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(Stock Exchange Code 6077) March 3, 2021

#### To Shareholders with Voting Rights:

Akira Kubo President and Representative Director N • FIELD Co., Ltd. Aqua Dojima East 1-4-4, Dojimahama, Kita-ku, Osaka-shi, Osaka, Japan

#### NOTICE OF

# THE 18th ANNUAL GENERAL MEETING OF SHAREHOLDERS

Dear Shareholders:

We would like to express our appreciation for your continued support and patronage.

You are hereby notified of the 18th Annual General Meeting of Shareholders of N  $\cdot$  FIELD Co., Ltd. (the "Company"). The meeting will be held for the purposes as described below.

From the viewpoint of preventing the spread of novel coronavirus disease (COVID-19), we kindly ask you to exercise your voting rights in writing or via electromagnetic method (the Internet, etc.) wherever possible. Please review the attached Reference Documents for the General Meeting of Shareholders, and exercise your voting rights by following the instructions on page 3, no later than 6:00 p.m. on Thursday, March 25, 2021, Japan time.

1. Date and Time:	Friday, March 26, 2021 at 10:00 a.m. Japan time (Reception starts at 9:00 a.m.)
2. Place:	Meeting Room MANYO, 3rd Floor, ANA Crowne Plaza Hotel Osaka 1-3-1, Dojimahama, Kita-ku, Osaka-shi, Osaka, Japan
3. Meeting Agenda:	
8 8	The Business Report and Non-consolidated Financial Statements for the Company's 18th Fiscal Year (January 1, 2020 - December 31, 2020)
Proposals to be resolved	:
Proposal 1:	Distribution of Surplus
Proposal 2:	Election of 3 Directors who do not serve as Audit & Supervisory Committee Members

The Company has discontinued gifts to shareholders attending the Annual General Meeting of Shareholders.

- ◎ When attending the meeting, please submit the enclosed Voting Rights Exercise Form at the reception desk.
- ◎ Notes to Non-consolidated Financial Statements are posted on the Company's website (https://www.nfield.co.jp/) in accordance with provisions of laws and regulations as well as Article 14 of the Company's Articles of Incorporation and therefore are not provided in this Notice and its Appendix. The Non-consolidated Financial Statements that were audited by the Accounting Auditor and Audit & Supervisory Committee consist of every document provided in the Appendix of this Notice as well as Notes to Non-consolidated Financial Statements, which are posted on the website mentioned above.
- ◎ Please assist us in conserving paper resources by bringing this Notice with you.
- © Should the Reference Documents for the General Meeting of Shareholders, Business Report and Non-consolidated Financial Statements require revisions, the revised versions will be posted on the Company's website (https://www.nfield.co.jp/).

#### Exercise of Voting Rights by Post or via the Internet

If you are unable to attend the meeting, you can exercise your voting rights by either of the following methods. Please exercise your voting rights no later than 6:00 p.m. on Thursday, March 25, 2021, Japan time, which is the deadline for exercising voting rights.

#### 1. Exercise of voting rights by post

Please indicate your vote for or against each proposal on the enclosed Voting Rights Exercise Form and return it by post so that it is received by the deadline for exercising voting rights. You may use the enclosed information security sticker when returning the Voting Rights Exercise Form.

#### 2. Exercise of voting rights via the Internet

Please access the "Voting Rights Exercise Website" designated by the Company (URL below), use the voting rights exercise code and password printed on the right side of the enclosed Voting Rights Exercise Form to log in, and follow the on-screen instructions to input your vote for or against each proposal. You will be required to change the password the first time you log in.

https://soukai.mizuho-tb.co.jp/

(Notes)

- Please keep your password safe as it is the means by which to verify the identity of the shareholder exercising the voting rights. The Company (shareholder registry administrator) will never inquire about the password.
- A new voting rights exercise code and password (including the password changed by the shareholder) will be provided each time a General Meeting of Shareholders is convened.
- If you enter an incorrect password more than a certain number of times, your password will be rendered unusable. In such case, please follow the instructions on the screen.
- The "Voting Rights Exercise Website" has been verified as operational using standard Internet access devices. However, depending on the device you are using and its conditions, you may not be able to use the website.

# 3. Others

- (1) If you exercise your voting rights both in writing and via the Internet, your vote via the Internet will be deemed valid. If you exercise your voting rights multiple times via the Internet, your last vote will be deemed valid.
- (2) If you exercise your voting rights multiple times, the last vote to arrive will be deemed valid. If voting rights exercised in writing and via the Internet arrive on the same day, the last vote via the Internet on that day will be treated as the vote of the day.
- (3) Fees for connecting to and using the Internet will be borne by the shareholder.

# 4. Contact information

If you have any inquiries, please contact the shareholder registry administrator, Securities Transfer Agency Division, Mizuho Trust & Banking Co., Ltd.

[For inquiries regarding how to use the "Voting Rights Exercise Website"] 0120-768-524 (Toll-free in Japan, weekdays 9:00 a.m. to 9:00 p.m. Japan time)

#### (Reference)

Institutional investors may use the electronic voting system platform operated by ICJ, Inc.

# Request to Shareholders and the Company's Measures to Prevent the Spread of COVID-19 in Relation to the Holding of the 18th Annual General Meeting of Shareholders

# <Request to shareholders>

- From the viewpoint of preventing the spread of COVID-19, the Annual General Meeting of Shareholders will be operated with the highest priority on the safety and health of shareholders, officers and staff of the Company, and the proceedings shall be progressed as quickly as possible. We ask for your understanding and cooperation.
- We kindly ask that you exercise your voting rights in writing or via the Internet in advance, and that you take good care of your health and consider refraining from coming to the meeting.
- In particular, we strongly recommend that you refrain from attending the meeting if you are elderly, have an underlying medical condition, or are pregnant.

# <For shareholders attending the meeting in person>

- If you plan to attend the meeting in person, we ask for your cooperation in taking measures to prevent the spread of infection, such as **wearing a mask and spraying alcohol disinfectant.**
- Your temperature will be taken near the venue entrance. If you are judged to have a fever or seem to be in poor health, we may refuse admission to the venue.
- Please note that, in order to maintain appropriate spacing between seats, the number of shareholders that can enter the venue may be limited.
- The staff members operating the General Meeting of Shareholders will wear masks.
- Questions from shareholders during the meeting will be limited to one question per person. We ask for your understanding and cooperation.

# **Reference Documents for the General Meeting of Shareholders**

#### **Proposals and References**

#### **Proposal 1: Distribution of Surplus**

With a focus on continuously paying stable dividends while striving to secure internal reserves necessary for strengthening corporate structure, the Company proposes the following dividends from surplus in consideration of the future business environment.

- Matters concerning year-end dividends
- (1) Type of dividend property
  - Cash
- (2) Matters concerning the allotment of dividend property and the total amount thereof 5 yen per share of common stock Total amount of 64,427,170 yen
- (3) Effective date of distribution of surplus March 29, 2021

# Proposal 2: Election of 3 Directors who do not serve as Audit & Supervisory Committee Members

The terms of office of all 3 Directors who do not serve as Audit & Supervisory Committee Members will expire at the conclusion of this year's Annual General Meeting of Shareholders. Accordingly, the election of 3 Directors who do not serve as Audit & Supervisory Committee Members is proposed.

The selection of candidates for Executive Directors is premised on their understanding of the Company's management philosophy and their qualities to increase its corporate value. The selection is resolved by the Board of Directors.

The candidates for Directors who do not serve as Audit & Supervisory Committee Members are as follows:

No.	Name (Date of birth)		Past experience, positions, responsibilities and significant concurrent positions	Number of shares of the	
	(Date of Dirth)		and significant concurrent positions	Company held	
1	[Reappointment] Akira Kubo (May 10, 1969)	November 2004 June 2008 June 2013 June 2013 December 2013 March 2014 March 2014 March 2015 March 2015 March 2016 July 2016 March 2017 April 2018	Joined JCL Bioassay Corporation Director, JCL Bioassay Corporation Retired as Director, JCL Bioassay Corporation Joined the Company General Manager of General Affairs Department, Administration Division General Manager of Corporate Planning Office Executive Officer Executive Officer; General Manager of Corporate Planning Office Director Director; General Manager of Corporate Planning Office and General Manager of Prescription Management Department Managing Director; General Manager of Corporate Planning Office Managing Director; Head of Administration Division Senior Managing Director and Representative Director; Head of Administration Division	20,000	
		January 2019 July 2019	Senior Managing Director and Representative Director Senior Managing Director and Representative Director; Head of Administration Division		
		March 2020	President and Representative Director (to present)		
	[Reason for nomination as candidate for Director] Mr. Akira Kubo has a wealth of experience and achievements in finance and accounting, and has been engaged in the Company's management as President and Representative Director since March 2020, making decisions on important matters and expediting decision-making at the Board of Directors. Based on his extensive management experience and achievements, the Company believes that he will further contribute to the Company's sustainable growth and enhancement of its corporate value, and therefore renominates him as a candidate for Director.				
	[Attendance at the Board of Directors meetings] 21/21 times (100%)				

No.	Name (Date of birth)	Past experience, positions, responsibilities and significant concurrent positions	Number of shares of the Company held
2	[New appointment] Yasuhiro Goda (November 21, 1977) [Reason for nomination Mr. Yasuhiro Goda h	Joined National Hospital Organization Yamato Mental Medical Center Joined the Company General Manager of Dune Keihan of In-Home Service Business Division General Manager in charge of the Kansai Region I and General Manager of Dune Head Office of In-Home Service Business Division Executive Officer Executive Officer; General Manager in charge of the Shikoku Region of In-Home Service Business Division Executive Officer; Deputy General Manager of Tokyo Branch, In-Home Service Business Division Executive Officer; Deputy General Manager of Tokyo Branch, In-Home Service Business Division Executive Officer; Deputy General Manager of Tokyo Branch and General Manager of the Kanto Region III A of In-Home Service Business Division General Manager of Osaka Branch, In-Home Service Business Division Assistant to Head of In-Home Service Business Division and General Manager of Osaka Branch Reappointed as Executive Officer Executive Officer; Head of In-Home Service Business Division (to present)	3,000

Business Division, he has been involved in decision-making for important business execution. The Company believes that by leveraging his expertise and extensive experience, he will further contribute to the Company's sustainable growth and enhancement of its corporate value, and therefore nominates him as a candidate for Director.

No.	Name (Date of birth)		Past experience, positions, responsibilities and significant concurrent positions	Number of shares of the Company held
3	[New appointment] Hiromichi Watanabe (September 11, 1978)	April 2008 June 2017 October 2017 March 2018 January 2019 July 2019 April 2020 July 2020 July 2020	Joined ROADCAR CORPORATION Joined the Company Assistant Manager of General Affairs Department, Administration Division Manager of General Affairs Department, Administration Division General Manager of General Affairs Department, Administration Division Assistant to Head of Administration Division and General Manager of General Affairs and Human Resources Department Head of Administration Division and General Manager of General Affairs and Human Resources Department Executive Officer Executive Officer; Head of Administration Division and General Manager of Human Resources Department	0

Mr. Hiromichi Watanabe has a wealth of experience in a wide range of fields, including legal affairs, stock administration, human resource planning and labor-management relations. As Executive Officer and Head of Administration Division, he has been involved in decision-making for important business execution since July 2020. The Company believes that by leveraging his extensive experience, he will further contribute to the Company's sustainable growth and enhancement of its corporate value, and therefore nominates him as a candidate for Director.

(Notes)

1. There are no special interests between the candidates for Directors and the Company.

2. The Company's Audit & Supervisory Committee is of the opinion that the election of the candidates for Directors is appropriate from the perspective of securing the Company's sustainable growth and enhancing its corporate value over the medium to long term.