

NOTICE

To: Our Business Partners

<No Neck Tie Attire>

As part of the ISO 14001 (Environmental Management System) initiative and our support for the environmental issues, we have been allowing our staff to dress in cool business office wear during summer.

We are pleased to announce that starting from December 1, 2020, we will encourage our staff to come to work without wearing a neck tie. With a “no neck tie” work place, we hope to create a comfortable workplace environment and raise environmental awareness in everyone. We seek your understanding when our staff meet you in their nonformal wear.

Please join us in our support for this “casual” attire and come in a comfortable wear when you visit us.

- Implementation period: from 1 December 2020 to 31 December 2021
- Details of the initiative: As a general rule, light clothing will be allowed without a neck tie.

*Cool business office wear (no neck tie or coat) from May to October.

1st December,2020

Matsuura Co., Ltd.

ISO Promotion Committee