Note: This document has been translated from a part of the Japanese original for reference purposes only. In the event of any discrepancy between this translated document and the Japanese original, the original shall prevail. The Company assumes no responsibility for this translation or for direct, indirect or any other forms of damages arising from the translation.

# (Securities Code 1833) June 7, 2021

## To Shareholders with Voting Rights:

Takanori Okumura President and Representative Director OKUMURA CORPORATION 2-2-2, Matsuzaki-cho, Abeno-ku, Osaka-shi, Osaka

# NOTICE OF

# THE 84TH ANNUAL GENERAL MEETING OF SHAREHOLDERS

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

Notice is hereby given that the 84th Annual General Meeting of Shareholders of OKUMURA CORPORATION (the "Company") will be held for the purposes as described below.

If you are unable to attend the meeting, you can exercise your voting rights in writing or via the Internet, etc. Please review the attached Reference Documents for the General Meeting of Shareholders, and exercise your voting rights in accordance with the guide below.

#### 1. Date and Time

Tuesday, June 29, 2021 at 10:00 a.m. (Japan time)

#### 2. Place

Head Office of the Company, located at 2-2-2, Matsuzaki-cho, Abeno-ku, Osaka-shi, Osaka

## 3. Meeting Agenda

Matters to be reported:	<ol> <li>The Business Report and the Consolidated Financial Statements for the 84th Fiscal Year (April 1, 2020 - March 31, 2021) and results of audits of the Consolidated Financial Statements by the Accounting Auditor and the Audit and Supervisory Committee</li> <li>Non-consolidated Financial Statements for the 84th Fiscal Year (April 1, 2020 - March 31, 2021)</li> </ol>
Proposals to be resolved:	<ul><li>Proposal 1: Appropriation of Surplus</li><li>Proposal 2: Election of Seven (7) Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)</li></ul>

# **Guide to Exercising Voting Rights**

# When Attending the General Meeting of Shareholders

# Date and time of the General Meeting of Shareholders

# Tuesday, June 29, 2021, at 10:00 a.m. (Japan time)

- When attending the meeting, please submit the enclosed Voting Rights Exercise Form at the reception desk.
- To save electricity, the venue will be moderately air conditioned and the Cool Biz (light clothing) dress code will be observed at the meeting. Shareholders who attend the meeting are encouraged to wear light clothing.

# If You Are Unable to Attend the Meeting

# © Exercising Voting Rights in Writing

# **Deadline for Exercise**

# To be received by no later than 5:15 p.m. Monday, June 28, 2021 (Japan time)

• Please indicate your vote for or against the proposals on the enclosed Voting Rights Exercise Form, and return it so that it is received by the deadline for exercise. Furthermore, if there is no indication of a vote for or against any proposal, it shall be treated as an indication of consent for the proposal.

# **©** Exercising Voting Rights via the Internet, etc.

# **Deadline for Exercise**

# Monday, June 28, 2021 at 5:15 p.m. (Japan time)

• Please access the voting rights exercise website, and enter your vote for or against the proposals by following the guidance onscreen.

# Voting rights exercise website: https://www.web54.net

- Shareholders may use the voting rights exercise website for smartphones ("smart voting"). Please refer to the next page for details.
- If voting rights are exercised both in writing and via the Internet, etc., the vote received via the Internet, etc. will be treated as the valid exercise of voting rights. In addition, if voting rights are exercised multiple times via the Internet, etc., the final vote exercised will be treated as the valid exercise of voting rights.
- The following items are posted on the Company's website in accordance with the provisions of laws and regulations as well
   as Article 30 of the Company's Articles of Incorporation, and therefore are not provided in the attached documents to this
   Notice.
  - (1) Notes to Consolidated Financial Statements
  - (2) Notes to Non-consolidated Financial Statements

Furthermore, the above documents constitute part of the Consolidated Financial Statements and Non-consolidated Financial Statements audited by the Accounting Auditor when preparing the accounting audit report, and also constitute part of the Consolidated Financial Statements and Non-consolidated Financial Statements audited by the Audit and Supervisory Committee when preparing the audit report.

Should the Reference Documents for the General Meeting of Shareholders, the Business Report, the Non-consolidated Financial Statements or the Consolidated Financial Statements require revisions, the revised versions will be posted on the Company's website.

The Company's website: http://www.okumuragumi.co.jp

# Guide to Exercising Voting Rights via the Internet, etc.

Exercise of voting rights via the Internet is only possible by accessing the voting rights exercise website designated by the Company.

# Deadline for Exercise: Monday, June 28, 2021 at 5:15 p.m. (Japan time)

# Voting rights exercise website: https://www.web54.net

#### How to exercise voting rights with "smart voting"

By scanning the "smartphone voting website login QR code" printed on the enclosed Voting Rights Exercise Form, you can access the voting rights exercise website without entering the "voting rights exercise code" and "password."

You can exercise your voting rights ONLY ONCE with "smart voting." To change your vote after exercising your voting rights, it is required to enter the "voting rights exercise code" and "password."

\* Connection fees to providers and telecommunications fees (telephone fees, etc.) to telecommunication carriers arising from using the voting rights exercise website shall be borne by the shareholder.

#### How to enter the voting rights exercise code and password

Steps to follow when using the voting rights exercise website:

Please access the voting rights exercise website and enter the "voting rights exercise code" printed on the enclosed Voting Rights Exercise Form. After logging in to the website, please enter the "password" and register your vote for or against the proposals by following the guidance onscreen.

	For inquiries concerning the exercise of voting rights via the Internet,
Inquiries concerning the	please contact:
exercise of voting rights via	Sumitomo Mitsui Trust Bank
the Internet	Stock Transfer Agency Website, Dedicated Hotline
	0120-652-031 [Business hours: 9:00 a.m. – 9:00 p.m. (Japan time)]

#### For Institutional Investors

Institutional investors may exercise voting rights via electromagnetic means from the "Electronic Voting System Platform" operated by ICJ, Inc.

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

#### **Proposals and References**

#### Proposal 1: Appropriation of Surplus

The Company recognizes the distribution of profits as one of the most important managerial issues. For the fiscal year under review, the Company proposes the year-end dividend and the appropriation of surplus as shown below based on its basic policy to return profits to shareholders in line with a total return ratio (consolidated) of 50% or more and a payout ratio (consolidated) of 30% or more (regardless of the Company's business performance, set a minimum stable dividend of  $\frac{1}{45}$  per share) in comprehensive consideration of the Company's financial situation and other factors.

- 1. Year-end dividend
  - (1) Type of property for dividend Cash
  - (2) Allotment of property for dividends to shareholders and total amount thereof
     ¥103 per share of the Company's common stock
     Total amount: ¥3,896,129,809
     The total annual dividend for the term will be ¥140 per share combined with the interim dividend of ¥37.
  - (3) Effective date of distribution of surplus June 30, 2021

## 2. Appropriation of surplus

(1)	Item and amount of surplus that will increase	
	Retained earnings brought forward	¥9,700,000,000
(2)	Item and amount of surplus that will decrease	
	General reserve	¥9,700,000,000

# **Proposal 2:** Election of Seven (7) Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)

The term of office of all of the seven (7) current Directors (excluding Directors who are Audit and Supervisory Committee Members; the same applies hereinafter for Proposal 2) will expire at the conclusion of this General Meeting of Shareholders. Accordingly, the election of seven (7) Directors is proposed.

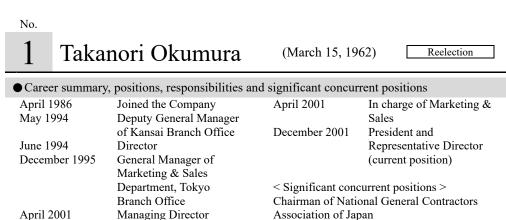
As regards this proposal, the Audit and Supervisory Committee has expressed the opinion that the candidates are appropriate as Directors of the Company.

The candidates are as follows:

No.	1	Name	Positions and responsibilities	Attendance at meetings of the Board of Directors (number of times attended / number of meetings)
1	Reelection	Takanori Okumura	President and Representative Director	100% (13 times / 13 times)
2	Reelection	Yuichi Mizuno	Director and Executive Vice President General Manager of Marketing & Sales Headquarters	100% (13 times / 13 times)
3	Reelection	Kenji Kotera	Director and Managing Executive Officer General Manager of Civil Engineering Headquarters	100% (13 times / 13 times)
4	Reelection	Atsushi Tanaka	Representative Director and Managing Executive Officer General Manager of Administration Headquarters	100% (13 times / 13 times)
5	Reelection	Toru Osumi	Director and Managing Executive Officer General Manager of West Japan Branch Office	100% (10 times / 10 times)
6	Reelection	Masahiro Kaneshige	Director and Managing Executive Officer General Manager of East Japan Branch Office	100% (10 times / 10 times)
7	New election	Tamotsu Tsuchiya	Managing Executive Officer General Manager of Building Headquarters	



- Number of shares of the Company held
   467,825 shares
- Attendance at meetings of the Board of Directors 100% (13/13)



#### Reason for Nomination as a Candidate for Director

Takanori Okumura has demonstrated strong leadership at the forefront of management as President and Representative Director, and has a deep knowledge of general management in the construction industry, and therefore he is nominated as a candidate.

60		chi Mizuno ry, positions, responsibilities an	(July 22, 19	,
	April 1979 March 2004	Joined the Company General Manager of Civil	June 2010	Director and Executive Officer
		Engineering Works Department, Nagoya	April 2014	Director and Managing Executive Officer
17	April 2006	Branch General Manager of Civil	April 2014	General Manager of East Japan Branch Office
<ul> <li>Number of shares of the Company held</li> </ul>		Engineering Works Department I, Tokyo Branch Office	April 2015	Director and Senior Managing Executive Officer
19,601 shares	April 2007	General Manager of Civil	April 2020	Director and Executive
• Attendance at meetings of the	-	Engineering Management Department, Tokyo	-	Vice President (current position)
Board of Directors	October 2008	Branch Office	April 2020	General Manager of
100% (13/13)	October 2008	Deputy General Manager of East Japan Branch Office (in charge of Civil Engineering Business)		Marketing & Sales Headquarters (current position)

#### Reason for Nomination as a Candidate for Director

Yuichi Mizuno has served in positions including Deputy General Manager of East Japan Branch Office; General Manager of East Japan Branch Office; and General Manager of Marketing & Sales Headquarters, and possesses abundant specialist knowledge through his experience over many years in civil engineering-related, and marketing- and sales-related departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.



No.

 Number of shares of the Company held

12,978 shares

• Attendance at meetings of the Board of Directors

100% (13/13)

3	Kenj	i Kotera	(March 18, 1	1956) Reelection
• Caree	er summar	y, positions, responsibilities an	d significant conc	current positions
April 1	980	Joined the Company	June 2016	Executive Officer
April 2	2009	Deputy General Manager	April 2017	Managing Executive Officer
		of West Japan Branch	April 2017	General Manager of Civil
		Office (in charge of Civil	-	Engineering Headquarters
		Engineering Business)		(current position)
June 2	013	Executive Officer	June 2017	Director and Managing
June 2	014	Director and Executive		Executive Officer (current
		Officer		position)

#### Reason for Nomination as a Candidate for Director

Kenji Kotera has served in positions including Deputy General Manager of West Japan Branch Office and General Manager of Civil Engineering Headquarters, and possesses abundant specialist knowledge through his experience over many years in civil engineering-related departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.



• Number of shares of the Company held

13,351 shares

• Attendance at meetings of the Board of Directors

100% (13/13)

No.	Atsus	shi Tanaka	(June 5, 1959	) Reelection
• Caree	r summary	, positions, responsibilities and	significant concurr	rent positions
April 1 April 2		Joined the Company General Manager of	April 2017	Director and Managing Executive Officer
npm 2		Finance & Accounting Department, Administration Headquarters	April 2017	General Manager of Administration Headquarters (current
June 20	014	Director and Executive Officer	June 2017	position) Representative Director
June 20	014	Deputy General Manager of Administration Headquarters and General Manager of Finance & Accounting Department	Julie 2017	and Managing Executive Officer (current position)

#### Reason for Nomination as a Candidate for Director

Atsushi Tanaka has served in positions including General Manager of Finance & Accounting Department, Administration Headquarters; Deputy General Manager of Administration Headquarters; and General Manager of Administration Headquarters, and possesses abundant specialist knowledge through his experience over many years in administrative departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.



 Number of shares of the Company held

7,271 shares

• Attendance at meetings of the Board of Directors

100% (10/10)

5 Toru	ı Osumi	(February 3,	1958) Reelection
Career summa	ry, positions, responsibilities ar	nd significant cond	current positions
April 1981	Joined the Company	April 2020	Managing Executive
March 2013	General Manager of Civil		Officer
	Engineering Marketing &	April 2020	General Manager of West
	Sales Management		Japan Branch Office
	Department, Kansai		(current position)
	Branch, West Japan	June 2020	Director and Managing
	Branch Office		Executive Officer (curren
April 2017	General Manager of		position)
	Kyushu Branch, West		
	Japan Branch Office		
January 2018	Executive Officer		

#### Reason for Nomination as a Candidate for Director

Toru Osumi has served in positions including General Manager of Civil Engineering Marketing & Sales Management Department, Kansai Branch, West Japan Branch Office; General Manager of Kyushu Branch, West Japan Branch Office; and General Manager of West Japan Branch Office, and possesses abundant specialist knowledge through his experience over many years in civil engineering-related, and marketing- and sales-related departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.



• Number of shares of the Company held

- 6,168 shares
- Attendance at meetings of the Board of Directors

100% (10/10)

		hiro Kaneshige	(March 8, 1	,
• Career	summar	y, positions, responsibilities an	d significant conc	urrent positions
April 19	988	Joined the Company	April 2020	Managing Executive
April 20	)15	General Manager of		Officer
		Building Marketing & Sales	April 2020	General Manager of East
		Management Department,		Japan Branch Office
		Tokyo Branch, East Japan		(current position)
		Branch Office	June 2020	Director and Managing
April 20	)19	Executive Officer		Executive Officer (current
April 20	)19	General Manager of		position)
		Tokyo Branch, East Japan		
		Branch Office		

## Reason for Nomination as a Candidate for Director

Masahiro Kaneshige has served in positions including General Manager of Building Marketing & Sales Management Department, Tokyo Branch, East Japan Branch Office; General Manager of Tokyo Branch, East Japan Branch Office; and General Manager of East Japan Branch Office, and possesses abundant specialist knowledge through his experience over many years in civil engineering-related, and marketing- and sales-related departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.

G	

• Number of shares of the Company held

5,055 shares

No. Tar	notsu Tsuchiya	(February 8,	1959) New election
• Career summ	ary, positions, responsibilities a	nd significant cond	current positions
April 1981	Joined the Company	April 2020	Executive Officer
April 2012	General Manager of	April 2020	General Manager of
	Building Cost Control		Safety, Quality &
	Department, East Japan		Environment
	Branch Office		Headquarters
April 2018	General Manager in	April 2021	Managing Executive
	charge of Cost Control,		Officer (current position)
	Building Cost Control	April 2021	General Manager of
	Department, East Japan		<b>Building Headquarters</b>
	Branch Office		(current position)
April 2019	Deputy General Manager		
	of Safety, Quality &		
	Environment		
	Headquarters		

#### Reason for Nomination as a Candidate for Director

Tamotsu Tsuchiya has served in positions including Deputy General Manager of Safety, Quality & Environment Headquarters; General Manager of Safety, Quality & Environment Headquarters; and General Manager of Building Headquarters, and possesses abundant specialist knowledge through his experience over many years in building-related departments, in addition to a deep knowledge of the Company's operations, and therefore he is nominated as a candidate.

Notes: 1. There are no special interests between each of the candidates and the Company.

2. The attendance at meetings of the Board of Directors of Toru Osumi and Masahiro Kaneshige is shown only at meetings of the Board of Directors held after their election as Directors at the 83rd Annual General Meeting of Shareholders held on June 26, 2020.

3. In order to ensure that directors can fully perform their expected roles, the Company has concluded with an insurance company a directors and officers liability insurance contract as stipulated in Article 430-3, Paragraph 1 of the Companies Act. The contract designates all Directors as the insured and covers damages and litigation expenses incurred by the insured if the insurance contract includes a clause concerning a deductible and does not cover any damages up to the deductible amount. The Company bears the entire premium, including special clauses, and the insurance contract will insure each of the candidates, and the Company will renew the contract continuously.

# Reference: Composition of the Board of Directors

If Proposal 2 is approved as originally proposed, the composition of the Company's Board of Directors will be as follows:

Position	Name	Responsibilities	Significant concurrent positions
President and Representative Director	Takanori Okumura		Chairman of National General Contractors Association of Japan
Director	Yuichi Mizuno	Executive Vice President General Manager of Marketing & Sales Headquarters	
Director	Kenji Kotera	Managing Executive Officer General Manager of Civil Engineering Headquarters	
Representative Director	Atsushi Tanaka	Managing Executive Officer General Manager of Administration Headquarters	
Director	Toru Osumi	Managing Executive Officer General Manager of West Japan Branch Office	
Director	Masahiro Kaneshige	Managing Executive Officer General Manager of East Japan Branch Office	
Director	Tamotsu Tsuchiya	Managing Executive Officer General Manager of Building Headquarters	
Outside Director (Audit and Supervisory Committee Member)	Tetsuo Kodera		Attorney-at-law (Representative of Kodera Law Office) Outside Director of Samty Co., Ltd.
Director (Full-time Audit and Supervisory Committee Member)	Harumitsu Yoshimura		
Outside Director (Audit and Supervisory Committee Member)	Hiroyo Yashiro		Attorney-at-law (Iino Yashiro Law Office)
Outside Director (Audit and Supervisory Committee Member)	Hideshi Nio		Certified public tax accountant (Representative of Nio Tax Accountant Office)
Outside Director (Audit and Supervisory Committee Member)	Kenji Nishihara		Certified public accountant (Representative of Nishihara CPA Office)