

RULES AND PROCEDURES
ANNUAL GENERAL MEETING OF SHAREHOLDERS and
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (“Meeting”)
PT ADI SARANA ARMADA Tbk (“Company”)
Wednesday, 17 June 2026

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, their votes are not counted and/or they are deprived of the right to ask questions or express opinions at the Meeting. The shareholder or shareholder’s proxy may, nevertheless, participate in the Meeting as an invitee.
3. Any shareholder or their proxy who has arrived at the Meeting venue but is unable to enter the Meeting room due to limited room capacity may still exercise their rights by electronically attending the Meeting or granting power (to attend the Meeting and cast a vote on each Meeting agenda item) to an independent party designated by the Company (a Representative of the Company's Securities Administration Bureau) by completing and signing a written Power of Attorney provided by the Company at the Meeting venue.

II. Quorum of Meeting Attendance

Meetings can be held if attended by shareholders or their legal proxies, with the following conditions:

- a. Annual General Meeting of Shareholders:

In accordance with the provisions of Article 86 paragraph (1) of Law Number 40 of 2007 concerning Limited Liability Companies (“UUPT”), Article 41 paragraph 1 letter a of Financial Services Authority Regulation Number 15/POJK.04/2020 concerning the Planning and Implementation of the General Meeting of Shareholders Public Company (“POJK 15/2020”) and Article 24 paragraph (1) letter (a) part (i) of the Articles of Association of the Company, the Meeting is valid and can be held and take binding decisions if the shareholders of the Company who represent more than 1 /2 (one half) of

the total number of shares issued by the Company with valid voting rights present and/or represented at the Meeting.

- b. Extraordinary General Meeting of Shareholders:
 - i. For the agenda of the First Meeting, in accordance with the provisions of Article 102 paragraph (1) and paragraph (5) in conjunction with Article 89 paragraph (1) of the Company Law in conjunction with Article 43 POJK 15/2020 and Article 24 paragraph (1) letter (c) part (i)) The Company's Articles of Association, the Meeting is valid and can be held and take binding decisions if the shareholders of the Company who represent more than 3/4 (three quarters) of the total shares issued by the Company with valid voting rights and/or or represented at the Meeting;
 - ii. For the agenda of the Second Meeting, in accordance with the provisions of Article 24 paragraph (1) letter (b) part (i) of the Company's Articles of Association, the Meeting is valid and can be held and take binding decisions if the shareholders of the Company who represent at least 2/3 (two thirds) of the total shares issued by the Company with valid voting rights and/or represented at the Meeting;
 - iii. For the agenda of the Third Meetings, in accordance with the provisions of Article 24 paragraph (1) letter (a) part (i) of the Company's Articles of Association, the Meeting is valid and can be held and takes binding decisions if the shareholders of the Company representing more than 1/2 (one half) of the total number of shares issued by the Company with valid voting rights and/or represented at the Meeting.

III. Question Submission Process

- a. Shareholders or their proxies who are physically present may ask questions and/or express opinions under the following condition:
 - i. Submitted in writing by filling out the form distributed to the shareholders or their proxies before entering the Meeting room filled with the name of the shareholder, the number of shares owned/represented, email address, and questions and/or opinions to be asked or expressed;
 - ii. Submitted when the Chairman of the Meeting gives the opportunity to the shareholders or their proxies prior to voting on the matter concerned, by raising their hand and submitting the form to the Meeting office.

- b. Shareholders or their proxies who are present electronically can ask questions and/or express opinions electronically with the following condition:
 - i. Questions and/or opinions are submitted in writing via the chat feature in the "Electronic Opinions" column available on the E-Meeting Hall screen in the eASY.KSEI application, as long as the "General Meeting Flow Text" column still says "Discussion started for agenda item no. []".

The Company will deactivate the "raise hand" and "allow to talk" features in the Zoom webinar on the AKSes facility.
 - ii. When asking questions, shareholders or their proxies are required to write down the name of the shareholder and the number of shares owned/represented, email address
- c. When asking questions and/or opinions, shareholders or their proxies are required to write down the name of the shareholder and the number of shares owned/represented.
- d. The Company has the right not to answer questions that do not include the names of shareholders and the number of shares owned/represented.
- e. The questions submitted must relate directly to the agenda of the Meeting being discussed, the Meeting officer will first coordinate with the Notary regarding the incoming questions so that their relevance to the agenda of the Meeting can be determined and The Company has the right to not answer any question that is not have a direct bearing on the Meeting agenda item under discussion.
- f. To provide equal opportunities to all shareholders, each shareholder or his proxies who are physically or electronically present can submit a maximum of 2 (two) questions.
- g. If several questions are asked regarding the same material, then these questions will be answered at once.
- h. The Company will as far as possible answer questions in accordance with the order in which the questions are submitted.
- i. In order for the Meeting to be more effective and efficient, the Chairperson of the Meeting has the right to decide whether the questions will be answered immediately (orally) or in writing and the duration of the question and answer in each agenda item is a maximum of 5 (five) minutes.

IV. Voting and Counting Process

- a. Vote counting will be carried out by referring to the provisions of the Company Law, POJK 15/2020, Financial Services Authority Regulation Number 16/POJK.04/2020 concerning the Electronic Implementation of the General Meeting of Shareholders of Public Companies and the Company's Articles of Association, which are as follows:
 - i. Meeting decisions are taken based on deliberation for consensus;
 - ii. In the event that a decision based on deliberation for consensus is not reached, the decision is taken by voting. Shareholders or their proxies have the right to vote **AGREE, DISAGREE** or **ABSTAIN** votes on each agenda item of the Company;
 - iii. In accordance with Article 47 of POJK 15/2020 and Article 24 paragraph (7) of the Company's Articles of Association, **ABSTAIN**'s votes are deemed to have cast the same votes as the majority of shareholders who cast votes.
- b. Voting for shareholders or their proxies who are physically present at the Meeting shall be conducted in the following manner:
 - i. The Chairperson of the Meeting will ask the shareholders or their proxies who **DISAGREE** or **ABSTAIN** the proposed proposal to raise their hands and submit ballots to the Meeting officers;
 - ii. For proxies of shareholders who have received power of attorney by voting through the eASY.KSEI application, the votes that will be counted are the votes cast by the shareholders through the eASY.KSEI application, thus the relevant shareholder's proxies do not need to raise their hands and submit ballots to the meeting officers;
 - iii. Shareholders or their proxies who do not raise their hands to submit ballots of **DISAGREE** or **ABSTAIN** to the proposed proposal are deemed to have approved the proposed proposal without the Chairman of the Meeting needing to ask the shareholders or their proxies to raise their respective hands as a sign of agreement;
 - iv. Shareholders or their proxies who have registered themselves but leave the Meeting room and do not report the matter to the Meeting officers before the Meeting is over, are deemed to have attended and approved the proposal submitted at the Meeting.
- c. Voting for shareholders or their proxies who are present electronically through the eASY.KSEI application is conducted in the following manner:

- i. The voting process takes place in the eASY.KSEI application on the e-Meeting Hall menu, Live Broadcasting sub menu;
 - ii. Shareholders who are present or have given power of attorney electronically at the Meeting through the eASY.KSEI application, but have not yet made their choice of votes, then the Shareholders or their proxies have the opportunity to submit their vote during the voting period opened by the Company through the e-Meeting screen. Hall in the eASY.KSEI application;
 - iii. During the electronic voting process, the status of "Voting for agenda item no [] has started" will be seen in the "General Meeting Flow Text" column;
 - iv. Direct voting electronically through the eASY.KSEI application is allocated for 2 (two) minutes;
 - v. Shareholders who have voted before the Meeting begins 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;
 - vi. If the shareholder or their proxies do not vote until the status of the Meeting as shown in the "General Meeting Flow Text" column changes to "Voting for agenda item no [] has ended", then the shareholder or their proxies will be deemed to have voted **ABSTAIN** for the agenda in question.
- d. Furthermore, the votes cast by the shareholders or their proxies both physically and electronically will be counted by the Company's Securities Administration Bureau and then verified by a Notary as an independent public official.
 - e. The number of votes will be displayed on the available screen in the Meeting room.

V. GMS Live Broadcast

- a. Shareholders or their proxies who have been registered in the eASY.KSEI application no later than 15 June 2026 at 12.00 WIB can witness the ongoing Meeting through the Zoom webinar ("GMS Live Broadcast") by accessing the eASY.KSEI application.
- b. Attendance at the GMS is determined on a first come first serve basis because the capacity is only for 500 (five hundred) participants.

- c. Shareholders or their proxies who do not have the opportunity to witness the implementation of the Meeting through the GMS Impressions are still considered valid to attend electronically and share ownership and voting choices are taken into account at the Meeting, as long as they have been registered in the eASY.KSEI application.
- d. Shareholders who only watch the Meeting through the GMS Impressions, but do not declare their presence on the eASY.KSEI application, then the person concerned will not be counted in the quorum for the attendance of the Meeting.
- e. To get the best experience in using the eASY.KSEI application and/or GMS Impressions, Shareholders or their proxies are advised to use the Mozilla Firefox browser.

VI. Miscellaneous

- 1. 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.
 - e. immediately leave the Meeting premises after the close of the Meeting by keeping a certain distance away from the other participants.
- 2. The Meeting helpers have the right to do anything necessary, including but not limited to not allowing the shareholder or their proxy to enter other rooms outside the Meeting premises.

PT Adi Sarana Armada Tbk
Directors