



**PT SOLUSI TUNAS PRATAMA Tbk.
("Company")**

**Domiciled in South Jakarta
Perkantoran Permata Senayan Blok C1
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**SUMMON OF
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS
PT SOLUSI TUNAS PRATAMA TBK**

Board of Directors of PT Solusi Tunas Pratama Tbk ("**The Company**") hereby invites the Company's Extraordinary General Meeting of Shareholders ("**EGMS**") (referred as the "**Meeting**") of the Company to be held on:

Day/Date : Friday, October 1st 2021
Time : 14:00 PM - finish
Place : Sheraton Grand Jakarta Gandaria City Hotel
Jl. Sultan Iskandar Muda, Jakarta 12240

Herewith the Company's Meeting Agenda as follows:

- Approval of changes in the composition of the Board of Commissioners and/or Board of Directors of the Company.

Explanation:

Based on the provisions of Article 15 paragraph (6) and Article 18 paragraph (8) of the Company's Articles of Association that members of the Board of Directors and Board of Commissioners are appointed and dismissed by the Meeting. Therefore, the Company proposed the agenda for the meeting.

Notes:

1. The Company does not send special invitations to shareholders, because this summons is valid as an official invitation. This summons can also be viewed on the Company's website www.stptower.com and the eASY.KSEI application.
2. Materials related to the Meeting agenda are available on the Company's website from the date of the Invitation on 09.09.2021 until the Meeting is held on 01.10.2021, according to the Company's information above.



3. Each shareholder who is entitled to attend the Meeting is the shareholder whose name is recorded in the Company's Shareholders Register at the closing of the Stock Exchange trading hours on 08.09.2021.
4. The participation of shareholders in the Meeting can be done by the following mechanism:
 - a. physically attendance at the Meeting; or
 - b. attend the Meeting electronically through the eASY.KSEI application.
5. Shareholders or their proxies who will attend the Meeting are requested to bring and submit to the registration officer before entering the Meeting, as follows:
 - i. For individual Shareholders:
 - a copy of identity in the form of Residential ID card/passport of the Shareholder and/or their Proxy; and
 - a copy of the Shares Certificates and/or Collective Share Certificates (in the event that the shares held are still in the form of a scrip).
 - ii. For shareholders in the form of legal entities, cooperatives, foundations or pension funds:
 - a copy of identity in the form of Residential ID card/passport from the authorized Director and/or their Proxy;
 - a copy of articles of association and latest amendment and deed of appointment of the latest Board of Directors and Board of Commissioners of the company; and
 - a copy of the Shares Certificates and/or Collective Share Certificates (in the event that the shares held are still in the form of a scrip).
6. Shareholders who can attend in person electronically as mentioned in point 4 letter b are local individual shareholders whose shares are kept in the collective custody of KSEI, with the procedure which can be studied on the KSEI website <https://www.ksei.co.id/data/download-data-and-user-guide>
7. To use the eASY.KSEI application, shareholders can access the application through the AKSes facility (<https://access.ksei.co.id/>).
8. Before determining participation in the Meeting, shareholders must read the provisions conveyed through this summons as well as other provisions related to the implementation of the Meeting based on the authority determined by each Company. Other provisions can be seen through the attachment of the document on the 'Meeting Info' feature on the eASY.KSEI application and/or the invitation to the Meeting found on the related Company's website. The Company has the right to determine other requirements in connection with the participation of shareholders or their proxies who will be physically present at the Meeting.
9. Shareholders who will use their voting rights through the eASY.KSEI application can inform their presence or appoint their proxies, and/or submit their voting choices in the eASY.KSEI application.
10. The deadline for submitting an electronic attendance declaration or electronic proxy (e-proxy) and electronic voting in the eASY.KSEI application is no later than 12.00 WIB on 1 (one) business day prior to the Meeting date.



11. Mechanism of Power of Attorney:

- i. The Company request the shareholders who are entitled to attend the Meeting and whose shares are held in the collective depository of KSEI, to give a power of attorney to the Parties appointed by the Company through the KSEI Electronic General Meeting System (eASY.KSEI) facility which can be accessed on the official KSEI website <https://akses.ksei.co.id/> , with official guidelines provided on the official website of KSEI (<https://www.ksei.co.id/data/download-data-and-user-guide>), as a mechanism for electronic power of attorney (e-proxy) in the process of holding the Meeting.
- ii. In addition to the electronic authorization (e-proxy) mentioned above, Shareholders can provide power of attorney outside the eASY.KSEI facility where Shareholders can download the power of attorney form contained on the Company's website <http://www.stptower.com> and the power of attorney must be received by the Board of Directors of the Company no later than 3 (three) working days prior to the date of the Meeting to the address of the Company in Rukan Permata Senayan Block C1 Jl. Tentara Pelajar, Jakarta 12210.

12. Before entering the Meeting room, shareholders or their proxies who are physically present at the Meeting are required to fill out the attendance register by showing proof of original identity.

13. Shareholders who will attend or provide power of attorney electronically to the Meeting through the eASY.KSEI application must pay attention to the following:

a. Registration Process

- i. Local individual type shareholders who have not made a declaration attendance or power of attorney in the eASY.KSEI application until the time limit in point 10 and plan to attend the Meeting electronically then must register the attendance in the eASY.KSEI application on the date of the Meeting until the electronic meeting registration period is closed by the Company.
- ii. Local individual type shareholders who have provided a declaration of attendance but have not cast their votes for at least 1 (one) Meeting agenda in the eASY.KSEI application until the deadline in point 10 and wish to attend the Meeting electronically are required to register attendance in the eASY application. KSEI on the date of the Meeting until the registration period of the Meeting is electronically closed by the Company.
- iii. Shareholders who have given power of attorney to the proxies provided by the Company (Independent Representative) or Individual Representatives but the shareholders have not cast a minimum vote for 1 (one) Meeting agenda in the eASY.KSEI application until the deadline in point 10, the recipient the proxy representing the shareholders must register attendance in the eASY.KSEI application on the date of the Meeting until the electronic registration period for the Meeting is closed by the Company.
- iv. Shareholders who have given power of attorney to the participant/Intermediary proxy (Custodian Bank or Securities Company) and have cast their vote in the eASY.KSEI application up to the time limit in point 10, then the representative of the proxy who has registered in the eASY.KSEI application must perform attendance registration in the eASY.KSEI application on the date of the Meeting until the electronic registration period for the Meeting is closed by the Company.



- v. Shareholders who have given a declaration of attendance or given power of attorney to the proxy provided by the Company (Independent Representative) or Individual Representative and have cast a minimum of 1 (one) or all of the Meeting agenda items in the eASY.KSEI application no later than the maximum limit time in point 10, the shareholders or proxies do not need to register for attendance electronically in the eASY.KSEI application on the date of the Meeting. Share ownership will be automatically calculated as a quorum of attendance and the votes that have been cast will be automatically taken into account in the voting of the Meeting.
- vi. Any delay or failure in the electronic registration process as referred to in numbers i – iv for any reason will result in the shareholders or their proxies being unable to attend the Meeting electronically, and their share ownership will not be counted as a quorum for attendance at the Meeting.

b. Process for Submitting Questions and/or Opinions Electronically

- i. Shareholders or proxies have 3 (three) opportunities to submit questions and/or opinions at each discussion session per meeting agenda. Questions and/or opinions per Meeting agenda can be submitted in writing by the shareholders or proxies by using the chat feature in the 'Electronic Opinions' column available on the E-Meeting Hall screen in the eASY.KSEI application. Giving questions and/or opinions can be done as long as the status of the Meeting in the 'General Meeting Flow Text' column is "Discussion started for agenda item no. []".
- ii. The determination of the mechanism for implementing the discussion per meeting agenda in writing through the E-Meeting Hall screen in the eASY.KSEI application is the authority of each Company and this will be stated by the Company in the Rules of Conduct for the Meeting through the eASY.KSEI application.
- iii. For the proxies who attend electronically and will submit questions and/or opinions of their shareholders during the discussion session per agenda of the Meeting, they are required to write down the names of the shareholders and the size of their share ownership followed by related questions or opinions.

c. Voting Process

- i. The electronic voting process takes place in the eASY.KSEI application on the E-Meeting Hall menu, Live Broadcasting sub menu.
- ii. Shareholders who are present by themselves or are represented by their proxies but have not yet cast their votes in the agenda of the Meeting as referred to in point 13 letter a number i – iii, then the shareholders or their proxies have the opportunity to submit their vote directly during the voting period via a screen. The E-Meeting Hall in the eASY.KSEI application was opened by the Company. When the electronic voting period per meeting agenda begins, the system automatically runs the voting time by counting down a maximum of 5 (five) minutes. 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. If the shareholders or their proxies do not vote for a particular meeting agenda until the status of the meeting as shown in the 'General Meeting Flow Text' column changes to "Voting for agenda item no [] has ended", it will be considered as voting Abstain for the agenda of the meeting concerned.



- iii. Voting time during the electronic voting process is the standard time set in the eASY.KSEI application. Each Company may determine the time policy for direct voting electronically per agenda of the Meeting (with a maximum time of 5 (five) minutes per agenda of the Meeting) and this will be stated in the Rules of Conduct for the Meeting through the eASY.KSEI application.

d. Live Streaming of Meetings

- i. Shareholders or their proxies who have been registered in the eASY.KSEI application no later than the deadline in point 10 can witness the ongoing Meeting through the Zoom webinar by accessing the eASY.KSEI menu, the GMS Impressions submenu located at the AKSes facility (<https://access.ksei.co.id/>).
- ii. The Meeting broadcast has a capacity of up to 500 participants, where the attendance of each participant will be determined on a first come first serve basis. Shareholders or their proxies who do not have the opportunity to witness the implementation of the Meeting through the Meeting Impressions are still considered valid to be present 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 as stipulated in point 13 letter a number i – v.
- iii. Shareholders or their proxies who only witnessed the implementation of the Meeting through the Meeting Impressions but are not registered are present electronically on the eASY.KSEI application in accordance with the provisions in point 13 letter a number i – v, then the presence of the shareholder or proxies is considered invalid and will not included in the calculation of the meeting attendance quorum.
- iv. Shareholders or their proxies who witness the implementation of the Meeting through the Meeting have a raise hand feature that can be used to ask questions and/or opinions during the discussion session per agenda of the Meeting. If the Company allows by activating the allow to talk feature, then shareholders or their proxies can submit questions and/or opinions by speaking directly. The determination of the mechanism for conducting discussions per meeting agenda using the allow to talk feature contained in the Meeting is the authority of each Company and this will be stated by the Company in the Rules of Conduct for the Meeting through the eASY.KSEI application.
- v. 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.

Jakarta, 9 September 2021
Company's Board of Director
PT. Solusi Tunas Pratama Tbk