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(Securities Code: 5946)

March 4, 2021

**To our shareholders:**

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

## **Notice of the 67th Annual General Meeting of Shareholders**

We are pleased to announce the 67th Annual General Meeting of Shareholders of Chofu Seisakusho Co., Ltd. (the “Company”), which will be held as described below.

To prevent the spread of the novel coronavirus disease (COVID-19), for this General Meeting of Shareholders, we ask that our shareholders exercise the voting rights beforehand in writing or via the Internet, if at all possible, and refrain from attending the meeting in person regardless of their state of health.

Please exercise your voting rights after examining the attached Reference Documents for the General Meeting of Shareholders, by 6:00 p.m. on Thursday, March 25, 2021 (JST).

**1. Date and Time: Friday, March 26, 2021, at 10:00 a.m. (JST)**

**2. Venue: Head Office of the Company  
2-1, Chofu Ogi-machi, Shimonoseki-shi, Yamaguchi**

**3. Purpose of the Meeting**

**Matters to be reported:**

1. The Business Report, the Consolidated Financial Statements, and report on the result of the audit by the Financial Auditor and Audit and Supervisory Committee on the Consolidated Financial Statements for the 67th term (January 1, 2020 to December 31, 2020)
2. The Non-Consolidated Financial Statements for the 67th term (January 1, 2020 to December 31, 2020)

**Matters to be resolved:**

- Proposal No. 1** Appropriation of Surplus  
**Proposal No. 2** Election of Nine Directors (Excluding Audit and Supervisory Committee Members)

**4. Information on Exercise of Voting Rights:**

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

Please indicate whether you agree or not to the proposals on the enclosed Voting Form, and return it so that it arrives by 6:00 p.m. on Thursday, March 25, 2021.

**(2) Exercise of voting rights via the Internet**

Please exercise your voting rights via the Internet by 6:00 p.m. on Thursday, March 25, 2021, with reference to the “Information on Exercising Voting Rights via the Internet” (Japanese only).

**(3) Treatment of multiple exercises of voting rights**

In the event that you exercise your voting rights both in writing (via postal mail) and via the Internet, exercise of voting rights via the Internet shall be deemed effective. If you exercise your voting rights more than once via the Internet, the latest exercise shall be upheld as valid. If you exercise your voting rights more than once by using your personal computer, smartphone, or cellular phone, the latest exercise shall be upheld as valid.

- If attending, please bring the enclosed Voting Form and submit it at the reception desk on the day of the meeting.
- Note that if there are any modifications in the Reference Documents for the General Meeting of Shareholders, the Business Report, the Non-Consolidated Financial Statements, or the Consolidated Financial Statements, they will be posted on our website (<https://www.chofu.co.jp/>).

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

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

## Reference Documents for the General Meeting of Shareholders

### Proposals and Reference Information

#### Proposal No. 1 Appropriation of Surplus

The Company proposes the appropriation of surplus as follows:

##### Year-end dividends

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

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

1. Type of dividend property  
To be paid in cash.
2. Allotment of dividend property and their aggregate amount  
¥16 per common share of the Company  
In this event, the total dividends will be ¥555,829,792.
3. Effective date of dividends of surplus  
March 29, 2021

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

The terms of office of all eight Directors (excluding Audit and Supervisory Committee Members) will expire at the conclusion of this meeting. Therefore, the Company proposes the election of nine Directors (excluding Audit and Supervisory Committee Members) increasing the number of Directors by one to further enhance the management system going forward.

In addition, the Audit and Supervisory Committee has no particular statement for this proposal.

Candidates for election as Directors (excluding Audit and Supervisory Committee Members) are as follows:

Candidate No.	Name (Date of birth)	Career summary, position and responsibility in the Company, and significant concurrent positions outside the Company	Number of the Company's shares owned
1	Yasuo Kawakami (December 21, 1946)	Feb. 1971      Joined the Company Mar. 1985      Director and General Manager of Tokyo Sales Office Mar. 1987      Director and Plant Manager of Utsunomiya Plant Dec. 1997      President Mar. 2012      Chairman (current position)	300,010 shares
2	Kiyotaka Taneda (February 3, 1955)	Mar. 1979      Joined the Company Mar. 2008      Director and General Manager of Engineering Department Apr. 2014      Managing Director May 2018      Executive Director Mar. 2019      President (current position)	3,200 shares
3	Shuichi Nakamura (September 26, 1955)	Mar. 1978      Joined the Company Mar. 2010      Director and General Manager of Sales Department at Shiga Plant Apr. 2010      Director and Plant Manager of Shiga Plant Mar. 2014      Director and Plant Manager of Utsunomiya Plant Apr. 2014      Managing Director (current position)	3,200 shares
4	Takeshi Wada (April 28, 1957)	Mar. 1982      Joined the Company Mar. 2013      Director and General Manager of Sales Department Mar. 2015      Director, General Manager of Sales Department, and General Manager of Fukuoka Branch Office Mar. 2016      Director and General Manager of Sales Department Feb. 2021      Director (current position) Seconded to Sunpot Co., Ltd. (current position)	3,000 shares
5	Yoshiaki Egawa (October 8, 1957)	Jan. 1982      Joined the Company Mar. 2014      Director and General Manager of Production Department Apr. 2014      Director and Executive General Manager of Production Department (current position)	1,900 shares
6	Tetsuro Hayashi (August 21, 1960)	Apr. 1985      Joined the Company Mar. 2014      Director and General Manager of Tokyo Branch Office (current position)	2,900 shares
7	Yasuhiro Kawakami (July 1, 1962)	Oct. 2004      Joined the Company Mar. 2014      Director and General Manager of Corporate Administration Department Feb. 2017      Director and Plant Manager of Shiga Plant Feb. 2021      Director and General Manager of Sales Department (current position)	6,400 shares

Candidate No.	Name (Date of birth)	Career summary, position and responsibility in the Company, and significant concurrent positions outside the Company	Number of the Company's shares owned
8	* Tadatoshi Mikubo (January 14, 1966)	Mar. 1995      Joined the Company Mar. 2016      General Manager of Sales Department at Shiga Plant Jan. 2018      General Manager of Sales Department at Shiga Plant and General Manager of Osaka Branch Office June 2019      General Manager of Sales Department at Utsunomiya Plant (current position)	100 shares
9	* Kazuyuki Nishijima (January 1, 1970)	Apr. 1994      Joined the Company Mar. 2017      Seconded to Osaka-Technocrat. Co., Ltd. Managing Director Oct. 2018      General Manager status of the Company (current position) Seconded to Osaka-Technocrat. Co., Ltd. Managing Director (current position)	0 shares

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