

**SUMMON OF THE
ANNUAL GENERAL MEETING OF SHAREHOLDERS FINANCIAL YEAR 2022
PT KIMIA FARMA Tbk**

Herewith the Board of Directors of PT Kimia Farma Tbk (the “**Company**”), conveys the invitation to the **Annual General Meeting of Shareholders Financial Year 2022** (hereinafter referred to as the “**MEETING**”) which will be held on:

Day, Date : **Wednesday, May 31, 2023**
Time : **10.00 WIB - closing**
Link to Join : Access the KSEI Electronic General Meeting System (eASY.KSEI) facility
the AGMS through <https://access.ksei.co.id/> provided by KSEI

In accordance with Regulation No. 15/POJK.04/2020 and No. 16/POJK.04/2020 the implementation of the **MEETING** is carried out through eGMS, thus the Chairperson of the Meeting, Notary, and Professions and Supporting Institutions will arrange the implementation of the **MEETING** electronically at Kimia Farma Corporate University Jl. Cipinang Cimpedak I No. 36 East Jakarta

The Agenda of **The MEETING** are as follows:

1. **Approval of the Company's Annual Report including the Report on the Supervisory Duties of the Board of Commissioners for the Financial Year 2022, and Ratification of the Company's Consolidated Financial Statements which includes the Report on the Implementation of the Social and Environmental Responsibility Program ending on 31 December 2022, Ratification of the Report on the Micro and Small Business Funding Program Financial Year 2022, as well as granting settlement and discharge of responsibilities fully (*volledig acquit et de charge*) to the Board of Directors for the Company's management actions and the Board of Commissioners for the Company's supervisory actions that have been carried out during the Financial Year 2022.**

Brief description:

1. *Under Article 18 Paragraph (9) of the Company's Article of Association and Law Number 40 of 2007 concerning Limited Liability Companies (Company Law), it is stated that:*
 - a) *The Board of Directors submits an annual report to the General Meeting of Shareholders (GMS) after being reviewed by the Board of Commissioners;*
 - b) *The GMS carries out the approval of the Annual Report, including the ratification of the financial statement and the Board of Commissioners' supervisory report.*
2. *Article 23 Regulation of the Minister of State-Owned Enterprises (“Permen BUMN”) Number PER-05/MBU/04/2021 dated 8 April 2021 concerning the Social and Environmental Responsibility Program of State-Owned Enterprises (“TJSL”), which stipulates that Financial Reports and Implementation of the TJSL Program are reported and integrated into the Periodic Report and Annual Report.*

2. Approval on the use of the Company's Net Profit for Financial Year of 2022.

Brief description:

Pursuant to the Company's Article of Association, the Board of Directors submits the proposed on the use of the company's Net Profit.

3. Determination of remuneration (Salary/Honorarium, Facilities and Allowances) for 2023 and Performance Incentives for the Financial Year 2022 for the Directors and Board of Commissioners of the Company.

Brief description:

The Company's Article of Association states that Salary/Honorarium, Allowances, and Facilities for the Company's Board of Commissioners and Directors and Tantiem shall be decided by the GMS, and the GMS may authorize the determination to the majority B series shareholders.

4. Appointment of a Public Accounting Firm (KAP) to audit the Company's Consolidated Financial Statements and the Report on the Micro and Small Business Funding Program (PUMK) for the Financial Year 2023.

Brief description:

Based on Article 59 paragraph (1) of the Financial Services Authority Regulation Number 15/POJK.04/2020 concerning the Plan and Organizing of the General Meeting of Shareholders of a Public Company, it is stated that the Appointment and Dismissal of Public Accountants and/or Public Accounting Firms that will provide audit services for information Annual historical financial statements must be decided in the GMS of a Public Company by considering the proposal of the Board of Commissioners

5. Report on the Realization of the Use of Funds Proceeds from the Mandatory Convertible Bond Obligation Offering of Kimia Farma I Year 2023.

Brief description:

According to the Financial Services Authority Regulation Number 30/POJK.04/2015 on the Realization Reports on Use of Proceeds Public Offering the Company shall made the Realization of the Use of Proceeds from Public Offering as one of the agenda items in the Annual GMS.

6. The Affirmation on the Implementation of the Regulation of the Minister of SOEs of the Republic of Indonesia (BUMN RI) Number:

- a. **PER-1/MBU/03/2023 concerning Special Assignment and Corporate Social Responsibility Program of State-Owned Enterprises.**
- b. **PER-2/MBU/03/2023 concerning Guideline on Governance and Significant Corporate Activities of State-Owned Enterprises.**
- c. **PER-3/MBU/03/2023 concerning Organs and Human Resources of State-Owned Enterprises.**

Brief description:

Based on the provisions in the Regulations of the Minister of State-Owned Enterprises, it is stated that for Public Companies, Regulations of the Minister of State-Owned Enterprises may be enforced through affirmation at the relevant GMS, taking into account the provisions in the field of Capital Markets, and State-Owned Enterprises may apply Regulations of the Minister of SOEs to its Subsidiaries.

Notes:

1. This summons is valid as an invitation to the Official Meeting to the Shareholders of the Company, so that the Board of Directors of the Company does not send invitations separately to the Shareholders of the Company.
2. The Shareholders who are entitled to attend the **MEETING** are the Shareholders of the Company whose names are recorded/listed in the Company's Shareholder Register (DPS) and/or owners of a securities account in Collective Custody of PT Kustodian Sentral Efek Indonesia ("KSEI") at the closing trading in Indonesia Stock Exchange (Bursa Efek Indonesia) as of **Monday, May 8, 2023**.
3. The Company has provided **MEETING** Agenda's materials for each **MEETING** Agenda since the date of this summons, which can be downloaded through the Company's website www.kimiafarma.co.id
4. Shareholders and/or proxies who will attend the **MEETING** electronically through the eASY.KSEI application must pay attention to the following matters:

a. Registration Process

- (i) Local individual type shareholders who have not provided a declaration of presence or power of attorney in the eASY.KSEI application by the time limit in point 2 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 registration period. The **MEETING** is electronically closed by the Company.
- (ii) Local individual type Shareholders who have given a declaration of attendance but have not yet cast their votes for at least 1 (one) **MEETING** Agenda in the eASY.KSEI application until the deadline in point 2 and wish to attend the **MEETING** electronically are required to register their attendance in the eASY.KSEI application on the date of the **MEETING** until the registration period for the **MEETING** is electronically closed by the Company.
- (iii) Shareholders who have given power of attorney to the recipient of the proxy provided by the Company (Independent Representative) or Individual Representative but the Shareholders have not cast a minimum vote for 1 (one) **MEETING** Agenda in the eASY.KSEI application until the deadline in point 2, then the proxies representing the Shareholders are required to register attendance in the eASY.KSEI application on the date of the **MEETING** until the registration period for the **MEETING** is electronically closed by the Company.
- (iv) Shareholders who have given power of attorney to the participant/Intermediary proxy (Custodian Bank or Securities Company) and have cast their vote in the eASY.KSEI application until the time limit in point 2, then the representative of the proxy who has been registered in the eASY.KSEI application 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.
- (v) Shareholders who have given a declaration of attendance or given power of attorney to the proxy provided by the Company (Independent Representative) or Individual Representative and have cast a minimum vote for 1 (one) or all **MEETING** Agenda in the eASY.KSEI application at least no later than the deadline in point 2, the Shareholders or the proxies do not need to register attendance

electronically in the eASY.KSEI application on the date of the **MEETING**. Share ownership will be automatically calculated as a quorum of attendance and the votes that have been cast will be automatically taken into account in the voting of the **MEETING**.

- (vi) Any delay or failure in the electronic registration process as referred to in numbers (i) to (iv) for any reason will result in the Shareholders or their proxies being unable to attend the **MEETING** electronically, and their share ownership will not be counted as a quorum for attendance at the **MEETING**.

b. Process for Submitting Questions and/or Opinions Electronically

- (i) Shareholders or proxies have 3 (three) opportunities to submit questions and/or opinions at each discussion session per **MEETING** Agenda. Questions and/or opinions per **MEETING** Agenda can be submitted in writing by the Shareholders or their proxies by using the chat feature in the '*Electronic Opinions*' column available on the *E-MEETING Hall* screen in 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) Determination of the mechanism for conducting discussions per **MEETING** Agenda in writing through the E-Meeting Hall screen in the eASY.KSEI application is the authority of each Company and this will be stated by the Company in the Rules of Conduct for the **MEETING** through the eASY.KSEI application.
- (iii) For the proxies who are present electronically and will submit questions and/or opinions of their shareholders during the discussion session per the Agenda of the **MEETING**, they are required to write down the names of the Shareholders and the amount of their share ownership followed by related questions or opinions.

c. Voting Process

- (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 alone or are represented by their proxies but have not yet cast their votes at the **MEETING** Agenda as referred to in point 4 letter a number i-iv, the Shareholders or their proxies have the opportunity to submit their vote during the voting period through The *E-MEETING Hall* screen in the eASY.KSEI application was opened by the Company. When the electronic voting period per **MEETING** Agenda begins, the system automatically runs the voting time by counting down a maximum of 5 (five) minutes. During the electronic voting process, the status "*Voting for Agenda item No [] has started*" will be seen in the '*General MEETING Flow Text*' column. If the Shareholders or their proxies do not vote for a particular **MEETING** Agenda until the status of the implementation of the **MEETING** shown in the '*General MEETING Flow Text*' column changes to "*Voting for Agenda item No [] has ended*", it will be considered as voting Abstain for the relevant Agenda of the **MEETING**.
- (iii) Voting time during the electronic voting process is the standard time set in the eASY.KSEI application. Each Company may determine the policy of direct voting time electronically per Agenda in the **MEETING** (with a maximum time of 5 (five)

minutes per **MEETING** Agenda) and this will be stated in the Rules of Conduct for the Implementation of the **MEETING** through the eASY.KSEI application.

d. Watch the ongoing MEETING through the GMS Zoom Webinar on eASY.KSEI

- (i) Shareholders or their proxies who have been registered in the eASY.KSEI application no later than the deadline in point 2 can watch the ongoing **MEETING** via Zoom Webinar by accessing the eASY.KSEI menu, the GMS Impressions submenu located at the AKSes facility (<https://access.ksei.co.id/> <<https://access.ksei.co.id/>>).
- (ii) The GMS Zoom Webinar has 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 watch the implementation of the **MEETING** through the GMS Zoom Webinar are still considered valid to be present electronically and share ownership and voting choices are taken into account at the **MEETING**, as long as they have been registered in the eASY.KSEI application as stipulated in point 4 letter a number i –vi.
- (iii) Shareholders or their proxies who only watch the ongoing **MEETING** through the GMS Zoom Webinar but are not registered to attend electronically on the eASY.KSEI application according to the provisions in point 4 letter a number i–vi, then the presence of the Shareholders or their proxies is considered invalid and will not be included in the calculation of the **MEETING** attendance quorum.
- (iv) Shareholders or their proxies who watch the **MEETING** through the GMS Zoom Webinar have a *raise hand feature* that can be used to ask questions and/or opinions during the discussion session per **MEETING** Agenda. If the Company allows by activating the *allow to talk feature*, the Shareholders or their proxies can submit questions and/or opinions by speaking directly. The determination of the mechanism for the implementation of discussions per **MEETING** Agenda using the *allow to talk feature* contained in the GMS Zoom Webinar is the authority of each Company and this will be stated by the Company in the Rules of Conduct for the Implementation of the **MEETING** through the eASY.KSEI application.
- (v) To get the best experience in using the eASY.KSEI application and/or GMS Impressions, Shareholders or their proxies are advised to use the Mozilla Firefox browser.

5. The Notary, assisted by the Securities Administration Bureau, will check and count the votes for each Agenda of the **MEETING** in every decision-making of the **MEETING** on the said Agenda, including those based on the votes submitted by the Shareholders through eASY.KSEI as referred to in point 4 letter c numbers i–iii above, as well as those submitted at the **MEETING**.

6. To prevent the spread of Covid-19, the Company urges Shareholders to follow directions from the Government of the Republic of Indonesia by performing Physical Distancing and implementing applicable safety and health protocols. The Company urges the following:

- a) The Company recommends to Shareholders who are entitled to attend the **MEETING** whose shares are included in the collective custody of KSEI, to register attendance

electronically through the KSEI System (eASY.KSEI) at the link <https://access.ksei.co.id/> provided by KSEI, as a Physical Distancing measure as well as implementing the applicable security and health protocols. The implementation of electronic registration will be opened from the date of the summons for this **MEETING** and will be closed at the latest before the **MEETING** at 09.30 WIB.

- b) Guidelines for registration, use, and further explanation regarding eASY.KSEI can be found on the Company's website and/or access.ksei.co.id website.
 - c) In the event that the Shareholders will attend the **MEETING** outside the eASY.KSEI mechanism, the Shareholders can download the power of attorney contained on the Company's website www.kimifarma.co.id
7. The Shareholders or their proxies who will attend the **MEETING** must follow the safety and health protocol that applies to the venue of the **MEETING** as follows:
- a. Have a Certificate of Rapid Antigen Test (with non-reactive result) or Covid-19 PCR Swab Test (with negative result) obtained from a hospital doctor, health center or clinic with a sampling date of 1 (one) day prior the **MEETING**.
 - b. Wear a mask while in the **MEETING** area and place.
 - c. Based on detection and monitoring has a body temperature of not more than 37.3°C.
 - d. Follow the directions of the **MEETING** Committee in implementing the physical distancing policy, both before, during, and after the **MEETING** is over. The **MEETING** Committee limits the capacity of the **MEETING** room.
 - e. Following the procedures and protocols for preventing the spread and transmission of Covid-19 determined by the Company.
8. In order to support the health protocol in the Minister of Home Affairs 53/2022, as an effort to prevent and control Covid-19, the Company:
- 1) Do not provide souvenirs, food and drinks.
 - 2) Inform the Shareholders if there are changes and/or additions to information related to the procedures for holding the Meeting with reference to the latest conditions and developments related to the prevention and control of Covid-19.
9. Annual Report will be provided to Shareholders in soft file form. In addition, Shareholders are required to comply with the health protocols stipulated in accordance with the Government Protocol implemented by the GMS committee and the venue's management where the GMS is held.
10. The Company will make another announcement in the event that there are changes and/or additional information regarding the procedures for the implementation of the **MEETING** with reference to the latest conditions related to integrated handling and control to prevent the spread and transmission of Covid-19.
11. To ease the arrangement and orderliness of the **MEETING**, Shareholders or their legal proxies are kindly requested to register for attendance (registration) no later than 30 (thirty) minutes before the **MEETING** begins, and at **09.30 WIB** the registration will be closed.

Jakarta, May 9, 2023

**PT Kimia Farma Tbk
Board of Directors**