

**RULES OF CONDUCT**  
**ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**PT PAKUWON JATI, Tbk**

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**I. TIME AND VENUE**

Annual General Meeting of Shareholders of **PT Pakuwon Jati Tbk** (“The Meeting”) for the financial year 2023 will be held on:

Date : Wednesday/June 12<sup>th</sup>, 2024  
Time : 10.00 am West Indonesia Time – closing  
Venue : Sheraton Grand Jakarta Gandaria City Hotel  
Jl. Sultan Iskandar Muda, Kebayoran, Jakarta

**II. AGENDA OF THE MEETING**

The Meeting will be held with below agenda:

1. Approval and Ratification of the Company’s Annual Report for the financial year ending December 31st, 2023 and Report of Board of Directors and Supervisory Report of the Board of Comissioners.
2. Determination on the use of Net Profit for the financial year ending December 31st, 2023.
3. Determination on the remuneration (salary/honorarium, facilities and allowances) for the financial year ending on December 31st, 2024 for the Company’s Directors and Board of Comissioner.
4. Appointment of Public Accountant and/or Public Accounting Firm to conduct an audit on Company’s financial report for financial year ending on December 31st, 2024.

**III. CHAIRMAN OF THE MEETING**

In compliance with article 26 paragraph 1 of Company’s Article of Association, The Meeting will be chaired by a member of the Board of Commissioner appointed by the Board of Commissioner.

**IV. MEETING PARTICIPANTS**

Shareholders or their proxies who have the right to attend The Meeting are shareholders whose names are registered in the Company’s Shareholder Register

and Company Shareholders on the securities sub-account of PT Kustodian Sentral Efek Indonesia (KSEI) at the closing of trading of the Company's shares on the Indonesia Stock Exchange (BEI) on May 20th, 2024, at 16.00 West Indonesia Time.

## **V. INVITEES**

Invitees are not Shareholders but attending upon the invitation of The Company's Directors and do not have rights to ask questions, express opinions, or give vote in The Meeting.

## **VI. ATTENDANCE QUORUM AND DECISION MAKING QUORUM**

Attendance Quorum and Decision Making Quorum, as mentioned in article 27 paragraph 1 (a) and (f) of Company's Article of Association, are as follow:

- General Meeting of Shareholders can be commenced if the Meeting is attended by the shareholders or their proxies representing more than  $\frac{1}{2}$  (one half) of the total shares with voting rights that have been issued by The Company; and
- All Resolutions will be passed by deliberation for mutual consensus, in the event that resolution based on deliberation for mutual consensus cannot be reached, then the resolution will be legally binding when  $\frac{1}{2}$  (one half) of the shares with voting rights attending give affirmative vote.

## **VII. MATTERS RELATED TO THE AGENDA OF THE MEETING**

1. Only matters related to the Agenda of the Meeting, as written in the Meeting announcements, can be discussed in the Meeting and in compliance with the applicable rules.
2. Every question or proposal discussed in the Question and answer session during the Meeting of before voting has to meet these conditions:
  - a. Every proposal and question expressed has to be in accordance with the agenda. Chairman of the Meeting and Directors have the right to reject proposal or questions that are not directly related to the agenda.
  - b. Proposal has to be submitted in writing to Directors by 1 (one) or more shareholders who have at least  $\frac{1}{20}$  (one twentieth) of the total share with legal voting rights; the proposal should be received by the Directors no later than 7 (seven) days before the date of invitation of the Meeting.

- c. Shareholders or their proxies will be given 1 (one) opportunity to physically or electronically express question, opinion, proposal or feedback on every agenda;
  - d. Shareholders who attend electronically, in compliance with article 8 paragraph 6 (c) Peraturan Otoritas Jasa Keuangan Republik Indonesia (POJK) no: 16/POJK.04/2020 on the Conduct of General Meeting of Shareholders of Listed Company electronically, may express questions or proposals by the shareholders or their proxies electronically on every agenda.
3. Voting, in accordance with article 11 Peraturan Otoritas Jasa Keuangan (“POJK”) no: 16/POJK.04/2020 on the Conduct of General Meeting of Shareholders of Listed Company electronically:
  - Voting electronically in the Meeting is conducted after the announcement of the Meeting until the opening of every meeting agenda that requires voting.
  - Shareholders voting electronically before the commencement of The Meeting are deemed legally attending the Meeting.
  - Shareholders voting electronically can withdraw the latest before the chairman of the Meeting commence the voting on every agenda.

If voting submitted before the Meeting is not changed or withdrawn, the vote given is deemed to be binding when the chairman of the Meeting closes the voting for every agenda.

## **VIII. GENERAL RULES**

1. The Meeting is conducted physically and electronically without affecting the legality of the Meeting with the following conditions:
  - a. Company is limiting the physical attendance, therefore, seats are given to Shareholders who register early and/or based on the order of Shareholders attendance. Shareholders who do not get seats are recommended to give their proxies to independent proxies appointed by the Company.
  - b. Shareholders who attend electronically can access *Electronic General Meeting System* <https://easy.ksei.co.id/egken> (eASY.KSEI) provided by KSEI and witness the Meeting through zoom on Acuan Kepemilikan Sekuritas KSEI (AKSes.KSEI)

- c. For Shareholders who can neither attend physically nor electronically, the Company facilitate electronic proxy (*e-proxy*) to independent proxies appointed by the Company, Biro Administrasi Efek (BAE) Perseroan, PT Adimitra Jasa Korpora through *Electronic General Meeting System* by eASY KSEI provided by KSEI. Electronic proxy is subject to procedure, terms and conditions set by KSEI and Company
2. Every share (not limited to share value difference) give 1 (one) voting rights to its holder. In the case where shareholder have more than one share with legal voting rights, the voting given is deemed to represent the total shares owned, unless otherwise stated.
3. Meeting attendants have the right to express opinions or questions and vote so long as they do not hinder the conduct of the Meeting.
4. Shareholders or their legally appointed proxies present at the venue after the registration is closed, can attend the Meeting without voting rights and cannot express questions or opinions during Q&A session.
5. Shareholders attending the Meeting should follow the Meeting in its entirety and should not leave the room until Meeting is closed.
6. During the Meeting, Shareholders physically attending are required to:
  - Set their mobile phones and/or any other communication devices to silent
  - Not answer any calls coming through their mobile phones and/or any other communication devices.
  - Not talking to other meeting attendants.
  - Not interrupt Meeting Chairman or any other speaking attendants before permission is given by the Meeting Chairman.

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