

## Human Capital Committee

### Establishment

Human Capital Committee is established to assist the Board of Directors in giving strategic direction in the field of human capital of the Company, among others in the area:

1. General policy on employment;
2. Employees' compensation and benefit (salary increase, bonus, retention program, benefit, and others);
3. Performance Evaluation Management;
4. Talent management (talent identification, succession planning, talent development program);
5. Framework and training program plan and employees development;
6. Organization structure and the level of rank;
7. Good work climate development;
8. Company's culture development;
9. Employees' relationship and Company development.

Human Capital Committee is responsible to the Board of Directors of the Company, and regularly reports its activities to the Board of Directors.

### Human Resources Committee Charter

Human Capital Committee has Charter that is established and effective on the date of establishment on November 28, 2014. The Charter governs the Human Capital Committee that covers the Company and the subsidiary (collectively called "Company's Group"). The Human Capital Committee reviews the Charter at least once a year.

### Responsibilities and Authorities

The main duties of Human Capital Committee are:

- To give strategic direction in the field of human capital, make a general policy in the field of human resources including the changes, among others in the area as follows:
  1. General policy on employment;
  2. Employees' compensation and benefit;
  3. Performance evaluation management;
  4. Talent management;
  5. Organization structure and the level of rank;
  6. Employees' training and development;
  7. Company's culture development;
  8. Good work climate development;
  9. Employees' relationship and industry development;
  10. Alignment of human resources policy and synergy with the subsidiary;
  11. Appointment of executive officer and succession planning.
- To perform duties and other responsibilities that may be given by the Board of Directors to Human Capital Committee.
- To report the result of meeting to the Board of Directors

### **Composition of Committee Members**

If necessary, the Board of Directors may renew the membership of Human Capital Committee once a year.

As of December 31, 2019, the composition of Human Capital Committee is as follows:

Name	Position in the Committee	Position in the Company
Stephanus Turangan	Member	President Director
Syafriandi Armand Saleh	Member	Director
David Agus	Member	Director
Shinta Prihadiani	Member	Head of Human Capital Division

## Profile of the Committee



**Stephanus Turangan**

- For complete profile, please refer to <https://www.trimegah.com/id/site/about/direksi>



**Syafriandi Armand Saleh**

- For complete profile, please refer to <https://www.trimegah.com/id/site/about/direksi>



**David Agus**

- For complete profile, please refer to <https://www.trimegah.com/id/site/about/direksi>



**Shinta Prihadiani**

- Indonesia citizen, 41 years old, domiciled in Jakarta. Earned a Bachelor's Degree in Psychology from University of Indonesia in 2000 and Psychologist from University of Indonesia, Depok in 2002.
- Previously worked at PT. Infomedia Nusantara (member of Telkom Group) as HR Support Manager (2002 - 2007), People Capacity Head (2007 - 2009) and Assessment & Talent Management Head (2010 - 2014) PT Bank Danamon Indonesia Tbk. Joined the Company in 2015 and holds the position as Head of Human Capital since April 2017.

### **Policy and Implementation of Human Capital Committee Meeting**

- Human Capital Committee shall hold meetings at least once in two (2) months.
- Decisions shall be made based on discussion for consensus. In the event the consensus cannot be reached, the decision shall be made by voting.
- Meeting is considered quorum if attended by more than 50% of the Human Capital Committee members.
- Human Capital Committee meetings shall be set forth in the minutes of meeting which will be well documented. Dissenting opinion, if any, should be clearly included in the minutes of meeting and the reason of the dissenting opinions.
- The minutes of meeting shall be saved and distributed to all members of the Committee, and if needed, to the other members of the Board of Directors and Corporate Secretary.
- Meeting material should be distributed to participants of the meeting no later than 3 (three) days before the meeting.
- Invitation should be delivered to participants no later than 3 (three) days before the meeting.
- Each member of Human Capital Committee who personally, in any way, directly or indirectly, has interest in a transaction, contract or proposed contract in which the Company is one of the parties, must disclose the nature of the interest in the Human Capital Committee meeting, and has no right to participate in the voting related to that transaction or contract, unless the Human Capital Committee meeting decides the other.