

News Release



To the members of the press:

January 19, 2021

JTB Business Travel Solutions Inc.

J's NAVI NEO, the business trip expense and costs adjustment management cloud service is certified by JIIMA, which meets the requirements of the Electronic Books Maintenance Act

JTB's group company, JTB Business Travel Solutions, which provides business trip expense and cost adjustment management solutions (headquarters: Koto-ku, Tokyo; Representative Director and President Executive Officer: Masamitsu Shibuya; hereinafter called JTB-CWT) is certified (certificate number 004100-00) as an electronic storage software that meets the requirements of the Electronic Books Maintenance Act of Japan Image and Information Management Association (herein after referred to as "JIIMA") on January 8, 2021.

With the certification, J's NAVI NEO is approved to meet the requirements of the Electronic Books Maintenance Act under the fair confirmation by the third-party organization. JTB Business Travel Solutions will continue to meet those requirements, contribute to promoting efficiency and digitalization of the cost adjustment operations of all our customers, and make every effort to increase ease of use for our customers.

Certification Schemes for Electronic Storage Software to meet the Electronic Books Maintenance Act Requirements are designed to check whether the commercially supplied software meets the requirements of the Electronic Books Maintenance Act and to grant certification of the software that meets enough requirements. By installing JIIMA certified software, customers can install the systems securely without confirming whether the system meets the requirements of the Electronic Books Maintenance Act. It also allows customers to skip some items to fill in in the approval request form to submit to the tax office to store electronic data of national

tax related books, which reduces the procedures.

About JIIMA

Japan Image and Information Management Association (JIIMA) is a public entity, which is committed to public awareness activities regarding image and information management. To promote public awareness, JIIMA organizes exhibitions and seminars about image and information management, promotes standardization of the image and information management and easing of legal regulations, and develops human resources to manage images and information.

<http://www.jiima.or.jp/>

About Certification Schemes for Electronic Storage Software to meet the Electronic Books Maintenance Act Requirements

Functional specifications of electronic storage software used for national tax related documents in accordance with the Electronic Books Maintenance Act are fairly checked by the third-party organization based on the functions that are publicly shared on instruction manuals, and the certification review committee deliberates following the confirmation that the software is equipped with all the necessary functions, and grants certification. Certified products are publicly shared on the websites of JIIMA and National Tax Agency respectively, and the logo display will be approved.

JIIMA

Based on the revised law in 2019

Certification Schemes for Electronic Storage Software to meet the Electronic Books Maintenance Act Requirements

-Products certified as an electronic storage software that meets requirements of the Electronic Books Maintenance Act (JIIMA website)

<https://www.jiima.or.jp/activity/certification/denchouhou/software.list/>

-List of information of JIIMA certification (electronic storage software that meets requirements of the Electronic Books Maintenance Act/ National Tax Agency website)

<https://www.nta.go.jp/taxes/tetsuzuki/shinsei/annai/hojin/pdf/JIIMA.list.2.pdf>

- Overview of J' sNAVI NEO -

J' sNAVI NEO is a SaaS type business trip and integrated cost adjustment management cloud service, which integrates an online business trip arrangement

system and business trip and cost adjustment workflows. With this all-in-one cost adjustment solution, not only the applications, arrangements, cost adjustments, and payments for domestic and overseas business trips but also daily travel costs and entertainment costs adjustments can be implemented. Those operational workloads will be reduced and become more efficient by unifying dispersed operations and information.

-Features of J' sNAVI NEO-

-Can be used for daily costs adjustment applications and costs adjustments, including the import of corporate card statements, import of IC cards of transportation companies, linkage with fare search software, and operations using smartphones, and can be linked to accounting software by CSV.

-Realizes paper elimination for cost adjustment in the system without changing the existing business trip and cost rules because the system allows various kinds of checking and the establishment of detailed rules.

-Because business trips can be arranged using the JTB online reservation system, ticket fees will be charged in a lump sum to the company at a later date. No cash payments nor receiving of receipts; the system easily realizes the paper elimination for the business trip arrangements.

-The system meets the requirements of the Electronic Books Maintenance Act. (Acquisition of JIIMA certification)

The website of J' sNAVI NEO: <https://www.jsnavineo.com>

[About JTB Travel Business Solutions]

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