

# **Basic Approach**

The MIRARTH HOLDINGS Group has set "Our Purpose" as "To design sustainable environments for a happier future for both people and our planet." and recognizes that addressing issues related to sustainability is an important management issue. We will not only pursue profits, but also comply with laws, regulations, and corporate ethics, fulfill our social responsibilities as a member of the corporate community, and aim to sustainably enhance our corporate value.

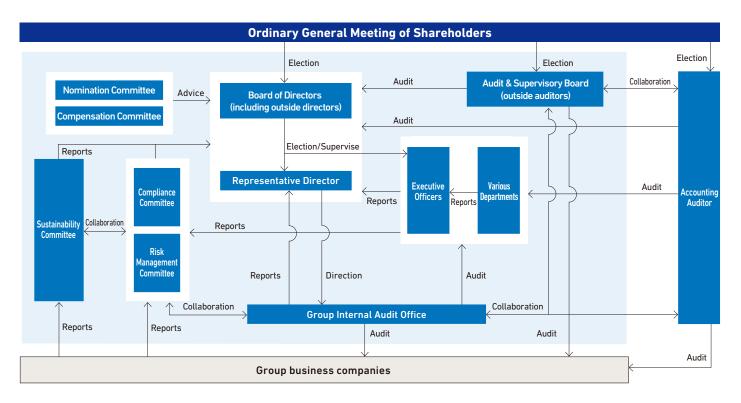
To this end, our basic approach to corporate governance is to always consider the happiness of all stakeholders, including customers, employees, business partners, local communities, and shareholders, and to promote sound corporate activities by making decisions quickly and responding flexibly to changes in the business environment, as well as ensuring thorough compliance and transparency in decision making.

### Initiatives to Strengthen Corporate Governance

	Details of Initiatives				
2010	Introduction of executive officer system				
2012	Introduction of stock option plan for stock-based compensation for directors (excluding outside directors) and executive officers				
2016	Start of evaluation of the effectiveness of the Board of Directors				
2017	Term of office for directors changed from two years to one year				
2019	Establishment of Nomination Committee and Compensation Committee				
2020	Appointment of outside directors as chairpersons of the Nomination Committee and Compensation Committee				
	Appointment of female outside directors				
2021	Ratio of outside directors increased to more than one-third (4 outside directors out of 12 directors)				
	Revision of executive compensation system (introduction of non-financial indicators as evaluation items)				
2022	Disclosure of the skills matrix				
2022	Transition to a holding company structure				

# **Corporate Governance System**

MIRARTH HOLDINGS has established a system to ensure the appropriateness of management through careful and prompt decision-making by the Board of Directors, appropriate supervision of business execution by mutual directors, and auditing and supervision of business execution by directors by corporate auditors. In addition, the Company has adopted an executive officer system to clarify the management oversight responsibilities of directors and the business execution responsibilities of executive officers.



### **Corporate Governance System Trends**

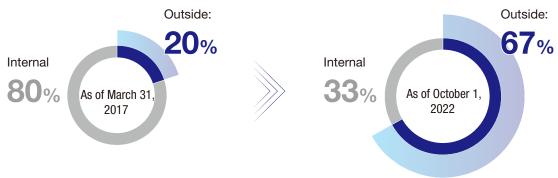
There are six directors, four of whom are independent outside directors with diverse backgrounds. The term of office of directors expires at the close of the ordinary general meeting of shareholders relating to the last fiscal year ending within one year after their election. 19 meetings of the Board of Directors were held in FY2022.

The Company has three corporate auditors, all of whom are independent outside corporate auditors, and has established a system that enables it to adequately fulfill its management oversight function from the outside. The Audit & Supervisory Board works to improve the level of auditing by sharing issues and information among the corporate auditors and requesting information from the Directors and various departments as necessary. The Board held 12 meetings in FY2022.

Fiscal Year	Form of Organization	Total Number of Directors	Number of Outside Directors	Total Number of Auditors	Number of Outside Auditors
FY2016	Company with Audit & Supervisory Board	10	2	3	3
FY2017	Company with Audit & Supervisory Board	10	3	3	3
FY2018	Company with Audit & Supervisory Board	11	3	3	3
FY2019	Company with Audit & Supervisory Board	13	3	3	3
FY2020	Company with Audit & Supervisory Board	13	4	3	3
FY2021	Company with Audit & Supervisory Board	12	4	3	3
FY2022	Company with Audit & Supervisory Board	12	4	3	3
FY2023	Company with Audit & Supervisory Board	6	4	3	3

\* Transferred to holding company structure as of October 1, 2022.

### Ratio of Outside Directors on the Board of Directors



### **Board of Directors**

MIRARTH HOLDINGS has six directors, four of whom are outside directors. All outside directors are designated as independent directors. In principle, the Board of Directors meets once a month. Extraordinary Board of Directors meetings are held as necessary to ensure decisions are made both carefully and promptly, and that directors mutually supervise each other's business execution.

Corporate auditors attend these meetings and provide their opinions when necessary. They also collaborate closely with outside directors to audit and oversee both the functioning of the Board and the status of business execution. Additionally, executive officers, the head of the Group Internal Audit Department, and leaders of other departments attend Board of Directors meetings when requested, in line with internal regulations. They provide opinions on agenda items and reported issues as appropriate.

Furthermore, the Company conducts a Group Management Committee meeting once a month. This meeting serves to discuss and deliberate on significant plans and proposals related to group management policies, strategies, and overall group governance, thereby refining the decision-making process.

### **Executive Officer System**

The Company has introduced an executive officer system to clarify the management oversight responsibilities of directors and the business execution responsibilities of executive officers, and to further accelerate decision-making and strengthen business execution.

### Audit & Supervisory Board

As a check and balance system for decision-making, all three corporate auditors are outside corporate auditors, and all of them have sufficient professional experience, track record, and attitude to make objective judgments and checks. In addition to audits of the Company, audits of affiliated companies are also conducted by attending meetings of each company's board of directors and conducting interviews with directors, thus maintaining a tense relationship. In addition, we work with the accounting auditor to understand and coordinate each other's annual schedules, accompany each other on site visits and model room inspections, and exchange information as needed to further improve the effectiveness and efficiency of our audits.

### **Group Internal Audit Office**

In order to enhance and strengthen internal audits, the Company has established Internal Audit Regulations and established the Group Internal Audit Office as an independent organization reporting directly to the President. In planning and conducting internal audits, the schedule and content of audits are fully coordinated with those of corporate auditors and accounting auditors to ensure the efficient operation of each function. Corporate auditors strive to build an effective and efficient audit system by accompanying and attending operational audits conducted by the Group Internal Audit Office, confirming the content of the audits, and hearing opinions as appropriate.

### **Director Skills Matrix**

In order to make objective judgments based on diverse knowledge and experience, the Company has identified the combination of knowledge, experience, and abilities that the Board of Directors should possess, as shown in the table below.

Directors Skills Matrix (as of June 26, 2023)

Name	Position	Corporate Management	Finance/ Accounting	Legal/ Risk Management	Sales/ Marketing	Human Resources/ Labor Relations	IT	Global Business	Nominating Committee	Compensation Committee
Kazuichi Shimada	Representative Director Group CEO Group COO President and Chief Executive Officer	٥	0	0	0	0		0	0	0
Masashi Yamamoto	Director Group CFO Managing Executive Officer		٥	0		0				
Kenji Kawada	Outside Director	O	0	0		0	0		Committee Chairman	0
Chiaki Tsuji	Outside Director			0				0	0	0
Keiko Yamahira	Outside Director	O	0	0	0	0			0	Committee Chairman
Naohito Yamagishi	Outside Director			O		0			0	0

\* Each director has been given "O" rating for items that he or she considers to be particular strengths.

### Reasons for Appointment of Outside Directors and Number of Board Meetings Attended

Reasons for the appointment of each outside director and the number of board meetings attended in FY2022 are disclosed.

Reasons for Appointment of Outside Directors and Number of Board Meetings Attended

Name	Position	Reason for Appointment	Year ending March 31, 2023 Attendance at Board of Directors Meetings
Kenji Kawada	Outside Director	He has been involved in management at financial institutions and business companies, and is appointed because of his extensive experience and track record in management, as well as his broad knowledge and insight.	19/19
Chiaki Tsuji	Outside Director	We have appointed her because of her expertise and extensive experience and achievements as a lawyer in Japan and Germany.	19/19
Keiko Yamahira	Outside Director	The appointment is based on her extensive experience and broad insight as a manager in the real estate industry.	18/19
Naohito Yamagishi	Outside Director	He was appointed because of his expertise and wealth of experience gained at the National Police Agency over a long period of time, as well as his track record and experience at the Ministry of Construction (currently the Ministry of Land, Infrastructure, Transport and Tourism).	15/15

## **Nomination and Remuneration Committees**

The Company has established the Nomination Committee and the Remuneration Committee as voluntary advisory bodies to enhance objectivity and transparency in the decision-making process regarding personnel matters and compensation of directors, etc., and to further enhance and strengthen the corporate governance system. Both committees are composed of at least three directors selected by resolution of the Board of Directors, at least half of whom are independent outside directors, thereby ensuring appropriate opportunities for involvement and advisory services by independent outside directors. Both committees, in consultation with the directors, deliberate and report primarily on the matters listed below.

### **Nomination Committee**

- (1) Matters related to the composition and balance of the Board of Directors;
- (2) Matters related to the selection and dismissal of directors;
- (3) Matters related to the selection and dismissal of representative directors and executive officers;
- (4) Matters related to criteria for determining the independence of outside directors; and
- (5) Matters related to succession planning.

### **Remuneration Committee**

- (1) Matters relating to the remuneration of directors and executive officers;
- (2) Matters relating to basic policies and criteria on the remuneration of directors and others; and
- (3) Other matters referred to the Remuneration Committee by the Board of Directors.

## Evaluating the Effectiveness of the Board of Directors

In order to improve the functioning of the Board of Directors, we evaluate and analyze the effectiveness of the Board of Directors. With the cooperation of an outside consulting firm, we conducted an anonymous survey of all directors and corporate auditors, including outside directors. Based on the responses to the questionnaire, we analyze and evaluate the effectiveness of the Board of Directors. In addition, starting with the effectiveness evaluation in FY2022, the evaluation method was improved by conducting interviews based on the results of a questionnaire by an outside consulting organization.

The results of the questionnaire and interviews were generally positive, confirming that the Company's Board of Directors is functioning effectively to a considerable extent, but some issues were found regarding the nature of the Board of Directors and group governance after the Company's transformation into a holding company. In addition, the following issues, which had been identified as challenges in the previous effectiveness evaluation, were also identified as issues that need to be addressed for continued improvement: "Enhancement of discussions on management strategy, including the group-wide crisis management system and human capital investment," and "Reflection of shareholders' and other investors' opinions."

We will continue to fully consider issues and continue our efforts to improve the functioning of the Board of Directors.

## **Executive Remuneration**

Directors' remuneration is determined on the basis of the degree of each director's contribution to business expansion and improvement in corporate value towards sustainable growth. The limit of the annual amount of remuneration is deemed to be ¥600 million (not including, however, the employee portion of the salary), and the limitation of the special stock option remuneration to ¥600 million annually is decided by a resolution at the Ordinary General Meeting of Shareholders. Auditors' remuneration is limited to an annual amount of ¥60 million or less.

## Message from an Outside Director



Outside Director Keiko Yamahira

### **Evaluation of MIRARTH HOLDINGS**

I have a strong impression that MIRARTH HOLDINGS Group has a spirit of challenge and breakthrough, and continues to evolve with a sense of speed. In corporate management, the phrase "a snake that does not shed its skin will die" is sometimes used. In times of rapid change, remaining in place and not changing means stagnation and decline for the company. Despite our 50-year history in business, we have maintained a challenging corporate culture and breakthrough capabilities. Sales have also tripled in the 10 years through the fiscal year ending March 31, 2022, and this attitude is probably one of the reasons for the company's significant performance growth in such a short period of time.

On the other hand, having expanded our business domain in a short period of time, I feel that there is a greater need to "optimize our business portfolio," one of the "seven pillars" of our medium-term management plan, in the future. In making this transition to a holding company, I recognize the importance of reorganizing our portfolio to maximize the synergies of our group.

• The full text can be found here. 👃 147KB

Excerpt from Integrated Report 2022

## **Corporate Governance Report**

• Corporate Governance Report 🔑 656KB



## Compliance Basic Policy

In the MIRARTH HOLDINGS Group, in order to fulfill corporate social responsibility, each organization as well as its officers and employees are required to comply with laws, social norms, and separately established ethical guidelines, and establish a compliance basic policy that aims to become a norm in society.

## Internal Whistle-Blowing System (Help Line)

The Group has established an internal whistle-blowing system (helpline) as a means of reporting or consulting on issues such as harassment and compliance violations. The previous whistle-blowing system was reviewed in August 2018, and we outsourced responses to inquiries to a law firm with which the Group has not conducted business in the past to serve as an outside consultation desk; moreover, we established an independent internal consultation desk that directs inquiries to the corporate auditors. We reinforced the protection of reporting individuals, the subjects of reports, persons who cooperate with investigations, and others by establishing a mechanism to prevent access to information concerning consultations and reports by involved directors and taking other measures. We are working to strengthen compliance management through the early detection and rectification of improper conduct and other issues.



# **Tax Policy**

### **MIRARTH HOLDINGS Group Tax Policy**

MIRARTH HOLDINGS Group (hereinafter referred to as "the Group") contributes to coexisting and prospering with society and achieving a sustainable society by conducting proper tax payment and corporate activities based on the Group Philosophy and Code of Conduct. In addition, the Group ensures fairness and transparency based on this tax Policy and carries out appropriate accounting and tax management.

#### 1. Tax Compliance

The Group always complies with the Corporation Tax Law, the Consumption Tax Law, and other relevant laws and regulations, as well as adheres to the standards published by international organizations (such as OECD). The Group also keeps abreast of tax law revisions in a timely and appropriate manner to fulfill its tax payment obligations properly. Moreover, in international transactions, the Group complies with the laws and regulations of each country, tax treaties, and international taxation rules.

#### 2. Tax Governance

The ultimate responsibility for establishment and maintenance of the Group's tax governance rests with its Chief Financial Officer (CFO). The accounting department manages tax and accounting matters, maintains a system and environment for adequate communication among Group companies, and strives to enhance training for officers and employees.

#### 3. Tax Planning

The Group will engage in fair and proper tax planning in order to improve cash flow in its business activities but will not engage in tax planning with the intent to reduce taxes excessively.

#### 4. Tax Risk Management

The Group strives to minimize tax risks by consulting with external experts and utilizing a system of prior inquiries to tax authorities when tax positions are uncertain.

#### 5. Transfer Pricing Taxation System

In transactions with foreign affiliated parties, the Group strives to pay appropriate taxes in each country by conducting transactions at arm's length in accordance with the transfer pricing taxation systems of each country.

#### 6. Tax Authorities

The Group strives to ensure transparency and build a relationship of trust related to taxation by maintaining fair relationships with tax authorities, providing tax authorities with timely and appropriate tax information, and responding to tax authorities in good faith.

## Employee Awareness-Raising

Takara Leben administers compliance education on a variety of themes to employees and strives to create a corporate culture of legal and regulatory compliance and respect for human rights.

### **Personal Information Protection**

We consider the protection of personal information to be part of our CSR, and we have established a management system for the appropriate protection of personal information. To ensure that all employees handle valuable personal information appropriately while carrying out their business duties, we have created a personal information protection manual, distribute a personal information usage and protection handbook, and make all employees thoroughly aware of basic knowledge and rules. We also provide internal training led by instructors that are legal experts.

### **Preventing Unfair Business Dealings**

We actively carry out specialized training to ensure that all transactions with customers are fair. The training, which addresses conflicts of interest, aims to ensure that basic principles are thoroughly implemented and introduces numerous case examples to expand the knowledge of attendees.

Furthermore, we strive to foster greater understanding of laws such as the Real Estate Brokerage Act, the Consumer Contract Act, and the Act against Unjustifiable Premiums and Misleading Representations.

### **Harassment Prevention**

Takara Leben conducts ongoing employee training to ensure that each and every employee is aware of harassment and to create a corporate culture that prevents harassment. Harassment training, mainly for managers, focuses on themes such as "laws related to power harassment," "communication in the workplace," and "anger management," to instill the basic concepts and specific actions needed to eliminate harassment. In addition, we actively hold online training sessions for not only Takara Leben employees but also managers of Group companies to create a Group-wide culture that does not tolerate harassment.

## **Dealing with Anti-Social Forces**

The Group basic policy against anti-social forces is to adopt a firm stance in dealing with them. In addition to actively participating in activities to eliminate organized crime under the guidance of our legal advisor, we collaborate with external specialized agencies, such as local police stations and legal advisors, to establish a system to deal with anti-social forces.

With regard to our trading partners, we are also thorough in implementing measures for the elimination of anti-social forces through steps such as exchanging memoranda on severing ties with such forces and including clauses on their elimination in our various contracts and agreements.

## Social Media Policy

The Group sees social media as an effective means of strengthening relationships with various stakeholders and has formulated a Social Media Policy as a guideline on proper use. We comply with laws, regulations, and rules established by individual Group companies, and, as a member of society with good judgment, we use social media with responsibility for our conduct and strive to engage in communications through effective information disclosure with an awareness and understanding of our responsibilities regarding the dissemination of information and responses on social media.

We have also established a Privacy Policy as a guideline for employees' business and personal use of social media.

- · Social Media Policy
- Privacy Policy

# **Privacy Mark System Contributor**

Leben Community was granted the Privacy Mark in January 2008 and has been working on and updating the management and operation of personal information. In January 2020, we received a letter of appreciation from the Japan Information Processing Development Corporation (JIPDEC) for our efforts over the years to maintain and improve our own personal information protection management system (PMS) and for our contribution to the promotion of the Privacy Mark System. We also focus on training our employees to raise their awareness of the handling of personal information and to apply this awareness to their work. In fiscal year 2021, we conducted training on "Case Studies of Personal Information Leakage Accidents in Condominium Management" and "Overview of New PMS Standards."

Furthermore, in fiscal year 2022, we revised the "Regulations for the Protection of Whistleblowers and Harassment Compliance Hotline Reporters" in response to amendments to the Whistleblower Protection Act.



# **Political Contributions**

The MIRARTH HOLDINGS Group complies with the Political Funds Control Act and does not make political contributions.

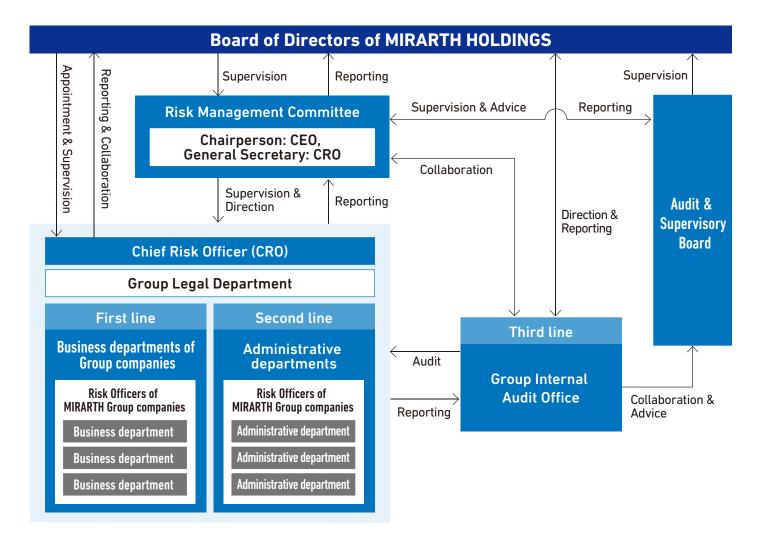


## **Basic Risk Management Policy**

The MIRARTH HOLDINGS Group identifies and manages each risk based on its basic risk management policy of ensuring the safety of customers, partners, officers, employees, and their families, fulfilling our social responsibility, harmonizing with the global environment, sustaining sustainable business, and enhancing corporate value. In addition, the Risk Management Committee has been established as a promotion structure to ensure thorough risk management throughout the Group.

## **Risk Management System**

MIRARTH HOLDINGS has established Risk Management Regulations to manage the risks of the Group and to continuously improve corporate value, and in accordance with these regulations, has set up the Risk Management Committee chaired by the President to examine and report on all risks related to overall management and to discuss or decide on measures and management to be implemented to avoid or reduce these risks. The committee examines and reports on all risks related to overall management to be implemented to avoid or reduce these risks. The committee examines and reports on all risks related to overall management, discusses and decides on measures and management to be implemented to avoid or reduce these risks, and ensures that internal controls are strengthened and misconduct and lack of compliance in overall operations, including financial reporting, are prevented. In order for the committee to develop and continuously improve the Group's risk management system, the Board of Directors appoints a Group CRO (Chief Risk Officer) from among the directors or executive officers, and subcommittees of the Risk Management Committee such as "Business Strategy," "Finance," "IT and Administration," and "Compliance" are established as necessary, so that the committee can make proactive proposals in response to individual risk management. In addition, the contents of discussions at each subcommittee meeting are reported and verified by the Risk Management Committee as appropriate based on the Risk Management Committee Regulations, and are reported to the Board of Directors according to the contents of the reports, thereby ensuring prompt decision-making in the event of risk occurrence.



# **Preventive Approach to Risk**

In order to respond promptly to the occurrence of emergency situations such as corporate scandals, accidents, natural disasters, administrative action, serious criminal conduct by employees, and so on, the MIRARTH HOLDINGS Group has established crisis management structures and adopted Crisis Management Rules and a Crisis Management Manual. The Crisis Management Rules define crises and specify procedures from initial responses to the formation and disbanding of response organizations. There are also two sets of detailed crisis control rules regarding crisis responses and disaster countermeasures.

In addition, risks in each department are collected and countermeasure plans to prevent their occurrence are prepared with the department in charge and reported at the Risk Management Committee, which meets quarterly. Furthermore, as part of our business continuity plan (BCP), we are working to develop manuals for business continuity and recovery in the event of an emergency, and are striving for a preventive approach to risk.



# **Risks and Opportunities**

As risks that may have a significant impact on corporate activities are becoming more diverse and complex every day, our group is working to predict possible future events, identify risks and opportunities, and use them to solve social issues and create value.

Sc	ocial issues and external environment	Risks	Opportunities	Response
Market environment	<ul> <li>Changes in the direction of economic policy (Stricter laws and regulations, changes in legal interpretation and management policy)</li> </ul>	Decreased number of commercialization projects due to subsidy system revisions Lost business opportunities due to changes in FIT Stricter regulations for energy conservation Strengthening of regulations on building standards	Increase in commercialization projects due to utilization of subsidy system     Ongoing low-interest housing loans, eased tax reduction requirements     Introduction of new systems to replace FIT	<ul> <li>Pursue new businesses such as PPA</li> <li>Strengthening of information-gathering activities</li> </ul>
	Changes in lifestyles (Growth in DINKs, dual-income households, seniors relocating to condominiums, development of telework)     Diversification of housing needs	Obsolescence of products and/or services	Capture demand generation/growth opportunities via new products and services     Expansion in demand for compact condominiums     Expansion of business areas	Reflection of purchaser needs     Diverse product offerings     Supply compact condominiums
	<ul> <li>Deterioration in market conditions including political instability and economic recession</li> </ul>	Increased funding costs due to changes in financial institution lending attitudes and financing market conditions     Intensified competition including new entrants, and rapid environmental changes     Deteriorating supplier operating conditions     Booking of impairment losses	<ul> <li>Increase in opportunities to acquire land and properties</li> <li>Increase in M&amp;A opportunities</li> </ul>	<ul> <li>Redouble efforts to diversify financing methods</li> <li>Implement ongoing performance monitoring, countermeasures</li> <li>Strengthening of financial management</li> <li>Strengthening of overseas business</li> </ul>
	<ul> <li>Low birthrate coupled with an aging and declining population</li> </ul>	Decreasing demand for housing	<ul> <li>Increased demand for condominiums among seniors</li> <li>Increase in opportunities for proposing solutions to vacant house issues and aging buildings</li> <li>Development of compact cities</li> </ul>	<ul> <li>Supply condominiums in the center of regional cities</li> <li>Supply compact condominiums</li> <li>Strengthening of overseas business</li> </ul>
	<ul> <li>Requests by power companies to control output</li> </ul>	Decline in electricity sales revenue	Expansion of Corporate PPA	<ul> <li>Implementation of area strategies in energy business</li> </ul>
/ities	Surge in land prices as well as raw material and construction (labor) costs	Soaring procurement prices     Decrease in profit     Slower sales due to higher selling prices		<ul> <li>Stabilize procurement prices mainly by diversifying suppliers, decentralizing on a regional basis, and using long-term contracts</li> </ul>
Business activities	<ul> <li>Difficulty in recruiting human resources, shortage of labor, and decline in employee quality</li> </ul>	Lower product and service quality     Incurring of compensation costs, brand image     deterioration     Occurrence of occupational accidents		Implementation of activities designed to improve employee loyalty     Personnel system reform, enhancement and upgrading of various training systems     Implementation of branding penetration measures     Housing performance evaluation report acquisition     Holding Safety Conferences, building safe implementation management systems
Climate change, natural disasters, etc.	<ul> <li>Increasingly serious global environmental issues</li> </ul>	<ul> <li>Stricter regulations for greenhouse gas usage/ emissions and energy conservation</li> <li>More stringent building standards due to stricter laws and regulations</li> </ul>	<ul> <li>Invigoration of renewable energy market due to growing interest in environmental issues</li> </ul>	Development of renewable energy generation facilities     Reduction of carbon dioxide emissions     Formulation of climate change policy     Building of internal system in compliance with external     evaluation organization standards     Acquisition of green certifications
	<ul> <li>Incidence of natural disasters, accidents, and other incidents</li> </ul>	Raw materials/component supply shortages     Asset damage     Disruption to Group business facilities, supply chains, and customers	Increased properties needing large-scale renovation     Increased interest in disaster-resistant buildings	<ul> <li>Promote earthquake-proofing of buildings and facilities, implement countermeasures for tsunamis, torrential rain, and floods</li> <li>Stockpile emergency supplies necessary for disasters</li> <li>Conduct disaster preparation drills</li> <li>Introduction of safety confirmation system</li> </ul>
	Acts of terrorism, riots, and war	Disruption to Group business facilities, supply chains, and customers     Geopolitical risk     Supply chain fragmentation		<ul> <li>Conducting of credit checks on business partners</li> <li>Verification of geopolitical risk</li> <li>Stabilize procurement prices mainly by use of diversifying suppliers, decentralizing on a regional basis, and using long-term contracts</li> </ul>
	Spread of infectious diseases	Disruption to Group business facilities, supply chains, and customers     Disruption to business operations     Decline in hotel and tenant occupancy rates	Creating demand for new products and services to meet changing lifestyles	<ul> <li>Promote teleworking and enhance workplace health management</li> <li>Differentiation of products and services (equipment, meeting of specifications, installation of telework spaces through renovation)</li> </ul>
ce, etc.	Incidence of unauthorized access and cyberattacks	Leakage of confidential information and stoppages of production lines and logistics systems     Payment of damages and fines, incurring countermeasures expenses		Strengthening of insurance contracts and information security systems     Ensuring of confidentiality     Restrictions on external access
Governance,	<ul> <li>Insufficient internal control function</li> </ul>	Improper conduct, leakage of confidential information     Payment of damages and fines, incurring countermeasures expenses     Delay in response to global environmental problems		Establishment of internal regulations, conducting of training     Identify issues and promote resolutions via Compliance &     Risk Management Committee     Enhancement of in-house checking system     Conducting thorough compliance education

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## **Response to New Coronavirus Infections**

### **Basic Stance on Response**

Since the pandemic caused by Covid-19 in 2020, our group has been promoting the Basic Policy for Responding to Outbreaks of New Coronavirus Infections led by the Crisis Management Committee to protect the health, safety and security of our employees, their families and customers, and to continue our business.

We have prepared a response flowchart for cases of possible infection among employees and have been working to prevent the spread of infection. In the event that an infected person is confirmed, we have established a system to report to the competent public health center and promptly report to the general manager of the division to which the person belongs and to the General Affairs Department of MIRARTH HOLDINGS.

For employees and executives who are confirmed to be infected, rules were clarified until they were able to return to work after being hospitalized or staying at home under the direction of the public health center, and the details of measures such as taking PCR tests, staying at home, and working at home, are defined. In addition, offices where infected employees are found are disinfected as necessary, in accordance with the judgment of the health center with jurisdiction, the office administrator, and the Company.

### **Employee Initiatives**

To reduce the risk of infection among employees, we continue to implement a variety of measures, including telework and flexible work schedules.

In FY2022, the mutant strain (Omicron strain) infection spread again, resulting in the sixth and seventh waves of outbreaks. We have established a system for promptly disseminating infection prevention measures to the Group by flexibly monitoring the domestic infection situation and establishing rules for working systems, and meetings and business dinners including stakeholders, as appropriate depending on the infection situation.

### Initiatives in the Value Chain

Since August 2020, we have been working to alleviate customer concerns by requiring employees participating in previews and information sessions in rural areas from the Tokyo metropolitan area (Tokyo, Kanagawa, Saitama, Chiba), where the number of infected people is high, to prove negative by PCR or antigen testing.

In model rooms, which are the points of contact with customers, basic infection control measures such as "wearing masks and gloves," "regular ventilation," and "sterilization of equipment" were thoroughly implemented, and each staff member strictly followed "negative antigen test confirmation" and "prompt visit to a medical institution or PCR test in case of positive test results or symptoms."

In addition, in June 2021, the Group introduced "vaccination leave" to make it easier for employees to receive vaccinations, which not only improves their own health, but also gives their families and customers a sense of security. In addition, we also support the prevention of infection in the home, and have subsidized the cost of hotel accommodations and other expenses for voluntary quarantine in the event that an employee or a family member living with an employee tests positive for the disease.

These efforts have been partially suspended since May 2023, when the Covid-19 infection was moved to category 5 infectious diseases. However, in the event of another pandemic of an infection of its variants or similar infectious disease, we will take appropriate measures as needed to ensure the safety and security of our customers and employees.