

(The following is an unofficial translation based on the original.)

March 31, 2021
Mitsui O.S.K. Lines, Ltd.

MOL Establishes Action Plan Based on
'Act on Advancement of Measures to Support Raising Next-Generation Children'

Mitsui O.S.K. Lines, Ltd. (MOL) has established the following the action plan to help all employees achieve work-life harmony, demonstrate their maximum enthusiasm and vitality to perform at their full potential, and gain fulfillment from their work.

1. Action period

April 1, 2021 ~ March 31, 2023 (two years)

2. Details

Target (1) Continually promote flexible workstyles and continue initiatives on reduction of overtime work
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FY2021 ~

- Ease restrictions of “working hours” and “workplaces” and expand systems to realize flexible workstyles (remote working system, flex time system, etc.) and promote use of those systems, improve productivity through office reforms such as expansion of the free address system, and encourage paperless work.
- Regularly inform employees via email about how many overtime work hours they have used, announce results of overtime-reduction measures division by division on the intranet, and take other initiatives to help employees “visualize” working hours. Hold interviews with employees who are working long hours, as well as their managers.
- Provide information on labor-management issues in remote working, and introduce a system to simplify management.

Target (2) Increase usage rate of paid-leave to 60% or higher by end FY2022 (Note) Include special leave (paid leave) granted as summer and winter season leave, in addition to annual leave./Excluding employees at sea.

FY2021 ~

- Encourage usage of all summer and winter season leave, and ask management personnel and employees to take one day of paid leave per month.

- Set targets to use annual leave division by division, and prepare an annual leave usage chart for each team. Visualize the degree of achievement of annual leave usage targets.
- Determine the amount of annual leave taken and remaining number of days in the system, and contact targeted employees and their managers by email to tell them how much leave they have and how much they have used.

Target (3) Encourage use of child care support system, foster awareness, and create a workplace culture that helps balance work and child care.

FY2021 ~

- Continually build awareness of internal support systems for childbirth and childcare, and provide a place for information exchange.
- Provide seminars and programs to promote awareness of the importance of active roles for diverse personnel in the workplace.