

**RULES OF
ANNUAL AND EXTRAORDINARY GENERAL SHAREHOLDERS MEETING OF
PT. UNGGUL INDAH CAHAYA Tbk.
("COMPANY")**

1. The Annual and Extraordinary General Shareholders Meeting (Meetings) will be held in compliance with health protocols in the context of prevention and control of the Covid-19 Virus pandemic, where the meeting participants are asked to comply with the health protocols implemented by the Management of the Building where the Meeting is held, remains use a mask and keep your distance during this meeting.
2. The meeting will be held using Indonesian language and chaired by a member of the Board of Commissioner, to act as Chairman of the Meeting.
3. The Chairman of the Meeting has the right to ask the Shareholders or their proxies who are present at the Meeting to prove their authority to attend this Meeting.
4. Shareholders or their proxies are not permitted to interrupt or express opinions or raise questions before the Chairman of the Meeting gives the Shareholders or their proxies an opportunity to ask questions or express opinions.
5. Every matter submitted by the Shareholders or their proxies must meet the requirements, that according to the Chairman of the Meeting:
 - a) is directly related to one of the Agenda of the Meeting concerned; and
 - b) is considered to be directly related to the Company's business activities.
- 6. Procedure for Submitting Questions or Opinions:**
 - a) The Chairman of the Meeting provides an opportunity for the Shareholders or their legal proxies to ask questions or express opinions where necessary, before voting is held on the matter concerned.
This opportunity is given for one stage in each meeting agenda and the time provided is no longer than 10 minutes.
 - b) Only Shareholders or their legal proxies have the right to ask questions and express opinions.
 - c) The submission of questions and/or opinions can be done in writing by filling out the provided form or it can also be done orally.
 - d) Shareholders or their legal proxies who wish to ask questions or express opinions verbally are asked to raise their hands and state the names, number of owned or represented shares and their questions.
 - e) The Chairman of the Meeting or one of the Directors of the Company will answer or respond to questions or opinions submitted.
- 7. Voting:**
 - a) According to the provisions of Article 23 paragraph 4 of the Company's Articles of Association, each share gives the owner the right to cast 1 (one) vote.

- b) In voting, the votes cast by shareholders apply to all shares they own and shareholders are not entitled to grant power of attorney to more than one proxy for a portion of the total shares they own with different votes.
- c) Members of the Board of Directors, members of the Board of Commissioners and Employees of the Company may act as proxies in the meeting, but the votes they cast as proxies in the Meeting are not counted in the voting.
- d) According to Article 23 paragraph 7 of the Company's Articles of Association, Shareholders with voting rights who attend the Meeting but do not cast a vote (abstain) are deemed to cast the same vote as the majority vote of Shareholders who cast votes.
- e) This Meeting has used the e-proxy facility, namely eASY.KSEI provided by KSEI, so that the voting for each agenda of the Meeting is taken from:
 - (i) electronic votes from the authorized Shareholders e-proxy on eASY.KSEI;
 - (ii) votes from shareholders and proxies of shareholders other than e-proxies who are present at the Meeting, which are submitted at the time of voting for the agenda concerned;

The voting procedure for item (ii) is carried out orally as follows:

First : those who disagreed were asked to raise their hands;

Second : those who abstained were asked to raise their hands and;

Third : those who did not raise their hands or who left the meeting room at the time of voting were declared as those who voted in agree and they were not asked to raise their hands.

- f) According to the provisions of Article 87 paragraph 1 of Law No. 40 of 2007 concerning Limited Liability Companies in conjunction with Article 23 paragraph 8 of the Company's Articles of Association that decisions at the Annual and Extraordinary Meetings are made based on deliberation to reach consensus.

In the event that a decision based on deliberation to reach a consensus is not reached, the resolution at the Annual Meeting is valid if it is approved by more than 1/2 (one half) of the total shares with voting rights who are present at the Annual Meeting.

If the number of votes agreeing and disagreeing is the same, if it is about people having to be drawn, if it is about other matters, then it must be deemed rejected.

- g) Decisions making for Extraordinary General Shareholders Meeting regarding the amendments to the Articles of Association, according to the provisions of Article 88 paragraph 1 of Law No. 40 of 2007 concerning Limited Liability Companies in conjunction with Article 26 paragraph 1 of the Company's Articles of Association that the decision is valid if it is approved by more than 2/3 (two thirds) of the total shares with voting rights who are present at the Extraordinary General Shareholders Meeting.

8. For shareholders or their proxies who come after the attendance registration for

the Meeting is closed, their attendance is not recorded in the attendance list of shareholders, then the person concerned is not allowed to ask questions or opinions, and his votes are not counted.

9. This Rules are complementary to the provisions in the articles of association of the Company, the Regulation of the Financial Services Authority and in summons for a Meeting regarding procedures in a General Shareholders Meeting.
