

THE JAPAN SOCIETY

2019

ANNUAL GENERAL MEETING

TRUSTEE ELECTIONS

Notice of the 2019 Annual General Meeting
at the Embassy of Japan, London on Wednesday 19 June



THE JAPAN SOCIETY (THE "COMPANY")

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the ANNUAL GENERAL MEETING of the Company will be held on 19 June 2019 at 6.00pm at the Embassy of Japan, 101-104 Piccadilly, London W1J 7JT. The business of the meeting shall be to record thanks to Sponsors and Benefactors and to consider, and if thought fit, pass the following resolutions:

1. To receive and adopt the audited annual accounts of the Company for the financial year ended 31 December 2018 and the Trustees' Report.
2. To reappoint Richard Place Dobson as auditors and to authorise the Board to approve their remuneration as thought fit.
3. To elect or re-elect Ordinary Trustees of the Japan Society to fill certain vacancies arising.

BY ORDER OF THE BOARD



H C POTTER
Chief Executive

Dated: 3 June 2019

Registered office: 13/14 Cornwall Terrace, London NW1 4QP

NOTES

- 1 The full accounts may be seen on the Company's website (www.japansociety.org.uk) or may be requested in hard copy from the registered office.
- 2 A list of candidates for election or re-election to the vacancies as Ordinary Trustees, together with biographical details of the candidates, are also enclosed..
- 3 A member of the Company is entitled to appoint a proxy to exercise all or any of his or her rights to attend, speak and vote at the meeting. A form of proxy is enclosed with this notice. The proxy must be a member of the Company or, in the case of a corporate member, its authorised representative.
- 4 To be effective, the instrument appointing a proxy and any authority under which it is executed (or a certified copy of such authority) must be deposited at the registered office of the Company not less than 48 hours before the time for holding the meeting. Completion and return of the form of proxy will not preclude members from attending and voting in person at the meeting. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be terminated.
- 5 To comply with security policy at the Embassy of Japan, members are asked to notify the Society in advance of their intention to attend the AGM. Please bring a copy of your booking confirmation, together with some form of photographic ID with you to the meeting.

Appendix

Election of Trustees

The Board of the Company currently consists of a Chairman, two Vice-Chairmen, two appointed Officers (Solicitor and Treasurer), two ex officio Trustees (one additional Vice-Chairman, the deputy head of mission at the Japanese Embassy, and one Ordinary Trustee, a member of the Japanese Embassy) and ten Ordinary Trustees.

As set out in the Articles of Association, the total number of Trustees on the Board should be no more than twenty, and there should be no fewer than four Ordinary Trustees.

One-third of the Ordinary Trustees is required to retire by rotation each year. Those who have retired by rotation may stand for re-election but no one may serve for longer than six consecutive years as a member of the Board.

The Board has appointed a nominations committee currently comprising Bill Emmott (Chairman), Tetsuro Hama, Tim Harding, Sue Hudson, Shinichi Iida (ex-officio Trustee) and Heidi Potter (Chief Executive). This committee reviews the skills that are required on the Board from time to time and the succession policy; and it makes recommendations to the Board on possible future appointments.

This year it is expected that, as a result of the requirement to retire by rotation and some resignations, there will be four vacancies for Ordinary Trustees which may be filled at the annual general meeting (the "AGM").

One Ordinary Trustee, **Yoji Saito**, will retire by rotation and has indicated that he is willing to stand for re-appointment. The Board warmly recommends his re-appointment.

There are three other people standing for election to the Board as Ordinary Trustees. **Tadaharu Iizuka**, **Neil Riley**, and **Pernille Rudlin**; they share between them a varied experience and active involvement in developing links between Japanese and British communities which will be of great benefit to the Japan Society. The Board proposes their election. Biographical details of all four Ordinary Trustee candidates are set out in this Appendix.

Overall, there are four candidates for election to fill a possible four Ordinary Trustee vacancies on the Board. Members are therefore asked at the AGM to cast their votes "For" or "Against" each candidate. Members may also select the "vote withheld" option if they do not wish to vote for or against any particular candidate, although a vote withheld in this way is not a "vote" by law and will not be counted in the calculation of the proportion of votes "For" and "Against" a candidate.

We are always looking for new people to be involved with the Japan Society in different capacities, including as committee members and as Trustees and are delighted that so many people are willing to volunteer their skills to the Society. We encourage members to let us know at any time during the year if they would like to be more involved. Suggestions of names of people to be considered for committees or for the Board should be made to any member of the nominations committee or indeed any member of the Board.

Members may vote, as normal, in person at the AGM on 19 June 2019 or by proxy. A proxy form is enclosed in this booklet for this purpose.

Biographical Details of the Candidates for Ordinary Trustees 2019

TADAHARU IIZUKA

Tadaharu Iizuka has been living in the UK since 1981. He made the decision to come to the UK after working for seven years as a sales representative with a foreign-owned pharmaceutical company.

Tadaharu was born in Niigata Prefecture and raised there until the age of 15. He attended high school in Kanagawa Prefecture and studied politics at Hosei University in Tokyo.

After arriving in the UK in 1982, Tadaharu joined the Tazaki Group, working for 16 years across various business sectors, including the import of Japanese food, residential property and recruitment, and being appointed in turn as manager, general manager, and director. During his last three years with the Group he served as its Deputy Managing Director.

In 1998, Tadaharu took up the position of Managing Director for Centre People Appointments Ltd in London and has worked with the company to the present day. Centre People Appointments Ltd was a subsidiary company of Japan Centre until September 2017, before recently being taken over by Quick Co. in Japan.

Outside his work, Tadaharu is a committee member of the Japan Association in the UK and the Chairperson of Niigata Kenjin Kai.

He belongs to a Japanese Working Group which aims to establish a Japanese care home for Japanese elderly residents in the UK, as well as serving on the Sakura Cherry Tree Project committee.

Tadaharu enjoys playing golf and reading.

NEIL RILEY

Neil Riley is a banking and finance professional who specialises in dealing with the Japanese market. He has spent most of the past 25 years either living in Japan, or working in Japan-related roles.

Neil is Director, Head of Japan Desk at Barclays Bank Plc London, where he builds and maintains relationships with Japan-parented Corporates and Financial Institutions. He has also spent time in previous roles at the Bank of Tokyo Mitsubishi Ltd (London), Deutsche Bank AG (London and Tokyo), and HSBC (Tokyo and Moscow).

In the mid-2000s Neil established and ran a business in Japan: a winter sports themed travel agency and property fund aimed at international 'inbound' visitors. Through this role he spent three years living in Echigo Yuzawa, Niigata Prefecture, and was appointed as 'Tourism Spokesperson for Niigata Prefecture' (Niigata-ken Kankou Karisuma) by the local government. As a means of enhancing PR for the Niigata region, Neil once achieved the Guinness World Record for "Most Different Ski Lifts Ridden in 24 Hours" (42).

Neil read Politics and East Asian Studies (Japanese Language) at the University of Newcastle Upon Tyne. This course took him to Japan for the first time in 1994, taking one year of exchange study at Fukuoka University, Kyushu. He took his MBA at the University of Nottingham, specialising in Corporate Finance and Business Ethics and graduating with Distinction in 2012.

Neil is married with two daughters, who have joint British-Japanese citizenship.

PERNILLE RUDLIN

Pernille Rudlin was partly brought up in Japan and spent one year as a student at Hiroshima University. After graduating in Modern History & Economics from Oxford University, she was one of the first graduate trainees at the American PR firm Burson Marsteller. She then worked for Mitsubishi Corporation for 9 years in sales in London and Tokyo, and also in HR and corporate planning.

After taking an MBA at INSEAD, she worked for a British IT company, running a team of artificial intelligence programmers and was also Director of External Relations for the global marketing unit at Fujitsu.

She has been running her own business for the past 15 years, primarily representing the American firm Japan Intercultural Consulting, which provides training and consulting to hundreds of Japanese firms and their partners across Europe, Middle East and Africa.

Her interest in bridging cultures through communication, business and education has led to her becoming a trustee of New Routes Integration, which helps refugees and asylum seekers integrate into British society and an Associate of the Centre for Japanese Studies at the University of East Anglia.

She is a columnist for various Japanese publications and the author of several books and articles on cross cultural communications and business.

YOJI SAITO

Yoji Saito has spent much of his life abroad. Three years in New York from the age of six, were followed by time in Bangkok, Singapore, Dusseldorf and London as well as Japan. Having lived in London for over six years, he is particularly fond of this city.

He arrived in London in 2012 to take up the post of Product Marketing Director, Living Environment Systems at Mitsubishi Electric Europe B.V. and in 2015 was appointed President & CEO of the company and regional CEO for EMEA.

After graduating in English from Sophia University, Tokyo, he joined Mitsubishi Electric Corporation in 1983. After working in the Planning & Administration Division, Living Environment Systems at the Tokyo Head Office and in the Global Marketing Department at the Shizuoka Works, he was transferred to Mitsubishi Electric Consumer Products, Thailand in 2003 as Manager in the Marketing Division.

His time in Bangkok was followed by a posting in Singapore, before a return to Head Office in 2006. In 2010, he was appointed General Manager, Planning & Administration Division, Living Environment Systems, where he remained until his posting to London.

As well as loving county music, Yoji Saito is interested in all sport, but tennis and golf in particular. His biggest regret is not having enough time to play. His wife, Noriko, is based in Tokyo, but enjoys spending time on extended stays in London. They have three grown up daughters, all living and working in Japan.

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THE JAPAN SOCIETY

PROXY FORM for the ANNUAL GENERAL MEETING 2019

I/We, being a member of The Japan Society, hereby appoint the Chairman of the meeting (see note 3)/
..... as my/our proxy to vote for me/us at the Annual General Meeting of The Japan Society to be held on Wednesday, 19 June 2019 and at every adjournment thereof.

Name (please print)

Category of membership [] Individual [] Family [] Corporate

Name of corporate member (if applicable)

Signature

Dated 2019

Instructions to Proxy

Please indicate with an "X" in the boxes below and overleaf how you wish the proxy to vote. The Proxy will vote or withhold their vote, at his or her discretion, on (a) any resolution listed below if no instruction is given regarding that resolution and (b) on any other business transacted at the meeting.

Table with 4 columns: Resolution, For, Against, Vote withheld. Rows include: 1 Receiving the Accounts and the Trustees' Report, 2 Re-appointment of the Auditors, 3 Election of Tadaharu Iizuka as Ordinary Trustee, 4 Election of Neil Riley as Ordinary Trustee, 5 Election of Pernille Rudlin as Ordinary Trustee, 6 Re-appointment of Yoji Saito as Ordinary Trustee.

Notes

- 1 A member of The Japan Society is entitled to appoint a proxy to exercise all or any of his or her rights to attend, speak and vote at a general meeting of The Japan Society.
2 Appointment of a proxy does not preclude you from attending the meeting and voting in person. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be terminated.
3 If you wish, you may delete the words "the Chairman of the meeting" and insert the name of a proxy of

your choice. The proxy must be a member of the Japan Society or, in the case of a member which is a corporation, its authorised representative. Please initial any alteration. A proxy must attend the meeting to represent you.

- 4 The completed and signed proxy form (and, if relevant, the power of attorney or other authority under which it is signed, or a certified copy of that power or authority) must be received at 13/14 Cornwall Terrace, London NW1 4QP not less than 48 hours before the meeting or the adjourned meeting or, in the case of a poll, not less than 24 hours before the time appointed for taking the poll.
- 5 To direct your proxy how to vote on the resolutions mark the appropriate box with an 'X'. If no voting indication is given, your proxy will vote or withhold their vote at his or her discretion. Your proxy will vote (or withhold a vote) as he or she thinks fit in relation to any other matter which is put before the meeting.
- 6 The vote withheld option is provided to enable you to instruct the proxy not to vote on any particular resolution. However, it should be noted that a vote withheld in this way is not a "vote" by law and will not be counted in the calculation of the proportion of votes "For" and "Against" a resolution.
7. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power of authority) must be included with the proxy form.
8. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

Please return this form to the following address:

The Japan Society, 13/14 Cornwall Terrace, London NW1 4QP
or by email to: heidi.potter@japansociety.org.uk