

THE PROTOCOLS OF THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (“Meeting”)
PT DARYA-VARIA LABORATORIA Tbk (“Company”)
Jakarta, Selasa, 20 Oktober 2020

NO.	ACTIVITIES	REMARKS
1.	Temperature and luggage checking at Main Lobby of South Quarter Tower C (“ SQ C Main Lobby ”) and ensure the participants are wearing masks	<ul style="list-style-type: none"> Ensure the Participant use a mask Maintain physical distance, 1.5 – 2 meters when queuing
2.	The participants register at the Function Hall at SQ Dome (“ Function Hall ”)	In accordance with the announcement and summons of the Meeting, shareholders who can attend the Meeting physically are maximum of 6 shareholders who have received registration confirmation by email from the Company
3.	Implementation of health protocols at the entrance of Function Hall: Body temperature checking and wash hand by using hand sanitizer provided in the Function Hall	<ul style="list-style-type: none"> Body temperature checking shall far from the AC Maintain physical distance, 1.5 - 2 meters when queuing. Participants are not allowed to enter if the body temperature > 37.3 ° C, and/or has symptoms of fever/sore throat/cough/runny nose/shortness of breath
4.	The participants will be requested to show their identity to verify that they are entitled to attend the Meeting	If the shareholders quota is fulfilled, the other shareholders of the Company will be requested to grant proxy by using Power of Attorney provided by the Company, then the shareholders can leave the Function Hall
5.	The participants shall fill in the Self-Assessment and read the Self-Assessment flow	Maintain physical distancing between seats, 1.5 - 2 meters when filling in self-assessment form and/or Power of Attorney. The participants are not allowed to borrow stationery from one another. Only participants who meet the requirements in the Self-Assessment can enter the Meeting room
6.	The participants who meet the requirements will be given pass card and escorted to go to SQ C Main Lobby	
7.	The participants are directed to the 18th Floor using the elevator by following the protocol standards procedure Building Management	Maintain physical distance, 1.5 - 2 meters when queuing and the maximum number of people in the elevator is 9 people
8.	The officer will direct participants to the registration desk of Share Registrar at Receptionist desk at 18 th Floor	Maintain physical distance, 1.5 - 2 meters when queuing
9.	The participants can enter the Meeting rooms as follows: a. Invitees: Enervon-C Meeting room b. Shareholders: Sales Force Meeting room	Maintain physical distance between seats, 1.5 - 2 meters
10.	The participants shall participate the Meeting in accordance with the Meeting Procedures	
11.	Upon the completion of the Meeting, the participants are escorted to the elevator to go to the SQ C Main Lobby	Maintain physical distance, 1.5 - 2 meters when queuing. The participants must return the access card to Receptionist at the SQ C Main Lobby