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Stock code: 4848
March 11, 2021

Kazuki Sakamaki
President, Representative Director and CEO
Fullcast Holdings Co., Ltd.
8-9-5 Nishi-Gotanda, Shinagawa-ku, Tokyo

CONVOCAATION NOTICE OF THE ORDINARY GENERAL MEETING OF SHAREHOLDERS FOR THE 28TH FISCAL YEAR

Dear Shareholders:

Notice is hereby given that the Ordinary General Meeting of Shareholders for the 28th fiscal year will be held as described below. Your attendance is cordially requested.

At this meeting, measures to prevent the spread of COVID-19 will be implemented. Nevertheless, we encourage all shareholders to exercise their voting rights this year by postal mail instead of attending the meeting in person. To exercise your voting rights in advance, please review the Reference Material for the Ordinary General Meeting of Shareholders below and indicate your approval or disapproval for each proposal using the form enclosed. Votes must be received by no later than 6:30 pm on Thursday, March 25, 2021 (Japan Standard Time).

- 1. Date and time:** Friday, March 26, 2021, at 10:00 am (Doors open at 9:00 am)
- 2. Venue:** 5F, ZUIUN, Hotel Mielparque Tokyo, 2-5-20 Shibakoen, Minato-ku, Tokyo
- 3. Agenda for the Meeting**

Subject for Report

1. Business Report and Consolidated Financial Statements and Non-Consolidated Financial Statements for the 28th Fiscal Year (January 1 to December 31, 2020)
2. Audit Report of Consolidated Financial Statements from the Accounting Auditor and Audit & Supervisory Committee

Subject for Resolution

Proposal: Selection of 4 Directors (excluding Directors who are Audit & Supervisory Committee Members)

4. Other

If you are unable to attend the meeting, you may have another shareholder with voting rights attend in your place as a proxy. However, please note that you will need to submit a written power of attorney document validating your appointment of the individual as your proxy.

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- Please submit the enclosed voting right exercise form to the registration desk on the day of the meeting.
 - If revisions to the Reference Material for the Ordinary General Meeting of Shareholders, Business Report, Consolidated Financial Statements and Non-Consolidated Financial Statements arise, they will be published on the Company's website (<https://www.fullcastholdings.co.jp>).

Response to Prevent COVID-19 Infections at the Ordinary General Meeting of Shareholders

The Company's Response:

- Officers and staff at the meeting will wear masks. Furthermore, a plastic shield will be placed in front of the chair's seating position to prevent any possible airborne spread. President, Representative Director and CEO, who serves as the chair, and other Directors will remove their masks when seated behind the shield. In addition, the meeting staff in some cases may wear gloves. We ask for your understanding in these efforts to prevent the spread of COVID-19.
- Alcohol disinfectant will be placed at multiple locations, including near the venue entrance.
- The meeting staff will participate after first checking their physical condition, including measuring their temperature.
- The seats at the venue will be arranged with sufficient distance between them.
- During the Q&A session, the microphone will be disinfected after each shareholder question or comment.

Requests to Attending Shareholders:

- We ask that everyone attending take steps to prevent the spread of COVID-19, including the wearing of masks, entry after checking infection information on the day of the meeting, and monitoring your own health condition.
- Please cooperate with body temperature checks at the registration desk. Shareholders with a body temperature of 37.5°C and above will not be allowed to enter the venue.
- We ask that everyone at the venue wears a mask and uses alcohol disinfectant.
- When seated, be sure to keep one seat between you and other attendees open. However, in the event that a large number of shareholders attend, you may be asked to sit alongside another person.
- During the Q&A session, please approach the stand-up microphone inside the venue to ask your question or make a comment. Afterwards, please return to your own seat.
- Please be aware that staff will speak to visiting shareholders who appear ill.
- The registration desk is usually crowded between 9:45AM and 10:00AM, so please provide yourself with ample time to check in to ensure adequate social distancing.

We kindly ask for your understanding and cooperation in view of the current situation.

**REFERENCE MATERIAL
FOR THE ORDINARY GENERAL MEETING OF SHAREHOLDERS**

Proposals and Reference Information

Proposal: Selection of 4 Directors (excluding Directors who are Audit & Supervisory Committee Members)


The term of all 4 Directors (excluding Directors who are Audit & Supervisory Committee Members; hereinafter the same shall apply for this proposal) will expire at the end of this general meeting of shareholders. As a result, the Company requests the selection of 4 Directors.

Although the Audit & Supervisory Committee reviewed this proposal, no opinion was given.

Candidates for Directors are as follows:

Candidate number	Name (Date of birth)	Career highlights and significant concurrent positions Status and responsibilities at the Company	Number of Company's shares owned by the candidate
1	<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">Re Inside</div> <p style="margin: 0;">Takehito Hirano (Aug. 25, 1961) (age 59)</p>	<p>Apr. 1984 Joined Harvest Futures Inc.</p> <p>Sept. 1990 Established Resort World Co., Ltd. (currently Fullcast Holdings Co., Ltd.) and served as Representative Director</p> <p>July 2006 Representative Director of Fullcast Marketing Co., Ltd. (currently F-PLAIN Corporation)</p> <p>Sept. 2007 Director of the Company</p> <p>Dec. 2009 Managing Director and Advisor of the Company</p> <p>Mar. 2015 Managing Director and Chairman of the Company (present post)</p> <p>Apr. 2017 Representative Director and Chairman of F-PLAIN Corporation (present post)</p> <p>Oct. 2018 Director of Advancer Global Limited (present post)</p> <p>[Status of significant concurrent positions]</p> <p>Representative Director and Chairman of F-PLAIN Corporation Director of Advancer Global Limited</p>	– shares
<p>Reason for selection as candidate for Director: Takehito Hirano has sufficiently fulfilled his role in supervising business execution and the management of Board of Directors' meetings utilizing his wealth of experience as an entrepreneur and business owner, as well as his broad scope of knowledge in the staffing services industry. Therefore, the Company requests his re-election as Director because it believes he will continue to fulfill an appropriate role as Director in supervising management and business execution.</p>			


- Notes:
1. There are no special interests between Takehito Hirano and the Company.
 2. Takehito Hirano currently serves as a Director of the Company. He has served as Director for a period of 6 years as of the end of this general meeting of shareholders.
 3. The Company has not concluded a liability limitation contract with Takehito Hirano limiting his liability for damages per Article 423, Paragraph 1 of the Companies Act up to the limit set forth by law per Article 31, Paragraph 2 of the Articles of Incorporation.
 4. The Company has concluded liability insurance covering all directors. This insurance covers damages arising from claims related to the responsibilities assumed by or pursued against directors as the insured in the execution of their duties. If Takehito Hirano is appointed as directors, he will be covered under this insurance policy, which we plan to renew in September 2021.

Candidate number	Name (Date of birth)	Career highlights and significant concurrent positions Status and responsibilities at the Company	Number of Company's shares owned by the candidate
2	<div style="text-align: center;">  Kazuki Sakamaki (Sept. 30, 1970) (age 50) </div>	Apr. 1989 Joined AI Tsusho Co., Ltd. Feb. 1995 Joined Fullcast Co., Ltd. (currently Fullcast Holdings Co., Ltd.) Oct. 2005 Representative Director of Fullcast HR Institute Co., Ltd. (currently Fullcast Co., Ltd.) Oct. 2007 Corporate Executive Officer, General Manager of the Business Engineering Dept. of Fullcast Co., Ltd. Oct. 2008 Corporate Executive Officer, General Manager of the Tokai & Kansai Sales Dept. of Fullcast Co., Ltd. June 2009 Representative Director of Fullcast Co., Ltd. Dec. 2011 Director of the Company Jan. 2013 President and Representative Director of Fullcast Co., Ltd. (present post) Jan. 2014 President, Representative Director and CEO of the Company (present post) [Status of significant concurrent positions] President and Representative Director of Fullcast Co., Ltd.	104,646 shares
Reason for selection as candidate for Director: As a Director in charge of business execution, Kazuki Sakamaki has sufficiently fulfilled his role in supervising business execution and decision making regarding material matters of the Company's management, having provided appropriate explanations for resolutions and reports presented to the Board of Directors. He has also led management as the President, Representative Director and CEO and has contributed to sustained enhancement of corporate value by realizing further business growth, having pushed forward the Medium-Term Management Plan that commenced in the fiscal year ended December 2016. Based on these qualifications, the Company requests his re-election as Director because it believes he is an ideal choice and will continue to work to achieve sustained growth of the Company through his leadership of management as President, Representative Director and CEO.			

- Notes:
- There are no special interests between Kazuki Sakamaki and the Company.
 - The number of Company's shares owned by the Kazuki Sakamaki represents the effective number of shares including those held through Fullcast Holdings Co., Ltd.'s executive stock ownership plan.
 - Kazuki Sakamaki currently serves as a Director of the Company. He has served as Director for a period of 9 years and 3 months as of the end of this general meeting of shareholders.
 - The Company has concluded liability insurance covering all directors. This insurance covers damages arising from claims related to the responsibilities assumed by or pursued against directors as the insured in the execution of their duties. If Kazuki Sakamaki is appointed as directors, he will be covered under this insurance policy, which we plan to renew in September 2021.

Candidate number	Name (Date of birth)	Career highlights and significant concurrent positions Status and responsibilities at the Company	Number of Company's shares owned by the candidate
3	<div style="text-align: center;"> Re Inside </div> <p>Takahiro Ishikawa (July 22, 1967) (age 53)</p>	<p>Sept. 1990 Senior Managing Director of Resort World Co., Ltd. (currently Fullcast Holdings Co., Ltd.)</p> <p>Sept. 2000 Representative Director of Fullcast Factory Co., Ltd.</p> <p>Apr. 2006 Representative Director of Fullcast Central Co., Ltd.</p> <p>Jan. 2012 Director of STARTLINE Co., Ltd. (present post)</p> <p>May 2012 Representative Director of Beat Co., Ltd.</p> <p>Dec. 2014 Representative Director of Beatech Co., Ltd.</p> <p>Mar. 2016 Director of the Company (present post)</p> <p>June 2016 Representative Director and Chairman of Beat Co., Ltd. (present post)</p> <p>Jan. 2017 Representative Director and Chairman of Beatech Co., Ltd. (present post)</p> <p>[Status of significant concurrent positions] Representative Director and Chairman of Beat Co., Ltd. Director of STARTLINE Co., Ltd. Representative Director and Chairman of Beatech Co., Ltd.</p>	154,600 shares
<p>Reason for selection as candidate for Director: Takahiro Ishikawa possesses knowledge and experience as a business manager in the specialized short-term operational support service industry within the broader staffing services industry. He has played an important role in the oversight of management and business execution of the Board of Directors. Given these qualifications, the Company requests his re-election as Director because it believes he is an ideal choice for continuing to carry out the oversight of management and business execution as Director.</p>			

- Notes:
1. There are no special interests between Takahiro Ishikawa and the Company.
 2. Takahiro Ishikawa currently serves as a Director of the Company. He has served as Director for a period of 5 years as of the end of this general meeting of shareholders.
 3. The Company has not concluded a liability limitation contract with Takahiro Ishikawa limiting his liability for damages per Article 423, Paragraph 1 of the Companies Act up to the limit set forth by law per Article 31, Paragraph 2 of the Articles of Incorporation.
 4. The Company has concluded liability insurance covering all directors. This insurance covers damages arising from claims related to the responsibilities assumed by or pursued against directors as the insured in the execution of their duties. If Takahiro Ishikawa is appointed as directors, he will be covered under this insurance policy, which we plan to renew in September 2021.

Candidate number	Name (Date of birth)	Career highlights and significant concurrent positions Status and responsibilities at the Company	Number of Company's shares owned by the candidate
4	<div style="text-align: center;">  </div> <p>Shiro Kaizuka (Oct. 3, 1961) (age 59)</p>	<p>Sept. 1990 Senior Managing Director of Resort World Co., Ltd. (currently Fullcast Holdings Co., Ltd.)</p> <p>May 2002 Representative Director of Fullcast Technology Co., Ltd. (currently YUME TECHNOLOGY Co., Ltd.)</p> <p>Oct. 2002 Director of Interbiz Limited (present post)</p> <p>Feb. 2010 Representative Director of Rearvio Co., Ltd. (present post)</p> <p>Sept. 2013 Representative Director of Dimension Pockets Co., Ltd. (present post)</p> <p>Apr. 2016 Representative Partner of IPM G.K. (present post)</p> <p>June 2016 Representative Partner of One Suite G.K. (present post)</p> <p>Mar. 2017 Director of the Company (present post)</p> <p>[Status of significant concurrent positions] Representative Director of Dimension Pockets Co., Ltd. Representative Partner of One Suite G.K. Director of Interbiz Limited Representative Director of Rearvio Co., Ltd. Representative Partner of IPM G.K.</p>	75,200 shares
<p>Reason for selection as candidate for Director: Shiro Kaizuka possesses knowledge and experience as a business manager in the specialized short-term operational support service industry within the broader staffing services industry. He has played an important role in the oversight of management and business execution of the Board of Directors. Given these qualifications, the Company requests his re-election as Director because it believes he is an ideal choice for continuing to carry out the oversight of management and business execution as Director.</p>			

- Notes:
- There are no special interests between Shiro Kaizuka and the Company.
 - Shiro Kaizuka currently serves as a Director of the Company. He has served as Director for a period of 4 years as of the end of this general meeting of shareholders.
 - The Company has not concluded a liability limitation contract with Shiro Kaizuka limiting his liability for damages per Article 423, Paragraph 1 of the Companies Act up to the limit set forth by law per Article 31, Paragraph 2 of the Articles of Incorporation.
 - The Company has concluded liability insurance covering all directors. This insurance covers damages arising from claims related to the responsibilities assumed by or pursued against directors as the insured in the execution of their duties. If Shiro Kaizuka is appointed as directors, he will be covered under this insurance policy, which we plan to renew in September 2021.