

## **RULES OF ORDER**

### **Annual General Meeting of Shareholders And Extraordinary General Meeting of Shareholders PT BANK CENTRAL ASIA Tbk**

**On April 5, 2018**

The shareholders or any of their proxies who will attend the Annual General Meeting of Shareholders and Extraordinary General Meeting of Shareholders (hereinafter referred to as the "**Meeting**") shall adhere to the following rules:

1. Registering him/herself with the registration officer by showing his/her identity card and submitting the original Written Confirmation of the Meeting (KTUR) as well as the original power of attorney (for the individuals appointed as a proxy).
2. Sitting on the provided seat.
3. Not talking to fellow attendees so as not to disrupt the conduct/course of the Meeting.
4. Raising questions only on occasion provided by the Chairperson of the Meeting during the Meeting.

Attendees shall raise hands before asking questions. The questions must be written on a form provided by the Meeting clerk to be read out later on by the attendees raising the questions using the loudspeakers and subsequently submitting the question form to the Meeting clerk.

The questions raised shall be directly relevant to the discussed the Meeting agenda. If some questions of the same matters were raised, those questions will be answered at once.

5. Not interrupting conversations of other attendees.
6. In order to comply with the provisions of the Law number 40 of 2007 regarding Limited Liability Company and Article 23 paragraph 8 of the Company's Articles of Association, resolution shall be made based on deliberation and/or discussion leading to amicable/ mutual consensus. In the event that resolution to be made based on deliberation leading to amicable/mutual consensus is not reached, the resolution to any motions proposed shall be resolved through the casting of votes.
7. Resolution to any motions proposed at the Annual General Meeting of Shareholders shall be lawful if it is approved by more than  $\frac{1}{2}$  (a half) of the total votes present in the Annual General Meeting of Shareholders. To any motions proposed at the Extraordinary General Meeting of Shareholders shall be lawful if it is approved by more than  $\frac{2}{3}$  (two-thirds) of the total votes present in the Extraordinary General Meeting of Shareholders.
8. In order to facilitate the Meeting, voting in relation to any motions proposed for each item on the agenda of the Meeting (either in relation to individuals or other matters) shall be cast verbally by pooling method under the following procedures:
  - a) The Chairperson of the Meeting would request the shareholders or any of their proxies who cast dissenting votes or abstention votes (blank votes) upon the proposed motions to raise their hands to submit the ballots and then the ballots shall be counted by PT RAYA SAHAM

- REGISTRA as the Securities Administration Agency of the Company and then it is verified by the Notary as an independent party;
- b) The shareholders or any of their proxies who do not raise their hands and do not cast dissenting votes or abstention votes (blank votes) upon the proposed motions shall be considered to have approved the proposed motions, without the Chairperson of the Meeting being required to ask the shareholders and the appointed proxy-holders to raise their hands as a sign of their approval.
9. The shareholders or any of their proxies who cast abstention votes (blank votes) shall be deemed to have cast the same votes as those of majority votes cast by the shareholders.
  10. The shareholders or any of their proxies who has registered but left the Meeting room and does not report the matter to the registration officer before the closing of the Meeting are considered present and approved the motions proposed at the Meeting.
  11. During the conduct/course of the Meeting, mobile phone and/or other communication devices brought by the Meeting attendees into the Meeting room should be de-activated.

PT BANK CENTRAL ASIA Tbk

Board of Directors