

## **Action plans for Act on the Promotion of Women's Active Engagement in Professional Life**

We will establish a goal and initiatives to meet the goal as follows in accordance with Act on the Promotion of Women's Active Engagement in Professional Life

### **1. Planning period : April 1, 2024 - March 31, 2026**

### **2. Issues to be addressed by the Company**

Female employees are disproportionately in clerical and service delivery positions, and there is currently only one female employee out of 19 employees in sales and sales related customer-facing positions (Sales, Marketing, etc.).

### **3. Goal and Initiatives**

<Goal> : Increase the number of female employees in sales and sales related customer facing positions from the current one to the following.

1. Two by 31 March 2025
2. Four or more by 31 March 2026

### **<Initiatives >**

#### **April 2024 and after**

1. Hold explanatory sessions to inform all employees again about restrictions and management of overtime and holiday work, and ensure that they are well informed.
2. Reinforce awareness of the harassment consultation contacts(Ombuds, HR) among all employees, and ensure that it is widely used.
3. Encourage all employees to take annual leave on a regular basis.
4. Start discussion on more flexible work policies and other support for employees who have pre-elementary school children.
5. In order to increase the number of female applicants, promote the above initiatives and the fact that women can play an active role in the company's operations and workplace for a long time to candidates and recruiting agents.
6. Design/Launch a Referral Campaign: Encourage our employees in Japan to participate in a referral campaign specifically focused on gender diversity.
7. Collaborate with the Marketing Team for Recruitment Marketing: Partner with our Marketing Team to feature stories of our female employees in Japan across various social media platforms, including LinkedIn.

#### **October 2024 and after**

Start introducing more flexible work policies and other support for employees who have pre-elementary school children.