



MITRA ENERGI PERSADA

**RULES AND REGULATIONS
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS
PT MITRA ENERGI PERSADA TBK**

Monday, October 9, 2023

1. The Extraordinary General Meeting of Shareholders (“**Meeting**”) will be conducted efficiently without affecting the validity of the Meeting and will be held in the Indonesian language.
2. In accordance with the Company's Articles of Association and the Financial Services Authority (“**OJK**”) regulations, the Board of Directors of the Company has, among others, carried out the following actions:
 - 2.1. Notified OJK regarding the plan to hold this Meeting through a letter dated August 24, 2023;
 - 2.2. Published the Meeting Announcement and Convocation to Shareholders of the Company through the Indonesia Stock Exchange website, the Company's website, and the eASY.KSEI system, as follows:
 - a. The Meeting Announcement was published on August 31, 2023;
 - b. The Meeting Convocation was published on September 15, 2023.
3. According to Article 11, paragraph 28 of the Company's Articles of Association, the Meeting shall be chaired by one of the members of the Board of Commissioners appointed by the Board of Commissioners.
4. **Meeting Participants**
 - 4.1. Shareholders eligible to vote are those whose names are recorded in the Company's Shareholders' Register on September 14, 2023. If a Shareholder holds more than 1 (one) share, they only need to cast their vote once, and the vote cast is applicable to all the shares they own;
 - 4.2. In accordance with the Company's Articles of Association, this Meeting can be held if attended by Shareholders representing more than ½ (one-half) of the total shares with valid voting rights issued by the Company;
 - 4.3. Shareholders or their authorized representatives who arrive after the registration period is closed may still attend the Meeting, but their votes will not be counted, and they will not be able to ask questions or express opinions during the Q&A session;
 - 4.4. The Company may limit the number of Shareholders present in person. Therefore, the Company encourages Shareholders to attend the Meeting electronically, grant their proxy electronically through the Electronic General Meeting System of KSEI (hereinafter referred to as "eASY.KSEI") via the website <https://akses.ksei.co.id>, or by granting a proxy in writing to the Independent Party. Proxy forms for the Independent Party can be accessed through the Company's website;
 - 4.5. The Independent Party, as referred to in point 4.4, acts on behalf of and represents Shareholders in casting votes and asking questions during the Meeting. The Independent Party is a representative of the Company's Securities Administration Bureau, PT Sinartama Gunita, with an address at Menara Tekno 7th Floor, Jl. Fachrudin No. 19, Jakarta, 10250;
 - 4.6. Shareholders who have arrived at the Meeting venue but are prohibited from attending or cannot enter the Meeting room for reasons specified in these rules may exercise their rights by granting a proxy (to attend and vote on each Meeting agenda) to the Independent Party appointed by the Company by completing and signing the Proxy Letter form provided by the Company at the Meeting location;
 - 4.7. Shareholders intending to attend the Meeting electronically via eASY.KSEI must comply with the following provisions:
 - a. Provide a statement (declaration) regarding electronic attendance at the Meeting along with voting preferences for the Meeting agenda through eASY.KSEI no later than 1 (one) Business Day before the Meeting date; or



- b. Register electronically through eASY.KSEI during the shareholder registration period on the Meeting date and provide electronic voting preferences during the Meeting until the close of voting for each Meeting agenda that requires voting;
 - c. In the event that a Shareholder or Proxy Holder has not submitted voting preferences for at least one Meeting agenda by 1 (one) Business Day before the Meeting date, Shareholders or Proxy Holders intending to attend the Meeting electronically must register electronically through eASY.KSEI during the shareholder registration period on the Meeting date;
 - d. Shareholders who have provided a statement to attend the Meeting electronically and have registered electronically on the Meeting date can view, listen, and/or participate directly in the Meeting through the services provided by the eASY.KSEI Provider, including asking questions and/or expressing opinions during the Meeting;
- 4.8. Shareholders or their Proxy Holder who are not in good health (especially those with or experiencing symptoms of COVID-19 infection, such as cough, fever, and/or flu symptoms) are not allowed to attend the Meeting;
- 4.9. The Company has the right to prohibit shareholders or their Proxy Holder from attending or being present in the Meeting room and/or the venue where the Meeting is held if they do not comply with the provisions in these rules.

5. Procedure for Asking Questions and/or Expressing Opinions

- 5.1. Those entitled to ask questions and/or express opinions at the Meeting are only Shareholders or Proxy Holders who are present validly;
- 5.2. For each Meeting agenda, the Chairperson of the Meeting will provide an opportunity for 2 (two) Shareholders to each ask 1 (one) question and/or express 1 (one) opinion before the voting;
- 5.3. Shareholders or Proxy Holder who are present physically and intend to ask questions and/or express opinions have to raise their hand and submit the completed question form to the officer, which will then be passed to the Notary for verification of its validity and relevance to the discussed Agenda, and subsequently presented to the Chairperson to be read;
- 5.4. The Procedure in Submitting Questions and/or Opinions Electronically:
 - a. Shareholders or Proxy Holder have the opportunity to submit questions and/or opinions during each discussion session per Meeting Agenda;
 - b. Questions and/or Opinions per Meeting Agenda can be submitted in writing by Shareholders or Proxy Holder using the chat feature in the 'Electronic Opinions' column which available on the E-Meeting Hall screen in the eASY.KSEI application. Questions and/or opinions can be submitted while the Meeting status in the 'General Meeting Flow Text' column is "Discussion started for agenda item no. [...]";
- 5.5. The Meeting Chairperson has the right to not answer or respond to questions and/or opinions that are not related to the Meeting Agenda;
- 5.6. The Meeting Chairperson has the right to appoint members of the Board of Directors, Board of Commissioners, and/or others to answer or respond to questions and/or opinions posed by Shareholders or Proxy Holder;
- 5.7. The Meeting Chairperson has the authority to take necessary actions to ensure the smooth and orderly conduct of the Meeting.

6. The Procedure for Voting and Decision-Making

- 6.1. The voice voting is done by raising hands, with the following procedure:
 - a. Valid Shareholders or Proxy Holder who vote “abstain” or vote “not agree” are requested to raise their hands and hand over their voting cards to the officer to be counted by the Notary;
 - b. Blank votes are considered as votes in line with the majority of Shareholders who cast votes; and
 - c. Shareholders who do not raise their hands will be counted as agreed to the proposed agenda;



- 6.2. The electronic voting process through the eASY.KSEI application is conducted following these procedures:
 - a. The electronic voting is conducted on eASY.KSEI application in the E-Meeting Hall menu, under the Live Broadcasting submenu;
 - b. Shareholders who are present either in person or represented by their Proxy Holder but have not yet provided their voting preferences for the Meeting agenda, has the opportunity to directly submit their voting preferences during the voting period through the E-Meeting Hall screen in the eASY.KSEI application that has been opened by the Company;
 - c. When electronic voting for each Meeting Agenda begins, the system automatically initiates the voting time countdown. Throughout the electronic voting process, the status "Voting for agenda item no [...]" will be displayed in the 'General Meeting Flow Text' column;
 - d. If a shareholder or their Proxy Holder does not provide voting preferences for a specific Meeting Agenda until the Meeting status displayed in the 'General Meeting Flow Text' column changes to "Voting for agenda item no [...] has ended," it will be considered as abstain vote for that particular Meeting Agenda;
 - e. The voting time during the electronic voting process is the standard time set in the eASY.KSEI application.
- 6.3. After the vote count has been conducted and reported by the Notary, the Meeting Chairperson will announce the Meeting's decision results from the vote;
- 6.4. The Meeting's decisions are made through consensus. If there are Shareholders who disagree or cast blank/abstain votes, the decision will be made through a vote, approved by more than ½ (one-half) of the total shares with voting rights present at the Meeting.
7. These rules are established in accordance with the provisions of the Company's Articles of Association and applicable regulations. Matters that arise during the Meeting and are not regulated in these rules will be determined by the Meeting Chairperson, with considering the Company's Articles of Association and applicable regulations.
8. The Company will make further announcements in case of changes and/or additional information in line with the current conditions and developments regarding the handling and control to prevent the spread of COVID-19.