



## MEITEC Group: Policy on Dialog with Shareholders and Investors

## 1. Basic Stance

As stipulated in the description of the MEITEC Group's "Ideal State," MEITEC CORPORATION (the Company) aims to increase its Value to Shareholders, maximizing mid and long-term shareholders returns by creating "sound profits" based on continuous improvement of the Values. At the same time, it strives unremittingly to promote understanding of the MEITEC Group among shareholders and investors, engaging in constructive dialog with them via general meetings of shareholders, investor relations activities, and other means.

When engaging in dialog, the Company's Representative Director and President/Group CEO and other members of top management take the lead in responding to shareholders and investors in a timely and appropriate manner, aiming to ensure that the shareholders and investors evaluate the Company appropriately. If shareholders or investors request an individual dialog (an interview), members of top management attend the interview as necessary given the purpose of the interview, the importance of the topics to be discussed, and other relevant matters.

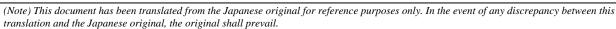
## 2. Initiatives Relating to Disclosure and Explanation of Information

The Company has set out a separate disclosure policy to ensure that its disclosure is fair, accurate, timely, and continuous.

To encourage the understanding of the MEITEC Group necessary for constructive dialog, the Company endeavors to ensure that its disclosure documents are written in an easy-to-understand manner with clear explanations.

In disclosing and explaining its management plans and strategies, the Company indicates its policy with regard to capital strategy, as well as its profit planning and targets for key indicators. The Company takes confidentiality relating to its competitive advantages into consideration when indicating policies.

Key non-financial indicators: Each month on a continuous basis the Company posts on



its website and METEC's website the number of engineers employed at the end of the

month and the utilization ratio for the month, as well as the monthly message to

MEITEC employees from the Representative Director and President/Group CEO.

The Company also endeavors to produce English-language versions of its disclosure

documents, distributing them primarily via its website.

3. Designation of Supervisor and Measures to Ensure Organic Coordination

among Internal Units

The Company instituted the structure below to achieve constructive dialog so that it

can understand the interests and concerns of shareholders and investors as the basis for

taking appropriate action.

Supervisor: Director in charge of Investor Relations.

Supervising Department: Department in charge of IR.

The above supervising department, which assists the Representative Director and

President/Group CEO and other members of top management in conducting dialog,

ensures the accuracy of information by coordinating closely with

covering sales, recruiting, and career support, as well as the departments handling

corporate communications, accounting, and other areas.

When the accounts are settled each quarter, a meeting is convened comprising the top

management, the supervising department, and other parties to examine the accuracy

and timeliness of financial results and other information disclosed at the same time as

the financial results.

4. Initiatives to Improve Means of Dialog Other Than Individual Interviews

As a means of dialog other than individual interviews, the Company holds twice-

yearly results presentations at which the Representative Director and President/Group

CEO provides explanations in person.

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

The Company strives to provide ample opportunities for the Representative Director

and President/Group CEO to provide such personal explanations. He therefore attends

conferences, small meetings, and other events hosted by securities companies

whenever possible.

Additionally, the Company publishes business reports and annual reports, in addition

to taking other measures to provide fuller disclosure encouraging a better

understanding of the MEITEC Group.

5. Measures to Ensure Appropriate and Effective Feedback to the Company

Questions, opinions, concerns, wishes, and other feedback received from shareholders

and investors through investor relations activities are reported to the monthly Board of

Directors' meeting on a continuous basis.

6. Measures to Manage Insider Information, etc.

The Company strives to prevent insider trading by appropriately managing critical

operational or management information relating to the Group in accordance with its

internal rules. The Company also strives to prevent leaks of financial results, having

instituted a quiet period in its disclosure policy.

If certain persons outside the company were accidently informed of undisclosed insider

information or financial results information that may have material impact on the prices

of securities, the Company will disclose the relevant information in a timely and

appropriate manner according to "3. Methods of Information Disclosure" in the Meitec

Group Disclosure Policy.

**Enacted on November 5, 2015** 

Revised on July 31, 2018

Revised on April 1, 2020

Revised on October 1, 2023

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