



PT ASTRA AGRO LESTARI Tbk.  
("COMPANY")

## NOTICE OF THE ANNUAL GENERAL MEETING OF SHAREHOLDERS

The Board of Directors of PT Astra Agro Lestari Tbk ("The Company") hereby gives notices of the 2022 Annual General Meeting of Shareholders ("The Meeting") to all shareholders of the Company, that will be held both physically and virtually on:

Day/Date	:	Monday, 3 April 2023
Venue	:	Catur Dharma Hall lt.5 Menara Astra - Jakarta Jalan Jendral Sudirman Kav. 5-6 Jakarta Pusat 10220
Time	:	09.00 am WIB until finish
Virtual Attendance	:	Using <i>Electronic General Meeting System</i> KSEI ("eASY.KSEI")

With the following agenda:

1. Approval of the 2022 Annual report, including the ratification of the Board of Commissioners Supervision Report and ratification of the Consolidated Financial Statements of the Company for Financial Year 2022.
2. Determination of the appropriation of the Company's net profit for Financial Year 2022.
3. a. Appointment of the members of the Board of Directors and Board of Commissioners of the Company  
b. Determination on the salary and benefits of the Board of Directors and determination on the honorarium and/or benefits of the Board of the Commissioners of the Company.
4. Apppointment of the public accountant firm to conduct and audit the Company's Financial Statements for Financial Year 2023.

**Explanation of the agenda of the Meeting:**

All the agenda of the Meeting are the agenda that are regularly held in the Annual General Meeting of Shareholders of the Company as required by and conducted in accordance with the provisions of Law Number 40 Year 2007 regarding Limited Liability Company as amended by Government Regulation in Lieu of Law No. 2 Year 2022 regarding Job Creation and Articles of Association of the Company.

## **Notes:**

### **I. General Provisions**

1. This notice is an official invitation for shareholders of the Company.
2. The Company's 2022 Annual Report, Curriculum Vitae/Profile of Director and Commissioner candidates as well as other information regarding to the Meeting are available on the Company's website (<https://www.astra-agro.co.id>). In addition, the shareholders of the Company can obtain these documents, starting from the date of this summons until Monday, April 3<sup>rd</sup>, 2023 at 07.00 am, by sending a request via email ([investor@astra-agro.co.id](mailto:investor@astra-agro.co.id)) to the Company.
3. In accordance with the Meeting Announcement that we conveyed to the shareholders of the Company on February 23<sup>rd</sup> 2023, only shareholders whose names are registered in the Company's Register of Shareholders are entitled to attend or be represented at the Meeting on Thursday, March 9<sup>th</sup>, 2023 at 16:00 WIB.
4. One share entitles the holder to cast 1 (one) vote. If a shareholder owns more than 1 (one) share, the votes cast are valid for all the shares owned.
5. The participation of shareholders in the Meeting can be done through the following mechanisms:
  - a. present electronically through the eASY.KSEI facility (for individual shareholders who are Indonesian citizens); or
  - b. give power of attorney to the securities company or custodian bank of each shareholder, then the securities company or custodian bank gives power to RSR through E-Proxy (for individual shareholders who are foreign nationals and are legal entities (Indonesian and foreign)); or
  - c. physically present.
6. Shareholders who are unable to attend the Meeting may:
  - a. provide power of attorney electronically ("E-Proxy") through the eASY.KSEI facility to an independent party appointed by the Company (PT Raya Saham Registra ("RSR"), as the Company's Securities Administration Bureau) for individual shareholders who are Indonesian citizens; or
  - b. give the power of attorney in writing

### **II. Attendance of Shareholders using eASY.KSEI**

1. Shareholders who can use the eASY.KSEI facility are individual shareholders who are Indonesian citizens who:
  - a. have a Single Investor Identification Number (SID Number). Information regarding the SID Number can be obtained by contacting the securities company or custodian bank of each shareholder; and
  - b. have registered/activated an eASY.KSEI account via <https://access.ksei.co.id>. The Registration Guide can be accessed [here](#).
2. Shareholders who intend to attend electronically and vote electronically must:
  - a. (i) provide an electronic declaration of attendance; and  
(ii) cast their vote on the agenda of the Meeting, within the period from the date of this Invitation until Friday, March 31, 2023 at 12.00 WIB through the eASY.KSEI facility (<https://easy.ksei.co.id/egken/>); or
  - b. register on the Meeting date from 07.30 to 08.30 WIB through the eASY.KSEI facility and cast their vote directly (live e-voting) through the eASY.KSEI facility while the Meeting is in progress.

3. The Company provides E-Voting Guide to shareholders which can be accessed [here](#).
4. Delay, failure, non-compliance or negligence in following the above provisions as well as the eASY.KSEI guidelines issued by PT Kustodian Sentral Efek Indonesia, for any reason, will result in shareholders not being able to attend the Meeting electronically so they will not be counted in the attendance quorum and /or unable to vote electronically.
5. Shareholders can also watch the Meeting live through the Zoom webinar by accessing the eASY.KSEI menu on the AKSes.KSEI facility (<https://access.ksei.co.id/>) or the GMS Impressions menu on AKSes KSEI mobile. The Company provides AKSes.KSEI Zoom Webinar Guide to shareholders which can be accessed [here](#).

### **III. Provision of E-Proxy to Independent Parties Designated by the Company through the eASY.KSEI Facility**

1. Shareholders who can use the eASY.KSEI facility are individual shareholders who are Indonesian citizens who:
  - a. have a Single Investor Identification Number (SID Number). Information regarding the SID Number can be obtained by contacting the securities company or custodian bank of each shareholder; and
  - b. have registered/activated an eASY.KSEI account via <https://access.ksei.co.id>. The Registration Guide can be accessed [here](#).
2. The Company has appointed the Company's Securities Administration Bureau, PT Raya Saham Registra ("RSR") as an independent party representing the shareholders to attend and vote at the Meeting.
3. Shareholders who will provide E-Proxy to RSR must submit their power of attorney and vote, from the date of this summons until no later than Friday, March 31, 2023 at 12.00 WIB. Shareholders may still make changes to the appointment of a proxy and/or vote choice for each agenda item of the Meeting, or revoke their power of attorney within that period.
4. The Company provides a Guide to Granting Authorization to RSR via E-Proxy at the eASY.KSEI facility which can be accessed [here](#).

### **IV. Physical Presence of Shareholders or their Proxies**

1. To ensure that the Meeting runs in an orderly, efficient and timely manner, shareholders or their proxies who will be physically present are kindly requested to attend at the latest at 07:00 WIB. The registration process will close at 08.30 WIB.
2. Shareholders or their proxies are required to show their Identity Card ("KTP") or other valid identification and submit a photocopy of it to the registration officer at the registration area before entering the Meeting room.
3. Shareholders of the Company in the form of a legal entity are required to submit a photocopy of their latest articles of association and a notarial deed regarding the appointment of members of the board of commissioners and directors or management who are still serving at the Meeting, to the registration officer at the registration office before entering the Meeting room.
4. Shareholders whose shares are registered in collective custody at KSEI or their proxies are required to provide a Written Confirmation for the Meeting ("KTUR") to the registration officer.

## V. Authorization in writing

1. Shareholders may be represented by their proxies based on a power of attorney whose form and content are approved by the Board of Directors of the Company. Members of the Board of Directors, members of the Board of Commissioners and employees of the Company may act as proxies for shareholders at the Meeting, but are not entitled to vote in voting. Shareholders whose addresses are registered outside the Republic of Indonesia, their power of attorney must be legalized by a notary/local authorized official and by the local Embassy/Representative of the Republic of Indonesia.
2. The power of attorney available and can be downloaded on the Company's website. It may also be obtained during office hours at the Company's Securities Administration Bureau, RSR, via email at [rsrbae@registra.co.id](mailto:rsrbae@registra.co.id), telephone number: (+62 21) 2525666, facsimile number: (+62 21) 2525028; or the Company's Corporate Legal, via email [legal@astra-agro.co.id](mailto:legal@astra-agro.co.id).
3. The original power of attorney that has been signed and meets the requirements as stated in point 1 above, must be received by the RSR or the Company's Corporate Legal no later than **Friday, March 31, 2023 at 12:00 WIB**.

## PREVENTION & CONTROL MEASURES AGAINST THE SPREAD OF THE COVID-19 VIRUS

In order to control the spread of COVID 19 and prevent a spike in cases, accordance with the prevailing regulations\* :

1. The Company does not provide consumption and souvenirs to shareholders and their proxies who are physically present at the Meeting.
2. **Appeal to Shareholders to Attend the Meeting Electronically or to Grant Power of Attorney to RSR Through the eASY.KSEI Facility**

The Company encourages all shareholders to: (i) attend the Meeting electronically and vote electronically using the eASY.KSEI facility; or (ii) grant power of attorney electronically through the eASY.KSEI facility to an independent party appointed by the Company, namely RSR, to attend and vote in the Meeting.

### i. For individual shareholders who are Indonesian citizens

1. To attend the Meeting electronically, shareholders must first fulfill the provisions as referred to in the General Provisions section and the Electronic Attendance section of Shareholders through the eASY.KSEI Facility of this Invitation.
2. To provide E-Proxy to RSR, shareholders must first fulfill the provisions as referred to in the General Provisions section and the section on E-Proxy Provision to Independent Parties appointed by the Company through the eASY.KSEI Facility.

### ii. For shareholders (i) individuals who are foreign nationals and (ii) are legal entities (Indonesian and foreign):

are encouraged to give power of attorney to the securities company or custodian bank of each shareholder, then the securities company or custodian bank gives power of attorney to RSR through E-Proxy.

3. Shareholders or their proxies who will be physically present at the Meeting must follow and pass the safety and health protocols that will be strictly enforced by the Company, as follows:

(i) upon arrival at the building where the Meeting is being held:

- must submit a Certificate of Rapid Antigen Test on their behalf which shows negative results from a hospital doctor, health center or clinic with a test date of 1 (one) day before the date of the Meeting (for Rapid Antigen Test);
  - must submit a health declaration form that has been filled with health and travel information. The Health Declaration Form can be downloaded [here](#);
  - must follow the procedures for health checks (including body temperature checks, etc.), both those that will be carried out by the Company and the management of the building where the Meeting is held.
- (ii) at any time while in the building area where the Meeting is being held and during the Meeting:
- must use a 3 ply mask correctly; and
  - must implement a physical distancing policy in accordance with the direction of the Company and the management of the building where the Meeting is being held
- (iii) must immediately leave the building where the Meeting is held after the Meeting is over.
4. Shareholders or their proxies who are not healthy, especially having/feeling symptoms of being infected with Covid-19 (such as cough, fever, and/or flu, etc.), are not allowed to attend the Meeting.
  5. The Company has the right to prohibit shareholders or their proxies from attending or being in the Meeting room and/or the building where the Meeting is being held in the event that the shareholders or their proxies do not comply with the safety and health protocols as described above.
  6. The Curriculum Vitae/Profile of Director and Commissioner candidates, the Summary of the Company's 2022 Annual Report, Meeting Supporting Information and Meeting Rules (including voting procedures and asking questions) are available on the Company's website (<https://www.astra-agro.co.id>).
  7. The Company will announce again if there are changes and/or additional information in line with the latest conditions and developments regarding the handling and control to prevent the spread of Covid-19.

\* Instruction of the Minister of Home Affairs Number 53 of 2022 on the Prevention and Control of Corona Virus Disease 2019 in the Transition to the Endemic Phase

**Jakarta, March 10<sup>th</sup> 2023**  
**Board of Director**