



PT CHANDRA ASRI PETROCHEMICAL TBK
Domiciled in West Jakarta
(the "Company")

NOTICE
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS OF THE COMPANY

To the shareholders, the Board of Directors of the Company hereby conveys the invitation of the Extraordinary General Meeting of Shareholders of the Company (the "**Meeting**"), which will be held on:

Day/Date : Thursday, 12 January 2023
Venue : Wisma Barito Pacific, M Floor
Jl. Let. Jend. S. Parman Kav. 62-63
Jakarta 11410
Time : 2 PM Western Indonesian Time – finish

Meeting Agenda

Approval of the change of the Company's management composition.

Explanation of Meeting Agenda

This Meeting Agenda is carried out because the Company will propose the change of the Company's management composition in relation with the resignation of a member of the Company's Board of Commissioners.

Notes Regarding the Meeting

- (i) The Company will not deliver any separate invitation to the shareholders and this Notice shall serve as an official invitation to the Company's shareholders.
- (ii) In order to support the Government of the Republic of Indonesia to suppress the spread of Covid-19 and in accordance with POJK No. 16/POJK.04/2020 on the Implementation of Electronic General Meeting of Shareholders of Public Companies, the Company hereby advise that the shareholders not to physically present in the Meeting and request the individual shareholders to provide an electronic power of attorney to the appointed employee of PT Raya Saham Registra ("Registra") through eASY.KSEI system managed by PT Kustodian Sentral Indonesia ("KSEI") in the link <https://akses.ksei.co.id/> ("E-Proxy").
- (iii) In the event that a shareholder is unable to provide E-Proxy, an authorization can be granted using a physical power of attorney to Registra. The form of physical power of attorney can be downloaded directly from the Company's website (<http://www.chandra-asri.com/investor-relations/public-announcements>) from the date of this Notice until the date of the Meeting.
- (iv) Any member of the Board of Directors and the Board of Commissioners as well as the employee of the Company cannot act as the proxy of a shareholder in the Meeting.
- (v) The shareholders who are entitled to attend or be represented by E-Proxy or physical power of attorney in this Meeting are the Company's shareholders whose names are registered in the Shareholders Register of the Company on Tuesday, 20 December 2022 until 4 PM Western Indonesia Time and the Company's shareholders in the sub-securities account of KSEI at the market closing in the Indonesia Stock Exchange on Tuesday, 20 December 2022.

- (vi) The materials of Meeting's agenda and the rules of the Meeting can be downloaded directly from the Company's website (<http://www.chandra-asri.com/investor-relations/>) from the date of this Notice until the date the Meeting.
 - (vii) The shareholders who have given an authorisation through E-Proxy or a physical power of attorney can still follow the proceedings of the Meeting electronically. The Company will send a link that can be accessed by the shareholders after receiving a written request from the shareholder which is submitted to e-mail address: corporatesecretary@capcx.com, by attaching a copy of E-Proxy or physical power of attorney, at the soonest 5 (five) working days before the Meeting is held.
 - (viii) To simplify the arrangement and keep the orderly of the Meeting as well as to apply a clean and healthy life behavior during Covid-19 pandemic, the shareholders or their proxies present in the Meeting are kindly requested to follow the Prevention Protocol of Corona Virus (Covid-19) Spread below, and shall present in the Meeting venue no later than 30 (thirty) minutes before the Meeting begins.
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The Prevention Protocol of Corona Virus (Covid-19) Spread

In the effort to prevent the spread of Covid-19 virus, the Company hereby stipulate the following conditions:

- a. Considering capacity of the Meeting room and in order to maintain physical distancing, the number of participants that can present in the Meeting room is maximum 20 (twenty) persons.
- b. The shareholders or their proxies can only enter the building where the Meeting is held if they (i) have a body temperature of $\leq 37^{\circ}\text{C}$ (ii) are not indicated to have symptoms of being infected with the Covid-19 virus (such as cough, fever, flu and/or others); and (iii) has scanned the barcode provided through PeduliLindung's application with green status.
- c. The shareholders or their proxies shall use mask when they are in the building area where the Meeting is held and during the Meeting.
- d. The shareholders or their proxies who present in the Meeting shall bring the Covid-19 swab test antigen or PCR (polymerase chain reaction) test results negative that is issued by a trusted laboratory or hospital maximum 1 (one) day before the date of the Meeting, where the results shall contain at least the name of the shareholder or their proxy who presents in the Meeting and signed by a doctor.
- e. The shareholders or their proxies shall follow health procedures, whether imposed by the Company or the building management where the Meeting is held.
- f. The shareholders or their proxies shall implement physical distancing policy according to the direction of the Meeting's officers and the building management where the Meeting is held.
- g. In the event that the shareholders or their proxies do not follow one of the provisions as described above, the Meeting's officers and/or building's security officers are entitled to prohibit the concerned shareholders or their proxies from attending or being in the Meeting room and/or the building where the Meeting is held.

If there is an amendment and/or additional information in connection with this prevention protocol of Covid-19 virus spread, the Company will announce such matters to the shareholders of the Company through Company's website.

Jakarta, 21 December 2022
PT CHANDRA ASRI PETROCHEMICAL TBK
BOARD OF DIRECTORS