

Indofood CBP

INVITATION ANNUAL GENERAL MEETING OF SHAREHOLDERS PT IND©FOOD CBP SUKSES MAKMUR Tbk

The Board of Directors of PT Indofood CBP Sukses Makmur Tbk., (the “**Company**”) hereby invites the Shareholders of the Company to attend the Annual General Meeting of Shareholders of the Company (the “**AGMS**”) to be held physically with the limitation of attendances and electronically through the Electronic General Meeting System KSEI (“**eASY.KSEI**”) facility provided by PT Kustodian Sentral Efek Indonesia, domiciled in South Jakarta (the “**e-RUPS Provider**”), on:

- **Day/date** : Friday, July 22, 2022
- **Time** : 10:00 am Western Indonesian Time (“**WIB**”)
- **Venue** : Sudirman Plaza Indofood Tower PH floor
Jalan Jendral Sudirman Kav. 76-78
South Jakarta 12910
- **Agenda** :
 1. Acceptance and approval of the annual report of the Board of Directors on the activities and financial results of the Company for the year ended December 31, 2021
 2. Approval of the Company’s Balance Sheet and Income Statement for the year ended December 31, 2021
 3. Determination of the use of net profit of the Company for the year ended December 31, 2021
 4. Determination of the remuneration of all members of the Board of Commissioners and members of the Board of Directors of the Company
 5. Appointment of the Public Accountant of the Company and give the authorization to the Board of Directors to determine the fees of the Public Accountant and other terms.

IMPORTANT NOTES

- I This invitation is the official invitation to all Shareholders of the Company and there will be no separate individual invitation sent to the Shareholders of the Company.
- II. Only the Shareholders of the Company whose names are recorded in the Company’s Register of Shareholders as of the close of business hour (04.00 pm WIB) on Wednesday, June 29, 2022 will be entitled to attend or represented at the AGMS.
- III. **The Company will not provide and/or distribute any food and/or drink during the AGMS and also will not provide and/or distribute any product gifts.**

- IV. In order to support the Government efforts to prevent the spread of corona virus and for the health and safety of the Shareholders of the Company, the Company encourages the Shareholders of the Company to:
- a. attend the AGMS electronically and cast votes electronically by using the eASY.KSEI facility provided by e-RUPS Provider; or
 - b. grant a power of attorney electronically through the eASY.KSEI facility to the Custodian Bank or a member of Stock Exchange that administers the shares owned by the relevant Shareholders of the Company ("**Participant**") or to PT Raya Saham Registra ("**PT RSR**"), an independent party as appointed by the Company who also as the Company's Share Registrar, to represent the Shareholders of the Company to attend and vote at the AGMS; or
 - c. grant a power of attorney to PT RSR using the Proxy Form which has been provided and can be downloaded from the Company's website <https://www.indofoodcbp.com>

V. THE TERMS AND ARRANGEMENT REGARDING THE ATTENDANCES OF THE SHAREHOLDERS OF THE COMPANY IN THE AGMS ELECTRONICALLY

1. For the Shareholders of the Company who will attend the AGMS electronically ("**e-RUPS**") or granting a power of attorney electronically ("**e-Proxy**") must follow and comply with the procedures determined by the e-RUPS Provider (can be accessed through <https://www.ksei.co.id>), which covers (i) registration procedure, (ii) submission procedure of questions and/or opinions electronically, (iii) voting procedure, in addition to the rules of AGMS determined by the Company.
2. The arrangement of the attendance of the Shareholders of the Company at e-RUPS or granting e-Proxy are as follows:
 - a. **The Shareholders of the Company whose shares are registered under the Collective Deposit at PT Kustodian Sentral Efek Indonesia (script-less)**
 - The script-less Shareholders who can attend e-RUPS or granting e-Proxy are the Indonesian individual script-less Shareholders of the Company ("**Local Individual**") as long as they meet the requirements determined by the e-RUPS Provider, among others:
 - (i) having a Single Investor Identification (SID), that can be obtained by contacting their Participant;
 - (ii) registered as an AKSes user (having the eASY.KSEI account by way of registration/activation account through <https://akses.ksei.co.id>).

Meanwhile the local or foreign institutional script-less Shareholders of the Company or the foreign individual script-less Shareholders of the Company may only attend e-RUPS by appointing and granting e-Proxy to (i) the Participant, or (ii) PT RSR.

The granting of e-Proxy through the eASY.KSEI facility by either local or foreign institutional script-less Shareholders of the Company or the foreign individual script-less Shareholders of the Company should be done through Participant.

- The Local Individual script-less Shareholders of the Company who prefer to appoint and grant e-Proxy to the Participant or PT RSR, may do so directly through eASY.KSEI facility, by granting e-Proxy and casting selection of vote for each agenda of the AGMS, starting from the date of this Invitation until no later than 1 (one) working day before the date of the AGMS, i.e Thursday July 21, 2022 until 12.00 pm WIB.
- The Local Individual script-less Shareholders of the Company who prefer to attend e-RUPS and cast vote electronically directly (in-person) may do so through eASY.KSEI facility, by:
 - (i) providing a confirmation to attend e-RUPS and cast the selection of vote electronically for each agenda of the AGMS starting from the date of this Invitation until no later than 1 (one) working day before the date of AGMS, i.e Thursday July 21, 2022 until 12.00 pm WIB; or
 - (ii) registering their attendance at the e-RUPS on the date of the AGMS, i.e Friday, July 22, 2022 until 09.30 am WIB and cast the selection of vote electronically for each agenda of the AGMS.

To provide sufficient time for the Share Registrar of the Company to conduct and complete the consolidation process of the electronic attendances data of the Shareholders of the Company with the physical attendances data of the Shareholders of the Company then the attendances registration process will be closed at 09.30 am WIB, therefore the Local Individual Shareholders of the Company who will attend the e-RUPS and the Participant as the e-Proxy holders are requested respectfully to register their attendances electronically through eASY.KSEI facility no later than 09.30 am WIB and further joining the e-meeting hall and/or the application of zoom webinar through AKSes facility on 09.45 am WIB to attend and follow from distance the execution of AGMS electronically.

- The Local Individual script-less Shareholders of the Company who prefer to attend the AGMS physically are required to follow and comply with the terms and arrangement regarding the attendance of the Shareholders of the Company physically as described in point VI herein below.

b. The Shareholders of the Company whose shares are still holding in script form

- The script Shareholders of the Company can attend the AGMS by giving power of attorney to PT RSR using the Proxy Form which has been provided and can be downloaded from the Company's website <https://www.indofoodcbp.com>. The original Proxy Form duly stamped and signed must be sent to and received by PT RSR at Plaza Sentral Building 2nd floor, Jalan Jendral Sudirman Kav. 47-48, South Jakarta 12930 or Legal Division of the Company at Sudirman Plaza, Indofood Tower 25th floor, Jalan Jendral Sudirman Kav. 76-78, South Jakarta 12910, no later than Monday, July 18, 2022.

VI. THE TERMS AND ARRANGEMENT REGARDING THE ATTENDANCES OF THE SHAREHOLDERS OF THE COMPANY IN THE AGMS PHYSICALLY

1. Considering the pandemic condition and situation are still on-going and to safeguarding the health and safety of the Shareholders of the Company, the physical attendance of the Shareholders of the Company is limited only for the Indonesian individual Shareholders of the Company whose shares either in script or script-less form with the condition that the respective Shareholders of the Company must attend the AGMS in-person and cannot be represented or by proxy.
2. The foreign individual Shareholders of the Company and/or the local or foreign institutional Shareholders of the Company are not able to attend the AGMS physically and are requested respectfully:
 - a. for the foreign individual Shareholders of the Company and/or the local or foreign institutional Shareholders of the Company who are holding script shares to grant a power of attorney to PT RSR using the Proxy Form which has been provided and can be downloaded from the Company's website <https://www.indofoodcbp.com> as described in point V.2.b hereinabove;
 - b. for the foreign individual Shareholders of the Company and/or the local or foreign institutional Shareholders of the Company who are holding script-less shares to grant e-Proxy through eASY.KSEI facility to the Participant or PT RSR in accordance to the e-RUPS procedure determined by the e-RUPS Provider; The granting of e-Proxy through the eASY.KSEI facility by the local or foreign institutional script-less Shareholders of the Company or the foreign individual script-less Shareholders of the Company should be done through Participant.

3. The Shareholders of the Company who prefer to attend the AGMS physically are required to take a test covid-19 and show the test result at the Peduli Lindungi application, with the following conditions:

- a. For the Shareholders of the Company who have received the first and second doses of vaccination or complete vaccination (first, second and third doses) must show a negative result of the rapid antigen test whose sample was taken within 1 x 24 hours or a negative result of the RT-PCR test whose sample was taken within 3 x 24 hours before the time schedule of the AGMS;
- b. For the Shareholders of the Company who have just received the first dose of vaccination, must show a negative result of the RT-PCR test whose sample was taken within 3 x 24 hours before the time schedule of the AGMS;
- c. For the Shareholders of the Company who have special health conditions or comorbid diseases that prevent from receiving vaccinations, are required to show a doctor's certificate from a government hospital confirming that the person concerned has not and/or cannot take the covid-19 vaccination and shows a negative result of the RT-PCR test whose sample was taken within 3 x 24 hours before the time schedule of the AGMS.

For the Shareholders of the Company who do not take a test and/or cannot show the negative test result at Peduli Lindungi application as mentioned above, shall not be allowed to enter the meeting hall and will be requested to appoint and grant a power of attorney to PT RSR to represent the respective Shareholders of the Company to attend and cast vote during the AGMS by using the Proxy Form which has been provided.

4. For the Shareholders of the Company who prefer to attend the AGMS physically are also required to follow and comply with the provisions of (i) the limitation of attendances as determined at the sole discretion of the Company, (ii) the requirement of attendances in connection with the health protocol, and (iii) mechanism of registration, as follows:
 - a. Must conduct the online registration in advance through the Company's link of <http://rups.indofoodcbp.com>.
 - b. The online registration can only be conducted by the Indonesian individual Shareholders of the Company whose names are recorded in the Company's Register of Shareholders as of the close of business hour (04.00 pm WIB) on Wednesday, June 29, 2022.
 - c. The online registration for attending the AGMS physically is only intended for the Shareholders of the Company who prefer to attend the AGMS physically and cast votes directly (in-person) during the AGMS, while for the Shareholders of the Company who are unable to attend and grant the power of attorney but prefer their attorney to attend and cast vote in the AGMS physically then the respective Shareholders of the Company are required to appoint and grant e-Proxy to the Participant or PT RSR, or by using the Proxy Form which has been provided and can be downloaded from the Company's website <https://www.indofoodcbp.com>.
 - d. The online registration will be started on Monday, July 4, 2022 and will be closed on Friday, July 8, 2022, or any earlier date in the case that the number of attendances limit has been met.
 - e. The online registration can only be conducted one time for 1 (one) Shareholder of the Company and is not allowed to register the other Shareholder of the Company.
 - f. For the Shareholder of the Company who has registered will receive a QR code which will be sent out through the email address provided at the time of the online registration, then such QR code must be shown upon the arrival to be verified.
 - g. For the Shareholders of the Company who do not have or cannot show the appropriate QR code shall not be allowed to enter the meeting hall and will be requested to appoint and grant a power of attorney to PT RSR to represent the respective Shareholders of the Company to attend and cast vote during the AGMS by using the Proxy Form which has been provided.
 - h. In the event that the number of attendances limit has been met, then the Shareholders of the Company who has not or cannot register anymore may still appoint and grant a power of attorney to the Participant or PT RSR to represent the respective Shareholders of the Company to attend and cast vote during the AGMS by using the Proxy Form which has been provided and can be downloaded from the Company's website <https://www.indofoodcbp.com>.
5. For the Shareholders of the Company who has registered online and has received the QR code, on the arrival must attend alone without any child or companions with them, and are required to follow:
 - a. The inspection of health protocol determined by the building management, such as checking of (i) the use of masks, (ii) hand sanitizer, (iii) body temperature (below 37.50°C), (iv) the vaccination certificate through Peduli Lindungi application; and
 - b. Verification process, such as the scanning of QR code, screening through Peduli Lindungi application a negative result of the rapid antigen test or the RT-PCR test as described in point VI.3 hereinabove.

- For the Shareholders of the Company who cannot pass the health protocol inspection and/or the verification process and/or cannot show the negative result of the rapid antigen test or the RT-PCR test in the Peduli Lindungi application as described in point VI.3 hereinabove, shall not be allowed to enter the meeting hall and will be requested to appoint and grant a power of attorney to PT RSR to represent the respective Shareholders of the Company to attend and cast vote during the AGMS by using the Proxy Form which has been provided.
- For the Shareholders of the Company who have successfully passed the health protocol inspection and verification process, before entering the meeting hall are still required to conduct the physical attendances registration process by signing the list of attendances and provide the registration officer with:
 - (i) photocopies of the electronic identity cards (e-KTP) or other means of identification;
 - (ii) written confirmation to attend the meeting (KTUR), especially for the *script-less* Shareholders of the Company, which can be obtained previously from the Participant before the date of the AGMS.

6. To provide sufficient time for the Share Registrar of the Company to conduct and complete the consolidation process of the physical attendances data of the Shareholders of the Company with the electronic attendances data of the Shareholders of the Company then the attendances registration process will be closed at 09.30 am WIB, therefore the Shareholders of the Company who will attend the RUPS in-person are requested respectfully to be present at the venue of the AGMS at the latest at 09.00 am WIB so there will be sufficient time to complete the physical attendances registration process before 09.30 am WIB.

- VII. The Annual Report of the Company for the year ended December 31, 2021 and other materials have been available and provided by the Company in pdf format and can be downloaded from the Company's website <https://www.indofoodcbp.com>.

Jakarta, June 30, 2022
PT INDOFOOD CBP SUKSES MAKMUR Tbk
The Board of Directors