

# COMMUNICATION WITH THE SHAREHOLDERS POLICY PT. INDAH KIAT PULP & PAPER TBK.

(the "COMPANY")

### I. OBJECTIVES

The Company adopts an investor relation policy to promote regular, effective and fair communication with individual and institutional shareholders (the "Shareholders"). Transparency and communication are the heart of our investor relations' activities. We aim to timely deliver thorough and up-to-date information to the investing community, to support informed investment decision. The Company does not practice selective disclosure of information material. We convey information material and semi-annual Financial Statement through announcement made on the Electronic Reporting System ("IDXnet") and comply with capital market regulations, namely regulations from the Financial Services Authority and Indonesia Stock Exchange. Annual Reports are announced and issued within the stipulated period.

### II. GENERAL

- 1. The Company is committed to have constructive dialogues with the Shareholders, by providing timely, updated, and sufficient information concerning the Company's business activities, strategies, and Financial Statements available for the Shareholders.
- 2. The Company will provide relevance and fair disclosures, equal treatment to its Shareholders, and protection to the Shareholders' interest. The information disclosure shall be done in accordance with the prevailing regulations.
- 3. The Company will provide its updated information through Annual Report, Sustainability Report, interim Financial Reports and other Company news that are available on the Company's Website.
- 4. The communication with the public and Company's Shareholders will be delivered through the Corporate Secretary and/or Investors Relation Division or appointed spokesperson.

### III. COMMUNICATION CHANNELS

Communication Channels to Shareholders shall be made through:

### 1. General Meeting of Shareholders ("GMS")

GMS must be implemented according to the Financial Services Authority's regulations and the Company's articles of association. There



are two types of GMS: Annual General Meeting of Shareholders ("AGMS") and Extraordinary General Meeting of Shareholders ("EGM"). Companies are required to hold annual meetings to discuss matters concerning the company and in extraordinary general meeting to resolve any urgent problems. Based on regulations in Indonesia, the Company required to hold an AGMS within 6 (six) months after the financial yearend. If a Shareholders are unable to attend the GMS, a proxy may be appointed to attend and vote on their behalf with an executed Power of Attorney Letter.

# 2. Information Disclosure to the Financial Services Authority and/or the Indonesian Stock Exchange

Where necessary, for the Company's activities/ material facts which based on capital market regulations require the Company to conduct information disclosure, the Company will conduct such information disclosure to the Financial Services Authority and/or the Indonesian Stock Exchange and/or to the public.

### 3. Annual Report

The Company shall publish annual reports to present to the shareholders and investors (including bondholder) a comprehensive and consistent overview of the Company's business activities, market prospects and development, and operational and financial performance.

## 4. Financial Statements

The Company shall publish its semi annual Financial Statements and annual Financial Statements in compliance with prevailing regulations. Statements prepared shall provide fair, comparable, understandable and relevant financial disclosures that represent the Company's latest financial conditions. The Annual Financial Statements prepared by the Company have gone through an audit process by an authorized third party.

### 5. Sustainability Report

The information related to Company's sustainability initiatives shall be delivered in the Sustainability Report and will be disclosed in Company's website. The Sustainability Report will explain on how the Company manages its relationship with its environment, community. consumers, customers, employees and other stakeholders to achieve its sustainable business purpose. An authorized and competent third party has carried out the Sustainability Report on the website.



### 6. Website

The Company will utilize Company's website to provide public information to Shareholders and stakeholders. The Company's website will contain any information related to Company's latest business activities that can be made through announcements and any other corporate communications.

The Annual Report, Financial Statements, and Sustainability Report that have been prepared by the Company is accessible in the Company's website. Any public information that is posted at listed stock exchange's website shall be available on the Company's website.