To Shareholders with Voting Rights:

Takeshi Matsuzono Managing Director JAC Recruitment Co., Ltd. 14F Jinbocho Mitsui Building, 105 Jinbocho 1-Chome, Chiyoda-ku, Tokyo

NOTICE OF

THE 32ND ANNUAL GENERAL MEETING OF SHAREHOLDERS

Dear Shareholders:

We would like to take this opportunity to extend our best wishes to all our shareholders. You are cordially invited to attend the 32nd Annual General Meeting of Shareholders of JAC Recruitment Co., Ltd. (the "Company"). The meeting will be held for the purposes as described below.

1. Date and Time: Friday, March 22, 2019 at 10:00 a.m. Japan time (Reception opens at 9:30 a.m.)

2. Place: Conference Room of the Company, 14F Jinbocho Mitsui Building, 105

Jinbocho 1-Chome, Chiyoda-ku, Tokyo

3. Meeting Agenda:

Matters to be reported: 1. The Business Report, Consolidated Financial Statements for the Company's

32nd Fiscal Year (January 1, 2018 - December 31, 2018) and results of audits by the Accounting Auditor and the Board of Corporate Auditors of the

Consolidated Financial Statements

2. Non-consolidated Financial Statements for the Company's 32nd Fiscal Year (January 1, 2018 - December 31, 2018)

Proposals to be resolved:

Proposal 1: Appropriation of Surplus

Proposal 2: Partial Amendments to Articles of Incorporation

Proposal 3: Election of 6 Directors

Proposal 4: Election of 1 Substitute Audit & Supervisory Board Member

Proposal 5: Revision to Remuneration for Directors

4. Convocation Decisions:

The exercise of voting rights by proxy

If you wish to exercise your voting rights by proxy, you may appoint one other shareholder with voting rights as your proxy; in such case, however, the submission of a document proving your authorization of said shareholder as proxy is required.

When attending the meeting, please submit the enclosed Voting Rights Exercise Form at the reception desk of the venue.

Revisions to the Reference Documents for the General Meeting of Shareholders, the Business Report, Consolidated Financial Statements and Non-consolidated Financial Statements will be posted on the Company's website (http://corp. jac-recruitment.jp/).

Consolidated Balance Sheet (As of December 31, 2018)

(Millions of yen)

(Assets)		(Liabilities)		
Item	Amount	Item	Amount	
Current assets	11,952	Current liabilities	4,782	
Cash and deposits	9,586	Lease obligations	1	
Accounts receivable - trade	1,331	Accounts payable - other	463	
Supplies	5	Accrued expenses	2,206	
Prepaid expenses	244	Income taxes payable	1,149	
Deferred tax assets	694	Accrued consumption taxes	453	
Accounts receivable - other	55	Deposits received	172	
Other	54	Unearned revenue	81	
Allowance for doubtful accounts	(21)	Provision for stocks payment	181	
Non-current assets	6,773	Provision of contract cancellation	72	
Property, plant and equipment	276	Non-current liabilities	0	
Buildings	161	Lease obligations	0	
Machinery and equipment	16	Total liabilities	4,783	
Vehicles	0	(Net Assets)		
Tools, furniture and fixtures	95	Shareholders' equity	13,840	
Leased assets	2	Capital stock	619	
Intangible assets	2,697	Capital surplus	1,569	
Goodwill	2,034	Retained earnings	12,201	
Software	87	Treasury stock	(550)	
Software in progress	575	Accumulated other comprehensive income	22	
Investments and other assets	3,799	Foreign currency translation adjustment	22	
Investment securities	2,904	Subscription rights to shares	79	
Investments in capital	0			
Lease and guarantee deposits	789			
Claims provable in bankruptcy, claims provable in rehabilitation	3			
and other Deferred tax assets	105			
Long-term accounts receivable - other	9			
Allowance for doubtful accounts	(13)	Total net assets	13,942	
Total assets	18,725	Total liabilities and net assets	18,725	

<u>Consolidated Statement of Income</u> (From January 1, 2018 to December 31, 2018)

(Millions of yen)

Item	Amount	Millions of yen)
Net sales		
Domestic recruitment business income	18,754	
Domestic job offer advertising business income	325	
Overseas business income	4,038	
Reversal of provision of contract cancellation	18	
Provision of contract cancellation	(72)	23,064
Cost of sales		
Domestic recruitment business cost	896	
Domestic job offer advertising business cost	2	
Overseas business cost	1,363	2,262
Gross profit		20,801
Selling, general and administrative expenses		15,270
Operating income		5,531
Non-operating income		
Interest income	20	
Subsidy income	4	
Rent income on facilities	2	
Other	11	38
Non-operating expenses		
Interest expenses	0	
Bad debts expenses	0	
Other	0	0
Ordinary income		5,568
Extraordinary income		
Gain on sales of non-current assets	1	1
Extraordinary losses		
Loss on retirement of non-current assets	1	1
Profit before income taxes		5,568
Income taxes - current	1,909	
Income taxes - deferred	(248)	1,660
Profit		3,908
Profit attributable to owners of parent		3,908

<u>Consolidated Statement of Changes in Shareholders' Equity</u> (From January 1, 2018 to December 31, 2018)

(Millions of yen)

	Shareholders' equity					
	Capital stock	Capital surplus	Retained earnings	Treasury shares	Total shareholders' equity	
Balance at beginning of the year	619	1,569	10,358	(702)	11,845	
Changes of items during the year						
Dividends of surplus			(2,064)		(2,064)	
Profit attributable to owners of parent			3,908		3,908	
Purchase of treasury shares				(0)	(0)	
Disposal of treasury shares				152	152	
Net changes of items other than shareholders' equity						
Total amount of changes during the year	-	-	1,843	152	1,995	
Balance at end of the year	619	1,569	12,201	(550)	13,840	

	Accumulated other	comprehensive income			
	Foreign currency translation adjustment	Total accumulated other comprehensive income	Subscription rights to shares	Total net assets	
Balance at beginning of the year	-	-	43	11,889	
Changes of items during the year					
Dividends of surplus				(2,064)	
Profit attributable to owners of parent				3,908	
Purchase of treasury shares				(0)	
Disposal of treasury shares				152	
Net changes of items other than shareholders' equity	22	22	35	57	
Total amount of changes during the year	22	22	35	2,052	
Balance at end of the year	22	22	79	13,942	

Non-Consolidated Balance Sheet (As of December 31, 2018)

(Millions of ven)

(Assets)		(Millions of yen) (Liabilities)		
Item	Amount	Item	Amount	
Current assets	9,871	Current liabilities	4,133	
Cash and deposits	8,016	Lease obligations	1	
Accounts receivable - trade	952	Accounts payable - other	439	
Supplies	5	Accrued expenses	1,853	
Prepaid expenses	179	Income taxes payable	1,050	
Deferred tax assets	663	Accrued consumption taxes	397	
Accounts receivable - other	39	Deposits received	171	
Other	19	Unearned revenue	4	
Allowance for doubtful accounts	(5)	Provision for stocks payment	176	
Non-current assets	8,028	Provision of contract cancellation	38	
Property, plant and equipment	249	Non-current liabilities	46	
Buildings	156	Lease obligations	0	
Machinery and equipment	16	Other	45	
Tools, furniture and fixtures	74	Total liabilities	4,180	
Leased assets	2	(Net Assets)	•	
Intangible assets	628	Shareholders' equity	13,640	
Software	54	Capital stock	619	
Software in progress	573	Capital surplus	1,569	
Investments and other assets	7,151	Legal capital surplus	594	
Shares of subsidiaries and associates	3,422	Other capital surplus	975	
Investment securities	2,904	Retained earnings	12,001	
Investments in capital	0	Legal retained earnings	1	
Lease and guarantee deposits	722	Other retained earnings	12,000	
Claims provable in bankruptcy, claims provable in rehabilitation and other	3	Retained earnings brought forward	12,000	
Deferred tax assets	101	Treasury stock	(550)	
Long-term accounts receivable - other	9	Subscription rights to shares	79	
Allowance for doubtful accounts	(13)	Total net assets	13,719	
Total assets	17,899	Total liabilities and net assets	17,899	

<u>Non-Consolidated Statement of Income</u> (From January 1, 2018 to December 31, 2018)

(Millions of yen)

Item	Amo	ount
Net sales		
Domestic recruitment business revenue	18,142	
Reversal of provision of contract cancellation	12	
Provision of contract cancellation	(38)	18,116
Cost of sales		
Domestic recruitment business cost	867	867
Gross profit		17,249
Selling, general and administrative expenses		11,957
Operating income		5,291
Non-operating income		
Interest income	15	
Rent income on facilities	4	
Gain on sales of goods	2	
Other	3	25
Non-operating expenses		
Interest expenses	0	
Bad debts expenses	0	
Other	0	1
Ordinary income		5,316
Extraordinary losses		
Loss on retirement of non-current assets	1	1
Profit before income taxes		5,314
Income taxes - current	1,755	
Income taxes - deferred	(236)	1,519
Profit		3,795

Non-Consolidated Statement of Changes in Shareholders' Equity (From January 1, 2018 to December 31, 2018)

(Millions of yen)

	Shareholders' equity						
		Capital surplus			Retained earnings		
	Capital stock	Legal capital surplus	Other capital surplus	Total capital surplus	Legal retained earnings	Other retained earnings Retained earnings brought forward	Total retained earnings
Balance at beginning of the year	619	594	975	1,569	1	10,269	10,270
Changes of items during the year							
Dividends of surplus						(2,064)	(2,064)
Net income						3,795	3,795
Purchase of treasury shares							
Disposal of treasury shares							
Net changes of items other than shareholders' equity							
Total amount of changes during the year	-	-	-	-	-	1,730	1,730
Balance at end of the year	619	594	975	1,569	1	12,000	12,001

	Sharehold	ers' equity			
	Treasury shares	Total shareholders' equity	Subscription rights to shares	Total net assets	
Balance at beginning of the year	(702)	11,757	43	11,801	
Changes of items during the year					
Dividends of surplus		(2,064)		(2,064)	
Net income		3,795		3,795	
Purchase of treasury shares	(0)	(0)		(0)	
Disposal of treasury shares	152	152		152	
Net changes of items other than shareholders' equity			35	35	
Total amount of changes during the year	152	1,882	35	1,918	
Balance at end of the year	(550)	13,640	79	13,719	

Reference Documents for the General Meeting of Shareholders

Proposal 1: Appropriation of Surplus

The following dividends for the term are proposed in consideration of the business performance for the current fiscal year and business expansion moving forward.

1. Type of property dividend:

Cash

2. Details and amount of the allotment of property dividend:

¥65 per share of the Company's common stock

Total amount: ¥2,683,935,605

3. Effective date of dividends of surplus:

March 25, 2019

Proposal 2: Partial Amendments to Articles of Incorporation

4. Reasons for the amendments

Aiming to improve the objectivity and transparency of decision-making, the Company requests your approval to partially amend the current Articles of Incorporation so that an External Director who is independent of business execution can serve as Chairman of the Board of Directors.

5. Details of the amendments

The details of the proposed amendments are as follows.

(Amendments are underlined.)

Current Articles of Incorporation	Proposed Amendments
(Convener and Chairman of Board of Directors' Meetings) Article 24. Unless otherwise provided for by laws and regulations, the managing director shall convene meetings of the Board of Directors and serve as Chairman. In the event that the managing director has an accident, another Director shall convene the meeting and chair it in accordance with an order determined in advance by the Board of Directors.	(Convener and Chairman of Board of Directors' Meetings) Article 24. Unless otherwise provided for by laws and regulations, the managing director shall convene meetings of the Board of Directors. In the event that the managing director has an accident, another Director shall convene the meeting in accordance with an order determined in advance by the Board of Directors.
(Section 2 is newly established)	(2) The Director appointed in advance by the Board of Directors shall be the Chairman of the meetings of the Board of Directors. In the event that the director has an accident, another Director shall be the Chairman in accordance with an order determined in advance by the Board of Directors.

Proposal 3: Election of 6 Directors

The terms of office of all 6 Directors will expire at the conclusion of this Annual General Meeting of Shareholders. The election of 6 Directors is proposed.

The candidates for Directors are as follows:

No.	Name (Date of birth)	Past expe	Number of shares of the Company held	
1	Takeshi Matsuzono (January 3, 1958)	February 2009 March 2009 January 2011 January 2011	Joined the Company as Deputy General Manager, Sales Headquarters General Manager, Sales Headquarters of the Company Chief Director of the Company Managing Director of the Company (to present) COO of the Company Representative Director of C.C. Consulting Co., Ltd. Managing Director of C.C. Consulting Co., Ltd. Managing Director of JAC International Co., Ltd. General Manager, Business Headquarters of the Company	285,600
2	Hiroo Hattori (December 25, 1954)	July 2001 August 2001 April 2005 July 2006 January 2008 April 2008 February 2009 January 2011 January 2011 December 2013 March 2018 April 2018	Director of the Company Deputy Managing Director of the Company General Manager, Administration Division of the Company General Manager, Administration Headquarters of the Company General Manager, Sales Headquarters of the Company Deputy Managing Director of the Company General Manager, Administration Headquarters of the Company (to present) Deputy Managing Director of the Company (to present) CFO of the Company Director of C.C. Consulting Co., Ltd. (to present) Director and COO of JAC Recruitment Asia Ltd (to present) General Manager, Overseas Business Headquarters of the Company (to present)	335,100

No.	Name (Date of birth)	Past expe	erience, positions and responsibilities in the Company (Significant concurrent positions)	Number of shares of the
		May 1981 March 1987 March 1988	Joined T. TAZAKI&Co Ltd Director at incorporation of JAC Singapore Pte Ltd (present JAC Recruitment Pte Ltd) Director at incorporation of the Company	Company held
		January 2000	Representative Director of T. TAZAKI&Co Ltd Representative Director at incorporation of JAC Strattons Ltd Representative Director of the Company Representative Director at incorporation of JAC Financial	
		September 2002	Design Ltd Representative Director at incorporation of JAC Recruitment (UK) Ltd	
		December 2005 July 2007 February 2008 April 2008	Chairman and Director of the Company Director of JAC (Beijing) Business Consultation Co., Ltd. Director of JAC Personnel Recruitment Ltd	
	Hiromi Tazaki		Director of JAC Recruitment (Malaysia) Sdn Bhd Director of JAC Strattons Ltd Representative Director of JAC Strattons Ltd	
3	(December 23, 1950)		Managing Director of the Company Director of PT JAC Indonesia Chairman, CEO and Representative Director of the Company	7,179,600
		January 2011 July 2011 July 2011 November 2011	Director of JAC Personnel Eastern Seaboard Ltd Director of JAC Recruitment Hong Kong Co., Ltd (to present) Director of JAC Recruitment Korea Co., Ltd	
		March 2012 March 2012 December 2012 March 2013	Director of JAC Recruitment China (HK) Ltd (to present) Managing Director of JAC Recruitment Asia Ltd Director of PT JAC Consulting Indonesia Director of JAC International Recruitment Ltd Director of Guangzhou JAC Human Resources Co., Ltd. (to	
		May 2013 June 2013	present) Director of JAC Recruitment Vietnam Co., Ltd Director of Shanghai Aoshi Recruitment Services Co., Ltd. (present Shanghai JAC Human Resources Co., Ltd.) (to present)	
		March 2015 January 2016	Chairman and Director of the Company (to present) Director of JAC Recruitment (UK) Ltd (to present)	

No	Name (Date of birth)	Past expe	erience, positions and responsibilities in the Company (Significant concurrent positions)	Number of shares of the
4	Tadayoshi Tazaki (July 16, 1943)	November 1974 March 1988 January 2000 March 2005 March 2012 March 2012	Director at incorporation of T. TAZAKI&Co Ltd Representative Director at incorporation of the Company Director of the Company Director and Advisor of the Company Director and Chief Advisor of the Company (to present) Director of JAC Recruitment Asia Ltd	8,505,100
		September 2013 August 2016	Director of JAC Strattons Ltd Chairman of The Tazaki Foundation (to present)	
5	Shigeoki Togo (September 2, 1943)	April 1966 July 1993 April 1995 June 1996 August 1997 June 2000 June 2010 June 2011 March 2012 April 2012 June 2012 October 2012 March 2015 [Significant cond	Joined the Bank of Japan Director-General, Secretariat of the Policy Board of the Bank of Japan Director-General, International Department of the Bank of Japan Managing Director, The Nippon Credit Bank, Ltd. (present Aozora Bank, Ltd.) President of The Nippon Credit Bank, Ltd. President of Osaka Zosenjo Co., Ltd. (present DAIZO CORPORATION) President and Director of Nippon RAD Inc. General Executive Officer of Nippon RAD Inc. External Audit & Supervisory Board Member of the Company Advisor of MORI TRUST CO., LTD. Advisor of Nippon RAD Inc. External Audit & Supervisory Board Member of Nitta Gelatin Inc. (to present) Chairman of the Board of Directors of Higashi-Nihon-Gakuen (to present) External Director of the Company (to present) current positions] & Supervisory Board Member of Nitta Gelatin Inc.	_

No	Name (Date of birth)	Past experience, positions and responsibilities in the Company		Number of shares of the
		(Significant concurrent positions)		
6	Yutaka Kase (February 19, 1947)	May 1970 November 1992 April 1995 June 1997 January 1999 June 2001 April 2002 April 2003 April 2004 August 2004 October 2005 April 2012 June 2013 March 2016 June 2017 [Significant conc	Joined Nissho Iwai Corporation President of Nissho Iwai New Zealand Corporation and General Manager of Auckland Branch General Manager, Wood Products Department of Nissho Iwai Corporation General Manager, Portland Branch of Nissho Iwai American Corporation Group Executive, Consumer Life & Resources Business Group of Nissho Iwai Corporation Executive Officer of Nissho Iwai Corporation Executive Vice President of Nissho Iwai American Corporation President, Chemicals & Forest Products Company of Nissho Iwai Corporation Director and Managing Executive Officer of Nissho Iwai Corporation The corporate name was changed to Sojitz Corporation due to the merger of Nichimen Corporation and Nissho Iwai Corporation Representative Director and Senior Managing Executive Officer of Sojitz Corporation Director and Executive Vice President of Sojitz Corporation The corporate name was changed to Sojitz Corporation due to the merger of Sojitz Holdings Corporation and Sojitz Corporation Director and Executive Vice President of Sojitz Corporation Representative Director, President & CEO of Sojitz Corporation Representative Director and Chairman of the Board of Sojitz Corporation External Director of Astellas Pharma Inc. External Director of Sekisui Chemical Co., Ltd. (to present) External Director of Sojitz Corporation (to present)	company held
		•	of Sojitz Corporation r of Sekisui Chemical Co., Ltd.	

(Notes)

- 1. No conflict of interest exists between all the candidates and the Company.
- 2. Mr. Shigeoki Togo and Mr. Yutaka Kase are candidates for External Directors.
- 3. Mr. Shigeoki Togo and Mr. Yutaka Kase are independent candidates based on provisions of the Tokyo Stock Exchange.
- 4. The term of office of Mr. Shigeoki Togo as a Director of the Company will be four years at the conclusion of this General Meeting of Shareholders.
- 5. The term of office of Mr. Yutaka Kase as a Director of the Company will be three years at the conclusion of this General Meeting of Shareholders.
- 6. The reasons for nominating these candidates as External Directors, the reasons for determining that the candidates are able to carry out their duties as External Directors, and the limited liability agreement with External Directors are as follows:
 - (1) Mr. Shigeoki Togo and Mr. Yutaka Kase have been nominated as candidates mainly for the reason that they will participate in management from a broad perspective in order to ensure adequacy and fairness based on their extensive experience as business managers. It was further determined that both candidates execute their duties as External Directors of the Company in an appropriate manner as they possess sufficient insight into company management from their many years of experience in corporate management.
 - (2) Limited liability agreement with External Directors

 The Company has entered into a limited liability agreement with Mr. Shigeoki Togo, a candidate for External Director and Mr. Yutaka Kase, a candidate for External Director.

Details of the content of these agreements are as follows:

- 1) In the event that the Company assumes liability for damages as a result of the failure of an External Director to perform his duties, that liability shall be assumed at the minimum amount specified in Article 427, Paragraph 1 of the Companies Act.
- 2) The aforementioned limitation of liability shall be applicable only when the performance of duties by an External Director that resulted in said liability were carried out in good faith and without gross negligence.
- 7. Reasons for nominating other candidates as Directors:

Mr. Takeshi Matsuzono has been the President and Representative Director of Recruit Executive Agent Co., Ltd., a recruitment company within the Recruit Group specializing in high-value professionals, and joined the Company in November 2008 as Deputy General Manager of Sales Headquarters (present Business Headquarters) to help shift the Company's recruitment business towards specialization of high-value professionals. Mr. Matsuzono has demonstrated his achievements in expanding the scope of the Company's recruitment business since being appointed as a Director in March 2009. The Company has determined that he carries out his duties as Director in an appropriate manner.

Mr. Hiroo Hattori has gained business experience mainly in accounting and finance, prior to his former position, as General Manager of Finance Division of Recruit Co., Ltd. (present Recruit Holdings Co., Ltd.). Mr. Hattori also gained business experience mainly in business strategy planning in his previous position as Director and General Manager of Secretariat Office of Half Century More Co., Ltd., and was appointed as a Director of the Company in July 2001 at the time the Company was aiming to become listed. Since then, Mr. Hattori has demonstrated his achievements within the Company mainly as Director and General Manager of Administration Headquarters. The Company has determined that Mr. Hattori carries out his duties as Director in an appropriate manner.

Mrs. Hiromi Tazaki is the wife of Mr. Tadayoshi Tazaki, the founder of the Company, and has been a Director of the Company since its establishment. Since joining T. TAZAKI&Co Ltd of the U.K. in May 1981, Mrs. Tazaki has been involved in management of the recruitment business in eleven countries. The Company has determined that she carries out her duties as Director in an appropriate manner.

Mr. Tadayoshi Tazaki is the founder of the Company and a Director since its establishment. Since establishing T. TAZAKI&Co Ltd in the U.K. in November 1974, Mr. Tazaki has developed the recruitment business in eleven countries. The Company has determined that he carries out his duties as Director in an appropriate manner.

8. The number of Company shares held by the aforementioned candidates for Director as of December 31, 2018.

Proposal 4: Election of 1 Substitute Audit & Supervisory Board Member

To prepare for any shortage in the number of Audit & Supervisory Board Members from the number provided for in laws and regulations, it is proposed that 1 Substitute Audit & Supervisory Board Member be elected.

The Audit & Supervisory Board has consented to this proposal.

The candidate for Substitute Audit & Supervisory Board Member is as follows:

Name (Date of birth)	Past experience (Significant concurrent positions)		Number of shares of the Company held
	April 1992	Registered as a lawyer	
	August 1996	Assistant to the Office of Practicing Attorney Professor for Civil	
		Advocacy of The Legal Training and Research Institute of Japan	
Masataka Iwasaki	September 2004	Joint establishment and Partner of Nijinohashi Law Offices	
(November 28, 1964)		(to present)	_
	April 2010	Practicing Attorney Professor for Civil Advocacy of The Legal	
		Training and Research Institute of Japan	
	April 2013	Professor at Sophia Law School (to present)	

(Notes)

- 1. No conflict of interest exists between the Company and the candidate for Substitute Audit & Supervisory Board Member.
- 2. The candidate fulfills the requirements for External Audit & Supervisory Board Member, and is nominated as a Substitute External Audit & Supervisory Board Member.
- 3. The candidate fulfills the requirements for independent Audit & Supervisory Board Member based on provisions of the Tokyo Stock Exchange, and is nominated as a substitute independent Audit & Supervisory Board Member.
- 4. Mr. Masataka Iwasaki has been nominated as a candidate for External Audit & Supervisory Board Member mainly for the reason that he will provide advice and recommendations to ensure adequacy and fairness from his professional viewpoint as a lawyer.
 - The Company has determined that Mr. Masataka Iwasaki executes his duties as an External Audit & Supervisory Board Member in an appropriate manner as he possesses sufficient insight into the auditing operations of companies from the legal knowledge and experience he has gained over many years as a lawyer.

Proposal 5: Revision to Remuneration for Directors

Pursuant to the resolution of the 28th Annual General Meeting of Shareholders held on March 25, 2015, the amount of remuneration for Directors of the Company is 500 million yen or less per year (excluding employee salaries). Since then it has been four years, and taking into consideration the various circumstances including changes in economic conditions, as well as the possibility of increasing the number of Internal and External Directors resulting from business expansion in the future, the Company proposes the amount of remuneration for Directors be set at 1,000 million yen or less per year (excluding employee salaries).

The number of eligible Directors will be six (including two External Directors) if the proposal of the election of Directors is approved as proposed at this Annual General Meeting of Shareholders.