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Securities code: 7088

June 5, 2020

To Our Shareholders

Tsutomu Sato
President
Forum Engineering Inc.
2-10-4 Toranomom Minato-ku Tokyo

Notice of the 40th Annual General Meeting of Shareholders

We are pleased to announce that the 40th Annual General Meeting of Shareholders of Forum Engineering Inc. (the “Company”) will be held as indicated below.

If you are unable to attend the Meeting in person, you may exercise your voting rights in writing. Please review the attached Reference Documents for General Meeting of Shareholders, and indicate your approval or disapproval of the proposals in the enclosed voting form and then return the form to the Company by postal mail so that your vote is received by 6:00 p.m. on Tuesday, June 23, 2020 (JST).

- 1. Date and Time:** Wednesday, June 24, 2020 at 10:00 a.m. (JST)
- 2. Venue:** Maple, 7th Floor, The Okura Prestige Tower
2-10-4 Toranomom Minato-ku Tokyo

3. Purpose of the Meeting

Matters to be reported

The Business Report and the Financial Statements for the 40th fiscal year
(from April 1, 2019 to March 31, 2020)

Matters to be resolved

- Proposal No. 1** Appropriation of Surplus
Proposal No. 2 Election of One (1) Director

- When you attend the meeting, you are kindly requested to present the enclosed voting form at the reception.
- Pursuant to the provisions of applicable laws and regulations and Article 15 of the Articles of Incorporation of the Company, among the documents to be provided in this notice, “Notes to Financial Statements” are posted on the Company’s website and are thus omitted from this notice.
- Accordingly, the documents provided in this notice are part of the documents that were audited by the Corporate auditors and the Independent auditor in preparing the Audit Reports.
- If there are revisions to the Reference Documents for the General Meeting of Shareholders, Business Report or Financial Statements, the revised information will be posted on the Company’s website (<https://www.forumeng.co.jp/ir/>) (Japanese only).

Reference Documents for General Meeting of Shareholders

Proposal No. 1 Appropriation of Surplus

Returning appropriate levels of profits to all shareholders is one of the most important management issues for the Company and as a matter of basic policy, returns to shareholders are implemented based on business results.

The Company proposes the year-end dividends for the 40th fiscal year, in consideration of the performance for this fiscal year and future business development, as follows:

Year-end dividends

- (1) Type of dividend property
To be paid in cash.
- (2) Allotment of dividend property and their aggregate amount
The Company proposes to pay a dividend of ¥48 per common share of the Company. In this event, the total dividends will be ¥1,280,347,200.
- (3) Effective date of dividends of surplus
The effective date of dividends will be June 25, 2020.

Proposal No. 2 Election of One (1) Director

The Company seeks approval to increase the number of Directors by one (1) Director to further enhance the management system. In addition, as provided for in the Company’s Articles of Incorporation, the term of office of the newly elected Director will be until the terms of office of the other currently serving Directors expire.

The candidate for Director is as follows. In selecting the candidate, the Board of Directors of the Company made the decision after having the matter discussed by the Nomination and Remuneration Committee, an optional advisory body.

Name (Date of birth)	Career summary, and position and responsibility in the Company (Significant concurrent positions outside the Company)	Number of the Company’s shares owned
Teruyuki Akiyama August 19, 1973	Apr. 1996 Joined The Daiei, Inc. Aug. 2004 Joined Vector, Inc. May 2009 Director, Vice President, Corporate Executive Officer of Vector, Inc. Apr. 2020 Joined the Company Senior Executive Officer (present)	0 shares

- Notes:
1. After serving in administrative roles in the human resources department at a first-section listed company, Teruyuki Akiyama participated in the startup of a human-resources consulting company where he assumed the office of Director, Vice President. In April 2020, he joined the Company as Senior Executive Officer. The Company proposes Mr. Akiyama as a candidate for Director as it deems he will be able to utilize his expert insight gained from his experience in the human resources field throughout his career together with his proven track record and personal qualities as a corporate manager over many years to enhance the management and supervisory functions of the Company’s Board of Directors.
 2. There is no special interest between the candidate and the Company.