



Domiciled in Jakarta  
(The "Company")

## **CONVOCAATION OF ANNUAL GENERAL MEETING OF SHAREHOLDERS (AGM)**

The Board of Directors of PT. Tira Austenite Tbk (the "Company") hereby invites the Shareholders of the Company' to attend the Annual General Meeting of Shareholders (the "AGM") which will be held :

Day / Date : Wednesday, 25 August 2021  
Time : 14.00 Western Indonesia Time - finished  
Venue : Seminar Room of the Company  
Jl. Pulo Ayang Kav. R-1  
Pulogadung Industrial Estate, Jakarta 13930

### **AGENDA OF THE AGM :**

1. Approval and ratification of the Company's Annual Report for the fiscal year 2020 including the Board of Directors' Report on Corporate Governance, the Supervisory Report of the Board of Commissioners, and the Company's Consolidated Financial Statements for the fiscal year ending on December 31, 2020, that have been audited by a Public Accountant from the Public Accounting Firm (KAP) ACHSIN HANDOKO TOMO, as stated in Report No. 00031/2.1096/AU.1/05/0064-2/1/VI/2021 dated June 30, 2021.
2. Giving discharge and release responsibility to Directors and Board of Commissioners for all the management and supervision which has been done during the period 2019 (acquitted and discharged) along with the action recorded in the annual report of the Company.
3. Determination the use of the net profit of the Company for fiscal year 2020.
4. Approval the reappointment members of the Board of Directors and the Board of Commissioners.
5. Giving authority to the Board of Commissioners to designate Public Accountant to audit the financial statements of the Company for the fiscal year 2021, including determining the honorarium and other requirements related to the appointment of the Public Accountant.
6. Approval awarding remuneration for members of the Board of Commissioners and the delegation of authority to the Board of Commissioners of the Company to determine remuneration for the Directors of the Company.

### **EXPLANATION THE AGENDA OF THE AGM :**

- The First Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association and Law No. 40/2007 concerning Limited Liability Companies as amended by Law No. 11 of 2020 concerning Job Creation ("UUPT").

- The Second Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association and Law No. 40/2007 concerning Limited Liability Companies as amended by Law No. 11 of 2020 concerning Job Creation ("UUPT").
- The Third Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association and Law No. 40/2007 concerning Limited Liability Companies as amended by Law No. 11 of 2020 concerning Job Creation ("UUPT"). The Company will propose to use of the Company's Net Profit to strengthen the company's capital.
- The Fourth Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association and OJK Regulation (POJK) Number 33/POJK.04/2014 Concerning the Board of Directors and the Board of Commissioners of Issuers or Public Companies and Law No. 40/2007 concerning Limited Liability Companies as amended by Law No. 11 of 2020 concerning Job Creation ("UUPT"). This Agenda relates to the expiration of the term of office of board of Directors and board of Commissioners and has received propose from the shareholders of the Company representing at least 1/10 (one tenth) of the total number of shares issued by the Company with valid voting rights and require approval from the Meeting. The Curriculum vitae of the candidates for the members of the Company's Board of Directors that will be proposed at the Meeting can be downloaded from the Company's Website. ([www.tiraaustenite.com](http://www.tiraaustenite.com)).
- The Fifth Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association and OJK Regulation (POJK) Number 13/POJK.03/2017 concerning The Use of Public Accountant and Auditing Firm in Financial Services Activities, The Company will propose that the Meeting grant powers to the Company's Board of Commissioners to appoint such registered Public Accounting Firm and Public Accountants to ensure that the Company will obtain the best public accountants in terms of quality, requirements and competitive price.
- The Sixth Agenda in the Meeting is a routine Agenda pursuant to the Company's Article of Association, OJK Regulation (POJK) Number 34/POJK.04.2014 concerning the Committee for Nomination and Remuneration of Issuers or Listed Companies and Law No. 40/2007 concerning Limited Liability Companies as amended by Law No. 11 of 2020 concerning Job Creation ("UUPT"). The Company will propose in the Meeting to authorize the Board of Commissioners of the Company to determine the value of the remuneration and allowances for members of the Board of Directors; and approve the remuneration for the Board of Commissioners of Rp.2.957.500.000,- (Two billion nine hundred fifty seven million five hundred thousand rupiah) Gross annually.

More details on the explanatory notes and materials with respect to the Meeting agenda are accessible and downloadable from the Company's website : ([www.tiraaustenite.com](http://www.tiraaustenite.com))

#### **NOTES :**

1. Announcement of the Meeting has been announced through the (i)Electronic General Meeting of Shareholders Website provided by PT Kustodian Sentral Efek Indonesia, (ii)The Indonesian Stock Exchange Website, and (iii)The Company's Website (<http://www.anekagas.com/>) **on Monday, July 19, 2021.**
2. The Company does not send separate invitation letter to the Shareholders and this Summon is an official invitation for the Shareholders to attend the Meeting. This Convocation can also be seen on (i)Electronic General Meeting of Shareholders Website provided by PT Kustodian Sentral Efek Indonesia, (ii)The Indonesian Stock Exchange Website, and (iii)The Company's Website (<http://www.anekagas.com/>) **on Tuesday, August 3, 2021.**

3. a. For the Company's shares which are not in collective custody, only the shareholders or their legal proxies whose names are registered in the Company's Shareholders Registration at the Company's Securities Administration Bureau (BAE), PT. Sinartama Gunita on August 2, 2021 at 16.00 PM Western Indonesia Time.
- b. For the Company's shares which are in Collective Custody, only the account holders or their legal proxies whose names are registered as the Company's shareholders in the Company's Shareholders Registration at the account holder or custodian bank in PT Kustodian Sentral Efek Indonesia ("KSEI") on August 2, 2020 at 16.00 Western Indonesia Time. Shareholders of the Company in the collective custody of PT Kustodian Sentral Efek Indonesia ("KSEI") who intend to physically attend the Meeting are requested to show Written Confirmation to Attend the Meeting ("KTUR") to the registration officer before the Meeting begins, which can be obtained at the Securities Company/Custodian Bank where the Shareholders open a securities account.
4. Shareholders can participate in the Meeting by either:
  - a. physically attending the Meeting; or
  - b. electronically attending the Meeting through the eASY.KSEI.
5. Shareholders who wish to attend electronically, as mentioned in item 4 letter b, must be local individual shareholders who have shares deposited in KSEI's collective custody
6. Shareholders can utilize the eASY.KSEI by accessing eASY.KSEI menu, Login eASY.KSEI submenu in the AKSes facility (<https://akses.ksei.co.id/>).
7. Prior to participating in the Meeting, shareholders must first read the terms presented in this Invitation, as well as other stipulations related to Meeting as authorized by each Company. Other terms can be found in the attached document on the 'Meeting Info' feature provided in the eASY.KSEI and/or Meeting invitations posted at the websites of the respective Company. The Company retains the rights to authorize more terms in relation to shareholders or shareholder representatives' physical participation in the Meeting.
8. Shareholders who wish to physically attend the Meeting or exercise their voting rights through the eASY.KSEI, must first inform their attendance or the attendance of their appointed representatives, and/or submit their votes through the eASY.KSEI.
9. The deadline for declaring attendance, appointing representatives, or submitting votes through the eASY.KSEI is set at 12:00 pm Western Indonesian Time (WIB) 1 (one) business day before the Meeting's date.
10. Any Shareholder of the Company or its proxy who will attend the Company's Meeting is kindly requested to provide the registration officer with the original copy of the KTUR and a copy of his/her Resident ID card (KTP) or any other identification card before entering the Meeting room. Shareholders of the Company in the form of a legal entity, in addition to submitting the original KTUR and a copy of his/her Resident ID card (KTP) or other identification card but also a copy of the latest articles of association and the deed of appointment of the last management of the legal entity he/sehe represents and a decision letter of ratification/approval from the authorized agency.
11. Shareholders who wish to attend or authorize a representative to attend the Meeting electronically through the eASY.KSEI must consider the following points:
  - a. **Registration Process**
    - i. Local individual shareholders who have not provided their attendance declaration before the deadline mentioned on item 9, but wish to attend the Meeting electronically, must first register their attendance through the eASY.KSEI during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.

- ii. Local individual shareholders who have provided their attendance declaration but have not submitted their vote on a minimum of 1 (one) of the Meeting agendas through the eASY.KSEI before the deadline mentioned on item 9 and wish to attend the Meeting electronically, must first register their attendance through the eASY.KSEI during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.
  - iii. Shareholders who have authorized the Company's Independent Representative or an Individual Representative but have not submitted their vote on a minimum of 1 (one) of the Meeting agendas through the eASY.KSEI before the deadline mentioned on item 9 and wish to attend the Meeting electronically must first register their attendance through the eASY.KSEI during the date of the Meeting and before the time that the Company ends the Meeting's electronic registration.
  - iv. Shareholders who have authorized an Intermediary Participant Representative (Custodian Bank or Securities Company) and have submitted their vote through the eASY.KSEI before the deadline mentioned on item 9 are required to request their registered representatives in the eASY.KSEI to register their attendance through the eASY.KSEI during the date of the Meeting before the time that the Company ends the Meeting's electronic registration.
  - v. Shareholders who have submitted their attendance declaration or authorized a Company appointed Independent Representative or Individual Representative and have provided their votes for a minimum of 1 (one) of the Meeting agendas through the eASY.KSEI before the deadline mentioned on item 9 do not need to electronically register their attendance through the eASY.KSEI on the Meeting's date. Shares' ownership will be automatically calculated as an attendance quorum and submitted votes will be automatically counted during the Meeting's voting process.
  - vi. Lateness or electronic registration failures, as mentioned in points number i - iv, for whatever reason that cause shareholders or their representatives to not be able to electronically attend the Meeting, will prevent their shares from being counted as a quorum for the Meeting.
- b. **Electronic Statements and/or Opinions Submission Process**
- i. Shareholders or their representatives are provided 1 (one) opportunities to present their questions and/or opinions in discussion in each Meeting agendas. Questions and/or opinions on each of the Meeting agendas can be submitted in writing by the Shareholders or their representatives through the chat feature in the 'Electronic Opinions' made available in the EMeeting Hall screen of the eASY.KSEI. Questions and/or opinions can be given as long as the Meeting's status in the 'General Meeting Flow Text' status is written as "Discussion started for agenda item no. [..]".
  - ii. The mechanism of handling questions and / or opinions through 'Electronic Opinion' screen in the eASY.KSEI is determined by the respective Company and will be included in the Company's Meeting Guidelines through the eASY.KSEI.
  - iii. Shareholders' representatives who electronically attend the Meeting and submit a question and/or opinion during a discussion session of one of the Meeting agendas are required to type in the name of the shareholder and amount of shares they represent first before they write their respective questions and/or opinions.
- c. **Voting Process**
- i. The voting process will be conducted electronically through the E-Meeting Hall menu, Live Broadcasting submenu of the eASY.KSEI.
  - ii. Shareholders or their representatives who have not submitted their votes on the particular Meeting agenda, as mentioned in item 11 letter a number i - iii, are given an opportunity to submit their votes as the Company opens the voting period in the E-Meeting Hall screen of

the eASY.KSEI. After the electronic voting period for one of the Meeting agendas is started, the system will automatically count down the voting time by a maximum of 1 (one) minutes. During the electronic voting time, a "Voting for Agenda item no [ ] has started" status would be displayed at the 'General Meeting Flow Text' column. Shareholders or their representatives who have not submitted their votes during a specific Meeting agenda after the 'General Meeting Flow Text' column's status has changed to "Voting for Agenda item no [ ] has ended" will be considered to give an Abstain vote for the related Meeting agenda.

- iii. The voting time in the electronic voting process is a standardized time set by the eASY.KSEI. The Company can set their own policies on electronic voting time for each of their Meeting agendas with a maximum of 1 (one) minutes per Meeting agenda as elaborated in the Meeting's Guideline through the eASY.KSEI.
- d. **Live Broadcast of The Meeting**
  - i. Shareholders or their representatives who have been registered in the eASY.KSEI no later than the deadline mentioned on item 11 can watch the Meeting live via Zoom in webinar format by accessing the eASY.KSEI menu, submenu Tayangan RUPS in the AKSes facility (<https://akses.ksei.co.id/>).
  - ii. Tayangan RUPS has a capacity of 500 participants provided in a first come, first serve basis. Shareholders or their representatives who could not be accommodated in the Meeting's broadcast are still considered to have electronically attended the Meeting and their share ownerships and votes are still counted, as long as they have registered through the eASY.KSEI, as specified above in item 11 letter a number i - v.
  - iii. Shareholders or their representatives who only watch the Meeting through Tayangan RUPS but were not electronically registered as participants in the eASY.KSEI, as specified above in item 11 letter a number i - v, will not be considered as a legal participant and are not counted as part of the Meeting's quorum.
  - iv. Shareholders or their representatives who watch the Meeting through Tayangan RUPS can use the raise hand feature to submit questions and/or opinions during the discussion sessions for each of the Meeting agendas. Shareholders or their representatives can directly ask questions or voice their opinions if the Company has allowed and activated the allow to talk feature. Mechanisms for discussion on each of the Meeting agendas, including the use of the allow to talk feature in Tayangan RUPS are determined by the Company and included in the Meeting's Guideline through the eASY.KSEI.
  - v. Shareholders or their representatives are encouraged to use the Mozilla Firefox browser for the best experience in using the eASY.KSEI and/or Tayangan RUPS.
12. The Company prepares 2 (two) types of power of attorney for Shareholders, namely conventional power of attorney which can be obtained through the Company's website ([www.tiraaustenite.com](http://www.tiraaustenite.com)) or through eProxy which can be accessed electronically on the eASY.KSEI platform through the KSEI website (<https://akses.ksei.co.id/>).
- a. **Conventional power of attorney**
  - i. Shareholders who are unable to attend can be represented by their attorneys based on a valid power of attorney in a form satisfactory to the Company's Board of Directors or executes to the Company's standard form of power attorney. The Proxy form can be downloaded from the Company's website ([www.tiraaustenite.com](http://www.tiraaustenite.com)).
  - ii. in accordance to Article 30 paragraph (3) POJK 15/2020, Members of the Board of Directors, Members of the Board of Commissioners and Employees of the Company may act as a proxy for Shareholders in the Meeting, but any vote they cast as proxy will not be counted in the voting;

- iii. The proxy form duly stamped and signed must be submitted to [legal@tiraustenite.com](mailto:legal@tiraustenite.com) or Company's office which is located at Jl Pulo Ayang Kav R-1, Pulogadung Industrial Estate, Jakarta 13930. All power of attorneys must be received by the Company no later than 1 (satu) day before the date of the Meeting on Tuesday, at 12.00 Western Indonesia Time.

b. **eProxy through eASY.KSEI**

Shareholders can assign general or special power of attorney. The power of attorney available at eASY.KSEI is an independent party appointed by the Company or is the custodian bank of the Shareholders.

Considering the Status of Specific Emergency Disaster of Corona Virus by the Government and according to Article 28 paragraph (2) POJK 15, The Company suggest to the Shareholders not to present physically but they may grant a power of attorney to an Independent Party, i.e. the Company's Securities Administration Bureau (BAE), PT.Sinartama Gunita (Independent Representative) through the eASY-KSEI facility at the link <https://akses.ksei.co.id>, which is provided by KSEI, as an electronic authorization mechanism (e-Proxy) in the process of convening a Meeting, from the date of this Convocation of Meeting until no later than 1 (one) working day before the date of Meeting, which is Tuesday, August 24 2021 until 12.00 Western Indonesia Time.

13. The Authorized Shareholders who are present and or will authorize to the BAE are entitled to submit questions relevant to the agenda of the Meeting to the BAE (PT. Sinartama Gunita) via email to [helpdesk1@sinartama.co.id](mailto:helpdesk1@sinartama.co.id) with the Subject "**Pertanyaan RUPST PT. Tira Austenite Tbk 2021**" and complete with identity and number of votes, no later than 1 (one) day before the Meeting held, at the latest on August 24, 2021. As long as these questions are relevant, they will be discussed in the Meeting and recorded in the Minutes of Meeting prepared by a Notary.
14. To minimize physical presence and as a form of effort to support the Government's program in the order to prevent the spread of the Covid-19 Virus, The Company will hold a Meeting which will be held in such a way in order to prioritize the health/safety of all parties including the Company's Shareholders or the proxies of the Shareholders of the Company and therefore the Company suggest to the Shareholders to use the power of attorney facility that has been provided by the Company, either electronically through the eProxy (through eASY.KSEI) or by giving Conventional power of attorney.
15. The notary, assisted by PT Sinartama Gunita, will check and count the votes for each meeting agenda and in each decision making on the said meeting agenda, including the votes submitted by the Shareholders to the Company or PT Sinartama Gunita.
16. Any Shareholder or its proxy that will physically attend the Meeting must follow the health protocol imposed by the Company, including in terms of restrictions on meeting participants. The protocols stipulated by the Company for the Meeting as follows :
  - a. Shareholders and/or their proxies are required to have result of Rapid Antigen Test (negative) or PCR Swab Test (negative) COVID19 obtained from a hospital doctor, health centre or clinic at least 1 (one) day before the meeting, which is August 24, 2021.
  - b. The quota for physical attendance in the meeting room is 15 (fifteen) people including representatives from the Company and Meeting Supporters and will be administered under the first come first serve principle, with the procedure already registered in advance by sending the name and number of shares to the Company's email, i.e [legal@tiraustenite.com](mailto:legal@tiraustenite.com) no later than 7 (seven) days before the date of the Meeting, and through that email the Company will confirm to the Shareholders that the shareholder quota is still available or not.
  - c. Use an N95/KN95/medical mask and follow the direction of the meeting committee in implementing the physical distancing policy at the meeting venue, during and after the meeting.
  - d. Detection and monitoring of body temperature to ensure that Shareholders or their proxies do not have a body temperature above normal (more than 37,2°c).

- e. Shareholders or their proxies who are sick, although having a body temperature within the normal threshold, are not allowed to enter the Meeting venue.
  - f. At the time of registration, it is mandatory to submit a health declaration form containing health information which can be downloaded on the Company's website.
  - g. If Shareholders or their proxies appear to have illness or appear to have symptoms (such as coughing, fever, flu), they will be asked to leave the Meeting room.
  - h. Any Shareholder who has arrived at the premises but is prohibited from attending and entering the meeting room for the reasons of not comply with the health protocols imposed above may still exercise his/her rights by granting powers (to attend and cast votes on each Meeting agenda item) to an independent party designated by the Company (A Representative of the Company's Securities Administration Bureau "BAE") or any other party appointed by the Shareholder, by completing and signing the form a Power of Attorney provided by the Company on the Meeting Premises.
  - i. The Company will announce again if there are changes and/or additional information regarding the procedures for holding the Meeting with reference to the latest conditions and developments regarding handling and control procedures to prevent the spread of COVID-19.
17. The materials related to the agenda of the Meeting are available to Shareholders and can be downloaded on the Company's website ([www.tiraaustenite.com](http://www.tiraaustenite.com)) or via the eASY.KSEI application at of the date of this Convocation. The Company does not provide material for the Meeting in hardcopy or softcopy, and only provides information on the address of the Company's website where the material for the Meeting agenda is available. Shareholders are encouraged to download the Annual Report and Meeting materials on the Company's website because it is an effort to control the risk of spreading COVID-19.
18. Shareholders or their proxies are kindly requested to be present at the Meeting venue at the latest at 13.30 Western Indonesian Time or 30 minutes before the start of the Meeting, to facilitate the arrangement and order of the Meeting.

**Jakarta, August 03, 2021**  
**PT TIRA AUSTENITE Tbk**  
**Board of Directors**