

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

March 31, 2023  
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, 2023 ~ March 31, 2025

2. Details

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

**FY2023~**

- Promote the review and use of various systems to reduce constraints on working time and place and to achieve flexible working styles.  
(Telecommuting system, Flextime system, Reduced working hours for childcare, Overtime work exemption according to user needs, etc) 。
- Improving productivity through workplace reform (expansion of the free address system, Expansion of flexible work space, Expansion of video conferencing systems, promotion of paperless, etc) 。
- Visualization of overtime work (Periodic notification of performance and company-wide disclosure of performance by department and team) , and continuous efforts to reduce overtime work and dissemination of internal targets, rules, etc. (Mail, portal sites, internal meetings). Conduct interviews with long time workers and their managers.
- Establishment of Work Style Reform Enhancement Month and implementation of company-wide events such as “Smart Off Day” (No overtime day).

**Target (2) Increase usage rate of paid-leave (annual average) 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.

**FY2023 ~**

- Continued efforts to obtain full summer and winter holidays (7 days of special holidays).
- Ongoing efforts to actively take annual leave (at least one day per month recommended) and the creation and sharing of departmental leave schedules to facilitate and visualize planned leave taking.
- Visualization of the results of taking leave (periodic notification of the results to the principal and the superior) and continuous promotion of taking leave based on the degree of achievement of the target will be conducted.

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

FY2023~

- Providing opportunities for continuous internal publicity and information exchange on internal systems related to childbirth and childcare.
- To provide guidance and information on the system to the subject in taking childcare leave for male employees.
- Provide seminars and programs to promote awareness of the importance of active roles for diverse personnel in the workplace.