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Securities code: 2207

June 10, 2025

(Start date of measures for electronic provision: June 4, 2025)

To Shareholders with Voting Rights:

Masuo Mitsuya
Representative Director and
President
Meito Sangyo Co., Ltd.
2-41 Sasazukacho, Nishi-ku,
Nagoya, Japan

**NOTICE OF
THE 83rd ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Dear Shareholders:

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

We hereby inform you that the 83rd Annual General Meeting of Shareholders of Meito Sangyo Co., Ltd. (the “Company”) will be held as described below.

When convening this General Meeting of Shareholders, the Company has taken measures to provide information electronically and posted the matters subject to the measures for electronic provision on the following websites on the Internet.

The Company’s website:

<https://www.meito-sangyo.co.jp/ir/>

Tokyo Stock Exchange website:

<https://www2.jpx.co.jp/tseHpFront/JJK020030Action.do>

Please access the above website, enter the name or securities code of the Company to search for the Company and select “Basic information” and then “Documents for public inspection/PR information” to view the information.

The Portal of Shareholders’ Meeting (Sumitomo Mitsui Trust Bank):

<https://www.soukai-portal.net> (Japanese only)

Please scan the QR code on the enclosed voting form or access the above URL and enter the ID and initial password written on your voting form.

If you are unable to attend the meeting, you can exercise your voting rights via the Internet, etc. or in writing. Please review the Reference Documents for the General Meeting of Shareholders and exercise your voting rights by 5:30 p.m. on Wednesday, June 25, 2025.

- 1. Date and Time:** Thursday, June 26, 2025 at 10:00 a.m. Japan time
(Reception begins at 9:30 a.m.)
- 2. Place:** Large Conference Rooms 406 and 407, 4F, Nagoya Convention Hall,
Global Gate, 4-60-12 Hiraikecho, Nakamura-ku, Nagoya, Japan
**Gifts and refreshments will not be provided.*
- 3. Meeting Agenda:**
- Matters to be reported:**
1. Business Report and Consolidated Financial Statements for the Company's 83rd Fiscal Year (April 1, 2024 - March 31, 2025) and results of audits by the Accounting Auditor and the Audit and Supervisory Committee of the Consolidated Financial Statements
 2. Non-consolidated Financial Statements for the Company's 83rd Fiscal Year (April 1, 2024 - March 31, 2025)
- Proposals to be resolved:**
- Proposal 1:** Appropriation of Surplus
- Proposal 2:** Partial Amendments to the Articles of Incorporation
- Proposal 3:** Election of Five (5) Directors (excluding Directors who are Audit and Supervisory Committee Members)
- Proposal 4:** Election of One (1) Director who is an Audit and Supervisory Committee Member

- ◎ Shareholders who have not requested a paper copy of materials will still receive a paper copy of the Reference Documents for the General Meeting of Shareholders and other materials among the matters subject to the measures for electronic provision, for convenient access to the proposals for the General Meeting of Shareholders.
- ◎ The following matters are not included in the paper copy to be sent to shareholders who have requested a paper copy of materials, as stipulated by laws and regulations as well as Article 15 of the Company's Articles of Incorporation. Accordingly, the paper copy received by these shareholders constitutes a part of the documents audited by the Audit and Supervisory Committee and the Accounting Auditor for the preparation of audit reports.
 - Systems for Ensuring the Propriety of Business Activities
 - Operation of the Systems for Ensuring the Propriety of Business Activities
 - Consolidated Statements of Changes in Equity
 - Notes to the Consolidated Financial Statements
 - Statements of Changes in Equity
 - Notes to the Non-consolidated Financial Statements
- ◎ Any revisions to the matters subject to the measures for electronic provision will be posted on each of the websites on which such information is provided.

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Reference Documents for the General Meeting of Shareholders

Proposals and References

Proposal 1: Appropriation of Surplus

The basis of the Company's profit distribution policy is to maintain and continuously pay stable dividends to shareholders, while making investments for future growth and striving to enhance profitability and improve capital efficiency. The Company intends to pay progressive dividends continuously.

Regarding the appropriation of surplus, the Company's proposal is as follows.

1. Matters regarding the year-end dividend

To reciprocate the support that we regularly receive from shareholders, regarding the year-end dividend, we plan to pay ¥18 per share. As a result, the annual dividend for the fiscal year under review will be ¥35 per share, including the interim dividend of ¥17 per share. This represents an increase of ¥7 (including a commemorative dividend of ¥2) from the previous fiscal year.

Matters regarding year-end dividend

(1) Type of dividend property

Cash

(2) Matters regarding allocation of dividend property to shareholders and the total amount thereof

¥18.00 per share of the Company's common stock Total amount: ¥304,700,094

(Annual dividend of ¥35.00 per share Total amount: ¥592,476,366)

(3) Effective date of dividends of surplus

June 27, 2025

2. Matters regarding appropriation of other surplus

To strengthen the management base in preparation for future growth investments, the Company proposes the provision of general reserve as follows.

(1) Item and amount of surplus to be decreased

Retained earnings brought forward: ¥2,000,000,000

(2) Item and amount of surplus to be increased

General reserve: ¥2,000,000,000

Proposal 2: Partial Amendments to the Articles of Incorporation

1. Reasons for the amendments

The Company will change its trade name to *Kabushiki Kaisha* meito to mark the 80th anniversary of its founding. This change is aimed at expanding business in Japan and abroad and further enhancing the brand recognition and the corporate value by integrating the trade name with the meito brand, which has long been familiar to the customers. Accordingly, Article 1 of the current Articles of Incorporation will be amended as such.

A supplementary provision will be added to stipulate that the effective date of this amendment shall be September 1, 2025. This supplementary provision will be deleted on the effective date.

2. Details of the amendments

The details of the amendments are as follows.

(Amended parts are underlined.)

Current Articles of Incorporation	Proposed Amendments
(Trade Name) Article 1 The name of the Company shall be <u>Meito Sangyo Kabushiki Kaisha (Meito Sangyo Co., Ltd.)</u> .	(Trade Name) Article 1 The name of the Company shall be <u>Kabushiki Kaisha meito in Japanese, and MEITO CO., LTD. in English.</u>
Articles 2 through 36 and Article 1 of the Supplementary Provisions (omitted)	Articles 2 through 36 and Article 1 of the Supplementary Provisions (unchanged)
Supplementary Provisions (Newly established)	Supplementary Provisions <u>(Effective Date of Trade Name Change)</u> <u>Article 2 The amendment to Article 1 of the Articles of Incorporation shall take effect on September 1, 2025. This provision shall be deleted on the effective date.</u>

Proposal 3: Election of Five (5) Directors (excluding Directors who are Audit and Supervisory Committee Members)

The terms of office of all four (4) Directors (excluding Directors who are Audit and Supervisory Committee Members; hereinafter the same applies in this proposal) will expire at the conclusion of this General Meeting. To further strengthen the management structure, the Company intends to increase the number of Directors by one (1) and proposes the election of five (5) Directors.

After evaluating the status of business execution, business performance, etc. of each candidate in the fiscal year under review, the Audit and Supervisory Committee has deemed that all candidates are qualified to be Directors of the Company.

The candidates for Directors are as follows.

Candidate No.	Name		Current positions and responsibilities at the Company
1	Reappointment	Masuo Mitsuya	Representative Director and President, and Group Representative
2	Reappointment	Kiyoshi Yamazaki	Managing Director and Assistant to President; in charge of administration and subsidiaries and associates
3	Reappointment	Hiroyuki Naiki	Director, General Manager of Administrative Division, and Manager of General Affairs Department
4	Reappointment	Tetsuya Io	Director, General Manager of Food Sales Division, and Manager of Food Sales Department; in charge of Food Business
5	New appointment	Kazunori Harada	Senior Executive Officer, Manager of Fine Chemicals Department, Manager of Fine Chemicals Sales Department, and Plant Manager of Hachioji Plant

No.	Name (Date of birth)	Career summary, positions, responsibilities, and significant concurrent positions	Number of shares of the Company held
1	Masuo Mitsuya (September 3, 1959) <u>Reappointment</u>	April 1982 Joined the Company June 2011 Executive Officer June 2013 Director June 2018 Managing Director April 2020 Representative Director and Managing Director June 2020 Representative Director and President June 2024 Representative Director and President, and Group Representative (current position)	16,599
		[Significant concurrent positions] <ul style="list-style-type: none"> • Representative Director and Vice President of Meito Adams Co., Ltd. • Representative Director and President of ACE BAKERY Co., Ltd. • Representative Director and President of Prince Golf Co., Ltd. 	
[Reason for nomination as candidate for Director] Through engaging in operations of the administrative and development departments at the Company, Mr. Mitsuya has accumulated a wealth of experience and developed deep insight into the workings of the Company's businesses. The Company has judged that he is capable of appropriately performing the duties of a Director, and has continued to nominate him as a candidate for Director.			
2	Kiyoshi Yamazaki (September 3, 1957) <u>Reappointment</u>	April 1982 Joined the Company June 2008 Manager of Accounting Department June 2011 Executive Officer and Manager of Accounting Department June 2015 Director, Manager of General Affairs Department, and Manager of Accounting Department June 2020 Managing Director, General Manager of Administrative Division, and Manager of Accounting Department April 2022 Managing Director and General Manager of Administrative Division; in charge of subsidiaries and associates April 2024 Managing Director and Assistant to President; in charge of administration and subsidiaries and associates (current position)	11,882
		[Reason for nomination as candidate for Director] Through engaging in operations of the administrative department at the Company, Mr. Yamazaki has accumulated a wealth of experience and developed deep insight into the workings of the Company's businesses. The Company has judged that he is capable of appropriately performing the duties of a Director, and has continued to nominate him as a candidate for Director.	

No.	Name (Date of birth)	Career summary, positions, responsibilities, and significant concurrent positions	Number of shares of the Company held
3	Hiroyuki Naiki (May 5, 1964) <u>Reappointment</u>	April 1987 Joined the Company June 2017 Plant Manager of Nagoya Plant June 2018 Executive Officer and Plant Manager of Nagoya Plant August 2018 Executive Officer, Plant Manager of Nagoya Plant, and Plant Manager of Seto Plant June 2019 Director, Plant Manager of Nagoya Plant, and Plant Manager of Seto Plant October 2019 Director, General Manager of Production Division, and Plant Manager of Seto Plant June 2020 Director, General Manager of Production Division, and Manager of Operations Department April 2022 Director, General Manager of Production Division, Manager of Operations Department, and Manager of Food Development Department May 2023 Director, General Manager of Production Division, and Manager of Food Development Department April 2024 Director, General Manager of Administrative Division, and Manager of General Affairs Department (current position)	7,510
		[Reason for nomination as candidate for Director] Through engaging in operations of the administrative, production and development departments at the Company, Mr. Naiki has accumulated a wealth of experience and developed deep insight into the workings of the Company's businesses. The Company has judged that he is capable of appropriately performing the duties of a Director, and has continued to nominate him as a candidate for Director.	
4	Tetsuya Io (November 29, 1965) <u>Reappointment</u>	April 1989 Joined the Company June 2020 Manager of Food Sales Department April 2022 Deputy General Manager of Food Sales Division and Manager of Food Sales Department June 2022 Executive Officer, General Manager of Food Sales Division, and Manager of Food Sales Department June 2023 Senior Executive Officer, General Manager of Food Sales Division, and Manager of Food Sales Department June 2024 Director, General Manager of Food Sales Division, and Manager of Food Sales Department; in charge of Food Business (current position)	3,838
		[Reason for nomination as candidate for Director] Through engaging in operations of the food sales department at the Company, Mr. Io has accumulated a wealth of experience and developed deep insight into the workings of the Company's businesses. The Company has judged that he is capable of appropriately performing the duties of a Director, and has continued to nominate him as a candidate for Director.	

No.	Name (Date of birth)	Career summary, positions, responsibilities, and significant concurrent positions	Number of shares of the Company held
5	Kazunori Harada (September 10, 1968) <u>New appointment</u>	<p>April 1991 Joined the Company</p> <p>June 2018 Director of Tokyo Research Laboratory</p> <p>August 2020 Executive Officer, Manager of Fine Chemicals Department, Manager of Fine Chemicals Sales Department, and Director of Tokyo Research Laboratory</p> <p>June 2023 Senior Executive Officer, Manager of Fine Chemicals Department, Manager of Fine Chemicals Sales Department, and Director of Tokyo Research Laboratory</p> <p>June 2024 Senior Executive Officer, Manager of Fine Chemicals Department, Manager of Fine Chemicals Sales Department, and Plant Manager of Hachioji Plant (current position)</p>	2,988
<p>[Reason for nomination as candidate for Director]</p> <p>Through engaging in operations of the fine chemicals department at the Company, Mr. Harada has accumulated a wealth of experience and developed deep insight into the workings of the Company's businesses. The Company has judged that he is capable of appropriately performing the duties of a Director, and has nominated him as a new candidate for Director.</p>			

- Notes: 1. Among the candidates for Directors, those who have special interests with the Company are as follows.
- (1) Mr. Masuo Mitsuya concurrently serves as the Representative Director and Vice President of Meito Adams Co., Ltd. The Company conducts transactions such as the sale of products with said company.
 - (2) There are no special interests between the Company and each of the other candidates.
2. The Company has concluded compensation agreements, as stipulated in Article 430-2, Paragraph 1 of the Companies Act, with Messrs. Masuo Mitsuya, Kiyoshi Yamazaki, Hiroyuki Naiki, and Tetsuya Io. The Company plans to continue the agreement with each of them if their reelection is approved. The Company also plans to conclude such agreement with new candidate Mr. Kazunori Harada if he is elected. These agreements state that the Company shall compensate each Director within the range stipulated by laws and regulations for all or part of the expenses set forth in Article 430-2, Paragraph 1, Item 1 of the Companies Act and the losses set forth in Item 2 of the same paragraph.
3. The Company has concluded a directors and officers liability insurance contract (D&O contract), as stipulated in Article 430-3, Paragraph 1 of the Companies Act, with an insurance company. Damages that may arise due to an insured person incurring liability in their execution of duties, or from receiving a claim for the pursuit of such liability, which will be borne by the insured person, will be compensated by the insurance contract. All candidates for Directors will be included as insured persons under the insurance contract, which will be renewed during their terms of office.

Proposal 4: Election of One (1) Director who is an Audit and Supervisory Committee Member

The terms of office of Ms. Mitsuko Yamamoto, who is among the four (4) Directors who are Audit and Supervisory Committee Members, will expire at the conclusion of this General Meeting. Accordingly, the Company proposes the election of one (1) Director who is and Audit and Supervisory Committee Member.

The consent of the Audit and Supervisory Committee has been obtained for this proposal.

The candidate for Director who is an Audit and Supervisory Committee Member is as follows.

Name (Date of birth)	Career summary, positions, responsibilities, and significant concurrent positions	Number of shares of the Company held
<p>Mitsuko Yamamoto (January 1, 1957)</p> <p>(Name on the family register: Mitsuko Ando)</p> <p>Reappointment Outside Independent</p>	<p>March 1983 Joined Womanstaff Co. Ltd. April 1985 Director, General Manager of Sales Division, Womanstaff Co., Ltd. September 1998 Womanstaff Co. Ltd. renamed Peoplestaff Co., Ltd. Senior Managing Director of Peoplestaff Co., Ltd. July 2016 Peoplestaff Co., Ltd. merged with TEMPSTAFF CO., LTD. Director, Managing Officer of TEMPSTAFF CO., LTD. July 2017 TEMPSTAFF CO., LTD. renamed PERSOL TEMPSTAFF CO. LTD. July 2019 Director of PERSOL TEMPSTAFF CO. LTD. July 2020 Advisor (full-time) of PERSOL TEMPSTAFF CO. LTD. (current position) Outside Inspector of Meijo University (current position) June 2021 Outside Director of Chuo Spring Co., Ltd. (current position) June 2022 Outside Director (Audit and Supervisory Committee Member) of Aica Kogyo Company, Limited (current position) June 2023 Outside Director of TAKEDA iP HOLDINGS CO., LTD. (current position) Outside Director (Audit and Supervisory Committee Member) of the Company (current position) [Significant concurrent positions] • Advisor (full-time) of PERSOL TEMPSTAFF CO. LTD. • Outside Director of Chuo Spring Co., Ltd. • Outside Director (Audit and Supervisory Committee Member) of Aica Kogyo Company, Limited • Outside Inspector of Meijo University • Outside Director of TAKEDA iP HOLDINGS CO., LTD.</p>	<p>1,000</p>
<p>[Reason for nomination as candidate for Outside Director and expected role] Ms. Mitsuko Yamamoto has a wealth of experience in corporate management and a high level of insight, especially into labor management, and is expected to strengthen the decision-making and supervisory functions of the Board of Directors. Therefore, the Company has judged that she is capable of appropriately performing the duties of an Outside Director who is an Audit and Supervisory Committee Member, and has continued to nominate her as a candidate for Outside Director who is an Audit and Supervisory Committee Member.</p>		

- Notes:
1. There are no special interests between the Company and the candidate.
 2. Ms. Mitsuko Yamamoto is a candidate for Outside Director who is an Audit and Supervisory Committee Member. The Company has designated the candidate as an independent officer pursuant to the provisions of Tokyo Stock Exchange, Inc. and Nagoya Stock Exchange, Inc., and has registered her with both exchanges.
 3. Pursuant to the provisions of Article 427, Paragraph 1 of the Companies Act, the Company has concluded an agreement with Ms. Mitsuko Yamamoto that limits her liability for damages under Article 423, Paragraph 1 of the same Act. The maximum amount of liability for damages based on the agreement is the minimum amount of liability stipulated in Article 425, Paragraph 1 of the Companies Act. If the reelection of the candidate is approved, the Company plans to continue the agreement with her.
 4. The Company has concluded a compensation agreement, as stipulated in Article 430-2, Paragraph 1 of the Companies Act, with Ms. Mitsuko Yamamoto. The Company plans to continue the agreement with her if her reelection is approved. This agreement states that the Company shall compensate the Director within the range stipulated by laws and regulations for all or part of the expenses set forth in Article 430-2, Paragraph 1, Item 1 of the Companies Act and the losses set forth in Item 2 of the same paragraph.
 5. At the conclusion of this General Meeting, Ms. Mitsuko Yamamoto will have been in office as Outside Director who is an Audit and Supervisory Committee Member for two (2) years.
 6. The Company has concluded a directors and officers liability insurance contract (D&O contract), as stipulated in Article 430-3, Paragraph 1 of the Companies Act, with an insurance company. Damages that may arise due to an insured person incurring liability in their execution of duties, or from receiving a claim for the pursuit of such liability, which will be borne by the insured person, will be compensated by the insurance contract. All candidates for Directors who are Audit and Supervisory Committee Members will be included as insured persons under the insurance contract, which will be renewed during their terms of office.

(Reference) Skills Matrix of Directors (If all candidates are elected at this General Meeting)

Name	Position	Expertise and Experience								
		Corporate Management & Strategies	ESG & SDGs	Finance & Accounting	HR & Labor	Compliance & Risk Management	Marketing & Sales	Global Affairs	Research, Production & Logistics	Information Systems
Masuo Mitsuya	Representative Director and President, and Group Representative	●	●	●	●	●	●	●	●	
Kiyoshi Yamazaki	Managing Director and Assistant to President; in charge of administration and subsidiaries and associates	●	●	●	●	●		●		●
Hiroyuki Naiki	Director, General Manager of Administrative Division, and Manager of General Affairs Department	●	●	●	●	●	●	●	●	
Tetsuya Io	Director, General Manager of Food Sales Division, and Manager of Food Sales Department; in charge of Food Business	●	●			●	●	●		
Kazunori Harada	Director, Manager of Fine Chemicals Department, Manager of Fine Chemicals Sales Department, and Plant Manager of Hachioji Plant	●	●			●	●	●	●	
Hiroataka Wanami	Director, Full-time Audit and Supervisory Committee Member	●	●		●	●	●		●	
Hironori Miya	Outside Director, Audit and Supervisory Committee Member	●	●		●	●		●		●
Shoji Miyamoto	Outside Director, Audit and Supervisory Committee Member	●	●	●		●		●		●
Mitsuko Yamamoto	Outside Director, Audit and Supervisory Committee Member	●	●		●	●	●			