

# CORPORATE SECRETARY

Telkom has a Corporate Secretary/Investor Relations function which facilitates the internal communication of the Board of Directors and the Board of Commissioners, in accordance with POJK No. 35/POJK.04/2014 regarding Corporate Secretary of Issuers or Public Companies. In terms of external communication, Corporate Secretary/Investor Relations role is to establish relationships between the Company and Stakeholders, especially the Government, Shareholders, and Financial Services Authority (OJK) and provide information about the company. In addition, from a compliance perspective, Corporate Secretary/Investor Relations has an important role in ensuring that Telkom complies with laws and regulations related to the Capital Market, so that the company's business processes can run properly and comply with the provisions.

## CORPORATE SECRETARY'S DUTY AND RESPONSIBILITY

The Corporate Secretary has the following duties and responsibilities:

1. Preparing and organizing GMS, including the material, particularly the Annual Report;
2. Attending the Board of Directors' Meetings and Joint Meetings between the Board of Commissioners and Board of Directors;
3. Managing and maintaining documents related to the Company's activities, including the GMS's documents and other important documents of the Company; and
4. Determining criteria regarding the types and contents of information that can be presented to the Stakeholders, including information that can be published as public documents.

## CORPORATE SECRETARY'S FUNCTIONS

The functions of Corporate Secretary include:

1. To prepare and communicate accurate, complete, and timely information regarding the performance and prospect of the Company to Stakeholders.
2. To synergize with related units, including the subsidiaries, for socialization, implementation, monitoring and reviewing of GCG, and its implementation.
3. To assist the Board of Directors in various activities, information, and documentation, among others:
  - a. Preparing the Register Book of Shareholders;
  - b. Attending the Board of Directors' meetings and preparing its minutes of meetings; and
  - c. Preparing and organizing GMS.
4. To publish the company's information in a tactical, strategic, and timely manner.



## CORPORATE SECRETARY'S PROFILE

### EDWIN JULIANUS SEBAYANG

**Age**

53 years old

**Nationality**

Indonesian

**Domicile**

Jakarta, Indonesia

**Education**

- 1996 Master Of Business Administration, University of Exeter, United Kingdom.
- 1993 Bachelor of Economic, University of Kristen Satya Wacana.

**Basis of Appointment**

Decision Letter of the Board of Directors.

**Term of Service**

Start from January 1st 2023 up to present.

**Career Experiences**

- 2021-2022 Director of PT MNC Asset Management.
- 2010-2020 Head of Research PT MNC Sekuritas.

## CORPORATE SECRETARY'S IMPLEMENTATION TASKS

Until the end of 2022, Corporate Secretary of Telkom has organized activities as presented in the following table.

### CORPORATE SECRETARY'S IMPLEMENTATION ACTIVITIES IN 2022

No.	Date	Name of Activities	Organizer	Location
1.	January 5-6, 2022	13th Credit Suisse ASEAN Conference	Credit Suisse	Online
2.	January 12, 2022	DBS Pulse of Asia 2022	DBS	Online
3.	January 13, 2022	Nomura Virtual Indonesia Corporate Day	Nomura	Online
4.	February 10, 2022	Mandiri Investment Forum 2022	Mandiri Sekuritas	Online
5.	March 4, 2022	Nomura ASEAN Conference	Nomura	Online
6.	April 21-22, 2022	Macquarie Indonesia Day	Macquarie	Online
7.	May 12, 2022	Investor Day with SOE – Abu Dhabi	Mandiri Sekuritas	Abu Dhabi
8.	May 16, 2022	Investor Day with SOE – Paris	Mandiri Sekuritas	Paris
9.	May 18-19, 2022	Investor Day with SOE – London	Mandiri Sekuritas	London
10.	June 8, 2022	UBS OneASEAN Conference 2022	UBS	Online
11.	June 10, 2022	CITI 3rd Pan-Asia Regional Investor Conference	CITI	Singapore
12.	June 29, 2022	UOB Kay Hian Virtual Shariah Gems Conference 2022	UOB	Online
13.	June 30, 2022	Morgan Stanley Virtual ASEAN Conference 2022	Morgan Stanley	Online
14.	August 11-12, 2022	CGS-CIMB 14th Annual Indonesia Conference 2022	CGS-CIMB	Bali
15.	September 5-6, 2022	JPMorgan ASEAN CEO-CFO Forum 2022	JPMorgan	London
16.	September 8-9, 2022	JPMorgan ASEAN CEO-CFO Forum 2022	JPMorgan	New York
17.	September 14-15, 2022	29th Annual CITIC CLSA Flagship Investors' Forum 2022	CLSA	Online
18.	October 6, 2022	IDX-Daiwa-Bahana Best of Indonesia 2022	IDX-Daiwa	Singapore
19.	October 12, 2022	Investor Day with Macquarie	Macquarie	
20.	November 7-8, 2022	NDR SOE with Mandiri Sekuritas and Jeffriess - New York	Mandiri Sekuritas	New York
21.	November 9, 2022	NDR SOE with Mandiri Sekuritas and Jeffriess – Boston	Mandiri Sekuritas	Boston
22.	November 10, 2022	NDR SOE with Mandiri Sekuritas and Jeffriess – San Fransisco	Mandiri Sekuritas	San Fransisco
23.	November 23-24, 2022	Investor Day with CLSA	CLSA	Hong Kong

## CORPORATE SECRETARY'S TRAINING AND EDUCATION

In 2022, Telkom will provide training for Investor Relations Unit to develop the competence of Corporate Secretary/ Investor Relations. Some of the education and training provided by Telkom during 2022 are as follows.

### TRAINING AND EDUCATION ATTENDED BY CORPORATE SECRETARY/INVESTOR RELATIONS IN 2022

No.	Date	Name of Activities	Organizer	Location
1.	May 17, 2022	Training Good Corporate Governance (GCG). Training ASEAN Corporate Governance Scorecard (ACGS)	Telkom Corpu	Online
2.	May 31, 2022	Seminar Master Class: "Reporting Gender Equality and Employment Practices for Sustainability and Annual Report"	IDX, GRI, & IBCWE	Online
3.	June 16, 2022	Virtual demos with Q&A webinar, for the user about Toppan Merrill Bridge launching a new Filings & Versions Apps	Toppan Merrill	Online
4.	June 24, 2022	Dissemination of Information Changes in Report Format E009 - Monthly Report on Registration of Securities Holders/Changes in Shareholder Structure	ICSA & IDX	Online
5.	June 28, 2022	Webinar with topic "ASEAN Corporate Governance Scorecard (ACGS) – Journey to ASEAN Asset Class"	RSM Indonesia	Online
6.	August 29, 2022	Webinar New Accounting Standards (IFRS & PSAK) & Sustainability Reporting Update	Deloitte	Online
7.	November 5, 12, 19, 26, 2022	<i>Standar Profesi Sekretaris Perusahaan Pendidikan Dasar II</i>	ICSA	Online
8.	November 30, 2022	Consultative Workshop To Scale Up Green Finance In Indonesia	OJK, IDX, ADB, & UNDP	Jakarta