

**PANDUAN PEMBERIAN KUASA
KEPADA BIRO ADMINISTRASI EFEK MELALUI SISTEM eASY.KSEI (“e-PROXY”)**

Catatan:

1. Untuk dapat melakukan pemberian kuasa kepada Biro Administrasi Efek melalui e-Proxy, Pemegang Saham harus telah memiliki akun eASY.KSEI dengan cara melakukan registrasi/aktivasi akun eASY.KSEI melalui <https://akses.ksei.co.id>.
Panduan Registrasi dapat diakses melalui link berikut <https://www.hero.co.id/investor/publication#gms>.
2. Pemegang saham dapat memberikan kuasa melalui e-Proxy selambat-lambatnya Selasa, 25 Juni 2024 pukul 12:00 WIB.

Tata Cara Pemberian Kuasa Kepada Biro Adminstrasi Efek Melalui sistem eASY.KSEI

1. Setelah melakukan proses registrasi, untuk dapat memberikan kuasa anda harus log in ke dalam sistem eASY.KSEI. Untuk log in ke dalam sistem eASY.KSEI, masuklah ke situs <https://akses.ksei.co.id/>, kemudian klik

The screenshot shows the website interface for akses.ksei.co.id. At the top, there is a navigation bar with a search bar and a 'MASUK' button. Below the navigation bar, there are three stock market data cards for ABBA, ABDA, and ABMM. The main content area is divided into several sections: a left sidebar with navigation links (Beranda, Pusat Informasi, Pusat Edukasi, Panduan), a central banner for 'KEAMANAN YANG TERJAMIN DENGAN AKSes KSEI', a 'Pusat Edukasi' section with a video player, and a 'Aktivitas Pasar' section with a line chart and a table of market indices. Below the chart is a 'Saham Paling Aktif' table. On the right side, there is an 'Aksi Korporasi' section with a list of corporate actions.

Market Data:

Stock	Change	Value	% Change
ABBA	+0,00	50,00 IDR	+0,0000%
ABDA	+0,00	0,00 IDR	+0,0000%
ABMM	+0,00	0,00 IDR	+0,0000%

Market Activity (Aktivitas Pasar):

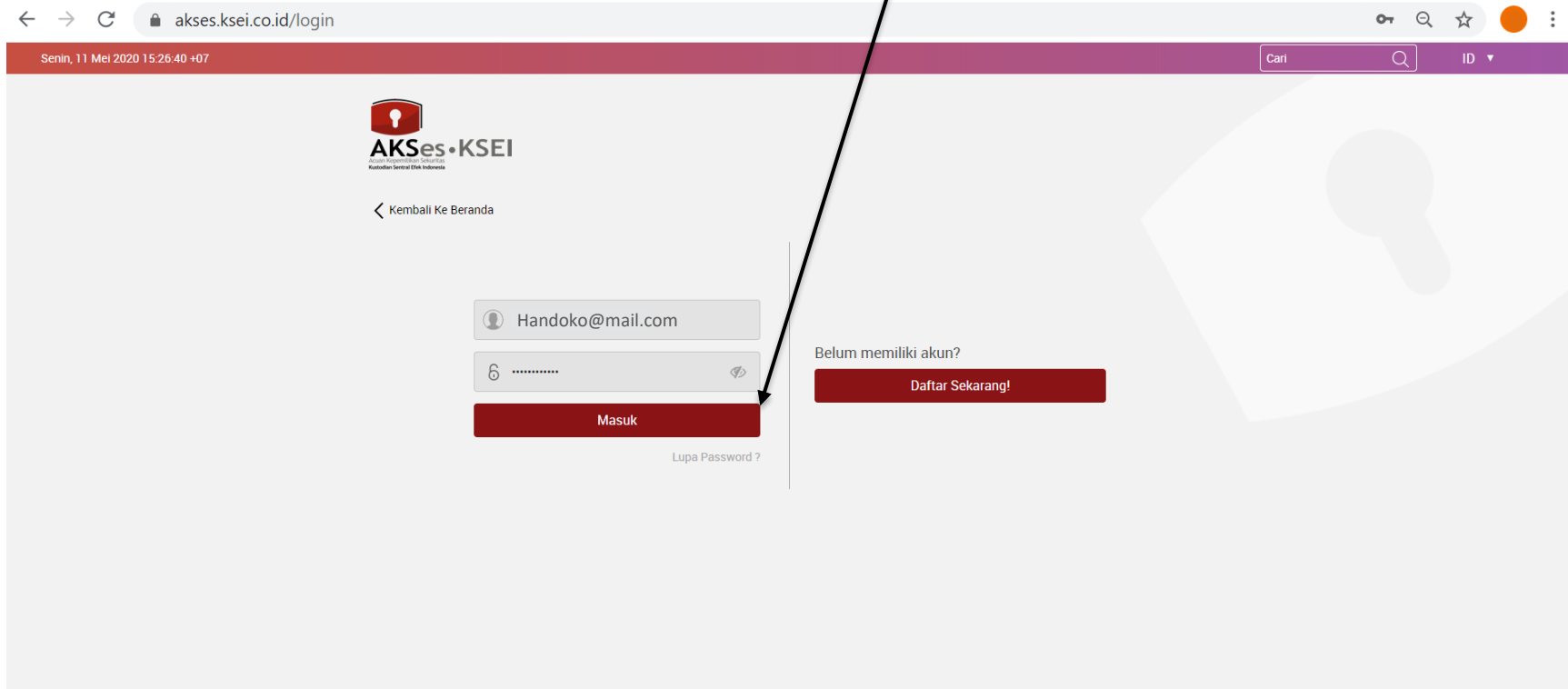
Indeks	Nilai	Poin	Persentase
COMPOSITE	4.639,105	▲ 19,128	▲ 0,41%
AGRI	983	▲ 22,611	▲ 0,024%
BASIC-IND	695	▲ 0,585	▲ 0,001%
BISNIS-27	401	▲ 4,893	▲ 0,012%
CONSUMER	1.804	▲ 7,027	▲ 0,004%
DBX	905	▼ 11,428	▼ 0,012%
FINANCE	936	▲ 10,113	▲ 0,011%
I-GRADE	124	▲ 0,574	▲ 0,005%

Saham Paling Aktif:

Saham	Nilai	Volume	Frekuensi
LPPF	154.295.077.500	101.177.100	17.645
PGAS	297.584.009.500	332.496.100	15.825
BRPT	119.672.118.000	98.091.900	13.155
MNCN	57.620.011.000	69.421.700	13.062
IPTV	4.862.665.200	12.036.300	12.200
BBRI	402.135.154.000	153.486.700	12.035
ASII	310.294.656.000	79.156.800	11.281
GIAA	36.446.490.000	158.463.000	10.316

2. Masukkan email dan password anda, kemudian klik

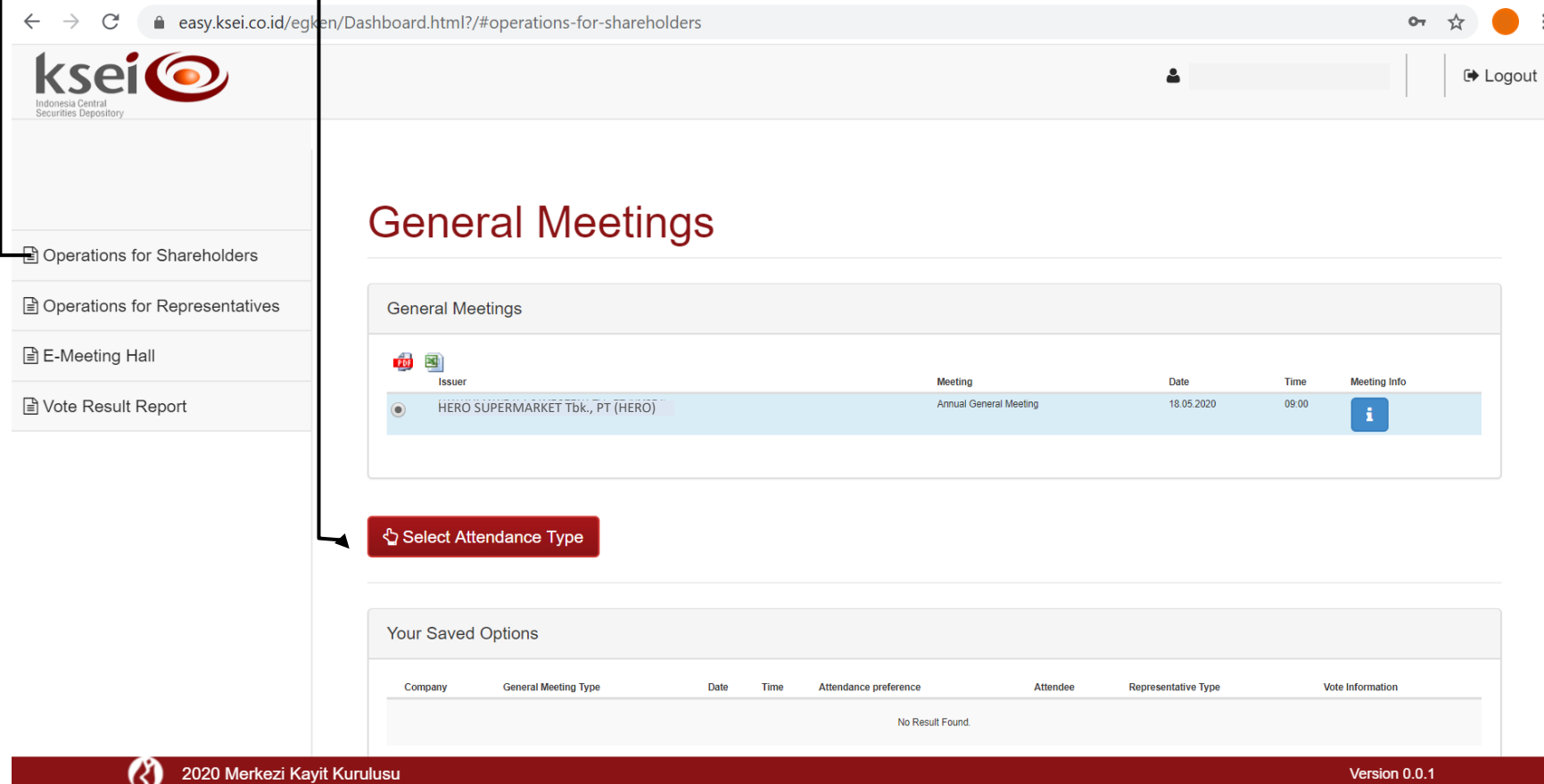
Masuk



4. Pilih menu  dan pilihlah 'HERO SUPERMARKET TBK., PT (HERO)' dalam tabel General Meetings.

Setelah itu klik







easy.ksei.co.id/egken/Dashboard.html?/#operations-for-shareholders

ksei
Indonesia Central
Securities Depository

Logout

General Meetings

General Meetings

Issuer	Meeting	Date	Time	Meeting Info
 HERO SUPERMARKET Tbk., PT (HERO)	Annual General Meeting	18.05.2020	09:00	

Your Saved Options

Company	General Meeting Type	Date	Time	Attendance preference	Attendee	Representative Type	Vote Information
No Result Found.							

2020 Merkezi Kayit Kurulusu

Version 0.0.1

5. Kemudian klik

My authorized representative will attend

The screenshot shows a web browser window with the URL `easy.ksei.co.id/egken/Dashboard.html?/#attendance-dec-inv`. The page title is "Select Attendance Type". Below the title, there is a teal header bar with the text "HERO SUPERMARKET Tbk., PT (HERO) , 18.08.2020, Annual General Meeting". Underneath, another teal header bar says "Attendance Type :". The main content area contains two radio buttons: "I will attend in person" and "My authorized representative will attend", with the latter being selected. Below these is a "Representative Type :" section with three radio buttons: "Individual Representative", "Intermediary", and "Independent Representative". At the bottom of the form are "Back" and "Next" buttons. The footer of the page includes the KSEI logo, "2020 Merkezi Kayit Kurulusu", and "Version 0.0.1".

6. Pada bagian 'Representative Type' pilih Independent Representative

The screenshot shows a web browser window with the URL `easy.ksei.co.id/egken/Dashboard.html?/#attendance-dec-inv`. The page title is "Select Attendance Type". The meeting details are "HERO SUPERMARKET Tbk., PT (HERO) , 12.18.2020, Annual General Meeting".

Attendance Type :

- I will attend in person
- My authorized representative will attend

Representative Type :

- Individual Representative
- Intermediary
- Independent Representative

Independent Representative

Please select the independent representative that you want to choose as representative and click on continue.

Select Independent

Rep :

Navigation buttons:

Footer: 2020 Merkezi Kayit Kurulusu | Version 0.0.1

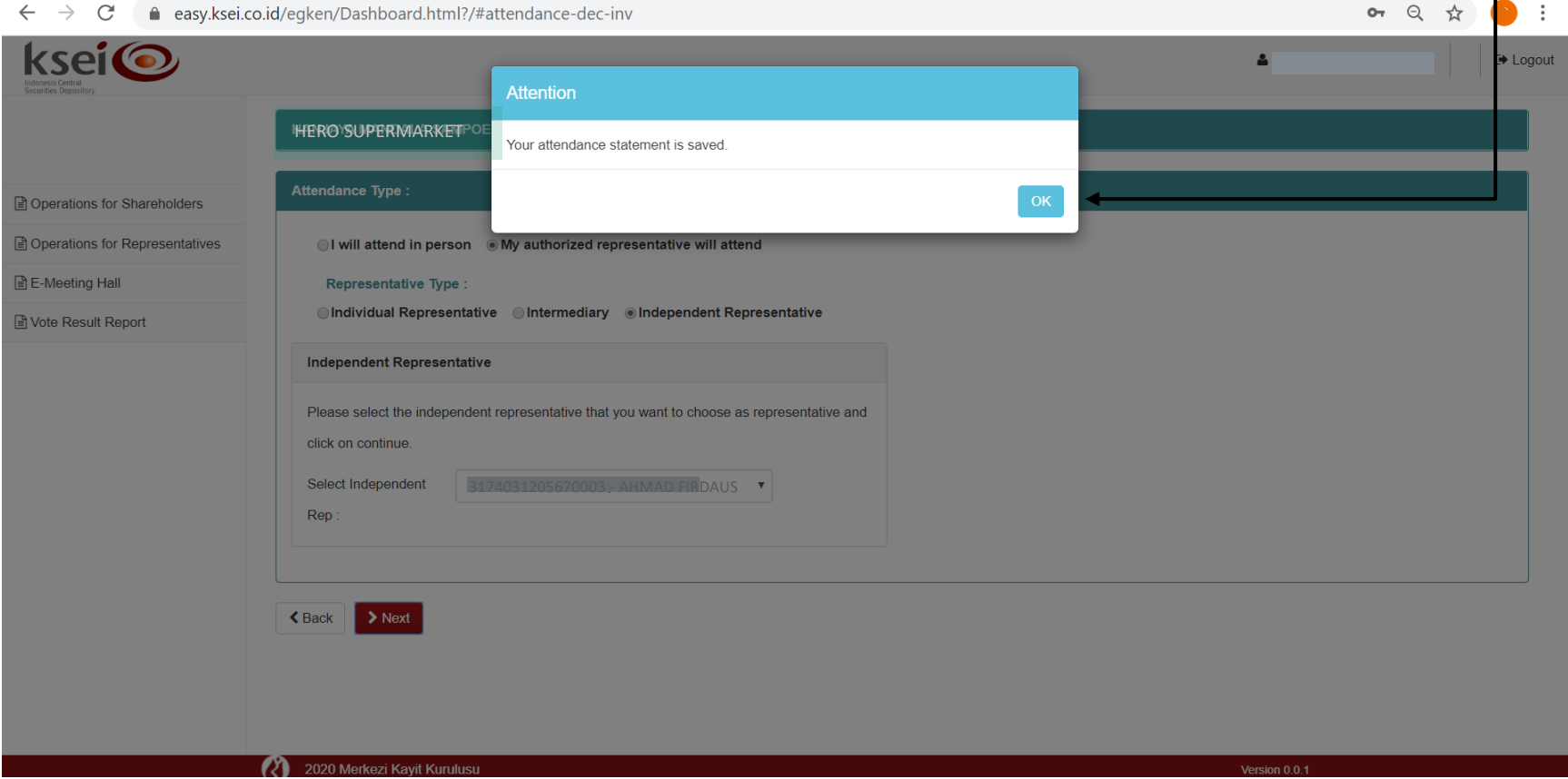
7. Pada kolom selanjutnya, pilih salah satu nama yang tersedia pada bagian 'Select Independent Rep', kemudian klik

> Next


The screenshot displays the 'Select Attendance Type' page on the KSEI website. The page title is 'Select Attendance Type' and the event is 'HERO SUPERMARKET Tbk., PT (HERO), 12.08.2020, Annual General Meeting'. The 'Attendance Type' section has two main options: 'I will attend in person' and 'My authorized representative will attend'. Under 'My authorized representative will attend', there are three sub-options: 'Individual Representative', 'Intermediary', and 'Independent Representative'. The 'Independent Representative' option is selected, and a dropdown menu is open showing the selected representative: '3174031205670003 - AHMAD FIRDAUS'. A red 'Next' button is located in the top right corner of the page, and another red 'Next' button is located at the bottom of the main content area. A black arrow points from the 'Next' button in the top right to the 'Next' button at the bottom of the main content area.

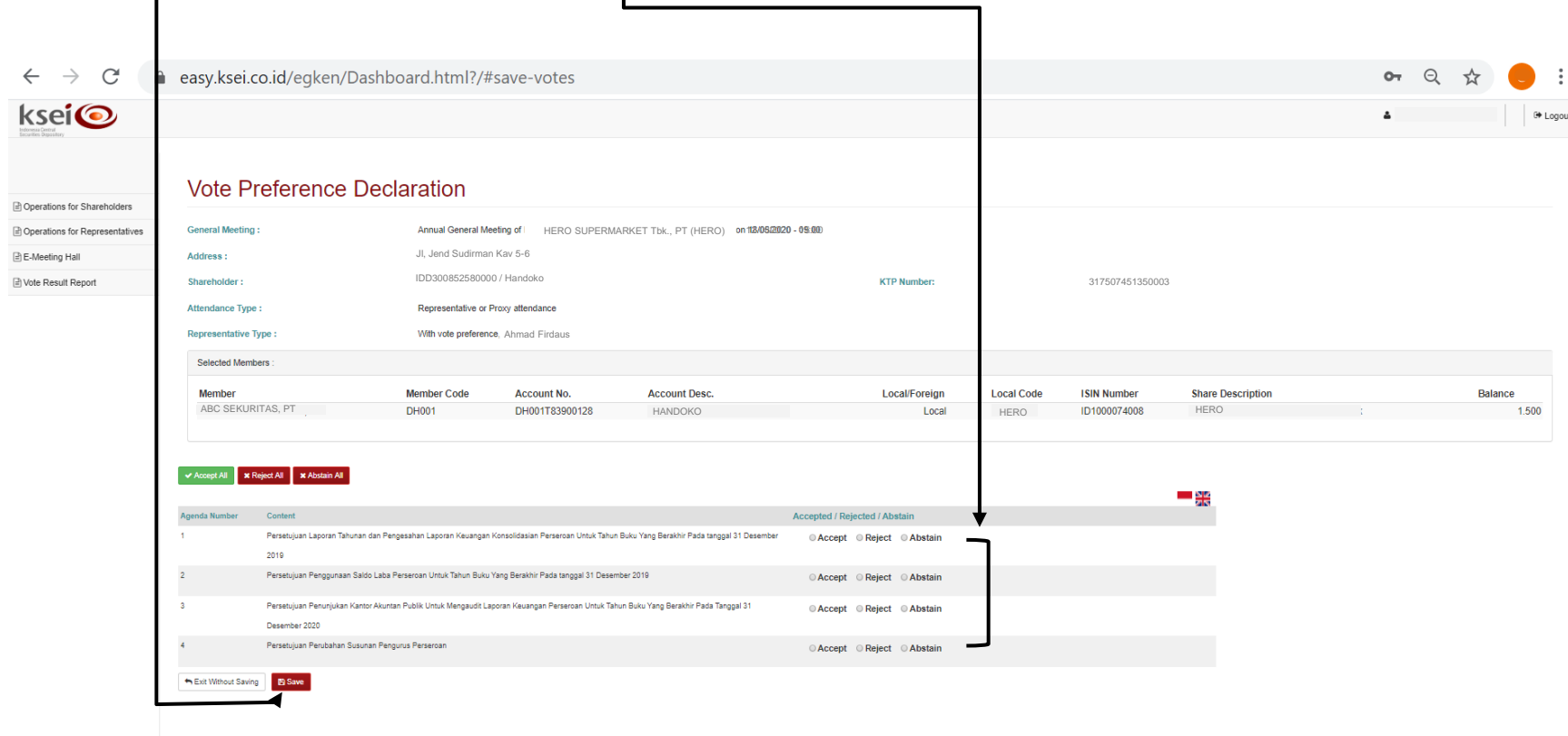
OK

8. Setelah itu tampilan layar akan menunjukkan pernyataan 'Your attendance statement is saved', kemudian klik



9. Anda akan diarahkan ke laman 'Vote Preference Declaration' dan diminta untuk memberikan suara pada masing-masing agenda rapat, dengan cara memilih Accept atau Reject atau Abstain pada masing-masing agenda rapat.

Jika telah memilih untuk SEMUA agenda rapat, klik 



← → ↻ easy.ksei.co.id/egken/Dashboard.html?/#save-votes

ksei
Korporasi
Indonesia

Operations for Shareholders
Operations for Representatives
E-Meeting Hall
Vote Result Report

Vote Preference Declaration

General Meeting : Annual General Meeting of HERO SUPERMARKET Tbk., PT (HERO) on 12/05/2020 - 09:00
Address : Jl. Jend Sudirman Kav 5-6
Shareholder : ID300852580000 / Handoko **KTP Number :** 317507451350003
Attendance Type : Representative or Proxy attendance
Representative Type : With vote preference, Ahmad Firdaus

Selected Members :

Member	Member Code	Account No.	Account Desc.	Local/Foreign	Local Code	ISIN Number	Share Description	Balance
ABC SEKURITAS, PT	DH001	DH001T83900128	HANDOKO	Local	HERO	ID1000074008	HERO	1.500

Agenda Number	Content	Accepted / Rejected / Abstain
1	Persetujuan Laporan Tahunan dan Pengesahan Laporan Keuangan Konsolidasian Perseroan Untuk Tahun Buku Yang Berakhir Pada tanggal 31 Desember 2019	<input type="radio"/> Accept <input type="radio"/> Reject <input type="radio"/> Abstain
2	Persetujuan Penggunaan Saldo Laba Perseroan Untuk Tahun Buku Yang Berakhir Pada tanggal 31 Desember 2019	<input type="radio"/> Accept <input type="radio"/> Reject <input type="radio"/> Abstain
3	Persetujuan Penunjukan Kantor Akuntan Publik Untuk Mengaudit Laporan Keuangan Perseroan Untuk Tahun Buku Yang Berakhir Pada Tanggal 31 Desember 2020	<input type="radio"/> Accept <input type="radio"/> Reject <input type="radio"/> Abstain
4	Persetujuan Perubahan Susunan Pengurus Perseroan	<input type="radio"/> Accept <input type="radio"/> Reject <input type="radio"/> Abstain

10. Setelah itu layar akan menampilkan pernyataan 'Your transaction is done successfully'. Selanjutnya klik

OK

The screenshot shows a web browser window with the URL `easy.ksei.co.id/egken/Dashboard.html?/#save-votes`. The page title is "Vote Preference Declaration". A modal dialog box titled "Attention" is displayed in the center, containing the message "Your transaction is done successfully." and an "OK" button. An arrow points from the "OK" button in the dialog to the "OK" button in the top right corner of the browser window. The background form includes the following fields:

- General Meeting: Annual General Meeting of HERO SUPERMARKET Tbk., PT (HERO)
- Address: Jl. Jend Sudirman Kav 5-6
- Shareholder: IDD300852580000 / Handoko (KTP Number: 317507451350003)
- Attendance Type: Representative or Proxy attendance
- Representative Type: With vote preference, Ahmad Firdaus

Below the form is a table of "Selected Members":

Member	Member Code	Account No.	Account Desc.	Local/Foreign	Local Code	ISIN Number	Share Description	Balance
ABC SEKURITAS, PT	DH001	DH001T83900128	HANDOKO	Local	HERO	ID1000074008	HERO SUPERMARKET Tbk., PT (HERO)	1.500

At the bottom, there are buttons for "Accept All", "Reject All", and "Abstain All", followed by an agenda table with columns for "Agenda Number", "Content", and "Accepted / Rejected / Abstain".

11. Setelah proses pemberian suara selesai anda akan diarahkan pada ke laman utama seperti gambar di bawah ini. Anda dapat klik 'Logout' untuk keluar dari sistem eASY.KSEI.

The screenshot shows the eASY.KSEI dashboard. The browser address bar displays `easy.ksei.co.id/egken/Dashboard.html?/#operations-for-shareholders`. The user is logged in as Ryan Adiputra Budihardjo. The main content area is titled 'General Meetings' and contains a table of meetings. Below this is a 'Selected Attendance Type' button and a 'Your Saved Options' table. At the bottom, there are buttons for 'Change', 'Vote Save / Update', 'Delete', and 'Show entry detail'. A 'Logout' button is located in the top right corner of the dashboard.

Issuer	Meeting	Date	Time	Meeting Info
HERO/SUPERMARKET Tbk.PT (HERO)	Annual General Meeting	12.08.2020	15.00	i

Company	General Meeting Type	Date	Time	Attendance preference	Attendee	Representative Type	Vote Information
HERO/SUPERMARKET Tbk.PT (HERO)	Annual General Meeting	12.08.2020	15.00	Representative	Dovy Brilliant Hanoto	Independent Representative	Representative Votes are Determined