Notice to Shareholders Concerning Measures to Prevent the Spread of COVID-19 at the 101st Ordinary General Meeting of Shareholders

Thank you for your continuing support of Mitsui & Co. The purpose of this message is to inform you about the measures that we will be taking to prevent the spread of COVID-19 and protect the safety of shareholders at the 101st Ordinary General Meeting of Shareholders. We respectfully request the understanding and cooperation of shareholders in relation to these measures, which are outlined below. Regardless of their state of health, we strongly recommend that shareholders refrain from attending the meeting in person, and instead exercise their voting rights in advance using the voting card enclosed with the Notice of the 101st Ordinary General Meeting of Shareholders for the meeting, or electronically via the internet, etc. The deadline for exercising voting rights using the voting card or electronically via the internet, etc., is 5:30 p.m. (Japan standard time) on June 18, 2020 (Thursday). For details, please refer to the section “Execution of Voting Rights in Writing or Electronically (via the Internet, etc)” on Pages 75-76 of the Notice of the 101st Ordinary General Meeting of Shareholders.

If the situation changes, we will update the following information. Shareholders who are considering attendance at the meeting are requested to check this website before leaving home, on the day of the meeting.

Details

1. Notice to Shareholders

   - Date and venue:
     10 a.m., June 19, 2020 (Friday) (doors open at 9 a.m.)
     Grand Prince Hotel New Takanawa, International Convention Center Pamir (13-1, Takanawa 3-chome, Minato-ku, Tokyo)
     * The venue may be changed if it is not appropriate to be used for the meeting due to COVID-19 etc. We will immediately post information about any change on this website. Please be sure to check this website on the day of the meeting.

   - Restrictions on admission:
     To prevent the spread of COVID-19 and protect the safety of shareholders, attendees will be seated in turn with spacing of two meters in front and behind and on each side. As a result, the number of seats available will be substantially fewer than the previous year. Please be aware that if the number of attendees exceeds the level at which this spacing can be maintained, unfortunately, we will be forced to refuse admission in order to protect the safety of shareholders.

   - Shortening of the agenda:
     We plan to shorten the agenda and simplify the content of reports, etc., this year. Please note that the time provided for questions and answers will also be shorter.

   - Page for prior submission of questions:
     For shareholders who will be unable to attend at the venue, we have established a page for the prior submission of questions at the URL indicated below. On the day of the meeting, we will try to respond to questions that have been submitted in advance where there are of particular interest to many shareholders. https://form.mitsui.com/webapp/form/16694_csy_19/index.do

   - Video streaming of the General Meeting of Shareholders:
     A video of the General Meeting, including questions and answers, will subsequently be streamed on our website for shareholders to watch at home, after the meeting.

   - Cancellation of commemorative gifts, etc.:
     This year we will not distribute commemorative gifts, erect display panels, or provide beverages.
2. Requests to Shareholders, Information about Countermeasures

- We will take measures to prevent the spread of COVID-19 in the venue. Administrative staff will themselves undergo temperature checks and wear masks etc., and liquid sanitizers will be provided for such purpose.

- Shareholders who are considering attendance at the venue should monitor their health up to the day of the meeting and take the utmost care of their health. If you feel unwell, please refrain from coming to the venue. Persons with other health concerns, such as underlying health conditions, pregnancy, or those of advanced age should also consider not attending.

- Shareholders who attend in person must bring and wear masks. Shareholders who fail to bring and wear masks may be refused admission.

- Please kindly cooperate maintaining sufficient social distancing in line at the registration desk.

- When you enter the venue, your temperature will be checked using a non-contact thermometer. Any shareholder who is found to have a fever will be refused admission. Please also be aware that any shareholder who appears to be unwell may be refused admission or asked to leave the meeting venue.

- Alcohol-based sanitizers will be placed at various locations in the venue. All shareholders attending the meeting are requested to use a sanitizer before entering the venue.

- If you become unwell after entering the venue, please speak to the nearest member of the administrative staff. Kindly note that administrative staff may approach any person who appears unwell.