

July 8, 2020

To Shareholders,

Yasuo Takeuchi
Representative Executive Officer
Olympus Corporation

**Response to prevention of the spread of COVID-19 at the 152nd-term
Ordinary General Meeting of Shareholders**

We would like to take this opportunity to thank you for your continued support of our operations and business.

We will hold the 152nd-term Ordinary General Meeting of Shareholders (hereinafter called the “General Meeting of Shareholders”) on Thursday July 30, 2020 as you have been notified, but this is to inform you of our requests mentioned below to prevent the spread of the novel coronavirus (COVID-19) giving top priority to your health and safety. We would appreciate your understanding and cooperation in this regard.

【Requests to shareholders】

- We would like you to be mindful of the COVID-19 infection status and kindly ask you to refrain from coming to the venue on the day of the General Meeting of Shareholders.
- Since you are able to exercise your voting rights in advance by voting card (postcard) or the Internet, etc. for the General Meeting of Shareholders, please actively use the alternative ways of exercising voting rights. Please see page 2-3 of the convocation notice for details.
- The General Meeting of Shareholders will be streamed live on the day. Therefore, you may view the General Meeting of Shareholders without coming to the venue (Please see the back for details).

【Requests to those shareholders coming to the venue】

- When you come to the venue, we ask for your cooperation in wearing a face mask and disinfecting your fingers.
- We will measure your body temperature by a thermography at the entrance of the reception. Those shareholders who have a body temperature of 37.5°C or above, and who seem to be in a bad physical condition may be asked to refrain from coming into the venue.
- To reduce a risk of contact infection, seats are spaced out in the venue. Consequently the number of seats is limited. We may restrict entry into the venue due to the limited number of seats.
- From the standpoint of preventing the spread of the COVID-19, proceedings of the General Meeting of Shareholders are to be shorter than those in the past. Please be advised in advance that we take one question from one shareholder.

【the Company’s response】

- Officers and staff of the Company will be wearing a face mask after checking their body temperature and physical conditions.
- Alcohol disinfectant will be available near the reception at the venue.
- The Company products will not be displayed at the venue of the General Meeting of Shareholders.

- ※ When big changes happen to the holding/operation of the General Meeting of Shareholders depending on details of the government announcement on the infection status until the day of the General Meeting of Shareholders, possible changes will be posted on the following website. Contents will be updated as needed, so please make sure to confirm the latest information before you come.

<https://www.olympus.co.jp/ir/stock/meeting.html>

Notice Regarding Live Streaming of the General Meeting of Shareholders

The General Meeting of Shareholders will be streamed live on the day. You will be able to view it without coming to the venue. Please do use the opportunity.

【Outline of live streaming】

Open time and date

It starts from 10:00 on Thursday July 30, 2020

How to view it

Please access “Live Streaming Video of the General Meeting of Shareholders” from the “General Meeting of Shareholders” <https://www.olympus.co.jp/ir/stock/meeting.html> (the Company’s website) for viewing.

A screen for the entry of ID and password will be displayed, so please enter the ID and password specified on page 4 of the convocation notice.

Important Notes

- Shareholders who are to view the live streaming are unable to participate in resolutions on the day of the General Meeting of Shareholders. Please exercise your voting rights by voting card (postcard) or on the Internet, etc. in advance.
- Questions and opinions cannot be accepted in the live streaming.
- The General Meeting will be streamed live in the Japanese language only.
- You may not be able to view it depending on the type of equipment or network environment you use.
- Telecommunication cost to see the Company’s website and live streaming will be borne by individual shareholders.
- In order for shareholders to view it comfortably on smartphone or tablets, we suggest that you use Wi-Fi environment.
- Provision of ID and password to a third party is strictly prohibited.
- Disclosing and providing to a third party matters regarding shareholder’s personal information and privacy of other shareholders gained through the sound and video are strictly prohibited.
- Please refrain from recording the sound and video for the purpose of making the sound and video data public.
- Considering privacy of shareholders present, only around seats of the chairman and officers will be streamed live.
- In case the live streaming is to be suspended for whatever reason, its notice will be posted on the Company’s website.

【Viewing after the end of the live streaming】

Setting the target of viewing for a week after end of the General Meeting of Shareholders, we will distribute the business report and the video of the presentation by the President on the Company’s website.