



CODE OF CONDUCT
THE ANNUAL GENERAL MEETING OF SHAREHOLDERS
PT PYRIDAM FARMA Tbk.
THURSDAY, JUNE 25th, 2024

1. The Annual General Meeting of Shareholders (hereinafter referred to as the “**Meeting**”) of PT Pyridam Farma Tbk. (hereinafter referred to as the “**Company**”) will be held physically and electronically in Indonesian.
2. This Meeting will be held on:
 - Day/Date : Tuesday, June 25th, 2024
 - Time : 14.00 Jakarta time
 - Venue : Sinarmas MSIG Tower, 12th Floor, Jl. Jend. Sudirman No. Kav. 21, Kuningan, South Jakarta, Indonesia, and electronically (with details as set out in number 4 below)
3. Meeting participant:
 - a. Shareholders of the Company whose names are recorded in the Company’s Register of Shareholders or owners of securities account balances at the Collective Custody of PT Kustodian Sentral Efek Indonesia on Friday, May 31st, 2024 until 16.00 Jakarta time (hereinafter referred to as “**Shareholders**”).
 - b. Shareholders or their proxies who comes after the closing of the registration period, and the number of shares is not included in the number of shares whose attendance has been calculated because it has been reported by the Notary to the Chairperson of the Meeting, may attend the Meeting but their votes will not be considered and/or may not seek inquiry or provide opinion in the question and answer session and must maintain composure and politeness during the Meeting.
4. In accordance with the Financial Services Authority (“**FSA**”) Regulations, the Company has provided an alternative for Shareholders to provide power of attorney electronically (“**e-Proxy**”) through PT Kustodian Sentral Efek Indonesia (“**KSEI**”)’s Electronic General Meeting System KSEI System (“**eASY.KSEI**”) managed by KSEI. The authorization guide can be accessed

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through KSEI's website and power of attorney can be downloaded through <https://www.pyfa.co.id>.

5. The Company strongly advise all Shareholders to grant power of attorney to an independent party appointed by the Company, which is PT Sinartama Gunita through e-Proxy to represent Shareholders to attend and vote at the Meeting.
6. Shareholders or their proxies who will physically attend the Meeting must follow the policies set by the Company and may be applicable at the Meeting venue as follows:
 - a. Participants who are experiencing symptoms of infectious diseases such as coughing or sneezing are not allowed to enter the event room.
 - b. Shall maintain cleanliness and follow health inspection procedures (body temperature checks and other procedures deemed necessary by the Company) both to be carried out by the Company or the management of the building where the Meeting is convened.
7. The Company has the right to prohibit the Shareholders or their proxies from attending or being in the Meeting room and/or the building where the Meeting is being held in the event that the Shareholders or their proxies do not comply with the safety and health protocols as described above. In such case, such party may provide its power of attorney to PT Sinartama Gunita prior to the commencement of the Meeting.
8. Invitees are parties who attend the invitation of the Board of Directors but do not have the right to seek inquiry, provide opinions, or vote in the Meeting.
9. **The Chairperson of the Meeting:**
 - a. The Chairperson of the Meeting leads the Meeting and has the right to decide on the Meeting procedures that have not been regulated or have not been adequately regulated in this Code of Conduct.
 - b. In accordance with the provision of Article 23 paragraph (1), (2), and (3) of the Company's Article of Association, the Meeting is chaired by a member of the Board of

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Commissioners appointed by the Board of Commissioners. In the event that all members of the Board of Commissioners are absent or unable to attend, the Meeting shall be chaired by a member of the Board of Directors appointed by the Board of Directors and in the event that all of the members of the Board of Commissioners or members of the Board of Directors are absent or unable to attend, the Meeting will be chaired by the shareholders present at the Meeting who is appointed from and by the participants of the Meeting.

- c. In accordance with the provisions of Article 23 paragraph (4), (5), (6), and (7) Article of Association:
- i. In the event that a member of the Board of Commissioners appointed by the Board of Commissioners to lead the Meeting has a conflict of interest with the agenda to be decided in the Meeting, the Meeting shall be led by another member of the Board of Commissioners who does not have conflict of interest appointed by the Board of Commissioners.
 - ii. In the event that all members of the Board of Commissioners have a conflict of interest, the Meeting shall be led by a member of the Board of Directors appointed by the Board of Directors.
 - iii. In the event that one of the members of the Board of Directors appointed by the Board of Directors to lead the Meeting has a conflict of interest with the agenda to be decided in Meeting, the Meeting shall be led by another member of the Board of Directors who has no conflict of interest.
 - iv. In the event that all members of the Board of Directors have a conflict of interest, the Meeting shall be led by one of the non-controlling Shareholders elected by the majority of the other Shareholders present at the Meeting.

10. Quorum and Meeting Decisions:

For the first to the fifth agenda, based on Article 41 paragraph (1) letter a and letter c of FSA Regulation No. 15/POJK.04/2020 regarding the Plan and Implementation of General Meeting Shareholders of Public Companies (“**FSA GMS**”) and Article 26 paragraph (1) letter a and letter c of the Company’s Article of Association, the Meeting may be held if more than 1/2 (one-half) of the total number of shares with voting rights are present or represented in the

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Meeting, and the resolutions of the Meeting are valid if approved by more than 1/2 (one-half) of the total number of shares with voting rights present in the Meeting.

For the sixth agenda, pursuant to Article 88 paragraph (1) of Law Number 40 of 2007 regarding Limited Liability Company, Article 42 letters a and b of FSA GMS, and Article 26 paragraph (4) letters a and b of the Company's Article of Association, Meeting can be held if at the Meeting at least 2/3 (two-thirds) of the total number of shares with voting rights present or represented, and the Meeting decision is valid if it is approved by more than 2/3 (two-thirds) of all shares with voting rights present at the Meeting

11. Discussion of the Meeting Agenda and Questions and Answers session are carried out with the following mechanism:

- a. The Chairperson of the Meeting will open, lead, and close the Meeting.
- b. The Chairperson of the Meeting gives for the Shareholders or their proxies of the opportunity to seek inquiry or provide opinions. Shareholders or their proxies who are physically present at the Meeting and wish to seek inquiry or provide opinions are welcome to fill out the question sheet that will be distributed by the organizing committee, then the question sheet will be taken by the organizing committee to be submitted to the Chairperson of the Meeting, and for the Shareholders or their proxies who are present electronically and wish to ask questions or express opinions are welcome to fill in questions or opinions in the question box through the eASY.KSEI facility.
- c. For each Meeting agenda, the opportunity to seek inquiry is given for a maximum of 5 minutes.
- d. Queries that may be asked are queries that are appropriate and related to the Meeting agenda. If it is not related to the Meeting agenda, the Chairperson of the Meeting has the right not to respond to it.
- e. Only Shareholders or their proxies are entitled to seek inquiry and provide opinions.

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- f. Unless the Chairperson of the Meeting or the Appointed Meeting Chairperson stipulates otherwise, the submission of queries and/or opinions for each Meeting Agenda consists of 1 session and each session will be given the opportunity to a maximum of 2 persons. Each person is given the opportunity to seek a query and is not allowed to ask follow up questions or opinions to the answer given by the Chairperson of the Meeting or the Appointed Meeting Chairperson.
- g. The Chairperson of the Meeting will respond to the question or opinion.
- h. After the last query or opinion is answered, a vote will be convened.
- i. Only the Shareholders or their proxies are entitled to vote.
- j. Voting for Shareholders who are present at electronically is carried out with the following procedure:
 - i. Voting options can be submitted by Shareholders electronically through eASY.KSEI from the invitation of the Meeting until the closing of the voting on the agenda that requires voting in the Meeting.
 - ii. The votes cast by the Shareholders or their proxy through eASY.KSEI after the invitation if the Meeting and before the date of the Meeting, will be counted as valid votes in the Meeting.
 - iii. Proxy who receives power of attorney from the Shareholders without being accompanied by voting options in each Meeting agenda, may vote electronically through eASY.KSEI no later than before the Chairperson if the Meeting closes voting for decision making in each Meeting agenda.
 - iv. Proxy who receives power of attorney electronically through eASY.KSEI accompanied by a minimum voting option in one Meeting agenda, the following provisions apply:
 - (i) Votes that have been received and submitted to eASY.KSEI for certain Meeting agenda, cannot be changed and revoked by the Proxy if the power of attorney and votes are given by the Shareholders through eASY.KSEI.

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- (ii) Voting choices that have not been received for other Meeting agendas, are considered to have cast the same votes as the majority of Shareholders who cast votes.
- k. Voting of Shareholders who are present at the physical Meeting is conducted by raising their hands with the following procedure:
 - i. Those who voted against are asked to raise their hand.
 - ii. Those who cast a blank vote are asked to raise their hand.
 - iii. Those who do not raise their hands are deemed to have voted in favor.
- l. The Chairperson of the Meeting may request assistance from members of the Board of Commissioners or the President Director or a party appointed by the President Director to provide an explanation in each Meeting Agenda (hereinafter referred to as the “**Appointed Chairperson of the Meeting**”), provided that the authority to chair the Meeting must be handed back to the Appointed Chairperson of the Meeting to the Chairperson of the Meeting before the start of the decision-making process.
- m. The Chairperson of the Meeting or the Appointed Chairperson of the Meeting has the authority to determine the turn for the Shareholders or their proxies who wish to seek inquiry and/or provide such opinions.
- n. The Chairperson of the Meeting or the Appointed Chairperson of the Meeting will read out and answer the queries/respond to the opinions one by one. If necessary, the Chairperson of the Meeting or the Appointed Chairperson of the Meeting may invite members of the Board of Commissioners, members of the Board of Directors/Executive Officer or Supporting Profession to answer or respond to queries and/or opinions.
- o. The Chairperson of the Meeting or the Appointed Chairperson of the Meeting has the right to refuse to answer any queries and/or opinions that are not related to the Meeting Agenda, discussed or previously discussed.

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12. The Meeting participants are expected to attend the Meeting until it is finished.
13. During the Meeting, the Meeting participant who attend the physical Meeting are expected to follow the Meeting in orderly manner and not activate their cellular phones during the Meeting.
14. The Chairperson of the Meeting or the Appointed Chairperson of the Meeting has the right to take all necessary actions to maintain order in the implementation of the Meeting.
15. Matters that have not been regulated in this Code of Conduct may be determined later by the Chairperson of the Meeting.

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