



**INVITATION FOR ANNUAL GENERAL MEETING OF SHAREHOLDERS
PT MITRA PACK Tbk
("The Company")**

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

Day/Date : Monday, 29 April 2024
Time : 13.00 WIB – finished
Place : Operational office of PT Mitra Pack, Tbk
Jl. DR. Sitanala No. 11
Tangerang 15129

Agenda of the AGMS as follows:

1. Approval and ratification of the Company's Annual Report, including the Company's Financial Statements and the report of the Board of Commissioners supervisory duties for the fiscal year ending December 31st, 2023, and to provide settlement and discharge of responsibility (acquitted and discharged) to all members of the Board of Directors and Board of Commissioners for the actions of management and supervision that have been conducted in the fiscal year ended on December 31st, 2023.
2. Approval for the proposed plan of the Company's Net Income usage for the fiscal year ended December 31st, 2023.
3. Appointment of Independent Public Accountant Firm to conduct audit of the Company's books and accounts of the Company for the financial year ended December 31st, 2024.
4. Determination of honorarium and other benefits for members of the Board of Commissioners as well as salaries and other benefits for the Board of Directors of the Company.
5. Revision of Report and accountability for the realization of the use of Public Offering (IPO) proceeds.

Explanation of the Meeting Agenda as follows:

1. The 1st – 4th agenda of the AGMS are routine agenda items and must be submitted by the Board of Directors at the Company's AGMS. This is in accordance with the provisions in the Company's Articles of Association and Law No. 40 of 2007 concerning Limited Liability Companies ("UUPT").
2. The 5th agenda of the AGMS is in connection with the Report on the Realization of the Use of Funds ("LRPD") Proceeds from the Public Offering is in accordance with the provisions of the Financial Services Authority Regulation No. 30/POJK.04/2015 dated 22 December 2015 ("POJK No. 30/2015").



General provisions:

1. This invitation to the meeting constitutes an official invitation in accordance with the provisions of Article 52 paragraph (1) of the Financial Services Authority Regulation No. 15/POJK.04/2020 concerning Plans and Implementation of General Meeting of Shareholders of Public Companies juncto Article 21 paragraph 11 a (i) of the Company's Articles of Association, so that there is no longer any need to send separate invitations to the Company's Shareholders.
2. The Company's Shareholders who are entitled to attend or be represented at the Company's Meeting are the Company's Shareholders whose names are registered in the Register of Shareholders on Thursday, 4 April 2024, at 16.00 WIB.
3. Holding the Company's meetings electronically will use the eASY.KSEI application provided by PT Kustodian Sentral Efek Indonesia ("KSEI") with due regard to Financial Services Authority Regulation No. 16/POJK.04/2020 concerning Implementation of Electronic General Meeting of Shareholders of Public Companies juncto Article 24 of the Company's Articles of Association.
4. In connection with the implementation of the Meeting through the eASY.KSEI application as referred to above, the participation of Shareholders in the Meeting can be carried out with the following mechanism:
 - a. present electronically at the Meeting or provide power of attorney electronically through the eASY.KSEI application;
 - b. attend the meeting physically; or
 - c. grant power of attorney using the format of a written power of attorney as referred to in point 10 letter b of these General Provisions.
5. In accordance with the Government's call in the Minister of Home Affairs Instruction Number 53 of 2022 concerning Prevention and Control of Corona Virus Disease 2019 During the Transition to Endemic Period, in order to support controlling the spread of Corona Virus Disease 2019 (COVID-19), the Company urges Shareholders to attend electronically or carry out electronic power of attorney (e-Proxy) through the eASY.KSEI application as referred to in point 4 letter a of these General Provisions by taking into account the following matters:
 - I. Shareholders of the Company who can use the eASY.KSEI application are shareholders whose shares are kept in KSEI collective custody;
 - II. Shareholders of the Company must first be registered in the KSEI Securities Ownership Reference facility ("KSEI AKSes"). For Shareholders who have not been registered, please register first through the website (<https://access.ksei.co.id/>);
 - III. To use the eASY.KSEI application, Shareholders can access the eASY.KSEI menu, the eASY.KSEI Login sub-menu which is located at the KSEI AKSes facility (<https://dinding.ksei.co.id/>). Guidelines for registration, use and further explanation regarding the eASY.KSEI application (e-Proxy and e-Voting) can be seen on the website (<https://access.ksei.co.id/>).
6. Shareholders of the Company or their proxies who will attend electronically through the eASY.KSEI application as referred to in point 4 letter a of these General Provisions, please pay attention to the following matters:
 - a. Shareholders of the Company can declare their presence electronically until April 26, 2024 at 12.00 WIB ("Deadline of Attendance Declaration"), and cast their votes via eASY.KSEI from the date of this Invitation until the Deadline for Declaration of Attendance.



- b. For:
 - i. Shareholders of the Company who have not made an electronic declaration of attendance by the deadline as referred to in point 6 letter a of these General Provisions;
 - ii. Shareholders of the Company who have made an electronic declaration of attendance but have not yet cast their vote by the Deadline for Declaration of Attendance;
 - iii. Representatives of Shareholders and independent parties appointed by the Company (PT Adimitra Jasa Korpora as the Company's Securities Administration Bureau ("BAE")) who have received power of attorney from the Company's Shareholders, but the relevant Shareholders have not made a choice of votes until Deadline for Declaration of Attendance;
 - iv. KSEI/Intermediary Participants (Custodian Banks or Securities Companies) who have received power of attorney from the Company's Shareholders who have made voting choices in the eASY.KSEI application;
must register through the eASY.KSEI application on the date of the Meeting from 12.00 WIB to 12.50 WIB.
 - c. Delay or failure in the electronic registration process for any reason will result in the Shareholders or their proxies being unable to attend the Meeting electronically and their share ownership is not counted in the attendance quorum.
7. Shareholders of the Company in the form of letters/scripts can provide power of attorney using the format of a written power of attorney available on the Company's website (<https://www.mitrapack.co.id>).
 8. For the Shareholders of the Company or their proxies who wish to physically attend the Meeting as referred to in point 4 letter b of these General Provisions, the Shareholders of the Company or their proxies must submit to the registration officer the original Written Confirmation for the Meeting (hereinafter referred to as "KTUR") and the original Card Identity Card (hereinafter referred to as "KTP") or other identification before entering the Meeting room. For representatives of the Company's Shareholders in the form of legal entities, in addition to submitting the original KTUR and photocopies of KTP or other identification, they must also submit photocopies of the latest articles of association and deed of appointment of the last management of the legal entity they represent.
 9. In the event that there are Shareholders or their proxies who have declared or registered their attendance electronically, but then the Shareholders or their proxies are physically present at the Meeting, the Company will cancel the attendance of the Shareholders or their proxies electronically in the eASY.KSEI application.
 10. Shareholders of the Company can be represented by their attorneys:
 - a. by providing power of attorney electronically (e-Proxy) through the eASY.KSEI application as referred to in point 4 letter a of these General Provisions with the provisions that Shareholders are required to convey their power of attorney and/or their votes, make changes to the appointment of attorneys and/or vote choices for the agenda Meetings, as well as revocation of power of attorney, electronically through the eASY.KSEI application from the date of this Invitation until the Deadline for Declaration of Attendance;
 - b. using the written power of attorney format available on the Company's website (<https://www.mitrapack.co.id>), provided that:



- i. Shareholders of the Company are not entitled to give power of attorney to more than one attorney for a portion of the number of shares they own with different votes;
 - ii. In the event that the power of attorney as referred to in point 10 letter b of these General Provisions is signed outside the territory of the Republic of Indonesia, the power of attorney must be legalized by a local public notary and the official representative office of the local government of the Republic of Indonesia;
 - iii. The power of attorney format can be downloaded on the Company's website and if it has been completely filled out, it must be submitted to BAE whose office address is at:
 - Kirana Boutique Office
 - Jl. Kirana Avenue II Block F3 No 5
 - Kelapa Gading, North Jakarta 14250
 - Telephone: 021-29745222
 - Fax : 021-29289961
- on every working day from the date of the Invitation to the Meeting until no later than Friday, 16 April 2024 at 16.00 WIB.
- c. if members of the Board of Directors, Board of Commissioners and employees of the Company act as proxies at the Meeting, the votes cast are not counted in the voting.
11. Material relating to the Meeting is available and can be accessed through the Company's website (<https://www.mitrapack.co.id>) from the date of this Invitation to the Meeting until the day of the Meeting.
 12. The Company's Shareholders or their proxies can witness the ongoing Meeting via the Zoom webinar by accessing the eASY.KSEI menu, the GMS Views sub-menu which is in the KSEI AKSes facility (<https://dinding.ksei.co.id/>) or on the menu Display of GMS on KSEI AKSes mobile, provided that:
 - a. The Company's Shareholders or their proxies have been registered in the eASY.KSEI application no later than April 26, 2024 at 12.00 WIB.
 - b. GMS broadcasts have a capacity of up to 500 participants, where the attendance of each participant will be determined on a first come first serve basis. Shareholders of the Company or their proxies who do not get the opportunity to witness the implementation of the Meeting through the GMS Impressions are still considered valid to attend 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.
 - c. Shareholders of the Company or their proxies who only witness the implementation of the Meeting via GMS Impressions but are not registered as present electronically on the eASY.KSEI application, the presence of the Shareholders or their proxies is considered invalid and will not be included in the quorum calculation for meeting attendance.
 13. To get the best experience in using the eASY.KSEI application and/or GMS broadcast, shareholders or their proxies are advised to use the Mozilla Firefox browser.
 14. If after the date of this Invitation there are operational technical changes to the eASY.KSEI application, or changes to regulations, guidelines and/or KSEI explanations related to holding meetings electronically through the eASY.KSEI application, then these changes apply to the implementation of the Meeting, and all



arrangements in these General Provisions related to holding meetings electronically through the eASY.KSEI application are considered to be adjusted to these changes.

Additional Information:

In order to support the control of COVID-19 according to the Government's call in the Instruction of the Minister of Home Affairs Number 53 of 2022 concerning the Prevention and Control of Corona Virus Disease 2019 During the Transitional Period Towards Endemic, the Company urges Shareholders to attend the Meeting electronically. Shareholders or their proxies who will still be physically present at the Meeting must ensure that they are in good health, are not confirmed to have COVID-19, and are not in close contact with patients confirmed to have COVID-19, and must follow the protocol at the meeting venue determined by the Company , are as follows:

- 1) Wear a mask while in the meeting area and place.
- 2) Use the hand sanitizer provided before entering the meeting room.
- 3) Shareholders or their proxies must follow the directions of the Meeting committee in implementing the physical distancing policy while in the building where the Meeting is held.
- 4) The Company's Shareholders or their proxies are kindly requested to be at the Meeting venue at 12.00 WIB, so that the Meeting can start on time. Registration will close at 12.50 WIB. Shareholders or Shareholders' proxies who attend after the registration is closed will be considered absent, therefore they cannot submit suggestions and/or questions and cannot cast a vote at the Meeting.
- 5) The Company does not provide souvenirs, food and drinks.
- 6) If there are changes and/or additions to information related to the procedure for holding a Meeting in connection with the latest conditions and developments regarding integrated handling and control to prevent the spread of COVID-19, it will be announced on the Company's website (<https://www.mitrapack.co.id>).
- 7) If there is an emergency situation so that the Company is forced to be unable to hold the Meeting physically, then the Company will hold the Meeting electronically without the presence of the Shareholders by giving prior notification to the Shareholders of the Company.

Jakarta, April 5th, 2024
PT MITRA PACK Tbk
Directors