

**RULES AND PROCEDURE  
ANNUAL GENERAL MEETING OF SHAREHOLDERS  
PT BANK CENTRAL ASIA Tbk (the "Company")**

**I. General Provisions**

1. The Annual General Meeting of Shareholders (the "**Meeting**") will be conducted in the Indonesian language.
2. If a shareholder or a shareholder's proxy decides to physically attend the Meeting and arrives at the Meeting after the registration is closed, such shareholder or shareholder's proxy is not allowed to participate in the Meeting, and their votes are not counted and/or they are deprived of the right to ask questions or express opinions at the Meeting.

**II. Provisions concerning the Prevention of COVID-19 Spread**

1. The shareholder or the shareholder's proxy that decides to physically attend the Meeting must follow and pass the strict health protocol established by the Company, as specified below:
  - (i) the shareholder or the shareholder's proxy is required to wear a mask while on the Meeting premises;
  - (ii) the shareholder or the shareholder's proxy is required to practice self-sanitation by using the hand sanitizer provided at the registration desks and at several points in the Meeting venue.
  - (iii) the shareholder or the shareholder's proxy is required to practice physical distancing by minimizing physical interaction, among others, by keeping a certain distance away from the other Meeting participants and not shaking hands with direct skin contact, in accordance with the directions given by the Company and the building management.
2. To implement the physical distancing policy, the Company sets a limit on the number of participants in 1 (one) room. The Meeting participants are kindly requested to enter and occupy the designated Meeting rooms and sit with a certain distance away from the other participants in the manner as directed by the Meeting helpers' directions.
3. If during the Meeting a shareholder or a shareholder's proxy who does not comply with the health protocol as regulated in item II number 1 and 2 above, or is found to show symptoms of an illness, including flu and/or cough (even though their body temperature is not above 37.3°C), the Meeting helper has the right to request or otherwise cause the shareholder or the shareholder's proxy to immediately leave the Meeting room and the Meeting venue.

**III. Quorum for Attendance**

Under the provisions of Article 86 paragraph 1 of Law Number 40 of 2007 (the "**Company Law**"), Article 41 paragraph 1 letter a of Regulation of the Financial Services Authority Number 15/POJK.04/2020 on the Planning and Conduct of the General Meeting of Shareholders of Public Limited Companies (the "**OJK REG ON GMS**") and Article 23 paragraph 1 letter a of the Company's Articles of Association, the Meeting is valid and therefore may be validly conducted and may adopt binding resolutions if the Company's shareholders representing more than 1/2 (one half) of the total outstanding shares of the Company with valid voting rights are present and/or represented at the Meeting.

**IV. Procedure for Asking Questions and/or Expressing Opinions:**

1. The shareholder or the shareholder's proxy that physically attends the Meeting may ask questions and/or express opinions, subject to the following provisions:
  - a) The shareholder or the shareholder's proxy submits the questions and/or opinions in writing by completing a form, which will be provided to all the shareholders or their proxies before they enter the Meeting room, and the shareholder or the shareholder's proxy must complete the form with the shareholder's name, the number of shares owned/represented, the email address, and the questions and/or opinions to be asked or expressed; and
  - b) The shareholder or the shareholder's proxy can submit the questions and/or opinions by raising hand and submitting the form to the Meeting helpers, and they can submit the questions and/or opinions only when the Chairperson of the Meeting gives the shareholders or their proxies the opportunity to do so before voting on the relevant agenda item takes place.
2. The shareholder or the shareholder's proxy that electronically attends the Meeting may ask questions and/or express opinions, subject to the following provisions:
  - a) The questions and/or opinions are submitted in writing through the chat feature in the "Electronic Opinions" column on the E-Meeting Hall screen of the eASY.KSEI application as long as the

“General Meeting Flow Text” column is still displaying “Discussion started for agenda item no. [ ]”. The Company will disable the “raise hand” and “allow to talk” features in the Zoom webinar on the AKSes facility.

- b) When asking a question, the shareholder or the shareholder’s proxy must provide information on the shareholder’s name, the number of shares owned/represented, and the shareholder’s email address.
3. Only the shareholders or their legitimate proxies that physically or electronically attend the Meeting are entitled to ask questions and/or express opinions in writing on the Meeting agenda item under discussion.
4. The Company has the right to not answer any question that is raised without the shareholder’s name and the number of shares owned/represented.
5. The questions asked and/or opinions expressed must have a direct bearing on the Meeting agenda item under discussion.
6. To give a fair opportunity to all shareholders, each shareholder or the shareholder’s proxy that physically or electronically attends the Meeting may only ask and/or express a maximum of 3 (three) questions/opinions.
7. If several questions are related or about the same thing, the questions will be answered together.
8. The Company will answer questions in accordance with the order in which the questions are submitted as much as possible.
9. To ensure the Meeting runs more effectively and efficiently, the duration of the question and answer in each agenda item is a maximum of 10 (ten) minutes.
10. The Chairperson of the Meeting has the right to determine the questions that will be answered in writing.
11. The questions that have not been answered directly (orally) will be answered in writing within 3 (three) business days after the date of the Meeting. The Company will send the response to the email address provided by the shareholder or the shareholder’s proxy in the form provided for submitting questions or through the chat feature in the “Electronic Opinions” column on the E-Meeting Hall screen of the eASY.KSEI application. If the shareholder or the shareholder’s proxy does not provide an email address, the Company’s response will be sent by mail to the shareholder’s address as recorded in the Company’s Register of Shareholders.

**V. Procedure for Voting and Vote Count:**

1. The vote count will be carried out according to the provisions of the Company Law, the OJK REG ON GMS, OJK Regulation No. 16/POJK.04/2020 concerning the Implementation of Electronic General Meeting of Shareholders of Public Limited Companies and the Company’s Articles of Association, namely as follows:
  - a) The Meeting resolutions shall be adopted by means of deliberation for consensus;
  - b) If the Meeting cannot adopt a resolution by deliberation for consensus, the resolution will be adopted by voting. During the voting, the shareholders or their proxies will have the right to cast their votes as AGREE, DISAGREE, or ABSTAIN on each meeting agenda item of the Company;
  - c) Any resolution on a proposal put forward at the Meeting shall be valid if approved by more than 1/2 (one half) of the total votes present and/or represented at the Meeting;
  - d) Under the provisions of Article 47 of the OJK REG ON GMS, any shareholders that ABSTAIN shall be deemed to cast the same votes as the majority votes cast by the shareholders at the Meeting.
2. Voting by the shareholders or their proxies that physically attend the Meeting shall be done under the following procedure:
  - a) The Chairperson of the Meeting will ask the shareholders or their proxies that DISAGREE or ABSTAIN on the relevant proposal to raise their hands and submit their ballots to the Meeting helpers;
  - b) If the shareholder has granted power to a proxy but casts votes through eASY.KSEI application, the votes that will be counted are those cast by the shareholders through eASY.KSEI application, and therefore the shareholder’s proxy need not raise his/her hand and submit the ballot to the Meeting helpers;
  - c) The shareholders or the shareholders’ proxies that do not raise their hands to submit the ballots containing votes of DISAGREEMENT or ABSTENTION on the relevant proposal shall be deemed to have approved the relevant proposal without the Chairperson of the Meeting having to ask each of the shareholders or the shareholders’ proxies to raise their hands to indicate agreement;
  - d) For the vote count, the Meeting helpers will scan the barcodes on the ballots containing votes of DISAGREEMENT and ABSTENTION, which have been submitted to them;

- e) The shareholders or the shareholders' proxies that have registered their attendance but leave the Meeting room without reporting to the registration staff before the close of the meeting will be deemed to be present at the Meeting and approve the proposals put forward at the Meeting.
3. Voting by the shareholders or their proxies that electronically attend the Meeting through the eASY.KSEI application shall be done under the following procedure:
  - a) The voting process takes place through the eASY.KSEI application on the E-Meeting Hall menu, Live Broadcasting submenu;
  - b) The shareholders that are present or have granted e-proxy in the Meeting through eASY.KSEI application but have not cast their votes will have the opportunity to cast their votes during the voting period determined by the Company through the E-Meeting Hall screen in the eASY.KSEI application;
  - c) During the electronic voting process, the status "Voting for agenda item no [ ] has started" will appear in the 'General Meeting Flow Text' column;
  - d) The time allocated for direct e-voting through the eASY.KSEI application is 2 (two) minutes;
  - e) Shareholders who have voted before the Meeting starts and shareholders or their proxies who have registered through the eASY.KSEI application on the date of the Meeting will be deemed valid to attend the Meeting even though they do not attend the Meeting until the end for any reason;
  - f) If the shareholder or the shareholder's proxy fails to cast any vote until the Meeting status shown in the 'General Meeting Flow Text' column changes to "Voting for agenda item no [ ] has ended", the shareholder or the shareholder's proxy will be deemed to ABSTAIN on the relevant Meeting agenda item.
4. Subsequently, the votes cast by the shareholders or their proxies either physically or electronically will be counted by the Company's Securities Administration Bureau and then verified by a Notary as an independent public official.
5. The results of the vote count will be displayed on the screens in the Meeting room and GMS Video Streaming.

#### VI. **GMS Video Streaming**

1. The shareholder or the shareholder's proxy that has registered attendance in the eASY.KSEI application by no later than 16 March 2022, 12.00 WIB (Western Indonesia Time) can view the ongoing Meeting through a Zoom webinar by accessing eASY.KSEI application.
2. The participants' ability to access the GMS Video Streaming will be determined on a first-come, first-served basis since the capacity is limited to only 500 participants.
3. The shareholders or their proxies that cannot view the ongoing Meeting through the GMS Video Streaming will still be considered as validly attending the electronic Meeting and their share ownership and votes will be taken into account in the Meeting as long as they are registered in the eASY.KSEI application.
4. Any shareholders that view the ongoing Meeting through the GMS Video Streaming but fail to declare their attendance in the eASY.KSEI application will not be counted in the attendance quorum for the Meeting.
5. To get the best experience in using the eASY.KSEI application and/or the GMS Video Streaming, the shareholders or their proxies are advised to use the Mozilla Firefox browser.

#### VII. **Miscellaneous**

During the Meeting, the shareholder or the shareholder's proxy that physically attends the Meeting is kindly requested to:

- a. switch off their mobile phone and/or any other communication device or set to "silent" mode;
- b. not chat with fellow Meeting participants to avoid distractions in the Meeting;
- c. not cut in on/interrupt others;
- d. sit with a certain distance away from the other Meeting participants in the manner as directed by the Meeting helpers; and
- e. immediately leave the Meeting premises after the close of the Meeting by keeping a certain distance away from the other participants.