



**Notice of The Annual General Meeting of Shareholders**  
**PT MITRA ADIPERKASA TBK**

We hereby inform you that PT Mitra Adiperkasa Tbk, domicile in Jakarta Pusat (to be referred further as “the Company”) has invited the Company’s shareholders to attend its Annual General Meeting of Shareholders (“Meeting”), which will be held on:

**Day/Date** : Thursday, 19 August 2021

**Time** : 09.00 WIB - finished

**Place** : Samarkand Room Menara 165 2<sup>nd</sup> floor  
Jl. T.B. Simatupang Kav. 1  
Jakarta Selatan

The Meeting agendas are as follows:

1. Approval and ratification of the Report of the Board of Directors regarding the course of the Company's business and financial administration for the fiscal year ended on 31st December 2020 as well as approval and ratification of the Company's Financial Statements including its Balance Sheet and Profit/Loss Statement for the year ended on 31st December 2020 audited by an Independent Public Accountant, and approval of the Company's Annual Report, the report of the Board of Commissioners' supervisory duties for the year ended on 31st December 2020, and to provide full settlement and discharge of his/her responsibility (acquit et de charge) to all members of the Board of Directors and Board of Commissioners for his/her actions of management and supervision conducted in the fiscal year ended on 31st December 2020.
2. Approval of the proposed plan of the Company's net income usage for the fiscal year ended on 31st December 2020.
3. Appointment of an Independent Public Accountant firm to audit the books of the Company for the financial year ended on 31st December 2021 and to provide authorization for the Board of Directors to determine the honorarium for the Independent Public Accountants and other terms with respect to appointment.
4. The changes on the composition of member the Board of Directors and Board of Commissioners of the Company.
5. Adjustment of the Company's articles of association with the Regulation of the Financial Services Authority of the Republic of Indonesia Number 15/POJK.04/2020 concerning the Plan and Implementation of the General Meeting of Shareholders of a Public Company.

Note:

1. The Company will not send a specific invitation to shareholders given that this invitation constitutes an official invitation to the Company. This invitation can also be found at the Company's website at [www.map.co.id](http://www.map.co.id) and the **eASY.KSEI**.
2. Materials related to the Meeting are available at the Company's office as of the invitation date on 28 July 2021 and up to the Meeting's date on 19 August 2021, as the Company informed above.
3. The shareholders who are entitled to attend or be represented at the Meeting are those whose names are listed in the Shareholders Register of the Company as of the Stock

Exchange's closing hour on 27 July 2021.

4. Shareholders can participate in the Meeting by either:
  - a. physically attending the Meeting; or
  - b. electronically attending the Meeting through the **eASY.KSEI**.
5. For reasons of health and compliance with the protocol to prevent the spread of COVID-19, the Company does not provide lunch, annual report in the printed form, or souvenirs for shareholder of proxies who attend the Meeting.
6. Shareholder or their representatives that will attend the Meeting physically, will need to follow and pass health and safety protocols as follows:
  - a. Participants must show Swab Antigen or Swab PCR test that shows negative results. The test must be conducted by hospital, public health center or clinic 1 (one) day before the Meeting date, any cost occurred from the test will be borne by the participants.
  - b. Participants must wear face mask when in Meeting area when the Meeting is conducted.
  - c. Participants must follow and pass health check protocol (body temperature check and other procedure deemed necessary by the Company) conducted by the Company or the Meeting place building management.
  - d. Participants must submit health declaration form which contains participant health and travel information. Such form can be downloaded from the Company's website at [www.map.co.id](http://www.map.co.id).
  - e. Participants must obey the physical distancing rules as specified by the Company or Meeting place building management.
  - f. Participants must leave the Meeting area immediately after the Meeting is concluded.
7. Shareholder or their representatives that seems unhealthy (cough, fever, flu), will be asked to leave Meeting area.
8. The Company have the rights to forbid shareholder or their representatives to participate or be in the vicinity of the Meeting area if shareholder or their representative did not obey the health protocols as explained in item 6 above.
9. Shareholders who wish to attend electronically, as mentioned in item 4 letter b, must be local individual shareholders who have shares deposited in KSEI's collective custody.
10. Shareholders can utilize the **eASY.KSEI** by accessing **eASY.KSEI** menu, **Login eASY.KSEI** submenu in the AKSes facility (<https://akses.ksei.co.id/>).
11. Prior to participating in the Meeting, shareholders must first read the terms presented in this Invitation, as well as other stipulations related to Meeting as authorized by each Company. Other terms can be found in the attached document on the '*Meeting Info*'

feature provided in the **eASY.KSEI** and/or Meeting invitations posted at the websites of the respective Company. The Company retains the rights to authorize more terms in relation to shareholders or shareholder representatives' physical participation in the Meeting.

12. Shareholders who wish to physically attend the Meeting or exercise their voting rights through the **eASY.KSEI**, must first inform their attendance or the attendance of their appointed representatives, and/or submit their votes through the **eASY.KSEI**.
13. The deadline for declaring attendance, appointing representatives, or submitting votes through the **eASY.KSEI** is set at 12:00 pm Western Indonesian Time (WIB) 1 (one) business day before the Meeting's date.
14. Prior to entering the Meeting room, all shareholders or their representatives who wish to physically participate in the Meeting must first fill in the attendance list and show original proofs of identity.
15. Shareholders who wish to attend or authorize a representative to attend the Meeting electronically through the **eASY.KSEI** must consider the following points:
  - a. Registration Process
    - i. Local individual shareholders who **have not** provided their attendance declaration before the deadline mentioned on item 13, but wish to attend the Meeting electronically, must first register their attendance through the **eASY.KSEI** during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.
    - ii. Local individual shareholders who have provided their attendance declaration but have not submitted their vote on a minimum of 1 (one) of the Meeting agendas through the **eASY.KSEI** before the deadline mentioned on item 13 and wish to attend the Meeting electronically, must first register their attendance through the **eASY.KSEI** during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.
    - iii. Shareholders who have authorized the Company's Independent Representative or an Individual Representative but have not submitted their vote on a minimum of 1 (one) of the Meeting agendas through the **eASY.KSEI** before the deadline mentioned on item 13 and wish to attend the Meeting electronically must first register their attendance through the **eASY.KSEI** during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.
    - iv. Shareholders who have authorized an Intermediary Participant Representative (Custodian Bank or Securities Company) and have submitted their vote through the **eASY.KSEI** before the deadline mentioned on item 13 are required to request their registered representatives in the **eASY.KSEI** to register their

attendance through the **eASY.KSEI** during the date of the Meeting before the time that the Company ends the Meeting's electronic registration.

- v. Shareholders who have submitted their attendance declaration or authorized a Company-appointed Independent Representative or Individual Representative and have provided their votes for a minimum of 1 (one) of the Meeting agendas through the **eASY.KSEI** before the deadline mentioned on item 13 do not need to electronically register their attendance through the **eASY.KSEI** on the Meeting's date. Shares' ownership will be automatically calculated as an attendance quorum and submitted votes will be automatically counted during the Meeting's voting process.
- vi. Lateness or electronic registration failures, as mentioned in points number i - iv, for whatever reason that cause shareholders or their representatives to not be able to electronically attend the Meeting, will prevent their shares from being counted as a quorum for the Meeting.

b. Electronic Statements or Opinions Submission Process

- i. Shareholders or their representatives are provided **1 (one)** opportunities to present their questions and/or opinions in discussion in each Meeting agendas. Questions and/or opinions on each of the Meeting agendas can be submitted in writing by the Shareholders or their representatives through the chat feature in the 'Electronic Opinions' made available in the E-Meeting Hall screen of the **eASY.KSEI**. Questions and/or opinions can be given as long as the Meeting's status in the 'General Meeting Flow Text' status is written as *"Discussion started for agenda item no. [ ]"*.
- ii. The mechanism of handling questions and / or opinions through 'Electronic Opinion' screen in the **eASY.KSEI** is determined by the respective Company and will be included in the Company's Meeting Guidelines through the **eASY.KSEI**.
- iii. Shareholders' representatives who electronically attend the Meeting and submit a question and/or opinion during a discussion session of one of the Meeting agendas are required to type in the name of the shareholder and amount of shares they represent first before they write their respective questions and/or opinions.

c. The Voting Process

- i. The voting process will be conducted electronically through the E-Meeting Hall menu, Live Broadcasting submenu of the **eASY.KSEI**.

- ii. Shareholders or their representatives who have not submitted their votes on the particular Meeting agenda, as mentioned in item 15 letter a number i - iii, are given an opportunity to submit their votes as the Company opens the voting period in the E-Meeting Hall screen of the **eASY.KSEI**. After the electronic voting period for one of the Meeting agendas is started, the system will automatically count down the voting time by a maximum of 5 (five) minutes. During the electronic voting time, a *“Voting for Agenda item no [ ] has started”* status would be displayed at the ‘General Meeting Flow Text’ column. Shareholders or their representatives who have not submitted their votes during a specific Meeting agenda after the ‘General Meeting Flow Text’ column’s status has changed to *“Voting for Agenda item no [ ] has ended”* will be considered to give an Abstain vote for the related Meeting agenda.
- iii. The voting time in the electronic voting process is a standardized time set by the **eASY.KSEI**. Each Company can set their own policies on electronic voting time for each of their Meeting agendas (with a maximum of five minutes per Meeting agenda) and include them in the Meeting’s Guideline through the **eASY.KSEI**.

d. Live Broadcast of The Meeting through “Tayangan RUPS”

- i. Shareholders or their representatives who have been registered in the **eASY.KSEI** no later than the deadline mentioned on item 13 can watch the Meeting live via Zoom in webinar format by accessing the eASY.KSEI menu, submenu *Tayangan RUPS* in the AKSes facility (<https://akses.ksei.co.id/>).
- ii. **Tayangan RUPS** has a capacity of 500 participants provided in a first come, first serve basis. Shareholders or their representatives who could not be accommodated in the Meeting’s broadcast are still considered to have electronically attended the Meeting and their share ownerships and votes are still counted, as long as they have registered through the **eASY.KSEI**, as specified above in item 15 letter a number i - v.
- iii. Shareholders or their representatives who only watch the Meeting through *Tayangan RUPS* but were not electronically registered as participants in the **eASY.KSEI**, as specified above in item 15 letter a number i - v, will not be considered as a legal participant and are not counted as part of the Meeting’s quorum.

- iv. Shareholders or their representatives who watch the Meeting through *Tayangan RUPS* can use the raise hand feature to submit questions and/or opinions during the discussion sessions for each of the Meeting agendas. Shareholders or their representatives can directly ask questions or voice their opinions if the Company has allowed and activated the allow to talk feature. Mechanisms for discussion on each of the Meeting agendas, including the use of the allow to talk feature in *Tayangan RUPS* are determined by the Company and included in the Meeting's Guideline through the **eASY.KSEI**.
  
- v. Shareholders or their representatives are encouraged to use the Mozilla Firefox browser for the best experience in using the **eASY.KSEI** and/or *Tayangan RUPS*.

Jakarta, 28 July 2021

**PT Mitra Adiperkasa Tbk**  
**Board of Directors of the Company**