

CODE OF CONDUCT

ANNUAL GENERAL MEETING OF SHAREHOLDERS

PT POLYCHEM INDONESIA Tbk

DOMICILED IN CENTRAL JAKARTA

("Company")

JUNE 24, 2025

1. Shareholders are deemed to have read the Rules and Materials of the Meeting previously uploaded on the Company's Website.
2. The Meeting will be conducted efficiently without reducing the validity of the physical Meeting in Indonesian and electronically through eASY.KSEI.
3. The Company urges shareholders to grant power of attorney to the independent party appointed by the Company, namely PT Datindo Entrycom, through E-Proxy to represent shareholders in attending and voting at the Meeting.
4. Shareholders or their proxies who will attend the Meeting are requested to bring and submit a photocopy of their ID card or other identification to the Company's officers before entering the Meeting Room.

For shareholders in the form of legal entities, such as Limited Liability Companies, Cooperatives, Foundations or Pension Funds, they must submit a photocopy of the complete articles of association of the legal entity to the Company's officers.

For the Company's shares in the Collective Custody of PT Kustodian Sentral Efek Indonesia ("KSEI"), shareholders or their proxies must bring a Written Confirmation for the Meeting ("KTUR") which can be obtained through an Exchange Member or Custodian Bank.
5. In organizing the Meeting, the Company does not provide food and beverages or souvenirs to Shareholders attending the Meeting.
6.
 - a. Shareholders who cannot attend the Meeting may grant power of attorney:
 - (i) Through the power of attorney form available on the Company's website which can be submitted by the proxy when registering before attending the Meeting; or
 - (ii) Electronically through KSEI's Electronic General Meeting System (eASY.KSEI) no later than 12:00 Western Indonesian Time on 1 (one) working day before the Meeting date. Guidance on registration, use and further explanation regarding eASY.KSEI can be found on the website <https://akses.ksei.co.id/>.
 - b. In determining the Meeting quorum, members of the Board of Directors, Board of Commissioners and employees of the Company may act as proxies for shareholders, but in voting, they as shareholder proxies are not entitled to cast votes.
7. For Shareholders or Shareholder proxies attending the Meeting electronically through the eASY.KSEI application, they must pay attention to the matters announced in the Meeting Convocation.
8. The Chairperson of the Meeting has the right to request that those present prove their authority to attend the Meeting.

9. When discussing the Meeting agenda, the Chairperson will provide an opportunity for shareholders or their representatives to ask questions and/or express opinions before any decision is made on the matter concerned.

10. Attendance and Meeting Decision Quorum:

Attendance Quorum:

In accordance with the provisions of Article 21 paragraph 1 point a of the Company's articles of association, the Meeting can be held if attended by shareholders or their proxies, representing more than 1/2 (one-half) of the total shares with valid voting rights issued by the Company.

Decision Quorum:

In accordance with the provisions of Article 21 paragraph 13 of the Company's articles of association, Meeting resolutions are adopted by deliberation to reach consensus and in the event that a resolution based on deliberation to reach consensus is not achieved, the resolution is valid if approved by more than 1/2 (one-half) of the total votes legally cast at the Meeting.

11. Each share entitles the holder to cast 1 (one) vote. If a shareholder owns more than one share, they are requested to cast their vote once only and that vote represents the total number of shares they own.
12. Only shareholders or their authorized proxies are entitled to vote.
13. In accordance with the provisions of Article 21 paragraph 16 of the Company's articles of association, any matter proposed by shareholders during the discussion or voting at the Meeting must meet all of the following requirements:
 - a. In the opinion of the Chairperson, the matter is directly related to one of the relevant Meeting agenda items;
 - b. The matters are proposed by one or more shareholders who jointly own at least 10% (ten percent) of the total shares with valid voting rights; and
 - c. In the opinion of the Chairperson, the proposal is considered directly related to the Company's business.
14. In accordance with the provisions of Article 21 paragraph 12 of the Company's articles of association, for shareholders with valid voting rights who are present at the Meeting but abstain (do not vote), they are considered to have cast the same vote as the majority vote of the voting shareholders.

Procedures for submitting questions and/or opinions and the voting process:

1. The Chairperson of the Meeting provides an opportunity to ask questions and or express opinions where necessary and only in one stage.
2. Only shareholders or their legal representatives are entitled to ask questions and or express opinions.
3. The process of submitting questions and or opinions electronically for Shareholders or Shareholders' proxies who attend electronically through the eASY.KSEI application:
 - a. Shareholders or attorneys have the opportunity to submit questions and or opinions at each discussion session per agenda of the Meeting. Each discussion session per meeting agenda, due to time constraints for shareholders or their proxies, the number of questioners will be limited. Questions and or opinions per agenda item of the Meeting are submitted in writing by the shareholders or their proxies by using the chat feature in the "Electronic Opinions" column available on the E-meeting Hall screen on the eASY.KSEI application. Questions and or opinions can be made during the status of the meeting in the "General Meeting Flow Text" column is "Discussion started for agenda item no. * +".
 - b. The Chairperson of the Meeting or a member of the Board of Directors appointed by the Chairperson of the Meeting will answer or respond directly (orally) to questions, opinions, suggestions or suggestions submitted through the "Row Text" feature in the eASY.KSEI application.
 - c. For the power of attorney of Shareholders present electronically and will submit questions and or opinions of its shareholders during the discussion session per the agenda of the Meeting, are required to write down the names of the shareholders and the size of their share ownership, followed by related questions or opinions.
4. The process of submitting questions and or opinions to Shareholders or Shareholders' proxies who are physically present:
 - a. Shareholders who wish to ask questions and or express opinions are asked to raise their hands and they will be given an inquiry form to fill out.
 - The Company's officers will collect the form that has been filled in by the questioner, which includes the name, number of shares owned or represented and the question.
 - The Company's officers will then submit the question form to the Chairman of the Meeting.
 - Questions that can be asked are only questions that are directly related to the Meeting agenda being discussed. Questions which, in

the opinion of the Chairperson of the Meeting, are not directly related to the Meeting agenda being discussed, will not be answered.

- b. After the question forms have been collected, the Chairperson of the Meeting will invite the Board of Directors to provide answers or respond to these questions successively.
 - c. After the last question is answered, a decision or vote will be made.
5. The voting process for Shareholders or Shareholders' proxies who are physically present: Voting will be conducted verbally by "raising hands", according to the following procedure:
- a) Shareholders or representatives of shareholders who disagree and abstain (do not vote) will be asked to raise their hands and submit a voting card to Company officers; and
 - b) for shareholders or representatives of shareholders who do not raise their hands at all, will be counted as voting in favor.
6. The voting process for Shareholders or Shareholders' proxies who attend electronically through the eASY.KSEI application:
- a. The electronic voting process takes place in the eASY.KSEI application on the E-Meeting Hall menu, Live Broadcasting sub-menu.
 - b. Shareholders who present themselves electronically or are represented by their proxy but have not voted on the agenda of the Meeting, then the shareholders or their proxy have the opportunity to convey their choice of vote during the voting period through the EMeeting Hall screen on the eASY.KSEI application opened by the Company. During the electronic voting process, the *status "Voting for agenda item no [] has started"* will appear in the '*General Meeting Flow Text*' column. If the shareholders or their proxies do not vote for certain agenda items until the status of the Meeting as shown in the '*General Meeting Flow Text*' column changes to "*Voting for agenda item no [] has ended*", then it will be deemed to have voted **Abstain** for the relevant agenda of the Meeting.

Closing

Other matters that have not been regulated in this order will be determined later by the Chairperson of the Meeting.