

## Index Advisory Panel Administrative Guidelines

March 21, 2024

JPX Market Innovation & Research, Inc.

### Article 1. Purpose

Index Advisory Panel Administrative Guidelines (hereinafter "Guidelines") shall specify necessary matters with regard to the Index Advisory Panel (hereinafter "Panel") pursuant to the provisions of Article 10 of "Policies Concerning Calculation of JPXI Indices".

### Article 2. Topics for Discussion

1. The Panel may discuss the following topics at its meetings:
  - (1) The operation status of TSE Indices (as defined in the Policies Concerning Calculation of TSE Indices)
  - (2) Other matters regarding the operation of indices for which discussion is deemed necessary by the Panel members or the secretariat
2. The Panel will not discuss topics that could affect the stock market such as the selection/removal of individual component issues for an index or specific criteria for calculating indices.

### Article 3. Panel Members

1. Panel members shall be chosen from the following entities:
  - (1) Entities who have entered into a license agreement for index usage with JPX Market Innovation & Research, Inc. (hereinafter "JPXI").
  - (2) Entities with whom JPXI deems to have an indirect license agreement through entrustment, etc. by such entities to third party licensees
2. From the officers and employees of each Panel member, JPXI shall appoint one (1) person with expert knowledge on the operation of JPXI indices as a representative member.
3. The term of office for Panel members and representative members shall be one (1) year.
4. The term of office of a Panel member or a newly appointed representative member shall be the remaining term of office of the other current Panel members and representative members.
5. JPXI will send a letter of commission and a letter of acceptance to each chosen

candidate for Panel member. If the candidate accepts the commission, he/she is required to submit the letter of acceptance to JPXI.

6. A temporary Panel member(s) may be appointed if the Panel deems it necessary.

#### Article 4. Panel Meetings

1. Panel meetings will be called at the request of JPXI.
2. When JPXI intends to call a meeting of the Panel, JPXI shall notify the date, venue (if the event is to be held by telephone or other means, a statement to that effect), agenda and other necessary information to representative members in advance. However, this shall not apply if JPXI deems the meeting particularly urgent.
3. When JPXI deems it necessary, JPXI may allow representative members to attend meetings by telephone or other means.
4. JPXI shall, in principle, hold Panel meetings at least once a year.

#### Article 5. Secretariat

1. The secretariat of the Panel shall be the JPXI Index Business Department.
2. The secretariat shall engage in administrative communications, support for administering meetings, maintenance of records, and other work in relation to the Panel.

#### Article 6. Mandate

In addition to matters specified in the Guidelines, JPXI shall specify matters necessary for administering the Panel on a case-by-case basis.

(Reference Translation)

### Revision History

Date of Publication	Details
April 1, 2020	– The first edition
October 1, 2022	– Corrected erroneous descriptions
April 4, 2022	– Made revisions in line with the business transfer to JPXI (applied on April 1, 2022 retroactively)
March 21, 2024	– Made revisions in line with the name change of “Policies Concerning Calculation of TSE Indices”

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