

**Notice of Meeting**  
**Annual General Meeting**  
**BUYUNG POETRA SEMBADA Tbk, PT (HOKI1)**

We hereby inform you that BUYUNG POETRA SEMBADA Tbk, PT (to be referred further as "the Company") has invited the Company's shareholders to attend its Annual General Meeting ("Meeting"), which will be held on:

Date : 25.06.2024

Date : 14:00

Venue : RUANG AULA PT BUYUNG POETRA SEMBADA TBK, GEDUNG KOKI FRUIT LT.2, JLN. PETA BARAT NO.9A PEGADUNGAN, KALIDERES, JAKARTA BARAT. PT BUYUNG POETRA SEMBADA TBK'S HALL ROOM, KOKI FRUIT BUILDING, 2ND FLOOR, JL. PETA BARAT NO.9A PEGADUNGAN, KALIDERES, WEST JKT KOTA ADM. JAKARTA BARAT DKI. JAKARTA Indonesia

The Meeting agendas are as follows :

1. Persetujuan dan pengesahan atas Laporan Tahunan dan Laporan Keberlanjutan Perseroan termasuk Laporan Keuangan Konsolidasian Perseroan serta Laporan Tugas Pengawasan Dewan Komisaris Perseroan untuk tahun buku yang berakhir pada tanggal 31 Desember 2023. Penjasannya: Berdasarkan ketentuan Pasal 12 ayat (3) dan ayat (4) Anggaran Dasar Perseroan Pasal 66 ayat (1) dan Pasal 69 ayat (1) Undang-Undang Nomor 40 Tahun 2007 tentang Perseroan Terbatas sebagaimana telah diubah sebagian dengan Undang Undang Nomor 6 Tahun 2023 tentang Peraturan Pemerintah Pengganti Undang Undang nomor 2 tahun 2022 tentang Cipta Kerja (?UU PT?), dalam Rapat Umum Pemegang Saham diajukan Laporan Tahunan Perseroan termasuk di dalamnya Laporan Pengurusan Direksi dan Laporan Tugas Pengawasan Dewan Komisaris untuk memperoleh persetujuan Rapat serta Laporan Keuangan Perseroan pada tahun buku yang berakhir pada tanggal 31 Desember 2023 untuk memperoleh pengesahan Rapat.
2. Persetujuan penetapan penggunaan laba ditahan Perseroan untuk tahun buku yang berakhir pada tanggal 31 Desember 2023
3. Penjasannya: Berdasarkan ketentuan Pasal 71 ayat (1) UU PT, Rapat akan membicarakan dan memutuskan penggunaan laba ditahan Perseroan untuk tahun buku yang berakhir pada tanggal 31 Desember 2023.
4. Persetujuan pemberian wewenang kepada Dewan Komisaris untuk menunjuk Kantor Akuntan Publik Independen serta penggantinya (apabila diperlukan) untuk memeriksa dan mengaudit Laporan Keuangan Konsolidasian Perseroan yang berakhir pada 31 Desember 2024. Penjasannya: Berdasarkan ketentuan Pasal 12 ayat (3) huruf d Anggaran Dasar Perseroan, Pasal 59 Peraturan OJK Nomor 15/POJK.04/2020 tentang Rencana dan Penyelenggaraan Rapat Umum Pemegang Saham Perusahaan Terbuka (?POJK No.15/2020?) serta Pasal 13 Peraturan OJK Nomor 13/POJK.03/2017 tentang Penggunaan Jasa Akuntan Publik dan Kantor Akuntan Publik, Kantor Akuntan Publik yang akan mengaudit buku-buku Perseroan untuk tahun buku yang akan berakhir 31 Desember 2024 wajib diputuskan oleh Rapat Umum Pemegang Saham dengan memperhatikan usulan Dewan Komisaris.
5. Persetujuan penetapan besarnya gaji atau honorarium dan tunjangan bagi anggota Dewan Komisaris dan anggota Direksi Perseroan
6. Penjasannya: Untuk memenuhi ketentuan Pasal 17 ayat (8) dan Pasal 20 ayat (13) Anggaran Dasar, Pasal 96 dan Pasal 113 UU PT, besarnya gaji atau honorarium dan tunjangan lainnya bagi anggota Direksi dan Dewan Komisaris disetujui oleh Rapat.

Notes:

1. The Company will not send a specific invitation to shareholders given that this invitation constitutes an official invitation to the Company. This invitation can also be found at the Company's website at <https://topikoki.com/wp-content/uploads/IKLAN-PANGGILAN-RUPST-2024-HOKI-INDO-FIX.pdf> and the **eASY.KSEI**.
2. Materials related to the Meeting are available at the Company's office as of the Invitation date on 03.06.2024 and up to the Meeting's date on 25.06.2024, as the Company informed above.
3. The shareholders who are entitled to attend or be represented at the Meeting are those whose names are listed in the Shareholders Register of the Company as of the Stock Exchange's closing hour on 31.05.2024.
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 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 electronic attendance, appointing representatives through electronic proxy (e-proxy), or submitting electronic 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. Prior to entering the Meeting room, all shareholders or their representatives who wish to physically participate in the meeting must first fill in the attendance list and show original proofs of identity.
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 or Opinions Submission Process
    - i. Shareholders or their representatives are provided 3 (three) 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 E-Meeting 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. Proses Pemungutan Suara/Voting
    - 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 5 (five) 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**. Each Company can set their own policies on electronic voting time for each of their Meeting agendas (with a maximum of five minutes per Meeting agenda) and include them 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 9 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.

Jakarta, 25.06.2024

**BUYUNG POETRA SEMBADA Tbk, PT**