC to improve the effectiveness of the Group's internal control system.

The Investment Committee deliberates on important matters related to the Group's overall investment and aims to raise the Group's organizational knowledge of a series of knowledge related to investment promotion.

The Risk Management Committee deliberates on the overall risk management of the Group. The Human Resources Committee deliberates on the Group's human resources strategy and succession planning for key talent. The Technology Committee deliberates on key issues concerning the Group's technology strategy and related management resources. The Gender Diversity Committee deliberates on the Group's strategies to promote the advancement of women and related key strategies. With the Company President and CEO serving as the committee chair, The Sustainability Committee deliberates on sustainability and related management agenda and promotes sustainability management.

Each of the six committees is accountable to HMC and is positioned to supplement and strengthen its functions.

### 3. Reasons for selecting the existing corporate governance system

As stated in “Chapter 2. Corporate Governance Principles (2.1. Principles, 2.2. Roles as a Holding Company, 2.3. Organizational Structure of the Company)” of the Corporate Governance Guideline.

### III. Implementation status of measures for shareholders and other stakeholders

#### 1. Initiatives to revitalize the General Meeting of Shareholders and facilitate the exercising of voting rights

	Supplementary Remarks
Early delivery of General Meeting of Shareholders convocation notice	<p>Efforts are being made to deliver the General Meeting of Shareholders convocation notice early and to make early web releases.</p> <p>■ Actions relating to the 14th General Meeting of Shareholders for the fiscal year ended March 2022</p> <p>1. Convocation notice dispatch date: May 30</p> <p>2. Web release date: May 20</p>
Set the General Meeting of Shareholders date on a day that avoids days crowded with other shareholders meetings	<p>Efforts are being made to convene the General Meeting of Shareholders on a day which as far as possible avoids days crowded with other firms' shareholders meetings.</p> <p>■ Actions relating to the 14th General Meeting of Shareholders for the fiscal year ended March 2022</p> <p>Convocation date: June 21</p>
Exercise of voting rights by electronic means	<p>Efforts are being made to make it more convenient for shareholders to exercise their voting rights (e.g. enabling online voting, explaining voting methods in the convocation notice).</p>
Other initiatives to improve the voting environment for institutional investors, and participation via online voting platforms etc.	<p>The Company is participating in a platform for exercising voting rights and are making efforts to improve the environment in which institutional investors exercise voting rights.</p>
Provide convocation notice in English (summary)	<p>The convocation notice (summary) is prepared in English and released on the Company's website and via the Tokyo Stock Exchange.</p>
Other	<p>Financial data is released on the Company's website.</p>

**2. Status of Investor Relations (IR) Activity**

	Supplementary Remarks	Explanation given by the CEO? Yes/No
Disclosure policy created/announced	The Company's website discloses the aims of IR, basic policy, basic stance, method of information disclosure, and IR policy with respect to results forecasts and future outlook etc.	—
Hold regular briefing sessions for analysts & institutional investors	Briefings for analysts & institutional investors are held every 6 months, twice a year.	Yes
IR materials released on corporate website	IR documents (financial reports, timely disclosure material, financial results briefing slides, and shareholder correspondence etc.) including English versions are posted on the Company's website.	—
IR department (representative) set in place	An IR representative is in place within the Finance & IR Department.	—
Other	Individual visits to analysts/institutional investors are made as required. In addition, telephone conferences are held for overseas investors. The Company also participates in company briefing sessions for individual investors that are organized by stock brokers.	—

**3. Initiatives that respect stakeholders**

	Supplementary Remarks
Environmental conservation activities, CSR activities, etc.	Under the slogan of "Work, and Smile", PERSOL Group supports development through work experience to realize a future where all working people and organizations can shine. PERSOL Group endeavors to realize working arrangements that match the lifestyles of individuals who are raising children/careers, as well as to support the employment of disabled individuals and young and senior people and regional revitalization.
Formulation of policy etc. regarding information provision to stakeholders	The Company disclosure policy is posted on the Company's website. the Company's basic policy is to provide information in an easy-to-understand way and in an impartial, accurate, and timely manner.



### IV. Internal controls systems etc.

#### 1. Internal control systems: basic approach and status

##### 1. System to ensure the properness of the business of the Group

(1) The Company shall stipulate the Corporate Philosophy, Group Vision, and Five Core Principles in order to ensure the properness of the business of the Company and its subsidiaries (hereinafter collectively referred to as “the Group”).

(2) The Company shall appropriately exercise the voting rights with respect to its affiliates from the perspective of maximizing the Group’s corporate value.

(3) The Company, in addition to stipulating the various Group basic policies for the Group’s internal control and notifying them in the Group, shall establish a system in accordance with those policies.

(4) With the aim of responding swiftly to the changes in the business environment, the Company, in addition to adopting the Strategic Business Unit (hereinafter referred to as “SBU”) system, shall dispatch directors to the Boards of the core SBU companies and oversee their management so as to ensure the effectiveness of the business management at the Group.

(5) Internal audit departments shall audit the effectiveness of the compliance structure of the laws and ordinances, the Articles of Incorporation and internal rules of the Group. Furthermore, if corrections or improvements are necessary, it offers appropriate advices, recommendations, and support so that such measures are taken swiftly.

(Overview of operational status)

- The Company properly oversees the management of SBUs by having established the rules and organization of the SBUs and dispatching directors to core SBU companies.
- The Company has established six expert committees (Investment, Risk Management, Human Resources, Technology, Gender Diversity, and Sustainability) under the Headquarters Management Committee (HMC) and strives to improve the effectiveness of the group-wide internal control system.
- Taking into account the increasing importance of internal audit in overseas businesses, the Company conducts internal audits of its overseas businesses by integrating the internal audit departments of the Company and some of its overseas subsidiaries.

##### 2. Framework to ensure that the directors, executive officers, and employees perform their duties in compliance with laws and ordinances and the Articles of Incorporation

(1) The Group establishes a code of conduct and basic rules regarding compliance and strives to develop a compliance system at the Group and practice compliance.

(2) The Company establishes a department to oversee group-wide compliance, which continually implements various compliance measures and reports on the status of these activities to the Board.

(3) The Group continuously provides education and training on compliance to its directors, executive

officers, and employees.

(4) The Group establishes a group-wide whistleblower system to prevent and detect early any violations of laws and ordinances as well as the Articles of Incorporation.

(5) The Group shall take a resolute attitude against antisocial forces and rejects any kind of relationship with them.

(6) The Group shall stipulate a department primarily responsible for preparing for contingencies by gathering related information from the police in the respective jurisdiction and regional councils, etc. related to preventing violence by antisocial forces, and when circumstances arise, the department takes the lead and systematically responds in collaboration with external agencies.

(Overview of operational status)

- The Company, intending to improve awareness regarding compliance, distributes Compliance Handbook to all employees in Japan and conducts regular training for them regarding compliance and information security. In addition to this, the Company carries out compliance education and promotion activities based on proprietary contents corresponding to the laws and regulations of respective countries for its overseas group companies.
- The Company has established a whistleblowing system and strives to familiarize employees with it through the intranet and internal training.

### 3. Regulations and other systems to control the risk of financial losses

(1) The Company establishes rules regarding risk management of the Group and develops risk management system for the Group.

(2) The Company establishes a department primarily responsible for risk management of the Group within the Company to manage risks at the Group in an integrated manner. The department periodically reports the risk management system regarding material risks and its operation status to the Board.

(3) The Group establishes crisis management rules to prepare for the occurrence of crises such as large-scale natural disasters and pandemics and develops an appropriate framework, which includes an emergency management system for the Group, contact systems in the event of a crisis, and periodic implementation of training.

(Overview of operational status)

- The Risk Management Committee under HMC identifies the material risks faced by the Group and monitors the risk management situation.
- The Company is continuing with the operation of the Emergency Response Headquarters in response to the COVID-19 situation and carries out infection prevention measures.
- The Company established an Alternate Countermeasures Headquarters and carried out drills that assumed the occurrence of a large-scale disaster.

#### 4. Systems to ensure efficient performance of duties by directors and executive officers

(1) The Company separates oversight and execution of management, and the Board oversees the execution of operations at the Group from an independent and objective standpoint.

(2) The Company has implemented an executive officer system that aims to clarify the roles and responsibilities and delegates decision-making authority regarding operations, in principle, to the Representative Director, President and CEO.

(3) The Company establishes Headquarters Management Committee (HMC) as an organization that assists the Representative Director, President and CEO to deliberate on matters regarding important business execution of the Group.

(4) The Company formulates a Group's Mid-term Management Plan and stipulates key management objectives and budget allocations for the entire Group for each business year as a means to give concrete shape to the Group's Mid-term Management Plan.

(5) The Company stipulates a group-wide rules regarding the division of duties, chain of command, authority, decision-making, and other organization-related standards. The Group companies create their own systems according to these standards.

(6) The Company stipulates rules regarding IT of the Group, establishes a department responsible for it, and develops the IT governance system of the Group.

(Overview of operational status)

- The Board, in accordance with the Articles of Incorporation, Corporate Governance Guideline, and Regulations of the Board, appropriately carries out management oversight of the Group's execution of operations.
- Discussions are carried out at HMC regarding matters related to the execution of importation operations of the Group.
- The Company implements IT governance by monitoring the entire Group regarding the status of IT management of Group companies by SBUs in accordance with the Group IT Governance Regulations.

#### 5. Systems to ensure the properness and reliability of financial reports

(1) The Company stipulates basic policy of internal control over financial reporting by the Group to ensure properness and reliability of financial reporting.

(2) The Company establishes a department primarily responsible for internal control over financial reporting and another department in charge of evaluating it to ensure effectiveness of internal control over financial reporting.

(3) The department that evaluates internal control over financial reporting periodically reports the evaluation results of the internal control over financial reporting to the Board, etc.

(Overview of operational status)

- The Company selected the scope of evaluation of internal control, updated documents, evaluated development and operations, made improvements regarding the identified defects, and reported the evaluation results to the Board.

6. Storage and management systems of information related to performance of duties by directors and executive officers

The Company stipulates rules regarding the storage of documents, etc., in accordance with which it appropriately stores and manages important documents, etc. that contain information regarding performance of duties by the directors and executive officers such as minutes of important meetings. Furthermore, it shall make these documents etc. readily available for timely inspection when requested by directors or the Supervisory Committee.

(Overview of operational status)

- The Company has stipulated storage period of important documents in accordance with Document Management Regulations and carries out appropriate storage and management.  
- By establishing an information infrastructure for directors, the Company developed an environment where directors can access briefing materials and meeting minutes of the Board, HMC, and other committees, whenever necessary.

7. Systems regarding performance of duties of the Supervisory Committee

7-1. Matters regarding assigning employees to support the duties of the Supervisory Committee

Based on a request from the Supervisory Committee, the Company assigns dedicated employees as required to support its duties. Support employees receive daily instructions from the Supervisory Committee, but not from directors who are not Supervisory Committee members or executive officers.

Furthermore, personnel changes, performance reviews, disciplinary actions, etc. of support employees shall take place with the consent of the Supervisory Committee.

7-2. Systems for making reports to the Supervisory Committee

(1) Directors, executive officers, and employees of the Group report on the status of business and internal controls as requested by the Supervisory Committee or a person who was instructed by the Supervisory Committee. Internal audit departments report on the results, etc. of internal audits.

(2) Directors, executive officers, and employees of the Group shall promptly notify the Supervisory Committee if they notice major infringements of laws and ordinances, the Articles of Incorporation, illicit conduct, or facts that will cause significant damage to the Company or may put the Company at such risk.

(3) When directors, executive officers, and employees of the Group notice facts that will cause significant damage to the Company or may put the Company at such risk, said facts should be promptly reported to the department in charge as stipulated by the Group. When the department in charge receives a report from directors, executive officers, and employees, a report should be promptly made to the Supervisory Committee.

(4) The Company ensures that the scope of the whistleblower system includes the Group. An appropriate system should be firmly established to report major compliance issues to the Supervisory Committee including violations of laws and ordinances, the Articles of Incorporation, and internal rules of the Group.

(5) The Group explicitly states in its internal rules that directors, executive officers, and employees shall not be treated disadvantageously in performance reviews or be subject to disciplinary actions or other disadvantageous treatment due to reports made to the Supervisory Committee or to the internal whistleblower hotline.

### 7-3. Other systems to ensure that Supervisory Committee audits are performed effectively

(1) When it deems necessary, the Supervisory Committee may request directors (except directors who are Supervisory Committee members), executive officers, and important employees to report to the committee. The Supervisory Committee may also request periodic exchange of opinions with the Representative Director, President and CEO, internal audit departments, and external auditors.

(2) When the Supervisory Committee or a person who was instructed by the committee requests for prepayment or reimbursement of expenses, etc. which occur in the course of performing the duties, the Company shall comply with the request except in cases where it can be demonstrated that said expenses etc. did not occur in the course of performing the duties of the Supervisory Committee.

(Overview of operational status)

- As a framework to support the duties of the Supervisory Committee and Supervisory Committee members, the Company has assigned a dedicated employee independent of the management division. The said employee is placed under the Supervisory Committee and personnel transfer, appraisal, and disciplinary actions, etc. regarding the employee are carried out upon obtaining the consent of the Supervisory Committee.
- The Supervisory Committee exchanged opinions regularly with the representative directors and receives reports from directors, executive officers, and employees regarding the execution of operations, and sought explanations as required. The internal audit department regularly reports the results, etc. of the internal audit to the Supervisory Committee.
- The contents of the matters reported to the whistleblower hotline by officers and employees of the Group companies are reported to the Supervisory Committee.
- The Company, in addition to making clear stipulations in the Corporate Ethics Hotline Rules, to

prevent unfair treatment of employees because of reporting to the Supervisory Committee or the whistleblower hotline, has established a system to confirm that, when an employee makes such a report, he or she is not subject to unfair treatment subsequently.

- In accordance with the basic policy, the Company has adopted an expense settlement system similar to the internal departments for the expenses incurred upon execution of duties by the Supervisory Committee members, and shoulders such expenses appropriately based on requests by the Supervisory Committee.

**2. Basic approach to elimination of antisocial forces and status of preparations**

The Company has set forth the following system to eliminate antisocial forces.

(1) PERSOL Group adopts a firm attitude toward antisocial forces and severs any relations.

(2) PERSOL Group has designated a department primarily responsible for the elimination of anti-social forces that prepares for contingencies by gathering information from the police in respective jurisdictions and from regional committees on special violence prevention etc. When situations arise, this department will play a central role in collaborating with external agencies to coordinate countermeasures.

**V. Other**

**1. Have anti-takeover measures been introduced? Yes/No**

Introduction of anti-takeover measures	No
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Supplementary remarks relating to this item

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**2. Other matters relating to the corporate governance system etc.**

In principle, the Company releases expeditiously and equitably information that seriously affects decision making of investors and establishes a system to disclose information in a timely manner.

1. Decision Factors:

"Decision factors" are pieces information that the officer responsible for information handling instructs the PERSOL Finance & IR Department to release expeditiously and equitably after approval is given by the Board.

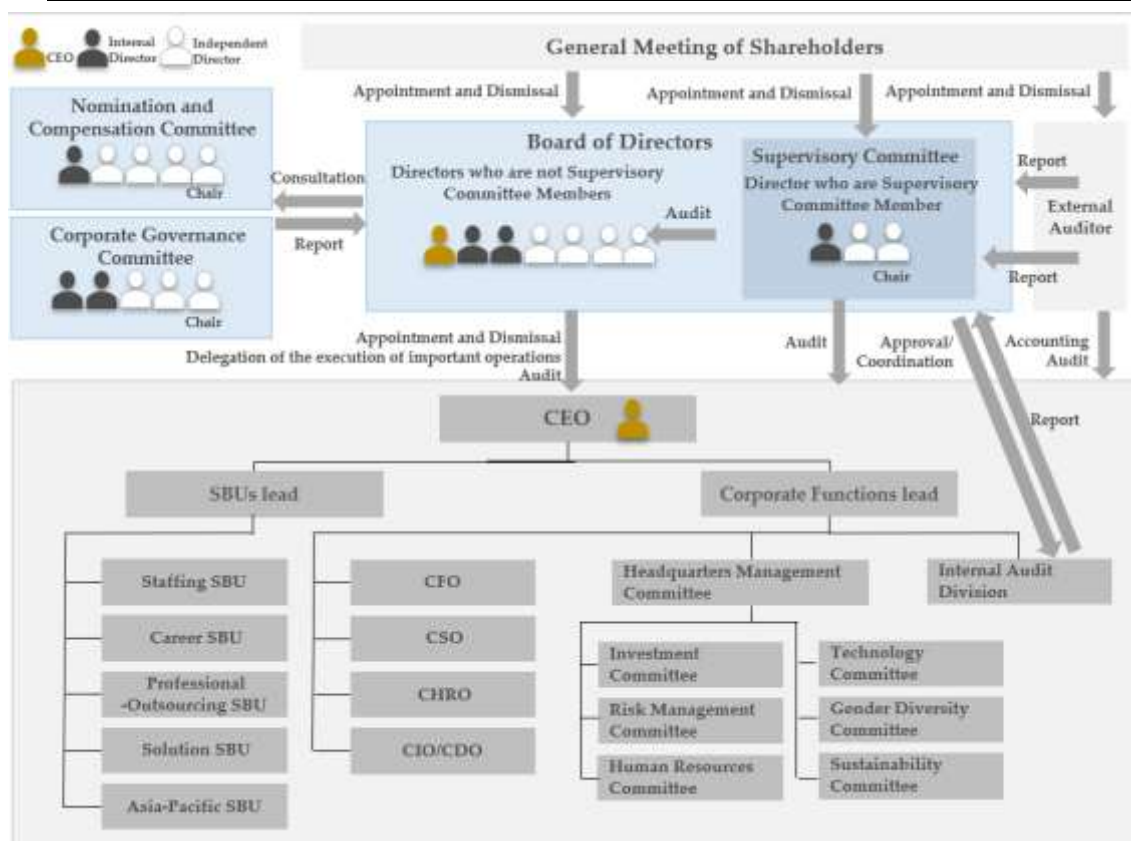
2. Event Facts:

"Event facts" (including risk information) are events that are expeditiously brought to the attention of the President & CEO at the point in time when a relevant department or subsidiary becomes aware such events have occurred. The events are examined, and a decision made whether to disclose details. If disclosure of event facts is deemed necessary, a system allows the officer responsible for information handling to instruct the PERSOL Finance & IR Department to release

expeditiously.

### 3. Financial Statement Related Information:

"Financial statement related information" includes details of the quarterly financial statements and information about amendments of business results/anticipated dividends etc. which are drawn up in draft form by the PERSOL Finance & IR Department, then deliberated over by the Board, and after approval by the Board. The Company has established a system that the officer responsible for information handling instructs the PERSOL Finance & IR Department to release expeditiously.



※ SBU=Strategic Business Unit, CEO=Chief Executive Officer, CFO=Chief Financial Officer, CSO = Chief Strategy Officer, CHRO=Chief Human Resources Officer, CIO/CDO = Chief Information Officer/ Chief Digital Officer

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