



**INVITATION TO THE ANNUAL GENERAL MEETING OF SHAREHOLDERS AND
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS
PT UNI-CHARM INDONESIA Tbk
("The Company")**

The Company's Board of Directors hereby invites the Company's shareholders to attend the Annual General Meeting of Shareholders ("AGMS") and Extraordinary General Meeting of Shareholders ("EGMS") hereinafter referred to as ("Meeting") on:

Day, Date	: Wednesday, July 29, 2020
Time	: 10:00 WIB – Finish
Venue	: Sinarmas MSIG Tower 42 floor, Jalan Jenderal Sudirman Kav. 21, Karet, Setiabudi, South Jakarta

With the following Agendas of the AGMS:

1. Approval of the Company's Annual Report including the Financial Statements and the Supervisory Report of the Board of Commissioners of the Company for the fiscal year ending December 31, 2019 and to provide full acquittal and acquittal to all members of the Board of Directors and Board of Commissioners of the Company for their actions. the management and supervision that have been carried out during the financial year ended December 31, 2019.
2. Approval for the determination of the use of the Company's net profit for the year ending in December 31, 2019.
3. Changes in the composition of the Company's management.
4. Determination of salary or honorarium and benefits for the Year 2020 to members of the Board of Commissioners and members of the Company's Directors.
5. Approval for the appointment of Registered Public Accountants (including Registered Public Accountants who are members of Registered Public Accountants) to audit the Company's Financial Statements for the fiscal year ending on December 31, 2020.
6. Realization Report on the Use of Funds from Initial Public Offering as of June 30, 2020.

With the following Agendas of the EGMS:

1. Approval of amendment to Article 3 of the Company's Articles of Association related to the Company's business activities.
2. Approval of amendments to the Articles of Association of the Company to be adjusted to the provisions of POJK 15/POJK.04/2020 Concerning the Planning and Holding General Meeting of Shareholders of Public Limited Companies.

Explanation of each Agenda as follows:

1. Agenda of the number 1,2,3,4 and 5 of the AGMS is a meeting agenda that must be decided at the Meeting and in accordance with the provisions of the Company's Articles of Association and applicable laws and regulations.
2. Agenda of the number 6th AGMS in order to fulfill the provisions of Article 6 paragraph 1 and paragraph 2 of the Financial Services Authority Regulation No. 30/POJK.04 /2015 concerning Realization Report on the Use of Funds from Public Offering.
3. Agenda of the number 1st EGMS is a change in the Company's Articles of Association, especially in Article 3 which requires the approval of the GMS in accordance with Article 26 of the Company's Articles of Association.
4. Agenda of the number 2nd EGMS is adjustments to the Regulation of the Financial Services Authority No.15 / POJK.04 / 2020 Concerning the Plan and Organizing of a Public Meeting of Shareholders of a Public Company.

NOTES:

1. In connection with the Meeting, the Company did not send a separate invitation to the shareholders of the Company, so this Invitation advertisement is an official invitation for all shareholders of the Company.
2. Those entitled to attend or be represented at the Meeting are:
 - 2.1 shareholders or the power of attorney of the Company's shareholders whose shares have not been included in Collective Custody, namely those whose names are legally registered in the Register of Shareholders of the Company on Monday 6 July 2020 at 16.00 West Indonesia Time; and
 - 2.2 For the Company's shares which are in 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 Monday 6 July 2020 at 16:00 West Indonesia Time.
3. Shareholders who cannot attend the Meeting can be represented by their proviso provided that members of the Board of Directors, members of the Board of Commissioners and employees of the Company can act as Shareholders' attorney at the Meeting, but the votes issued as power of attorney at the Meeting are not counted in the vote and with due regard to Article 48 POJK No. 15/2020, that the Shareholders of the Company are not entitled to

give power to more than one power of attorney for a portion of the number of shares owned by them with different votes.

4. As steps to prevent the spread of COVID-19 and support the Government's efforts to break the chain of COVID-19 spread, the Company has determined the procedure for holding a Meeting while still referring to Government policy, as follows:

- 4.1. **Mechanism of Power of Attorney:**

- 4.1.1 The Company calls on the Shareholders of the Company entitled to attend the Meeting to authorize electronically to representatives of the Company's Securities Administration Bureau ("BAE of the Company"), namely PT Sinartama Gunita as the party appointed by the Company as an Independent Power of Attorney through eASY.KSEI on the link <https://akses.ksei.co.id> provided by PT Kustodian Sentral Efek Indonesia since the Summons of the Meeting until no later than 1 (one) working day prior to the holding of the Meeting, which is Tuesday, July 28, 2020, until at 12.00 WIB;
 - 4.1.2 In addition to the electronic authorization above, Shareholders who are entitled to attend the Meeting can also provide conventional written authorization. The power of attorney form can be obtained every day and working hours at the Company's Securities Administration Bureau, namely PT Sinartama Gunita, at Sinar Mas Land Plaza Tower I, 9th Floor, Jalan MH. Thamrin No 51, Jakarta 10350;
 - 4.1.3 All power of attorney for the Meeting must be received by the Company's Securities Administration Bureau at the address as stated in item 4.1.2 above at the latest at 16.00 West Indonesian Time, at least 3 (three) working days prior to the date of the Meeting, which is Friday, July 24, 2020;
 - 4.1.4 Shareholders who provide their power electronically through eASY.KSEI are expected to vote (e-voting) together with the granting of power to each Meeting agenda item through the eASY.KSEI, while Shareholders who provide their proxies in writing are expected to include voting for each agenda item in the written Power of Attorney.

- 4.2. **Mechanism of Physical Attendance at Meetings:**

- 4.2.1 In accordance with Article 8 paragraph 4 and Article 9 of the Financial Services Authority Regulation No. 16 / POJK.04 / 2020 concerning the Electronic General Meeting of Shareholders of the Public Company and Financial Services Authority Letter No. S124 / D.04 / 2020 regarding Certain Conditions in the General Meeting of Shareholders of Electronic Public Companies, the Company limits the physical presence of Shareholders and / or Power of Attorney at the Meeting, with a maximum total quota of 20 (twenty) people (" Quota"). The Company will conduct a first come first serve system, which is to prioritize Shareholders or Power of Attorney who has notified that they will be physically present, by sending a statement via electronic mail: corporate-secretary@unicharm.co.id by attaching the complete identity documents in the email to present at the Meeting. If the

quota or quota has been fulfilled, the Company has the right to refuse further registration, and will announce the names of shareholders entitled to attend the Meeting on the Company's official website <https://unicharm.co.id> and / or will send physical confirmation of attendance said to shareholders or Power of Attorney through electronic mail, so that the Company strongly urges other shareholders of the Company not to get any quota or quota in order to give power of attorney in accordance with number 4.1.1 above;

- 4.2.2 The Company will submit announcements and / or confirm the physical presence of the names of shareholders entitled to attend the physical Meeting no later than 3 (three) working days prior to the date of the Meeting;
- 4.2.3 For Shareholders or their legal proxies that do not get a quota or are not listed in the announcement and / or confirmation submitted by the Company as referred to in point 4.2.2. above, it is expected to grant power of attorney through eASY.KSEI as in point number 4.1.1 or fill in a Power of Attorney Form provided by the Company's Registrar, so that his attendance and vote can be taken into account at the Meeting;
- 4.2.4 Shareholders or their proxies who are physically present at the Meeting, are required to submit a photocopy of their National Identity Card (KTP) or other proof of identity to the Company's registration officer before entering the meeting room. Shareholders in Collective Custody must carry a KTUR Letter that can be obtained through an Exchange Member or Custodian Bank. For Power of Attorney and Power of Attorney, and for Shareholders in the form of Legal Entity are kindly requested to bring a photocopy of the Articles of Association and amendments, authorization letters / approvals from the competent authority, along with the deed containing the final management composition / Directors and the Board of Commissioners who served at the Meeting, to the Company's registration officer before entering the meeting place;
- 4.2.5 Shareholders or their proxies are required to fulfill health procedures determined in accordance with the Government Health Protocol implemented by the Building Manager or the Company at the venue of the Meeting;
- 4.2.6 4Shareholders or their proxies present at the Meeting must maintain physical distance, wear masks, measure their body temperature and fill out a Health Statement form provided by the Company before entering the Meeting room.

- 5. Material relating to the Meeting Agenda is available in the Company's website (<https://unicharm.co.id>).
- 6. In order to conduct the Meeting it is expected that the Shareholders or their attorneys who will attend have filled in the Attendance List provided by the Company no later than 30 minutes before the Meeting begins.

Jakarta, July 7, 2020

The Company's Board of Directors