

**TOTO**  
**CONVOCATION**  
**ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**PT SURYA TOTO INDONESIA Tbk**  
**Domiciled in West Jakarta**  
**("Company")**

The Board of Directors of the Company hereby invites the shareholders of the Company to attend the Company's Annual General Meeting of Shareholders ("AGMS") which will be held on:

Day/Date : Monday, August 3<sup>rd</sup>, 2020  
Venue : Multifunction Hall, TOTO Building 7<sup>th</sup> Floor  
Jl. Let. Jend S. Parman Kav. 81, Slipi Palmerah  
Jakarta  
Time : 14.00 Western Indonesian Time - end

With the following agendas:

- 1. Approval and Ratification of the Company's Annual Report for the financial year ended on 31 December 2019, including among others the Company's Activities Report, the Board of Commissioners' Supervisory Report, the Company's Financial Report for the financial year ended on 31 December 2019 and the grant of release and discharge (acquit et de charge) to the Board of Directors and the Board of Commissioners for the management and supervisory done in the financial year ended on 31 December 2019;**
- 2. Approval for the appropriation of the Company's net profit for the financial year ended on 31 December 2019;**
- 3. Appointment of Independent Public Account to audit the Company's Financial Report for the financial year ended on 31 December 2020 and to grant authority to determine such Independent Public Accountant's fee as well as its appointment terms;**
- 4. The change of composition of the Board of Directors of the Company;**
- 5. Determination of the salary, honoraria and other allowances for the members of the Board of Directors and the Board of Commissioners of the Company.**

Explanation of Meeting agenda items:

- Agenda 1 through 3 and agenda 5 are agendas to meet the provisions of the Company's Articles of Association and Company Law No. 40 of 2007 concerning Limited Liability Companies ("Company Law").
- The 4th agenda of the Meeting was held in connection with the Company's need to change the composition of the Company's management in accordance with Article 94 paragraph (1), Article 111 paragraph (1) of the Company Law, and Article 17 paragraph 6 of the Company's Articles of Association.

Notes :

1. The Company will not send a separate invitation to the Shareholders. This notice of advertisement is in accordance with Article 13 paragraph 4 of the Articles of Association and constitutes an official invitation for the Company's Shareholders. This summons can also be seen on the Company's website <https://www.investor.toto.co.id/copy-of-rapat-umum-pemegang-saham>, website of the Indonesia Stock Exchange and on the eASY.KSEI website <https://easy.ksei.co.id>.
2. Those entitled to attend or be represented at the Meeting are:

- a. For the Company's shares that have not been included in the Collective Custody, only the shareholders or authorized shareholders of the Company, whose names are registered in the Register of Shareholders at the Company's Securities Administration Bureau ("BAE"), PT BSR Indonesia on the **July 9<sup>th</sup>, 2020** until the closing of the trading of the Company's shares on the Indonesia Stock Exchange on that date.
  - b. For the Company's shares which are in the Collective Custody, only shareholders or authorized shareholders whose names are registered in the account holder or custodian bank at PT Kustodian Sentral Efek Indonesia ("KSEI") on **July 9<sup>th</sup>, 2020** up to the closing of the trading of the Company's shares on the Indonesia Stock Exchange on that date.
3. By prioritizing the principle of caution and vigilance towards the development of the latest conditions related to the Corona Virus Disease pandemic (COVID-19) and complying with the provisions contained in Government Regulation No. 21 of 2020 concerning Large-Scale Social Restrictions in the Framework of Accelerating Handling of COVID-19, and referring to the Financial Services Authority Regulation No. 15 / POJK.04 / 2020 concerning the Plans for Organizing a General Meeting of Shareholders of the Company, the Company hereby advises Shareholders to authorize their presence through the granting of power of attorney including voting and submitting questions with the following conditions:
  - a. The Company prepares 2 (two) types of power of attorney to Shareholders, namely Conventional Power of Attorney which can be downloaded through the Company's website or using e-proxy which can be accessed electronically via the website <https://easy.ksei.co.id> ("eASY.KSEI").
    - i. Conventional Power of Attorney - power of attorney covering voting as well as questions on each agenda item. The power of attorney that has been completed and signed along with the supporting documents can be sent a scanned copy via email: [toto.indonesia@toto.co.id](mailto:toto.indonesia@toto.co.id) and [adm.efek@bsrindonesia.com](mailto:adm.efek@bsrindonesia.com). The original power of attorney must be sent by registered letter to the Company's Securities Administration Bureau ("BAE"), namely PT BSR Indonesia and received by BAE no later than Thursday, July 30, 2020 at 16:00 WIB, with the following address: PT BSR Indonesia Gedung Sindo Lt. 3, Jl. Wahid Hasyim No. 38, Menteng, Jakarta Pusat 10340 Tel: 021 - 80864722 Fax: 021-80615575;
    - ii. Electronic Power of Attorney or e-Proxy that can be accessed through eASY.KSEI - a power of attorney system provided by KSEI to facilitate and integrate power of attorney from the Shareholders without scrip which shares are in KSEI collective custody to their proxies electronically through eASY website. KSEI (<https://easy.ksei.co.id>) no later than 1 (one) working day prior to the date of the Meeting which is on Thursday 30th July 2020 at 12.00 West Indonesia Time. Shareholders who will use eASY.KSEI can download the usage guidelines at the following link (<https://www.ksei.co.id/data/download-data-and-user-guide>).
  - b. Shareholders who are unable to attend can be represented by their attorneys by bringing a valid Power of Attorney as determined by the Company's Directors, provided that members of the Board of Directors, members of the Board of Commissioners and employees of the Company can act as the authorized shareholders of the Company in this Meeting, remove is not counted in the vote.
  - c. For health reasons and compliance with the COVID-19 distribution prevention protocol, the Company does not provide lunch, printed or souvenir Annual Reports for Shareholders or Power of Attorney attending the Meeting. Materials to be discussed at the Meeting ("Meeting Materials") can be downloaded on the Company's website <https://www.investor.toto.co.id/> starting from the date of this Summon.

4. This preventive action does not prevent Shareholders who are willing to attend directly at the holding of the Meeting, but with due regard to the following provisions:
  - a. Use a mask;
  - b. Detection and monitoring of body temperature to ensure Shareholders or Shareholders' Proxy does not have body temperature above normal;
  - c. Shareholders or Shareholders' Proxy who are sick even though their body temperature is still within normal limits are not permitted to enter the Meeting venue;
  - d. Fill out the Self Assessment Form;
  - e. Following the directions of the meeting committee in implementing the physical distancing policy at the meeting place both before the meeting starts, at the time of the meeting, and after the meeting is finished;
  - f. If at the meeting place a Shareholder or Shareholder's Attorney is seen to have symptoms of flu and / or cough, it will be asked to leave the Meeting room;
  - g. The Company only provides 30 seats for Shareholders or Shareholders' attorneys who will remain physically present at the Meeting. The seat quota will be given to the Shareholders who have registered early and / or based on the order of attendance of the Shareholders;
  - h. For Shareholders or Shareholders' proxy who do not have seating capacity, we are invited to authorize the presence and voting power of the Independent Power of Attorney appointed by the Company;
  - i. To facilitate the organization and order of the Meeting, the shareholders or their proxies are kindly requested to be present at the Meeting venue no later than 13:45 WIB;
  - j. In the question and answer session, the facilities provided are only via e-mail that can be delivered to email [toto.indonesia@toto.co.id](mailto:toto.indonesia@toto.co.id);
  - k. The Company will announce again if there are changes and / or additions to the provisions and regulations related to the procedure for conducting the Meeting with reference to the latest conditions and developments regarding integrated handling and control to prevent the spread of Covid-19 Virus.
5. Shareholders or their proxies who will attend the Meeting are kindly requested to bring and submit a photocopy of the Collective Share Certificate and a photocopy of the National Identity Card (KTP) or other identification to the Company's registrar, before entering the Meeting room. Shareholders in Collective Custody must bring Written Confirmation for Meetings ("KTUR") which can be obtained through Exchange Members or Custodian Banks.
6. For the shareholders of the Company such as limited liability companies, cooperatives, foundations or pension funds to bring a photocopy of the complete articles of association and the deed of appointment of the Board of Directors and the Board of Commissioners or the latest management.

Jakarta, 10 July 2020  
**PT SURYA TOTO INDONESIA Tbk**  
Director