

**The Council of Experts on the Stewardship Code (FY2019)**  
**Council Operation Guidelines (Draft)**

(October 02, 2019)  
(Council agreement)

(Operation of the Council)

Article 1 The proceedings and other operations of the Council of Experts on the Stewardship Code (FY2019) (the “Council”) shall be as prescribed in these operation guidelines.

(Convocation of Meetings)

Article 2 The meetings shall be convened by the chairman.

2 The chairman shall announce to the public without delay as soon as the time and date of the meeting to be convened are determined, by methods deemed appropriate by the chairman.

(Chairman)

Article 3 The chairman shall chair the Council and arrange the proceedings.

(Hearing of Opinions)

Article 4 The chairman may request the attendance of academic experts, staff of related administrative institutions, and other persons deemed appropriate and request their opinions as needed.

(Open Meetings)

Article 5 The meetings of the Council shall be open.

2 In addition to matters prescribed in the preceding clause, the chairman shall decide the matters necessary for publication.

(Preparation and Publication of Meeting Minutes)

Article 6 The meeting minutes of the Council shall be prepared and published for each meeting.

(Publication of Council Materials)

Article 7 Materials of the Council shall be made public.

(Miscellaneous)

Article 8 In addition to matters prescribed in this Operation Guideline, the chairman shall decide the matters necessary in relation to the Council.