

TOTO
CONVOCATION
ANNUAL GENERAL MEETING OF SHAREHOLDERS
AND
EXTRAORDINARY 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”) and Extraordinary General Meeting of Shareholders (“EGMS”) which will be held on:

Day/Date : Tuesday, May 25th, 2021
Venue : Multifunction Hall, TOTO Building 7th Floor
Jl. Let. Jend S. Parman Kav. 81, Slipi Palmerah
Jakarta
Time : 14.00 Western Indonesian Time - end

AGMS agendas:

- 1. Approval and Ratification of Company’s Annual Report for financial year ended on 31 December 2020, including among others Company’s Activity Report, Board of Commissioners’ Supervisory Report, Company’s Financial Report for financial year ended on 31 December 2020 and to grant full release and discharge (giving acquit et decharge) for the incumbent member of Company’s Board of Directors and Board of Commissioners for their management and supervision conducted in financial year ended on 31 December 2020;**
- 2. Approval on the distribution of dividend taken from the retained earning from the previous financial years;**
- 3. Appointment of Independent Public Accountant to audit the Company’s Financial Report for financial year ended on 31 December 2021, and gives authority to determine such Independent Public Accountant’s honorarium and other terms of the appointment; and**
- 4. Determine salary, honorarium and other benefits for the member of the Company’s Board of Directors and the Board of Commissioners.**

Explanation of Meeting agendas items:

- Agenda 1st through 4th 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") and Financial Service Authority Regulation (“FSAR”) Number 15/POJK.04/2020 concerning the Plan and Holding the Public Company General Meeting of Shareholders (“FSAR 15/2020”).

EGMS Agendas:

- 1. Amendment and restatement of the Articles of Association of the Company in compliance with the new Financial Service Authority’s Regulations;**
- 2. Changes the composition and reappointment of the incumbent member of the Board of Directors and the Board of Commissioners.**

Explanation of EGMS Agendas :

- This 1st agenda was held to comply with FSAR 15/2020, FSAR Number 16/POJK.04/2020 concerning the Implementation of Public Company General Meeting of Shareholders Electronically, FSAR Number 14/POJK.04/2019 concerning the Changes of the FSAR Number 32/POJK/04/2015 concerning the Public Company's Capital Addition with Pre-Emptive Right.
- The 2nd 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/rups> , 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 **April 30th, 2021** 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 **April 30th, 2021** 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 referring to the Financial Services Authority Regulation No. 15 / POJK.04 / 2020 the Planning and Organisation of General Meetings of Shareholders of Public Companies, 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 and 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 Monday, May 24th, 2021 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 Monday, May 24th 2021 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 13.30 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;
 - 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, which must be completed with proof copy of approval/notification/ratification (as prevailed) from the official or authorized institution.

Jakarta, 03 May 2021
PT SURYA TOTO INDONESIA Tbk
Director