

**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://dfinusantara.co.id/investor/publication#gms>.
2. Pemegang saham dapat memberikan kuasa melalui e-Proxy selambat-lambatnya Selasa, 24 Juni 2025 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 AKSes KSEI website interface. At the top, there's a navigation bar with the AKSes KSEI logo and links to Beranda, Pusat Informasi, Pusat Edukasi, and Panduan. Below this, a banner for 'KEAMANAN YANG TERJAMIN DENGAN AKSes KSEI' is displayed. The main content area is divided into several sections: 'AKTIVITAS PASAR' (Market Activity) showing a table of indices and a line chart, 'Saham Paling Aktif' (Most Active Stocks) listing various stocks, and 'Pusat Edukasi' (Education Center) featuring a video player. A red 'MASUK' button is highlighted above the login field in the top right corner.

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	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

Senin, 11 Mei 2020 15:26:40 +07

akses.ksei.co.id/login

Cari ID

AKSes • KSEI
Kumpulan Akun Sistem Elektronik
Kendaraan Sertifikat Elektronik Indonesia

[Kembali Ke Beranda](#)

Handoko@mail.com

6

Masuk

[Lupa Password ?](#)

Belum memiliki akun?

Daftar Sekarang!

4

4. Pilih menu

Operations for Shareholders

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

Setelah itu klik

Select Attendance Type

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	i

Select Attendance Type

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

← → ↻ easy.ksei.co.id/egken/Dashboard.html?/#attendance-dec-inv 🔑 🔍 ☆ 🧑 : Logout

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Securities Depository

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

Select Attendance Type

HERO SUPERMARKET Tbk., PT (HERO) 18.08.2020 Annual General Meeting

Attendance Type :

☐ I will attend in person ☒ My authorized representative will attend

Representative Type :

☐ Individual Representative ☐ Intermediary ☐ Independent Representative

◀ Back ▶ Next

2020 Merkezi Kayıt Kuruluşu Version 0.0.1

6. Pada bagian 'Representative Type' pilih ☒ Independent Representative

The screenshot shows a web browser at 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) , 12.10.2020, 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: [< Back](#) [Next >](#)

Footer: 2020 Merkezi Kayıt Kuruluşu Version 0.0.1

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

> Next

← → ↻ easy.ksei.co.id/egken/Dashboard.html?/#attendance-dec-inv 🔑 🔍 ☆ 🟠 ⋮

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

Select Attendance Type

HERO SUPERMARKET Tbk., PT (HERO) , 12.08.2020 , 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.

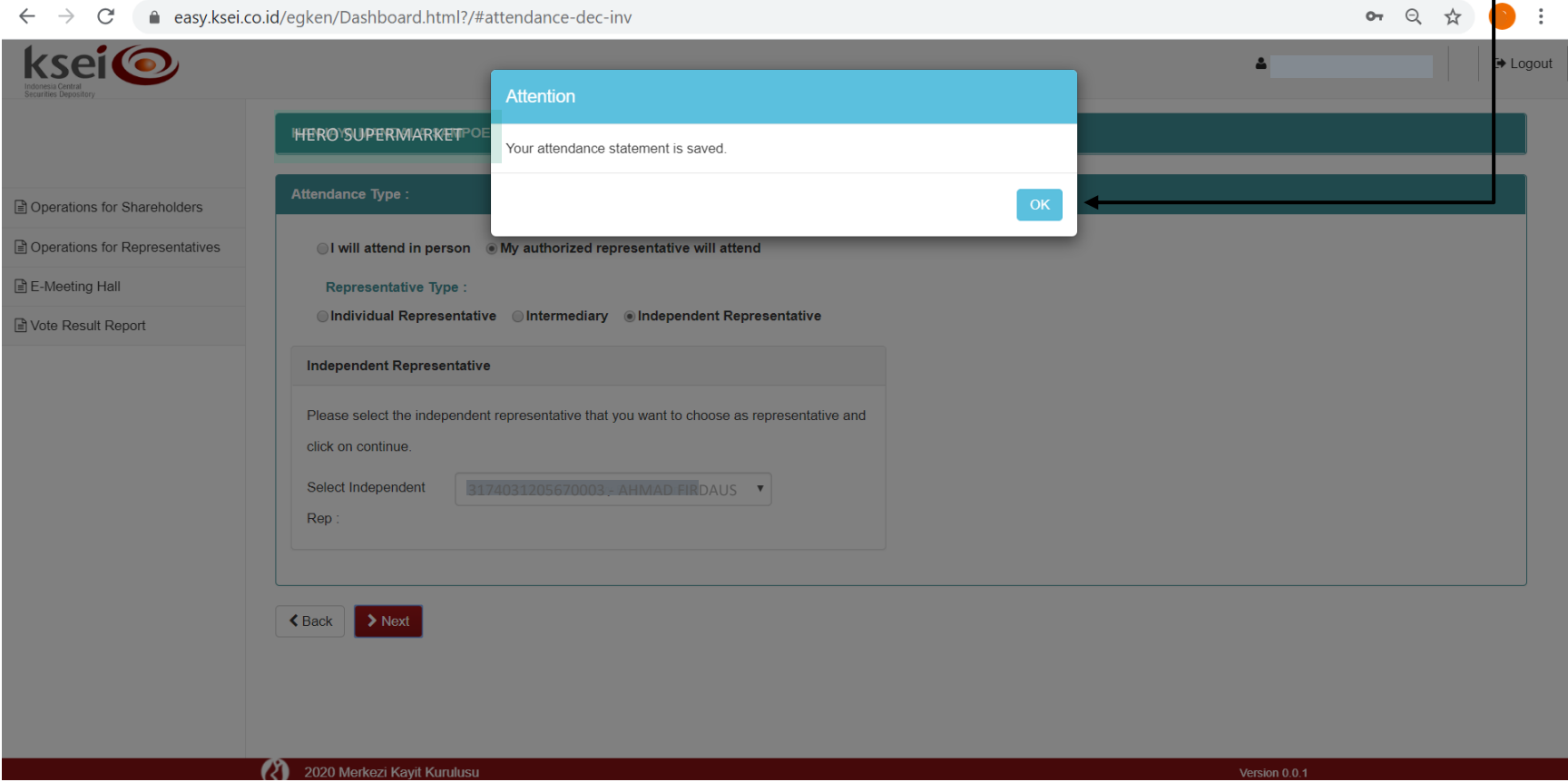
Select Independent Rep : 3174031205670003 - AHMAD FIRDAUS

← Back > Next

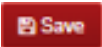
2020 Merkezi Kayıt Kuruluşu Version 0.0.1

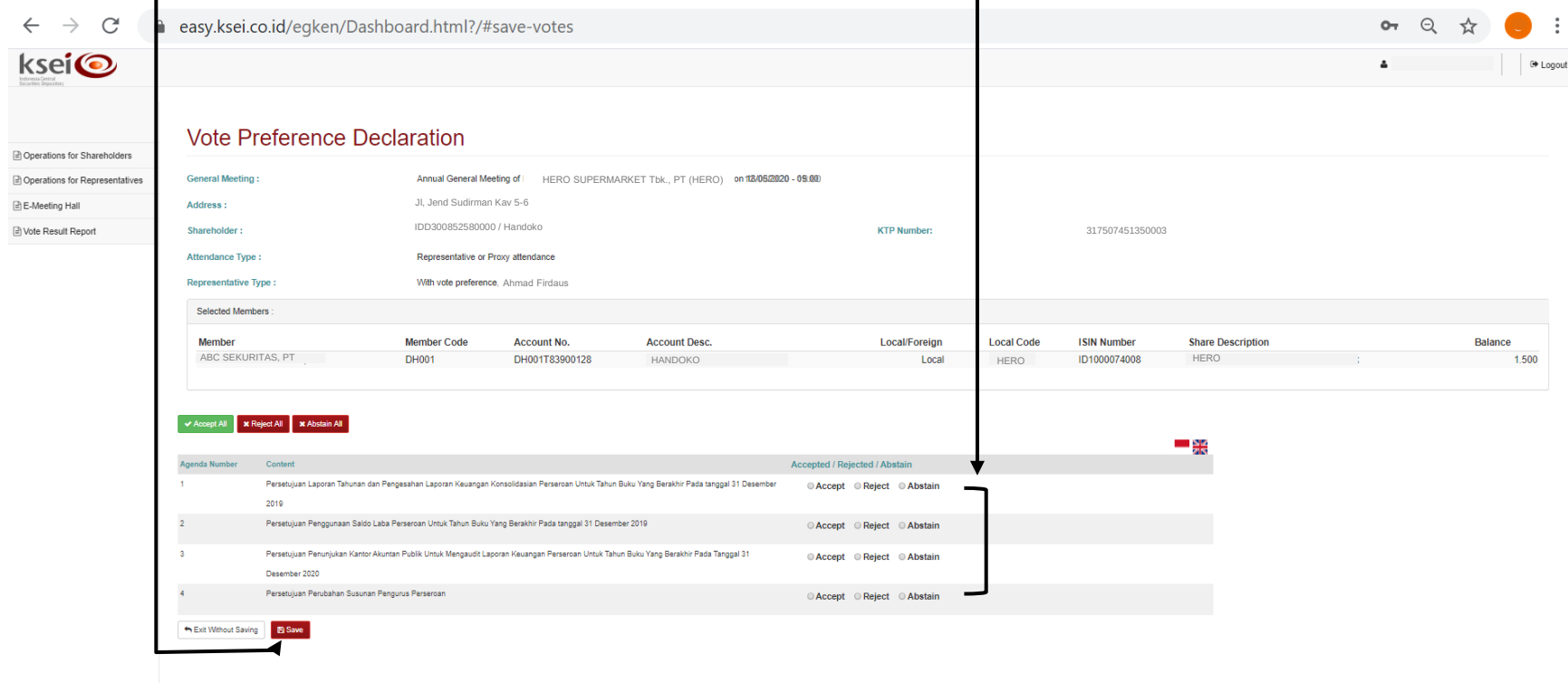
OK

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
Indonesia Securities Exchange

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 12/06/2020 - 09.00

Address : Jl. Jend Sudirman Kav 5-6

Shareholder : IDD300852580000 / Handoko **KTP Number:** 317507451350003

Attendance Type : Representative or Proxy attendance

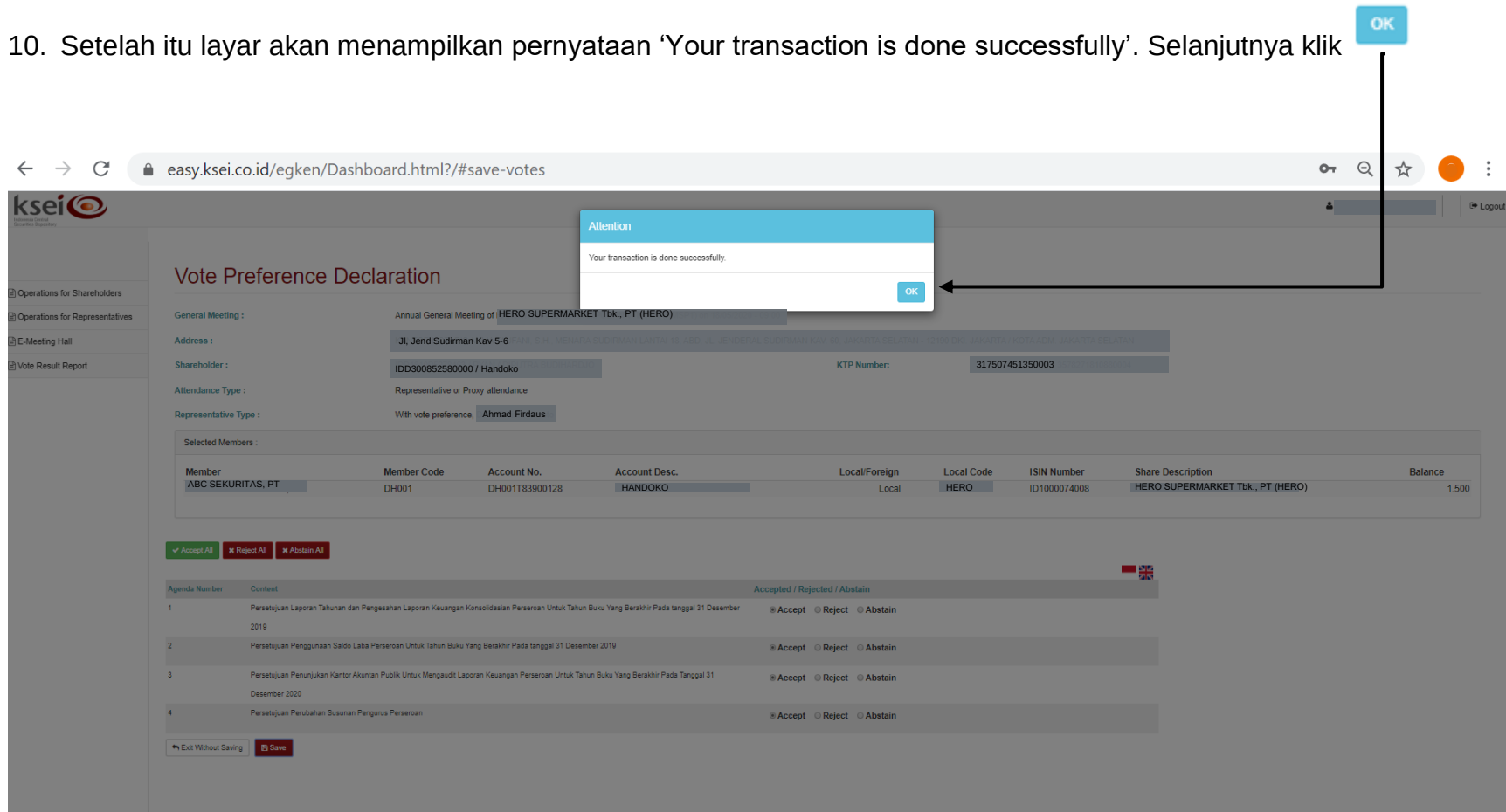
Representative Type : With vote preference, Ahmad Firdaus

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	☐ Accept ☐ Reject ☐ Abstain
2	Persetujuan Penggunaan Saldo Laba Perseroan Untuk Tahun Buku Yang Berakhir Pada tanggal 31 Desember 2019	☐ Accept ☐ Reject ☐ Abstain
3	Persetujuan Penunjukan Kantor Akuntan Publik Untuk Mengaudit Laporan Keuangan Perseroan Untuk Tahun Buku Yang Berakhir Pada Tanggal 31 Desember 2020	☐ Accept ☐ Reject ☐ Abstain
4	Persetujuan Perubahan Susunan Pengurus Perseroan	☐ Accept ☐ Reject ☐ Abstain

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



The screenshot shows the KSEI voting portal interface. A modal dialog 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 interface is titled "Vote Preference Declaration" and shows details for the "Annual General Meeting of HERO SUPERMARKET Tbk., PT (HERO)". The user's name is "Ahmad Firdaus". Below this, there is a table of "Selected Members" with columns for Member, Member Code, Account No., Account Desc., Local/Foreign, Local Code, ISIN Number, Share Description, and Balance. The table shows one member, ABC SEKURITAS, PT, with a balance of 1,500. At the bottom, there is a table of "Agenda" items with columns for Agenda Number, Content, and Accepted / Rejected / Abstain. The agenda items are numbered 1 to 4, each with a corresponding content and voting options.

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

Attention

Your transaction is done successfully.

Vote Preference Declaration

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

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

Accepted / Rejected / Abstain

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	Accepted Rejected Abstain
2	Persetujuan Penggunaan Saldo Laba Perseroan Untuk Tahun Buku Yang Berakhir Pada tanggal 31 Desember 2019	Accepted Rejected Abstain
3	Persetujuan Penunjukan Kantor Akuntan Publik Untuk Mengaudit Laporan Keuangan Perseroan Untuk Tahun Buku Yang Berakhir Pada Tanggal 31 Desember 2020	Accepted Rejected Abstain
4	Persetujuan Perubahan Susunan Pengurus Perseroan	Accepted Rejected Abstain

Exit Without Saving Save

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 displays the eASY.KSEI dashboard. The browser address bar shows the URL: `easy.ksei.co.id/egken/Dashboard.html?/#operations-for-shareholders`. The dashboard header includes the KSEI logo and a user profile for Ryan Adiputra Budihardjo with a Logout button. The main content area is titled 'General Meetings' and contains a table with the following data:

Issuer	Meeting	Date	Time	Meeting Info
HERO/SUPERMARKET Tbk. PT (HERO)	Annual General Meeting	12/06/2020	15.00	1

Below the table is a 'Select Attendance Type' button. The 'Your Saved Options' section contains a table with the following data:

Company	General Meeting Type	Date	Time	Attendance preference	Attendee	Representative Type	Vote Information
HERO/SUPERMARKET Tbk. PT (HERO)	Annual General Meeting	12/06/2020	15.00	Representative	Dovy Brilliant Hanoto	Independent Representative	Representative Votes are Determined

At the bottom of the 'Your Saved Options' section are buttons for 'Change', 'Vote Save / Update', 'Delete', and 'Show entry detail'.