

**CONVOCATION OF  
Annual General Meeting of Shareholders**

Directors of the Company hereby invite the Shareholders of the Company to attend the Annual General Meeting of Shareholders (AGMS) (hereinafter referred to as the Meeting) of PT Alkindo Naratama Tbk (the Company) which will be held at:

Day / date : Tuesday, June 20, 2023

Time : 10:30 WIB until finished

Address : The Hive Bumi Pancasona - Jl. Gelap Nyawang Jl. Parahyangan Raya No.Kav 3, Cipeundeuy, Kec. Padalarang, Kabupaten Bandung Barat, Jawa Barat - 40553

With the following agenda:

1. Approval of the Annual Report for the fiscal year ended December 31, 2022;
2. Approval of the Financial Statements for the fiscal year 2022 ended December 31, 2022 which has been audited by a Public Accountant;
3. Approval to increase the allowance for additional reserves of Rp 100,000,000 from the retained earnings as of December 31, 2022;
4. Approval of the use of the Company's Net Profit for Fiscal Year 2022;
5. Approval of delegation of authority to determine honorarium and benefits for members of the Board of Commissioners and members of the Directors of the Company to the Board of Commissioners' Meeting;
6. Approval of the granting of authority to the Board of Commissioners to appoint a Public Accountant Firm that will audit the Financial Statements for the fiscal year 2023 ended December 31, 2023;
7. Approval of The Realization Report on the Use of Funds resulting from Limited Public Offering II with the Pre-Emptive Rights.

**Notes:**

1. Convocation of this Meeting is to comply with the provisions of Article 10 paragraph 8 of the Company's Articles of Association and Article 17 Financial Services Authority No. 15/POJK.04/2020 on Plan and Procedures for General Meeting of Shareholders of Public Companies.
2. The Company does not send separate invitation to Shareholders, so this Meeting Convocation shall be regarded as official invitation for the Company's Shareholders.
3. Those entitled to attend and be represented at this Meeting are the Shareholders of the Company whose names are recorded in the Register of Shareholders on May 26, 2023 until 16.00 WIB.
4. For Shareholders or their proxies who will be present at the Meeting, or Shareholders who will exercise their voting rights in the eASY.KSEI application, can inform their presence or appoint their attorney and vote through the eASY.KSEI application on the <https://akses.ksei.co.id>.
5. Shareholders in collective custody at the Indonesian Central Securities Depository (KSEI) who intend to attend the Meeting, can register themselves through the Exchange Members / Custodian Bank Securities Account Holders at KSEI to get Written Confirmation for Meetings (KTUR).
6. Shareholders who are unable to attend can be represented by their Proxies by bringing a valid Power of Attorney as determined by the Board of Directors provided that members of the Directors, Board of Commissioners and Employees of the Company may act as power of attorney in the Meeting, but the votes that they issue as power of attorney are not counted in the voting.
7. Power of Attorney forms can be obtained every working day during business hours at the Company's office, Jl. Cimareme II Industry No. 14, Cimerang Padalarang, West Bandung Regency or in the office of the Company's Securities Administration Bureau PT Sinarutama Gunita, Menara Tekno Lantai 7, Jl. Fachrudin No. 19 RT 01/ RW 07, Jakarta Pusat 10250, by contacting by email beforehand to [alkindo@alkindo.co.id](mailto:alkindo@alkindo.co.id) or can be downloaded at <https://alkindo.co.id>.
8. The original stamped power of attorney must be received by the BAE at the latest Monday, June 19, 2023 at 12.00 WIB or 1 day before the Meeting is held.
9. Shareholders or their proxies who will attend the Meeting are asked to show their Resident Identity Card or other proof of evidence and submit their photocopy to the Registration Officer before entering the room. Shareholders in the form of legal entity must submit a photocopy of the Articles of Association and the latest amendments. Shareholders in KSEI Collective Custody are requested to show KTUR.
10. Materials are available at the Company's Office during office hours from June 12, 2023 to June 16, 2023 or can be downloaded at <https://alkindo.co.id>.
11. To facilitate regulation and for the sake of order, the General Meeting of Shareholders or their Proxies are kindly requested to be present in the Meeting Room 30 minutes before the Meeting begins.
12. Shareholders who will attend or provide power of attorney electronically at the Meeting through the eASY.KSEI application must pay attention to the following matters:
  - a. Registration Process
    - i. Shareholders of the local individual category who have not provided a declaration of attendance or power of attorney in the eASY.KSEI application by the deadline in point 8 and wish to attend the Meeting electronically are required to register attendance in the eASY.KSEI application on the date of the Meeting until the electronic Meeting registration period closed by the Company.
    - ii. Shareholders of the local individual category who have submitted a declaration of attendance but have not provided a minimum vote for 1 (one) item on the agenda of the Meeting in the eASY.KSEI application by the deadline in point 8 and wish to attend the Meeting electronically are required to register attendance in the eASY application. KSEI on the date of the Meeting until the electronic registration period for the Meeting is closed by the Company.
    - iii. Shareholders who have granted power of attorney to the proxy provided by the Company (Independent Representative) or Individual Representative but the shareholder has not given a minimum vote choice for 1 (one) agenda item in the eASY.KSEI application by the deadline in point 8, then the recipient the power of attorney representing the shareholders is required to register attendance in the eASY.KSEI application on the date of the Meeting until the electronic registration period for the Meeting is closed by the Company.
    - iv. Shareholders who have given power of attorney to participant/intermediary proxy (Custodian Banks or Securities Companies) and have given voting choices in the eASY.KSEI application until the deadline in point 8, then the representative of the authorized person who has registered in the eASY.KSEI application is required to registration of attendance in the eASY.KSEI application on the date of the Meeting until the electronic registration period for the Meeting is closed by the Company.
    - v. Shareholders who have declared their attendance or given power of attorney to the power of attorney provided by the Company (Independent Representative) or Individual Representative and have given minimum voting choices for 1 (one) or all agenda items in the eASY.KSEI application no later than the limit time in point 8, then the shareholder or proxy does not need to register attendance electronically in the eASY.KSEI application on the date of the Meeting. Share ownership will automatically be calculated as a quorum of attendance and the votes that have been cast will be automatically counted in the voting for the meeting.

- vi. Delay or failure in the electronic registration process as referred to in points i – iv for any reason will result in the shareholders or their proxies not being able to attend the Meeting electronically, and their share ownership will not be counted as a quorum for attendance at the Meeting.
- b. Process of Submitting Questions and/or Opinions Electronically
  - i. Shareholders or attorneys have 3 (three) opportunities to submit questions and/or opinions in each discussion session per agenda item. Questions and/or opinions per agenda item of the Meeting can be submitted in writing by shareholders or their attorneys by using the chat feature in the "Electronic Opinions" column available on the E-Meeting Hall screen on the eASY.KSEI application. Giving questions and/or opinions can be done as long as the status of the Meeting in the "General Meeting Flow Text" column is "Discussion started for agenda item no. [ ]".
  - ii. It is the authority of each Company to determine the mechanism for implementing the discussion per agenda of the Meeting in writing through the E-Meeting Hall screen on the eASY.KSEI application.
  - iii. For the power of attorney who is present electronically and will submit questions and/or opinions of his shareholders during the discussion session per the agenda of the Meeting, he is required to write down the names of the shareholders and the size of their share ownership followed by related questions or opinions.
- c. Process Voting
  - i. The electronic voting process takes place in the eASY.KSEI application on the E-Meeting Hall menu, Live Broadcasting sub-menu.
  - ii. Shareholders who are present themselves or are represented by their proxy but have not cast their vote on the agenda of the Meeting as referred to in point 12 letter a number i – iii, then the shareholder or his proxy has the opportunity to submit his choice of vote during the voting period through the E-screen. The Meeting Hall on the eASY.KSEI application was opened by the Company. When the electronic voting period for each item on the agenda of the Meeting begins, the system will automatically run the voting time by counting backwards for a maximum of 5 (five) minutes. During the electronic voting process, the status "Voting for agenda item no [ ] has started" will appear in the "General Meeting Flow Text" column. If the shareholders or their proxies do not vote for certain agenda items until the status of the meeting shown in the "General Meeting Flow Text" column changes to "Voting for agenda item no [ ] has ended", then it will be considered as giving an Abstain vote for the relevant agenda of the Meeting.
  - iii. Voting time during the electronic voting process is the standard time specified in the eASY.KSEI application. Each Company may determine a time policy for direct electronic voting per agenda item in the Meeting (with a maximum time of 5 (five) minutes per Meeting agenda) and will be set forth in the Rules of Conducting the Meeting through the eASY.KSEI application.
- d. View Live Broadcast of the Meeting
  - i. Shareholders or their proxies who have registered in the eASY.KSEI application no later than the deadline in point 8 can witness the ongoing Meeting via the Zoom webinar by accessing the eASY.KSEI menu, the GMS Show submenu which is in the AKSes facility (<https://access.ksei.co.id/>).
  - ii. GMS broadcasts have a capacity of up to 500 participants, where the attendance of each participant will be determined on a first come first serve basis. Shareholders or their proxies who do not get the opportunity to witness the implementation of the Meeting through the GMS Impressions are still considered legally present electronically and their share ownership and vote choice are taken into account at the Meeting, as long as they have been registered in the eASY.KSEI application as stipulated in item 12 letter a number i – v.
  - iii. Shareholders or their proxies who only witness the implementation of the Meeting via GMS Impressions but are not registered as present electronically on the eASY.KSEI application in accordance with the provisions in point 12 letter a number i – v, then the presence of the shareholders or their proxies is considered invalid and will not be included in the meeting attendance quorum calculation.
  - iv. Shareholders or their proxies who witness the implementation of the Meeting through the GMS Impressions have the raise hand feature which can be used to ask questions and/or opinions during the discussion session per the agenda of the Meeting. If the Company permits by activating the allow to talk feature, then the shareholders or their proxies can submit questions and/or opinions by speaking directly. It is the authority of each Company to determine the mechanism for implementing the discussion per agenda of the Meeting using the allow to talk feature contained in the GMS Impressions.
  - v. To get the best experience in using the eASY.KSEI application and/or GMS broadcast, shareholders or their proxies are advised to use the Mozilla Firefox browser.

Bandung, May 29, 2023  
**Directors**