

**RULES OF CONDUCT
ANNUAL GENERAL MEETING OF SHAREHOLDERS**

PT ARCHI INDONESIA TBK.

Tuesday, 26 April 2022

1. The Annual General Meeting of Shareholders (hereinafter referred to as “**the Meeting**”) of PT Archi Indonesia Tbk (hereinafter referred to as “**the Company**”) will be conducted in the Indonesian language.
2. The Meeting will be held by referring to the Regulation of the Financial Services Authority No. 15/POJK.04/2020 (“**OJK Regulation No. 15**”) on the Plan and Implementation of the General Meeting of Shareholders of Publicly Listed Companies and the Regulation of the Financial Services Authority No. 16/POJK.04/2020 (“**OJK Regulation No. 16**”) on the Implementation of the General Meeting of Shareholders of Publicly Listed Companies by Electronic Platform. The Company provides an alternative for shareholders to provide power and vote electronically with an **e-proxy and e-vote** mechanism through the eASY.KSEI application which is managed by PT Kustodian Sentral Efek Indonesia (KSEI) and approved by the Financial Services Authority (OJK).
3. Shareholders whose names are recorded in the Register of Shareholders of the Company and/or owners of the Company's shares in the securities sub-accounts at the Collective Custody of PT Kustodian Sentral Efek Indonesia (**KSEI**) at the close of share trading on Friday, 1 April 2022 until 16.15 WIB, or their proxies as evidenced by a valid power of attorney or power of attorney through the **eASY.KSEI** application at the <https://access.ksei.co.id> link are those who have the right to attend, vote and provide questions or opinions at the Meeting.
4. In accordance with the provisions of Article 17 paragraph 1 of the Company's Articles of Association, the Meeting is chaired by a member of the Board of Commissioners who is appointed by the Board of Commissioners (hereinafter referred to as the “**Meeting Chairperson**”).
5. The Chairperson of the Meeting has the right to ask the shareholders or their proxies who are present to prove their authority to attend, vote and provide questions or opinions at the Meeting.
6. The Chairperson of the Meeting will provide an opportunity for the shareholders or their proxies to ask questions or opinions related to the Meeting Agenda which is being discussed in writing through the chat feature in the 'Electronic Opinions' column available in the E-Meeting Hall screen in the eASY.KSEI application before the voting is held. Shareholders or their proxies who are physically present are requested to raise their hands and submit them in writing in the form provided by our officers by writing down the name and number of shares owned/represented. Our officers will collect the form to be submitted to the Chairperson of the Meeting and a Notary.
7. If the Chairperson of the Meeting determines that there are no more questions regarding the Agenda of the Meeting being discussed, the Chairperson of the Meeting will notify them so that they are not allowed to ask any follow-up questions.

8. The Chairperson of the Meeting has the right to choose the questions asked to be answered if the questions submitted exceed 2 (two) questions.
9. In accordance with Article 18 paragraph 4 point a of the Company's Articles of Association, the number of shareholders' attendance quorum for the Meeting is attended by shareholders or their proxies representing more than (one half) of the total shares with valid voting rights that have been issued by the Company.
10. Meeting Resolutions:
 - 1) In accordance with Article 40 of POJK 15/2020, the decisions of the Meeting are taken based on **deliberation for consensus**.

If deliberation to reach consensus is not reached, then a **vote** will be held, provided that for the First Agenda to the Fifth Agenda, in accordance with Article 18 paragraph 2 of the Company's Articles of Association in conjunction with Article 41 paragraph 1 point c of POJK 15/2020, that the decision is valid if approved by more than (one half) of the total shares with voting rights present at the Meeting. As for the Sixth Agenda, no voting was carried out because it was a Report.
 - 2) Shareholders or their proxies who are present through the eASY.KSEI application are welcome to enter their vote in the column provided in the eASY.KSEI application.
 - 3) Shareholders or their proxies who are physically present can fill out the voting cards that have been distributed and submit them by raising their hands so that our Officers can take the ballots to be recorded and read by the Notary.
 - 4) If the shareholder or their proxies do not vote, it will be deemed to have cast an abstention vote and in accordance with Article 18 paragraph 11 of the Company's Articles of Association, the abstention vote in the Meeting is deemed to have cast the same vote as the majority vote of the shareholders or their proxies who cast the vote.
11. The Meeting materials and Meeting's Rules of Conduct can be downloaded on the Company's website at www.archiindonesia.com.