Go To English Page

| | |
|---|---|
| Nomor Surat | 008/STTP-CS/IV/2025 |
| Nama Perusahaan | PT Siantar Top Tbk |
| Kode Emiten | STTP |
| Lampiran | 2 |
| Perihal | Penyampaian Laporan Tahunan & Keberlanjutan dan ESG |

Perseroan Menyampaikan Laporan Tahunan & Keberlanjutan dan ESG tahun 2024 dengan periode tahun buku dari 01 Januari 2024 sampai dengan 31 Desember 2024 dalam bahasa Indonesia dan Inggris

Apakah Perseroan akan/telah melakukan panggilan Rapat Umum Pemegang Saham Tahunan? (Ya)

Perseroan melakukan panggilan Rapat Umum Pemegang Saham Tahunan pada tanggal 28 Mei 2025

Informasi sebagaimana dimaksud di atas telah dimuat pada Situs Web Perseroan di alamat link https://siantartop.co.id/ pada tanggal 28 Mei 2025

Apakah Perseroan tercatat di Bursa lain? (Tidak)

**A. Kinerja Lingkungan (Environmental Performance)**

Perseroan menyampaikan Keberlanjutan dan ESG Tahunan :

| **E-01 Laporan Emisi Gas Rumah Kaca (GRK)** | |
|---|---|
| Laporan Emisi GRK Konsolidasi? | Tidak |
| Batasan Organisasi | Operasional/Finansial |
| Adakah anak perusahaan yang tidak diikutsertakan dalam laporan ini? | Tidak |

| Name | Total Emisi (tCO2e) |
|---|---|
| **Kategori 1: Emisi GRK langsung dan pembuangan** | |
| Emisi langsung dari pembakaran stasioner | 11.853 |
| Emisi langsung dari pembakaran bergerak | 0 |
| Emisi langsung dari proses pengolahan | 0 |
| Emisi fugitive langsung | 0 |
| Emisi langsung dari Land Use, Land Use Change and Forestry (LULUCF) | 0 |
| **Total Emisi Langsung (Scope 1)** | 11.853 |

| | |
|---|---|
| **Kategori 2: Emisi GRK tidak langsung dari energi yang diimpor/dibeli** | |
| Emisi tidak langsung dari konsumsi Listrik yang diimpor/dibeli | 20.578 |
| Emisi tidak langsung dari konsumsi jaringan energi yang diimpor/dibeli (diluar listrik) | 0 |
| **Total Emisi Tidak Langsung (Scope 2)** | 11.853 |
| **Kategori 3: Emisi GRK tidak langsung dari transportasi** | |
| Transportasi dan distribusi hulu | 0 |
| Perjalanan dinas | 0 |
| Transportasi dari klien dan pengunjung | 0 |
| Transportasi dan distribusi hilir | 0 |
| Perjalanan Karyawan | 0 |
| **Kategori 4: Emisi GRK tidak langsung dari produk yang digunakan oleh perusahaan** | |
| Kegiatan yang berhubungan dengan energi yang tidak termasuk dalam emisi langsung dan emisi energi tidak langsung | 0 |
| Pembelian Barang dan Jasa | 0 |
| Capital equipment/goods | 0 |
| Limbah yang dihasilkan dalam kegiatan operasional | 0 |
| Aset Sewaan hulu | 0 |
| **Kategori 5: Emisi GRK tidak langsung yang terkait dengan penggunaan produk dari perusahaan** | |
| Investasi | 0 |
| Penggunaan produk yang dijual | 0 |
| Perawatan akhir masa pakai produk yang dijual | 0 |
| Waralaba hilir | 0 |
| Aset Sewaan Hilir | 0 |
| Pengolahan produk yang dijual | 0 |

| Kategori 6: Emisi GRK tidak langsung dari sumber lainnya | |
|---|---|
| Emisi atau pembuangan tidak langsung lainnya | 0 |
| **Total Emisi Tidak Langsung (Scope 3)** | 11.853 |
| **Total Emisi GRK (Scope 1 and 2)** | 23.706 |
| **Total Emisi GRK (Scope 1, 2 and 3)** | 23.706 |
| Offsets/Credits | 0 |
| Pembelian Renewable Energy Certificate (REC) (kWh) | 0 |

| | | | |
|---|---|---|---|
| **E-02** | **Intensitas Emisi GRK** | Total emisi dari Scope 1 dan 2 per unit pendapatan Perusahaan Tercatat | 6,54 |
| **E-03** | **Konsumsi Energi listrik** | Jumlah total energi yang dikonsumsi secara langsung (kWh or J) | 26.572.615 |
| | | Jumlah total energi yang dikonsumsi secara tidak langsung (kWh or J)) | 0 |
| | | Total konsumsi energi (kWh or J) | 26.572.615 |
| **E-04** | **Konsumsi Air** | Total konsumsi air (m3) | 681.576 |
| **E-05** | **Limbah yang dihasilkan** | Total limbah yang dihasilkan (ton) | 2.938 |

| E-06 Komitmen Perusahaan untuk mencapai target Net Zero Emission | |
|---|---|
| Apakah Perusahaan memiliki komitmen pencapaian target net zero? | Ya |
| Tahun berapa Perusahaan menargetkan pencapaian Net Zero emission yang dipublikasi? | 2060 |
| Mohon berikan deskripsi ringkas penjelasan dan tautan ke dokumentasi yang menjelaskan komitmen pencapaian target Net zero emission Perusahaan. | |
| Saat ini, Perseroan belum memiliki perhitungan target yang terukur untuk mencapai net zero emissions. Namun, hal ini menjadi bagian dari fokus perbaikan ke depan, di mana secara bertahap kami akan mengevaluasi dan mempersiapkan langkah-langkah strategis untuk mencapai target NZE pada tahun yang akan ditetapkan. | |

| E-07 Komitmen Perusahaan untuk mengurangi Emisi Gas Rumah Kaca (Emission Reduction) | |
|---|---|
| Apakah Perusahaan memiliki komitmen mengurangi emisi? | Ya |
| Target pengurangan emisi GRK | 0 % |
| | 0 (tCO2e) |
| Tahun target untuk penurunan emisi GRK? | 2045 |

Apakah perusahaan memiliki manajemen yang mengawasi pengendalian iklim?

Tidak

Langkah-langkah yang sudah dilakukan dan penurunan emisi yang telah dicapai dibandingkan tahun sebelumnya.

Penjelasan:

Saat ini, Perseroan belum memiliki perhitungan target yang terukur untuk mencapai net zero emissions. Namun, hal ini menjadi bagian dari fokus perbaikan ke depan, di mana secara bertahap kami akan mengevaluasi dan mempersiapkan langkah-langkah strategis untuk mencapai target NZE pada tahun yang akan ditetapkan.

**B. Kinerja Sosial (Social Performance)**

**S-01 Kesetaraan Gender**

| Level Jabatan | Laki-Laki | | Perempuan | |
|---|---|---|---|---|
| | Jumlah pegawai | Persentasi pegawai | Jumlah pegawai | Persentasi pegawai |
| Entry-level | 1.638 | 56.12 % | 1.025 | 35.11 % |
| Mid-level | 150 | 5.14 % | 67 | 2.3 % |
| Senior-level | 21 | 0.72 % | 12 | 2.3 % |
| Executive-level | 5 | 0.72 % | 1 | 0.03 % |
| Total Pegawai | 1.814 | 35.11 % | 1.105 | 37.86 % |

**S-02 Jumlah level pegawai yang dimiliki oleh laki-laki dan perempuan berdasarkan kelompok umur**

| Rentang Usia (tahun) | Level Jabatan | | | | | | | | Jumlah Pegawai |
|---|---|---|---|---|---|---|---|---|---|
| | Entry-level | | Mid-level | | Senior-level | | Executive-level | | |
| | Laki-Laki | Perempuan | Laki-Laki | Perempuan | Laki-Laki | Perempuan | Laki-Laki | Perempuan | |
| 18-25 | 119 | 82 | 11 | 5 | 2 | 1 | 0 | 0 | 220 |
| 25-35 | 527 | 332 | 49 | 22 | 7 | 4 | 0 | 0 | 941 |
| 35-45 | 539 | 357 | 50 | 23 | 7 | 4 | 0 | 1 | 981 |
| 45-55 | 355 | 231 | 31 | 15 | 5 | 2 | 5 | 0 | 644 |
| >55 | 98 | 23 | 9 | 2 | 1 | 0 | 0 | 0 | 133 |

**S-03 Tingkat Pergantian Pegawai**

| | Jumlah Pegawai (dalam tahun pelaporan) | Percentage Pegawai (dalam tahun pelaporan) |
|---|---|---|
| Jumlah Pegawai resign/Pemutusan Hubungan Kerja | 379 Pegawai | 12,98 % |
| Jumlah Pegawai Baru/pengganti | 350 Pegawai | 11,99 % |

**S-04 Jumlah Pegawai Sementara**

| | Jumlah Pegawai (dalam tahun pelaporan) | Percentage Pegawai (dalam tahun pelaporan) |
|---|---|---|
| Jumlah Pegawai perusahaan yang dipegang oleh kontraktor dan/atau konsultan | 0 Pegawai | 0 % |

**S-05 Pelatihan dan Pengembangan Pegawai**

| Rata-rata jam pelatihan per pegawai dalam tahun Pelaporan | Jumlah pegawai yang ikut serta dalam program pelatihan | Persentase jumlah pegawai yang ikut serta dalam pelatihan (%) |
|---|---|---|
| 16 jam/pegawai | 2.919 | 100 % |

**S-06 Jumlah Kecelakaan Kerja**

| Frekuensi kecelakaan kerja dari total pegawai | Persentase kecelakaan kerja serius yang berakibat cedera serius dan fatal dari total pegawai (%) |
|---|---|
| 0 | 0 % |

**S-07 Jumlah Kejadian Pelanggaran Hak Asasi Manusia**

| | |
|---|---|
| **Jumlah pelanggaran hak asasi manusia dalam tahun Pelaporan** | 0 |

**Kebijakan Perusahaan terkait Pekerja**

| | |
|---|---|
| **S-08 Perusahaan memiliki kebijakan terkait pelecehan seksual dan/atau non-diskriminasi?** | Ya |
| Perseroan telah memiliki kebijakan terkait pelecehan seksual dan/atau non diskrimasi yang tertuang dalam peraturan perusahaan | |
| **S-09 Perusahaan memiliki kebijakan mengenai hak asasi manusia?** | Tidak |
| Saat ini, Perseroan belum memiliki kebijakan khusus mengenai Hak Asasi Manusia (HAM). Namun, hal ini akan menjadi bagian dari evaluasi dan perbaikan ke depan. Meski demikian, dalam praktiknya, Perseroan berupaya mengedepankan prinsip HAM dalam setiap aspek operasionalnya termasuk dalam pengelolaan Sumber Daya Manusia (SDM). | |
| **S-10 Perusahaan memiliki kebijakan mengenai pekerja anak dan/atau pekerja paksa?** | Tidak |
| Saat ini kami tidak memiliki kebijakan khusus mengenai pekerja anak dan pekerja paksa. Meskipun demikian, Perseroan berkomitmen tidak mempekerjakan anak usia di bawah 18 tahun sebagaimana diatur Peraturan Pemerintah | |
| **S-11 Perusahaan memiliki kebijakan perusahaan mengenai kesehatan dan keselamatan kerja serta lingkungan kerja yang aman dan layak diberikan kepada seluruh karyawan?** | Ya |
| Perseroan berkomitmen untuk menjalankan aspek Keselamatan, Kesehatan Kerja dan Lingkungan (K3L) secara berkelanjutan. Perusahaan menyediakan fasilitas kerja yang aman dan sehat untuk mencegah kecelakaan dan penyakit akibat kerja serta pencemaran lingkungan. Keberhasilan dalam menerapkan aspek Keselamatan, Kesehatan Kerja dan Lingkungan (K3L) menjadi tanggung jawab bersama antara Perusahaan dan karyawan. | |

**Corporate Social Responsibility (CSR)**

| | |
|---|---|
| **S-12 Perusahaan memiliki aktivitas CSR, investasi atau sumbangan terhadap komunitas atau organisasi nirlaba terdaftar?** | Tidak |
| Perusahaan tidak memiliki aktivitas CRS, investasi atau sumbangan terhadap komunitas atau organisasi nirlaba terdaftar. | |

## C. Kinerja Tata Kelola (Governance Performance)

### G-01 Keberagaman Manajemen dan Independensi (Board Diversity and Independence)

| Tipe Manajemen Perusahaan | Jumlah | Laki-laki | Perempuan | Pihak Independen |
|---|---|---|---|---|
| Komisaris | 0 | 1 | 1 | 1 |
| Direksi | 0 | 3 | 0 | 12 |

### G-02 Total kehadiran direksi dan komisaris ke rapat dewan

| | Jumlah rapat dewan (di tahun pelaporan) | Rata-rata persentase kehadiran direksi/komisaris dalam rapat dewan |
|---|---|---|
| Jumlah kehadiran direksi ke rapat dewan | 12 | 100 % |
| Jumlah kehadiran komisaris ke rapat dewan | 12 | 100 % |

Kebijakan mengenai manajemen lainnya

| | |
|---|---|
| **G-03 Perusahaan memiliki kebijakan mengenai pemisahan Chairman of The Board dan CEO?** | Tidak |
| Saat ini Perseroan belum memiliki kebijakan mengenai pemisahan chairman of the Board dan CEO | |
| **G-04 Perusahaan memiliki kebijakan penilaian dewan direksi dan komisaris** | Ya |
| Penilaian kinerja Direksi dan Dewan Komisaris merupakan bagian dari Tata Kelola Perseroan yang dilakukan untuk memastikan efektivitas kepemimpinan dan kepatuhan terhadap strategi dan kebijakan Perseroan.<br>Pihak yang melakukan penilaian adalah seluruh anggota direksi dan anggota dewan komisaris perseroan yang sedang menjabat pada tahun buku. | |
| **G-05 Perusahaan memiliki kebijakan pelatihan dewan direksi dan komisaris** | Tidak |
| Untuk periode tahun 2024 Direksi Perseroan tidak mengikuti program pelatihan dan pendidikan. | |
| **G-06 Kriteria khusus yang digunakan untuk pemilihan dewan direksi dan komisaris** | Ya |
| Dalam hal penilaian kinerja Direksi, Perseroan mempunyai kriteria yang digunakan, diantaranya pada kemampuan Direksi dalam hal:<br>Memimpin jajaran menyusun perencanaan<br>Melaksanakan strategi dan pengelolaan<br>perusahaan untuk mencapai tujuan<br>Menganggulangi kendala yang dihadapi<br>Mencari alternatif kebijakan disaat diperlukan<br>Penerapan manajemen risiko dan pengendalian<br>internal<br>Pencapaian yang berhasil diraih<br><br>Kriteria yang digunakan untuk menilai kinerja Dewan Komisaris diantaranya didasarkan pada kemampuan Dewan Komisaris dalam melakukan pengawasan dan memberikan masukan atau nasihat terhadap tindakan-tindakan yang dilakukan oleh Direksi Perseroan. | |

| | |
|---|---|
| **G-07 Perusahaan memiliki kebijakan mengenai kode etik dan/atau anti-korupsi?** | Ya |
| Kebijakan anti korupsi dikomunikasikan dan disosialisasikan kepada seluruh pimpinan perusahaan hingga karyawan dan staff.<br>Perseroan tidak dapat mentoleransi adanya praktik korupsi, balas jasa (kickbacks), fraud, suap dan/atau gratifikasi dalam<br>segala aktifitas yang dilakukan dalam Perseroan. Kebijakan mengenai anti korupsi, tertuang dalam perjanjian<br>kerja dan/kontrak kerja Perseroan dengan karyawan, dalam ketentuan tata tertib telah diatur mengenai fraud, suap dan gratifikasi. | |
| **G-08 Perusahaan memiliki kebijakan mengenai perlakuan adil terhadap Pemegang Saham?** | Ya |
| Perseroan melarang dan direksi komisaris serta karyawan untuk mengungkapkan dan memberikan informasi rahasia milik Perseroan untuk digunakan sendiri atau untuk digunakan oleh orang lain.<br>Ketentuan ini diatur dalam Kode Etik yang menjadi pedoman bagi seluruh karyawan dalam berinteraksi dengan pemangku kepentingan. | |
| **G-09 Perusahaan memiliki kebijakan mengenai kewajiban direksi/komisaris untuk mencegah adanya konflik kepentingan?** | Ya |
| Perseroan menetapkan komposisi Komisaris sedemikian rupa, sehingga pengambilan keputusan dapat dilakukan dengan cepat dan tepat. Komisaris dituntut agar bertindak secara independen, tanpa adanya benturan kepentingan yang dapat mengganggu kemampuannya untuk melaksanakan tugas secara mandiri dan kritis, baik dalam hubungan satu sama lain maupun hubungan dengan Direksi. | |

**D. Lain-lain**

Keselarasan Laporan Keberlanjutan/Tahunan dengan Metrik ESG

| Kinerja | Kode | Nama Metrik | Halaman di Laporan Keberlanjutan/Tahunan |
|---|---|---|---|
| Lingkungan | E-01 | Laporan Emisi Gas Rumah Kaca | 26 |
| | E-02 | Intensitas Emisi Gas Rumah Kaca | 27 |
| | E-03 | Konsumsi Energi Listrik | 23 |
| | E-04 | Konsumsi Air | 24 |
| | E-05 | Limbah yang Dihasilkan | 27 |
| | E-06 | Komitmen Perusahaan untuk Mencapai Target Net Zero Emission | - |
| | E-07 | Komitmen Perusahaan untuk mengurangi Emisi Gas Rumah Kaca | - |
| Sosial | S-01 | Kesetaraan Gender | 29 |
| | S-02 | Pegawai Berdasarkan Gender dan Kelompok Umur | 9 |
| | S-03 | Tingkat Pergantian Pegawai | 9 |
| | S-04 | Jumlah Pegawai Sementara | 9 |
| | S-05 | Pelatihan dan Pengembangan Pegawai | 22 |
| | S-06 | Jumlah Kecelakaan Kerja | 22 |
| | S-07 | Kejadian Pelanggaran Hak Asasi Manusia | 22 |
| | S-08 | Kebijakan Pelecehan Seksual dan/atau Non-diskriminasi | 30 |
| | S-09 | Kebijakan Mengenai Hak Asasi Manusia | - |
| | S-10 | Kebijakan Pekerja Anak dan/atau Pekerja Paksa | 30 |
| | S-11 | Kebijakan Mengenai Kesehatan dan Keselamatan Kerja serta Lingkungan Kerja yang Aman dan Layak diberikan Kepada Seluruh Karyawan | 30 |
| | S-12 | Pencegahan Konflik Kepentingan | 18 |

| | | | |
|---|---|---|---|
| Tata-kelola | G-01 | Keberagaman Manajemen dan Independensi | 13 |
| | G-02 | Total Kehadiran Direksi dan Komisaris ke Rapat Dewan | 18 |
| | G-03 | Kebijakan Pemisahan Chairman of the Board dan CEO | - |
| | G-04 | Kebijakan Penilaian Dewan Direksi dan Komisaris | 19 |
| | G-05 | Kebijakan Pelatihan Dewan Direksi dan Komisaris | 20 |
| | G-06 | Kriteria Khusus Pemilihan Dewan | 0 |
| | G-07 | Kode Etik dan/atau Anti-Korupsi | 14 |
| | G-08 | Kebijakan Perlakuan Adil terhadap Pemegang Saham | 14 |
| | G-09 | Pencegahan Konflik Kepentingan | 18 |

Standar Internasional yang Diacu dan Verifikasi Pihak Ketiga

Keselarasan dengan kerangka pelaporan keberlanjutan

[X] Ya [ ] Tidak

- [X] GRI
- [ ] TCFD
- [ ] CDP
- [ ] IFRS S1
- [ ] IFRS S2
- [ ] SASB
- [ ] Others, please specify

Assurance dan validasi pihak ketiga

[X] Ya

| Nama pihak ketiga | Lingkup pekerjaan |
|---|---|
| | |

Demikian untuk diketahui.

Hormat Kami,

**PT Siantar Top Tbk**

Armin

Corporate Secretary

PT Siantar Top Tbk

Jl. Tambak Sawah No. 21-23 Waru Sidoarjo 61256

Telepon : (031) 866-73-82, 868-41-01, 868-11-15, 866-64-80, Fax : (031) 866-7380,

| | |
|---|---|
| Nama Pengirim | Armin |
| Jabatan | Corporate Secretary |
| Tanggal dan Waktu | 30-04-2025 19:19 |
| Lampiran | 1. Sustainability Report 2024.pdf |
| | 2. Annual Report STTP 2024 .pdf |

Dokumen ini merupakan dokumen resmi PT Siantar Top Tbk yang tidak memerlukan tanda tangan karena dihasilkan secara elektronik oleh sistem pelaporan elektronik. PT Siantar Top Tbk bertanggung jawab penuh atas informasi yang tertera didalam dokumen ini.

| | |
|---|---|
| Letter / Announcement No. | 008/STTP-CS/IV/2025 |
| Issuer Name | PT Siantar Top Tbk |
| Issuer Code | STTP |
| Attachment | 2 |
| Subject | Submission of Annual And Sustainability Report |

The Company hereby submit Annual And Sustainability Report Report 2024 for the period of 01 Januari 2024 to 31 Desember 2024 in Indonesia dan Inggris

Will the Company be/has summons for the Annual General Meeting of Shareholders? (Yes)

The Company made invitations to the Annual General Meeting of Shareholders on 28 Mei 2025

The information referred above has been published on the Company's website https://siantartop.co.id/ at 28 Mei 2025

Is the Company listed on another Stock Exchange? (No)

**A. Environmental Performance**

The Company submits its Annual Sustainability and ESG Report:

| **E-01 Greenhouse Gas (GHG) Emission Report** | |
|---|---|
| Consolidated GHG Emission Report? | No |
| Organizational Boundaries | Operasional/Finansial |
| Any subsidiaries that are not included in the report? | No |

| Name | Total emission (tCO2e) |
|---|---|
| **Category 1: Direct GHG emissions and removals** | |
| Direct emissions from stationary combustion | 11.853 |
| Direct emissions from mobile combustion | 0 |
| Direct emissions from processes | 0 |
| Direct fugitive emissions | 0 |
| Direct emissions from Land Use, Land Use Change and Forestry (LULUCF) | 0 |
| Total Direct Emissions (Scope 1) | 11.853 |
| **Category 2: Indirect GHG emissions from imported energy** | |

| | |
|---|---|
| Indirect emissions from imported/purchased electricity consumption | 20.578 |
| Indirect emissions from imported/purchased network energy consumption (excluding electricity) | 0 |
| Total Indirect Emissions (Scope 2) | 11.853 |
| **Category 3: Indirect GHG emissions from transportation** | |
| Upstream transport and distribution | 0 |
| Business travels | 0 |
| Transportation of clients and visitors | 0 |
| Downstream transportation and distribution | 0 |
| Employee commuting | 0 |
| **Category 4: Indirect GHG emissions from products used by Organization** | |
| Energy related activities not included in direct emissions and energy indirect emissions | 0 |
| Purchased goods and services | 0 |
| Capital equipment/goods | 0 |
| Waste generated in operations | 0 |
| Upstream leased assets | 0 |
| **Category 5: Indirect GHG Emissions associated with the use of products from the Organization** | |
| Investments | 0 |
| Use of sold products | 0 |
| End of life treatment of sold products | 0 |
| Downstream franchises | 0 |
| Downstream leased assets | 0 |
| Processing of sold products | 0 |
| **Category 6: Indirect GHG emissions from other sources** | |

| | |
|---|---|
| Other indirect emissions or removals | 0 |
| Total GHG Emissions (Scope 1 and 2) | 11.853 |
| Total GHG Emissions (Scope 1 and 2) | 23.706 |
| Total GHG Emissions (Scope 1, 2 and 3) | 23.706 |
| Offsets/Credits | 0 |
| REC Purchases (kWh) | 0 |

| | | | |
|---|---|---|---|
| **E-02** | **GHG Emissions Intensity** | Total scope 1 and 2 emissions produced per revenue of listed compant (tCO2e/Rp) | 6,54 |
| **E-03** | **Electricity Consumption** | Total amount of energy directly consumed (kWh or J) | 26.572.615 |
| | | Total amount of energy indirectly consumed (kWh or J) | 0 |
| | | Total energy consumption (kWh or J) | 26.572.615 |
| **E-04** | **Water Consumption** | Total water consumed (m3) | 681.576 |
| **E-05** | **Waste Generation** | Total waste generated (ton) | 2.938 |

| **E-06 Company commitment to Net Zero Emission Target** | |
|---|---|
| Does the Company have a net zero emission target commitment? | Yes |
| What year is the Company's net zero emission published target? | 2060 |
| Please provide a brief description and a link to documentation explaining the Company's commitment in achieving net zero emission target. | |
| Currently, the Company does not have a measurable target calculation to achieve net zero emissions. However, this is part of the focus of future improvements, where we will gradually evaluate and prepare strategic steps to achieve the NZE target in the year to be determined. | |

| **E-07 Company Commitment to GHG Emission Reduction Target** | |
|---|---|
| Does the Company commit to reducing GHG emission? | Ya |
| What is the Company's GHG emission reduction target? | 0 % |
| | 0 (tCO2e) |
| Targeted year in achieving GHG reduction target? | 2045 |

Does the Listed Company has measures on monitoring in enacting climate policy?

No

Steps that have been taken and emission reductions that have been achieved compared to the previous year

Currently, the Company does not have a measurable target calculation to achieve net zero emissions. However, this is part of the focus of future improvements, where we will gradually evaluate and prepare strategic steps to achieve the NZE target in the year to be determined.

**B. Kinerja Sosial (Social Performance)**

**S-01 Gender Diversity**

| Job positions | Men | | Women | |
|---|---|---|---|---|
| | Number of employees | Percentage of employees | Number of employees | Percentage of employees |
| Entry-level | 1.638 | 56.12 % | 1.025 | 35.11 % |
| Mid-level | 150 | 5.14 % | 67 | 2.3 % |
| Senior-level | 21 | 0.72 % | 12 | 2.3 % |
| Executive-level | 5 | 0.72 % | 1 | 0.03 % |
| Total Pegawai | 1.814 | 35.11 % | 1.105 | 37.86 % |

**S-02 Employees Level by Gender and Age Group**

| Age group (years) | Job levels | | | | | | | | Number of employees |
|---|---|---|---|---|---|---|---|---|---|
| | Entry-level | | Mid-level | | Senior-level | | Executive-level | | |
| | Men | Women | Men | Women | Men | Women | Men | Women | |
| 18-25 | 119 | 82 | 11 | 5 | 2 | 1 | 0 | 0 | 220 |
| 25-35 | 527 | 332 | 49 | 22 | 7 | 4 | 0 | 0 | 941 |
| 35-45 | 539 | 357 | 50 | 15 | 7 | 4 | 0 | 1 | 981 |
| 45-55 | 355 | 231 | 31 | 15 | 5 | 2 | 5 | 0 | 644 |
| >55 | 98 | 23 | 9 | 2 | 1 | 0 | 0 | 0 | 133 |

**S-03 Employees Turnover**

| | Number of employees (in reporting year) | Percentage (in reporting year) |
|---|---|---|
| Number of employees resigned | 379 Employees | 12,98 % |
| Number of newly appointed Employees | 350 Employees | 11,99 % |

**S-04 Temporary Worker**

| | Number of employees (in reporting year) | Percentage (in reporting year) |
|---|---|---|
| Total company headcount held by contractors and/or consultants | 0 Employees | 0 % |

**S-05 Employee Training and Development**

| Average training hour per employee (in reporting year) | Total employee attending company training program | Percentage of employee attending company training program (%) |
|---|---|---|
| 16 hours/employee | 2.919 | 100 % |

**S-06 Injury Rate**

| Frequency of work-related accidents of total Employees (in reporting year) | Percentage of serious work-related accidents resulting in serious and fatal injuries from total employees (%) |
|---|---|
| 0 | 0 % |

**S-07 Incidents Regarding Human Rights Abuse**

| Number of incidents regarding human rights abuse (in reporting year) | 0 |
|---|---|

| Company Policy Regarding Employees | |
|---|---|
| **S-08 Does the company has a policy regarding sexual harassment and/or non-discrimination?** | Yes |
| **S-09 Does the company has a policy regarding human rights?** | No |
| **S-10 Does the company have a policy regarding child labor and/or forced labor?** | No |
| **S-11 Does the company have a company policy regarding occupational health and safety as well as a safe working environment for all employees?** | Yes |

**Corporate Social Responsibility (CSR)**

| | |
|---|---|
| **S-12 Does the company have CSR activities, investments or donations to the community or registered non-profit organizations?** | No |

**C. Governance Performance**

**G-01 Board Diversity and Independence**

| Type of Company Board | Number of seats on Company | Seats Occupied by Men | Seats Occupied by Women | Seats Occupied by Independent Party |
|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| Commissioners | 0 | 1 | 1 | 1 |
| Directors | 0 | 3 | 0 | 12 |

**G-02 Board Meeting Attendance**

| | Number of board meetings (in reporting year) | Percentage of board meeting attendances (in reporting year) |
|---|---|---|
| Director Attendance to Board Meetings | 12 | 100 % |
| Comissioner Attendance to Board Meetings | 12 | 100 % |

Other governmental-related policy

| | |
|---|---|
| **G-03 Does the company has a policy regarding separation of the Chairman of the Board and CEO?** | No |
| Currently, the Company does not have a policy regarding the separation of Chairman of the Board and CEO<br>. | |
| **G-04 Does the company has a policy regarding board appraisal?** | Yes |
| The performance assessment of the Board of Directors and Board of Commissioners is part of the Company's Governance which is carried out to ensure the effectiveness of leadership and compliance with the Company's strategies and policies.<br>The parties conducting the assessment are all members of the Board of Directors and members of the Board of Commissioners of the Company who are in office in the financial year. | |
| **G-05 Does the company has a policy regarding board training and development?** | No |
| For the 2024 period, the Company's Board of Directors will not participate in training and education programs. | |
| **G-06 Does the company has a criteria regarding board appointment and re-election?** | Yes |
| In terms of assessing the performance of the Board of Directors, the Company has criteria that are used, including the ability of the Board of Directors in terms of:<br>Leading the ranks in preparing plans<br>Implementing strategies and managing the company to achieve goals<br>Overcoming obstacles faced<br>Finding alternative policies when needed<br>Implementing risk management and internal control<br>Achievements that have been successfully achieved<br><br>The criteria used to assess the performance of the Board of Commissioners include the ability of the Board of Commissioners to supervise and provide input or advice on actions taken by the Company's Board of Directors. | |
| **G-07 Does the company has a policy regarding ethics and/or anti-corruption?** | Yes |
| The anti-corruption policy is communicated and socialized to all company leaders, employees and staff. The Company cannot tolerate any corrupt practices, kickbacks, fraud, bribery and/or gratification in any activities carried out in the Company. The policy regarding anti-corruption is stated in the Company's work agreement and/or work contract with employees, in the provisions of the rules of procedure, fraud, bribery and gratification have been regulated. | |
| **G-08 Does the company has a policy regarding equitable treatment of shareholders?** | Yes |
| The Company prohibits directors, commissioners and employees from disclosing and providing confidential information belonging to the Company for their own use or for use by others. | |

| | |
|---|---|
| This provision is regulated in the Code of Ethics which serves as a guideline for all employees in interacting with stakeholders. | |
| **G-09 Does the company have a policy regarding the obligations of directors/commissioners to prevent conflicts of interest?** | Yes |
| The Company determines the composition of the Commissioners in such a way that decision-making can be done quickly and accurately. Commissioners are required to act independently, without any conflict of interest that could interfere with their ability to carry out their duties independently and critically, both in relation to each other and to the Board of Directors. | |

**D. Other**

Alignment of Sustainability/Annual Reports with ESG Metrics

| Kinerja | Kode | Metric Name | Pages in the Sustainability/Annual Report |
|---|---|---|---|
| Environment | E-01 | Greenhouse Gas Emission Report | 26 |
| | E-02 | Greenhouse Gas Emission Intensity | 27 |
| | E-03 | Electricity Consumption | 23 |
| | E-04 | Water Consumption | 24 |
| | E-05 | Waste Generated | 27 |
| | E-06 | Company Commitment to Achieving Net Zero Emission Target | - |
| | E-07 | Company Commitment to Reduce Emission | - |
| Social | S-01 | Gender Equality | 29 |
| | S-02 | Employees by Gender and Age Group | 9 |
| | S-03 | Employee Turnover Rate | 9 |
| | S-04 | Number of Temporary Officers | 9 |
| | S-05 | Employee Training and Development | 22 |
| | S-06 | Number of Work Accidents | 22 |
| | S-07 | Human Rights Violation Incidents | 22 |
| | S-08 | Sexual Harassment and/or Non-Discrimination Policy | 30 |
| | S-09 | Policy on Human Rights | - |
| | S-10 | Child Labor and/or Forced Labor Policy | 30 |
| | S-11 | Occupational Health and Safety Policy and Safe and Secure Work Environment are provided to all employees. | 30 |
| | S-12 | Corporate Social Responsibility | 18 |

| | | | |
|---|---|---|---|
| Governance | G-01 | Management Diversity and Independence | 13 |
| | G-02 | Total Attendance of Directors and Commissioners to Board Meetings | 18 |
| | G-03 | Chairman of the Board and CEO Separation Policy | - |
| | G-04 | Board of Directors and Commissioners Assessment Policy | 19 |
| | G-05 | Board of Directors and Commissioners Training Policy | 20 |
| | G-06 | Special Criteria for Election of the Board | 0 |
| | G-07 | Code of Ethics and/or Anti-Corruption | 14 |
| | G-08 | Fair Treatment Policy for Shareholders | 14 |
| | G-09 | Conflict of Interest Prevention Policy | 18 |

Referenced International Standards and Third Party Verification

Alignment with sustainability reporting framework

[X] Yes [ ] No

- [X] GRI
- [ ] TCFD
- [ ] CDP
- [ ] IFRS S1
- [ ] IFRS S2
- [ ] SASB
- [ ] Others, please specify

null

Third-party assurance and/or validation

[X] Yes

| Name of third-party service provider | Scope of Work |
|---|---|
| | |

Thus to be informed accordingly.

Respectfully,

**PT Siantar Top Tbk**

Armin

Corporate Secretary

PT Siantar Top Tbk

Jl. Tambak Sawah No. 21-23 Waru Sidoarjo 61256

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| | |
|---|---|
| Sender Name | Armin |
| Function | Corporate Secretary |
| Date and Time | 30-04-2025 19:19 |
| Attachment | 1. Sustainability Report 2024.pdf |
| | 2. Annual Report STTP 2024 .pdf |

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