

**Final Shareholder Voting Results  
(Extraordinary Report)**

**June 27, 2022**

<Translation>

**RICOH Company, Ltd.**

Document filing	Extraordinary Report
Submitted with	Director-General of Kanto Local Financial Bureau
Filing date	June 27, 2022
Company	Ricoh Company, Ltd.
Name and title of representative	Yoshinori Yamashita, President and CEO
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Place for public inspection	Tokyo Stock Exchange, Inc. 2-1 Nihombashi Kabutocho, Chuo-ku, Tokyo

## 1. Reason for Filing

As the following items were resolved at the 122nd Ordinary General Meeting of Shareholders (the “Meeting”) of Ricoh Company, Ltd. (the “Company”) held on June 24, 2022, the Company hereby files this Extraordinary Report pursuant to the provisions of Article 24-5, Paragraph 4 of the Financial Instruments and Exchange Act and Article 19, Paragraph 2, Item 9-2 of the Cabinet Office Ordinance on Disclosure of Corporate Affairs.

## 2. Content of the Report

### (1) Date of the Ordinary General Meeting of Shareholders:

June 24, 2022

### (2) Details of items resolved:

Agenda Item 1: Partial Amendments to the Articles of Incorporation (1)  
(Amendments to enable general meetings of shareholders to be held without a designated location)

It was resolved to add Article 13, Paragraph 2 of the Articles of Incorporation to allow the Company to hold a virtual-only general meeting of shareholders only in emergency situations, such as the occurrence of various infectious diseases and natural disasters.

Agenda Item 2: Partial Amendments to the Articles of Incorporation (2)  
(Amendments to prepare for the introduction of the system for electronic provision of materials for general meetings of shareholders)  
The amendment provisions stipulated in the proviso of Article 1 of the supplementary provisions of the “Act Partially Amending the Companies Act” (Act No. 70 of 2019) will be enforced on September 1, 2022. Accordingly, in order to prepare for the introduction of the system for electronic provision of materials for general meetings of shareholders, it was resolved to delete Article 17 of the current Articles of Incorporation (Disclosure and Deemed Provision of Reference Materials for General Meeting of Shareholders via the Internet); newly establish Article 17 (Electronic Provision Measures, Etc.); and establish supplementary provisions related to the effective date, etc.

Agenda Item 3: Appropriation of surplus  
Year-end dividends  
(1) Type of dividend assets  
Cash  
(2) Matters concerning allocation of dividend assets and the total amount  
¥13 per common share of the Company  
Total: ¥8,286,175,014  
(3) Effective date of the surplus distribution  
June 27, 2022

Agenda Item 4: Election of eight (8) Directors  
Yoshinori Yamashita, Seiji Sakata, Akira Oyama, Masami Iijima, Mutsuko Hatano, Keisuke Yokoo, Sadafumi Tani, and Kazuhiko Ishimura

Agenda Item 5: Payment of bonuses to Directors  
It was resolved to pay bonuses amounting to ¥29.69 million to five (5) Directors (excluding Outside Directors) who were in office during FY2021.

(3) The number of voting rights which represent either for, against or abstention on items resolved; requirements for the approval of the resolutions and their results:

1) Total number of voting rights

Number of shareholders who were entitled to vote 40,256  
Number of voting rights 6,366,928

2) Number of shareholders who have exercised their voting rights, etc.

Number of shareholders who have exercised their voting rights 15,662  
Number of voting rights exercised 5,648,523  
(Exercise ratio: 88.71%)

\* Of the number of voting rights exercised for each agenda item, the minimum number of voting rights exercised (agenda item 1) is stated.

Items Resolved	Resolution Results				Ratio of Affirmative Votes (%)
	Result	For (Number of voting rights)	Against (Number of voting rights)	Abstaining (Number of voting rights)	
Agenda Item 1	Approved	5,511,743	135,857	923	97.57%
Agenda Item 2	Approved	5,645,294	2,508	731	99.94%
Agenda Item 3	Approved	5,645,349	2,448	736	99.94%
Agenda Item 4	Approved				
1. Yoshinori Yamashita	Approved	4,267,713	1,380,082	731	75.55%
2. Seiji Sakata	Approved	4,372,039	1,275,762	731	77.40%
3. Akira Oyama	Approved	4,570,168	1,077,633	731	80.90%
4. Masami Iijima	Approved	4,343,245	1,304,554	732	76.89%
5. Mutsuko Hatano	Approved	4,374,887	1,272,914	731	77.45%
6. Keisuke Yokoo	Approved	4,549,988	1,097,812	731	80.55%
7. Sadafumi Tani	Approved	4,570,374	1,073,856	4,302	80.91%
8. Kazuhiko Ishimura	Approved	5,630,129	17,673	731	99.67%
Agenda Item 5		4,565,565	1,082,238	731	80.82%

(Note) The approval requirements for each agenda item are as follows:

Agenda Item 1 and Agenda Item 2: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by two-thirds of voting rights held by attending shareholders

Agenda Item 3 and Agenda Item 5: A majority of voting rights held by shareholders in attendance

Agenda Item 4: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by a majority of voting rights held by attending shareholders