



# SENTRA FOOD INDONESIA

## INVITATION TO ANNUAL GENERAL MEETING OF SHAREHOLDERS

### AND

## EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS

### PT SENTRA FOOD INDONESIA TBK.

The Board of Director of PT Sentra Food Indonesia Tbk. (the “**Company**”) hereby would like to invite the Company’s Shareholder to attend the Annual General Meeting of Shareholders (“**AGMS**”) and Extraordinary General Meeting of Shareholders (“**EGMS**”) (AGMS and EGMS collectively shall be referred to as “**Meeting**”) which will be held on:

Date/Time : Wednesday, 26 August 2020  
Time : 14.00 WIB - finish  
Venue : Equity Hall, Equity Tower Building, Lower Ground, SCBD Lot. 9  
Jl. Jend. Sudirman Kav. 52-53, South Jakarta

#### **Agenda of the AGMS are as follows:**

1. Approval of the Annual Report and ratification of the Financial Statement of the Company for the year ended on 31 December 2019 and report on all management and supervision actions conducted by the Board of Directors and the Board of Commissioners of the Company during the financial year of 2019, as well as granting the full release and discharge (*aquit et de charge*) to all of the member of the Board of Directors and the Board of Commissioners of the Company.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the Articles of Association.

2. Appointment of Public Accountant to audit the Financial Statement of the Company for the financial year ended on 31 December 2020 and authorizing the Board of Commissioners of the Company to approving the fee thereof and other requirement.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the Articles of Association.

3. Approval of the honorarium of the Board of Commissioners of the Company and delegation of authority to the Board of Commissioners of the Company to approve the honorarium of the member of the Board of Directors for the year of 2020.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the Articles of Association.

4. Change in the composition of the Board of Directors and the Board of Commissioners of the Company.



## SENTRA FOOD INDONESIA

**Explanation:** Changes in the composition of the Board of Directors and Board of Commissioners are conducted in accordance with the Articles of Association of the Company.

5. Approval of the use of the net profit of the Company for the financial year ended on 31 December 2019.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the Articles of Association.

6. Information on Realization Reports on Utilization of Proceeds of Public Offerings.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the law and regulations.

7. Approval of other matters related to the agenda of AGMS, e.g.:

- a. Grant authorization to the Board of Directors to adopt the resolutions for this AGMS in a deed of resolutions of the meeting, submission to the relevant authorities, make reports, providing information and performs necessary legal actions with regards to any decision of the AGMS in order to comply with the applicable laws, without exception; and
- b. Approving the date of effectiveness of all resolution decided and agreed in this AGMS is effective as of the closing of the AGMS.

**Explanation:** This agenda is required to be done in the AGMS pursuant to the Articles of Association.

### **Agenda of the EGMS are as follows:**

1. Approval to grant authorization to the Board of Directors of the Company to adjust the Articles of Association of the Company in relation with Financial Services Authority (OJK) Regulation No. 15/POJK.04/2020 regarding Plan and Execution of the General Meeting of Shareholders (GMS) of Public Company.

**Explanation:** Adjustment of the Articles of Association of the Company is conducted in accordance to relevant laws and regulation thereof.

2. Approval of other matters related to the agenda of AGMS, e.g.:

- a. Grant authorization to the Board of Directors to adopt the resolutions for this EGMS in a deed of resolutions of the meeting, submission to the relevant authorities, make reports, providing information and performs necessary legal actions with regards to any decision of the EGMS in order to comply with the applicable laws, without exception; and
- b. Approving the date of effectiveness of all resolution decided and agreed in this EGMS is effective as of the closing of the EGMS.

**Explanation:** This agenda is required to be done in the EGMS pursuant to the Articles of Association.

### **Other Information:**

1. This invitation shall be regarded as formal invitation to all of the Shareholder of the Company. The Company does not send separate invitation to the Shareholders. In accordance with the Financial Services Authority Regulation (POJK) No. 16/POJK.04/2020, this invitation has



## SENTRA FOOD INDONESIA

- been published in the Indonesia Stock Exchange's website, the Company's website and easy.KSEI application.
2. Rightful claimant to attend or be represented in the Meeting are:
    - a. For shares of the Company which are not yet registered in KSEI Collective Custody, are Shareholders or Proxy of the Company, registered in the Register of Shareholders of the Company on 3 August 2020 up to 16:00 Western Indonesia Time (WIB); and
    - b. For shares of the Company which are registered in KSEI Collective Custody are Shareholders or Proxy of the Company, registered in the Register of the Company on 3 August 2020 up to 16:00 WIB published by KSEI.
  3. In order to prevent the spread of Covid-19, without any intention to diminish the right of the Shareholders or Proxy of the Company to attend the Meeting:
    - a. The Company **strongly suggest** to the Shareholders due to space limitation to grant power of attorney (POA) to independent party appointed by the Company to represent the Shareholders in attendance and vote at the Meeting through easy.KSEI facility, using the link <https://akses.ksei.co.id> or Shareholders can also authorize outside of the easy.KSEI mechanism by downloading the POA on the Company's website (<https://sentrafood.co.id>)
    - b. Shareholders who are entitled to attend the Meeting have the right to ask questions or give opinions on each agenda by stating the name of Shareholders and the number of shares owned. POA, question form, and voting sheet submitted to the Company at the latest on 25 August 2020 by softcopy via email to [secretary@sentrafood.co.id](mailto:secretary@sentrafood.co.id) and the original document sent by courier or registered letter to Equity Tower Building, 29<sup>th</sup> Floor Unit E, SCBD, Jl. Jend. Sudirman, Kav. 52-53, South Jakarta, 12190, Up: Karina Larasati Putri (*Corporate Secretary*).
  4. Shareholders or Proxy who will be attending the Meeting are required to be present at the Meeting venue and register to the Company's register officer 30 (thirty) minutes before the Meeting starts at least 13:30 WIB, under the condition:
    - a. Individual Shareholders are required to submit his/her copy of Identity Card (*Kartu Tanda Penduduk* or KTP) or another form of identification before entering the Meeting venue.
    - b. Shareholders which are in a form of Legal Entity are required to submit the copy of its latest amendment of Article of Association and the last composition of management of such legal entity.
    - c. Shareholders who will be attending the Meeting have to bring the health declaration form that has been filled and signed. The health declaration form can be downloaded at the Company's website <https://sentrafood.co.id>
    - d. Shareholders whose shares are deposited at the collective custody of PT Kustodian Sentral Efek Indonesia (KSEI) are required to bring a Written Confirmation for Shareholders Meeting (*Konfirmasi Tertulis untuk Rapat*), which can be obtained from the securities company or the custodian bank where the shareholders open his/her securities account.
  5. Meeting Materials, Power of Attorney, question form, Rules of Conduct and Health Declaration Form are available at the Company's website <https://sentrafood.co.id>
  6. For health reasons and efforts to prevent the spread of Covid-19, the Company will not provide foods and/or drinks, printed Annual Reports, as well as souvenir for Shareholders or Proxy who attend the Meeting.
  7. The Government or authorized authority may issue a policy of the Meeting prohibition or prohibit the Shareholders to be present at the Meeting before or on the day of the Meeting at any time. Such condition is beyond the responsibility and authority of the Company.

Jakarta, 4 August 2020

### BOARD OF DIRECTORS

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#### PT SENTRA FOOD INDONESIA Tbk.

Equity Tower, 29<sup>th</sup> floor unit E, Sudirman Central Business District (SCBD) Lot.9

Jl. Jend. Sudirman Kav. 52-53, Jakarta 12190

Phone : +62 21 2903 5295 Fax: +62 21 2903 5297 Email : [secretary@sentrafood.co.id](mailto:secretary@sentrafood.co.id)

**TATA TERTIB**  
**RAPAT UMUM PEMEGANG SAHAM TAHUNAN**  
**DAN**  
**RAPAT UMUM PEMEGANG SAHAM LUAR BIASA**  
**PT SENTRA FOOD INDONESIA Tbk. (“Perseroan”)**

Memperhatikan:

- A. Surat Otoritas Jasa Keuangan No. S-92/D.04/2020 tanggal 18 Maret 2020 tentang Relaksasi atas Kewajiban Penyampaian Laporan dan Pelaksanaan Rapat Umum Pemegang Saham.
- B. Keputusan Menteri Kesehatan Republik Indonesia Nomor HK.01.07/Menkes/328/2020 tanggal 20 Mei 2020 tentang Panduan Pencegahan Dan Pengendalian Corona Virus Disease 2019 (COVID-19) Di Tempat Kerja Perkantoran Dan Industri Dalam Mendukung Keberlangsungan Usaha Pada Situasi Pandemi.
- C. Keputusan Kepala Badan Nasional Penanggulangan Bencana No. 13A Tahun 2020 tentang Perpanjangan Status Keadaan Tertentu Darurat Bencana Wabah Penyakit Akibat Virus Corona di Indonesia.
- D. Maklumat Kepolisian Negara Republik Indonesia No. MAK/2/III/2020 tentang Kepatuhan Terhadap Kebijakan Pemerintah Dalam Penanganan Penyebaran Virus Corona (COVID-19).
- E. Peraturan Otoritas Jasa Keuangan Republik Indonesia No. 16/POJK.04/2020 Tentang Pelaksanaan Rapat Umum Pemegang Saham Perusahaan Terbuka Secara Elektronik.

Memutuskan Tata Tertib Rapat Umum Pemegang Saham Tahunan Perseroan adalah sebagai berikut:

1. Rapat Umum Pemegang Saham Perseroan (untuk selanjutnya disebut “Rapat”) diselenggarakan dalam Bahasa Indonesia.
2. Materi Rapat, surat kuasa, lembar pertanyaan, dan deklarasi kesehatan telah kami sediakan di situs Perseroan [www.sentrafood.co.id](http://www.sentrafood.co.id)
3. Perseroan akan membatasi orang yang akan memasuki ruang Rapat.
4. Memperhatikan ketentuan di atas, maka Perseroan **sangat menghimbau** kepada Pemegang Saham untuk menguasai kehadirannya melalui pemberian kuasa kepada pihak independen yang ditunjuk oleh Perseroan untuk mewakili Pemegang Saham hadir dan memberikan suara dalam Rapat melalui fasilitas eASY.KSEI dalam tautan <https://akses.ksei.co.id>. Pemegang Saham dapat juga memberi kuasa diluar mekanisme eASY.KSEI dengan mengunduh surat kuasa yang terdapat dalam situs Perseroan ([www.sentrafood.co.id](http://www.sentrafood.co.id)).
5. Surat kuasa untuk hadir, lembar pertanyaan dan voting disampaikan kepada Perseroan selambatnya **25 Agustus 2020** dengan mengirimkan *softcopy* melalui surat elektronik [secretary@sentrafood.com](mailto:secretary@sentrafood.com) serta asli dikirimkan melalui kurir atau surat tercatat ke alamat PT Sentra Food Indonesia Tbk., Gedung Equity Tower Lt. 29 Unit E, Jl. Jend. Sudirman Kav. 52-53 Jakarta Selatan 12190. Up: Karina Larasati Putri (*Corporate Secretary*).
6. Bagi Pemegang Saham yang akan hadir secara langsung dalam Rapat,

maka akan diberlakukan protokol kesehatan dalam rangka pencegahan COVID-19 mengacu kepada peraturan-peraturan tersebut di atas, antara lain:

- a. Pemegang saham diminta membawa deklarasi kesehatan yang telah diisi dan ditandatangani.
  - b. Pemegang Saham atau kuasanya yang diidentifikasi datang dan/atau transit dari dalam dan/atau luar negeri dalam waktu 14 (empat belas) hari terakhir sebelum Rapat tidak diperkenankan untuk hadir di dalam Rapat.
  - c. Akan dilakukan pemeriksaan suhu tubuh bagi seluruh Pemegang Saham atau Kuasa Pemegang Saham yang hadir dan apabila suhu tubuh di atas 37,5° C tidak diperkenankan untuk masuk ke ruang Rapat dan dihimbau untuk segera memeriksakan diri pada fasilitas kesehatan terdekat.
  - d. Apabila terdapat hal-hal yang tidak terpenuhi dalam pemeriksaan suhu tubuh maupun deklarasi kesehatan, maka Pemegang Saham atau Kuasa Pemegang Saham dapat memberikan kuasa kehadiran, pertanyaan dan voting kepada Biro Administrasi Efek.
  - e. Dalam hal Pemegang Saham atau Kuasa Pemegang Saham dinyatakan aman untuk dapat hadir dalam Rapat, Pemegang Saham tetap **sangat dihimbau** untuk memberikan kuasa kehadiran, pertanyaan, serta voting kepada Biro Administrasi Efek agar sesuai dengan protokol pencegahan penyebaran virus COVID-19.
  - f. Lembar pertanyaan dan voting bagi Pemegang Saham atau Kuasa Pemegang Saham yang hadir dapat disampaikan kepada petugas Rapat, kemudian diserahkan kepada Notaris untuk dilakukan verifikasi saham/suara yang diwakilinya. Notaris akan memberikan lembar pertanyaan tersebut kepada Ketua Rapat untuk dibacakan.
  - g. Ketua Rapat dapat mempersilahkan Direksi dan/atau Dewan Komisaris dan/atau pihak yang berkompeten untuk memberikan jawaban atau tanggapan terhadap masing-masing pertanyaan.
  - h. Ketua Rapat berhak menolak untuk menjawab atau tidak menanggapi pertanyaan-pertanyaan yang menurut Ketua Rapat tidak berkaitan dengan mata acara Rapat.
  - i. Para Pemegang Saham atau Kuasa Pemegang Saham, tidak diperkenankan untuk keluar masuk ruang Rapat selama Rapat berlangsung.
  - j. Seluruh peserta rapat diminta untuk menon-aktifkan telepon genggam.
7. Keputusan diambil melalui perhitungan suara yang telah disampaikan oleh pemegang saham melalui eASY.KSEI dan suara yang diberikan melalui pemberian kuasa kepada pihak independen yang ditunjuk oleh Perseroan, dan dengan perhitungan suara dari pemegang saham yang hadir dalam Rapat.
  8. Untuk alasan kesehatan, Perseroan tidak menyediakan makanan dan/atau minuman, Laporan Tahunan cetak, maupun *souvenir* kepada Pemegang Saham atau Kuasa Pemegang Saham yang menghadiri Rapat.
  9. Tata Tertib ini berlaku sejak Rapat dibuka sampai dengan Rapat ditutup oleh Ketua Rapat.

Jakarta, 4 Agustus 2020  
Direksi Perseroan



SENTRA FOOD INDONESIA

**FORM DEKLARASI KESEHATAN  
RISIKO COVID – 19**

Tanggal Acara : 26 Agustus 2020  
Acara : Rapat Umum Pemegang Saham Tahunan PT Sentra Food Indonesia Tbk  
Nama (sesuai KTP) : \_\_\_\_\_  
No H.P : \_\_\_\_\_  
Institusi : \_\_\_\_\_

Mohon pilih **YA** atau **TIDAK** dengan memberi tanda tick (√) untuk setiap pertanyaan di bawah ini. Kami sangat menghargai kejujuran anda dalam menjawab pertanyaan yang diberikan.

No.	Pertanyaan	YA	TIDAK	Diisi Petugas
1.	Apakah anda dalam kurun waktu 14 hari terakhir pernah berada di tempat umum seperti pusat perbelanjaan, rumah sakit, tempat ibadah dan lain – lain ?			
2.	Apakah anda dalam kurun waktu 14 hari terakhir pernah menggunakan transportasi umum; KRL, MRT, Busway, dan lain-lain ?			
3.	Apakah anda dalam kurun waktu 14 hari terakhir pernah melakukan perjalanan keluar kota atau keluar negeri yang di nyatakan sebagai wilayah yang terjangkit COVID-19 / zona merah ?			
4.	Apakah anda dalam kurun waktu 14 hari terakhir pernah mengikuti kegiatan yang melibatkan orang banyak, baik di dalam ruangan maupun luar ruangan ?			
5.	Apakah anda dalam kurun waktu 14 hari terakhir melakukan kontak erat dengan orang yang dinyatakan ODP, PDP, atau konfirm COVID – 19 ?			
6.	Apakah anda dalam kurun waktu 14 hari terakhir pernah mengalami demam / batuk / pilek / sakit tenggorokan / sesak nafas ?			
7.	Apakah anda dalam kurun waktu 14 hari terakhir pernah melakukan rapid test atau swab test dengan hasil test reaktif atau positif ?			

Tanda Tangan dan Nama Jelas

\_\_\_\_\_



SENTRA FOOD INDONESIA

**FORMULIR PEMUNGUTAN SUARA UNTUK  
ACARA RAPAT UMUM PEMEGANG SAHAM  
TAHUNAN PT SENTRA FOOD INDONESIA Tbk  
Rabu, 26 Agustus 2020**

N a m a : .....

bertindak untuk diri sendiri/  
kuasa dari \*) : .....

Jumlah saham yang dimiliki : .....

Agenda Rapat ke : .....

Keputusan : Tidak Setuju / Abstain \*)

Catatan :

\*) coret kalimat yang tidak perlu





**POWER OF ATTORNEY**

The undersigned party below :

Name of Shareholder : \_\_\_\_\_  
Address/domicile : \_\_\_\_\_

(hereinafter referred to as the “**SHAREHOLDER**”)

\*) in this matter represented by

1. Name : \_\_\_\_\_  
Address : \_\_\_\_\_

Number of ID/Passport : \_\_\_\_\_  
Date of Validity: \_\_\_\_\_

In the capacity as : \_\_\_\_\_

2. Name : \_\_\_\_\_  
Address : \_\_\_\_\_

Number of ID/Passport : \_\_\_\_\_  
Date of Validity: \_\_\_\_\_

In the capacity as : \_\_\_\_\_

Owner of/holder of : \_\_\_\_\_ Registered Stock (hereinafter referred to as the “**SHARES**”) in the PT Sentra Food Indonesia Tbk, domicile in Jakarta (hereinafter referred as the “**COMPANY**”) as stated in List of Shareholders dated August 3<sup>rd</sup> 2020

Hereby granting a power of attorney to

\*\*) Name : \_\_\_\_\_  
Address : \_\_\_\_\_

Number of ID/Passport : \_\_\_\_\_  
Date of Validity: \_\_\_\_\_

(hereinafter referred to as the “**AUTHORIZED**”)

-----**SPECIFICALLY**-----

to represent and act for and on behalf of the SHAREHOLDER in attending:

**ANNUAL GENERAL MEETING OF SHAREHOLDERS (“AGMS”)**  
**and**  
**EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (“EGMS”)**

which will be held on:

<b>AGMS</b>		<b>EGMS</b>	
Day/date	: Wednesday, August	Day/date	: Wednesday, August

		26th 2020			26th 2020
Time	:	02.00 s/d 03.00 PM	Time	:	03.00 s/d 03.30 PM
Venue	:	Equity Hall, Equity Tower, Lower Ground, SCBD Lot. 9, Jl. Jend Sudirman Kav. 52-53 Jakarta Selatan	Venue	:	Equity Hall, Equity Tower, Lower Ground, SCBD Lot. 9, Jl. Jend Sudirman Kav. 52-53 Jakarta Selatan

(hereinafter referred to as the “**Meeting**”), to give votes and make decisions in relation to the agenda described in the attached advertisement of invitation;

under the following terms and conditions that:

1. This Power of Attorney may not be terminate, altered, declared invalid/revoked for any reason whatsoever, except if the SHAREHOLDER attends the Meeting;
2. The AUTHORIZED represent and act for and on behalf of the SHAREHOLDERS to attend the Meeting, participate in discussing and participate in making decision in connection with the agenda of the Meeting;
3. The SHAREHOLDER, now as well as in the future, declares that shall not submit objection and/or protest in whatever form in respect of any all actions have been taken by the AUTHORIZED by virtue of this Power of Attorney, and therefore, the SHAREHOLDER now hereby accepts ratifies all actions taken by the AUTHORIZED for and on behalf of the SHAREHOLDER in the Meeting by virtue of this Power of Attorney;
4. This Power of Attorney is granted with a right of substitution which can be granted to a Third Party, with the surrender of power given completely and not in partially;
5. For the purpose mentioned above, if needed to provide information, make decisions and sign the deeds, including notarial deeds, and take all necessary actions in connection with this Power of Attorney.

This Power of Attorney is effective and signed in Jakarta on this day \_\_\_\_\_

**THE SHAREHOLDER**

**THE AUTHORIZED**

**Stamp Duty**

\*) Company Mark

1. Name:	Name:
Capacity:	Capacity:
2. Name:	
Capacity:	

**Notes:**

\*) Filled out if the SHAREHOLDER is a limited liability company/corporation or other legal entity, authorized in accordance with its due and valid Articles of Association.

\*\*) Name and address of the AUTHORIZED should be in full block letters, in accordance to the photocopy of personal identification (ID/Passport) which still valid and attached to this Power of Attorney.