[Translation for Reference Purpose Only]

CORPORATE GOVERNANCE REPORT

Last updated: March 27, 2024 MUGEN ESTATE Co., Ltd.

President, Shinichi Fujita

Contact: ir@mugen-estate.co.jp

Security code: 3299

https://www.mugen-estate.co.jp/en/

The state of corporate governance of MUGEN ESTATE Co., Ltd. ("the Company") is as follows:

I. Basic Views on Corporate Governance, Capital Structure, Corporate Profile and Other Basic Information

1. Basic Views

The MUGEN ESTATE Group's corporate motto "Mugen" (Making Dreams Come True) is the foundation for its approach to business management, as well as the origin of its company name. By making customers' dreams come true, we aim to grow as a company and realize the dreams and aspirations of all people, including our stakeholders.

To that end, our mission is that "Creating new value in real estate and taking on challenges to enrich the lives of all, making their dreams come true". Through our business activities, we aim to continuously increase corporate value by solving numerous social issues facing the real estate industry, including global warming, declining birth rate and aging population, empty housing and age-related degradation of housing stock.

In addition, we have established five values as the basis for actions to achieve our mission: "Pursuing speed", "Taking on challenges inexhaustibly", "The linking of diverse talents", "Looking ahead", and "Fulfilling our responsibilities".

MUGEN ESTATE recognizes that the most necessary measures for the realization of this corporate philosophy are to ensure management transparency and soundness, and enhance management functions to respond quickly and appropriately to environmental changes; and that establishing corporate governance is the most important issue. We are therefore working to enhance our corporate governance with the following general principles: (i) securing the rights and equality of shareholders, (ii) cooperating appropriately with stakeholders other than shareholders, (iii) ensuring appropriate disclosure and transparency of information, (iv) performing the duties of the Board of Directors, etc. and (v) engaging in dialogue with shareholders.

The Board of Directors of the Company establishes the "Corporate Governance Guidelines (as the Guidelines)" with the aim of defining and contributing to the realization of a framework of effective

1

corporate governance.

Please referred to following website for details of "Corporate Governance Guidelines".

 ${\longrightarrow} https://www.mugen-estate.co.jp/cms/mugen/pdf/corporate/Corporate-Governance-Guidelines\_20220325.pdf$ 

#### [Reasons for Non-compliance with the Principles of the Corporate Governance Code] (Revised)

The Company has implemented all of the principles of Japan's Corporate Governance Code.

## [Disclosure Based on the Principles of the Corporate Governance Code] (Revised)

[Principle 1-4: Cross-shareholdings]

The Company currently holds no listed shares for the purpose of cross-shareholding. If it becomes necessary to acquire shares of a counterparty's stock to strengthen relationships or promote business alliances, the Company will annually conduct a practical review at meetings of the Board of Directors to closely examine if the purpose for holding the stock is appropriate and if the advantages and risks associated with the holding of the stock match the capital cost and other factors. The Company's policy is to publicly disclose the content of these reviews. Moreover, regarding the exercise of voting rights, the Company has a policy of establishing and disclosing specific standards to ensure the appropriate handling of cross shareholdings.

# [Principle 1-7: Related party transactions]

The Company has been implementing procedures suited to the content and nature of related party transactions according to laws, regulations and internal rules, to ensure that the common interests of the Company and shareholders are not affected. It submits the content of the relevant transactions to Board of Directors' meetings in advance and confirms the appropriateness and economic reasonableness of such transactions, while periodically investigating whether any transactions are undertaken between the related company and the Company.

[Supplementary principle 2-4-1: Ensuring diversity in the promotion to core human resources]

To increase corporate value over the medium- to long-term, the Company actively recruits personnel based on its belief that it is essential to create workplaces where employees can thrive without discriminating on the basis of gender, nationality, or whether or not people were hired mid-career.

Additionally, it has a standard employee evaluation system that does not discriminate on the basis of gender, nationality, or whether or not people were hired mid-career. Employees are fairly evaluated and promoted to management positions based on the results of the challenges they have taken on toward their own goals and improved abilities. The Company discloses on its website targets regarding the assignment, etc. of core human resources and a human resources development plan that ensures diversity.

→https://www.mugen-estate.co.jp/en/sustainability/talent acquisition.html

## [Principle 2-6: Roles of Corporate Pension Funds as Asset Owners]

Since the Company does not adopt the corporate pension system, there is no influence on the financial condition in the institution operation.

# [Principle 3-1: Full Disclosure]

(1) Creeds (management philosophy, etc.), management strategies, and management plans of the Company

To embody the company credo, mission and value, the Company considers corporate governance as an important management issue. It formulates management strategies and medium-term management plans by making precise and swift decisions and discloses them to provide a wide range of information on its website and in its securities reports, financial results briefing materials, and other formats.

Corporate Philosophy

→https://www.mugen-estate.co.jp/en/corporate/philosophy.html

Management Strategy

→https://www.mugen-estate.co.jp/en/ir/management/strategy.html

Second Medium-Term Management Plan (FY2022 - FY2024)

- →https://www.mugen-estate.co.jp/en/ir/management/plan.html
- (2) Basic ideas and policies for corporate governance

Please refer to the Guidelines for our basic views and policies on corporate governance.

→https://www.mugen-estate.co.jp/cms/mugen/pdf/corporate/Corporate-Governance-

Guidelines 20220325.pdf

(3) Policies and procedures of the Board of Directors for determining remuneration for the senior management and directors

The basic policy and the method for determining the remuneration of the Company's directors are established by the Board of Directors considering the recommendations submitted by the Nomination and Compensation Committee. An outline is provided below.

- Remuneration packages should serve as motivation toward the achievement of performance targets for each business year and the medium- to long-term improvement of corporate value and be a driving force encouraging directors to implement business strategies.
- Remuneration levels should ensure the Company is able to secure talented human resources.
- Remuneration packages should commensurate with roles, responsibilities, etc.
- Remuneration packages should be determined through transparent processes.

Remuneration, etc. for directors, other than outside directors, consists of fixed remuneration, bonuses, and stock compensation, while remuneration, etc. for outside directors consists only of fixed remuneration. Remuneration standards are determined by the Board of Directors within the limit for total remuneration amounts determined at a general meeting of shareholders, based on advice from the Nomination and Compensation Committee requested by the president and taking into consideration the remuneration standards of other companies in the industry, etc. Moreover, the ratio

of fixed remuneration, bonuses, and stock compensation is set at 65:20:15 when performance targets are met, based on comprehensive consideration of position, job responsibility, business performance, degree of achievement of targets, etc.

- (4) Policies and procedures for the appointment/dismissal of the senior management and the nomination of candidates for directors and audit & supervisory board members
  - Please refer to Article 11 and 12, Section 2, Chapter 5 of the Guidelines.
- →https://www.mugen-estate.co.jp/cms/mugen/pdf/corporate/Corporate-Governance-Guidelines 20220325.pdf
- (5) Explanation of the appointments/dismissals and/or nomination of the respective candidates for directors and audit & supervisory board members

If the agenda at the General Meeting of Shareholders includes any item on the appointment of directors and/or audit & supervisory board members, the Company shall describe the reasons for choosing directors and/or audit & supervisory board members as candidates in the convocation notice and shall disclose them on its website.

If any director or audit & supervisory board member is dismissed, the Company shall disclose the reason promptly.

Shareholders' Meeting

→https://www.mugen-estate.co.jp/ir/stock/meeting.html

[Supplementary principle 3-1-3: Initiatives for sustainability]

The Company discloses sustainability initiatives at its website as necessary. Recognizing that sustainability efforts are crucial to the Company's continued growth and the creation of new businesses, the Company formulated and disclosed a new medium-term management plan for the period that started in fiscal year 2022.

As part of its environmentally friendly business activities, the Company supports the TCFD (Task Force on Climate-Related Financial Disclosures) recommendations in December 2022. Accordingly, the Group identifies business risks and opportunities attributable to climate change and discloses information on them appropriately, to help create a sustainable society.

Moreover, based on the understanding that human capital initiatives are an important part of management strategy, the Company establishes human resources strategies connected to its business management, while setting human resources visions and development policies, aiming to create a working environment for each employee to be able to fully exercise their abilities while a wide range of diverse talented people have job satisfaction.

Sustainability

→https://www.mugen-estate.co.jp/sustainability/index.html

Disclosure of information on strengthening human capital

→https://www.mugen-estate.co.jp/en/sustainability/index.html#effort

Information disclosure regarding responses to climate change

→https://www.mugen-estate.co.jp/en/sustainability/index.html#effort

[Supplementary principle 4-1-1: Scope of delegation to the management]

The Company has established a Board of Directors that has managerial decision-making and oversight functions, an executive officers meeting as a system for executing business based on decisions made by the Board of Directors and an execution officer for each business department, with the aim of clarifying lines between managerial decision making and business execution. Please refer to Article 8, Section 1, Chapter 5 of the Guidelines.

→https://www.mugen-estate.co.jp/cms/mugen/pdf/corporate/ Corporate-Governance-Guidelines 20220325.pdf

[Principle 4-9: Criteria for independence of outside directors and qualifications for them]

Regarding the election of independent outside directors, the Company has established its own criteria for the independence of outside officers and discloses them in the Guidelines as well as in this report and securities report. These criteria are used along with the requirements for independent officers stipulated in Items 15 and 16, Article 2 of the Companies Act and those defined by the Tokyo Stock Exchange. Moreover, in the Company's selection of independent outside directors the Company emphasizes their insight, experience and knowledge that are useful in the management of the Company, in addition to the criteria for independence.

[Supplementary principle 4-10-1: Use of optional approach and involvement and advice of independent outside directors]

The Company is a company with Audit & Supervisory Board, and two of the four directors are selected as independent outside directors. Although the independent outside directors are not a majority of them, the Company believes that it has established a system in which the appropriate involvement of and advice from independent outside directors is achieved as they are highly independent and have professional knowledge and abundant experience.

Moreover, to enhance the independence and objectivity of the Board of Directors and its accountability and to reinforce and improve the corporate governance system, the Company established the Nomination and Compensation Committee composed of two outside directors and the president a voluntary advisory body to the Board of Directors. The appropriate involvement of, and advice from, the Committee, mainly with gender and other diversity perspectives and skills, is expected to support the nomination and remuneration of management members and directors.

[Supplementary principle 4-11-1: Ideas regarding the balance, diversity and size of the Board of Directors as a whole]

In conjunction with ideas regarding the balance, diversity, and size of the Board of Directors as a whole, the Company specifies the basic policies for the structure of the Board of Directors and the qualifications for directors and the procedures for the appointment thereof in its guidelines, and discloses them on its website. Furthermore, the Company prepares a director skill matrix that diagrams the knowledge, experience, skills, etc. of the directors and discloses it in securities reports, etc.

[Supplementary principle 4-11-2: State of concurrent positions held by directors and audit & supervisory board members]

Directors' and audit & supervisory board members' concurrent outside director and audit & supervisory board member positions at other listed companies are descried as assignments and material concurrent positions in the Notice of Convocation of the Ordinary General Meeting of Shareholders and the Annual Security Reports, which are posted on our website.

Shareholders' Meeting

→https://www.mugen-estate.co.jp/en/ir/stock/meeting.html

Fiscal Year ended Dec.31,2023 Finanial Results [japan only]

→https://www.mugen-estate.co.jp/ir/library/

[Supplementary principle 4-11-3: Analysis and evaluation of the effectiveness of the Board of Directors' meetings overall]

In March 2024, the Board of Directors conducted evaluations of the effectiveness of the Board of Directors' meetings that were held in fiscal 2023.

Targeting all directors and Audit & Supervisory Board members, the Company conducted questionnaire consisted of items regarding the size, structure and delegation of roles of the Board of Directors, the frameworks for the provision of information to the Board of Directors and to support the Board of Directors, and the agenda of and quality and quantity of discussions at meetings of the Board of Directors, etc. The evaluation was then implemented based on discussions at meetings of the Board of Directors.

Based on the results of the evaluation, the Company believes that the effectiveness of the Board of Directors is generally at a high level. Moreover, the respondents pointed out issues to be addressed going forward, including the continued enhancement of discussions, the early preparation of agenda for deliberation, and ways to determine agenda and manage deliberations. Accordingly, the Company will ensure the implementation of improvement measures.

[Supplementary principle 4-14-2: Policy for training of directors and audit & supervisory board members]

The Company specifies a basic policy for the development and training of directors and audit & supervisory board members in its guidelines, and discloses it on its website. In addition, it also provides the opportunities that are necessary for making continuous renewals when assuming posts and thereafter, ensuring that the necessary knowledge is acquired and the duties and responsibilities are thoroughly understood.

Corporate Governance Guidelines

→https://www.mugen-estate.co.jp/cms/mugen/pdf/Corporate-Governance-Guidelines 20220325.pdf

[Principle 5-1: Policy for constructive dialogue with shareholders]

The Corporate Planning & Strategy Department under the control of the president functions as an IR

Department and periodically holds meetings to present company information to individual investors and financial results briefing sessions for analysts and institutional investors in collaboration with the relevant departments. The officer strives to enhance two-way communication through constructive dialogue with shareholders, understand analyses and evaluations of management, and report them to the executives of the management team. The Company specifies basic policies for dialogue with shareholders in its guidelines and discloses them on its website.

There are statements and records of initiatives for appropriate information disclosure and for increasing opportunities for dialogues with shareholders and investors in the financial results briefing materials for the fiscal year ended December 31, 2023.

Corporate Governance Guidelines

→https://www.mugen-estate.co.jp/cms/mugen/pdf/corporate/Corporate-Governance-

Guidelines 20220325.pdf

Fiscal Year ended Dec.31,2023 Finanial Results (P.31)

→https://contents.xj-

storage.jp/xcontents/AS08256a/ef856eca/e351/453c/a6ba/fc6924b6fa25/140120240213534906.pdf

[Measures for realizing management with emphasis on capital cost and the share price] [Text in English has been disclosed.]

The Company formulates medium-term management plans, establishes basic policies and priority measures and specifies its business portfolio and capital policy. With an awareness of its own capital cost, the Company also establishes and discloses on its website earnings plans, including net sales, ordinary income and profit attributable to owners of parent, and important managerial indices for growth, efficiency, soundness and shareholder returns.

With regard to measures for realizing management with an emphasis on capital cost and its share price, the Company continues to work on improving ROE using DuPont analysis and describes the details in the financial results briefing materials for the fiscal year ended December 31, 2023.

[Status of dialogue with shareholders, etc.]

With regard to the status of dialogue with shareholders, etc., the Company aims to reduce capital cost, enhance its market valuation through appropriate information disclosure and increased opportunities for dialogue with shareholders and investors, and maintain a PBR of 1.0 times or higher as a medium-term target. The details of relevant initiatives are described in the financial results briefing materials for the fiscal year ended December 31, 2023.

- (1) Expand and advance information disclosure, such as the simultaneous disclosure of financial results materials in the Japanese and English languages and the disclosure of more non-financial information.
- (2) Provide opportunities for dialogue to increase peoples' understanding of our businesses and growth potential, for example, by increasing online and offline briefings for individual investors and by actively engaging in dialogue with institutional investors.

Second Medium-Term Management Plan (FY2022 - FY2024)

→https://www.mugen-estate.co.jp/en/ir/management/plan.html

Explanatory material for Financial results for Fiscal Year ended Dec.31,2023 (P.28-32)

→https://contents.xj-

storage.jp/xcontents/AS08256a/ef856eca/e351/453c/a6ba/fc6924b6fa25/140120240213534906.pdf

# 2. Capital Structure

Foreign Shareholding Ratio Less than 10%
--

## [Status of Major Shareholders] (Revised)

Name	Number of Shares Owned	Percentage (%)
Susumu Fujita	4,558,500	19.35
Shinichi Fujita	2,084,900	8.85
Dream Come True Co., Ltd.	1,700,000	7.21
Celanese Co., Ltd.	1,000,000	4.24
The Master Trust Bank of Japan, Ltd. (Trust account)	814,000	3.45
MUGEN KIKAKU Co., Ltd.	760,000	3.23
Yuriko Fujita	700,000	2.97
Yuka Fujita	700,000	2.97
Keiji Shoda	676,000	2.87
Yuko Shoda	655,000	2.78

Controlling shareholders (except for Parent Company) (Revised)	Susumu Fujita
Parent Company	None

# **Supplementary Explanation (Revised)**

The number of shares owned is the number as of December 31, 2023. The Company has 798,325 shares of treasury stock, but is not included in the major shareholders above. Treasury stock is excluded in the calculation of the percentage in the table above.

The Company's President Shinichi Fujita reported that he sold 400,000 shares of the shares he owned as of February 21, 2024, to MUGEN KIKAKU CO., LTD. (The date of the share transfer was February 21, 2024. The change report was submitted on February 28, 2024.)

# 3. Corporate Attributes

Listed Stock Market and Market Section (Revised)	Tokyo Stock Exchange, Standard
Fiscal Year-End	December
Type of Business	Real Estate
Number of Employees (consolidated) as of the End of	From 100 to less than 500

the Previous Fiscal Year	
Sales (Consolidated) as of the End of the Previous	From ¥10 billion to less than ¥100 billion
Fiscal Year	
Number of Consolidated Subsidiaries as of the End of	Less than 10
the Previous Fiscal Year	

# 4. Policy on Measures to Protect Minority Shareholders in Conducting Transactions with Controlling Shareholder (Revised)

The shareholding ratios of the chairman of the Company, Susumu Fujita are the major shareholders of the Company, constitute a majority upon the aggregation thereof with the addition of the shares held by their relatives within the second degree of kinship and Dream Come True Co., Ltd., Celanese Co., Ltd. and MUGEN KIKAKU CO., Ltd., an asset management company of the founding family. Accordingly, he is the controlling shareholders.

The Company closely examines the legality, appropriateness and reasonableness of all transactions according to the rules for request for decision via circular and other rules. In particular, the transactions with the controlling shareholders including Dream Come True Co., Ltd., Celanese Co., Ltd. and MUGEN KIKAKU CO., LTD. and their relatives within the second degree of kinship as related-party transactions are submitted to the Board of Directors to determine whether the transactions are fair, proper and reasonable in comparison with ordinary transactions, and the approval of the directors excluding the interested parties is obtained before the execution of the transactions according to the Guidelines.

#### 5. Other Special Circumstances which may have Material Impact on Corporate Governance

The Company does not have a parent company or listed subsidiaries, and thus there are no other special circumstances that may materially affect corporate governance.

# II. Business Management Organization and Other Corporate Governance Systems regarding Decision-Making, Execution of Business, and Oversight in Management

## 1. Organizational Composition and Operation

Organization Form	Company with audit & supervisory board member
-------------------	---

### [Directors]

Maximum Number of directors Stipulated in Articles of Incorporation	7
Term of Office Stipulated in Articles of Incorporation	2 years
Chairperson of the Board	President
Number of directors	4
Appointment of outside directors	Appointed

Number of Outside Directors	2
Number of Independent Directors	2

# Outside Directors' Relationship with the Company (1) (Revised)

N	Attributes	Relationship with the Company <sup>(*)</sup>										
Name		a	b	c	d	e	f	g	h	i	j	k
Masashi Nitta	From other companies											
Kengo Maekawa	From other companies											

<sup>\*</sup>Items for selection with respect to the relationship with the Company

- \*If the relatives come under the items "currently/recently," enter a filled-in circle (●), and if "in the past" applies, enter a filled-in triangle (▲).
- a. The persons who execute the business of a listed company or its subsidiaries
- b. The persons who execute the business or the non-executive director of the parent company of a listed company
- c. The persons who execute the business of a sister company of a listed company
- d. The entities whose main clients include a listed company or the persons who execute the business of the said entity
- e. The main clients of a listed company or the persons who execute the business of the said clients
- f. Consultants, accountants and legal experts who receive a large amount of money and other properties in addition to remuneration for officers from a listed company
- g. Major shareholders of a listed company (if the major shareholders are a corporation, the persons who execute the business of the said corporation)
- h. The persons (themselves only) who execute the business of clients (that do not come under d, e or f above) of a listed company
- i. The persons (themselves only) who execute the business of an entity to which outside officers are mutually dispatched
- j. The persons (themselves only) who execute the business of an entity to which a listed company provides donations
- k. Others

#### Outside Directors' Relationship with the Company (2) (Revised)

Name	Designation as	Supplementary	Reasons for Appointment
	Independent	Explanation of the	
	Director	Relationship	
Masashi Nitta	Yes	_	Mr. Masashi Nitta has been involved in
			the planning and management of one of

<sup>\*</sup>If the relevant persons themselves come under the items "currently/recently," enter a circle ( $\bigcirc$ ), and if "in the past" applies, enter a triangle ( $\triangle$ ).

		1	
			Japan's leading cultural and artistic sectors for many years. Based on his extensive experience and achievements, he has provided appropriate opinions from an objective standpoint independent of the Company's management. He will continue to contribute to the sustained growth and the medium- to long-term enhancement of the corporate value of the Company.  Mr. Masashi Nitta is not an executive or an officer of a creatified associated.
			an officer of a specified associated
			service provider of the Company and he
			has not been such in the past ten years.
Kengo Maekawa	Yes	_	Mr. Kengo Maekawa, as a certified
			public accountant and tax accountant, has
			considerable knowledge of finance and
			accounting.
			The Company nominates him as a
			candidate for Outside Director because it
			has expected that based on his extensive
			experience and broad insight as a
			corporate manager, he will contribute to
			the strengthening of corporate
			governance and the medium- to long-
			term enhancement of the corporate value
			providing opinions and advice on the
			Company's overall management at
			meetings of the Board of Directors.
			Mr. Kengo Maekawa is not an executive
			or an officer of a specified associated
			service provider of the
			Company and he has not been such in the
			past ten years.

Voluntary Establishment of Committee Corresponding	Vac
to Nomination Committee or Remuneration Committee	105

# Committee's Name, Composition, and Attributes of Chairperson

	Committee Corresponding to	Committee Corresponding to
	Nomination Committee	Compensation Committee
Committee's Name	Nomination Committee	Compensation Committee
All Committee Members	3	3
Full-time Members	0	0
Internal Directors	1	1
Outside Directors	2	2
Outside Experts	0	0
Other	0	0
Chairperson	Internal Directors	Internal Directors

### **Supplementary Explanation**

1. Purpose of the establishment of the Committee

The Nomination and Compensation Committee was established as an advisory body to the Board of Directors for the purpose of further enhancing the corporate governance system by strengthening the independence, objectivity and accountability of the Board of Directors' functions related to the nomination and compensation of directors and executive officers.

# 2. Role of the Committee

In response to requests by the Board of Directors, the Committee shall deliberate on the following matters and report to the Board of Directors.

- Matters related to the policy on the election, dismissal and nomination of directors and executive officers
- Matters related to the election and dismissal of directors and executive officers
- Matters related to the policy for determining the remuneration and others of directors and executive officers
- Matters related to the remuneration and others of directors and executive officers
- Other significant matters related in the Group

# 3. Structure of the Committee

The Committee shall consist of three or more members, a majority of whom shall be independent outside directors, selected by resolution of the Board of Directors.

The chairperson of the committee shall be selected from among the committee member by a resolution of the committee

# [Audit & Supervisory Board Members]

Existence of the Audit & Supervisory Board	Yes
Maximum Number of Audit & Supervisory Board Member Stipulated	4

in Articles of Incorporation(Revised)	
Number of Audit & Supervisory Board Members(Revised)	4

# Cooperation among Audit & Supervisory Board Members, Accounting Auditors and Internal Audit Departments (Revised)

The audit & supervisory board members, the accounting auditors and the internal audit office, which are in charge of three audit types, cooperate closely in the performance of the operations and improve the efficiency and quality of the audits.

The Audit & Supervisory Board consists of a full-time audit & supervisory board member and three independent outside audit & supervisory board members. An audit & supervisory board meeting is held monthly, where the audit & supervisory board members decide on important matters, such as audit policy and audit plans, and have discussions, make reports, and share information. The articles of incorporation stipulate that the number of audit & supervisory board members shall be no more than four.

Audits undertaken by the audit & supervisory board members are conducted under the leadership of the full-time audit & supervisory board member with the active involvement of the three independent outside audit & supervisory board members upon the division of duties. The four audit & supervisory board members attend the meetings of the Board of Directors and other important meetings and express opinions as necessary, and receive reports on business execution from the directors, etc. The full-time audit & supervisory board member inspects important documents, among other operations, and shares information with the three independent outside audit & supervisory board members. The audit & supervisory board members always undertake preparations for the supervision of the state of the execution of duties by the directors. In addition, the four audit & supervisory board members have expertise in their respective areas of strength, and conduct more effective audits through the appropriate division of duties.

The Company has executed an audit contract with Ernst & Young ShinNihon LLC. The Company undergoes periodic audits of its financial statements, etc. carried out by Ernst & Young ShinNihon LLC and accepts the investigation of the state of the establishment and operation of the systems and procedures for internal control and the systems relating to accounting records, including the accounting system, to an extent deemed necessary for the purposes of the audit, and receives feedback on the results of such audit and investigation. The Audit & Supervisory Board receive feedback quarterly on the audits and investigations of Ernst & Young ShinNihon LLC and exchange opinions with them regularly.

The Company establishes the internal audit system for the improvement of the internal control system

and the rationalization of management and the preservation of assets. The internal audit office takes charge of the internal audit operations. The internal audit office develops an audit plan according to the internal audit rules and conducts internal audits in accordance with this plan with the approval of the president. The internal audit covers all the departments of the Company, including its subsidiaries, and contributes to ensuring the appropriateness and efficiency of the business activities of the Company group.

The full-time audit & supervisory board member and the personnel in charge of internal audits cooperate in making efforts to ensure efficient and effective audits by carrying out interviews before conducting an audit, as well as cooperating with the accounting auditors, audit & supervisory board members, and the personnel in charge of internal audits in making efforts to ensure the efficiency and rationalization of the audit operations and the strengthening of the audit function.

Appointment of Outside Audit & Supervisory Board members	Appointed
Number of Outside Audit & Supervisory Board members (Revised)	3
Number of Independent Audit & Supervisory Board members (Revised)	3

# Outside Audit & Supervisory Board Members' Relationship with the Company (1) (Revised)

Name	Attributes	Relationship with the Company <sup>(*)</sup>												
Name		a	b	С	d	e	f	g	h	i	j	k	L	m
Yoshihiro Okada	Tax Accountant													
Junji Tomita	Lawyer													
Yumeko Yoshida	Lawyer													

<sup>\*</sup>Items for selection with respect to the relationship with the Company

- a. The persons who execute the business of a listed company or its subsidiaries
- b. The non-executive director or accounting advisor of a listed company or its subsidiaries
- c. The persons who execute the business or the non-executive director of the parent company of a listed company
- d. Audit & supervisory board members of the parent company of a listed company
- e. The persons who execute the business of a sister company of a listed company
- f. The entities whose main clients include a listed company or the persons who execute the business of the said entity
- g. The main clients of a listed company or the persons who execute the business of the said clients
- h. Consultants, accountants and legal experts who receive a large amount of money and other

<sup>\*</sup>If the relevant persons themselves come under the items "currently/recently," enter a circle  $(\bigcirc)$ , and if "in the past" applies, enter a triangle  $(\triangle)$ .

<sup>\*</sup>If the relatives come under the items "currently/recently," enter a filled-in circle (●), and if "in the past" applies, enter a filled-in triangle (▲).

properties in addition to remuneration for officers from a listed company

- i. Major shareholders of a listed company (if the major shareholders are a corporation, the persons who execute the business of the said corporation)
- j. The persons (themselves only) who execute the business of clients (that do not come under f, g or h above) of a listed company
- k. The persons (themselves only) who execute the business of an entity to which outside officers are mutually dispatched
- l. The persons (themselves only) who execute the business of an entity to which a listed company provides donations

m. Others

### Outside Audit & Supervisory Board Members' Relationship with the Company (2) (Revised)

Name	Designation as	Supplementary	Reasons for Appointment
	Independent Audit	Explanation of	
	& Supervisory	the Relationship	
	Board Member		
Yoshihiro	Yes	_	Mr. Yoshihiro Okada has expert
Okada			knowledge, a wealth of experience and a
			deep insight in finance and accounting as
			a certified tax accountant. He will
			continue to provide useful advice and
			suggestions for the strengthening of its
			audit systems based on his knowledge
			and experience. Although Mr. Okada has
			never been directly involved in corporate
			management, other than as Outside Audit
			& Supervisory Board Member, the
			Company has judged that he would
			appropriately perform duties as Outside
			Audit & Supervisory Board Member for
			the above reasons.
Junji Tomita	Yes	_	Mr. Junji Tomita has expert knowledge, a
			wealth of experience and a deep insight in
			corporate legal affairs and compliance as
			an attorney. He will continue to provide
			useful advice and suggestions for the
			strengthening of its audit systems based
			on his knowledge and experience.

Vomaka	Voc		Although Mr. Tomita has never been directly involved in corporate management, other than as Outside Audit & Supervisory Board Member, the Company has judged that he would appropriately perform duties as Outside Audit & Supervisory Board Member for the above reasons.		
Yumeko Yoshida	Yes	_	Ms. Yumeko Yoshida, as an attorney-at- law, has professional knowledge of		
100111011			corporate legal affairs and compliance.		
			The Company nominates her as a		
			candidate for Outside Audit &		
			Supervisory Board		
			Member because it has determined that		
			she can be expected to provide		
			helpful advice and recommendations		
			conducive to the further strengthening of		
			the Company's auditing structure.		
			Although Ms. Yumeko Yoshida has no		
			experience of direct involvement in		
			corporate management other than as an		
			outside audit and supervisory board		
			member, the Company has determined		
			that she can appropriately perform her		
			duties as an Outside Audit & Supervisory		
			Board Member for the reasons stated		
			above.		

# [Independent Directors / Audit & Supervisory Board Members]

Number of Independent Directors / Audit & Supervisory Board members	5
(Revised)	

# Matters relating to Independent Directors / Audit & Supervisory Board Members

All outside officers who meet eligibility criteria for independent officers are designated as independent officers.

In addition, the Company has established "Criteria for Independence of Outside Officers", as shown below.

As a policy regarding the independence of outside directors and outside audit & supervisory board members, the Company selects independent officers from among people who meet the requirements for outside directors or outside audit & supervisory board members prescribed in the Companies Act and who do not meet any of the following criteria regarding independence:

- 1. Person who executes the business\*1 of the Company, its subsidiaries, etc. (hereinafter, the "Group")
- 2. Major shareholder\*2 of the Company or person who executes the business of the major shareholder
- 3. Entity of which the Group is a major shareholder or person who executes the business of the said entity
- 4. Person or entity a major business partner of whom is the Group\*3 or person who executes the business of the said person or entity
- 5. Person or entity that is a major business partner of the Group\*4 or person who executes the business of the said person or entity
- 6. Major lender of the Group\*5 or person who executes the business of the said lender
- 7. Person who receives donations from the Group in an amount exceeding a certain amount\*6
- 8. Person who belongs to an audit corporation that serves as the Group's accounting auditor
- 9. Person who belongs to a law firm, audit corporation, tax accountant corporation, or consulting firm, etc., association or other group that receives a large amount of money or other property benefits from the Group
- 10. Consultant, certified public accountant, or legal specialist, etc. who receives a large amount of money or other property benefits from the Group in addition to officer compensation\*7
- 11. In a case where a person who executes the business of the Group concurrently serves as an outside officer of another company, another person who executes the business of that company
- 12. Person who fell under any of Items 2 to 11 above in the past three years
- 13. The spouse or relative within the second degree of kinship of the persons meeting any of Items 1 to 12 above
- \*1. Person who executes business shall mean an executive director or executive officer of a corporation, etc. and other persons and employees with similar positions who execute the business of the corporation.
- \*2. Major shareholder means a person who directly or indirectly holds 10% or more of the total voting rights
- \*3. Person or entity a major business partner of whom is the Group means a person or an entity who conducted transactions with the Group in the most recent business year in an amount exceeding 2% of the consolidated sales of the person or the entity.
- \*4. Person or entity that is a major business partner of the Group means a person or an entity who conducted transactions with the Group in the most recent business year in an amount exceeding 2% of the consolidated sales of the Group.

- \*5. Major lender of the Group means a person or an entity that the Group's borrowing amount from them in the most recent business year exceeds 2% of the consolidated total assets of the Group.
- \*6. Person who receives donations from the Group in an amount exceeding a certain amount means a person or an entity that received donations or subsidies in the past three business years in an amount exceeding an average of 10 million yen per year; provided, however, if the said person is a corporation, association or other group, this means a person who belongs to such a group that receives donations in an amount exceeding 30% of the total expenses of the group.
- \*7. Consultant, certified public accountant, or legal specialist, etc. who receives a large amount of money or other property benefits from the Group in addition to officer compensation means a person who receives assets in an amount exceeding 10 million yen in addition to officer compensation in the most recent business year; provided, however, if the said person is a corporation, association or other group, this means a person who belongs to such a group that receives money or other property benefits in an amount exceeding 2% of the consolidated net sales or total revenue of the group.

#### [Incentives]

State of Implementation of Measures for Grant of Incentives to Directors	Performance-linked
	Remuneration and
	Stock Options

#### **Supplementary Explanation**

#### Remuneration system

Remuneration, etc. for directors, other than outside directors, consists of fixed remuneration, bonuses, and stock compensation, while remuneration, etc. for outside directors consists only of fixed remuneration. Remuneration standards are determined by the Board of Directors within the limit for total remuneration amounts determined at the General Meeting of Shareholders, based on advice from the Compensation Committee provided as requested by the representative director and taking into consideration the remuneration standards of other companies in the industry, etc. Moreover, the ratio of fixed remuneration, bonuses, and stock compensation is generally set at 65:20:15, based on comprehensive consideration of position, job responsibility, business performance, degree of achievement of targets, etc.

Remuneration for audit & supervisory board members consists only of fixed remuneration. Amounts of remuneration are discussed and determined at meetings of the audit & supervisory board within the limit for total amount resolved at the General Meeting of Shareholders based on the consideration of the distinction between full-time audit & supervisory board members and part-time audit & supervisory board members, the division of duties, etc.

Grantees of Stock Options	Internal Directors
---------------------------	--------------------

# **Supplementary Explanation (Revised)**

The Company delivers stock options as stock-linked compensation to increase directors' motivation to improve business results and increase corporate value in the medium and long term and to further align the interests of shareholders and directors.

For stock options as stock-linked compensation, the Company and those eligible for allotment conclude a Stock Acquisition Rights Allotment Agreement every year, in principle, and the Company then delivers stock acquisition rights in a number determined according to position. To realize alignment of interests with shareholders in the medium and long term, a condition of exercise is that stock acquisition rights must be exercised within 10 days from the day after losing their position as a director or audit & supervisory board member of the Company or as a director or audit & supervisory board member of a subsidiary of the Company, whichever comes later.

With the approval of a proposal on the determination of remuneration for directors regarding the granting of restricted stock at a meeting of general shareholders held on March 25, 2022, the stock-compensation type stock option system for directors was abolished, excluding the stock options already granted.

#### [Directors Remuneration]

Disclosure of Individual Directors' Remuneration	No Individual Disclosure
--	--------------------------

# Supplementary Explanation (Revised)

None of Directors receives remuneration of 100 million yen or more in total, and thus individual remuneration is not disclosed.

The remuneration for directors and audit & supervisory board members is respectively disclosed in the aggregate amount.

The aggregate amount of remuneration, etc. for officers for the 34th fiscal year (January 1, 2023 to December 31, 2023) is 169 million yen for directors (including 12 million yen for outside directors) and 24 million yen for audit & supervisory board members (including 11 million yen for outside audit & supervisory board members).

(Note)

- 1. The amounts of remuneration to directors include remuneration to executive officers.
- 2. The 17th Ordinary General Meeting of Shareholders held on March 27, 2007 resolved to set the maximum annual amount of remuneration to directors at 500 million yen (excluding employee wages of directors).

Separate from monetary remuneration, the 32nd General Meeting of Shareholders held on March 25, 2022 resolved to set the annual amount of remuneration in the form of restricted stocks to directors excluding outside directors at 100 million yen or less (two eligible directors as of the date of the resolution).

3. In line with the increase in the number of corporate auditors to four as resolved at the 34th Ordinary General Meeting of Shareholders held on March 27, 2024, the maximum annual amount of remuneration paid to audit & supervisory board members was revised from 30 million yen to 50

million yen, mainly taking into account the enhancement of the audit framework and revised number of audit & supervisory board members.

Policy on Determining Remuneration Amounts and Calculation Methods	Established
(Revised)	

# Disclosure of Policy on Determining Remuneration Amounts and Calculation Methods

The basic policy and the method for determining the remuneration of the Company's directors are established by the Board of Directors considering the recommendations submitted by the Nomination and Compensation Committee. An outline is provided below.

# ■ Basic policy

The Company has set forth the following basic policy regarding directors' remuneration.

- Remuneration packages should serve as motivation toward the achievement of performance targets for each business year and the medium- to long-term improvement of corporate value and be a driving force encouraging directors to implement business strategies.
  - Remuneration levels should ensure the Company is able to secure talented human resources.
  - Remuneration packages should be determined through transparent processes.

# ■ Remuneration system

Remuneration, etc. for directors, other than outside directors, consists of fixed remuneration, bonuses, and stock compensation, while remuneration, etc. for outside directors consists only of fixed remuneration. Remuneration standards are determined by the Board of Directors within the limit for total remuneration amounts determined at the General Meeting of Shareholders, based on advice from the Nomination and Compensation Committee requested by the president and taking into consideration the remuneration standards of other companies in the industry, etc. Moreover, the ratio of fixed remuneration, bonuses, and stock compensation is set at 65:20:15 when performance targets are met, based on comprehensive consideration of position, job responsibility, business performance, degree of achievement of targets, etc.

Remuneration for audit & supervisory board members consists only of fixed remuneration. Amounts of remuneration are discussed and determined at meetings of the Audit & Supervisory Board within the limit for total amount resolved at the General Meeting of Shareholders based on the consideration of the distinction between full-time audit & supervisory board members and part-time audit & supervisory board members, the division of duties, etc.

#### ■ Components of remuneration, etc. and outline

Components of remuneration, etc. and outline of directors of the Company are as follows.

Components of remuneration / Component ratio when performance targets are met / Outline of remuneration

Fixed remuneration / 65% / Remuneration paid in cash in fixed amounts every month based on a remuneration amount table prepared to reward each person for their execution of duties based on their position

Bonuses / 20% / Remuneration paid in cash in amounts determined using a calculation formula prescribed in internal rules of conduct for officers, according to consolidated net income, to encourage directors to achieve performance targets for each business year and implement business strategies. This indicator was adopted because it matches the targets established in the Company's medium-term management plan and because it indicates the final consolidated business results of the Group. Restricted stock / 15% / Remuneration in restricted stock granted to provide an incentive to work toward the sustainable improvement of the Company's corporate value and facilitate a sense of sharing value with shareholders. The period during which the transfer of shares is restricted shall be from the

[Supporting System for Outside Directors and Outside Audit & Supervisory Board Members] (Revised)

date of the granting of the shares until the date on which the director holding the shares resigns or

retires from their position as director or other position determined by the Board of Directors.

As for the support system for outside directors and outside audit & supervisory board members who are part-time audit & supervisory board members, the Company designates the Administrative Division, which is the secretariat of the Board of Directors, as the window for the said system, and ensures the framework for sharing information in advance and conducting sufficient deliberations by sending the materials for the meeting of the Board of Directors to all the members of the Board of Directors to ensure a deeper understanding of the details ahead of the meeting of the Board of Directors. Moreover, the Company has developed a system for communication and coordination with outside directors and outside audit & supervisory board members by allowing them to make requests through the internal audit department, secretariat of the Board of Directors and full-time audit & supervisory board members.

# 2. Matters on Functions of Business Execution, Auditing, Oversight, Nomination and Remuneration Decision (Overview of the Current Corporate Governance System) (Revised)

Basic explanation of the Company's organizational structure

The Company elects directors and audit & supervisory board members based on resolutions of the General Meeting of Shareholders, has established a Board of Directors and Audit & Supervisory Board, and appoints an accounting auditor. Moreover, to reinforce management capabilities and establish corporate governance, the Company has established an internal audit office and introduced an executive officer system to separate supervising functions (the Board of Directors) from business execution functions (Executive Officers Meeting). Accordingly, the Company abolished the previous Board of Managing Directors and has newly established the Executive Officers Meeting.

The Company's organizational structure is as follows.

1) General Meeting of Shareholders

The Company specifies in the Articles of Incorporation that general meetings of shareholders shall

be convened by the president within three months from the day following the end of each business year.

#### 2) Board of Directors

The purpose of the Board of Directors is to make decisions on important matters and supervise the execution of business. It consists of four directors (including two outside directors). Meetings of the Board of Directors are held on a regular basis once a month and extraordinary meetings of the Board are held as necessary. A quorum shall be achieved at a meeting of the Board of Directors if a majority of the directors are present, and resolutions of the Board shall pass by a majority of the directors present. Directors with a special interest in a resolution may not participate in the vote. Reasons for the election of directors are stated in convocation notices for general meetings of shareholders, etc. and are disclosed on the Company's website. Moreover, the three audit & supervisory board members attend meetings of the Board of Directors regularly and properly state their opinions.

#### 3) Audit & Supervisory Board

The Company is a company with audit & supervisory board members and has established Audit & Supervisory Board consisting of four members (one full-time audit & supervisory board member and three outside audit & supervisory board members) to reinforce cooperation among the members and enhance the effectiveness of audits by audit & supervisory board members. The audit & supervisory board meets about once a month to determine important matters, such as audit policy and plans, and hold discussions, make reports, and share information.

Each member of the board cooperates closely with the accounting auditor and internal audit office to establish a system for integrated management supervision, internal controls, accounting audits and operational audits. Moreover, each member of the board interviews each director regarding the status of their execution of duties regularly, cooperates closely and exchanges opinions with the accounting auditor and internal audit office as needed, based on a system that promotes an understanding of the status of the directors' execution of their duties.

#### 4) Nomination and Compensation Committee

For the purpose of enhancing independence and objectivity of the Board of Directors' functions and its accountability, with respect to nomination and remuneration of directors and executive officers, and reinforcing and improving the corporate governance system, the Nomination and Compensation Committee has been established as an advisory body to the Board of Directors. Upon request from the Board of Directors, the Committee holds discussions and advises the Board of Directors on the election and dismissal of directors and executive officers and policy for the determination of remuneration, etc. for directors and executive officers, amounts of their remuneration, etc., upper limits on their remuneration, and other important matters.

The Nomination and Compensation Committee consists of three members who are directors (including two outside directors) and is chaired by the Company's President. In 2023, the Nomination and Compensation Committee held six meetings.

#### 5) Executive Officers Meeting

To discuss and determine important matters regarding the execution of business according to a basic

policy established by the Board of Directors, the Company has established the Executive Officers Meeting consisting of executive officers, including directors, elected by the Board of Directors in accordance with the Rules of the Board of Directors and the Rules of the Executive Officers Meeting. Executive Officers Meeting are held once a week, in principle, and the full-time audit & supervisory board member and two outside directors regularly attend the meetings.

# 6) Risk Management and Compliance Committee

To avoid potential risks and minimize losses that the Company may suffer if a risk materializes, the Company has established the Risk Management and Compliance Committee. The Committee is chaired by the General Manager of the Administration Division and meets approximately five times a year with its members elected from each department and people in charge of the group companies.

#### 7) Sustainability Committee

In July 2022, the Company established the Sustainability Committee for the purpose of realizing a sustainable society through its business based on the belief that its business of creating new value in used real estate contributes greatly to society.

The Committee discusses and examines the Group's sustainability issues, develops overall plans for its sustainability activities, monitors the state of progress and assesses the level of achievement. It regularly delivers reports and suggestions to the board of directors.

The Committee consists of members appointed by the Board of Directors and chaired by the Company's President. Moreover, the Committee requests that division representatives and outside directors attend committee meetings as necessary as a means of ensuring the usefulness and effectiveness of sustainability measures. Committee meetings are held at least twice a year.

### 3. Reasons for Adoption of Current Corporate Governance System(Revised)

Based on fundamental views regarding corporate governance, the Company has adopted a corporate governance system with an eye on the importance of quick decision-making to respond appropriately to the business environment surrounding the Company and sustainably increase its corporate value. Moreover, it ensures the transparency and fairness of management by promoting quick decision-making and the energization of the Board of Directors which is composed of four people including two outside directors and by ensuring the objective and impartial management supervision functions of the Audit & Supervisory Board which is composed of one full-time audit & supervisory board member and three outside audit & supervisory board members.

# III. Implementation of Measures for Shareholders and Other Stakeholders

# 1. Measures to Vitalize the General Meeting of Shareholders and Smooth Exercise of Voting Rights

	Supplementary Explanation
Early Notification of the	The Company considers that it should provide information
convocation notice for the	appropriately as necessary if such information helps shareholders

General Meeting of	to make appropriate decisions at general meetings of shareholders,
Shareholders	and it discloses the agendas for general meetings of shareholders
	through TDnet and on its website before sending convocation
	notices.
Scheduling AGMs Avoiding	From the perspective of holding constructive dialogue with
the Peak Day	shareholders, the Company strives to give consideration to the
	dates and venues of general meetings of shareholders to ensure that
	such meetings are attended by as many shareholders as possible.
Use of electronic voting	The Company uses the electronic voting platform. This helps to
platform and other system	promote institutional investors' exercise of their voting rights and
improvement initiatives for	ensures sufficient time to consider the agenda from the day when
exercise of voting rights by	the convocation notices for general meeting of shareholders are
institutional investors	sent.
Providing Convocation	The Company posts convocation notices (in Japanese and
Notice in English	English) through TDnet and on its website to promote its domestic
	and overseas shareholders' exercise of their voting rights.

# 2. IR Activities (Revised)

		Presentation of
	Supplementary Information	the Company's
		representative
Preparation and Publication	The Company has established a disclosure	
of the disclosure policy	policy and published it under the content for	
	shareholders and investors on the website of the	
	Company. An outline is provided below.	
	1. Information Disclosure Standards	
	2. Information Disclosure Methods	
	3. Prevention of Insider Trading	
	4. Handling of Earnings Forecasts and Future	
	Information	
	5. Quiet period	
	6. Development of Internal Systems/Structures	
	→https://www.mugen-	
	estate.co.jp/en/ir/management/disclosure.html	
Regular Investor Briefings	The meetings will be held once or twice a year.	Yes
for Individual Investors		
Regular Investor Briefings	The Company's President shares financial	Yes
for Analysts and Institutional	results briefing videos with analysts and	

Investors	institutional investors twice a year. Moreover,		
	the Company posts financial results briefing		
	videos and transcripts on its website.		
Posting of IR Materials on	The Company provides content for shareholders		
Website	and investors on its website and publishes the		
	following materials from time to time.		
	- Information on the financial results		
	- Materials for the financial results briefing		
	- Materials disclosed in a timely manner other		
	than information on the financial results		
	- Securities reports and quarterly reports		
	- Mid-term Management Plan		
	- Materials relating to the General Meeting of		
	Shareholders (notice of convocation, notice of		
	resolution, and correspondence to the		
	shareholders).		
	-Analyst / IR Report		
Establishment of Department	The Company has assigned the responsibility		
and/or Manager in Charge of	for IR to the Corporate Planning & Strategy		
IR	Department.		
Other	IR information in English is provided for the		
	convenience of non-Japanese investors and the		
	website can be viewed in the English and		
	Chinese languages.		

# 3. Measures to Ensure Due Respect for Stakeholders(Revised)

	Supplementary Explanation
Stipulation of Internal	With a sufficient understanding that appropriate cooperation with
Rules for Respecting the	various stakeholders, including interested parties inside and outside
Position of Stakeholders	the Company and local communities, is essential for the Group's
	sustained growth and the creation of corporate value over the
	medium to long term, the entire Group is working toward the
	realization of sustainability as well as the creation of social value.
	The Board of Directors and the management teams strive to foster
	a corporate culture and climate that respect stakeholders' rights and
	positions together with ethically sound business activities by
	establishing values as standards of conduct in the new corporate
	philosophy and sharing their importance and significance across the

	Group on a regular basis.	
Implementation of	The Company discloses its ESG (Environmental, Social and	
environment conservation	Governance) activities and sustainability initiatives on its website.	
activities, CSR activities,	The Company has established a sustainability policy, as follows.	
etc.	Under our corporate motto "Mugen" (Making Dreams Come True)	
	which is also the origin of our company name, we at the Mugen	
	Estate Group hope to play a useful role in making the dreams of all	
	people, including our customers, come true.	
	We share the contributions that our business—creating new value	
	in used real estate—makes to society, and see it as our common	
	dream to help realize the creation of a sustainable society through our	
	business.	
	We define our mission as creating new value in real estate and	
	taking on challenges to enrich the lives of all, making their dreams	
	come true. By carrying out this mission, we are taking on the	
	challenges of creating a sustainable society and achieving sustainable	
	growth for the Mugen Estate Group.	
	→https://www.mugen-estate.co.jp/en/sustainability/index.html	
Development of Policies on	In addition to ensuring the transparency and fairness of the	
Information Provision to	Company' financial information, including its financial situation and	
Stakeholder	business performance, as well as non-financial information such as	
	managerial strategies and issues and information concerning risks	
	and corporate governance, the Company recognizes that it is	
	essential to implement appropriate information disclosure in order to	
	obtain the understanding of stakeholders.	
	Acting on this recognition, the Company discloses information	
	required by laws and regulations as well as other important matters	
	including non-financial information that are believed to be important	
	for stakeholders on its website and in various reports.	
	→https://www.mugen-estate.co.jp/en/ir/library/	

# IV. Matters Related to the Internal Control System

# 1. Basic Views on Internal Control System and the Progress of System Development (Revised)

The Company strives to maintain appropriate relationships with its stakeholders, including shareholders, customers, society, and employees, and to fulfill its social missions and responsibilities as a real estate agency to increase results and corporate value in the long term. To that end, the

Company will build a sound and transparent internal control system and implement appropriate corporate governance.

Basic Policy for Establishment of Internal Control System

- (a) Regulations and other systems required to ensure compliance with laws and regulations and the Articles of Incorporation in the directors, executive officers and employees' execution of their duties and to manage the risk of loss
  - (Article 362, Paragraph 4, Item 6 of the Companies Act, and Article 100, Paragraph 1, Items 2 and 4 of the Ordinance for Enforcement of the Companies Act)
  - (1) The Board of Directors will establish a risk management system and ensure that the execution of duties by directors and executive officers and employees complies with laws and regulations. Moreover, the Company makes efforts to prevent acts in violation of laws, regulations, etc. or detect them at an early stage by means such as the operation of the internal whistleblowing system prescribed in the Rules on Internal Whistleblowing.
    - To promote risk management, the Company has established, based on the Rules on Internal Whistleblowing, the Risk Management and Compliance Committee which works to understand risks, discusses measures to mitigate risk and prevent the reoccurrence of incidents, evaluates and monitors the effectiveness of these measures, and reports results to the Board of Directors.
  - (2) The Board of Directors will strengthen the measures for preventing any response to unreasonable demands, etc. from any groups and individuals in consideration of the fact that severing all relationships with anti-social forces is essential for the Company's protection.
- (b) Ensuring the directors' efficient business execution and maintenance of information on the said business execution

(Article 100, Paragraph 1, Items 1 and 3 of the Ordinance for Enforcement of the Companies Act)

- (1) To develop an environment enabling the directors, etc. to appropriately and efficiently execute their duties, the Board of Directors defines matters regarding the appropriate delegation of authorities and internal approval frameworks in accordance with the Rules on Administrative Authorities, the Rules on Division of Duties, etc.
- (2) The Board of Directors will establish the rules for the management of documents and other necessary rules and properly maintain and manage the minutes of the major meetings and the materials thereof and the important documents and reports relating to business execution, among other matters. Records of the above matters are available for viewing by directors and audit & supervisory board members at any time.
- (c) System for ensuring the appropriateness of the operations of the corporate group consisting of the Company and its subsidiaries

(Article 100, Paragraph 1, Item 5 of the Ordinance for Enforcement of the Companies Act)

(1) The Board of Directors establishes departments and rules for the supervision of subsidiaries

- of the Company, ensures compliance with laws and regulations and the Articles of Incorporation in the execution of business by the corporate group consisting of the Company and its subsidiaries, and supervises the group's risk management systems, thereby implementing appropriate and efficient business management.
- (2) The Board of Directors will request reports from the subsidiaries of the Company on the state of the execution of duties by their officers and employees as necessary. Moreover, the Company and its subsidiaries maintain systems to secure appropriate business operations within the corporate group by undergoing audits conducted by the internal audit division of the Company.
- (d) Appointment of assistant staff to the posts of audit & supervisory board members and ensuring their independence and the effectiveness of instructions provided to the assistant staff (Article 100, Paragraph 3, Items 1, 2 and 3 of the Ordinance for Enforcement of the Companies Act)
  - (1) The Board of Directors will appoint the staff for the audit & supervisory board members at their request for the appointment of employees as their assistants.
  - (2) The staff for the audit & supervisory board members will work according to the orders and directions of the audit & supervisory board members. The transfer, appraisal and treatment of the staff for the audit & supervisory board members will be determined with the prior consent of the audit & supervisory board members.
- (e) System for reporting to the audit & supervisory board members, payment of expenses, etc. and ensuring the effectiveness of audits by the audit & supervisory board members(Article 100, Paragraph 3, Items 4, 5, 6 and 7 of the Ordinance for Enforcement of the Companies Act)
  - (1) The directors of the Company and the officers of the subsidiaries and the employees of the Company and its subsidiaries will report on the important matters relating to company management and business operations and the state and results of business execution at the request of the audit & supervisory board members of the Company. Moreover, people who receive a report regarding such facts from officers or employees of subsidiaries shall immediately report these facts to the Company's Audit & Supervisory Board members.
  - (2) The directors of the Company and the officers of the subsidiaries and the employees of the Company and its subsidiaries will report on any violations of laws and regulations and other circumstances that may cause material damage to the corporate group consisting of the Company and its subsidiaries to the audit & supervisory board members of the Company immediately upon the discovery thereof. Moreover, people who receive a report regarding such facts from officers or employees of subsidiaries shall immediately report these facts to the Company's Audit & Supervisory Board members.
  - (3) The Company will prohibit the disadvantageous treatment of the persons who report to the

audit & supervisory board members of the Company on account of the fact that they have made the said report and make the directors of the Company and the officers of the subsidiaries and the employees of the Company and its subsidiaries thoroughly aware of this prohibition.

- (4) If the audit & supervisory board members request the advance payment or repayment, etc. of expenses from the Company pursuant to Article 388 of the Companies Act in relation to their execution of duties, the Company will promptly pay the expenses or obligations unless the said expenses or obligations subject to the request are not necessary for the execution of duties by the said audit & supervisory board members.
- (5) The president will hold meetings with the audit & supervisory board members as necessary and ensure mutual understanding as well as establishing an environment in which the audit & supervisory board members can conduct effective audits.
- (f) With respect to the establishment/operations of the internal control system described above, the internal audit department will conduct internal audits of the corporate group consisting of the Company and its subsidiaries, and the audit & supervisory board members will audit the state of the execution of duties by the directors.

# 2. Basic Views on Measures of Eliminating Anti-Social Forces and Status of Development (Revised)

While the movement toward the elimination of anti-social forces, which has been seen before, is becoming increasingly active, the Company has endeavored not to have any relationships with anti-social forces with the efforts of everyone from the president down to the employees.

Under these circumstances, to comply with the "Tokyo metropolitan ordinance for eliminating organized crime groups" that was enforced on October 1, 2011, the Company ensures the inclusion of the so-called "provisions for the elimination of anti-social forces" in the agreements for real estate trading to prevent any relationships with anti-social forces, and also provides under its internal rules that in a new transaction such as real estate trading, the placement of an order for work and the purchase of goods, new clients shall be checked by referring to the database of newspapers, etc. in advance. This checking process is conducted by the administrative department, etc. according to the procedures specified in the manuals.

In addition, with regard to the shareholders, there is a possibility that the anti-social forces may acquire the shares of the Company through transactions on the market. However, the Company will endeavor to ascertain whether or not any anti-social forces are included among the shareholders by regularly obtaining information from the shareholder register administrator.

When employing officers and employees, the Company conducts checking by referring to the database of newspapers, etc. before making an unofficial decision on employment.

In addition to the internal checking system described above, the Company joined the federation for special violence prevention measures within the jurisdiction of the Metropolitan Police Department, public interest incorporated association in April 2008 and has deepened its relationship with the competent police stations, and endeavors to obtain any and all information to prevent any relationships with anti-social forces by making inquiries as to whether the clients may come under anti-social forces, among other means.

#### V. Other

### 1. Adoption of Anti-Takeover Measures

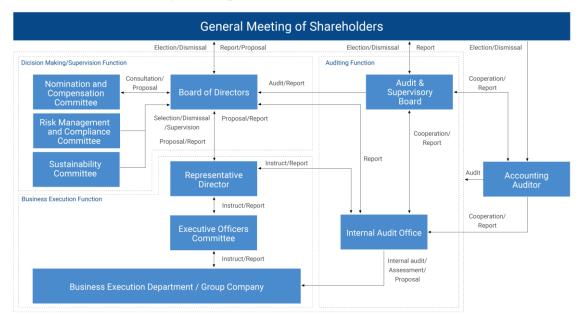
Adoption of Anti-Takeover Measures	Not Adopted
------------------------------------	-------------

# **Supplementary Explanation**

#### Not applicable

# 2. Other Matters Concerning to Corporate Governance System (Revised)

[Business Execution, Management Supervision and Internal Control System]



# [Outline of Timely Disclosure System]

