

# PT Vale Indonesia Tbk

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## PROCEDURES ANNUAL GENERAL MEETING OF SHAREHOLDERS (“MEETING”) Thursday, April 29, 2021

1. Pursuant to paragraph 1, Article 23 of the Company’s Articles of Association and a resolution of the Board of Commissioners passed at a duly constituted meeting of the Board of Commissioners on August 16, 2019, Rudiantara as the Independent Commissioner will preside over the Meeting.
2. The Chair of the Meeting reserves the right to request evidence from the attendees of their entitlement to attend and to vote at the Meeting.
3. Only shareholders or their legal proxies are entitled to raise questions and to cast votes.

All questions must relate to the agenda item being discussed and must be submitted in writing, indicating your name, the company’s name (if you are present and representing a company as a shareholder) or the name of the proxy grantor (if you are present and representing one or more shareholders) and the number of shares owned or represented. Raise your hand to receive a question form to be filled in. If you require assistance, one of the individuals handing out the forms will assist you to write your question.

The question form which you have filled in will be given to the Notary to verify if your name has been listed on the register of shareholders of the Company who have the right to be present and ask questions during the Meeting. If the Notary confirms that you do have the right to be present and ask questions then your written question will be provided to the Chair of the Meeting.

After your written question has been reviewed by the Chair of the Meeting, he will determine whether your question relates to the agenda item being discussed. The Chair of the Meeting will read and respond to your question only if it relates to the agenda item being discussed and has not already been addressed.

When the Chair of the Meeting determines that there are no more questions regarding the agenda item being discussed, he will so advise the meeting and no further questions may thereafter be asked on that item. In no event will questions be permitted once the Chair of the Meeting has called for a vote on the particular agenda item.

4. The question and answer session for each agenda item is limited to 10 minutes. Questions which have not been answered will be answered separately in writing.
5. Pursuant to the Company’s Articles of Association, resolutions shall be made by shareholders or their lawful proxies representing more than  $\frac{1}{2}$  (one half) of the total issued shares of the Company with valid voting rights and that the resolution in respect thereof shall be approved by more than  $\frac{1}{2}$  (one half) of the total votes lawfully cast at such Meeting.

### PT Vale Indonesia Tbk

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6. Each share will grant to its holder the right to cast one vote at the Meeting.
7. Voting will be done by show of hands, unless the Chair of the Meeting calls for voting by ballot.

8. Voting by show of hands should be done in the following manner:

First, each of the opposing shareholders/proxy holders will be asked to raise their hands.

Second, each of the abstaining shareholders/proxy holders will be asked to raise their hands.

In each case, the collector will scan each individual's shareholder registration card, which provides the collector with an electronic record of the number of shares in respect of which the individual has authority to vote and the collector will do an electronic tally of the total number of votes and display the total on the overhead screen.

After the electronic tally of the total number of opposing votes and abstaining votes have been carried out, the Notary will display the voting results on the overhead screen.

Those who are against the matter or who abstain will not be permitted to address the Meeting as to the reason for their votes but should instead raise any concerns they may have during the question period prior to voting.

In the event no one raises his/her hand to indicate whether he or she is against or abstains, it can be concluded that all shareholders who are present in person or by proxy at the Meeting are in favour of the proposal in question and the Meeting can adopt the resolution unanimously.