

2020.03.03

Mitsui Chemicals, Inc.

## **Regarding Internal Countermeasures Against Novel Coronavirus**

### **Mitsui Chemicals Head Office employees to work from home**

Mitsui Chemicals, Inc. (Tokyo: 4183; President & CEO: Tsutomu Tannowa) today announced that to minimize risks surrounding the novel coronavirus and help prevent its spread, the company will bolster its efforts here by taking the following countermeasure.

#### **Novel Coronavirus Countermeasure**

- |             |  |
|-------------|--|
| 1. Target   | Employees, including temporary workers, at Mitsui Chemicals Head Office in Shiodome (approx. 1,300 people)                   |
| 2. Period   | March 4, 2020 (Wednesday) – March 19, 2020 (Thursday)  |
| 3. Response | As a general rule, employees will work via telecommuting.* <sup>1</sup>  |
| 4. Other    | Separate decisions will be made for employees at other company locations based on the situation going forward.* <sup>2</sup> |

\*<sup>1</sup> In cases where work duties require an employee to attend in person, permission to go to Mitsui Chemicals Head Office will be obtained from each Division. However, to prevent office congestion due to such commutes, Mitsui Chemicals will utilize a system of staggered working hours.

Mitsui Chemicals will also continue with its existing countermeasure of generally prohibiting both domestic and overseas business trips.

\*<sup>2</sup> Today's announcement does not apply to other offices and works.

Decisions for our Subsidiaries & Affiliates in Tokyo will be made on a case-by-case basis.