

Memperkuat Jalan Menuju Keberlanjutan yang Tangguh

Embarking the Journey for Resilient Sustainability

PT Astra Graphia Tbk

Laporan Keberlanjutan
Sustainability Report

2022







Memperkuat Jalan Menuju Keberlanjutan yang Tangguh

Embarking the Journey for Resilient Sustainability

Astragraphia berkomitmen untuk menangkap peluang dan berupaya meraih nilai-nilai yang baik untuk menjadi perusahaan yang lebih tangguh dan berkelanjutan di tengah tantangan dan ketidakpastian global sepanjang tahun 2022.

Dengan memperhatikan aspek lingkungan, sosial, dan tata kelola yang baik, Astragraphia terus berproses untuk tetap dapat memberikan manfaat dan meraih pencapaian baru di setiap aspek keberlanjutan yang sejalan dengan fokus bisnis perusahaan. Tahun ini, Astragraphia memantapkan langkahnya untuk berkontribusi memberikan nilai yang lebih besar bagi manusia dan bumi untuk hari ini dan seterusnya melalui penegasan kembali kerangka dan aspirasi keberlanjutan perusahaan.

Astragraphia bertransisi, melangkah secara pasti untuk Indonesia, melalui *sustainability framework* yang mengintegrasikan nilai-nilai keberlanjutan secara lengkap ke dalam strategi Triple-P Roadmap yang terdiri dari Portfolio, People, dan Public Contribution.

Melalui semangat kebersamaan, mengoptimalkan sinergi, serta kolaborasi, Astragraphia ingin memberikan dampak positif dan nyata kepada masyarakat, komunitas, dan yang terpenting bagi planet tanpa mengorbankan kebutuhan generasi masa depan.

Astragraphia is committed to seize opportunities and strive values to become a more sustainable and resilient company in the midst of challenges and global uncertainty throughout 2022.

By paying attention to the aspects of environmental, Social and Good Governance, Astragraphia continues its process to bring benefits and reach new achievements in every aspect of sustainability aligned with the focus of the Company's business. This year, Astragraphia strengthens its path to bring greater value to people and the earth today and beyond through a reaffirmation of its sustainability framework and aspirations.

Astragraphia is transitioning, moving decisively for Indonesia, through a sustainability framework which fully integrates sustainability values into the Triple-P Roadmap strategy in Portfolio, People, and Public Contribution.

Through the spirit of togetherness, optimizing synergy, and collaboration, Astragraphia wants to have a positive and tangible impact on society, the community, and most importantly on the planet without compromising the needs of future generations.

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Tentang Laporan Keberlanjutan

About Sustainability Report

Astragraphia bertransisi untuk menjadi perusahaan yang lebih *sustainable* dan *resilient* melalui Astragraphia Sustainability Framework yang mengintegrasikan nilai-nilai *sustainability* secara lengkap ke dalam strategi Triple-P Roadmap Astragraphia (Portfolio, People, Public Contribution).

Astragraphia is transitioning to become a more sustainable and resilient company through the Astragraphia Sustainability Framework, integrating sustainability values thoroughly into Astragraphia's Triple-P Roadmap strategy (Portfolio, People, Public Contribution).





Tentang Laporan Keberlanjutan Astragraphia

About The Sustainability Report of Astragraphia

PT Astra Graphia Tbk (Astragraphia) menerbitkan Laporan Keberlanjutan secara terpisah dengan Laporan Tahunan guna memenuhi Peraturan Otoritas Jasa Keuangan No.51/POJK.03/2017 tentang Penerapan Keuangan Berkelanjutan bagi Lembaga Jasa Keuangan, Emiten, dan Perusahaan Publik.

Laporan Keberlanjutan Astragraphia Tahun Buku 2022 menjadi pelengkap atas informasi yang diungkapkan dalam Laporan Tahunan Astragraphia Tahun Buku 2022, sehingga tidak ada perubahan dalam periode, tanggal siklus, dan kontak laporan. Laporan Keberlanjutan ini menjadi salah satu bentuk pertanggungjawaban Astragraphia kepada pemangku kepentingan untuk mengkomunikasikan kebijakan, strategi, upaya, pencapaian, serta tantangan yang dihadapi Astragraphia dalam menjalankan bisnis yang berkelanjutan serta kontribusi dalam pencapaian Tujuan Pembangunan Berkelanjutan (SDGs).

Laporan Keberlanjutan ini disajikan dalam 2 (dua) bahasa, yaitu Bahasa Indonesia dan Bahasa Inggris dengan menggunakan jenis dan ukuran huruf yang mudah dibaca dan dicetak dengan kualitas yang baik. Laporan Keberlanjutan ini dapat dilihat dan diunduh di situs web resmi PT Astra Graphia Tbk yaitu www.astragraphia.co.id.

PT Astra Graphia Tbk (Astragraphia) publishes the Sustainability Report separately from the Annual Report to comply with the Financial Services Authority Regulation No. 51/POJK.03/2017 on the Implementation of Sustainable Finance for Financial Service Institutions, Issuers, and Public Companies.

The Astragraphia Sustainability Report for the 2022 Fiscal Year is complementary to the information disclosed in the 2022 Astragraphia Annual Report, so there is no change in the period, cycle date, and report contact. This Sustainability Report is a form of Astragraphia's responsibility to stakeholders to communicate policies, strategies, efforts, achievements, and challenges faced by Astragraphia in running a sustainable business and contributing to the achievement of the Sustainable Development Goals (SDGs).

This Sustainability Report is presented in 2 (two) languages, namely Bahasa Indonesia and English, using easy-to-read type and font sizes and printed with good quality. This Sustainability Report can be viewed and downloaded on the official website of PT Astra Graphia Tbk, namely www.astragraphia.co.id.



Referensi Pelaporan [GRI 2-3] Reporting Reference

Laporan Keberlanjutan ini disusun berdasarkan Peraturan Otoritas Jasa Keuangan No. 51/POJK.03/2017 tentang Penerapan Keuangan Berkelanjutan bagi Lembaga Jasa Keuangan, Emiten, dan Perusahaan Publik serta Surat Edaran Otoritas Jasa Keuangan Republik Indonesia Nomor 16/SEOJK.04/2021 tentang Bentuk dan Isi Laporan Tahunan Emiten atau Perusahaan Publik.

Selain itu, laporan disusun menggunakan Standar Global Reporting Initiative (GRI) 2021 sebagai referensi. Rujukan pada dukungan pencapaian pembangunan berkelanjutan (*Sustainable Development Goals/SDGs*) juga disampaikan dalam laporan ini.

Untuk memperoleh informasi lebih lanjut atau memberikan saran atas laporan ini, mohon menghubungi:

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Corporate Communications

E-mail : corcomm@astragraphia.co.id

This Sustainability Report is prepared based on the Financial Services Authority Regulation No. 51/POJK.03/2017 on the Implementation of Sustainable Finance for Financial Service Institutions, Issuers, and Public Companies, as well as the Circular Letter of the Financial Services Authority of the Republic of Indonesia Number 16/SEOJK.04/2021 on the Form and Content of the Annual Report of Issuers or Public Companies.

In addition, the report is prepared using the reference to the 2021 Global Reporting Initiative (GRI) Standard. References to support for achieving Sustainable Development Goals (SDGs) are also provided in this report.

To obtain further information or provide suggestions on this report, please contact:

Head Office

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Corporate Secretary

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Corporate Communications

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Ruang Lingkup Pelaporan [GRI 2-3] Scope of Reporting

Laporan Keberlanjutan ini merangkum periode 1 Januari hingga 31 Desember 2022, dengan cakupan informasi dan data yang berasal dari Kantor Pusat Astragraphia serta kegiatan-kegiatan operasional cabang di seluruh Indonesia. Informasi laporan keuangan yang telah diaudit bersifat konsolidasi, yang berasal dari PT Astra Graphia Tbk, termasuk anak perusahaan yaitu PT Astra Graphia Information Technology dan PT Astragraphia Xprins Indonesia.

Data keuangan yang disajikan diambil dari laporan keuangan teraudit sedangkan data lingkungan dan sosial diverifikasi oleh tim internal Astragraphia.

This Sustainability Report summarizes the period January 1 to December 31, 2022, with information and data coverage covering Astragraphia Head Office and branch operational activities throughout Indonesia. The audited financial statement information is a consolidated statement from PT Astra Graphia Tbk, including its subsidiaries, PT Astra Graphia Information Technology and PT Astragraphia Xprins Indonesia.

The financial data presented is taken from the audited financial reports, while the environmental and social data is verified by Astragraphia's internal team.



Penerapan Prinsip Laporan

Implementation of Reporting Principles

Laporan Keberlanjutan ini disajikan berdasarkan strategi keberlanjutan Astragraphia yaitu Strategi Triple-P Roadmap, yang terdiri dari Portfolio Roadmap, People Roadmap, dan Public Contribution Roadmap. Topik-topik pada Laporan Keberlanjutan mencakup aspek ekonomi, sosial, lingkungan, dan tata kelola yang material sehingga dapat digunakan untuk keberlanjutan Astragraphia maupun pemangku kepentingan.

Dalam menetapkan topik material dan menyusun Laporan Keberlanjutan ini, Astragraphia mengacu pada prinsip pelaporan dari Standar GRI, yaitu akurasi, keseimbangan, kejelasan, komparabilitas, kelengkapan, konteks keberlanjutan, ketepatan waktu, dan verifikasi.

This Sustainability Report is presented based on Astragraphia's sustainability strategy, namely the Triple-P Roadmap Strategy, which consists of the Portfolio Roadmap, People Roadmap, and Public Contribution Roadmap. The topics in the report cover material aspects of economics, social, environment, and governance, so that they can be used for the sustainability of Astragraphia and its stakeholders.

In determining material topics and preparing this Sustainability Report, Astragraphia refers to the GRI Standards' reporting principles: accuracy, balance, clarity, comparability, sustainability context, timeliness, and verification.

Topik Material

Material Topics

Astragraphia melakukan asesmen topik material untuk menetapkan fokus terhadap informasi yang diungkapkan dalam Laporan Keberlanjutan, di mana topik-topik yang diungkapkan memiliki dampak bagi keberlanjutan Astragraphia.

Daftar topik material pada Laporan Keberlanjutan Astragraphia 2022 berangkat dari daftar topik material tahun sebelumnya yang kemudian ditinjau kembali untuk dilakukan penilaian dan penyesuaian. Hal ini dilakukan untuk memastikan relevansi setiap topik dengan perkembangan isu dan topik material pada tahun 2022. [\[GRI 3-1\]](#)

Penilaian dan penyesuaian topik material dilakukan melalui proses diskusi internal dengan memperhatikan kebutuhan pemangku kepentingan internal dan eksternal. Dalam menentukan topik material, perusahaan juga berupaya dalam mengidentifikasi dampak aktivitas bisnis terhadap ekonomi, lingkungan, dan sosial, termasuk dampak terhadap hak asasi manusia, yang mencakup dampak aktual dan potensial, negatif dan positif. [\[GRI 3-1\]](#)

Astragraphia mensinergikan dampak dari topik-topik material terpilih guna mendukung pencapaian Tujuan Pembangunan Berkelanjutan (TPB). Topik material telah disetujui oleh Direksi sebagai badan tata kelola tertinggi dalam struktur komite keberlanjutan.

Astragraphia assesses the material topics to determine the focus on the information disclosed in the Sustainability Report, in which the topics disclosed have an impact on Astragraphia's sustainability.

The list of material topics in the 2022 Astragraphia Sustainability Report is derived from the previous year's list of material topics, which are then reviewed for assessment and adjustments. This is carried out to ensure the relevance of each topic to the development of material issues and topics in 2022. [\[GRI 3-1\]](#)

Assessment and adjustment of material topics are carried out through an internal discussion process by taking into account the needs of internal and external stakeholders. In determining material topics, the company also seeks to identify the economic, environmental, and social impacts of business activities, including human rights, which include actual and potential negative and positive impacts. [\[GRI 3-1\]](#)

Astragraphia synergizes the impact of the selected material topics to support the achievement of Sustainable Development Goals (SDGs). Material topics have been approved by the Board of Directors as the highest governance body in the sustainability committee structure.



Daftar topik material untuk laporan keberlanjutan tahun 2022 sebagai berikut: [\[GRI 3-2, 201-2, 413-2\]](#)

1. Energi dan Emisi

Astragraphia memahami bahwa aktivitasnya berpotensi menimbulkan dampak terhadap lingkungan, baik positif maupun negatif. Astragraphia mulai bertransisi untuk fokus mengidentifikasi, mengelola, dan mengatasi potensi dampak lingkungan yang timbul baik secara langsung maupun tidak langsung dari aktivitas bisnis yang dilakukan oleh Astragraphia. Langkah transisi diwujudkan melalui aspirasi-aspirasi yang berkaitan dengan penghematan energi hingga meningkatkan bauran energi baru terbarukan.

Astragraphia menerapkan sistem manajemen Astra Green Company (AGC) berdasarkan ISO 50001 tentang sistem manajemen energi. AGC mendorong implementasi program konservasi energi yang meliputi program efisiensi energi dan penerapan teknologi hemat energi. Melalui inisiatif konservasi energi yang terstruktur, Astragraphia dapat meningkatkan efisiensi, menurunkan biaya, dan mengurangi emisi gas rumah kaca.

2. Air

Akses air bersih merupakan hak asasi manusia, maka Astragraphia senantiasa meminimalkan potensi dampak terkait air dan memastikan bahwa penggunaan air dalam aktivitas operasional kami tidak mengganggu pemenuhan kebutuhan warga sekitar terhadap sumber daya air. Sumber air yang digunakan oleh kantor pusat dan hampir seluruh kantor cabang berasal dari air PAM. Untuk mengurangi penggunaan air, Astragraphia membangun instalasi pengolahan air limbah agar air dapat dimanfaatkan kembali untuk keperluan yang sesuai.

Sejalan dengan kebijakan *Green Office*, Astragraphia konsisten meneruskan upaya penghematan penggunaan energi dan air.

3. Limbah

Astragraphia menyadari bahwa aktivitas bisnisnya berpotensi memberikan dampak negatif terhadap lingkungan melalui bahan habis pakai dari mesin yang digunakan oleh pelanggan. Astragraphia selalu menjaga komitmen untuk terus peduli dan melakukan inisiatif-inisiatif untuk meminimalisir dampak negatif yang diakibatkan bagi lingkungan.

Astragraphia berpartisipasi aktif dalam melakukan *repair* dan *reuse* atas mesin dan suku cadang, serta melakukan *recycle* atas material yang tidak dapat digunakan kembali melalui Astragraphia Eco Facility. Aktivitas tersebut dilakukan tanpa mengurangi kualitas layanan kepada pelanggan. Dalam hal limbah

The following is a list of material topics for the 2022 sustainability report: [\[GRI 3-2, 201-2, 413-2\]](#)

1. Energy and Emissions

Astragraphia is aware that its activities have the potential to impact the environment, both positively and negatively. Astragraphia began to transition to focus on identifying, managing, and overcoming potential environmental impacts that emerge either directly or indirectly from business activities carried out by Astragraphia. The transition step is realized through aspirations related to energy saving to increasing the mix of new and renewable energy.

Astragraphia implements the Astra Green Company (AGC) management system that is based on ISO 50001 on energy management systems. AGC encourages the implementation of energy conservation programs, which include energy efficiency programs and the application of energy-saving technologies. Through structured energy conservation initiatives, Astragraphia will be able to increase efficiency, reduce costs, and reduce greenhouse gas emissions.

2. Water

Access to clean water is a human right, and for this reason, Astragraphia always minimizes the potential impacts related to water and ensures that water consumption in our operational activities does not interfere with meeting the needs for water resources for residents. The source of water used by the head office and almost all branch offices originated from PAM water. To reduce water consumption, Astragraphia built a wastewater treatment plant, allowing water to be reused for appropriate purposes.

In line with the Green Office policy, Astragraphia consistently continues efforts to save energy and water consumption.

3. Waste

Astragraphia realizes that its business activities have the potential to have a negative impact on the environment through consumables from machines used by customers. Astragraphia always maintains its commitment to continue to care and carry out initiatives to minimize its negative impact on the environment.

Astragraphia actively participates in repairing and reusing machines and spare parts, as well as recycling materials that cannot be reused, through the Astragraphia Eco Facility. These activities are carried out without reducing the quality of service to customers. As for waste that cannot be repaired,



yang tidak dapat di-*repair*, *reuse*, ataupun di-*recycle*, Astragraphia memastikan bahwa limbah tersebut diproses oleh perusahaan rekanan yang mampu mengelola limbah B3 dan sudah mendapatkan sertifikasi ISO 14001:2015.

Astragraphia memiliki kebijakan dan mengimplementasikan Astra Green Company (AGC) untuk memastikan limbah yang dihasilkan dari operasional bisnis tidak mencemari lingkungan. Astragraphia melakukan pengelolaan limbah terintegrasi yang dihasilkan dari penggunaan mesin oleh pelanggan.

4. Kesejahteraan Karyawan

Astragraphia melakukan pengelolaan Sumber Daya Manusia (SDM) dengan menjunjung tinggi nilai persamaan, kesetaraan, dan saling percaya (*mutual trust*) yang berlandaskan pada keadilan dan tanggung jawab sosial serta tidak membedakan jenis kelamin, suku, agama, ras, dan antar golongan. Perlakuan yang sama diterapkan mulai dari proses rekrutmen, pelatihan, serta hubungan industrial guna menciptakan kesempatan yang sama dan kesejahteraan bagi karyawan.

Dalam proses rekrutmen, kualifikasi yang dibutuhkan dalam posisi atau jabatan yang diisi adalah yang utama. Kebijakan kesetaraan juga berlaku dalam pemberian kesempatan pengembangan karir. Astragraphia membangun dan membina semangat kebersamaan karyawan melalui penyediaan fasilitas dalam menyalurkan minat dan bakat bidang seni dan olahraga serta berbagai acara karyawan di perusahaan, di mana para pemimpin, atasan, dan karyawan terlibat bersama.

Astragraphia menyadari bahwa perhatian, bimbingan, dan pembinaan oleh pemimpin dan atasan berperan penting dan sangat berdampak positif bagi karyawan. Dalam hal kesejahteraan, Astragraphia mematuhi regulasi dan mengusahakan kesejahteraan karyawan melalui pemenuhan hak dasar, upah layak, berbagai tunjangan, dan kesempatan persiapan bagi karyawan yang akan memasuki masa purnabakti.

Penguatan kompetensi karyawan melalui beragam jenis pelatihan secara konsisten dilakukan guna memastikan kesiapan insan Astragraphia yang berkualitas. Secara berkesinambungan, Astragraphia senantiasa memberikan apresiasi untuk proyek-proyek inovasi yang unggul dan berkualitas.

reused or recycled, Astragraphia ensures that the waste is processed by partner companies that are capable of managing hazardous (B3) waste and have received ISO 14001:2015 certification.

Astragraphia has established a policy and implements the Astra Green Company (AGC) to ensure that the waste generated from business operations does not pollute the environment. Astragraphia carries out an integrated waste management for waste resulting from the use equipment by customers.

4. Employee Welfare

Astragraphia manages its Human Resources (HR) by upholding the values of equality, equity, and mutual trust based on justice and social responsibility and does not discriminate between gender, ethnicity, religion, race, and between groups. Equal treatment is applied to start from the recruitment process, training, and industrial relations to create equal opportunities and welfare for employees.

In the recruitment process, the qualifications required for the position or office to be filled are the main ones. The equality policy also applies to the provision of career development opportunities. Astragraphia builds and fosters a spirit of togetherness among employees through the provision of facilities for channeling interests and talents in the arts and sports, as well as various employee events at the company, where leaders, superiors, and employees are collectively involved.

Astragraphia realizes that attention, guidance, and coaching by leaders and superiors have a significant role and a positive impact on employees. In terms of welfare, Astragraphia complies with regulations and strives for employee welfare through the fulfillment of basic rights, decent living wages, various benefits, and preparation opportunities for employees entering retirement age.

The strengthening of employee competencies is carried out through various types of training in a consistent manner to ensure the readiness of quality Astragraphia personnel. Astragraphia gives an appreciation for an excellent and high quality of innovation projects on an ongoing basis.

Dalam mewujudkan terciptanya kesejahteraan karyawan, Astragraphia secara berkala melakukan survei *Employee Engagement* untuk mengukur efektivitas dari langkah-langkah dan aksi yang perusahaan lakukan dalam pemenuhan kesejahteraan karyawan di perusahaan.

5. Kesehatan dan Keselamatan Pelanggan Serta Karyawan

Sebagai perusahaan yang bergerak di bidang layanan *printing* dan digital, Astragraphia berkomitmen untuk memberikan pelayanan yang terbaik kepada pelanggan dengan tetap memprioritaskan kesehatan dan keselamatan pelanggan serta karyawan.

Astragraphia tetap berusaha untuk menjaga kualitas produk dan layanan yang diberikan kepada pelanggan. Sebagai bentuk tanggung jawab terhadap keamanan, kesehatan, keselamatan kerja, dan kenyamanan pelanggan, Astragraphia memastikan perangkat mesin memenuhi standar keamanan, memberikan rekomendasi mengenai lingkungan kerja pelanggan sesuai ketentuan keamanan dasar, menyampaikan petunjuk keamanan, memberikan edukasi terkait kesehatan, keamanan, dan keselamatan kerja kepada teknisi, melakukan pengelolaan limbah bahan pakai.

Astragraphia juga menyediakan sarana atau wadah bagi setiap pelanggan yang ingin menyampaikan keluhannya. Astragraphia melakukan pengembangan dalam hal kemudahan akses untuk pelanggan yang membutuhkan layanan Astragraphia melalui aplikasi berbasis web bernama iCare, sehingga iCare mampu melengkapi *existing channel* sebagai sarana penyampaian keluhan seperti web, *e-mail*, *live chat*, dan *call center*. Tidak hanya kemudahan akses, namun jaminan ketepatan dan kecepatan perbaikan layanan juga menjadi prioritas perusahaan.

Keberhasilan bisnis Astragraphia bergantung pada tenaga kerja yang aman dan sehat sehingga hal ini menjadi prioritas bagi Astragraphia. Perusahaan berupaya untuk mengidentifikasi, menilai, mengelola risiko, dan potensi dampak kesehatan dan keselamatan terhadap tenaga kerja.

Karyawan merupakan aset utama bagi Astragraphia. Oleh karena itu, Astragraphia melakukan pendekatan proaktif dan preventif terhadap kesehatan dan keselamatan melalui pengelolaan Lingkungan, Kesehatan, dan Keselamatan Kerja (LK3) untuk dapat memberikan perlindungan bagi karyawan agar mereka dapat bekerja yang nyaman dan aman.

In order to realize the creation of employee welfare, Astragraphia regularly conducts Employee Engagement surveys in order to measure the effectiveness of the measures and actions taken by the company in fulfilling the welfare of employees in the company.

5. Health and Safety of Customers and Employees

As a company engaging in printing and digital services, Astragraphia is committed to providing the best service to customers while continuously prioritizing the health and safety of customers and employees.

Astragraphia continues to strive to maintain the quality of the products and services provided to customers. As a form of responsibility for customer security, health, work safety, and comfort, Astragraphia ensures that machine tools meet the safety standards, provides recommendations regarding the customer's work environment in accordance with basic security provisions, conveys safety instructions, provides education related to health, safety and work safety to technicians, managing waste materials used.

Astragraphia also provides a means or platform for every customer who wants to submit a complaint. In terms of ease of access for customers who need its services, Astragraphia is developing a web-based application called iCare, which will enable iCare to complement the existing channels to submit complaints, such as web, e-mail, live chat, and call centers. In addition to easy access, guaranteeing the accuracy and speed of service repairs is also a priority for the company.

Astragraphia's business success depends on a safe and healthy workforce, making this a priority for Astragraphia. The company seeks to identify, assess, and manage risks, as well as potential health and safety impacts on the workforce.

Employees are the main asset of Astragraphia. Therefore, Astragraphia takes a proactive and preventive approach to health and safety through Occupational Health, Safety, and Environment (EHS) management to provide protection for employees, allowing them to work comfortably and safely.



Untuk mendukung tujuan LK3 dan pengelolaan lingkungan serta memastikan *continual improvement*, Astragraphia mengadopsi dan menerapkan sertifikasi Sistem Manajemen LK3, ISO 14001:2015, dan ISO 45001. Astragraphia juga berkomitmen untuk mewujudkan *zero workplace accident* dengan melakukan pendekatan dan pengarahan tentang keselamatan kerja (*safety induction*) kepada karyawan.

Hal ini merupakan upaya perusahaan untuk meningkatkan keselamatan para karyawan, mencegah terjadinya kecelakaan kerja, sakit akibat kerja, sekaligus memberikan rasa aman pada seluruh karyawan dan semua orang di lingkungan perusahaan.

6. Privasi Pelanggan

Astragraphia mengidentifikasi potensi risiko serangan keamanan siber, baik dari pihak internal maupun eksternal yang dapat membawa dampak negatif bagi pelanggan dan mengganggu operasional bisnis Astragraphia. Kepada pelanggan, Astragraphia berupaya secara penuh dalam menjaga privasi dan informasi pelanggan dengan tunduk pada peraturan yang berlaku. Informasi pelanggan merupakan bentuk kerahasiaan yang tidak dapat dibagikan kepada pihak lain, kecuali sebagaimana diatur oleh peraturan dan perundang-undangan yang berlaku.

Astragraphia mengantisipasi hal tersebut dengan melakukan *review IT security policy* secara rutin, melakukan *control self-assessment*, melengkapi *tools IT security* sesuai dengan kebutuhan dan kebijakan IT, rutin melakukan internal *IT security test*, testing DRC, dan sosialisasi kebijakan *IT security* kepada seluruh karyawan. Tahun ini, perusahaan juga telah menyusun alur komunikasi dalam menghadapi *cyber incident* yang berpotensi terjadi saat ini.

7. Hak Asasi Manusia

Astragraphia menganggap serius komitmen untuk menghormati hak asasi manusia dalam segala hal yang perusahaan lakukan. Astragraphia tetap waspada terhadap potensi pelanggaran dalam operasi usaha yang dilakukan dan mengelola risiko yang ada untuk memitigasinya.

Perusahaan berupaya dalam menganalisis potensi dampak terkait hak asasi manusia baik positif maupun negatif. Keseriusan Astragraphia terhadap hak asasi manusia tercermin dalam budaya perusahaan VIPS yang senantiasa dijalankan dalam setiap aktivitas bisnis dan karyawan Astragraphia.

To support the EHS objectives and environmental management and to ensure continual improvement, Astragraphia adopts and implements the EHS Management System certification, ISO 14001:2015, and ISO 45001. Astragraphia is committed to realizing zero workplace accidents by taking approaches and directives on employee safety induction.

These are the company's efforts to improve the safety of employees, prevent work accidents and work-related illnesses, as well as provide a sense of security to all employees and everyone within the company.

6. Customer Privacy

Astragraphia identifies potential risks of cybersecurity attacks, both from internal and external parties, which can have a negative impact on customers and disrupt Astragraphia's business operations. For the customers, Astragraphia makes every effort to protect customer privacy and information by complying with applicable regulations. Customer information is a form of confidentiality that cannot be shared with other parties except as regulated by applicable laws and regulations.

Astragraphia anticipates this matter by conducting routine IT security policy reviews, conducting control self-assessments, completing IT security tools in accordance with IT needs and policies, routinely conducting internal IT security tests, DRC testing, and disseminating IT Security policies to all employees. This year, the company has also developed a communication channel for dealing with cyber incidents that currently have the potential to occur.

7. Human Rights

Astragraphia takes its commitment to respect human rights seriously in everything the Company does. Astragraphia remains alert to potential violations in business operations and manages existing risks to mitigate them.

The Company makes efforts to analyze the potential impacts related to human rights, both positive and negative. Astragraphia's seriousness towards human rights is reflected in the corporate culture, namely VIPS, carried out in every business activity and by Astragraphia employees.



Pemenuhan hak asasi manusia kepada seluruh karyawan tertuang dalam buku peraturan perusahaan di mana buku tersebut dimiliki oleh setiap insan Astragraphia. Selain itu, perusahaan juga melaksanakan sosialisasi nilai dan budaya perusahaan yang wajib diikuti seluruh insan Astragraphia melalui portal *online Learning Management System* sebagai sarana pelatihan setiap karyawan.

Kesehatan dan keselamatan kerja, kesejahteraan karyawan, pelatihan dan pengembangan kompetensi, kesetaraan dan non diskriminasi, serta tidak mempekerjakan anak menjadi fokus perusahaan yang mendukung pemenuhan hak asasi manusia. Tahun ini, Astragraphia juga mengeluarkan Kebijakan Pencegahan Tindak Kekerasan Seksual sebagai salah satu langkah perusahaan dalam pengembangan aksi nyata terhadap hak asasi manusia di lingkungan perusahaan.

Astragraphia memiliki Survei Budaya Perusahaan untuk mengukur efektivitas dari langkah-langkah dan aksi yang perusahaan lakukan dalam pemenuhan hak asasi manusia di perusahaan. Demikian juga tersedia mekanisme penyampaian pelaporan dari karyawan kepada manajemen Perusahaan untuk memastikan tidak terjadinya hal-hal yang tidak diinginkan dalam Perusahaan seperti pelanggaran hak asasi manusia.

Ada banyak nilai hak asasi manusia yang berpotensi relevan dengan masyarakat sekitar wilayah operasional Astragraphia, yang di dalamnya termasuk hak terkait sosial dan budaya, kesehatan dan kesejahteraan, pendidikan, pekerjaan, air, dan sanitasi.

Perubahan iklim juga memiliki keterkaitan dengan hak asasi manusia, di mana terdapat potensi risiko terhadap hak dasar untuk hidup, kesehatan, pangan, dan standar hidup yang layak. Dalam menjalankan bisnis yang berkelanjutan, Astragraphia terus menerapkan strategi Triple-P yang di dalamnya memuat aspirasi-aspirasi perusahaan untuk masyarakat, iklim, dan planet.

8. Tata Kelola Perusahaan

Tata kelola menjadi *key enabler* Astragraphia dalam mewujudkan keberlanjutan. Tata kelola perusahaan yang baik berfungsi untuk mendukung kinerja bisnis Astragraphia, membantu menjadi lebih stabil, produktif, membuka peluang baru, serta menjaga keberlanjutan usaha. Sebagai wujud komitmen dalam menerapkan tata kelola perusahaan yang baik, Astragraphia telah memiliki kebijakan-kebijakan internal sebagai landasan dalam menjalankan bisnis Astragraphia.

The fulfillment of human rights for all employees is contained in the company rule book, which is owned by every Astragraphia personnel. In addition, the Company also conducts corporate values and culture socialization, which must be participated by all Astragraphia personnel through the online Learning Management System portal as a means of training for each employee.

Occupational health and safety, employee welfare, competency training and development, equality and non-discrimination, and not employing children are the Company's focus to support the fulfillment of human rights. This year, Astragraphia also issued a Policy to Prevent Acts of Sexual Violence as one of the Company's measures in developing real action on human rights within the Company.

Astragraphia has a Corporate Culture Survey to measure the effectiveness of measures and actions taken by the Company in fulfilling human rights. Furthermore, a mechanism for submitting reports from employees to the Company's management is also available to ensure that undesirable things do not occur in the Company, such as violations of human rights.

There are numerous human rights values that are potentially relevant to the communities in the vicinity of Astragraphia's operational areas, which include rights related to social and culture, health and welfare, education, employment, water, and sanitation.

Climate change is also related to human rights, in which there are potential risks to the basic rights to life, health, food, and a decent standard of living. In carrying out a sustainable business, Astragraphia continues to implement the Triple-P strategy, which contains the Company's aspirations for the community, climate, and planet.

8. Corporate Governance

Governance serves as Astragraphia's key enabler in realizing sustainability. Good corporate governance functions to support Astragraphia's business performance, assist it in becoming more stable, productive, open new opportunities, and maintain business continuity. As a form of commitment to implementing good corporate governance, Astragraphia has established internal policies as the basis for running Astragraphia's business.



Astragraphia memahami bahwa aktivitas bisnis Astragraphia berpotensi merugikan perusahaan dan/atau pemangku kepentingan. Astragraphia telah menerapkan serangkaian prosedur pelaporan dan penanganan pelaporan yang berlaku bagi seluruh Karyawan, Direktur, dan Dewan Komisaris Astragraphia sebagai upaya pencegahan terjadinya tindakan curang (*fraud*)/korupsi/atau yang dapat merugikan Astragraphia dan/atau negara.

Transaksi dengan pihak terafiliasi memiliki potensi penyalahgunaan oleh pihak-pihak terkait yang dapat merugikan pemegang saham independen, berdampak pada integritas pasar, atau mengakibatkan terganggunya kelangsungan usaha Astragraphia. Guna melindungi kepentingan pemegang saham dan meningkatkan kualitas keterbukaan informasi, Astragraphia telah menerapkan pedoman yang mengatur sejak rencana transaksi, pelaksanaan transaksi, pelaporan, hingga keterbukaan transaksi.

Astragraphia juga menyadari bahwa pemasok/vendor memiliki peran penting bagi operasional dan keberlanjutan bisnis, maka Astragraphia menjalankan mekanisme seleksi guna mendapatkan pemasok/vendor terbaik serta untuk memastikan bahwa proses seleksi serta evaluasi atas pengadaan barang dan/atau jasa dilakukan secara efektif, efisien, kompetitif, adil dan wajar, transparan serta dapat dipertanggungjawabkan berdasarkan prinsip kesetaraan, kemitraan, dan persaingan usaha yang sehat. Prinsip persaingan usaha yang sehat juga diterapkan oleh Astragraphia tidak hanya kepada vendor, tetapi juga dengan para kompetitor.

Semua informasi terkait Astragraphia dapat diakses oleh pelanggan dan para pemangku kepentingan dengan mudah melalui berbagai saluran yang dimiliki, seperti situs web Astragraphia, *contact center*, serta media sosial lainnya. Astragraphia juga menyampaikan laporan berkala dan keterbukaan informasi kepada Otoritas Jasa Keuangan (OJK) dan Bursa Efek Indonesia sesuai ketentuan yang berlaku sebagai wujud kepatuhan terhadap peraturan dan keterbukaan informasi kepada publik.

9. Masyarakat

Astragraphia memahami bahwa aktivitas kami berpotensi menimbulkan dampak ekonomi, lingkungan, sosial, dan hak asasi manusia, baik positif maupun negatif. Tahun ini kami melakukan analisis melalui proses diskusi internal disertai dengan survei umpan balik yang biasa dilakukan setiap kali perusahaan menjalankan program-program kontribusi sosial untuk mengetahui dampak aktivitas Astragraphia terhadap masyarakat tempat kami beroperasi. Seluruh potensi dampak terkait ekonomi,

Astragraphia is aware that Astragraphia's business activities have the potential to be detrimental to the company and/or stakeholders. Astragraphia has implemented a series of reporting procedures and handling reports that apply to all Astragraphia Employees, Board of Directors, and Board of Commissioners to prevent fraud/corruption/or actions that can be detrimental to Astragraphia and/or the country.

Transactions with affiliated parties have the potential for abuse by related parties, which could be detrimental to independent shareholders, impact the market's integrity, or disrupt Astragraphia's business continuity. In order to protect the interests of shareholders and improve the quality of information disclosure, Astragraphia has implemented guidelines that govern transactions, starting from the planning, execution, and reporting to the transparency of the transaction.

Astragraphia is also aware that suppliers/vendors have an important role in business operations and sustainability. For this reason, Astragraphia implements a selection mechanism to acquire the best suppliers/vendors and to ensure that the selection and evaluation process for the procurement of goods and/or services is carried out in an effective, efficient, competitive, fair and reasonable, transparent and accountable manner, based on the principles of equality, partnership, and fair business competition. The principle of fair business competition is also applied by Astragraphia not only to vendors but also to competitors.

All information related to Astragraphia can be easily accessed by customers and stakeholders through various channels, such as the Astragraphia website, contact center, and other social media. Astragraphia also submits periodic reports and information disclosure to the Financial Services Authority (OJK) and the Indonesia Stock Exchange in accordance with applicable regulations as a form of regulatory compliance and information disclosure to the public.

9. Community

Astragraphia understands that our activities have the potential to generate economic, environmental, social, and human rights impacts, both positive and negative. This year we conducted an analysis through an internal discussion process accompanied by a feedback survey, usually carried out whenever a company organizes social contribution programs to determine the impact of Astragraphia's activities on the communities where we operate. All potential impacts related to the economy, environment, social, and human rights can



lingkungan, sosial, dan hak asasi manusia, dapat timbul secara tidak langsung dari aktivitas bisnis yang dilakukan oleh perusahaan.

Untuk dapat memberikan kontribusi positif bagi kesejahteraan masyarakat sekitar, Astragraphia menanamkan semangat kolaborasi untuk terus mencari peluang menciptakan nilai sosial dan melakukan pengembangan masyarakat (*community development*) yang berkelanjutan. Astragraphia menjalankan program-program sosial kemasyarakatan didasarkan pada filosofi dan budaya perusahaan serta dipandu oleh Astra Friendly Company (AFC). AFC merupakan pedoman pelaksanaan kontribusi sosial berkelanjutan berdasarkan referensi dari berbagai standar dan/atau panduan nasional maupun internasional.

Program-program sosial kemasyarakatan Astragraphia terus memperhatikan kualitas program dan dampak jangka panjang sehingga dapat mendorong kesejahteraan masyarakat dan berkontribusi terhadap pencapaian Tujuan Pembangunan Berkelanjutan (TPB), terutama di bidang kesehatan, pendidikan, lingkungan, dan kewirausahaan. Pada pilar kesehatan, perusahaan turut serta dalam peningkatan akses layanan kesehatan serta peningkatan tingkat kesejahteraan dan taraf hidup anak-anak dan Ibu. Melalui pilar pendidikan, Astragraphia berpartisipasi aktif dalam peningkatan pendidikan dan kompetensi di tingkat anak usia dini, menengah, vokasi (kejuruan), dan universitas. Astragraphia juga mendukung pengembangan kompetensi guru serta bekerja sama dengan institusi pendidikan guna mendukung kesiapan dan profesionalitas para siswa untuk memasuki dunia kerja.

Sebagai langkah nyata dalam mengimbangi dampak lingkungan, Astragraphia melakukan penanaman pohon dan aktif dalam gerakan semangat kurangi plastik. Kemudian pada pilar kewirausahaan, Astragraphia mendorong peningkatan ekonomi masyarakat melalui program pelatihan dan pendampingan yang berkelanjutan kepada pelaku Usaha Mikro, Kecil, dan Menengah (UMKM).

Dalam mengukur efektivitas program-program sosial kemasyarakatan, Astragraphia memonitor pemenuhan empat kriteria dalam Astra Friendly Company (AFC), terdiri dari sistem manajemen dengan tiga pilar yaitu *value*, *mindset*, *behavior*. AFC juga mengukur capaian implementasi program yang dijalankan, persepsi masyarakat, dan donasi. Astragraphia melaksanakan audit AFC secara berkala oleh induk usaha, Astra. Tahun 2022, Astragraphia meraih peringkat bintang lima, sebagai nilai tertinggi dalam audit AFC.

arise indirectly from the business activities carried out by the company.

To be able to contribute positively to the welfare of the surrounding community, Astragraphia instills a spirit of collaboration to continue to seek opportunities to create social value and carry out sustainable community development. Astragraphia carries out social programs based on its corporate philosophy and culture and is guided by Astra Friendly Company (AFC). AFC is a guideline for implementing sustainable social contributions based on references from various national and international standards and/or guidelines.

Astragraphia's social programs continue to take into account the quality of the program and its long-term impact, which will subsequently encourage community welfare and contribute to the achievement of the Sustainable Development Goals (SDG), especially in the fields of health, education, environment, and entrepreneurship. In the health pillar, the company participates in increasing access to health services and the level of welfare and standard of living of children and mothers. Through the education pillar, Astragraphia actively participates in improving education and competency at the early childhood, secondary, vocational, and university levels. Astragraphia also supports the development of teacher competency and collaborates with educational institutions to support the readiness and professionalism of students to enter the world of work.

As a concrete step in balancing the environmental impacts, Astragraphia carries out tree planting and is active in the spirit of reducing plastic. Moreover, in the entrepreneurship pillar, Astragraphia encourages community economic improvement through sustainable training and mentoring programs for Micro, Small and Medium Enterprises (MSMEs).

In measuring the effectiveness of its community social programs, Astragraphia monitors the fulfillment of the four criteria in the Astra Friendly Company (AFC), which consist of a management system with three pillars, namely values, mindset, and behavior. AFC also measures program implementation achievements, community perceptions, and donations. Astragraphia conducts regular AFC audits by its parent company, Astra. In 2022, Astragraphia received a five-star rating, as the highest score in the AFC audit.



Astragraphia dan Pemangku Kepentingan [GRI 2-29, 413-1]

Astragraphia and Stakeholders

Astragraphia melibatkan pemangku kepentingan internal dan eksternal untuk menerapkan strategi operasional kami serta menyelaraskan keinginan kami dalam mewujudkan bisnis yang lebih tangguh dan berkelanjutan. Keterlibatan pemangku kepentingan yang kuat adalah kunci dari agenda keberlanjutan perusahaan.

Menuju keberlanjutan jangka panjang, kami terus meningkatkan hubungan dengan para pemangku kepentingan, merespon kebutuhan, mendengarkan masukan, membina hubungan baik serta menjaga ekspektasi dari para pemangku kepentingan.

Kami menyadari bahwa hubungan baik, saling menghormati, dan berjalan dua arah dengan pemangku kepentingan sangat penting untuk kestabilan operasional Astragraphia. Kami mendorong dialog, menerima umpan balik, dan mempertimbangkannya dalam pengambilan keputusan. Astragraphia telah mengidentifikasi pemangku kepentingan kami, di antaranya adalah pelanggan, karyawan, pemegang saham, prinsipal/pemasok, dan masyarakat.

Tabel berikut ini menggambarkan interaksi Astragraphia dengan para pemangku kepentingan, yang dipilih berdasarkan rentang pengaruh dan kepentingannya terhadap keberlanjutan perusahaan. Dari hasil pendekatan yang dilakukan, terdapat beberapa isu dari pemangku kepentingan yang dibahas dalam Laporan Keberlanjutan ini.

Astragraphia engages internal and external stakeholders to implement our operational strategy and align our aspirations in realizing a more resilient and sustainable business. Solid stakeholder engagement is key to the company's sustainability agenda.

Towards long-term sustainability, we continue to improve relationships with stakeholders, respond to needs, listen to input, foster good relations and maintain the expectations of stakeholders.

We realize that a good, mutually respectful, and two-way relationship with stakeholders is crucial for the stability of Astragraphia's operations. We encourage dialogue, welcome feedback, and take it into account in decision-making. Astragraphia has identified our stakeholders, including customers, employees, shareholders, principals/suppliers, and the community.

The following table describes Astragraphia's interactions with stakeholders, who are selected based on their influence and importance to the company's sustainability. From the results of the approach taken, several issues from stakeholders are discussed in this Sustainability Report.

Pemangku Kepentingan Stakeholders	Isu Terkait Related Issues	Dampak Impacts	Metode Pelibatan Engagement Method	Disajikan dalam Laporan Presented in Report
Pelanggan	- Kualitas produk dan layanan - Kepuasan pelanggan - Kesehatan dan keselamatan pelanggan - Privasi pelanggan	- Komplain produk dan layanan - Kebocoran data pelanggan	- Inovasi produk dan layanan - Survei Kepuasan Pelanggan - Prosedur kesehatan dan Keselamatan Pelanggan - Keamanan data pelanggan - Media sosial - Suara konsumen	Portfolio Roadmap
Customers	- Quality of products and services - Customer satisfaction - Customer health and safety - Customer privacy	- Product and service complaints - Customer data leaks	- Product and service innovation - Customer Satisfaction Survey - Customer health and safety procedures - Security of customer data - Social media - Consumer voice	



Pemangku Kepentingan Stakeholders	Isu Terkait Related Issues	Dampak Impacts	Metode Pelibatan Engagement Method	Disajikan dalam Laporan Presented in Report
Karyawan	- Kesehatan dan keselamatan kerja - Kesejahteraan - Pelatihan dan pengembangan	- Kecelakaan kerja - Kesetaraan kesempatan bagi karyawan - Kompetensi karyawan	- Penyediaan fasilitas dan pelatihan K3 - Pelatihan kemampuan dan kompetensi - Pembinaan (<i>coaching</i>) & penugasan kerja - Program kesejahteraan karyawan - Program apresiasi - Komunikasi internal	People Roadmap
Employees	- Occupational health and safety - Welfare - Training and development	- Work accidents - Equal opportunity for employees - Employee competency	- Provision of OHS training and facilities - Skills and competency training - Coaching & work assignment - Employee welfare program - Appreciation program - Internal communication	
Pemegang Saham	- Pelaksanaan tata kelola - Keterbukaan informasi - Manfaat finansial - Manajemen risiko dan reputasi - Inisiatif ESG	- Aksi korporasi - Dividen - Reputasi perusahaan	- Laporan per kuartal dan laporan tahunan - Laporan keberlanjutan - Rapat Umum Pemegang Saham <i>Public Expose</i>	Portfolio Roadmap dan Tata Kelola Keberlanjutan
Shareholders	- Governance implementation - Transparency of information - Financial benefits - Risk management and reputation - ESG initiatives	- Corporate actions - Dividends - Company reputation	- Quarterly report and annual report - Sustainability report - General Meeting of Shareholders - Public Expose	Portfolio Roadmap and Sustainability Governance
Pemasok	- Kesehatan dan keselamatan kerja - Kelancaran rantai pasok - Hubungan bisnis	- Kesesuaian penyediaan produk - Ketepatan waktu pembayaran - Pekerja di bawah umur	- Pelaporan pencapaian bulanan - Pencapaian <i>partnership level</i> - Pelatihan reguler dan sosialisasi untuk keselamatan kerja - Sosialisasi kebijakan seleksi pemasok	Portfolio Roadmap
Suppliers	- Occupational health and safety - Smooth supply chain - Business relationship	- Conformity of product provision - Timeliness of payment - Underage workers	- Monthly achievement reporting - Partnership level achievement - Regular training and socialization for occupational safety - Dissemination of supplier selection policy	
Masyarakat, Media, dan Komunitas	- Program pendidikan - Peningkatan kesejahteraan dan kesehatan - Pengentasan kemiskinan - Pengelolaan lingkungan - Inisiatif ESG - Menggunakan <i>website</i>, sebagai sarana keterbukaan informasi yang bisa diakses oleh pihak media lainnya	- Kolaborasi dan kemitraan - Pengaduan masyarakat - Reputasi perusahaan - Rendahnya pertukaran dan keterbukaan informasi antara perusahaan dan publik	- Pelaksanaan program kontribusi sosial berkelanjutan - Program kehumasan <i>Press release</i> kontribusi sosial Astragraphia	Public Contribution Roadmap
Society, Media, and Community	- Education programs - Welfare and health improvement - Alleviation of poverty - Environmental management - ESG initiatives - Use of website, as a means of disclosing information that can be accessed by other media parties	- Collaboration and partnership - Community complaints - Company reputation - The low exchange and transparency of information between the company and the public	- Implementation of sustainable social contribution program - Public relation programs - Press release on social contribution of Astragraphia	



Ringkasan Kinerja Keberlanjutan

Sustainability Performance Highlights

Portfolio Roadmap	2022	2021	2020
Entitas Anak Subsidiaries	- PT Astra Graphia Information Technology - PT Astragraphia Xprins Indonesia	- PT Astra Graphia Information Technology - PT Astragraphia Xprins Indonesia	- PT Astra Graphia Information Technology - PT Astragraphia Xprins Indonesia
Laba Bersih (Rp miliar) Net Income (Rp billion)	97,07	87,31	47,78
Pendapatan Bersih (Rp miliar) Net Revenue (Rp billion)	2.909,97	3.299,11	3.348,87
Rasio Laba Bersih terhadap Ekuitas Net Income to Equity Ratio	6%	5%	3%
Kapitalisasi Pasar (Rp juta) Market Capitalization (Rp million)	1.281.341	1.112.744	1.079.024
Produk Ramah Lingkungan Eco-friendly Products	- Fujifilm Apeos C7070 series - Fujifilm ApeosPort C7070 series - Fujifilm ApeosPort 5570 series - Fujifilm ApeosPort Print C5570 - Fujifilm ApeosPort-VII Series - Fujifilm DocuPrint 3205 Series - Fujifilm ApeosPro C650 - Fujifilm ApeosWide 3030/6050 - Fujifilm Revoria Press™ PC1120 - Fujifilm Revoria Press E1 Series	- Fujifilm Apeos C7070 Series - Fujifilm ApeosPro C650 - Fujifilm ApeosWide 3030/6050 - Fujifilm Revoria Press E1 Series	- Fuji Xerox ApeosPort VII C Series - Fuji Xerox DocuPrint 3205 Series
Penurunan Jumlah Konsumsi Energi (%) Reduction in Total Energy Consumption (%)	4	9	12
Penurunan Emisi Gas Rumah Kaca (%) Reduction in Greenhouse Gas Emissions (%)	27	7	12
Penurunan Volume Limbah Padat B3 (%) Reduction in Hazardous Solid Waste Volume (%)	4	-32	36
Penurunan Penggunaan Air (%) Reduction in Water Use (%)	4	22	19
People Roadmap	2022	2021	2020
Jumlah Karyawan Total Employees	1.439	1.325	1.440
Jumlah Peserta Pelatihan Total Training Participants	1.302	1.062	1.207
Jumlah Jam Pelatihan Total Training Hours	77.092	62.996	49.582
Jumlah Proyek Inovasi Total Innovation Projects	1.350	1.256	1.247
Public Contribution Roadmap	Jumlah Penerima Manfaat		
Pilar	2022	2021	2020
Kesehatan Health	337	540	451
Pendidikan Education	955	1.326	2.261
Lingkungan Environment	0	90	0
Kewirausahaan Entrepreneurship	336	446	541
Kampung Berseri Astra	22	0	0
Total	1.650	2.402	3.253



Strategi Keberlanjutan Triple-P Roadmap dan Tujuan Pembangunan Berkelanjutan (TPB)

Triple-P Roadmap Sustainability Strategy and Sustainable Development Goals (SDGs)

Strategi Keberlanjutan Astragraphia: Triple-P Roadmap Strategy

Astragraphia terus berproses untuk menciptakan bisnis yang lebih tangguh dan berkelanjutan dengan senantiasa berupaya menjalankan aktivitas bisnis yang inklusif dan bertanggung jawab untuk dapat memberikan manfaat bagi bangsa dan peri kehidupan. Hal tersebut Astragraphia wujudkan dengan memprioritaskan komitmen perusahaan pada aspek ekonomi, lingkungan, sosial, dan tata kelola yang baik yang dalam implementasinya dilandaskan pada filosofi serta budaya perusahaan. Dalam setiap langkah perjalanan bisnisnya, Astragraphia berkomitmen untuk selalu memberikan nilai tambah kepada pelanggan dan terus meningkatkan kontribusi nyata kepada seluruh pemangku kepentingan yang selaras dengan Tujuan Pembangunan Berkelanjutan Indonesia dan dunia melalui strategi Triple-P Roadmap yang terdiri dari Portfolio, People, dan Public Contribution.

Astragraphia memiliki *sustainability framework* yang mengintegrasikan nilai-nilai *sustainability* secara lengkap ke dalam strategi Triple-P Roadmap Astragraphia yang akan memandu perjalanan transisi Astragraphia guna mewujudkan keberlanjutan.

Astragraphia's Sustainability Strategy: Triple-P Roadmap Strategy

Astragraphia continues to create a more resilient and sustainable business by continuously striving to carry out inclusive and responsible business activities, enabling it to benefit the nation and life. This is realized by Astragraphia by prioritizing the company's commitment to economic, environmental, social, and governance aspects, which in its implementation are based on the corporate philosophy and culture. In every step of its business journey, Astragraphia is committed to providing added value to customers and making real contributions to all stakeholders in line with the Sustainable Development Goals of Indonesia and the world through the Triple-P Roadmap strategy consisting of Portfolio, People, and Public Contribution.

Astragraphia has a sustainability framework that fully integrates sustainability values into the Astragraphia Triple-P Roadmap strategy that will guide Astragraphia's transition journey to realize sustainability.



Portfolio Roadmap

Astragraphia bertransisi menjadi perusahaan yang lebih tangguh dan berkelanjutan untuk dapat berkontribusi positif kepada bumi dan iklimnya, aktivitas bisnis, dan masyarakat.

Astragraphia is transitioning to become a more resilient and sustainable company to be able to contribute positively to the earth and its climate, business activities, and community.

Pada Portfolio Roadmap, Astragraphia berfokus untuk terus memperkuat fundamental bisnis, mengakselerasi digitalisasi bisnis, mendorong inisiatif baru, dan memperkuat kapabilitas layanan serta daya saing di area *printing* & digital guna menghasilkan profitabilitas yang sehat dan kuat, untuk saat ini dan masa depan.

Dari aspek manajemen lingkungan yang terkait dengan aktivitas operasional Perusahaan, Astragraphia memastikan pengendalian dan mitigasi dampak lingkungan dari operasional bisnis dikelola dengan efektif, efisien, dan konsisten. Untuk itu, Astragraphia menerapkan sistem manajemen Astra Green Company (AGC) sebagai sistem manajemen Lingkungan, Kesehatan, dan Keselamatan Kerja (LK3) untuk memantau berbagai pengelolaan LK3 di lingkungan Perusahaan.

In the Portfolio Roadmap, Astragraphia focuses on strengthening its business fundamentals, accelerating business digitalization, encouraging new initiatives, and strengthening service capabilities and competitiveness in the printing & digital area in a continuous manner to generate healthy and strong profitability, now and in the future.

From the environmental management aspect related to the Company's operations, Astragraphia ensures that the control and mitigation of environmental impacts from business operations are managed effectively, efficiently and consistently. For this reason, Astragraphia implements the Astra Green Company (AGC) management system as an Occupational, Health, Safety, and Environment (OHSE) management system to monitor various OHSE management within the Company.



People Roadmap

Astragraphia berkomitmen mewujudkan lingkungan kerja yang beragam dan inklusif, serta mempertahankan talenta-talenta terbaik melalui penguatan kompetensi agar Insan Astragraphia mampu berkembang, berhasil, dan sejahtera bersama Bangsa.

Astragraphia is committed to creating a diverse and inclusive work environment, as well as retaining the best talents through competency strengthening to ensure that Astragraphia personnel are able to develop, succeed, and prosper with the Nation.

Pada People Roadmap, Astragraphia secara konsisten memperkuat kompetensi sumber daya manusia melalui peningkatan kemampuan (*upskilling*) dan pelatihan kemampuan baru (*reskilling*), juga memastikan Kesehatan dan Keselamatan Kerja (K3) karyawan. Di samping itu, dalam menjalin hubungan dengan setiap karyawan, Astragraphia senantiasa mengedepankan rasa hormat dan menjunjung tinggi keberagaman, serta Hak Asasi Manusia.

In the People Roadmap, Astragraphia consistently strengthens the competency of its human resources through upskilling and reskilling training, as well as ensuring the Occupational Health and Safety (OHS) of employees. In addition, in establishing relationships with each employee, Astragraphia always prioritizes respect and upholds diversity, as well as human rights.



Public Contribution Roadmap

Astragraphia memberdayakan dan mendukung masyarakat demi masa depan yang lebih baik untuk semua.

Astragraphia empowers and supports the community for a better future for all.

Pada Public Contribution Roadmap, Astragraphia terus berupaya dalam mengarahkan program kontribusi sosial untuk pengembangan masyarakat (*community development*) yang berkelanjutan dengan menanamkan semangat kolaborasi untuk dapat membawa dampak positif bagi masyarakat luas. Program-program sosial kemasyarakatan yang Perusahaan jalankan berfokus pada pilar kesehatan, pendidikan, lingkungan, dan kewirausahaan yang dalam pengimplementasiannya dipandu oleh Astra Friendly Company (AFC). AFC merupakan pedoman pelaksanaan kontribusi sosial berkelanjutan berdasarkan referensi dari berbagai standar dan/atau panduan nasional maupun internasional. Program-program sosial kemasyarakatan Astragraphia terus memperhatikan kualitas program dan dampak jangka panjang sehingga dapat mendorong kesejahteraan masyarakat dan berkontribusi terhadap pencapaian TPB, terutama di bidang kesehatan, pendidikan, lingkungan, dan kewirausahaan.

In the Public Contribution Roadmap, Astragraphia continues to strive to direct social contribution programs for sustainable community development by instilling a spirit of collaboration to be able to have a positive impact on the wider community. Social community programs that the Company carries out focus on the pillars of health, education, environment and entrepreneurship, which are guided by the Astra Friendly Company (AFC) in their implementation. AFC is a guideline for implementing sustainable social contributions based on references from various national and international standards and/or guidelines. Astragraphia's social programs continue to take into account the quality and long-term impact of the program to ensure that they can boost community welfare and contribute to the achievement of SDGs, particularly in the fields of health, education, environment, and entrepreneurship.

Nilai-nilai *sustainability* telah tertanam dalam perjalanan bisnis Astragraphia. Kini, Astragraphia mengambil langkah-langkah yang tegas dalam perjalanan transisi untuk menjadi perusahaan yang lebih *sustainable* dan *resilient* melalui Astragraphia 2030 Sustainability Aspiration yang mencakup Portfolio, People, Public Contribution, serta *Good Corporate Governance*. Langkah ini menjadi komitmen Perusahaan untuk memastikan agar bisnis Astragraphia mampu memberikan dampak yang positif kepada masyarakat, iklim, dan planet hingga 2030 dan seterusnya.

Sustainability values have been instilled in Astragraphia's business journey. Currently, Astragraphia is taking firm measures in the transition journey to become a more sustainable and resilient company through the Astragraphia 2030 Sustainability Aspiration, which includes Portfolio, People, Public Contribution, and Good Corporate Governance. This measure is the Company's commitment to ensure that Astragraphia's business is able to have a positive impact on the community, climate, and planet until 2030 and beyond.



Berikut adalah Tujuan dan Aspirasi Keberlanjutan 2030 kami untuk Portfolio, People, dan Public Contribution:

The following are our 2030 Sustainability Goals and Aspirations for Portfolio, People, and Public Contribution:

Menjadi perusahaan yang lebih tangguh dan berkelanjutan pada tahun 2030 dan seterusnya Become a more resilient and sustainable company by 2030 and beyond		1. Menurunkan emisi gas rumah kaca <i>scope</i> 1 dan 2 sebesar 30% 2. Meningkatkan bauran energi terbarukan untuk mendukung kegiatan operasional sebesar 32% 3. Mengurangi intensitas pengambilan air sebesar 15% 4. Melakukan daur ulang dan <i>recovery</i> limbah padat sebesar 95%	1. Reduce greenhouse gas emissions <i>scope</i> 1 & 2 by 30% 2. Increase renewable energy for supply operations to 32% 3. Reduce water withdrawal intensity by 15% 4. Recycle and recover solid waste by 95%
		1. Mencapai <i>zero fatality</i> tenaga kerja dan pengurangan tingkat <i>lost-time injury</i> menjadi 0,3 2. Mendukung keberagaman dan inklusivitas karyawan, berfokus pada gender 3. Mendukung keberagaman dan inklusivitas di level eksekutif, direksi, dewan komisaris, berfokus pada gender	1. Zero workforce fatalities & reduction in lost time injury rate to 0,3 2. Support employee diversity & inclusion, focusing on gender 3. Support board & executive leadership diversity & inclusion, focusing on gender
		Meningkatkan penerima manfaat dari program pengembangan komunitas Astragraphia menjadi 4.500	Reach 4.500 people through Astragraphia's community development program
		Terus memperkuat tata kelola perusahaan dengan standar internasional	Continue to strengthen our corporate governance to international standards

Mendukung Tujuan Pembangunan Berkelanjutan (TPB)

Berbagai inisiatif dan fokus area yang dilaksanakan dalam strategi Triple-P Roadmap Astragraphia selaras dengan agenda pemerintah maupun global untuk mencapai Tujuan Pembangunan Berkelanjutan (TPB) atau *Sustainable Development Goals* (SDGs). Berikut adalah identifikasi aspirasi dan program dari Astragraphia untuk mendukung TPB:

Supporting the Sustainable Development Goals (SDGs)

The various initiatives and focus areas implemented in Astragraphia's Triple-P Roadmap strategy are aligned with the government and global agendas to achieve Sustainable Development Goals (SDGs). The following is an identification of Astragraphia's aspirations and programs to support SDGs:

Strategi
Strategy

Bagaimana Kami Mendukung TPB
Supporting the SDGs

PORTFOLIO ROADMAP

Astragraphia terus mengakselerasi digitalisasi bisnis, mendorong inisiatif baru, dan memperkuat kapabilitas layanan serta daya saing di area *printing* & digital untuk mendukung kebutuhan pelanggan di era digital saat ini dan masa depan. Dalam menjalankan aktivitas bisnis, Astragraphia terus berupaya untuk memastikan dampak positif dari kehadiran Astragraphia yang dapat dirasakan oleh masyarakat, antara lain melalui penyerapan tenaga kerja dan pelibatan pemasok lokal dan nasional yang dapat membantu menggerakkan roda perekonomian setempat.

Komitmen Astragraphia pada aspek lingkungan diwujudkan dengan aspirasi yang berfokus pada pengurangan jejak kami terhadap emisi Gas Rumah Kaca, manajemen energi, manajemen air dan limbah, serta manajemen limbah B3. Aspirasi ini disertai dengan langkah Astragraphia dalam mengidentifikasi, mengelola, dan mengatasi dampak potensial dengan menerapkan prinsip-prinsip mitigasi.

Astragraphia continues to accelerate business digitalization, encourage new initiatives, and strengthen service capabilities as well as competitiveness in the printing & digital area to support customer needs in the current and future digital era. In carrying out business activities, Astragraphia continues to strive to ensure that the positive impact of Astragraphia's presence can be felt by the community, including through employment and involvement of local and national suppliers who can help drive the local economy

Astragraphia's commitment to the environmental aspect is realized with the aspirations that focus on reducing our footprint on greenhouse gas emissions, energy management, water and waste management, and hazardous (B3) waste management. These aspirations are accompanied by Astragraphia's measures in identifying, managing and addressing potential impacts by applying mitigation principles

PEOPLE ROADMAP

Insan Astragraphia adalah tulang punggung kami dan *key success factor* dari setiap langkah yang kami lakukan. Oleh karena itu, Astragraphia memperhatikan kesejahteraan karyawan dengan secara konsisten memperkuat kompetensi sumber daya manusia melalui peningkatan kemampuan (*upskilling*) dan pelatihan kemampuan baru (*reskilling*), juga memastikan Kesehatan dan Keselamatan Kerja (K3) karyawan. Astragraphia senantiasa mengedepankan rasa hormat, dan menjunjung tinggi keberagaman, serta Hak Asasi Manusia dalam menjalin hubungan dengan setiap karyawan dan seluruh pihak yang bekerja di dalam area operasional Perusahaan.

Astragraphia personnel are the backbone and key for success in every step we take. Therefore, Astragraphia takes employee welfare into consideration by consistently strengthening human resource competencies through upskilling and reskilling training, as well as ensuring the Occupational Health and Safety (OHS) of employees. Astragraphia always prioritizes respect, and upholds diversity, as well as Human Rights in establishing relationships with every employee and all parties working in the Company's operational area



Strategi Strategy	Bagaimana Kami Mendukung TPB Supporting the SDGs
PUBLIC CONTRIBUTION ROADMAP	
	Astragraphia terus berupaya mengarahkan program kontribusi sosial untuk pengembangan masyarakat (<i>community development</i>) dengan menanamkan semangat kolaborasi untuk dapat membawa dampak positif yang berkelanjutan bagi masyarakat luas. Sebagai wujud aksi keberlanjutan Perusahaan dalam Public Contribution Roadmap, Astragraphia menjalankan program sosial kemasyarakatan yang berfokus pada pilar kesehatan, pendidikan, lingkungan, kewirausahaan. Pada pilar kesehatan, kami berfokus pada peningkatan akses layanan kesehatan serta peningkatan tingkat kesejahteraan dan taraf hidup anak-anak dan ibu. Melalui pilar pendidikan, kami berfokus kepada peningkatan pendidikan dan kompetensi di tingkat anak usia dini, menengah, vokasi (kejuruan), dan universitas. Astragraphia juga mendukung pengembangan kompetensi guru serta bekerja sama dengan institusi pendidikan guna mendukung kesiapan dan profesionalitas para siswa untuk memasuki dunia kerja. Astragraphia juga meningkatkan keterlibatan karyawan dan masyarakat untuk menciptakan lingkungan yang lestari, seperti penanaman pohon dan gerakan semangat kurangi plastik. Kemudian pada pilar kewirausahaan, Astragraphia mendorong peningkatan ekonomi masyarakat melalui program pelatihan dan pendampingan kepada pelaku Usaha Mikro, Kecil, dan Menengah (UMKM) agar mampu berdaya saing, <i>go-online</i>, dan naik kelas. Astragraphia continues to strive to direct social contribution programs for community development by instilling a spirit of collaboration to have a positive, sustainable impact on the wider community. As a manifestation of the Company's sustainability actions in the Public Contribution Roadmap, Astragraphia carries out social programs that focus on the pillars of health, education, environment, entrepreneurship In the health pillar, we focus on increasing access to health services and increasing the level of welfare and living standards of children and mothers. Through the education pillar, we focus on improving education and competency at the early childhood, secondary, vocational, and university levels. Astragraphia also supports the development of teacher competency and collaborates with educational institutions to support the readiness and professionalism of students to enter the world of work Astragraphia also increases employee and community engagement to create a sustainable environment, such as planting trees and reducing plastic spirit movements. Moreover, in the entrepreneurship pillar, Astragraphia encourages community economic improvement through training and mentoring programs for Micro, Small, and Medium Enterprises (MSMEs), which will enable them to be competitive, <i>go-online</i>, and upgrade.



Sambutan Direksi

Messages from
the Board of Directors



Pada tahun 2022, Astragraphia memantapkan langkah untuk berkontribusi memberikan nilai yang lebih besar bagi masyarakat, iklim, dan planet untuk hari ini dan seterusnya melalui penegasan kembali kerangka dan aspirasi keberlanjutan perusahaan.

In 2022, Astragraphia took steps decisively to contribute to provide greater value for society, climate, and planet for today and beyond by reaffirming the company's sustainability framework and aspirations.





Para Pemangku Kepentingan yang Terhormat,

Puji dan syukur kami panjatkan ke hadirat Tuhan yang Maha Esa, karena atas rahmat-Nya, PT Astra Graphia Tbk (Astragraphia) mampu melalui tahun 2022 yang penuh tantangan. Dalam laporan keberlanjutan ini, kami melaporkan dan menyampaikan kinerja serta dampak dari langkah-langkah keberlanjutan yang Astragraphia lakukan melalui strategi Triple-P Roadmap (Portfolio, People, and Public Contribution) yang di dalamnya mencakup nilai ekonomi, lingkungan, sosial, disertai tata kelola perusahaan yang baik.

Nilai dan Strategi Keberlanjutan [GRI 2-22]

Nilai-nilai *sustainability* telah tertanam dalam perjalanan bisnis Astragraphia melalui penerapan budaya perusahaan VIPS dan filosofi perusahaan Catur Dharma. Seiring dengan meningkatnya perhatian dan minat pemangku kepentingan terhadap keberlanjutan, Astragraphia berupaya memainkan peran yang lebih besar guna memberikan dampak positif secara berkelanjutan bagi pemangku kepentingan.

Kini, Astragraphia meningkatkan langkah *sustainability*, berfokus pada sosial masyarakat, iklim, dan planet. Astragraphia terus berproses untuk menciptakan bisnis yang lebih tangguh dan berkelanjutan dengan senantiasa berupaya menjalankan aktivitas bisnis yang inklusif dan bertanggung jawab untuk dapat memberikan manfaat bagi bangsa dan peri kehidupan. Hal tersebut Astragraphia wujudkan dengan memprioritaskan komitmen perusahaan pada aspek Lingkungan, Sosial, dan Tata kelola (LST).

Dalam setiap langkah perjalanan bisnisnya, Astragraphia memiliki *sustainability framework* yang mengintegrasikan nilai-nilai *sustainability* secara lengkap ke dalam strategi keberlanjutan yang perusahaan miliki, yaitu strategi Triple-P Roadmap, yang terdiri dari Portfolio, People, dan Public Contribution. Strategi ini akan memandu perjalanan transisi Astragraphia dalam melangkah mewujudkan keberlanjutan, yang juga selaras dengan agenda pemerintah maupun global untuk mencapai Tujuan Pembangunan Berkelanjutan (TPB).

Komitmen [GRI 2-23, 2-24]

Hubungan yang harmonis dengan seluruh pemangku kepentingan harus tercipta dan Astragraphia terus berproses dalam memberikan nilai tambah dan kontribusi nyata yang sejalan dengan fokus bisnis perusahaan. Dalam konteks berkelanjutan, Astragraphia berkomitmen menjalankan operasional bisnis dan tata kelola perusahaan yang baik, yang berkontribusi terhadap pertumbuhan berkelanjutan dengan mempertimbangkan kebutuhan ekonomi, lingkungan, dan sosial.

Dear Stakeholders,

Praise and gratitude be to God Almighty, because of His grace, we, PT Astra Graphia Tbk (Astragraphia) are able to go through 2022, which was full of challenges. In this sustainability report, we report and convey the performance and impact of the sustainability measures that Astragraphia undertook through the Triple-P Roadmap (Portfolio, People, and Public Contribution) strategy, which includes economic, environmental, and social values, along with good corporate governance.

Sustainability Values and Strategy [GRI 2-22]

Sustainability values have been instilled in Astragraphia's business journey through the implementation of the VIPS corporate culture and the Catur Dharma corporate philosophy. In line with the increasing attention and interest of stakeholders towards sustainability, Astragraphia strives to play a bigger role in order to provide a sustainable positive impact for stakeholders.

Now, Astragraphia is increasing its sustainability measures, focusing on the community, climate, and planet. Astragraphia is in the process of creating a more resilient and sustainable business by continuously striving to carry out inclusive and responsible business activities, which will enable it to provide benefits to the nation and life. This is manifested by Astragraphia by prioritizing the company's commitment to the Environmental, Social, and Governance (ESG) aspects.

In every step of its business journey, Astragraphia has established a sustainability framework that fully integrates sustainability values into the company's sustainability strategy, namely the Triple-P Roadmap strategy, which consists of Portfolio, People, and Public Contribution. This strategy will guide Astragraphia's transitional journey in pursuing sustainability, which aligns with the government and global agenda to achieve Sustainable Development Goals (SDGs).

Commitment [GRI 2-23, 2-24]

Harmonious relationships with all stakeholders must be created, and Astragraphia continues the process of providing added value and real contributions that are in line with the business focus of the Company. In the sustainability context, Astragraphia is committed to carrying out business operations and good corporate governance, which contribute to sustainable growth by taking into account economic, environmental, and social needs.



Pada Portfolio Roadmap, Astragraphia berfokus untuk terus memperkuat fundamental bisnis, akselerasi digitalisasi bisnis, mendorong inisiatif baru, dan memperkuat kapabilitas layanan serta daya saing di area *printing* & digital guna menghasilkan profitabilitas yang sehat dan kuat, untuk saat ini dan masa depan. Manajemen lingkungan juga menjadi bagian dalam Portfolio Roadmap Astragraphia, di mana Perusahaan memastikan pengendalian dan mitigasi dampak lingkungan dari operasional bisnis agar dikelola dengan efektif, efisien, dan konsisten.

Pada People Roadmap, Astragraphia mewujudkan sumber daya manusia yang berkualitas dan mendukung keberlanjutan bisnis, melalui penguatan kompetensi dan inovasi. Astragraphia senantiasa mengedepankan rasa hormat dan menjunjung tinggi keberagaman, kesetaraan, serta Hak Asasi Manusia. Astragraphia berkomitmen mewujudkan lingkungan kerja yang beragam dan inklusif, serta mempertahankan talenta-talenta terbaik melalui penguatan kompetensi agar Insan Astragraphia mampu berkembang, berhasil, dan sejahtera bersama Bangsa. Perusahaan juga berkomitmen dalam memperkuat kompetensi sumber daya manusia dan memastikan Kesehatan dan Keselamatan Kerja (K3) karyawan.

Pada Public Contribution Roadmap, Astragraphia berkomitmen dalam memberdayakan dan mendukung masyarakat demi masa depan yang lebih baik untuk semua, melalui program sosial kemasyarakatan yang berfokus pada pengembangan masyarakat (*community development*) yang berkelanjutan. Astragraphia senantiasa menanamkan semangat kolaborasi untuk dapat membawa dampak positif bagi masyarakat luas. Program-program sosial kemasyarakatan yang Astragraphia jalankan berfokus pada pilar kesehatan, pendidikan, lingkungan, dan kewirausahaan. Di seluruh wilayah operasional Astragraphia, kami berkomitmen untuk melakukan pendekatan kepada masyarakat dengan tetap memastikan bahwa kami menghormati hak asasi manusia.

Implementasi dan Pencapaian [GRI 2-24, 3-33]

Sepanjang tahun 2022, Astragraphia menjalankan operasional bisnis, tata kelola, dan terus berusaha menciptakan hubungan yang harmonis dengan seluruh pemangku kepentingan dengan tetap memperhatikan aspek Lingkungan, Sosial, dan Tata Kelola (LST). Secara konsisten dan berkesinambungan, Astragraphia mewujudkan budaya perusahaan pertama, yakni Bermanfaat bagi Bangsa dan Peri Kehidupan, melalui serangkaian inisiatif dan langkah strategis yang terangkum dalam strategi keberlanjutan Triple-P Roadmap.

In the Portfolio Roadmap, Astragraphia focuses on continuing to strengthen business fundamentals, accelerate business digitalization, encourage new initiatives, and strengthen service capabilities and competitiveness in the *printing* & digital area to generate healthy and strong profitability, for now, and in the future. Environmental management is also part of Astragraphia's Portfolio Roadmap, in which the Company ensures control and mitigation of environmental impacts from business operations to ensure that they are managed effectively, efficiently, and consistently.

In the People Roadmap, Astragraphia creates high-quality human resources that support business continuity by strengthening competence and innovations. Astragraphia always prioritizes respect and upholds diversity, equality, and human rights. Astragraphia is committed to creating a diverse and inclusive work environment, as well as retaining the best talents through competency strengthening to ensure that Astragraphia personnel are able to develop, succeed and prosper with the Nation. The Company is also committed to strengthening human resource competencies and ensuring employees' Occupational Health and Safety (OHS).

In the Public Contribution Roadmap, Astragraphia is committed to empowering and supporting communities for a better future for all through social programs that focus on sustainable community development. Astragraphia always instills a spirit of collaboration in order to have a positive impact on the wider community. Astragraphia's social community programs focus on the pillars of health, education, environment, and entrepreneurship. In all Astragraphia operational areas, we are committed to approaching the community while ensuring that we respect human rights.

Implementation and Achievement [GRI 2-24, 3-33]

Throughout 2022, Astragraphia carried out business operations, governance, and continued to strive to establish harmonious relationships with all stakeholders while taking into account the Environmental, Social, and Governance (ESG) aspects. Astragraphia embodies the first corporate culture in a consistent and continuous manner, namely Valuable to the Nation and Life, through a series of initiatives and strategic measures that are summarized in the Triple-P Roadmap sustainability strategy.

Astragraphia telah berupaya dalam membukukan kinerja bisnis dan lingkungan yang baik dalam Portfolio Roadmap. Astragraphia masih mampu meraih peluang bisnis hingga pada akhirnya dapat membukukan keuntungan bersih sebesar Rp97,07 miliar atau tumbuh sebesar 11% dibandingkan tahun 2021, dengan pendapatan bersih sebesar Rp2.909,97 miliar.

Pencapaian ini tidak terlepas dari kontribusi bisnis inti perusahaan yang secara konsisten melakukan penetrasi pasar untuk seluruh portofolio produk guna mempertahankan jumlah unit terpasang. Pada akhir 2022, Astragraphia dapat mencapai salah satu target yang dicanangkan, yakni mempertahankan posisi pemimpin pasar di segmen perangkat multifungsi A3 berwarna dan *printer* produksi.

Entitas anak PT Astra Graphia Information Technology (AGIT) juga berhasil membukukan kinerja yang cukup baik, terutama dalam penyediaan infrastruktur serta software pendukung operasional pelanggan. Perubahan perilaku masyarakat dalam bekerja dan menjalankan kegiatan bisnis secara jarak jauh telah mengakselerasi kebutuhan teknologi digital yang memberikan dampak baik pada bisnis teknologi informasi. AGIT secara inovatif dan cepat merespon kebutuhan pelanggan melalui kolaborasi dengan prinsipal untuk menghadirkan solusi digital yang mumpuni dengan pelayanan yang prima.

Kemudian Entitas anak PT Astragraphia Xprins Indonesia (AXI) juga tetap menjadi pionir ekosistem percetakan dan pada bulan Agustus 2022 secara resmi memperkenalkan ekosistem bisnis pencetakan tiga dimensi (3D Printing) dalam memanfaatkan peluang pasar 3D *printing* di Indonesia.

Di bidang energi dan emisi, Astragraphia menerapkan program konservasi dan efisiensi energi, termasuk pemanfaatan teknologi terkini untuk mencapai efisiensi energi yang optimal. Melalui inisiatif tersebut, Astragraphia mampu meningkatkan efisiensi, menekan biaya, dan mengurangi emisi Gas Rumah Kaca (GRK). Hingga akhir 2022, Astragraphia mencatat penurunan volume limbah padat B3 sebesar 4%.

Tujuan utama dari Strategi People Roadmap Astragraphia adalah mewujudkan sumber daya manusia yang berkualitas dan mendukung keberlanjutan bisnis. Tahun ini, Astragraphia memperkuat kompetensi sumber daya manusia melalui peningkatan kemampuan (*upskilling*) dan pelatihan kemampuan baru (*reskilling*) untuk mendukung transformasi bisnis yang lebih optimal. Selain itu, Astragraphia memanfaatkan teknologi dengan menggunakan *Learning Management System*, yang memungkinkan setiap karyawan untuk dapat mengakses

Astragraphia has made efforts to post good business and environmental performance in the Portfolio Roadmap. Astragraphia was still able to seize business opportunities, which ultimately enabled it to post a net income of Rp97.07 billion, or a growth of 11% compared to 2021, with a net revenues of Rp2,909.97 billion.

This achievement is inseparable from the contribution of the Company's core business, which consistently penetrates the market for the entire product portfolio in order to maintain the number of units installed. By the end of 2022, Astragraphia was able to achieve one of its set targets, namely, to maintain its position as a market in the A3 color multifunction device and production printer segment.

The subsidiary company, namely PT Astra Graphia Information Technology (AGIT), has also managed to post a fairly encouraging performance, particularly in providing infrastructure and software to support customer operations. Changes in people's behavior in working and carrying out business activities remotely have accelerated the need for digital technology, which positively impacts the information technology business. AGIT innovatively and quickly responds to customer needs by collaborating with principals to present proficient digital solutions with excellent service.

Furthermore, the subsidiary company PT Astragraphia Xprins Indonesia (AXI) also remains a pioneer of the printing ecosystem and, in August 2022, officially introduced a three-dimensional printing (3D printing) business ecosystem, taking advantage of the 3D printing market opportunities in Indonesia.

In the field of energy and emissions, Astragraphia implements energy conservation and efficiency programs, including the use of the latest technology to achieve optimal energy efficiency. Through these initiatives, Astragraphia was able to increase efficiency, reduce costs, and reduce Greenhouse Gas (GHG) emissions. Up to the end of 2022, Astragraphia recorded a B3 waste solid volume reduction of 4%.

The main objective of Astragraphia's People Roadmap Strategy is to create high-quality human resources and support business continuity. This year, Astragraphia strengthened human resource competencies through upskilling and reskilling to support a more optimal business transformation. In addition, Astragraphia also utilized technology by using a Learning Management System, which allows every employee to be able to access learning modules flexibly, whenever and wherever they are. Rejuvenation of training programs is also carried out,



modul pembelajaran secara fleksibel, kapan pun dan di mana pun mereka berada. Rejuvenasi program-program pelatihan juga dilakukan, misalnya rejuvenasi program pelatihan sales agar dapat mengikuti kebutuhan bisnis dalam *Digital Transformation*.

Astragraphia juga terus memprioritaskan kesehatan dan keselamatan karyawan. Kami senantiasa melakukan tindakan pencegahan penyebaran Covid-19 di lingkungan kerja dan titik pelayanan pelanggan, serta memberikan edukasi dan informasi terkini terkait varian baru dan juga menerapkan protokol kesehatan. Untuk di lingkungan kerja, Astragraphia menerapkan *self-assessment* bagi karyawan yang akan bekerja dari kantor (*work from office*), mengecek suhu tubuh, dan juga *scan barcode* pada aplikasi Peduli Lindungi. Kemudian untuk layanan pelanggan, Astragraphia melakukan beberapa inisiatif seperti *multi-site Contact Center* dan penerapan *Clustering & Cell* dalam penempatan *Customer Engineer*. Sepanjang tahun 2022, Perusahaan mencatat total *Recordable Injury Rate* sebesar 0.

Terkait hak asasi manusia di tempat kerja, Astragraphia memberikan kesempatan yang sama dan menentang diskriminasi dan pelecehan dalam bentuk apa pun. Kami percaya akan pentingnya keberagaman dan inklusi bagi kesuksesan perusahaan dan seluruh pemangku kepentingan. Astragraphia memberikan remunerasi dan tunjangan kepada seluruh karyawan secara adil dan memastikan perusahaan mematuhi peraturan upah minimum regional di setiap area operasional Astragraphia.

Astragraphia terus memaksimalkan dampak sosial yang positif melalui Strategi Public Contribution Roadmap. Program-program sosial kemasyarakatan Astragraphia terus memperhatikan kualitas program dan dampak jangka panjang sehingga dapat mendorong kesejahteraan masyarakat dan berkontribusi terhadap pencapaian TPB, terutama di bidang kesehatan, pendidikan, lingkungan, dan kewirausahaan.

Tahun ini, Astragraphia mengembangkan 1 (satu) Kampung Berseri Astra (KBA) sebagai bentuk komitmen Astragraphia dalam pelibatan masyarakat dan pemangku kepentingan dalam membangun ketahanan sosial dan ekonomi demi meningkatkan kesejahteraan masyarakat setempat sesuai dengan kondisi dan potensi di wilayah tersebut. Selain itu, Astragraphia terus memberikan nilai tambah terutama melalui program-program unggulan yang dimiliki, seperti Competence Air Program (CAP) dan Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK). Sepanjang tahun 2022, Astragraphia mampu mencatat penerima manfaat sebesar 1.650 orang.

for example, the rejuvenation of sales training programs to ensure that they can keep up with business needs in Digital Transformation.

Astragraphia also continues to prioritize employee health and safety. We always take precautions to prevent the outbreak of Covid-19 in the work environment and customer service points, as well as provide the latest education and information regarding new variants as well as implement health protocols. In the work environment, Astragraphia implements self-assessment for employees who will work from the office, checks body temperature, and also scans barcodes on the Peduli Lindungi application. Furthermore, for customer service, Astragraphia carried out several initiatives, such as the multi-site Contact Center and the implementation of Clustering & Cell in the placement of Customer Engineers. Throughout 2022, the Company recorded a total Recordable Injury Rate of 0.

In regards to human rights at the workplace, Astragraphia provides equal opportunities and opposes discrimination and harassment in any form. We believe in the importance of diversity and inclusion for the success of the Company and all stakeholders. Astragraphia provides fair remuneration and benefits to all employees and ensures that the Company complies with regional minimum wage regulations in each of Astragraphia's operational areas.

Astragraphia continues to maximize positive social impact through the Public Contribution Roadmap Strategy. Astragraphia's social programs continue to take the quality and long-term impact of the program into consideration to ensure that they can boost community welfare and contribute to the achievement of SDGs, particularly in the fields of health, education, environment, and entrepreneurship.

This year, Astragraphia developed 1 (one) Kampung Astra Berseri (KBA) as a form of Astragraphia's commitment to community and stakeholder engagement in building social and economic resilience in order to improve the welfare of the local community in accordance with the conditions and potential of each area. In addition, Astragraphia continues to provide added value, especially through its flagship programs, such as the Competence Air Program (CAP) and the Astragraphia Class for Creative Industries (Kelas ASIK). Throughout 2022, Astragraphia was able to record 1,650 beneficiaries.



Seiring dengan komitmen kami terhadap perwujudan masyarakat yang inklusif dan sejahtera, Astragraphia senantiasa memperkuat kontribusi sosial berdasarkan kerangka dan aspirasi yang telah dicanangkan dan ditetapkan, di mana mencakup target waktu jangka pendek dan jangka panjang, pemetaan dan pengelolaan risiko, serta target yang ingin dicapai.

Tantangan & Optimisme Masa Depan

Astragraphia memahami bahwa perjalanan keberlanjutan ini tidak bisa ditempuh tanpa dukungan, sinergi dan kolaborasi bersama seluruh pemangku kepentingan. Banyak tantangan yang akan kami hadapi dalam mewujudkan keberlanjutan di tengah dinamika kondisi bisnis saat ini. Namun, pengalaman dalam perjalanan bisnis akan mengajarkan kami serta kerangka dan aspirasi keberlanjutan yang telah ditetapkan akan memandu kami dalam melalui setiap tantangan yang ada.

Tahun ini, Astragraphia memantapkan langkah keberlanjutan melalui penegasan kembali kerangka dan aspirasi keberlanjutan perusahaan. Dalam masa transisi meningkatkan keberlanjutan perusahaan, kami akan terus adaptif dan inovatif dengan menerapkan prosedur dan penuh kehati-hatian, dengan mempertimbangkan setiap dampak bagi Astragraphia dan pemangku kepentingan, baik untuk saat ini maupun masa depan.

Tuntutan pemangku kepentingan terhadap bisnis dan kinerja keberlanjutan akan semakin luas. Astragraphia akan terus memperkuat bisnis dengan menerapkan transformasi digital yang berkesinambungan. Kerangka dan aspirasi keberlanjutan yang komprehensif juga disusun agar Perusahaan tidak hanya harus menguntungkan, tetapi juga harus berkelanjutan untuk dapat memberikan manfaat bagi bangsa dan peri kehidupan. Bersama pemangku kepentingan, Astragraphia akan terus bersinergi untuk mewujudkan masyarakat yang cerdas, sehat, sejahtera, dan lingkungan yang lestari.

Terima kasih kepada seluruh pemangku kepentingan atas kepercayaan, dukungan, dan kerja samanya selama ini. Mari kita bekerja sama demi masa depan yang lebih baik bagi semua.

In line with our commitment to realizing an inclusive and prosperous society, Astragraphia always strengthens social contributions based on the framework and aspirations that have been announced and determined, which includes short and long-term time targets, risk mapping, and management, as well as targets to be achieved.

Future Challenges & Optimism

Astragraphia understands that this sustainability journey cannot be completed without support, synergy, and collaboration with all stakeholders. We will face many challenges in order to realize sustainability amidst the dynamics of the current business conditions. However, experience in the business journey will teach us, while the sustainability framework and aspirations that have been established will guide us through every challenge.

This year, Astragraphia reinforced its sustainability steps by reaffirming its sustainability framework and aspirations. In the transition period to improve corporate sustainability, we will continue to be adaptive and innovative by implementing procedures and being prudent, taking into account every impact on Astragraphia and stakeholders, both now and in the future.

Stakeholders' demands for business and sustainability performance will be more extensive. Astragraphia will continue to strengthen its business by implementing sustainable digital transformation. A comprehensive sustainability framework and aspirations have also been prepared to ensure that the Company does not only have to be profitable but also has to be sustainable in order to be able to provide benefits to the nation and life. Collectively with stakeholders, Astragraphia will continue to have synergy in order to create a smart, healthy, prosperous society, as well as a sustainable environment.

Our gratitude to all stakeholders for their confidence, support, and cooperation up to the present day. Let's work together for a better future for all.

Hendrix Pramana
Presiden Direktur
President Director



Profil Perusahaan

Company Profile

Astragraphia senantiasa memberikan kontribusi positif untuk Indonesia dengan mendorong penerapan budaya perusahaan VIPS.

Astragraphia continuously making positive contributions to Indonesia by encouraging the implementation of VIPS corporate culture.





Informasi Perusahaan [GRI 2-1]

Corporate Information

 Nama Perusahaan Company Name PT Astra Graphia Tbk	 Bidang Usaha Line of Business Perdagangan dan Jasa Trading and Services	 Tanggal Pendirian Date of Establishment 31 Oktober 1975 October 31, 1975
 Dasar Hukum Pendirian Legal Basis of Establishment - Akta Pendirian No. 186 tanggal 31 Oktober 1975, dibuat di hadapan Notaris Kartini Muljadi, S.H. - SK Menteri Kehakiman No. Y.A.5/33/14 tanggal 12 Februari 1976 - Berita Negara Republik Indonesia tanggal 26 Maret 1976 No. 25, Tambahan No. 219 - Deed of Establishment No. 186 dated October 31, 1975, made before Notary Kartini Muljadi, S.H. - Minister of Justice Decree No. Y.A.5/33/14 dated February 12, 1976 - State Gazette of the Republic of Indonesia dated March 26, 1976 No. 25, Supplement No. 219	 Modal Dasar Authorized Capital Rp250.000.000.000 Terdiri dari 2.500.000.000 lembar saham, dengan nominal Rp100 per saham Consists of 2,500,000,000 shares, with a nominal value of Rp100 per share.	 Modal Ditempatkan dan Disetor Issued and Paid-up Capital Rp134.878.050.000 Terdiri dari 1.348.780.500 lembar saham, dengan nominal Rp100 per saham Consists of 1,348,780,500 shares, with a nominal value of Rp100 per share.
 Bursa Efek Stock Exchange Mencatatkan sahamnya di PT Bursa Efek Indonesia pada tanggal 15 November 1989 Listed shares on the Indonesia Stock Exchange on November 15, 1989.	 Kode Saham Ticker Code ASGR	 Komposisi Pemegang Saham Shareholder Composition - PT Astra International Tbk: 76,87% - Masyarakat Public: 23,13%
 Kantor Pusat Head Office PT Astra Graphia Tbk Jl. Kramat Raya No. 43, Jakarta 10450 T : +6221 390 9190; 390 9444 F : +6221 390 9181; 390 9388 E : info@astragraphia.co.id W: www.astragraphia.co.id	 Jumlah Karyawan per 31 Desember 2022 Number of Employees as of December 31, 2022 1.439 orang persons	



Sekilas Perusahaan

Company at a Glance

PT Astra Graphia Tbk (Astragraphia) adalah perusahaan publik dengan kode saham 'ASGR' yang didirikan pada tahun 1975 dan mencatatkan sahamnya di Bursa Efek Indonesia sejak tahun 1989. Sebagai pilar bisnis Astra di bidang teknologi informasi, Astragraphia fokus pada ruang lingkup bisnis layanan *printing* & digital. Astragraphia memiliki portofolio bisnis **Solusi Dokumen** dengan mitra eksklusif FUJIFILM Business Innovation, menghadirkan produk dan layanan berbasis solusi (*solution-based services*) yang mencakup seluruh aspek siklus dokumen mulai dari *input*, *digital document management*, hingga *document output*.

Astragraphia memiliki dua entitas anak, yaitu PT Astra Graphia Information Technology (AGIT) dan PT Astragraphia Xprins Indonesia (AXI). Entitas anak AGIT, melayani kebutuhan **Solusi Teknologi Informasi**, khususnya layanan digital terpadu, mencakup layanan *Digital Strategy*, *Digital ICT Foundation (Next Generation Infrastructure, Enterprise Business Application, dan Managed Operation)*, serta *Digital Platform*. Selain bekerja sama dengan mitra strategis kelas dunia, AGIT membangun solusi sendiri yang berfokus pada area *IOT Platform*, *Data Integration & Analytics*, serta *Mobile & Business Application*. Kemudian entitas anak AXI, menjalankan portofolio bisnis **Solusi Perkantoran** yang hadir melalui layanan *e-commerce* B2B bernama AXIQoe, layanan *online printing* bernama PrintQoe, serta 3D Printing yang mencakup layanan pemasaran dan purnajual untuk mesin cetak tiga dimensi dengan merek Creality.

PT Astra Graphia Tbk (Astragraphia) is a public company with ticker code 'ASGR', established in 1975 and has listed its shares on the Indonesia Stock Exchange since 1989. Astragraphia, Astra's business pillar in information technology, focuses on the Printing and Digital Services business scope. Our **Document Solution** business portfolio with our exclusive partner FUJIFILM Business Innovation covers all aspects of the document lifecycle, including inputs, digital document management, and outputs.

Astragraphia has two subsidiaries, PT Astra Graphia Information Technology (AGIT) and PT Astragraphia Xprins Indonesia (AXI). AGIT subsidiary serves the needs of **Information Technology Solution**, especially integrated digital services, including *Digital Strategy*, *Digital ICT Foundation (Next Generation Infrastructure, Enterprise Business Application, and Managed Operation)*, and *Digital Platform* services. In addition to working with world-class strategic partners, AGIT builds its solutions focusing on *IOT Platforms*, *Data Integration & Analytics*, and *Mobile & Business Applications*. Additionally, the subsidiary AXI manages an **Office Solution** business portfolio through a B2B e-commerce service called AXIQoe, an online printing service called PrintQoe, and a 3D Printing business portfolio through its Creality brand, which offers marketing and after-sales services for 3D printing machines.

Riwayat Singkat Perusahaan

Company Brief History

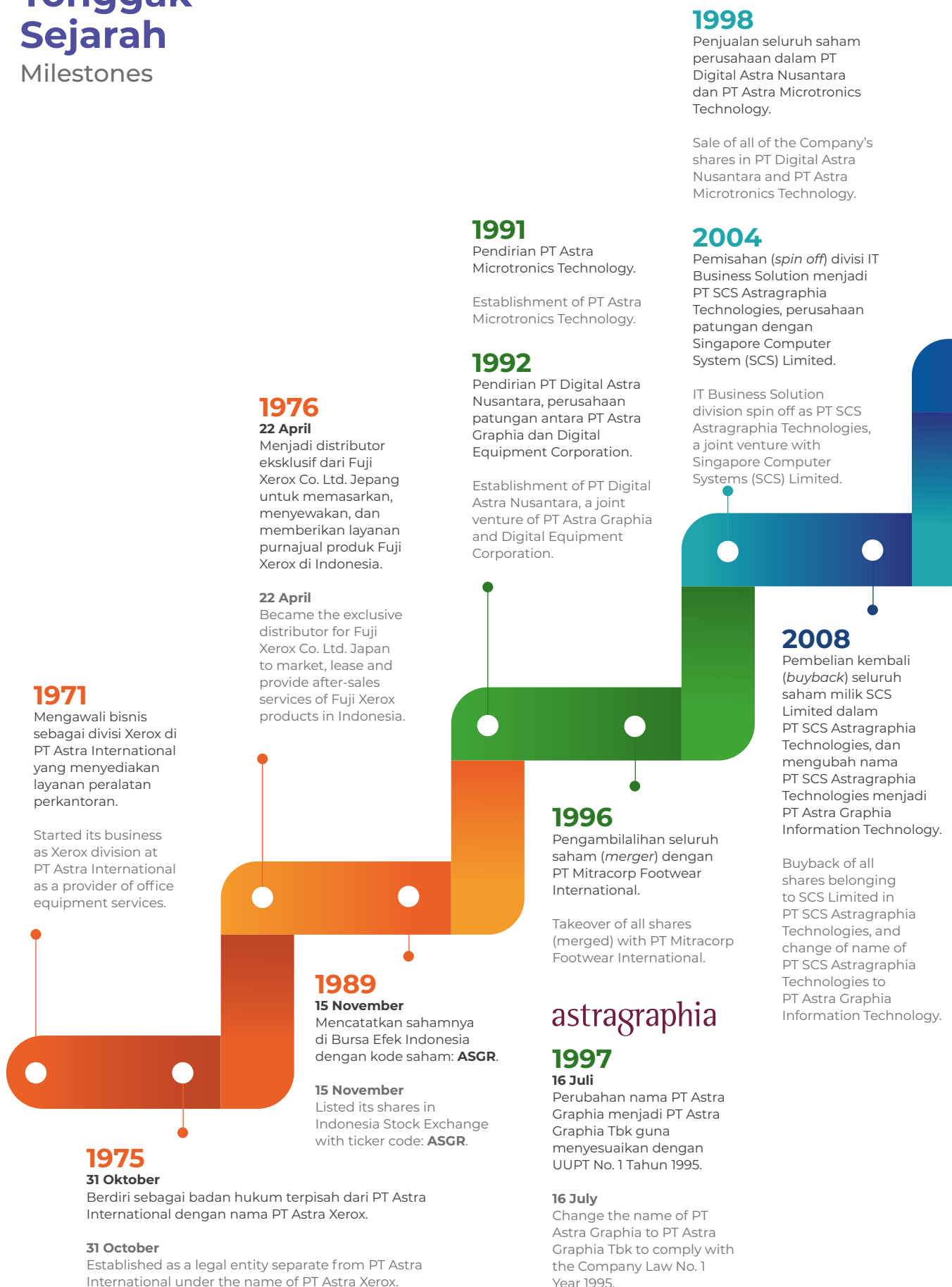
Nama Perusahaan Company Name	PT Astra Graphia Tbk	
Tanggal Pendirian Date of Establishment	31 Oktober 1975	October 31, 1975
Riwayat Singkat dan Perubahan Nama Perusahaan Brief History and Company Name Changes	31 Oktober 1975: didirikan di Jakarta dengan nama PT Astra Xerox. 5 Januari 1976: mengubah namanya menjadi PT Astra Graphia. 15 November 1989: pertama kali mencatatkan sahamnya di PT Bursa Efek Indonesia dengan kode saham ASGR. 16 Juli 1997: perubahan nama perusahaan menjadi PT Astra Graphia Tbk guna menyesuaikan dengan Undang-Undang No. 1 Tahun 1995 tentang Perseroan Terbatas	

- October 31, 1975: established in Jakarta under the name PT Astra Xerox.
- January 5, 1976: changed the name to PT Astra Graphia.
- November 15, 1989: first listed its shares on PT Bursa Efek Indonesia with the ticker code ASGR.
- July 16, 1997: Change the name of PT Astra Graphia to PT Astra Graphia Tbk to comply with the Company Law No. 1 Year 1995.



Tonggak Sejarah

Milestones





2016

Astragraphia memasuki bisnis *online* (e-commerce) melalui AXIQoe.com, Xerox Web Services.

Astragraphia entered online business (e-commerce) by establishing AXIQoe.com, Xerox Web Services.

2011

9 Agustus

Pendirian PT AGIT Monitise Indonesia, perusahaan patungan antara PT Astra Graphia Information Technology dan Monitise Asia Pacific Ltd., Hong Kong.

9 August

Establishment of PT AGIT Monitise Indonesia, a joint venture of PT Astra Graphia Information Technology and Monitise Asia Pacific Ltd., Hong Kong.

2014

14 Februari

- Pendirian PT Astragraphia Xprins Indonesia, yang merupakan pemisahan (*spin-off*) dari divisi Xprins dan Layanan Gerak Operation perusahaan.

27 Juni

- Penjualan seluruh saham PT Astra Graphia Information Technology dalam PT AGIT Monitise Indonesia kepada Monitise Plc, United Kingdom.

14 February

- Establishment of PT Astra Graphia Xprins Indonesia, a spin-off of the Xprins division and Company's Mobile Services Operation.

27 June

- Sale of all shares of PT Astra Graphia Information Technology in PT AGIT Monitise Indonesia to Monitise Plc, United Kingdom.

2019

22 April

Astragraphia ditunjuk sebagai distributor resmi oleh PT FUJIFILM Indonesia untuk memasarkan dan memberikan layanan purnajual dari rangkaian produk mesin cetak *offset digital* di seluruh wilayah Indonesia.

22 April

Astragraphia was appointed as an official distributor by PT FUJIFILM Indonesia to market and provide after-sales services for its range of offset digital printing products in all regions of Indonesia

2021

1 April

Perubahan nama prinsipal utama perusahaan dari Fuji Xerox Co., Ltd. menjadi FUJIFILM Business Innovation Corp., Astragraphia tetap dipercaya sebagai distributor eksklusif di Indonesia.

1 April

Change in the name of the Company's main principal Fuji Xerox Co., Ltd. to FUJIFILM Business Innovation Corp., Astragraphia remained trusted as the exclusive distributor in Indonesia.

2022

18 Januari

Entitas anak AXI, menjadi distributor eksklusif dari Shenzhen Creality 3D Technology Co., Ltd untuk memasarkan dan memberikan layanan purnajual untuk *printer* tiga dimensi dengan merek Creality di seluruh wilayah di Indonesia.

January 18

Subsidiary AXI, became the exclusive distributor of Shenzhen Creality 3D Technology Co., Ltd. to market and provide after-sales services for Creality-branded 3D printers throughout Indonesia.



Visi dan Misi

Vision and Mission

Visi vision

**Menjadi Mitra Pilihan dalam Layanan
*Printing dan Digital***

To Be Printing and Digital Services Preferred Partner

Misi mission

**Memberikan Nilai dalam Layanan
*Printing dan Digital***

To Deliver Value in Printing and Digital Services

* Visi dan misi Perusahaan telah ditelaah dan disetujui oleh Dewan Komisaris dan Direksi.
The Company's vision and mission have been reviewed and approved by Board of Commissioners and Directors.

Filosofi Perusahaan

Company Philosophy

Catur Dharma

Menjadi Milik yang Bermanfaat bagi
Bangsa dan Negara
To be an Asset to the Nation

Memberikan Pelayanan Terbaik
kepada Pelanggan
To Provide the Best Service to Our
Customers

Menghargai Individu dan Membina
Kerja Sama
To Respect Individuals and Promote
Teamwork

Senantiasa Berusaha Mencapai yang
Terbaik
To Continually Strive for Excellence

Budaya Perusahaan

Corporate Culture

VIPS

Bermanfaat bagi Bangsa dan
Peri Kehidupan
Valuable to the Nation and Life

Berinovasi dan Berkeunggulan
Kelas Dunia
Innovative and World Class Excellence

Menjadi *Partner* Pilihan Pelanggan
Preferred Partner for Customer

Kerja Sama yang Sinergis
Synergetic Teamwork



Bidang Usaha [GRI 2-6]

Line of Business

Astragraphia telah menyesuaikan maksud dan tujuan serta kegiatan usaha sebagaimana tercantum dalam anggaran dasar dengan Klasifikasi Baku Lapangan Usaha Indonesia (KBLI) Tahun 2020 guna memenuhi Peraturan Pemerintah Republik Indonesia No. 5 Tahun 2021 tentang Penyelenggaraan Perizinan Berbasis Risiko.

Berdasarkan Pasal 3 Anggaran Dasar Astragraphia, maksud dan tujuan Astragraphia adalah:

- a. Berusaha dalam bidang perdagangan;
- b. Berusaha dalam bidang jasa aktivitas profesional, ilmiah, dan teknis, jasa teknologi, informasi dan komunikasi, jasa penyewaan, dan jasa konsultasi;
- c. Berusaha dalam bidang konstruksi jaringan;
- d. Berusaha dalam bidang industri mesin dan peralatan kantor.

Kegiatan Usaha Utama

- a. Menjalankan usaha dalam bidang perdagangan:
 - i. Perdagangan besar mesin kantor, suku cadang, dan perlengkapannya;
 - ii. Perdagangan besar atas dasar balas jasa (*fee*) atau kontrak, termasuk mesin kantor dan komputer;
 - iii. Perdagangan besar komputer dan perlengkapan komputer;
 - iv. Perdagangan besar piranti lunak;
 - v. Perdagangan besar peralatan telekomunikasi;
 - vi. Perdagangan eceran komputer dan perlengkapannya;
 - vii. Perdagangan eceran piranti lunak (*software*);
 - viii. Perdagangan eceran mesin kantor.
- b. Menjalankan usaha dalam bidang jasa aktivitas profesional, ilmiah, teknis, jasa teknologi, informasi dan komunikasi, jasa penyewaan, dan jasa konsultasi, yaitu:
 - i. Aktivitas konsultasi manajemen lainnya;
 - ii. Aktivitas pengolahan data;
 - iii. Aktivitas *hosting* dan *ybdi*;
 - iv. Aktivitas penerbitan piranti lunak (*software*);
 - v. Aktivitas konsultasi komputer dan manajemen fasilitas komputer lainnya;
 - vi. Aktivitas teknologi informasi dan jasa komputer lainnya;
 - vii. Aktivitas penyewaan dan sewa guna usaha tanpa hak opsi mesin dan peralatan industri;
 - viii. Aktivitas fotokopi, penyiapan dokumen, dan aktivitas khusus penunjang kantor lainnya.

As stated in the articles of association, Astragraphia has adapted its purpose, objectives, and business activities to comply with the 2020 Indonesian Standard Industrial Classification (KBLI) in order to comply with Government Regulation No. 5 of 2021 regarding the Implementation of Risk-Based Licensing.

According to Article 3 of Astragraphia's Articles of Association, the company's purposes and objectives are as follows:

- a. To engage in trade;
- b. To engage in professional, scientific, and technical activities, technology, information and communication services, rental services, and consulting services;
- c. To engage in IT construction; and
- d. To engage in the machinery and office equipment industry.

Main Business Activities

- a. Engage in trading of:
 - i. Wholesale trading of office equipment, spare parts, and accessories;
 - ii. Wholesale trading on a fee or contractual basis, including office equipments and computers;
 - iii. Wholesale trading of computers and peripheral;
 - iv. Wholesale trading of software;
 - v. Wholesale trading of telecommunication equipment;
 - vi. Retail trading of computers and peripheral;
 - vii. Retail trading of software;
 - viii. Retail trading of office equipments.
- b. Engage in professional, scientific, and technical, technology services, information and communication, rental services, and consulting services, including:
 - i. Other management consulting services;
 - ii. Data processing services;
 - iii. Hosting and *ybdi* services;
 - iv. Software publishing services;
 - v. Computer consulting and other computer facility management services;
 - vi. Other information technology and computer services;
 - vii. Leasing services without option of industrial machinery and equipment;
 - viii. Photocopying, document preparation and other specialized office support services.



- c. Menjalankan usaha di bidang konstruksi:
 - i. Konstruksi jaringan komunikasi lainnya;
 - ii. Konstruksi sentral telekomunikasi.
- d. Menjalankan usaha di bidang industri (pembuatan) mesin fotokopi dan peralatan kantor lainnya. yaitu:
 - i. Membuat mesin fotokopi;
 - ii. Membuat mesin kantor dan peralatan kantor:
 - Membuat mesin kantor elektrik dan elektronik;
 - Membuat mesin dan peralatan kantor lainnya.

Kegiatan Usaha Penunjang

- a. Menjalankan aktivitas pengembangan aplikasi perdagangan melalui internet;
- b. Membuat dan mengoperasikan dan pengoperasian portal web dan/atau platform digital tanpa tujuan komersial;
- c. Membuat dan mengoperasikan portal web dan/atau platform digital dengan tujuan komersial guna mendukung kegiatan usaha utama Perseroan.

Produk dan jasa

Produk dan jasa yang dihasilkan adalah perdagangan mesin, suku cadang, dan perlengkapannya, penyewaan mesin multifungsi, dan jasa pemeliharaan mesin.

- c. Engage in construction business:
 - i. Construction of other communication networks;
 - ii. Construction of telecommunication centers.
- d. Engage in the manufacture of photocopiers and other office equipment, including:
 - i. Manufacturing photocopiers;
 - ii. Manufacturing office machines and office equipment, including:
 - Electrical and electronic office machines;
 - Other office machines and equipment.

Supporting Business Activities

- a. Development of internet trading applications;
- b. Develop and operate web portals operations and/or digital platforms without commercial purposes;
- c. Develop and operate web portals and/or digital platforms for commercial purposes to support the Company's main business activities.

Product and Services

The products and services provided by the Company are multifunction devices, spare parts, and accesories, renting multifunctional devices, and maintenance services.



Komposisi Pemegang Saham

Shareholder Composition

Komposisi Pemegang Saham

76,87% saham Astragraphia dimiliki oleh PT Astra International Tbk (Astra) dan 23,13% sisanya dimiliki oleh publik, seluruhnya diperdagangkan di Bursa Efek Indonesia.

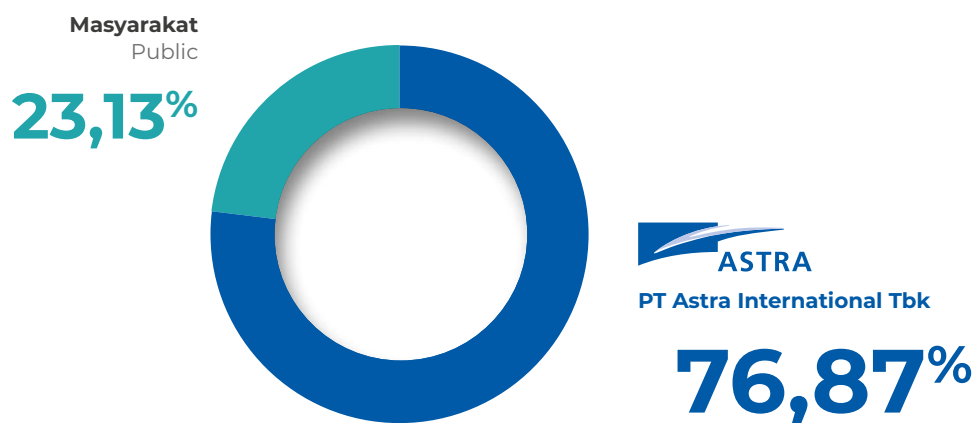
Shareholder Composition

76.87% of Astragraphia shares are owned by PT Astra International Tbk (Astra) and the remaining 23.13% are owned by the public, all of which are traded on the Indonesia Stock Exchange.

KOMPOSISI PEMEGANG SAHAM ASTRAGRAPHIA PER 31 DESEMBER 2022

Shareholder Composition of Astragraphia as of December 31, 2022

Pemegang Saham	Jumlah Saham Number of Shares	Persentase (%) Percentage (%)	Shareholders
Kepemilikan saham 5% atau lebih			Share ownership of 5% or more
PT Astra International Tbk	1.036.752.580	76,87	PT Astra International Tbk
Kepemilikan saham di bawah 5%			Share ownership below 5%
Dewan Komisaris dan Direksi	–	–	Board of Commissioners and Board of Directors
Masyarakat	312.027.920	23,13	Public
Jumlah	1.348.780.500	100,00	Total



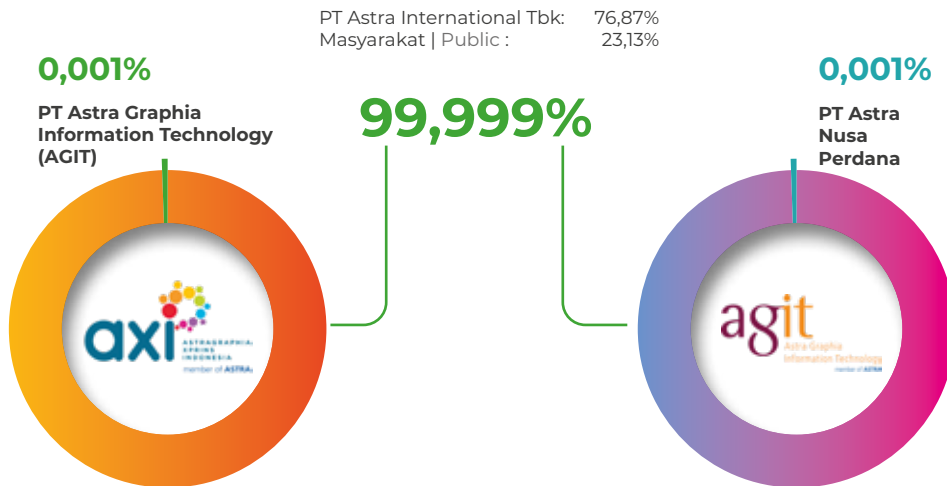


Struktur Grup Perusahaan

Corporate Group Structure

astragraphia

member of ASTRA



NAMA DAN PROFIL ENTITAS INDUK

Name and Profile of Parent Entity

Nama Name	PT Astra International Tbk
Tanggal Pendirian Establishment	20 Februari 1957 February 20, 1957
Persentase Kepemilikan Percentage of Ownership	Jardine Cycle & Carriage Limited: 50,11% Masyarakat Public: 49,89%
Bidang Usaha Business Fields	Perdagangan, industri, pertambangan, pengangkutan, pertanian, pembangunan (konstruksi dan real estat) dan jasa (aktivitas profesional; ilmiah dan teknis; jasa informasi dan komunikasi) Trading, industry, mining, transportation, agriculture, construction (building development and real estate), services (professional; scientific and technical activities; information and communication services)
Status Operasi Operation Status	Masih beroperasi Still in operations
Alamat Address	Menara Astra Jl. Jenderal Sudirman Kav. 5-6, Jakarta 10220



Nama dan Profil Entitas Anak [GRI 2-2]

Name and Profile of Subsidiaries

Astragraphia memiliki dua entitas anak yaitu PT Astra Graphia Information Technology dan PT Astragraphia Xprins Indonesia.

Astragraphia has two subsidiaries, PT Astra Graphia Information Technology and PT Astragraphia Xprins Indonesia.



PT Astra Graphia Information Technology

Jl. Kramat Raya No. 43 Jakarta 10450

Tanggal Pendirian Establishment	7 September 2004 September 7, 2004
Persentase Kepemilikan Percentage of Ownership	PT Astra Graphia Tbk: 99,999% PT Astra Nusa Perdana: 0,001%
Bidang Usaha Business Fields	Jasa Konsultasi dan penerapan teknologi informasi, dan sistem aplikasi serta pengoperasian sistem informasi Consulting and application of information technology services, and application systems as well as the operation of information systems
Status Operasi Operation Status	Masih beroperasi Still in operations
Total Aset Total Assets	Rp816,07 miliar billion



PT Astragraphia Xprins Indonesia

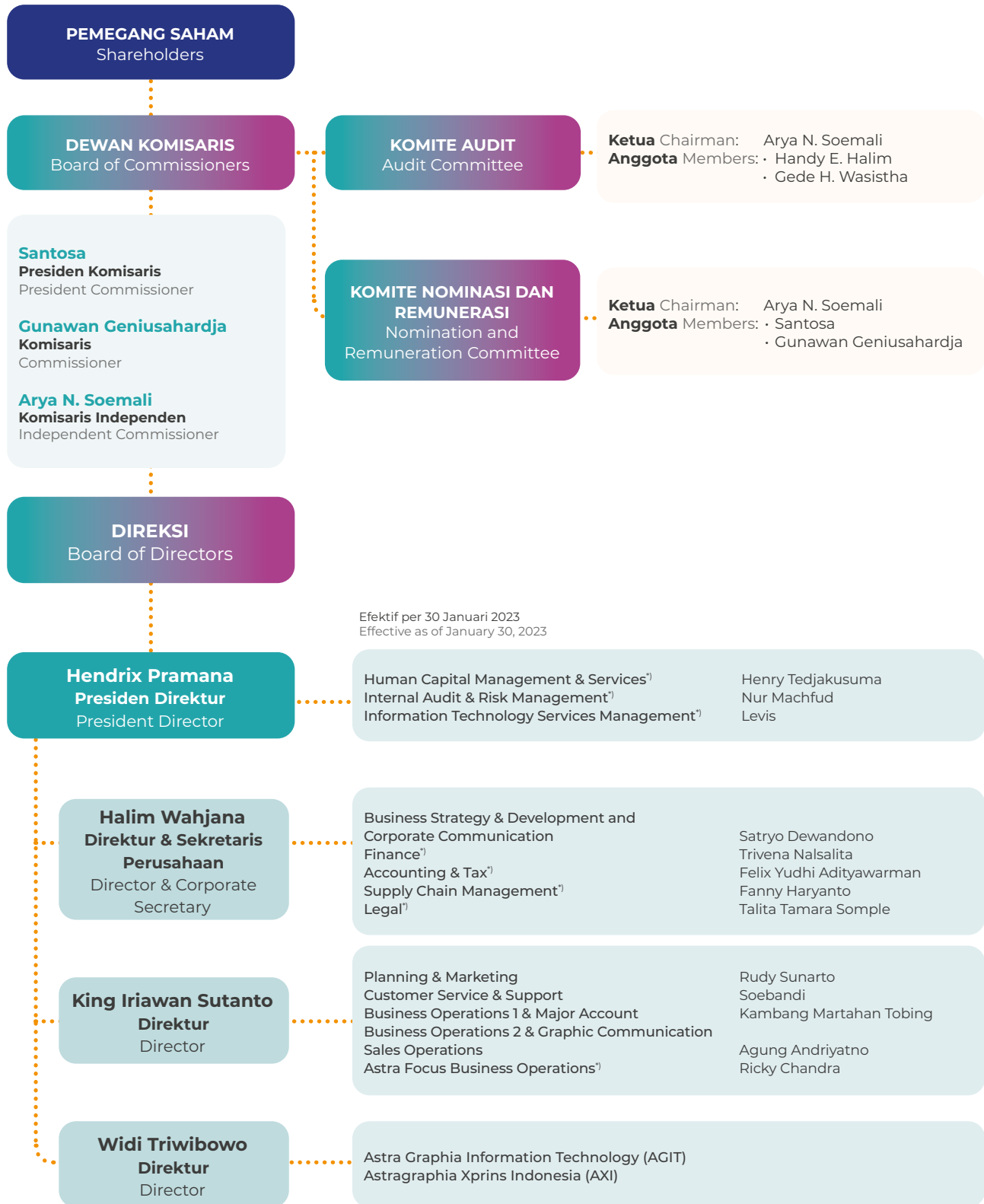
Jl. Kramat Raya No. 43 Jakarta 10450

Tanggal Pendirian Establishment	14 Februari 2014 February 14, 2014
Persentase Kepemilikan Percentage of Ownership	PT Astra Graphia Tbk: 99,999% PT Astra Graphia Information Technology: 0,001%
Bidang Usaha Business Fields	Pencetakan, perdagangan, pengangkutan dan pergudangan, jasa aktivitas profesional, jasa teknologi dan informasi, jasa penyewaan dan konsultasi, dan peralatan kantor Printing, trading, shipping and warehousing, professional activity services, information and technology services, rental and consulting services, and office equipment
Status Operasi Operation Status	Masih beroperasi Still in operations
Total Aset Total Assets	Rp283,59 miliar billion



Struktur Organisasi

Organizational Structure



^{*)} Shared Services



Logo Perusahaan

Corporate Logo

astragraphia
member of **ASTRA**

Nama Resmi : PT Astra Graphia Tbk
Nama Merek : Astragraphia

Official Name : PT Astra Graphia Tbk
Brand Name : Astragraphia

Logo Astragraphia yang digunakan saat ini merupakan transformasi kelima dari simbol perusahaan. Logo Astragraphia menggunakan warna burgundi dan huruf “g” pada logo Astragraphia, divisualisasikan dengan simbol grafis yang merepresentasikan keberlanjutan, ketidakterbatasan inovasi, serta solusi menyeluruh (*end-to-end*) yang dihadirkan Astragraphia untuk pelanggan.

The current Astragraphia logo is the fifth transformation of the Company’s symbol. It was decided to use the burgundy color and the letter “g” in the Astragraphia logo, visualized with a graphic symbol representing sustainability, the infinity of innovation, and offering Astragraphia’s end-to-end customer solutions.

Burgundi merupakan wujud kekayaan rona dari warna merah yang menunjukkan kekuatan dan menginterpretasikan sebuah kecanggihan. Oleh karena itu, penggunaan warna burgundi pada logo Astragraphia diharapkan dapat menunjukkan kekuatan perusahaan di mana Astragraphia telah berpengalaman dalam memberikan pelayanan kelas dunia, selalu beradaptasi dengan perkembangan zaman, dan memanfaatkan teknologi informasi secara utuh dan terintegrasi untuk memberikan inovasi bisnis kepada pelanggan.

Burgundy is a rich shade of red that conveys strength and sophistication. The use of burgundy color in the Astragraphia logo reflects the Company’s expertise in providing world-class services, proactively adapting to change, and utilizing information technology as a whole and integrated to deliver business innovation to customers.

Penggunaan warna burgundi pada logo serta simbol grafis “g” yang melambangkan ketidakterbatasan inovasi, membawa harapan Astragraphia dalam menyampaikan *brand promise* perusahaan sebagai *The Indispensable e-Partner* atau mitra Teknologi Informasi (TI) yang sangat dibutuhkan. Astragraphia memiliki tim yang memiliki komitmen dengan spesialisasi di berbagai bidang dan pengetahuan untuk membantu pelanggan dalam memahami potensinya untuk aktivitas bisnis di tengah perputaran bisnis global yang dinamis. Sebagai satu-satunya perusahaan yang berada pada lini bisnis Astra di bidang *Information Technology*, hal ini menjadikan Astragraphia *indispensable* bagi pelanggan.

Using burgundy in the logo and incorporating the “g” graphic symbol to symbolize sustainability and continuous innovation motivates Astragraphia to deliver on its brand promise as *The Indispensable e-Partner* or IT (Information Technology) partner. Astragraphia has a committed team with specializations in various fields and knowledge to help customers understand their potential for business activities in the midst of dynamic global business turnover. As the only Company in Astra engaged in the Information Technology business line, this makes Astragraphia is indispensable to customers.



Skala Usaha

Business Scale

Jumlah Karyawan

Per 31 Desember 2022, jumlah karyawan Astragraphia Group tercatat sebanyak 1.439 orang, di mana pemenuhan kebutuhan karyawan dilakukan melalui perencanaan serta evaluasi secara berkala dan mengedepankan pencapaian produktivitas karyawan yang baik di setiap lini sehingga jumlah karyawan di atas dapat mendukung operasional Astragraphia secara optimal.

Selain karyawan permanen dan sementara, Astragraphia juga bekerja sama dengan pihak ketiga yang memiliki tim khusus untuk bekerja dengan Astragraphia, di mana tidak termasuk dalam kategori karyawan dan tidak termasuk dalam data karyawan untuk Laporan Keberlanjutan ini. [\[GRI 2-7, 2-8\]](#)

Berikut adalah informasi mengenai jumlah karyawan berdasarkan level organisasi, masa kerja, usia dan jenis kelamin, pendidikan, dan status ketenagakerjaan dalam tiga tahun terakhir dimuat pada tabel-tabel sebagai berikut:

Number of Employee

As of December 31, 2022, the number of Astragraphia Group employees was recorded at 1,439 people, in which the fulfillment of employee needs is conducted through regular planning as well as evaluation and prioritizing the achievement of excellent productivity of employees in each line thus the number of employees above can optimally support Astragraphia's operations.

Besides permanent and temporary employees, Astragraphia also cooperates with third parties who have specialized teams to work with Astragraphia, which are not included in the employee category and are not included in the employee data for this Sustainability Report. [\[GRI 2-7, 2-8\]](#)

The following information regarding the number of employees by organizational level, years of service, age and gender, education, and employment status in the last three years is contained in the following tables:

JUMLAH KARYAWAN Number of Employees

Deskripsi Description	2022	2021	2020
Astragraphia	834	850	910
AGIT	556	415	447
AXI	49	66	83
Jumlah Total	1.439	1.325	1.440

JUMLAH KARYAWAN BERDASARKAN LEVEL ORGANISASI Number of Employees Based on Organizational Level

Level	2022			2021			2020		
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI
Staf Staff	756	519	43	778	371	59	831	403	74
Manajerial Managerial	78	37	6	68	42	7	79	44	9
Sub Total	834	556	49	846	413	66	910	447	83
Jumlah Total	1.439			1.325			1.440		



JUMLAH KARYAWAN BERDASARKAN MASA KERJA

Number of Employees Based on Term of Office

Masa Kerja Term of Office	2022			2021			2020		
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI
0-5 Tahun Years	226	341	13	215	211	23	272	234	34
5-10 Tahun Years	196	58	21	212	73	24	213	88	25
10-15 Tahun Years	103	71	3	91	51	2	63	49	5
15-20 Tahun Years	28	35	3	35	21	4	45	22	4
20-25 Tahun Years	59	31	2	79	29	6	93	30	6
25-30 Tahun Years	149	16	3	175	23	4	199	23	8
>30 Tahun Years	73	4	4	39	5	3	25	1	1
Sub Total	834	556	49	846	413	66	910	447	83
Jumlah Total	1.439			1.325			1.440		

JUMLAH KARYAWAN BERDASARKAN USIA

Number of Employees Based on Age

Usia (Tahun) Age (Years Old)	2022						2021						2020					
	Astragraphia		AGIT		AXI		Astragraphia		AGIT		AXI		Astragraphia		AGIT		AXI	
	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F	L/M	P/F
< 18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18–25	83	7	14	12	0	1	64	8	28	20	0	0	78	15	48	34	0	2
26–35	265	50	201	104	8	10	274	57	126	70	14	16	295	60	127	62	19	21
36–45	135	21	107	27	12	8	145	23	74	22	15	8	140	22	84	23	19	7
46–55	227	46	80	11	8	2	229	46	65	8	10	3	249	51	61	8	10	5
Sub Total	710	124	402	154	28	21	712	134	293	120	39	27	762	148	320	127	48	35
Jumlah Total	834		556		49		846		413		66		910		447		83	
Grand Total	1.439						1.325						1.440					



JUMLAH KARYAWAN BERDASARKAN PENDIDIKAN

Number of Employees Based on Education

Pendidikan Education	2022			2021			2020		
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI
SD-SLTP Elementary-Junior High School	6	0	0	7	0	0	9	0	0
SLTA Senior High School	196	7	4	215	3	5	238	4	8
Diploma	193	37	12	186	17	12	183	16	14
S1 Bachelor Degree	431	496	31	432	375	48	471	407	60
S2 & S3 Post Graduate	8	16	2	6	18	1	9	20	1
Sub Total	834	556	49	846	413	66	910	447	83
Jumlah Total	1.439			1.325			1.440		

JUMLAH KARYAWAN BERDASARKAN STATUS KETENAGAKERJAAN

Number of Employees Based on Employment Status

Pendidikan Education	2022			2021			2020		
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI
Permanen Permanent	834	419	49	846	413	66	909	419	82
Kontrak Contract	0	137	0	0	0	0	1	28	1
Sub Total	834	556	49	846	413	66	910	447	83
Jumlah Total	1.439			1.325			1.440		



Kapitalisasi Aset dan Kewajiban

Capitalization of Assets and Liabilities

Aset Lancar

Pada 31 Desember 2022, nilai aset lancar mencapai Rp2.226,33 miliar, turun sebesar 0% atau setara dengan Rp0,65 miliar dibandingkan tahun 2021

Aset Tidak Lancar

Pada 31 Desember 2022, nilai aset tidak lancar mencapai Rp451,32 miliar, naik 5% dibandingkan tahun 2021. Kenaikan dikontribusikan dari meningkatnya pajak penghasilan badan dan aset pajak tangguhan.

Persediaan dan aset tetap dilindungi oleh asuransi risiko kebakaran dan risiko lainnya dengan nilai pertanggungan maksimum untuk persediaan sebesar Rp365,00 miliar dan untuk aset tetap sebesar Rp237,60 miliar. Nilai pertanggungan tersebut cukup memadai untuk menutup kemungkinan kerugian atas risiko di atas.

Current Assets

As of December 31, 2022, the amount of current assets was Rp2,226.33 billion, a decrease of 0% or equivalent to Rp0.65 billion compared to 2021.

Non-Current Assets

As of December 31, 2022, the amount of non-current assets was Rp451.32 billion, an increase of 5% compared to 2021. The increase was contributed by the rise in corporate income tax and deferred tax assets.

Inventories and fixed assets are covered by fire and other risks insurance with maximum sum insured for inventories of Rp365.00 billion and for fixed assets of Rp237.60 billion. The sum insured is adequate to cover possible losses arising from the above risks.

Tabel Jumlah Aset Perusahaan

Table of Company's Assets

Keterangan	Nilai (Rp miliar) Value (Rp billion)		Naik (Turun) Increase (Decrease)		Description
	2022	2021	Nilai (Rp miliar) Value (Rp billion)	%	
Aset Lancar	2.226,33	2.226,98	(0,65)	0	Current Assets
Aset Tidak Lancar	451,32	428,30	23,02	5	Non-Current Assets
Jumlah Aset	2.677,65	2.655,28	22,37	1	Total Assets

Liabilitas

Pada 31 Desember 2022, liabilitas Astragraphia mencapai Rp984,43 miliar, turun sebesar 4% atau setara dengan Rp43,20 miliar dibandingkan tahun 2021. Penurunan terbesar dari utang usaha sebesar 14%, seiring dengan penurunan pendapatan di akhir tahun 2022 dibandingkan dengan tahun 2021.

Liabilitas kontrak juga mengalami kenaikan sebesar Rp12,70 miliar atau sebesar 6% karena kontrak di Solusi Teknologi Informasi yang lebih besar di tahun 2022 dibandingkan dengan tahun 2021.

Liabilities

As of December 31, 2022, Astragraphia's liabilities stood at Rp984.43 billion, a decrease of 4% or equivalent to Rp43.20 billion compared to 2021. The major decrease was due to trade payables by 14%, following the decrease in revenue at the end of 2022 compared to 2021.

Contract liabilities also increased by Rp12.70 billion or 6% due to larger contracts in Information Technology Solutions in 2022 compared to 2021.



Ekuitas

Pada 31 Desember 2022, Astragraphia membukukan ekuitas sebesar Rp1.693,22 miliar, meningkat 4% atau sebesar Rp65,57 miliar dibandingkan tahun 2021, yang disebabkan oleh peningkatan saldo laba di 2022. Peningkatan saldo laba tersebut diperoleh dari hasil laba bersih dikurangi dengan pembagian dividen selama tahun 2022 yaitu sejumlah Rp36,42 miliar.

Equity

As of December 31, 2022, Astragraphia recorded equity of Rp1,693.22 billion, an increase of 4% or Rp65.57 billion compared to 2021, due to an increase in retained earnings in 2022. The increase in retained earnings was due to the net income less dividend distribution during 2022, which amounted to Rp36.42 billion.

Tabel Liabilitas dan Ekuitas Perusahaan
Table of Company Liabilities and Equity

Keterangan	Nilai (Rp miliar) Value (Rp billion)		Naik (Turun) Increase (Decrease)		Description
	2022	2021	Nilai (Rp miliar) Value (Rp billion)	%	
Liabilitas Jangka Pendek	918,00	941,90	(23,90)	-3	Current Liabilities
Liabilitas Jangka Panjang	66,43	85,73	(19,30)	-23	Non-Current Liabilities
Jumlah Liabilitas	984,43	1.027,63	(43,20)	-4	Total Liabilities
Ekuitas	1.693,22	1.627,65	65,57	4	Equity
Jumlah Liabilitas dan Ekuitas	2.677,65	2.655,28	22,37	1	Total Liabilities and Equity



Keanggotaan Asosiasi [GRI 2-28]

Association Membership

Astragraphia berperan aktif dalam forum komunikasi formal sebagai anggota di berbagai asosiasi bisnis untuk membina dan melakukan hubungan baik dengan berbagai pihak dalam rangka mengembangkan jaringan. Bersama-sama, Astragraphia berkontribusi membahas dan memberikan masukan mengenai berbagai isu seperti kebijakan pemerintah, ketenagakerjaan, serta perkembangan kondisi ekonomi, politik, dan sosial. Keterlibatan Astragraphia dalam asosiasi bisnis antara lain:

- Asosiasi Distributor Resmi Mesin Fotocopy Berwarna dan Mesin Multifungsi Berwarna (ADMINKOM)
- Asosiasi Emiten Indonesia (AEI)
- Asosiasi Industri Teknologi Informasi (AITI)
- Asosiasi Pengusaha Komputer Indonesia (Apkomindo)
- Asosiasi Perusahaan Perdagangan Barang, Distributor, Keagenan dan Industri Indonesia (ARDIN INDONESIA)
- Asosiasi Pengadaan Pemeliharaan Perlengkapan Pegawai dan Kantor
- Asosiasi Perusahaan Teknik Mekanikal Elektrikal (APTEK) Provinsi DKI Jakarta
- Asosiasi Perusahaan Pengadaan Komputer dan Telematika Indonesia (ASPEKMI)
- Indonesia Corporate Secretary Association (ICSA)
- Kamar Dagang dan Industri (KADIN) Indonesia
- Perhimpunan Hubungan Masyarakat Indonesia (PERHUMAS)
- Association of Authorized Distributors of Color Photocopiers and Color Multifunction Machines (ADMINKOM)
- Indonesian Issuers Association (AEI)
- Information Technology Industry Association (AITI)
- Indonesian Computer Entrepreneurs Association (Apkomindo)
- Association of Indonesian Distributor, Agency and Industrial Goods Trading Company (ARDIN INDONESIA)
- Association for the Procurement of Equipment and Office Maintenance
- Association of Mechanical-Electrical Engineering Companies (APTEK) DKI Jakarta Province
- Association of Indonesian Computer and Telematics Procurement Companies (ASPEKMI)
- Indonesian Association of Corporate Secretary (ICSA)
- Indonesian Chamber of Commerce and Industry (KADIN)
- Indonesian Public Relations Association (PERHUMAS)

Perubahan Signifikan

Significant Change

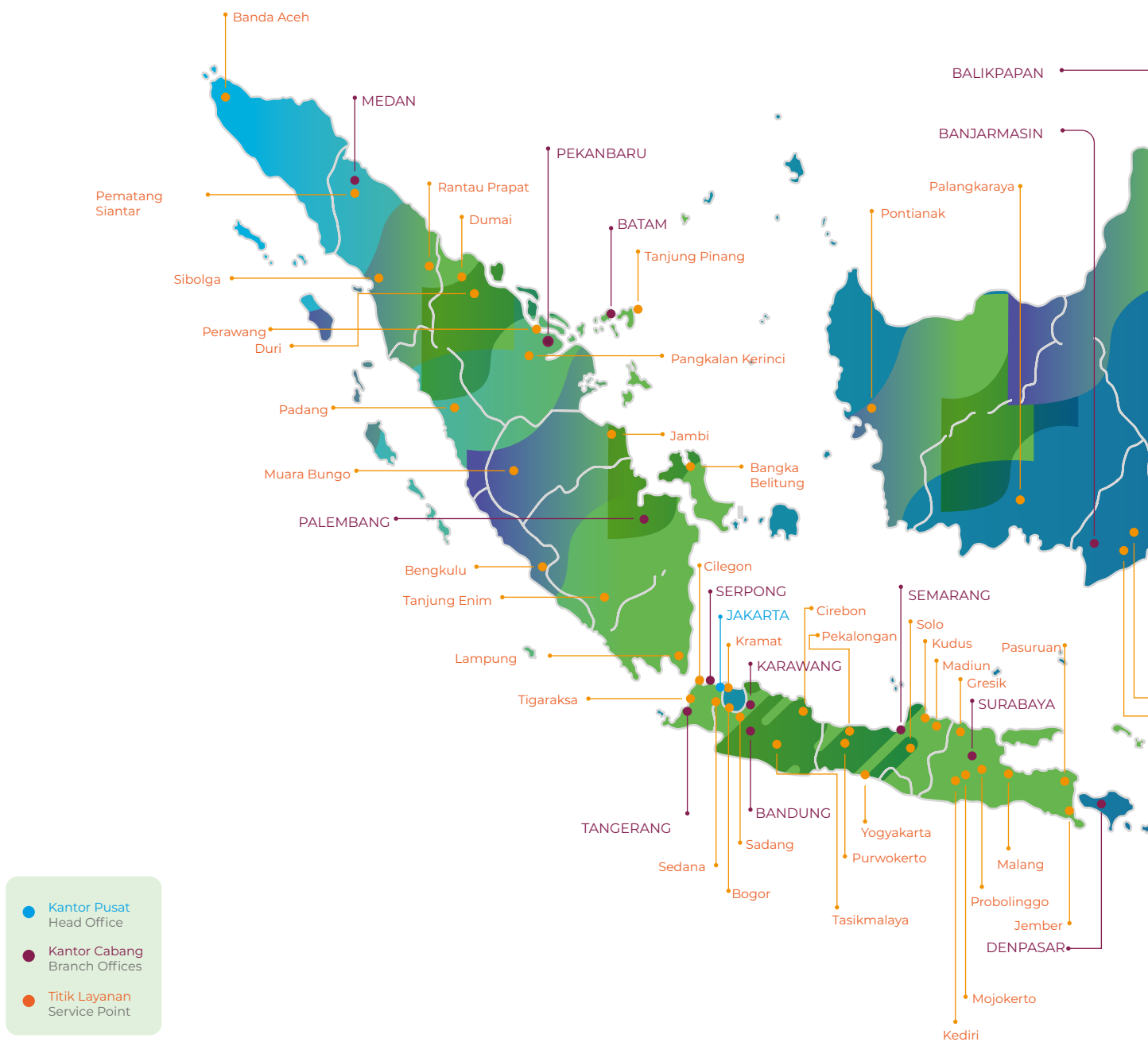
Pada tahun 2022, Astragraphia tidak melakukan merger/ penggabungan perusahaan, penutupan/pembukaan pabrik/unit usaha baru. Di tahun 2022 juga tidak terdapat perubahan yang signifikan terkait dengan sektor bisnis, struktur kepemilikan, rantai pasokan, daftar topik material, dan batasan topik perusahaan.

In 2022, Astragraphia did not conduct any mergers/ company combinations, closure/opening of factories/ new business units. In 2022 there were also no significant changes related to the Company's business sector, ownership structure, supply chain, material topic list, and topic boundaries.



Wilayah Operasional

Operational Areas





Kantor Cabang
Branch Offices

31



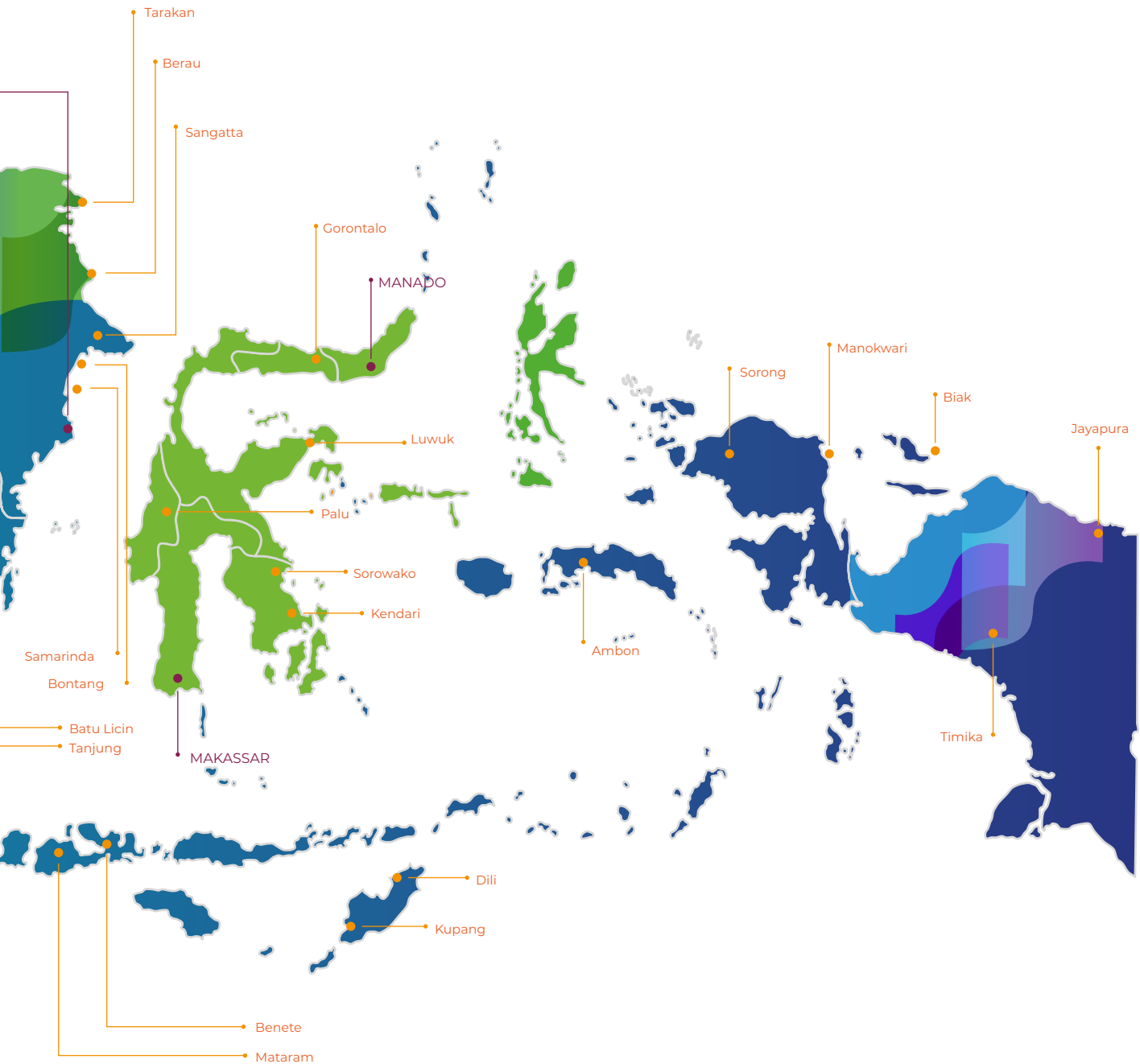
Titik Layanan
Service Points

93



Kota dan Kabupaten
Cities and Regencies

514





Kantor Cabang dan Titik Layanan Astragraphia

Branch Offices and Service Points of Astragraphia

Cabang/Titik Layanan Branch/Service Point	Alamat Address	Telepon Phone	Faksimile Facsimile
HEAD OFFICE	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 390 9444; 390 9190; 314 5925; 230 2429; 230 2460	(021) 390 9181; 390 9388
JAKARTA MAJOR ACCOUNT (MASO-1, MASO-2, MASO-3)	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 392 5966	(021) 3192 7646
GOVERNMENT SALES OPERATIONS (GSO)	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 390 9444; 390 9190	(021) 3006 1201
ASTRA FOCUS BUSINESS OPERATIONS (AFBO-1, AFBO-2, AFBO-3)	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 390 9444; 390 9190	(021) 3006 1201
JAKARTA 1	Menara Astra lantai 12 Jl. Jendral Sudirman Kav. 5-6, Jakarta 10220	(021) 5080 6400	(021) 5082 1971
JAKARTA 2	Menara Astra lantai 12 Jl. Jendral Sudirman Kav. 5-6, Jakarta 10220	(021) 5082 1941	(021) 5082 1972
JAKARTA 3	Menara Astra lantai 12 Jl. Jendral Sudirman Kav. 5-6, Jakarta 10220	(021) 5082 1942	(021) 5082 1973
PONTIANAK	Jl. Perdana Komplek Central Perdana No. A15 Pontianak - Kalimantan Barat	(0811) 577 7140	(0561) 810 6377
JAKARTA 4	Graha Simatupang Tower 1D, 1 st & 10 th Jl. Letjend TB Simatupang Kav. 38, Jakarta 12540	(021) 782 9182	(021) 782 9181
SERPONG	Kawasan Astra Business Centre Kav. Commercial Park Barat 1-11G Jl. BSD Raya Utama, Kec. Pagedangan Tangerang, Banten 15331	(021) 3000 6648	(021) 3043 3000
BOGOR	Ruko Pandu No. 15 Jl. H. Achmad Adnawijaya RT.001 RW.005 Kel. Tegal Gundil, Kec. Bogor Utara Bogor, Jawa Barat	(0251) 837 2708	(0251) 755 8247
JAKARTA 5	Gedung Jamsostek, Menara Utara Lt. 16 Jl. Gatot Subroto No. 38 Jakarta 12710	(021) 522 0330	(021) 522 0331
JAKARTA 6	Gedung Jamsostek, Menara Utara Lt. 16 Jl. Gatot Subroto No. 38 Jakarta 12710	(021) 522 0330	(021) 522 0331
JAKARTA 7	Gedung Jamsostek, Menara Utara Lt. 16 Jl. Gatot Subroto No. 38 Jakarta 12710	(021) 522 0330	(021) 5220331
TANGERANG	Jl. Siswa Dalam No. 23 RT 001/RW 003, Suka Asih Tangerang, Banten 15111	(021) 552 6818	(021) 552 6491
CILEGON	Ruko Cilegon Green Megablock, Blok E.2 No.35 Cibeber-Cilegon, Banten.	(0254) 8484 251, (0254) 383 106	(0254) 383 107
TIGARAKSA	Ruko Multiguna Biz Point Blok R 3 No.19, Cikupa Tigaraksa	(021) 5964 3842	—
KARAWANG 1	Ruko Arkadia Mataram Jl Mataram Blok B16, Kelurahan Cibatu, Cikarang Selatan	(021) 2210 4648	(0267) 643191
SEDANA	Ruko Sedana No. 21 Jl. Sedana Golf, Pintu Toll Karawang Barat Desa Wadas Teluk Jambe, Karawang 41361	(0267) 644 441	(0267) 643 093
SADANG	Jl. Sadang Raya No 242B, RT 31/RW 07 Ciwangi Bungursari Purwakarta	(0264) 8305 329	—



Cabang/Titik Layanan Branch/Service Point	Alamat Address	Telepon Phone	Faksimile Facsimile
KARAWANG 2	Ruko Grand Wisata Blok AA 9/No. 70-71 Jl. Celebration Boulevard, Tambun, Bekasi Timur 17510	(021) 8261 6042	(021) 82616041
BANDUNG	Jl. Wastukencana, No. 25, Bandung 40117	(022) 420 1032; 420 4564; 420 1033	(022) 423 7501
CIREBON	Ruko Tuparev Superblock–Blok B Lantai 1 No. 3 Jl. Tuparev No. 83, Cirebon	(0231) 226087	(0231) 226087
TASIKMALAYA	Pondok Kharisma Residence Jl. Kemuning No. C11, RT002/RW021 Panglayungan, Cipedes, Tasikmalaya	0853 4220 7313	—
SEMARANG	Jl. S. Parman No. 53	(024) 844 8880; 844 8881	(024) 831 6066
SOLO	Jl. Jambu No. 89 RT 004/RW 006 Laweyan, Solo	(0271) 746 9653; 0815 7552 4051	—
YOGYAKARTA	Jl. Ngeksigondo No. 37, Prenggan, Kotagede, Yogyakarta	(0274) 284 1328; 0815 7552 4041	—
PURWOKERTO	Jl. Jendral Ahmad Yani No. 14, Kedungwuluh Purwokerto Barat, Kabupaten Banyumas	0811 2500 345	—
PEKALONGAN	Perum Bina Griya Blok BV No. 216 Medono, Pekalongan	0815 1073 6010	—
KUDUS	Jl. Perum Jember Permai Blok D No. 9 Purwosari, Kudus	0856 4095 0998	—
SURABAYA 1	Jl. Kombes Pol. M. Duryat, No. 22, Surabaya 60262	(031) 534 0175; 548 2682	(031) 534 1210
KEDIRI	Perum Candra Kirana N-4 RT 38/RW 8 Kel. Bandar Lor, Kec. Mojoroto, Kediri, Jawa Timur 64112	0856 4138 1928; 0857 0892 1313; 0819 9895 7453; 0896 7141 5916	—
GRESIK	Pondok Permata Suci Jl. Topaz Raya No. 16 Suci, Manyar, Gresik, Jawa Timur	0813 1511 3873; 0815 1073 6064	—
MOJOKERTO	Perumahan Puskopad Jl Betet No 24, Sooko, Mojokerto, Jawa Timur	0812 5298 430; 0816 1570 1900; 0815 1073 5781	—
MADIUN	Puri Soekarno Hatta Regency Blok C-3 Jl. Galuan I, Kel. Demangan, Kec.Taman, Madiun	0852 2026 6303; 0852 7345 1628	—
SURABAYA 2	Jl. Kombes Pol. M. Duryat No. 22, Surabaya 60262	(031) 534 0175; 548 2682	(031) 534 1210
MALANG	Jl. Borobudur Agung Barat VII No. 8B, Mojolangu Kec.Lowokwaru, Malang, Jawa Timur	0857 4180 5789; 0822 9578 8523; 0857 4837 1143; 0815 1073 1799; 0856 9417 0546	—
JEMBER	Perumahan Gunung Batu Permai Blok G No. 56 Sumbersari, Kec.Sumbersari, Jember, Jawa Timur	0815 1073 6049	(0331) 333 941
PANDAAN/PASURUAN	Perumahan Graha Pandaan Blok D No. 30 Jogosari, Pandaan, Jawa Timur	0858 8214 7470; 0812 4142 4162	—
PROBOLINGGO	Perum Asabri Blok C No.109, RT 003/RW 012 Kanigaran, Probolinggo, Jawa Timur	0815 1073 6169	—
DENPASAR	Jl. Gatot Subroto Barat No. 18 Kerobokan, Denpasar 80361	(0361) 410 277; 433 709; 432 734	(0361) 436 072
MATARAM/LOMBOK	Jl. Swakarsa 3, Puri Citra Panji Tilar Blok D5 Kekalik Jaya, Kec. Sekarbela, Kota Mataram, NTB	(0370) 7844034	—
KUPANG	Jl. HTI IV No. 9 RT 021/RW 02 Kel. Oebufu, Kec. Oebobo, Kupang, NTT	(0380) 8449715	—
BENETE	Pasir Putih Utara RT 03/RW 01 Ds. Pasir Putih, Kec. Maluku, Kab. Sumbawa Barat, NTB	0877 7116 5556	—
DILI	Gideon—Vila Verde—Vera Cruz Dili, Timor Leste	(670) 723 4726; 733 9221	—
MEDAN	Jl. Sisingamangaraja KM 6,5 No. 4 Harjosari II Medan Amplas, Medan 20147	(061) 787 1000	(061) 788 2033
BANDA ACEH	Jl. Tengku Ismail I, Doi, Kec. Ulee Kareng Kota Banda Aceh 23127	0852 6025 0767	—



Cabang/Titik Layanan Branch/Service Point	Alamat Address	Telepon Phone	Faksimile Facsimile
PEMATANG SIANTAR	Perumahan Meranti Permai Jl. Meranti Madu No. 33, Pematang Siantar 21137	0821 7675 2743	—
RANTAU PRAPAT	Jl. AMD Purwodadi, Komp.Mutiara Residence No. 40 Bakaran Batu, Rantau Selatan 21421	0821 6515 5177	—
SIBOLGA	Jl. Rasak No. 12, Kel. Pancuran Dewa Kec. Sibolga Sambas, Kota Sibolga 22531	0813 7243 1029	—
BATAM	Bintang Industrial Park I, No. 23-B Jl. Yos Sudarso, Batu Ampar, Batam 29422	(0778) 412 173; 412 363	(0778) 412 183
TANJUNG PINANG	Jl. DI Panjaitan Batu 8 Perumahan Pesona Asri Blok B No. 5, Tanjung Pinang	0812 7688 2585; 0822 8537 5336	—
PEKANBARU	Jl. Sisingamangaraja No. 149, Pekanbaru 28142	(0761) 33519; 47756	(0761) 23575
PANGKALAN KERINCI	Jl. Keluarga BTN BPP Blok A No. 27, RT 6/RW 7 Kel. Pangkalan Kerinci, Kec. Pangkalan Kerinci Kab. Pelalawan, Prov. Riau 28654	0815 1073 5764	—
DURI	Jl. Nusantara I No. 32B, Kelurahan Air Jamban Kec. Mandau, Kota Duri 28783	0815 1073 5753	—
PADANG	Jl. Gajah Mada No. 7 A, Kampung Olo, Kec. Naggalo Kota Padang 25173 (Depan Kejaksaan Negeri Padang)	(0751) 8971 083; 081 1665 8551	—
MUARA BUNGO	Jl. M. Saidi Lorong Kehakiman No. 022, RT 01/RW 01 Kel. Bungo Barat, Kec. Pasar Muara Bungo, Kab. Bungo Prov. Jambi 37214	0815 1073 5750	—
DUMAI	Jl. Semangka Kel/Ds. Pangkalan Sesai Kec. Dumai Barat, Kota Dumai, Prov. Riau 28824	0815 1073 5753	—
JAMBI	Jl. Halmahera No. 24, RT 20, Kel. Kebun Handil Kec. Jelutung, Kota Jambi 36137	(0741) 445 382	(0741) 445 382
PERAWANG	Perumahan KPR2, Jl. Dua No. 60 Kota Perawang Kec. Tualang, Kab. Siak, Prov. Riau 28772	0853 7527 6749	—
PALEMBANG	Jl. Demang Lebar Daun No. 176, Palembang 30137	(0711) 355 100	(0711) 359 077
BANGKA BELITUNG	Jl. Delima 1 No 224, RT 07/RW 03, Kel. Taman Bunga Kec. Gerunggang Bukit Baru, Pangkal Pinang	(0717) 431 855; 0815 1073 5771; 0812 7436 0666	—
TANJUNG ENIM	Jl. Sidoharjo No. 924, Gereja Tengah, Talang Jawa Tanjung Enim 31716	(0734) 451 552; 0815 1073 5788	—
LAMPUNG	Jl. Way Sekampung No. 64, Kel. Pahoman, Kec. Teluk Betung Utara, Bandar Lampung 35213	(0721) 261 674; 0821 8046 3455	—
BENGKULU	Jl. Ciliwung 2 No. 05, RT 012/RW 004 Kel.Padang Harapan, Kec. Gading Cempaka, Bengkulu	0815 1073 5773	—
BALIKPAPAN	Jl. Jend. Sudirman No. 89, Balikpapan 76114	(0542) 733 307; 0821 51695772	(0542) 731 125
SAMARINDA	Perumahan Villa Tamara Blok P No. 07 Gunung Kelua, Samarinda Ulu 75123	(0541) 625 2264; 0821 5193 0349; 0813 4755 7664	—
TARAKAN	Jl. Purna Wirawan No 26 A, RT 3, Tarakan, Kalimantan Utara	0812 1988 5172	—
BERAU	Jl. Durian 3, Gg. Arjuna No. 15 (77315) Tanjung Redeb, Berau	0812 1864 6801	—
BONTANG	Jl. Pontianak No 13, RT 26, Kel. Gunung Teliha Kec. Bontang Barat, Kota Bontang	(0548) 303 6692	—
SANGATTA	Jl. Yos Sudarso IV, Gg. Rejeki 5B No. 72, RT 36 Teluk Lingga, Sangatta Utara	(0549) 203 3704	—
BANJARMASIN	Jl. Gatot Subroto Raya No. 4, RT 27/RW 02 Banjarmasin 70237	(0511) 325 2520	(0511) 325 2521
PALANGKARAYA	Jl. Gumarak No.11, Kel. Langkai, Kec. Pahandut Kota Palangkaraya, Kalimantan Tengah 73111	(0536) 323 5834	(0536) 323 5834
BATU LICIN	Jl. Inggub RT 09, Gg. Padi Dua, Desa Kampung Baru Kec.Simpang Empat, Kab.Tanah Bumbu, Batu Licin 72200	(0518) 303 1296	(0518) 303 1296
TANJUNG	Jl. Mabuun Raya Komp. Swadarma I Blok C No. 4 RT 004/RW 02, Kel. Mabuun, Kec. Murung Pudak Kab. Tabalong	(0526) 202 2827	(0526) 202 2827



Cabang/Titik Layanan Branch/Service Point	Alamat Address	Telepon Phone	Faksimile Facsimile
MAKASSAR	Jl. Dr. Sam Ratulangi No. 32, Makassar 90125	(0411) 8111 811; 854 868; 858 901	(0411) 852 252
KENDARI	Jl. Samaturu No. 3, Kel. Bonggoeya, Kec. Wua Wua Kendari 93117, Sulawesi Tenggara	0821 8883 1882	—
SOROWAKO	Jl. Sulawesi, Rahmindo Residence Blok A No 8, Palopo	0852 4263 7756	—
MANADO	Grand Kawanua Citywalk, Ruko Golden Kawanua Blok A 39 & 50 Kayuwatu, Kairagi Dua, Kec. Mapanget Kota Manado, Sulawesi Utara	(0431) 857 643, (0431) 857 638	(0431) 857 566
TIMIKA	Jl. Megantara No. 31, Kel. Dingonarama, Mimika Baru	0857 1009 2352	—
BIAK	Jl. Raya Dolog No.71, Biak	0812 4856 266	—
MANOKWARI	Jl. Usra Waimop, Komp. Swapen Center, Manokwari Papua Barat	0821 9255 5542	—
JAYAPURA	Perum Jaya Asri Blok BD No. 4, Entrop, Jayapura	0811 4885 388	—
SORONG	Jl. Nusantara 2 No. 8 KPR BPD (samping masjid Al Marif KM 9,5) Kel. Sawagumu, Kec. Sorong Utara, Sorong, Papua	0811 498 356; 0852 4655 680	—
AMBON	Jl. Dr. Malaiholo No. 65, Kel. Benteng, Kec. Nusaniwe Ambon, Maluku	0811 490 551	—
PALU	Jl. Bouraq Perum Griya Garuda Indah Blok 9, Desa Lasoani Kec. Mantikulore, Sulawesi Tengah	0821 9009 9010; 0853 7070 9423	—
LUWUK	Jl. Pulau Nias No. 10, Gg. Depan Colombus, Luwuk Sulawesi Tengah	0812 4119 0088	—
GORONTALO	Jl. Yusuf Hasiru—Perumahan Borobudur No. A5 Kec. Sipatana-Bulotadaan Timur RT 02/RW 01 Lingkungan 2, Gorontalo	0852 5678 8644	—
WAREHOUSE & DISTRIBUTION	Jl. Pulo Lentut No. 14, Kawasan Industri Pulogadung Jakarta 13260	(021) 461 3200; 461 5028; 461 5070	—
ECO FACILITY (EFA)	Jl. Pulo Lentut No. 14, Kawasan Industri Pulogadung Jakarta 13260	(021) 4600 269	—
BOGOR SALES POINT	Ruko Pandu No. 15 Jl. H. Achmad Adnawijaya RT 001/RW 005 Kel. Tegal Gundil, Kec. Bogor Utara, Bogor, Jawa Barat	(0251) 837 2708	(0251) 755 8247
YOGYAKARTA SALES POINT	Jl. Ngeksigondo No. 37, Prenggan, Kotagede, Yogyakarta	(0274) 284 1328; 0815 7552 4041	—
MALANG SALES POINT	Jl. Borobudur Agung Barat. VII No. 8b, Mojolangu Kec. Lowokwaru, Kota Malang, Jawa Timur 65142	0815 1490 0467	—

Anak Usaha Subsidiary	Alamat Address	Telepon Phone	Faksimile Facsimile
PT Astra Graphia Information Technology (AGIT)	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 300 61222 (021) 2924 1177	(021) 3006 1201
PT Astragraphia Xprins Indonesia (AXI)	Jl. Kramat Raya No. 43, Jakarta Pusat 10450	(021) 392 5977	(021) 3192 7601



Penghargaan dan Sertifikasi

Awards and Certifications

Penghargaan Awards

astragraphia
member of ASTRA



1

Transparansi Penurunan & Perhitungan Emisi Korporasi 2022
dari Majalah Investor, BeritaSatu Media Holdings

Corporate Emission Reduction & Calculation Transparency 2022
from Investor Magazine, BeritaSatu Media Holdings

2

The Best Annual Report for Public Company
dari Economic Review

The Best Annual Report for Public Company
from Economic Review

3

ESG Disclosure Awards 2022
dari Majalah Investor & Bumi Global Karbon (BGK) Foundation

ESG Disclosure Awards 2022
from Investor Magazine & Bumi Global Karbon (BGK) Foundation

4

TOP GCG Awards 2022
dari The Economics

TOP GCG Awards 2022
from The Economics

agit
Astra Graphia
Information Technology
member of ASTRA

axi
ASTRAGRAPHIA
XPRINS
INDONESIA
member of ASTRA



5

FILECLOUD PARTNER OF THE YEAR

dari Halodata Indonesia
from Halodata Indonesia

6

Best Gold Partner Products

dari HPE Partner
from HPE Partner

7

TOP B2B Printing Business Services

dari Printpack Indonesia
from Printpack Indonesia

8

Best Performance Partner

dari ASUS
from ASUS

9

Best Performance in Bank Statement Printing Services on 2022

dari BCA
from BCA



Sertifikasi Certifications

astragraphia
member of **ASTRA**



1

Quality Management System
ISO 9001:2015
Hold Certificate No. FS 642561



2

Environmental Management System
ISO 14001:2015
Hold Certificate No. EMS 642562



3

Occupational Health & Safety
Management System
ISO 45001:2018
Hold Certificate No. OHS 642564

agit
Astra Graphia
Information Technology
member of **ASTRA**



4

Quality Management
System
ISO 9001:2015
Hold Certificate No. FS
587753



5

Occupational Health
& Safety Management
System
ISO 45001:2018
Hold Certificate No. OHS
587755



6

IT Service Management
System
ISO/IEC 20000-1:2018
Hold Certificate No. ITMS
600468



7

Information Security
Management System
ISO/IEC 27001:2013
Hold Certificate No. IS
587802



8

Certificate of
Conformance
Constructed Facilities
ANSI/TIA-942-B:2017
(Rated 2)
Certificate No.
6220191911290010



Peristiwa Penting 2022

2022 Events Highlight

18 Januari
January

Penandatanganan *Distributorship Agreement 3D Printing*

Entitas anak AXI, menjadi distributor eksklusif dari Shenzhen Creality 3D Technology Co., Ltd untuk memasarkan dan memberikan layanan purnajual untuk *printer* tiga dimensi dengan merek Creality di seluruh wilayah di Indonesia.

Signing of 3D Printing *Distributorship Agreement*

The subsidiary, AXI, became the exclusive distributor of Shenzhen Creality 3D Technology Co., Ltd. for marketing and after-sales services for Creality-branded 3D printers throughout Indonesia.

13 April
April

Astragraphia Selenggarakan RUPST 2022

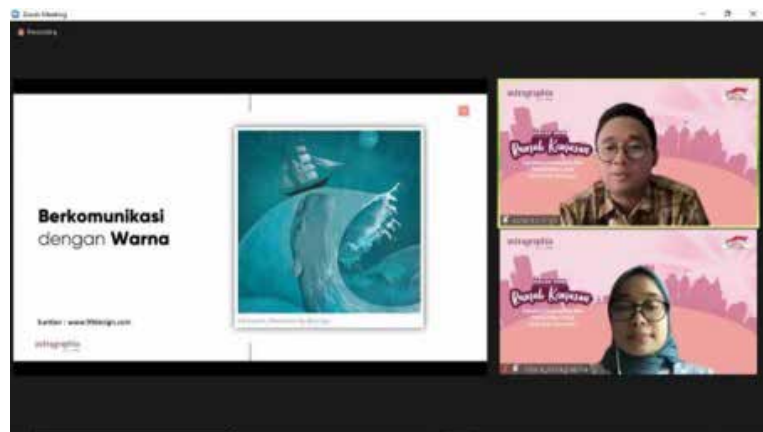
PT Astra Graphia Tbk (Astragraphia) melaksanakan Rapat Umum Pemegang Saham Tahunan (RUPST) di Catur Dharma Hall, Menara Astra, Jakarta secara fisik dan elektronik, yang dilanjutkan dengan Paparan Publik kepada investor, bankers, dan media.

Astragraphia Held AGMS 2022

PT Astra Graphia Tbk (Astragraphia) held its Annual General Meeting of Shareholders (AGMS) at Catur Dharma Hall, Menara Astra, Jakarta by physically and electronically, followed by a Public Expose to investors, bankers, and media.



10 Februari
February



Astragraphia Selenggarakan Kelas ASIK Rumah Kemasan Bersama Kementerian Perindustrian

Astragraphia menyelenggarakan Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK) Rumah Kemasan dengan menggandeng Kementerian Perindustrian Republik Indonesia dan Pengelola Rumah Kemasan dari Banda Aceh hingga Sorong yang hadir secara virtual dan antusias untuk mengikuti edukasi kemasan kreatif untuk UMKM binaan Rumah Kemasan. Kelas diawali dengan sambutan dan pengenalan Rumah Kemasan dari Direktur Industri Kecil dan Menengah Pangan, Furnitur, dan Bahan Bangunan (IKM PFBB) Kementerian Perindustrian, Bapak Riefky Yuswandi. Kemudian diikuti dengan sambutan dan pengenalan Astragraphia oleh Bapak Agatha Wisnu Putra selaku Graphic Communication Services Product Marketing Dept. Head.

Astragraphia Held Kelas ASIK Rumah Kemasan with Ministry of Industry

Astragraphia held an Astragraphia Class for Creative Industries (Kelas ASIK) Rumah Kemasan in collaboration with the Ministry of Industry of the Republic of Indonesia and Rumah Kemasan management from Banda Aceh to Sorong attended virtually and enthusiastically to participate in creative packaging education for Rumah Kemasan-assisted MSMEs. The class began with remarks and an introduction to Rumah Kemasan from the Director of Small and Medium Food, Furniture and Building Materials Industries (IKM PFBB) of the Ministry of Industry, Mr. Riefky Yuswandi. Then followed by a speech and introduction of Astragraphia by Mr. Agatha Wisnu Putra as Graphic Communication Services Product Marketing Dept. Head.

17 Mei
May



Astragraphia Perluas Pangsa Pasar Pencetakan Aplikasi Kreatif melalui Fujifilm Revoria Press™ PC1120

PT Astra Graphia Tbk (Astragraphia) melalui unit usaha Solusi Dokumen meluncurkan *printer* produksi FUJIFILM Business Innovation terbaru bernama Fujifilm Revoria Press™ PC1120. Secara spesifik, *printer* produksi berwarna ini hadir dengan teknologi *Electricity Static Eliminator*, teknologi kecerdasan buatan atau *Artificial Intelligence (AI)*, *Air Suction Feeder*, dan variasi *toner* warna spesial yaitu *gold, silver, white, clear, pink*, serta *textur*. Melalui produk dan teknologi terbaru dari Fujifilm Revoria Press™ PC1120, Astragraphia memfasilitasi para pemain industri percetakan *graphic art* di Indonesia dalam menjawab kebutuhan cetak pelanggannya yang terus berkembang, baik bagi individu, institusi, korporasi, usaha skala kecil hingga besar, serta pelaku bisnis di industri kreatif.

Astragraphia Expands its Creative Application Printing Market Share through Fujifilm Revoria Press™ PC1120

PT Astra Graphia Tbk (Astragraphia) through its Document Solution business unit launched the latest FUJIFILM Business Innovation production printer called Fujifilm Revoria Press™ PC1120. Specifically, this color production printer comes with Electricity Static Eliminator technology, Artificial Intelligence (AI) technology, Air Suction Feeder, and special color toner variations namely gold, silver, white, clear, pink, and texture. Through the latest products and technology from Fujifilm Revoria Press™ PC1120, Astragraphia facilitates graphic art printing industry players in Indonesia in responding to the growing printing needs of its customers, both for individuals, institutions, corporations, small to large scale businesses, and business people in the creative industry.

23 Agustus
August



Exclusive Launching & Talkshow "Bring Creativity into Reality" 3D Printing

PT Astragraphia Xprins Indonesia (AXI) menyelenggarakan Exclusive Launching & Talkshow - "Bring Creativity into Reality" yang dihadiri oleh Dealer, End-users, Media, dan Community. Kegiatan ini bertujuan untuk *launching ceremony* 3D Printing sebagai portfolio bisnis baru yang dimiliki AXI dan juga melaksanakan *Talkshow* dengan tema "Mengembangkan Industri Kreatif Indonesia melalui Cetakan 3D".

Exclusive Launching & Talkshow "Bring Creativity into Reality" 3D Printing

PT Astragraphia Xprins Indonesia (AXI) held Exclusive Launching & Talkshow - "Bring Creativity into Reality" attended by Dealers, End-users, Media, and Community. This ceremony was aimed to launch the 3D Printing as a new business portfolio owned by AXI and also conduct a talkshow with the theme "Developing Indonesia's Creative Industry through 3D Printing".

23 September
September

Komitmen Astragraphia di Pilar Pendidikan Melalui Pendampingan Sekolah Menengah Kejuruan

Astragraphia dan SMK PGRI 2 Ponorogo secara resmi menandatangani kesepakatan pendampingan industri untuk sekolah menengah kejuruan, khususnya jurusan Multimedia dan Desain Komunikasi Visual, dalam program SMK BISA Link & Match. Pendampingan yang akan Astragraphia berikan kepada sekolah menyesuaikan dengan bisnis perusahaan di bidang *digital printing*, dengan dukungan penuh dari tim cabang Surabaya.

Astragraphia's Commitment to Education Pillar through Vocational High School Assistance

Astragraphia and Vocational High School PGRI 2 Ponorogo officially signed an agreement for industrial assistance for vocational high schools, specifically Multimedia and Visual Communication Design majors, in the SMK BISA Link & Match program. The assistance given by Astragraphia to the school is aligned with the company's business in digital printing, with full support from the Surabaya branch team.





1

Oktober
October

Perpanjangan Distributorship Agreement Astragraphia dengan FUJIFILM Business Innovation
PT Astra Graphia Tbk (Astragraphia) menandatangani perpanjangan perjanjian distributor (*Distributorship Agreement*) dengan FUJIFILM Business Innovation Corp. (FUJIFILM BI) untuk periode 1 Oktober 2022 hingga 30 September 2024. Astragraphia telah dipercaya menjadi distributor eksklusif untuk seluruh portofolio FUJIFILM BI di Indonesia termasuk menangani layanan purnajualnya selama 46 tahun, sejak dimulainya kerja sama kemitraan ini di tahun 1976.

Renewal of Astragraphia's Distributorship Agreement with FUJIFILM Business Innovation

PT Astra Graphia Tbk (Astragraphia) signed an renewal of its Distributorship Agreement with FUJIFILM Business Innovation Corp. (FUJIFILM BI) for the period October 1, 2022 to September 30, 2024. Astragraphia has been entrusted to be the exclusive distributor for the full portfolio of FUJIFILM BI in Indonesia including handling its after-sales services for 46 years, since the commencement of this partnership in 1976.

16

November
November

Astragraphia Town Hall 2022

Astragraphia menyelenggarakan forum komunikasi Town Hall untuk menciptakan keselarasan visi, misi, dan strategi organisasi Astragraphia di tahun 2023 serta penjelasan tentang Kinerja Astragraphia di tahun 2022.

Astragraphia Town Hall 2022

Astragraphia held a Town Hall communication forum to create alignment of Astragraphia's vision, mission, and organizational strategy in 2023 as well as an explanation of Astragraphia's performance in 2022.



2

Desember
December



Kolaborasi Hijau untuk Bumi yang Lebih Baik, PT Astra Graphia Tbk Lakukan Penanaman Pohon

Pada tanggal 2 Desember 2022 PT Astra Graphia Tbk (Astragraphia) menyelenggarakan seremoni penanaman pohon berkolaborasi dengan PT Marga Mandalasakti (MMS) yang berlokasi di Gerbang Tol Balaraja Timur. Acara ini merupakan langkah awal aksi berkelanjutan penanaman pohon yang akan disebar di beberapa ruas tol area Balaraja.

PT Astra Graphia Tbk Planting Trees as a Green Collaboration for a Better Planet

On December 2, 2022 PT Astra Graphia Tbk (Astragraphia) held a tree planting ceremony in collaboration with PT Marga Mandalasakti (MMS) located at the Balaraja Timur Toll Gate. This event is the first step of sustainable tree planting action that will be spread across several toll roads in the Balaraja area.

13 Desember
December



Astragraphia Bersama Microsoft Indonesia dan Synnex Metrodata Indonesia, Perkenalkan Device-as-a-Service

Astragraphia berkolaborasi bersama dengan Microsoft Indonesia dan Synnex Metrodata Indonesia telah sukses menyelenggarakan webinar secara *online* yang dihadiri oleh 187 orang yang merupakan *partner* dan pelanggan Astragraphia. Acara ini mengusung tema "Simplify IT Operation to Focus Your Business with Device-as-a-Service" (atau lebih dikenal dengan DaaS) dan digelar melalui platform Microsoft Teams Meeting. Astragraphia mulai memperkenalkan Astragraphia Desktop Management sebagai bagian dari Device-as-a-Service (DaaS), tren yang kini menjadi semakin masif di kalangan perusahaan berbagai sektor industri baik di global maupun Indonesia.

Astragraphia, together with Microsoft Indonesia and Synnex Metrodata Indonesia, Introduces Device-as-a-Service

Astragraphia in collaboration with Microsoft Indonesia and Synnex Metrodata Indonesia has successfully held an online webinar attended by 187 people who are Astragraphia partners and customers. This event carries the theme "Simplify IT Operation to Focus Your Business with Device-as-a-Service" (or better known as DaaS) and was held through the Microsoft Teams Meeting platform. Astragraphia introduced Astragraphia Desktop Management as part of Device-as-a-Service (DaaS), a trend that is now becoming increasingly massive among companies in various industry sectors both globally and in Indonesia.

20 Desember
December

Press Briefing Kontribusi Sosial Astragraphia 2022

Astragraphia memaparkan kepada rekan-rekan media mengenai aksi keberlanjutan perusahaan dalam kegiatan kontribusi sosial Astragraphia 2022 yang mencakup implementasi dan pencapaian positif yang dihasilkan untuk masyarakat. *Press briefing* diadakan secara luring di Rumah Tuter Jakarta Selatan dan turut mendundang Syaifullah, SE., M.Ec., PhD selaku Direktur Manajemen Industri Kementerian Pariwisata dan Ekonomi Kreatif dan Jeff Kristianto selaku Project Manager Business and Export Development Organization.

Press Briefing Kontribusi Sosial Astragraphia 2022

Astragraphia presented to the media about the company's sustainability actions in the Astragraphia 2022 social contribution activities that include implementation and positive achievements generated for the community. The press briefing was held offline at Rumah Tuter in South Jakarta and also invited Syaifullah, SE, M.Ec, PhD as Director of Industrial Management of the Ministry of Tourism and Creative Economy and Jeff Kristianto as Project Manager of Business and Export Development Organization.

16 Desember
December



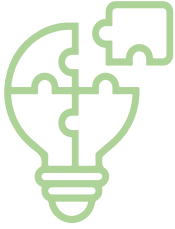
Astragraphia dan FUJIFILM Business Innovation Asia Pasifik Apresiasi 47 Pemenang Innovation Print Awards 2022

FUJIFILM Business Innovation Asia Pasifik telah mengumumkan para pemenang Innovation Print Awards (IPA) 2022. Seluruh peserta berasal dari wilayah negara Asia Pasifik – Australia, Tiongkok, Hong Kong, Indonesia, Jepang, Malaysia, Selandia Baru, Singapura, Korea Selatan, Taiwan, Thailand, dan Vietnam. Dari keseluruhan pemenang, Astragraphia turut memberikan apresiasi dan ucapkan selamat kepada salah satu peserta dari Indonesia yang berhasil menjadi pemenang utama pada kategori "Multi-Piece Campaign" dengan judul "BEDO for Indonesian SME's" yaitu Marga Kirana Printing, yang merupakan pelanggan segmen *Graphic Art* dari Astragraphia Cabang Denpasar.

Astragraphia and FUJIFILM Business Innovation Asia Pacific Honor 47 Winners of Innovation Print Awards 2022

FUJIFILM Business Innovation Asia Pacific has announced the winners of the Innovation Print Awards (IPA) 2022. All participants come from the Asia Pacific region - Australia, China, Hong Kong, Indonesia, Japan, Malaysia, New Zealand, Singapore, South Korea, Taiwan, Thailand, and Vietnam. Of all the winners, Astragraphia also appreciates and congratulates one of the participants from Indonesia who managed to become the main winner in the "Multi-Piece Campaign" category with the title "BEDO for Indonesian SME's" namely Marga Kirana Printing, which is a *Graphic Art* segment customer of Astragraphia Denpasar Branch.





Tata Kelola Keberlanjutan

Sustainability Governance

Astragraphia senantiasa memperkuat tata kelola perusahaan yang baik dengan standar internasional guna mewujudkan perusahaan yang lebih tangguh dan berkelanjutan.

Astragraphia continues to strengthen its good corporate governance with international standards to realize a more resilient and sustainable company.





Tata Kelola Keberlanjutan

Sustainability Governance



Dasar Pelaksanaan dan Tujuan Penerapan Tata Kelola Berkelanjutan

Pelaksanaan tata kelola yang baik dan berkelanjutan di Astragraphia berlandaskan pada Prinsip GCG (*Good Corporate Governance*) yaitu transparansi atau keterbukaan informasi, akuntabilitas, pertanggungjawaban, independensi, kesetaraan dan kewajaran, prinsip ESG (*Environmental, Social, and Governance*), dan peraturan perundang-undangan yang berlaku, termasuk Peraturan Otoritas Jasa Keuangan (POJK), di antaranya POJK No. 21/POJK.04/2015 dan Surat Edaran OJK No. 32/SE.OJK.04/2015 tentang Pedoman Tata Kelola Perusahaan.

Prinsip GCG dan ESG serta peraturan tersebut merupakan panduan pada saat pengambilan keputusan, pelaksanaan strategi, dan evaluasi pencapaian bisnis agar senantiasa sejalan dengan tujuan Astragraphia serta Catur Dharma dan VIPS, yang merupakan filosofi dan budaya Astragraphia, guna melindungi seluruh pemangku kepentingan.

Basis and Objectives of Sustainability Governance Implementation

Sustainability governance in Astragraphia is carried out based on GCG (Good Corporate Governance) Principles, namely transparency or disclosure of information, accountability, responsibility, independence, equality, and fairness, ESG (Environmental, Social, and Governance) principles, and by complying with applicable laws and regulations, including the Financial Services Authority Regulation (POJK), namely POJK No. 21/POJK.04/2015 and OJK Circular Letter No. 32/SE.OJK.04/2015 concerning Corporate Governance Guidelines.

GCG and ESG principles, as well as the stated regulations serve as the guide in making decisions, implements strategies, and evaluates business achievements, so that they are always in line with Astragraphia's objectives as well as Catur Dharma and VIPS, which are Astragraphia's philosophy and culture, in order to protect all stakeholders.



Struktur Tata Kelola Keberlanjutan [GRI 2-9]

Struktur tata kelola perusahaan tergambar pada organ perusahaan, yang terdiri dari Rapat Umum Pemegang Saham (RUPS), Dewan Komisaris, dan Direksi.

1. Rapat Umum Pemegang Saham (RUPS)

RUPS merupakan organ perusahaan yang merupakan wadah bagi Pemegang Saham untuk mengambil keputusan penting yang kewenangannya tidak diberikan kepada Direksi atau Dewan Komisaris dalam batas yang ditentukan dalam Undang-undang dan/atau Anggaran Dasar.

Salah satu keputusan penting yang diambil dalam RUPS adalah pengangkatan dan pemberhentian Dewan Komisaris dan Direksi Perusahaan, yang merupakan struktur tata kelola keberlanjutan tertinggi, dengan memperhatikan persyaratan dan mekanisme yang berlaku. Dewan Komisaris dan Direksi terpilih merupakan tenaga profesional yang dipilih berdasarkan latar belakang pendidikan (bidang studi), pengalaman kerja, keahlian, dan independensi tanpa membedakan usia, gender, suku, agama, ras, dan bebas dari diskriminasi. [GRI 2-10]

Sebagai badan tata kelola tertinggi, Dewan Komisaris dan Dewan Direksi bertanggung jawab untuk mengambil keputusan tentang topik keberlanjutan yang mencakup topik ekonomi, lingkungan, dan sosial. [GRI 2-14]

2. Dewan Komisaris [GRI 2-11]

Dewan Komisaris adalah organ perusahaan yang bertugas melakukan pengawasan dan memberikan nasihat kepada Direksi dalam melaksanakan tugas mengelola Perusahaan guna mencapai maksud dan tujuan Astragraphia sesuai ketentuan Anggaran Dasar, peraturan perundang-undangan yang berlaku serta prinsip-prinsip tata kelola perusahaan yang baik, antara lain:

- Melakukan pengawasan terhadap kebijakan Direksi dalam menjalankan kepengurusan Perusahaan, mencakup tindakan pencegahan, perbaikan hingga pemberhentian sementara anggota Direksi;
- Melakukan pengawasan atas risiko usaha Perusahaan dan upaya manajemen melakukan pengendalian internal;
- Melakukan pengawasan atas pelaksanaan GCG dalam kegiatan usaha Perusahaan;
- Memberikan nasihat kepada Direksi berkaitan dengan tugas dan kewajiban Direksi;
- Memberikan tanggapan dan rekomendasi atas usulan dan rencana pengembangan strategis Perusahaan yang diajukan Direksi;
- Memastikan bahwa Direksi telah memperhatikan kepentingan *stakeholders* (pemangku kepentingan). [GRI 2-12]

Sustainability Governance Structure [GRI 2-9]

The corporate governance structure is reflected in the Company's organs, which consist of the General Meeting of Shareholders (GMS), the Board of Commissioners, and the Board of Directors.

1. General Meeting of Shareholders (GMS)

The GMS is a corporate organ that serves as a forum for Shareholders to exercise their rights to make important decisions whose authority is not granted to the Board of Directors or the Board of Commissioners within limits specified in the Law and/or the Articles of Association.

One of the important resolutions in the GMS is the appointment and dismissal of the Company's Board of Commissioners and Board of Directors, which are part of the highest sustainability governance structure, with due regard to the applicable requirements and mechanisms. The elected Board of Commissioners and Board of Directors are professionals selected based on educational background (field of study), work experience, expertise, and independence without distinction of age, gender, ethnicity, religion, or race, and free from discrimination. [GRI 2-10]

As the highest governance body, the Board of Commissioners and the Board of Directors are responsible for making decisions on sustainability topics that include economic, environmental, and social topics. [GRI 2-14]

2. Board of Commissioners [GRI 2-11]

The Board of Commissioners is a corporate organ tasked with supervising and advising the Board of Directors in carrying out their duties to manage the Company in order to achieve Astragraphia's goals and objectives in accordance with the Articles of Association, prevailing laws and regulations and the principles of good corporate governance, among others:

- Supervise the policies of the Board of Directors in carrying out the management of the Company, including preventive action, correction and temporary dismissal of members of the Board of Directors;
- Supervising the Company's business risks and management's efforts to carry out internal control;
- Supervise the implementation of GCG in the Company's business activities;
- Providing advice to the Board of Directors in relation to the duties and obligations of the Board of Directors;
- Provide feedback and recommendations on the Company's strategic development proposals and plans submitted by the Board of Directors;
- Ensure that the Board of Directors has taken into account the interests of stakeholders. [GRI 2-12]



Dalam menjalankan fungsi pengawasannya, Dewan Komisaris dibantu oleh 2 (dua) organ pendukung yaitu Komite Nominasi dan Remunerasi serta Komite Audit. [GRI 2-13]

3. Direksi

Direksi merupakan organ perusahaan yang berwenang dan bertanggung jawab penuh atas pengurusan perusahaan untuk kepentingan perusahaan, serta mewakili perusahaan dengan itikad baik, penuh tanggung jawab, dan kehati-hatian sesuai maksud, tujuan perusahaan dan ketentuan Anggaran Dasar. [GRI 2-12]

Direksi dalam menjalankan fungsi pengurusannya dibantu oleh 3 (tiga) organ pendukung yaitu Sekretaris Perusahaan, Audit Internal, dan Hubungan Investor (*Investor Relations*). [GRI 2-13]

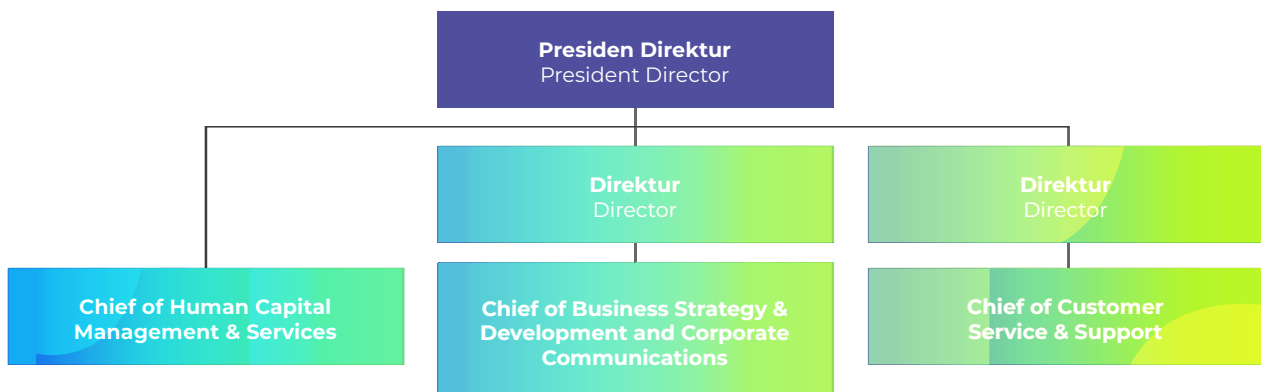
In carrying out its supervisory function, the Board of Commissioners is assisted by 2 (two) supporting organs, namely the Nomination and Remuneration Committee and the Audit Committee. [GRI 2-13]

3. Board of Directors

The Board of Directors is an organ of the Company that is authorized and fully responsible for the management of the company for the benefit of the Company, as well as representing the Company in good faith, full responsibility, and prudence in accordance with the purposes, objectives of the Company and the provisions of the Articles of Association. [GRI 2-12]

The Board of Directors in carrying out its management function is assisted by 3 (three) supporting organs, namely the Corporate Secretary, Internal Audit, and Investor Relations. [GRI 2-13]

Organisasi Keberlanjutan Astragraphia Astragraphia's Sustainability Organization



Presiden Direktur mengepalai organisasi keberlanjutan dengan dibantu oleh *Director in Charge* (DIC) yang membawahi Divisi Human Capital Management & Services, Divisi Business Strategy & Development and Corporate Communications, dan Divisi Customer Services & Support untuk mengelola aspek *Environment, Social, Governance* (ESG). DIC mengkoordinasikan dan memberikan panduan terhadap target, isu, dan inisiatif *sustainability* di Portfolio Roadmap, People Roadmap, dan Public Contribution Roadmap. Terintegrasinya fungsi keberlanjutan dalam organisasi keberlanjutan menjadi wujud komitmen dan keseriusan Astragraphia untuk meningkatkan kinerja keberlanjutan.

Program Pelatihan/Pendidikan Keberlanjutan Dewan Komisaris dan Direksi [GRI 2-17]

Selama tahun 2022, Dewan Komisaris dan Direksi telah mengikuti berbagai program pelatihan/pendidikan untuk mengembangkan kemampuan dan pengetahuan keberlanjutan, di antaranya:

The President Director heads the sustainability organization, assisted by the Director in Charge (DIC) who oversees the Human Capital Management & Services Division, Business Strategy & Development and Corporate Communications Division, and Customer Services & Support Division to manage *Environment, Social, Governance* (ESG) aspects. DIC coordinates and provides guidance on sustainability targets, issues, and initiatives in the Portfolio Roadmap, People Roadmap, and Public Contribution Roadmap. The integration of the sustainability function in the sustainability organization is a manifestation of Astragraphia's commitment and seriousness to improve sustainability performance.

Sustainability Training/Education Program for Board of Commissioners and Directors [GRI 2-17]

During 2022, the Board of Commissioners and Board of Directors have participated in various training/education programs to develop their sustainability skills and knowledge, including:



Tanggal Pelatihan Training Date	Nama Pelatihan Training Name	Penyelenggara Organizer
19, 21, 26 Juli/July 2022	Workshop ESG MasterClass	PT Astra International Tbk
24 Agustus/August 2022	Astra Leader Forum 2022: Leading Transformational Change for Agility and Sustainability	PT Astra International Tbk
1 November/November 2022	Diversity Awareness Program for Leaders	PT Astra International Tbk

Kebijakan Keberagaman Komposisi Dewan Komisaris dan Direksi [GRI 405-1]

Astragraphia memiliki komposisi anggota Dewan Komisaris dan Direksi yang beragam. Keberagaman komposisi tersebut diperlukan guna mendukung kepengurusan, pengelolaan, dan pelaksanaan tugas anggota Dewan Komisaris dan Direksi, serta mendukung peningkatan kinerja Astragraphia. Keberagaman komposisi Dewan Komisaris dan Direksi Astragraphia telah memenuhi ketentuan Prinsip dan Rekomendasi OJK sebagaimana diatur dalam Surat Edaran OJK No. 32/SEOJK.04/2015 tentang Pedoman Tata Kelola Perusahaan Terbuka.

Seluruh anggota Dewan Komisaris dan Direksi merupakan tenaga profesional yang diangkat oleh RUPS sesuai dengan kompetensinya melalui proses seleksi oleh Komite Nominasi dan Remunerasi. Masa jabatan anggota Dewan Komisaris dan Direksi berlaku efektif sejak tanggal penutupan RUPS yang mengangkatnya dan berakhir pada penutupan RUPS Tahunan yang kedua setelah tanggal pengangkatannya, dengan tidak mengurangi hak RUPS untuk memberhentikan sewaktu-waktu sebelum masa jabatannya berakhir dengan menyebutkan alasannya. Setelah masa jabatan berakhir, anggota Dewan Komisaris dan Direksi dapat diangkat kembali oleh RUPS.

Keberagaman komposisi Dewan Komisaris dan Direksi dapat dilihat dari latar belakang pendidikan (bidang studi), pengalaman kerja, usia, keahlian, dan independensi tanpa membedakan gender, suku, agama, dan ras. Keberagaman anggota Dewan Komisaris dan Direksi penting untuk mendukung peningkatan kinerja Astragraphia.

Astragraphia tidak membatasi kesempatan bagi perempuan maupun laki-laki yang memenuhi kualifikasi untuk menjadi anggota Dewan Komisaris dan Direksi. Keberagaman komposisi anggota Dewan Komisaris dan Direksi selengkapnya dapat dilihat pada profil Dewan Komisaris yang dimuat pada laporan tahunan.

Policy of Board of Commissioners and Directors Composition [GRI 405-1]

Astragraphia has a diverse composition of members of the Board of Commissioners and Board of Directors. The diversity of the composition is necessary to support the management, management and implementation of the duties of the members of the Board of Commissioners and the Board of Directors, as well as to support the improvement of Astragraphia's performance. The diversity of the composition of Astragraphia's Board of Commissioners and Board of Directors has fulfilled the OJK Principles and Recommendations as stipulated in OJK Circular Letter No. 32/SEOJK.04/2015 on Public Company Governance Guidelines.

All members of the Board of Commissioners and Board of Directors are professionals appointed by the GMS, through a selection process by the Nomination and Remuneration Committee, in accordance with their competencies. The term of office of members of the Board of Commissioners and the Board of Directors is effective from the closing date of the GMS that appointed them and ends at the closing of the second Annual GMS after the date of their appointment, without prejudice to the right of the GMS to dismiss them at any time before their term ends by stating the reasons. After the term of office ends, members of the Board of Commissioners and Board of Directors may be reappointed by the GMS.

The diversity of the composition of the Board of Commissioners and Board of Directors is reflected in the diversity of educational background (field of study), work experience, age, expertise, and independence without distinguishing gender, ethnicity, religion and race. The diversity of members of the Board of Commissioners and Board of Directors is important to support Astragraphia's performance improvement.

Astragraphia does not limit the opportunity for women and men, who meet the qualifications, to become members of the Board of Commissioners and Board of Directors. The diversity of the composition of the Board of Commissioners and Board of Directors can be seen in the profile of the Board of Commissioners contained in the annual report.



PENILAIAN KINERJA DEWAN KOMISARIS DAN DIREKSI [GRI 2-18]

Penilaian Kinerja Dewan Komisaris

Penilaian kinerja Dewan Komisaris dilakukan melalui mekanisme *self-assessment* dengan mengacu pada kriteria dan proses yang diformulasikan dan direkomendasikan oleh Komite Nominasi dan Remunerasi dengan mengacu pada pedoman kerja Komite Nominasi dan Remunerasi. Penilaian kinerja dilakukan minimal 1 (satu) tahun sekali dengan mencakup kriteria di antaranya, namun tidak terbatas pada:

- Komitmen memajukan kepentingan Perusahaan;
- Pelaksanaan, partisipasi, dan kontribusi dalam menjalankan fungsi pengawasan dan pemberian nasihat; dan
- Ketaatan terhadap peraturan perundang-undangan yang berlaku serta kebijakan Perusahaan.

Selanjutnya, hasil *self-assessment* Dewan Komisaris diungkapkan di dalam Laporan Tahunan dan disampaikan kepada RUPS. Laporan tugas pengawasan Dewan Komisaris tahun buku 2022 selengkapnya dapat dilihat pada halaman Laporan Dewan Komisaris pada Laporan Tahunan.

Secara umum, anggota Dewan Komisaris dinilai telah melaksanakan komitmennya sesuai dengan target yang telah ditetapkan dan telah melaksanakan penerapan tata kelola perusahaan dengan baik. Hal ini tercermin dari pemenuhan prinsip-prinsip tata kelola perusahaan yang baik. Apabila terdapat kekurangan dalam penerapan prinsip tata kelola perusahaan yang baik, manajemen Astragraphia akan berupaya untuk segera melakukan perbaikan.

Sehubungan dengan penilaian kinerja anggota Dewan yang sudah baik, Komite Nominasi dan Remunerasi memberikan rekomendasi untuk:

- Selalu berkomitmen untuk memajukan kepentingan Perusahaan dengan berpartisipasi aktif dalam memahami rencana kerja, pencapaian bisnis, dan evaluasi pencapaian bisnis serta melakukan penelaahan secara berkala terhadap pencapaian bisnis Perusahaan; dan
- Selalu mentaati peraturan perundang-undangan yang berlaku.

Sebagai bentuk komitmen, anggota Dewan Komisaris menerima dengan baik masukan dari Komite Nominasi dan Remunerasi dan akan menerapkan rekomendasi yang telah diberikan.

PERFORMANCE ASSESSMENT OF THE BOARD OF COMMISSIONERS AND DIRECTORS [GRI 2-18]

Performance Assessment of the Board of Commissioners

The performance assessment of the Board of Commissioners is carried out through a self-assessment mechanism with reference to the criteria and process formulated and recommended by the Nomination and Remuneration Committee with reference to the Nomination and Remuneration Committee work guidelines. Performance assessment is carried out at least 1 (once) a year by covering criteria including, but not limited to:

- Commitment to advance the interests of the Company;
- Implementation, participation, and contribution in carrying out supervisory and advisory functions; and
- Adherence to prevailing laws and regulations and Company policies.

Furthermore, the results of the Board of Commissioners' self-assessment are disclosed in the Annual Report and submitted to the GMS. The report on the supervisory duties of the Board of Commissioners for the fiscal year 2022 can be seen in the Board of Commissioners Report page of the Annual Report.

In general, members of the Board of Commissioners are considered to have carried out their commitments in accordance with the targets set and have implemented good corporate governance. This is reflected in the fulfillment of the principles of good corporate governance. If there are deficiencies in the implementation of good corporate governance principles, Astragraphia's management will endeavor to make immediate improvements.

Regarding the performance assessment of Board members, the Nomination and Remuneration Committee provides the following recommendations:

- Always committed to advancing the interests of the Company by actively participating in understanding work plans, business achievements, and evaluating business achievements and conducting periodic reviews of the Company's business achievements; and
- Always comply with the prevailing laws and regulations.

As a form of commitment, members of the Board of Commissioners accept the input from the Nomination and Remuneration Committee and will implement the recommendations given.



Penilaian Kinerja Direksi

Penilaian kinerja Direksi dilakukan oleh Dewan Komisaris berdasarkan pada sejumlah kriteria yang diformulasikan dan direkomendasikan oleh Komite Nominasi dan Remunerasi dengan mengacu pada pedoman kerja Komite Nominasi dan Remunerasi. Penilaian kinerja dilakukan secara berkala melalui tahap sebagai berikut:

- Perencanaan kinerja tahun berjalan (tahun 2022) dengan dasar kinerja tahun 2021;
- Tinjauan kinerja yang dilakukan dari waktu ke waktu pada tingkat Perusahaan dan anak Perusahaan dengan melakukan pembinaan (*coaching*), konseling, dan kontrol;
- Evaluasi kinerja.

Penilaian kinerja mencakup di antaranya, namun tidak terbatas pada:

- Pencapaian target bisnis yang harus dicapai;
- Pencapaian rencana jangka pendek dan jangka panjang Perusahaan;
- Pencapaian anggaran dan pendapatan; dan
- Implementasi GCG.

Selanjutnya, hasil evaluasi dituangkan dalam Laporan Tahunan yang disampaikan kepada RUPS. Laporan Tahunan merupakan laporan pertanggungjawaban Direksi atas pencapaian kinerja operasional dan keuangan pada tahun buku. Keputusan RUPS tentang persetujuan Laporan Tahunan Perseroan dan pengesahan Laporan Tugas Pengawasan Dewan Komisaris dan Laporan Keuangan Konsolidasian Perusahaan, serta pemberian pembebasan tanggung jawab sepenuhnya (*acquit et de charge*) kepada seluruh anggota Direksi atas tindakan pengurusan yang telah dilakukan dan kepada seluruh anggota Dewan Komisaris atas tindakan pengawasan yang telah dilakukan selama tahun buku sebelumnya, merupakan salah satu bentuk penilaian kinerja Dewan Komisaris dan Direksi.

Secara umum, anggota Direksi dinilai telah melaksanakan komitmennya sesuai dengan target yang telah ditetapkan dan telah melaksanakan penerapan tata kelola perusahaan dengan baik. Hal ini tercermin dari pemenuhan prinsip-prinsip tata kelola perusahaan yang baik. Apabila terdapat kekurangan dalam penerapan prinsip tata kelola perusahaan yang baik, manajemen Astragraphia akan berupaya untuk segera melakukan perbaikan.

Sehubungan dengan penilaian kinerja anggota Direksi yang sudah baik, Komite Nominasi dan Remunerasi memberikan rekomendasi untuk:

- Selalu berkomitmen agar setiap kebijakan Perusahaan diketahui oleh seluruh karyawan dan membuat Rencana Kerja dan Anggaran Tahunan sebelum berakhirnya tahun buku;

Performance Assessment of the Board of Directors

The performance assessment of the Board of Directors is carried out by the Board of Commissioners based on a number of criteria formulated and recommended by the Nomination and Remuneration Committee, with reference to the work guidelines of the Nomination and Remuneration Committee. Performance assessment is conducted periodically through the following stages:

- Performance planning for the current year (2022) with the basis of 2021 performance;
- Performance reviews conducted from time to time at the Company and subsidiary levels by conducting coaching, counseling, and control;
- Performance evaluation.

Performance appraisal includes, but is not limited to:

- Achievement of business targets;
- Achievement of the Company's short-term and long-term plans;
- Achievement of budget and revenue; and
- GCG implementation.

Furthermore, the evaluation results are outlined in the Annual Report submitted to the GMS. The Annual Report is the accountability report of the Board of Directors for the achievement of operational and financial performance in the fiscal year. The resolution of the GMS regarding the approval of the Company's Annual Report and the ratification of the Board of Commissioners' Supervisory Report and the Company's Consolidated Financial Statements, as well as the granting of full release and discharge (*acquit et de charge*) to all members of the Board of Directors for management actions taken and to all members of the Board of Commissioners for supervisory actions taken during the previous fiscal year, is one form of performance assessment of the Board of Commissioners and the Board of Directors.

In general, members of the Board of Directors are considered to have carried out their commitments in accordance with the targets set and have implemented good corporate governance. This is reflected in the fulfillment of the principles of good corporate governance. If there are any shortcomings in the implementation of good corporate governance principles, Astragraphia's management will endeavor to make immediate improvements.

Regarding the performance assessment of members of the Board of Directors, the Nomination and Remuneration Committee provides the following recommendations:

- Always commit to socialize every Company's policy to all employees and prepare the Annual Work Plan and Budget before the end of the financial year;



- b. Melakukan penelaahan kinerja secara berkala serta memberikan kontribusi maksimal dalam aktivitas bisnis Perusahaan; dan
- c. Selalu menaati peraturan perundang-undangan yang berlaku.

Sebagai bentuk komitmen, anggota Direksi menerima dengan baik masukan dari Komite Nominasi dan Remunerasi dan akan menerapkan rekomendasi yang telah diberikan.

KEBIJAKAN NOMINASI DAN REMUNERASI BAGI DEWAN KOMISARIS DAN DIREKSI

Pengangkatan dan Pemberhentian Komisaris [GRI 2-10]

Pengangkatan dan pemberhentian anggota Dewan Komisaris ditentukan oleh Rapat Umum Pemegang Saham.

Komisaris dinominasikan oleh Komite Nominasi dan Remunerasi dan diangkat oleh Rapat Umum Pemegang Saham untuk bekerja sejak tanggal pengangkatan sampai dengan penutupan Rapat Umum Pemegang Saham yang kedua setelah penunjukan Komisaris yang bersangkutan. Rapat Umum Pemegang Saham memiliki hak untuk memberhentikan Komisaris setiap saat sebelum tanggal tersebut.

Anggota Dewan Komisaris yang diangkat harus memenuhi persyaratan sesuai peraturan perundang-undangan yang berlaku termasuk peraturan perundang-undangan di bidang Pasar Modal dan yang terkait dengan kegiatan usaha Perusahaan.

Pengangkatan dan Masa Jabatan Direksi [GRI 2-10]

Anggota Direksi dinominasikan kepada Rapat Umum Pemegang Saham berdasarkan rekomendasi Komite Nominasi dan Remunerasi Perusahaan berdasarkan diskusi dengan pemegang saham utama dan Presiden Direktur Astragraphia.

Masa jabatan Direksi adalah 2 (dua) tahun terhitung sejak tanggal pengangkatan hingga penutupan RUPS Tahunan yang kedua setelah tanggal pengangkatan.

Persyaratan dan kualifikasi anggota Direksi Astragraphia mengacu pada ketentuan perundang-undangan yang berlaku serta kebutuhan Perusahaan termasuk di dalamnya keberagaman keahlian dan komposisi Direksi tersebut.

- b. Conduct periodic performance reviews and make maximum contributions to the Company's business activities; and
- c. Always comply with the prevailing laws and regulations.

As a form of commitment, members of the Board of Directors accept the input from the Nomination and Remuneration Committee and will implement the recommendations given.

NOMINATION AND REMUNERATION POLICY FOR BOARD OF COMMISSIONERS AND DIRECTORS

Appointment and Dismissal of Commissioners [GRI 2-10]

The appointment and dismissal of members of the Board of Commissioners is determined by the General Meeting of Shareholders.

Commissioners are nominated by the Nomination and Remuneration Committee and appointed by the General Meeting of Shareholders to work from the date of appointment until the closing of the second General Meeting of Shareholders, after the appointment of the Commissioner concerned. The General Meeting of Shareholders has the right to dismiss a Commissioner at any time prior to that date.

The appointed members of the Board of Commissioners must fulfill the requirements in accordance with the prevailing laws and regulations including laws and regulations in the Capital Market and those related to the Company's business activities.

Appointment and Term of Office of the Board of Directors [GRI 2-10]

Members of the Board of Directors are nominated to the General Meeting of Shareholders based on the recommendation of the Company's Nomination and Remuneration Committee based on discussions with major shareholders and Astragraphia's President Director.

The term of office of the Board of Directors is 2 (two) years from the date of appointment until the closing of the second Annual General Meeting of Shareholders after the date of appointment.

The requirements and qualifications of Astragraphia's BOD members refer to the prevailing laws and regulations and the needs of the Company, including the diversity of expertise and composition of the BOD.



Prosedur Pengusulan hingga Penetapan Remunerasi Dewan Komisaris [GRI 2-19]

Besaran honorarium anggota Dewan Komisaris dibahas oleh Komite Nominasi dan Remunerasi untuk disetujui oleh Dewan Komisaris. Setelah Dewan Komisaris menyetujui usulan Komite Nominasi dan Remunerasi, Dewan Komisaris meneruskan rekomendasi Komite Nominasi dan Remunerasi untuk disampaikan kepada RUPS.

RUPS menetapkan total honorarium seluruh anggota Dewan Komisaris dan memberikan wewenang kepada Presiden Komisaris untuk menetapkan pembagian remunerasi bagi anggota Dewan Komisaris dengan memperhatikan pendapat Komite Nominasi dan Remunerasi.

Prosedur Pengusulan hingga Penetapan Remunerasi Direksi [GRI 2-20]

Sesuai fungsinya, Komite Nominasi dan Remunerasi memberikan rekomendasi besaran remunerasi anggota Direksi kepada Dewan Komisaris, kemudian Dewan Komisaris menetapkan jumlah gaji dan tunjangan lain untuk seluruh anggota Direksi sesuai dengan wewenang yang diberikan oleh RUPS.

Penetapan jumlah gaji dan tunjangan lain anggota Direksi ditetapkan oleh Dewan Komisaris dengan mengacu pada penilaian kinerja anggota Direksi dengan memperhatikan pendapat dari Komite Nominasi dan Remunerasi.

Struktur Remunerasi Anggota Dewan Komisaris dan Direksi Tahun 2022 [2-19]

Penyusunan struktur, kebijakan, dan besaran remunerasi memperhatikan hal-hal sebagai berikut:

1. Remunerasi yang berlaku pada industri sesuai dengan kegiatan usaha sejenis dan skala usaha dari Perusahaan dalam industrinya;
2. Tugas, tanggung jawab anggota Dewan Komisaris dikaitkan dengan pencapaian tujuan dan kinerja Perusahaan;
3. Target kinerja atau kinerja masing-masing anggota Dewan Komisaris; dan
4. Keseimbangan tunjangan antara yang bersifat tetap dan bersifat variabel.

Struktur remunerasi anggota Dewan Komisaris Astragraphia berupa honorarium dibayarkan kepada anggota Dewan Komisaris maksimum sejumlah Rp1.350.000.000 (satu miliar tiga ratus lima puluh juta Rupiah) per tahun, sebelum dipotong pajak penghasilan.

Procedures for Proposing and Determining Remuneration of the Board of Commissioners [GRI 2-19]

The amount of honorarium for members of the Board of Commissioners is discussed by the Nomination and Remuneration Committee for approval by the Board of Commissioners. After the Board of Commissioners approves the Nomination and Remuneration Committee's proposal, the Board of Commissioners forwards the Nomination and Remuneration Committee's recommendation to be submitted to the GMS.

The GMS determines the total honorarium of all members of the Board of Commissioners and authorizes the President Commissioner to determine the distribution of remuneration for members of the Board of Commissioners by taking into account the opinion of the Nomination and Remuneration Committee.

Procedure for Proposing to Determining Directors' Remuneration [GRI 2-20]

In accordance with its function, the Nomination and Remuneration Committee provides recommendations on the amount of remuneration for members of the Board of Directors to the Board of Commissioners, then the Board of Commissioners determines the amount of salary and other benefits for all members of the Board of Directors in accordance with the authority granted by the GMS.

The determination of the amount of salary and other benefits for members of the Board of Directors is determined by the Board of Commissioners with reference to the performance assessment of members of the Board of Directors by taking into account the opinion of the Nomination and Remuneration Committee.

Structure of Remuneration for Members of the Board of Commissioners and Directors in 2022 [2-19]

The preparation of the structure, policy, and amount of remuneration takes into account the following matters:

1. Remuneration applicable in the industry in accordance with similar business activities and business scale of the Company in the industry.
2. Duties, responsibilities of members of the Board of Commissioners are linked to the achievement of the Company's goals and performance;
3. Performance targets or performance of each member of the Board of Commissioners; and
4. Balance of benefits between fixed and variable.

The remuneration structure for members of Astragraphia's Board of Commissioners, in the form of honorarium, payable to members of the Board of Commissioners in the maximum amount of Rp1,350,000,000 (one billion three hundred fifty million Rupiah) per year, before deduction of income tax.



Struktur Remunerasi dan Jumlah Nominal untuk Anggota Direksi [GRI 2-19]

Struktur remunerasi anggota Direksi terdiri dari: (i) gaji, (ii) bonus, dan/atau tunjangan yang bersifat tetap dan atau variabel.

Penyusunan struktur, kebijakan, dan besaran remunerasi memperhatikan hal-hal sebagai berikut:

1. Remunerasi yang berlaku pada industri sesuai dengan kegiatan usaha sejenis dan skala usaha dari Perusahaan dalam industrinya.
2. Tugas, tanggung jawab anggota Direksi dikaitkan dengan pencapaian tujuan dan kinerja Perusahaan;
3. Target kinerja atau kinerja masing-masing anggota Direksi; dan
4. Keseimbangan tunjangan antara yang bersifat tetap dan bersifat variabel.

Berdasarkan penilaian kinerja Direksi, untuk tahun 2022, total jumlah remunerasi yang diterima oleh anggota Dewan Komisaris dan Direksi Perusahaan beserta anak Perusahaannya adalah sebesar Rp17,508 miliar (tahun 2021 Rp15,847 miliar) yang terdiri dari imbalan kerja jangka pendek, imbalan pasca kerja serta imbalan jangka panjang lainnya.

Indikator Kinerja Direksi untuk Penetapan Remunerasi Direksi [GRI 2-20]

Cakupan penilaian kinerja Direksi untuk penetapan remunerasi Direksi mencakup (i) rencana kinerja strategis tahunan yang dituangkan dalam Rencana Kerja dan Anggaran Tahunan yang sudah disetujui oleh Dewan Komisaris sebelum berakhirnya tahun buku, (ii) penelaahan kinerja setiap bulan, dan (iii) evaluasi kinerja Direksi Perusahaan berdasarkan kontribusinya terhadap Perusahaan termasuk ketaatan terhadap tata kelola perusahaan yang baik dan perundang-undangan yang berlaku.

Manajemen Risiko

Manajemen Risiko merupakan unit yang berfungsi untuk membantu Direksi dalam melakukan identifikasi dan penilaian potensi risiko yang ada pada kegiatan perusahaan. Secara struktur, Unit Manajemen Risiko berada di bawah Presiden Direktur.

Remuneration Structure and Nominal Amount for Members of the Board of Directors [GRI 2-19]

The remuneration structure for members of the Board of Directors consists of: (i) salary, (ii) bonus, and/or allowances that are fixed and or variable.

The preparation of the structure, policy, and amount of remuneration takes into account the following matters:

1. Remuneration applicable in the industry in accordance with similar business activities and business scale of the Company in the industry.
2. Duties, responsibilities of members of the Board of Directors are linked to the achievement of the Company's goals and performance;
3. Performance targets or performance of each member of the Board of Directors; and
4. Balance of benefits between fixed and variable.

Based on the performance assessment of the Board of Directors, for 2022, the total amount of remuneration received by members of the Board of Commissioners and Directors of the Company and its subsidiaries is Rp17.508 billion (in 2021 Rp15.847 billion) consisting of short-term employee benefits, post-employment benefits and other long-term benefits.

Board of Directors' Performance Indicators for Determination of Directors' Remuneration [GRI 2-20]

The scope of performance assessment of the Board of Directors for determining the remuneration of the Board of Directors includes (i) the annual strategic performance plan as outlined in the Annual Work Plan and Budget that has been approved by the Board of Commissioners before the end of the fiscal year, (ii) monthly performance reviews, and (iii) evaluation of the performance of the Company's Directors based on their contribution to the Company including compliance with good corporate governance and applicable legislation.

Risk Management

Risk Management is a unit that functions to assist the Board of Directors in identifying and assessing potential risks in the Company's activities. Structurally, the Risk Management Unit is under the President Director.



Sistem Manajemen Risiko yang Diterapkan [GRI 2-25, 3-3]

Penerapan Manajemen Risiko di Astragraphia mengacu kepada *Astra Risk Management Framework*, *COSO Enterprise Risk Management*, dan Pedoman Kerja Manajemen Risiko ISO 31000. Berdasarkan penerapan pedoman kerangka kerja di atas, diharapkan dapat memberikan kemudahan bagi manajemen dalam mengidentifikasi risiko termasuk risiko lingkungan, sosial, dan tata kelola (LST), untuk kemudian dilakukan langkah evaluasi, pemantauan, dan tindakan mitigasi yang diperlukan untuk memastikan keberlanjutan bisnis Perusahaan.

Evaluasi terhadap Efektivitas Sistem Manajemen Risiko [GRI 3-3]

Evaluasi penerapan manajemen risiko dilakukan untuk menilai tingkat kematangan penerapan manajemen risiko Perusahaan, dan memberikan keyakinan kepada Direksi mengenai efektivitas pengendalian internal. Hasil evaluasi atas penerapan manajemen risiko menjadi salah satu dasar evaluasi Manajemen terhadap efektivitas sistem pengendalian internal, serta menjadi rujukan dalam menetapkan penyempurnaan sistem atau kebijakan yang lebih efektif dalam menjalankan kegiatan Perusahaan.

Direksi dan Komite Audit telah *me-review* pelaksanaan manajemen risiko dari laporan manajemen risiko secara berkala. Hasil *review* menyatakan bahwa manajemen risiko tersebut telah memenuhi aturan yang berlaku.

Risiko-Risiko yang Dihadapi Perusahaan dan Mitigasinya [GRI 3-3]

Salah satu risiko utama yang dihadapi oleh perusahaan adalah serangan keamanan siber, baik dari pihak internal maupun eksternal yang dapat mengganggu operasional bisnis Astragraphia. Untuk mengantisipasi potensi serangan keamanan siber tersebut, Astragraphia melakukan *review IT security policy* secara rutin, melakukan *control self-assessment*, melengkapi *tools IT security* sesuai dengan kebutuhan dan kebijakan IT, rutin melakukan internal *IT security test*, *testing* DRC, dan sosialisasi kebijakan *IT security* kepada seluruh karyawan.

Risk Management System Applied [GRI 2-25, 3-3]

The implementation of Risk Management in Astragraphia refers to the *Astra Risk Management Framework*, *COSO Enterprise Risk Management*, and *ISO 31000 Risk Management Working Guidelines*. Based on the application of the above framework guidelines, it is expected to provide convenience for management in identifying risks including environmental, social, and governance (ESG) risks, to then take the necessary evaluation, monitoring, and mitigation measures to ensure the sustainability of the Company's business.

Evaluation of the Effectiveness of the Risk Management System [GRI 3-3]

Evaluation of risk management implementation is conducted to assess the maturity level of the Company's risk management implementation, and provide assurance to the Board of Directors regarding the effectiveness of internal control. The results of the evaluation of risk management implementation become one of the bases for Management's evaluation of the effectiveness of the internal control system, as well as a reference in determining improvements to the system or policies that are more effective in carrying out the Company's activities.

The Board of Directors and Audit Committee have reviewed the implementation of risk management from the risk management report periodically. The results of the review state that the risk management has complied with applicable regulations.

Risks Faced by the Company and Their Mitigation [GRI 3-3]

One of the main risks faced by the company is cyber security attacks, both from internal and external parties that can disrupt Astragraphia's business operations. To anticipate potential cyber security attacks, Astragraphia regularly reviews *IT security policy*, conducts control self-assessment, completes *IT security tools* in accordance with IT needs and policies, routinely conducts internal *IT security tests*, *DRC testing*, and socializes *IT security policies* to all employees.



Untuk lebih lengkapnya terkait risiko-risiko utama perusahaan yang telah diidentifikasi Unit Manajemen Risiko selama tahun 2022, dapat dibaca dalam Laporan Tahunan Astragraphia 2022 bagian Tata Kelola Perusahaan.

Business Continuity Plan (BCP)

Astragraphia telah menyusun *Business Continuity Plan* (BCP) sebagai bagian dari kerangka Manajemen Risiko, untuk menghadapi potensi risiko terkait bencana, baik yang sifatnya bencana alam maupun bencana yang disebabkan oleh perbuatan manusia. Tujuan penyusunan dan proses percobaan BCP adalah untuk menjaga kelangsungan aktivitas fungsi/bagian yang kritis agar operasional bisnis harian Perusahaan dapat tetap berjalan di tingkat minimum sesuai kesepakatan Manajemen, termasuk memastikan keselamatan karyawan yang menjadi prioritas perusahaan jika terjadi bencana.

Pada BCP ini terdapat *Disaster Recovery Plan* (DRP) pada masing-masing fungsi/bagian yang kritis. DRP menjelaskan langkah-langkah yang akan diambil perusahaan mulai dari proses pencegahan, tanggap darurat, masa pemulihan sampai dengan masa transisi saat kondisi sudah kembali normal pasca bencana.

Salah satu fungsi kritis dalam operasional bisnis perusahaan adalah fungsi TI, karena infrastruktur TI dan layanan aplikasi menjadi salah satu roda penggerak operasional bisnis perusahaan khususnya di era digital saat ini. Dalam menghadapi risiko terkait bencana, fungsi TI Astragraphia telah memiliki DRP IT. Salah satu langkah strategis dalam menghadapi bencana yang diatur dalam DRP IT adalah dengan membangun *Disaster Recovery Center* (DRC). Dengan adanya DRC ini ketersediaan infrastruktur TI dan layanan aplikasi dapat tetap terjaga pada saat bencana terjadi maupun pasca bencana, sehingga proses operasional bisnis perusahaan yang berkaitan dengan infrastruktur TI dan layanan aplikasi dapat segera berjalan. DRC IT telah secara rutin dilakukan proses percobaan minimal 1 (satu) tahun sekali.

For more details on the key corporate risks identified by the Risk Management Unit during 2022, please refer to Astragraphia's 2022 Annual Report in the Corporate Governance section.

Business Continuity Plan (BCP)

Astragraphia has developed a Business Continuity Plan (BCP) as part of the Risk Management framework, to deal with potential disaster-related risks, both natural and man-made disasters. The purpose of the BCP preparation and trial process is to maintain the continuity of activities of critical functions/sections so that the Company's daily business operations can continue to run at the minimum level as agreed by the Management, including ensuring the safety of employees who are the company's priority in the event of a disaster.

In this BCP, there is a Disaster Recovery Plan (DRP) for each critical function/section. DRP explains the steps that the company will take starting from the prevention process, emergency response, recovery period to the transition period when conditions return to normal after the disaster.

One of the critical functions in the company's business operations is the IT function, because IT infrastructure and application services are one of the driver of the company's business operations, especially in today's digital era. In dealing with disaster-related risks, Astragraphia's IT function has an IT DRP. One of the strategic steps in dealing with disasters regulated in the IT DRP is to build a Disaster Recovery Center (DRC). With this DRC, the availability of IT infrastructure and application services can be maintained during and after a disaster, so that the company's business operational processes related to IT infrastructure and application services can run immediately. IT DRC has been routinely tested at least once a year.

Kode Etik Code of Conduct

Etika Bisnis (*Code of Conduct*) Astragraphia mengatur pedoman berperilaku di lingkungan internal Astragraphia, yaitu hubungan antar karyawan, Dewan Komisaris dan Direksi, maupun hubungan dengan pihak eksternal seperti pemegang saham, perusahaan afiliasi, *principal*, investor, pelanggan, pemasok, pemerintah, masyarakat serta lingkungan sekitar. Pedoman ini disampaikan kepada karyawan sejak mereka diterima menjadi karyawan Astragraphia dalam *training* mengenai pengenalan

Astragraphia's Code of Conduct governs the company's behavioral guidelines in its internal environment, namely relationships between employees, the Board of Commissioners and the Board of Directors, as well as relationships with external parties such as shareholders, affiliated companies, principals, investors, customers, suppliers, government, communities and the environment. These guidelines are communicated to employees from the time they are hired as Astragraphia



terhadap Astragraphia, dan disosialisasikan pada setiap kesempatan kepada karyawan agar selalu mengingat dan mematuhi dengan baik. Etika Bisnis ini dimuat juga dalam situs web Astragraphia untuk memudahkan karyawan apabila diperlukan. Pelanggaran terhadap Etika Bisnis akan dikenakan sanksi sebagaimana diatur dalam Peraturan Perusahaan.

Pokok-Pokok Isi Kode Etik

- I. Pedoman Etika Bisnis dan Etika Kerja
 1. Etika Bisnis Eksternal dan Internal
 2. Etika Kerja
- II. Sekretaris Perusahaan
- III. Audit dan Manajemen Risiko
 1. Komite Audit
 2. Audit Internal
 3. Manajemen Risiko
 4. Eksternal Auditor
- IV. Pedoman Benturan Kepentingan
- V. Kebijakan Mekanisme Sistem Pelaporan Pelanggaran

Pernyataan Kode Etik

Kode Etik ini berlaku bagi Dewan Komisaris, Direksi, dan seluruh karyawan Astragraphia. Kode Etik ini menjadi acuan bagi Dewan Komisaris, Direksi, dan seluruh karyawan Astragraphia dalam melakukan tugasnya agar senantiasa berada dalam koridor praktik-praktik tata kelola yang baik.

Sosialisasi Kode Etik dan Upaya Penegakannya

Kode Etik ini disosialisasikan kepada seluruh karyawan, termasuk juga Direksi dalam setiap kesempatan, serta telah dipublikasikan di situs web Perusahaan.

Astragraphia juga telah melaksanakan sejumlah inisiatif untuk pelaksanaan Kode Etik diantaranya:

1. Melakukan sosialisasi kepada seluruh karyawan baru Astragraphia perihal Kode Etik.
2. Menambahkan klausul dalam perjanjian untuk tidak memberikan hadiah atau komisi, atau bentuk-bentuk lainnya kepada karyawan Astragraphia dan mencantumkan klausul apabila terjadi pelanggaran terhadap larangan ini yaitu dengan mengakhiri perjanjian.

Jenis Sanksi untuk Setiap Jenis Pelanggaran Yang Diatur dalam Kode Etik

Astragraphia akan melakukan penelaahan atas laporan pelanggaran dan mengambil tindakan-tindakan yang diperlukan.

Jumlah Pelanggaran Kode Etik

Selama tahun 2022 tidak terdapat pelanggaran kode etik.

employees during the Astragraphia's introduction training, and are socialized in every opportunity to employees to always remember and comply with them properly. The Business Ethics are also posted on Astragraphia's website for employees' convenience when required. Violations of the Business Ethics will be subject to sanctions as stipulated in the Company Regulations.

Main Contents of the Code of Ethics

- I. Guidelines for Business Ethics and Work Ethics
 1. External and Internal Business Ethics
 2. Work Ethics
- II. Company Secretary
- III. Audit and Risk Management
 1. Audit Committee
 2. Internal Audit
 3. Risk Management
 4. External Auditor
- IV. Conflict of Interest Guidelines
- V. Whistleblowing System Mechanism Policy

Code of Ethics Statement

This Code of Ethics applies to the Board of Commissioners, Board of Directors and all Astragraphia employees. This Code of Ethics serves as a reference for the Board of Commissioners, Board of Directors and all Astragraphia employees in performing their duties so that they are always within the corridors of good governance practices.

Socialization of Code of Ethics and Enforcement Efforts

The Code of Ethics is socialized to all employees, including the Board of Directors at every opportunity, and has been published on the Company's website.

Astragraphia has also implemented a number of initiatives for the implementation of the Code of Ethics including:

1. Socializing the Code of Ethics to all new Astragraphia employees.
2. Adding a clause in the agreement not to give gifts or commissions, or other forms to Astragraphia employees and including a clause in the event of a violation of this prohibition by terminating the agreement.

Types of Sanctions for Each Type of Violation Stipulated in the Code of Ethics

Astragraphia will review reports of violations and take the necessary actions.

Number of Code of Ethics Violations

During 2022 there were no violations of the code of ethics.



Kebijakan Transaksi Afiliasi dan Benturan Kepentingan [GRI 2-15]

Astragraphia memiliki Pedoman Transaksi Afiliasi dan Benturan Kepentingan sebagai pedoman dalam melaksanakan transaksi dengan Pihak Terafiliasi Perusahaan sehingga transaksi-transaksi tersebut dilakukan sesuai dengan ketentuan praktik bisnis yang berlaku umum dan memenuhi prinsip transaksi yang wajar (*arms-length principle*); tidak merugikan kepentingan Perusahaan maupun kepentingan pemegang saham independen; dan untuk membantu dan meningkatkan independensi manajemen Perseroan.

Pada umumnya Pedoman Transaksi Afiliasi dan Benturan Kepentingan memuat definisi, prinsip dasar, lingkup transaksi, pengecualian transaksi, prosedur transaksi, pelaporan dan keterbukaan informasi. Pedoman selengkapnya dapat dilihat di situs web Astragraphia.

Prosedur Transaksi Afiliasi

Setiap anggota Direksi dan/atau Dewan Komisaris Astragraphia/keluarganya atau pegawai Astragraphia atau unit kerja Astragraphia wajib mengungkapkan rencana jika akan melakukan suatu Transaksi Afiliasi kepada Corporate Secretary & Departemen Legal.

Corporate Secretary & Departemen Legal akan melakukan penilaian atas informasi yang disampaikan dan menyampaikan hasil penelaahan (meliputi: kewajiban pelaporan; ada atau tidaknya benturan kepentingan; opini dari penilai/tenaga ahli/konsultan independen mengenai kewajaran transaksi, bila perlu) tersebut kepada *Director in Charge* (DIC). DIC akan menyampaikan rencana Transaksi Afiliasi kepada Direksi untuk diputuskan. Jika disetujui oleh Direksi, Corporate Secretary & Departemen Legal akan menyampaikan kewajiban keterbukaan informasi kepada Otoritas Jasa Keuangan dan/atau masyarakat sesuai peraturan perundang-undangan yang berlaku.

Prosedur Transaksi Benturan Kepentingan

Anggota Direksi, anggota Dewan Komisaris, dan/atau Pemegang Saham Utama Perusahaan yang terlibat dalam transaksi yang berpotensi mengandung benturan kepentingan wajib menyampaikan informasi tersebut kepada Corporate Secretary & Departemen Legal untuk dilakukan penilaian atas informasi tersebut dan kemudian disampaikan ke *Director in Charge* (DIC).

Apabila nilai Transaksi Benturan Kepentingan kurang dari 0,5% modal disetor Perseroan dan tidak melebihi jumlah Rp5.000.000.000 (lima miliar Rupiah), *Director in Charge* (DIC) akan mengagendakan dalam rapat Direksi untuk memutuskan dapat atau tidaknya Transaksi Benturan Kepentingan dijalankan.

Policy on Affiliated Transactions and Conflicts of Interest [GRI 2-15]

Astragraphia has Affiliated Transactions and Conflict of Interest Guidelines as a guideline in carrying out transactions with the Company's Affiliated Parties so that these transactions are carried out in accordance with the provisions of generally accepted business practices and fulfill the arms-length principle; do not harm the interests of the Company or the interests of independent shareholders; and to assist and enhance the independence of the Company's management.

In general, the Affiliated Transactions and Conflict of Interest Guidelines contain definitions, basic principles, scope of transactions, exceptions to transactions, transaction procedures, reporting and information disclosure. The full guidelines can be found on Astragraphia's website.

Affiliated Transaction Procedure

Each member of the Board of Directors and/or Board of Commissioners of Astragraphia/family or employee of Astragraphia or Astragraphia's work unit must disclose the plan if it will conduct an Affiliated Transaction to the Corporate Secretary & Legal Department.

The Corporate Secretary & Legal Department will assess the information submitted and submit the results of the review (including: reporting obligations; presence or absence of conflict of interest; opinion from an independent appraiser/expert/consultant on the fairness of the transaction, if necessary) to the Director in Charge (DIC). The DIC will submit the Affiliated Transaction plan to the Board of Directors for decision. If approved by the Board of Directors, the Corporate Secretary & Legal Department will submit information disclosure obligations to the Financial Services Authority and/or the public in accordance with applicable laws and regulations.

Procedure for Conflict of Interest Transactions

Members of the Board of Directors, members of the Board of Commissioners, and/or Major Shareholders of the Company who are involved in transactions that potentially contain a conflict of interest must submit the information to the Corporate Secretary & Legal Department for an assessment of the information and then submit it to the Director in Charge (DIC).

If the value of Conflict of Interest Transaction is less than 0.5% of the paid-up capital of the Company and does not exceed the amount of Rp5,000,000,000 (five billion Rupiah), the Director in Charge (DIC) will agenda it in the Board of Directors meeting to decide whether or not the Conflict of Interest Transaction can be carried out.



Apabila nilai Transaksi Benturan Kepentingan lebih dari dari 0,5% modal disetor Perseroan dan melebihi jumlah Rp5.000.000.000 (lima miliar Rupiah), *Director in Charge* (DIC) akan menyampaikan kepada Direksi Astragraphia. Bila disetujui oleh Direksi untuk dilanjutkan, Corporate Secretary & Departemen Legal akan menyelenggarakan RUPS untuk memperoleh persetujuan Pemegang Saham Independen sesuai dengan ketentuan Anggaran Dasar dan peraturan perundang-undangan yang berlaku.

If the value of Conflict of Interest Transaction is more than 0.5% of the paid-up capital of the Company and exceeds the amount of Rp5,000,000,000 (five billion Rupiah), the Director in Charge (DIC) will submit it to the Board of Directors of Astragraphia. If approved by the Board of Directors to proceed, the Corporate Secretary & Legal Department will organize a GMS to obtain the approval of Independent Shareholders in accordance with the provisions of the Articles of Association and applicable laws and regulations.

Komitmen Antikorupsi

Anti Corruption Commitment

KEBIJAKAN ANTIKORUPSI [GRI 205-2]

Astragraphia telah memiliki Kebijakan Anti-Fraud dan Antikorupsi yang bertujuan untuk memberikan panduan lebih lanjut terkait upaya pencegahan tindakan curang (*fraud*) dan korupsi yang merugikan Perusahaan dan/atau negara yang berlaku bagi seluruh karyawan, Direktur, dan Dewan Komisaris Perusahaan baik yang berada di kantor pusat maupun seluruh kantor operasional.

Pada umumnya Kebijakan Anti-Fraud dan Antikorupsi memuat jenis tindakan yang harus dihindari, peran serta, sanksi, serta pertanyaan dan laporan. Kebijakan selengkapnya dapat dilihat di situs web Astragraphia.

Penanganan Laporan

Laporan atas dugaan terjadi pelanggaran atas Kebijakan Anti-Fraud dan Antikorupsi dapat disampaikan kepada atasannya langsung atau atasan dari atasan langsung atau Divisi Human Capital Management & Services Perusahaan atau Departemen Legal Perusahaan. Terhadap laporan tersebut akan dilakukan analisa dan penyelidikan untuk menentukan tindakan selanjutnya.

Sanksi

Pelanggaran terhadap Kebijakan Anti-Fraud dan Antikorupsi dan/atau Peraturan Perusahaan (PP) dapat mengakibatkan tindakan disiplin oleh Perusahaan, pemutusan hubungan kerja, penyerahan proses pemidanaan dan/atau gugatan perdata kepada pihak yang bersangkutan oleh Perusahaan sesuai peraturan yang berlaku. Selain itu, setiap pelanggaran terhadap peraturan perundang-undangan terkait pemberantasan tindak pidana korupsi dan/atau *fraud* dapat dikenakan sanksi pidana dan/atau perdata bagi orang (personil) yang terlibat.

ANTI CORRUPTION POLICY [GRI 205-2]

Astragraphia has an Anti Fraud and Anti Corruption Policy that aims to provide further guidance regarding efforts to prevent fraud and corruption that harm the Company and/or the state that applies to all employees, Directors and Board of Commissioners of the Company both at the head office and all operational offices.

In general, the Anti Fraud and Anti Corruption Policy contains the types of actions that must be avoided, participation, sanctions, as well as questions and reports. The full policy can be found on Astragraphia's website.

Report Handling

Reports of alleged violations of the Anti Fraud and Anti Corruption Policy can be submitted to the direct supervisor or superior of the direct supervisor or the Company's Human Capital Management & Services Division or the Company's Legal Department. The report will be analyzed and investigated to determine further action.

Sanctions

Violation of the Anti Fraud and Anti Corruption Policy and/or Company Regulations (PP) may result in disciplinary action by the Company, termination of employment, submission of criminal proceedings and/or civil lawsuits to the party concerned by the Company in accordance with applicable regulations. In addition, any violation of laws and regulations related to the eradication of corruption and/or fraud may be subject to criminal and/or civil sanctions for the person(s) involved.



Sosialisasi

Astragraphia menyelenggarakan pelatihan Anti-Fraud dan Antikorupsi kepada seluruh manajemen Perusahaan dan anak Perusahaan secara berkala, kepada seluruh karyawan baru pada saat masa orientasi, dan kepada seluruh karyawan Perusahaan dan anak usaha Perusahaan melalui *platform virtual learning system*.

Socialization

Astragraphia provides Anti Fraud and Anti Corruption training to all management of the Company and its subsidiaries on a regular basis, to all new employees during the orientation period, and to all employees of the Company and its subsidiaries through the virtual learning system platform.

Insiden terkait korupsi di Astragraphia Tahun 2022 [GRI 205-3] Corruption-related incidents at Astragraphia in 2022 [GRI 205-3]

Keterangan	Jumlah Amount	Description
Insiden Korupsi	0	Corruption Incident
Insiden di mana Karyawan Diberhentikan Karena Korupsi	0	Incidents where employees were dismissed due to corruption
Insiden Pemutusan Kontrak Mitra Bisnis karena Korupsi	0	Incident of Business Partner Contract Termination due to Corruption

Persaingan Usaha

Astragraphia tidak pernah menjalankan tindakan hukum terkait perilaku anti-persaingan dan pelanggaran praktik monopoli usaha. [GRI 206-1]

Business Competition

Astragraphia has never taken legal action for anti-competitive behavior and violations of business monopolistic practices. [GRI 206-1]

Sanksi Administratif

Selama tahun buku 2022, Astragraphia, anggota Dewan Komisaris dan Direksi tidak dikenakan sanksi administratif oleh otoritas pasar modal dan otoritas lainnya.

Administrative Sanctions

During the 2022 financial year, Astragraphia, members of the Board of Commissioners and Board of Directors were not subject to administrative sanctions by the capital market authorities and other authorities.

Sistem Pelaporan Pelanggaran

Astragraphia menyelenggarakan mekanisme pelaporan pelanggaran untuk menerima laporan pelanggaran kode etik dan kebijakan Perusahaan melalui unit-unit yang terlibat dalam pengawasan. Setiap laporan dugaan penyimpangan akan ditelusuri dan ditindaklanjuti untuk perbaikan dan pencegahan terulangnya insiden serupa.

Whistleblowing System

Astragraphia maintains a whistleblowing mechanism to receive reports of violations of the Company's code of ethics and policies through the units involved in supervision. Each report of alleged irregularities will be tracked and followed up for improvement and prevention of recurrence of similar incidents.

Cara Penyampaian Laporan Pelanggaran [GRI 2-26]

Melalui unit-unit yang aktif terlibat dalam pengawasan, khususnya Departemen Audit Internal dan/atau Human Capital Management & Services, Astragraphia memiliki mekanisme kerja yang melakukan audit berkala dan/atau menerima laporan dari karyawan atau pemangku kepentingan apabila mengetahui adanya penyalahgunaan, penyimpangan atau pelanggaran terkait kode etik Astragraphia, etika bisnis, peraturan Perusahaan, anggaran dasar, hukum, rahasia Perusahaan atau rahasia dagang dan pelanggaran lainnya yang dapat merugikan Astragraphia maupun pemangku kepentingan. Laporan pelanggaran dapat juga disampaikan melalui Kotak Saran Karyawan dalam portal web intranet Perusahaan.

How to Submit Violation Reports [GRI 2-26]

Through units actively involved in supervision, especially the Internal Audit Department and/or Human Capital Management & Services, Astragraphia has a working mechanism that conducts periodic audits and/or receives reports from employees or stakeholders if they become aware of any abuse, irregularities or violations related to Astragraphia's code of ethics, business ethics, Company regulations, articles of association, laws, Company secrets or trade secrets and other violations that could harm Astragraphia or stakeholders. Reports of violations can also be submitted through the Employee Suggestion Box on the Company's intranet web portal.

Perlindungan Bagi Pelapor [GRI 2-25]

Astragraphia memberikan perlindungan bagi pelapor dan akan melakukan penelaahan atas laporan dan

Whistleblower Protection [GRI 2-25]

Astragraphia provides whistleblower protection and will review the report and take necessary actions. In addition,



mengambil tindakan-tindakan yang diperlukan. Selain itu, Astragraphia akan melakukan tindakan perbaikan yang dianggap perlu guna mencegah terjadinya pelanggaran yang sejenis.

Penanganan Pengaduan

Pengaduan disampaikan melalui Kotak Saran Karyawan dalam portal web intranet Astragraphia yang berada di bawah Human Capital Management & Services dan pelapor diberikan perlindungan atas pengaduan yang disampaikan.

Pengelolaan Pelaporan Pelanggaran

Pelaporan pelanggaran dikelola oleh Divisi Human Capital Management & Services.

Jumlah Pelaporan Pelanggaran

Sepanjang tahun 2022 tidak terdapat pelaporan pelanggaran yang diterima oleh Astragraphia.

Komunikasi Terhadap Isu Penting [GRI 2-16]

Astragraphia senantiasa mengembangkan budaya komunikasi yang terbuka dalam perusahaan, di antaranya melalui berbagai kesempatan dan platform, seperti rapat Direksi, rapat Dewan Komisaris, dan rapat komite. Ketika terdapat isu krisis yang terjadi, tim terkait lintas fungsi akan saling berkoordinasi untuk menyusun mitigasi risiko, baik risiko langsung dan tidak langsung, termasuk perencanaan, stabilisasi pemangku kepentingan, teknis atau resolusi operasional, pemulihan, investigasi, dan tata kelola.

Astragraphia juga telah memiliki panduan internal yang diperbaharui secara berkala sehubungan dengan batasan jenis dan nilai transaksi yang dapat dilakukan oleh Direksi yang memerlukan persetujuan terlebih dahulu dari Dewan Komisaris sebagai struktur tata kelola tertinggi.

Astragraphia will take corrective actions deemed necessary to prevent similar violations from occurring.

Complaint Handling

Complaints are submitted through the Employee Suggestion Box on Astragraphia's intranet web portal under Human Capital Management & Services and the whistleblower is given protection for the complaint submitted.

Management of Whistleblowing

Whistleblowing is managed by the Human Capital Management & Services Division.

Number of Whistleblowing

Throughout 2022 there were no whistleblowing reports received by Astragraphia.

Communication on Important Issues [GRI 2-16]

Astragraphia always develops a culture of open communication within the company, including through various opportunities and platforms, such as Board of Directors meetings, Board of Commissioners meetings, and committee meetings. When a crisis issue occurs, relevant cross-functional teams will coordinate with each other to develop risk mitigation, both direct and indirect risks, including planning, stakeholder stabilization, technical or operational resolution, recovery, investigation, and governance.

Astragraphia also has internal guidelines that are regularly updated in relation to the limitations on the type and value of transactions that can be conducted by the Board of Directors, which require prior approval from the Board of Commissioners as the highest governance structure.





Portfolio Roadmap

Portfolio Roadmap

Melalui penerapan aktivitas bisnis yang berkelanjutan, Astragraphia mampu meraih peluang bisnis, mencatat pertumbuhan laba, mempertahankan posisi pemimpin pasar, serta efisiensi energi.

Through the implementation of sustainable business activities, Astragraphia managed to seize business opportunities, achieve profitable growth, maintain its market leadership position, and fulfill energy efficiency.





Portfolio Roadmap

Portfolio Roadmap

Melalui portofolio bisnis Astragraphia dalam bidang *printing* & digital disertai dengan manajemen lingkungan dalam aktivitas operasional perusahaan, Astragraphia ingin terus memberikan dampak ekonomi, sosial, dan lingkungan yang positif di mana pun Astragraphia berada untuk mencapai keberlanjutan bagi perusahaan, masyarakat, beserta bumi dan iklimnya.

Through Astragraphia's business portfolio in the printing & digital sectors accompanied by environmental management in the Company's operational activities, Astragraphia strives to continue to provide positive economic, social, and environmental impacts to achieve sustainability for the Company, society, as well as the earth and its climate.

Astragraphia senantiasa berupaya menjalankan aktivitas bisnis yang inklusif dan bertanggung jawab menjadi perusahaan yang lebih tangguh dan berkelanjutan untuk dapat berkontribusi positif kepada bumi dan iklimnya, aktivitas bisnis, dan masyarakat.

Astragraphia always strives to implement inclusive and responsible business activities to become a more resilient and sustainable company that contributes positively to the earth and its climate, business activities, and society.

Guna membangun pertumbuhan yang berkelanjutan, Astragraphia meraih peluang bisnis dengan berfokus memperkuat fundamental bisnis, mengakselerasi digitalisasi bisnis, mendorong inisiatif baru, dan memperkuat kapabilitas layanan serta daya saing di area *printing* & digital guna menghasilkan profitabilitas yang sehat dan kuat, untuk saat ini dan masa depan.

In order to build sustainable growth, Astragraphia seizes business opportunities by focusing on strengthening business fundamentals, accelerating business digitalization, encouraging new initiatives, and strengthening service capabilities and competitiveness in the printing & digital areas to generate healthy and strong profitability, at present and in the future.



KINERJA BISNIS ASTRAGRAPHIA 2022 [GRI 201-1]

Melalui adaptasi dan inovasi yang dilakukan dalam menghadapi tantangan yang ada, Astragraphia masih mampu meraih peluang bisnis hingga pada akhirnya dapat membukukan keuntungan bersih sebesar Rp97,07 miliar atau tumbuh sebesar 11% dibandingkan tahun 2021, dengan pendapatan bersih sebesar Rp2.909,97 miliar.

Pencapaian ini tidak terlepas dari kontribusi bisnis inti perusahaan yang secara konsisten melakukan penetrasi pasar untuk seluruh portofolio produk guna mempertahankan jumlah unit terpasang. Pada akhir 2022, Astragraphia dapat mencapai salah satu target yang dicanangkan, yakni mempertahankan posisi pemimpin pasar di segmen printer skala produksi dan multifungsi berwarna A3.

ASTRAGRAPHIA BUSINESS PERFORMANCE 2022 [GRI 201-1]

Through adaptations and innovations executed in dealing with existing challenges, Astragraphia was still able to seize business opportunities so that in the end, it recorded a net income of Rp97.07 billion or grew by 11% compared to 2021, with a net revenues of Rp2,909.97 billion.

This achievement is an integral part of the Company's core business contribution, which consistently penetrates the market for the entire product portfolio in order to maintain the number of units installed. In 2022, Astragraphia achieved one of its targets: to maintain its market leader position in the A3 color multifunction and production scale printer segment.

PT Astra Graphia Information Technology (AGIT), entitas anak yang 99,99% sahamnya dimiliki oleh Astragraphia berhasil membukukan kinerja yang cukup baik, terutama dalam penyediaan infrastruktur serta *software* pendukung operasional pelanggan. Perubahan perilaku masyarakat dalam bekerja dan menjalankan kegiatan bisnis secara jarak jauh telah mengakselerasi kebutuhan teknologi digital yang memberikan dampak baik pada bisnis teknologi informasi. AGIT secara inovatif dan cepat merespon kebutuhan pelanggan melalui kolaborasi dengan prinsipal untuk menghadirkan solusi digital yang mumpuni dengan pelayanan yang prima.

Entitas anak PT Astragraphia Xprins Indonesia (AXI) juga tetap menjadi pionir ekosistem percetakan dan pada bulan Agustus 2022 secara resmi memperkenalkan ekosistem bisnis pencetakan tiga dimensi (*3D Printing*) dalam memanfaatkan peluang pasar *3D printing* di Indonesia.

Kinerja bisnis pada tahun 2022 ini merupakan hasil dari upaya seluruh Insan Astragraphia dalam mengoptimalkan kinerja dan memberikan pelayanan yang terbaik bagi pelanggan. Capaian pertumbuhan ini semakin mendorong Astragraphia untuk terus memberikan dampak ekonomi, sosial, dan lingkungan yang positif di mana pun Astragraphia berada.

PT Astra Graphia Information Technology (AGIT), a subsidiary whose shares are 99.99% owned by Astragraphia, managed to record good performance, especially in providing infrastructure and software to support customer operations. Changes in people's behavior in working and carrying out business activities remotely have accelerated the need for digital technology, which has a positive impact on the information technology business. AGIT innovatively and quickly responds to customer needs through collaboration based on the principle of presenting qualified digital solutions with excellent service.

The subsidiary company, PT Astragraphia Xprins Indonesia (AXI), also remains a pioneer of the printing ecosystem, and in August 2022, the Company officially introduced a three-dimensional printing (*3D printing*) business ecosystem to take advantage of the *3D printing* market opportunities in Indonesia.

The Company's business performance in 2022 was the result of all Astragraphia personnel's efforts in optimizing performance and providing the best services to customers. This achievement has further encouraged Astragraphia to continue to provide positive economic, social, and environmental impacts wherever Astragraphia is located.

Ikhtisar Data Keuangan Penting

Summary of Important Financial Data

Dalam miliar Rupiah, kecuali Laba per Saham, Dividen per Saham, Kapitalisasi Pasar, dan Persentase
In billions of Rupiah, except for Earnings per Share, Dividend per Share, Market Capitalization, and Percentage

Keterangan	2022	2021	2019	Description
Laba Bersih	97,07	87,31	47,78	Net Income
Pendapatan	2.909,97	3.299,11	3.348,87	Net Revenues
Pertumbuhan Pendapatan Bersih	-12%	-1%	-30%	Net revenue growth
Rasio Laba Bersih Terhadap Ekuitas	6%	5%	3%	Return on equity
Laba yang Diatribusikan kepada Pemilik Entitas Induk dan Kepentingan Non Pengendali	97,07	87,31	47,78	Profit attributable to owners of the parent and non-controlling interests
Laba per Saham	72	65	35	Earning per share
Dividen per Saham*)	29	26	14	Dividend per share*)
Jumlah Ekuitas	1.693,22	1.627,65	1.562,78	Total equity
Jumlah Aset	2.677,65	2.655,28	2.288,83	Total assets
Kapitalisasi Pasar (Rp juta)	1.281.341	1.112.744	1.079.024	Market capitalization (in million Rp)

*) Diusulkan dalam RUPS Tahunan 2023
Subject to proposed at Annual GMS in 2023



PRODUK DAN PELAYANAN TERBAIK KEPADA PELANGGAN

Astragraphia tetap berkomitmen memberikan pelayanan yang terbaik untuk pelanggan. Astragraphia bertanggung jawab memberikan pelayanan kepada pelanggan terkait produk dan solusi yang dipasarkan, sejak awal proses pembelian hingga purnajual. Komitmen Astragraphia ini dibuktikan dalam bentuk deskripsi petunjuk penggunaan dan keamanan, serta layanan purnajual berupa pemeriksaan dan perbaikan secara berkala maupun insidental.

Astragraphia sebagai bagian dari grup Astra berkomitmen untuk memberikan produk dan layanan berkualitas bagi pelanggan melalui berbagai upaya, di antaranya adalah:

- Memberikan pelatihan yang berkelanjutan kepada karyawan di masing-masing lini fungsi.
- Senantiasa berusaha mencapai yang terbaik dengan menggunakan prinsip *continuous improvement* dalam pengembangan produk dan layanan.
- Memberikan layanan purnajual berupa pemeriksaan dan perbaikan secara berkala maupun insidental.
- Menerima permintaan layanan, permintaan bahan pakai, pengaduan, dan secara proaktif melakukan penanggulangan atas keluhan konsumen, baik melalui arahan via telepon, maupun kunjungan teknisi ke lokasi pelanggan yang didukung oleh 27 tenaga *contact center* yang bertanggung jawab untuk menerima 466.837 tiket selama tahun 2022. Pelanggan dapat menghubungi *Customer Contact Center* (CCC) melalui telepon di Halo Astragraphia 1500345 atau melalui *e-mail*: ccc@astragraphia.co.id. Sebagai salah satu bentuk inovasi yang selalu mengedepankan pelanggan, Astragraphia mengembangkan dan memperbaharui iCare berbasis web yang dapat diakses kapan saja dan di mana saja oleh pelanggan untuk menyampaikan permintaan layanan, mempermudah eskalasi penyelesaian masalah, mempermudah proses administrasi, serta memantau progress permintaan layanan.
- Menyediakan 284 *customer engineer* yang selalu siap membantu pelanggan yang tersebar di seluruh Indonesia, melalui 31 cabang dan 93 titik layanan yang mencakup 514 kota dan kabupaten.
- Program 3 Hours Downtime, merupakan bentuk komitmen Astragraphia untuk menjaga keberlangsungan performa produk dengan cara menjamin mesin *office printer* (berlaku untuk mesin-mesin yang disewa atau dibeli dari Astragraphia, yang meliputi model-model tertentu) yang mengalami kerusakan akan kembali berfungsi dengan maksimum kurun waktu dalam 3 (tiga) jam sejak laporan diterima Halo Astragraphia 1500 345. Program ini hanya berlaku di wilayah dalam radius 30 km dari kantor cabang

THE BEST PRODUCTS AND SERVICES TO CUSTOMERS

Astragraphia remains committed to offering the best services for customers. Astragraphia is responsible for providing services to customers regarding the products and solutions marketed, from the beginning of the purchasing process to after sales. Astragraphia's commitment is manifested by providing customers with user manual and safety instructions, as well as after-sales services in the form of periodic and incidental inspections and repairs.

Astragraphia, as part of the Astra group, is committed to providing quality products and services for customers through various efforts, including:

- Provide sustainable training to employees in each function line.
- Always strive to be the best by implementing the principle of continuous improvement in product and service development.
- Provide after-sales services, including periodic and incidental inspections and repairs.
- Receiving service requests, requests for supplies, complaints, and proactively responding to consumer complaints, either through telephone directions or technician visits to customer locations, supported by 27 contact center staff who were responsible for receiving 466,837 tickets in 2022. Customers can reach the Customer Contact Center (CCC) by telephone at Halo Astragraphia 1500345 or by email: ccc@astragraphia.co.id. As a form of innovation that always puts the customer first, Astragraphia develops and updates web-based iCare, which can be accessed anytime and anywhere by customers to address service requests, facilitate escalation of problem resolution, simplify administrative processes, and monitor the progress of service requests.
- Providing 284 customer engineers who are always ready to help customers across Indonesia through 31 branches and 93 service points covering 514 cities and regencies.
- 3 Hours Downtime (3HDT) Program is a program to show Astragraphia's commitment to maintaining the continuity of product performance by guaranteeing office printer machines (applies to machines rented or purchased from Astragraphia, which includes certain models) that are damaged will function again for the maximum period of time within 3 (three) hours of receiving the report Halo Astragraphia 1500 345. This program is only available in areas within a 30 km radius of the branch office (Metro Area), including Jakarta,



(Metro Area), antara lain: Jakarta, Tangerang, Bekasi, Karawang, Bandung, Semarang, Yogyakarta, Surabaya, Denpasar, Medan, Batam, Pekanbaru, Palembang, Pontianak, Balikpapan, Banjarmasin, Makassar, dan Manado. Penjelasan lebih detail untuk tipe produk yang memiliki jaminan *3 Hours Downtime* dapat dilihat pada website www.documentsolution.com.

- Melakukan Survei Kepuasan Pelanggan untuk mengevaluasi kinerja produk dan layanan yang ditawarkan kepada pelanggan dari proses penjualan hingga layanan purnajual. Hasil survei tersebut digunakan sebagai landasan Astragraphia untuk terus menerus meningkatkan kualitas layanan. Survei ini dilakukan dengan mengukur kepuasan terhadap produk, *service engineer*, *complaint handling*, *system analyst*, *consumable service*, *helpdesk service*, *sales force*, dan *payment terms*. Selain itu, survei ini dilakukan sebagai bentuk upaya Astragraphia untuk memastikan bahwa kepuasan pelanggan tetap terjaga. Hasil Survei Kepuasan Pelanggan 2022 menunjukkan Indeks Kepuasan Pelanggan berada pada angka 84,05.

AGIT berkomitmen memberikan pelayanan terbaik kepada pelanggan dengan menghadirkan produk dan solusi unggulan melalui kemitraan dengan prinsipal kelas dunia yang berpengalaman. AGIT secara konsisten meningkatkan kualitas implementasi proyek (termasuk *operation support*) mengacu kepada metodologi baku yang telah secara luas dipergunakan di dunia teknologi informasi terkait implementasi proyek. AGIT menyediakan layanan pelanggan (*Customer Service*) 24 jam untuk memastikan pelanggan mendapatkan dukungan prima pada kegiatan operasionalnya. AGIT juga memiliki *Integrated Operation Center* (IOC), sebuah fasilitas *monitoring* untuk *customer*, *network*, digital, dan *IT Security*. Dengan IOC, pengawasan dilakukan melalui fasilitas *command center* secara jarak jauh dan *real time* selama 24 jam baik untuk perangkat yang berada di pelanggan ataupun yang berada di *cloud*.

Dalam memudahkan pelanggan dalam pencarian informasi produk dan melakukan pemesanan, AXI memiliki website portofolio yang dapat diakses melalui www.axi.co.id, www.axiqoe.com, www.printqoe.com dan www.3dprintingsolution.id. Selain itu, AXI menyediakan saluran *Contact Centre* yang selalu tersedia untuk pelanggan melalui telepon di 1500 936 yang dapat dihubungi selama hari kerja serta melalui *e-mail*: cs@axi.co.id.

PERLINDUNGAN PRIVASI DAN INFORMASI PELANGGAN [GRI 418-1]

Astragraphia berkomitmen menjaga privasi dan informasi pelanggan dengan tunduk pada peraturan dan undang-undang yang berlaku. Informasi pelanggan merupakan

Tangerang, Bekasi, Karawang, Bandung, Semarang, Yogyakarta, Surabaya, Denpasar, Medan, Batam, Pekanbaru, Palembang, Pontianak, Balikpapan, Banjarmasin, Makassar, and Manado. A more detailed explanation of the types of products that have a 3 Hours Downtime guarantee can be found on the website www.documentsolution.com.

- Conducting Customer Satisfaction Surveys to evaluate the performance of products and services offered to customers from the sales process to after-sales services. The survey results are used as a basis for Astragraphia to continuously improve service quality. This survey was conducted by measuring customers' satisfaction with products, service engineers, complaint handling, system analysts, consumable services, helpdesk services, sales force, and payment terms. Moreover, this survey was conducted as a form of Astragraphia's efforts to ensure that customer satisfaction is maintained. The results of the 2022 Customer Satisfaction Survey showed that the Customer Satisfaction Index is at 84.05.

AGIT is committed to providing the best service to customers by presenting superior products and solutions through partnerships with experienced world-class principles. AGIT consistently improves the quality of project implementation (including operation support), referring to the standard methodology that has been widely used in the world of information technology regarding project implementation. AGIT provides 24-hour customer service to ensure customers get excellent support for their operational activities. AGIT also has an Integrated Operation Center (IOC), a monitoring facility for customer, network, digital, and IT Security. With IOC, monitoring is carried out through a command center facility remotely and in real-time for 24 hours for both devices in the customer and those in the cloud.

In facilitating customers in finding product information and placing orders, AXI has a portfolio website that can be accessed via www.axi.co.id, www.axiqoe.com, www.printqoe.com, and www.3dprintingsolution.id. In addition, AXI provides a Contact Center line which is always available for customers by telephone at 1500 936 which can be contacted during weekdays as well as by e-mail: cs@axi.co.id.

PROTECTION OF CUSTOMER PRIVACY AND INFORMATION [GRI 418-1]

Astragraphia is committed to maintaining customer privacy and information by complying with applicable laws and regulations. Customer information is a form of



bentuk kerahasiaan yang tidak dapat dibagikan kepada pihak lain, kecuali sebagaimana diatur oleh peraturan dan perundang-undangan yang berlaku. Secara tidak langsung, menjaga informasi pelanggan merupakan bentuk kepercayaan yang akan mempengaruhi reputasi Astragraphia. Selama tahun 2022, tidak ada keluhan yang berdampak material terkait pelanggaran kerahasiaan pelanggan yang melibatkan organisasi lain dan pemangku kepentingan.

AGIT mengimplementasikan perangkat lunak keamanan data untuk memastikan keamanan data dan informasi. Implementasi perangkat lunak keamanan data ini melingkupi sistem operasional internal yang dipergunakan oleh karyawan dan juga pada proyek-proyek di pelanggan.

AXI menyadari bahwa privasi dan keamanan data, keandalan, dan transparansi data merupakan hal yang penting sehingga AXI telah melakukan *improvement* terkait dengan data pelanggan dan data transaksi dengan menerapkan enkripsi data secara menyeluruh.

INOVASI DAN PENGEMBANGAN PRODUK [GRI 302-5]

Astragraphia sebagai Distributor Eksklusif dari FUJIFILM Business Innovation, terus mendorong inovasi dan pengembangan produk ramah lingkungan melalui bahan baku yang sudah teruji ramah bagi lingkungan dan mendorong penurunan konsumsi daya dan emisi CO₂ pada proses pencetakan secara signifikan. Astragraphia memiliki produk-produk yang sudah menggunakan bahan baku yang ramah bagi lingkungan. Menghadapi tantangan masyarakat dunia seperti pemanasan global, berkurangnya sumber daya minyak bumi dan gas, FUJIFILM Business Innovation terlibat dalam penelitian dan pengembangan plastik berbasis biomassa yang baru. Bahan ini sudah teruji lebih ramah lingkungan, kuat dan tahan lama. Material ini digunakan pada bagian-bagian dalam mesin printer FUJIFILM Business Innovation. Selain material yang lebih ramah lingkungan, teknologi dari mesin printer FUJIFILM Business Innovation sudah menggunakan "Smart Energy Management" untuk penggunaan daya tertentu. Konsumsi daya dan emisi CO₂ dapat berkurang dengan signifikan karena teknologi ini memasok daya hanya pada fungsi spesifik yang digunakan.

Beberapa produk ramah lingkungan yang dipasarkan Astragraphia tahun ini adalah Apeos C7070 series, ApeosPort C7070 series, ApeosPort 5570 series, ApeosPort Print C5570, ApeosPort-VII Series, DocuPrint 3205 Series, ApeosPro C650, ApeosWide 3030/6050, Revoria Press™ PC1120, dan Revoria Press E1 Series. Produk ini menyediakan fitur layanan yang dapat meningkatkan

confidentiality that cannot be shared with other parties except as regulated by applicable laws and regulations. Indirectly, maintaining customer information is a form of trust that will affect Astragraphia's reputation. During 2022, there were no complaints with material impacts regarding breaches of customer confidentiality involving other organizations and stakeholders.

AGIT implements data security software to protect data and information. The implementation of this data security software covers internal operational systems used by employees and also on customers' projects.

AXI realizes that data privacy and security, reliability, and data transparency are important matters, so AXI has made improvements related to customer data and transaction data by implementing data encryption as a whole.

PRODUCT INNOVATION AND DEVELOPMENT [GRI 302-5]

Astragraphia as the Exclusive Distributor of FUJIFILM Business Innovation continues to encourage innovation and development of environmentally friendly products through raw materials that have been tested to be environmentally friendly and significantly reduce power consumption and CO₂ emissions in the printing process. Astragraphia offers products that use environmentally friendly raw materials. Facing the challenges of the world community, such as global warming, diminishing oil and gas resources, FUJIFILM Business Innovation is engaged in the research and development of new biomass-based plastics. This material has been tested to be more environmentally friendly, strong, and durable. This material is used in parts of the FUJIFILM Business Innovation's printer machine. In addition to materials that are more environmentally friendly, the technology from the FUJIFILM Business Innovation printer machine already uses "Smart Energy Management" for certain power usage. Power consumption and CO₂ emissions can be reduced significantly because this technology supplies power only to a specific function.

Several eco-friendly products marketed by Astragraphia this year are the Apeos C7070 series, ApeosPort C7070 series, ApeosPort 5570 series, ApeosPort Print C5570, ApeosPort-VII Series, DocuPrint 3205 Series, ApeosPro C650, ApeosWide 3030/6050, Revoria Press™ PC1120, and Revoria Press E1 Series. These products provide features



efisiensi proses bisnis yang berujung pada penghematan biaya dan pemotongan emisi karbon akibat penggunaan listrik yang lebih hemat. Selain itu, produk-produk tersebut juga didukung dengan penggunaan *toner* yang dikenal sebagai SUPER EA-ECO Toner yang dapat mengurangi dampak kerusakan lingkungan dan menurunkan emisi CO₂ dengan penerapan teknologi terbaru dimana hasil cetakan dapat menempel di kertas pada suhu 10 (sepuluh) derajat celcius lebih rendah dari *toner* biasa.

Selama tahun 2022, tidak ada produk yang ditarik kembali dengan berbagai alasan tertentu karena semua mesin sudah melalui tahap pengujian layak pakai dan jual yang didapatkan dari badan regulator pemerintah.

Saat ini, Astragraphia belum memiliki dasar perhitungan reduksi konsumsi energi dari tiap produk yang dipasarkan di Indonesia. Namun bersama dengan prinsipal, Astragraphia berkomitmen menghadirkan produk dan solusi yang menjamin efisiensi energi dengan menghemat sebesar 60-80% konsumsi daya minimum dari keseluruhan penggunaan perangkat multifungsi dan *printer* produksi guna mendukung aktivitas bisnis yang berkelanjutan bagi pelanggan. [GRI 302-5]

PENGUNAAN MATERIAL DAN ENERGI RAMAH LINGKUNGAN

Astragraphia memiliki produk-produk yang sudah menggunakan bahan baku yang ramah bagi lingkungan. Menghadapi tantangan masyarakat dunia seperti pemanasan global, berkurangnya sumber daya minyak bumi dan gas, FUJIFILM Business Innovation terlibat dalam penelitian dan pengembangan plastik berbasis biomassa yang baru. Bahan ini sudah teruji lebih ramah lingkungan, kuat dan tahan lama. Material ini digunakan pada bagian-bagian dalam mesin printer FUJIFILM Business Innovation. Selain material yang lebih ramah lingkungan, teknologi dari mesin *printer* FUJIFILM Business Innovation sudah menggunakan "Smart Energy Management" untuk penggunaan daya tertentu. Konsumsi daya dan emisi CO₂ dapat berkurang dengan signifikan karena teknologi ini memasok daya hanya pada fungsi spesifik yang digunakan.

Beberapa produk ramah lingkungan yang dipasarkan Astragraphia tahun ini adalah Apeos C7070 series, ApeosPort C7070 series, ApeosPort 5570 series, ApeosPort Print C5570, ApeosPort-VII Series, DocuPrint 3205 Series, ApeosPro C650, ApeosWide 3030/6050, Revoria Press™ PC1120 dan Revoria Press E1 Series. Produk ini menyediakan fitur layanan yang dapat meningkatkan efisiensi proses bisnis yang berujung pada penghematan biaya dan pemotongan emisi karbon akibat penggunaan listrik yang lebih hemat. Selain itu, produk-produk tersebut

that can increase the efficiency of business processes resulting in cost savings and carbon emissions-cutting due to energy saving. Furthermore, these products are also supported by SUPER EA-ECO Toner, which can reduce the impact of environmental damage and reduce CO₂ emissions with the application of the latest technology where printouts can stick on paper at a temperature of 10 (ten) degrees Celsius, lower than regular toner.

In 2022, there was no product recalled for various reasons because all machines had passed a series of testing that obtained government regulatory agencies' approval to operate and sell.

Currently, Astragraphia has not yet formulated the basis for calculating the reduction in energy consumption of each product marketed in Indonesia. However, Astragraphia is committed to presenting products and solutions that guarantee energy efficiency by saving 60-80% minimum power consumption from the total use of multifunction devices and production printers to support sustainable business activities for customers. [GRI 302-5]

ENVIRONMENT-FRIENDLY MATERIALS AND ENERGY USAGE

Astragraphia's products utilize environmentally friendly raw materials. Facing the challenges of the world community, such as global warming, diminishing oil and gas resources, FUJIFILM Business Innovation is engaged in the research and development of new biomass-based plastics. This material has been tested to be more environmentally friendly, strong, and durable. This material is used in the parts of the FUJIFILM Business Innovation printer machine. In addition to materials that are more environmentally friendly, the technology of the FUJIFILM Business Innovation printer machine already uses "Smart Energy Management" for certain power usage. Power consumption and CO₂ emissions can be reduced significantly because this technology supplies power only for a specific function.

Several environmentally friendly products marketed by Astragraphia this year are the Apeos C7070 series, ApeosPort C7070 series, ApeosPort 5570 series, ApeosPort Print C5570, ApeosPort-VII Series, DocuPrint 3205 Series, ApeosPro C650, ApeosWide 3030/6050, Revoria Press™ PC1120 and Revoria Press E1 Series. These products provide service features that can increase the efficiency of business processes which results in cost savings and cutting carbon emissions due to more efficient use of electricity. Furthermore, these products are also supported



juga didukung dengan penggunaan toner yang dikenal sebagai *SUPER EA-ECO Toner* yang dapat mengurangi dampak kerusakan lingkungan dan menurunkan emisi CO₂ dengan penerapan teknologi terbaru dimana hasil cetakan dapat menempel di kertas pada suhu 10 derajat celcius lebih rendah dari toner biasa.

KESEHATAN DAN KESELAMATAN PELANGGAN

Astragraphia memprioritaskan kesehatan dan keselamatan pelanggan dengan memberikan layanan sebagai berikut:

1. Memberikan rekomendasi mengenai lingkungan kerja pelanggan sesuai ketentuan keamanan dasar yang terkait dengan suhu, kelembaban ruangan, daya listrik, tata ruang mesin terhadap area kerja pengguna, dan kriteria-kriteria lainnya sebelum pemasangan mesin (*Pre-Installation Assessment*);
2. Menyampaikan petunjuk keamanan secara verbal maupun dalam dokumen tercetak kepada pelanggan;
3. Memastikan mesin *printer* memenuhi standar keamanan, dan terus melakukan pemantauan serta perbaikan yang diperlukan sepanjang penggunaan mesin secara berkala maupun insidental;
4. Memberikan edukasi terkait kesehatan, keamanan, dan keselamatan kerja kepada teknisi secara berkesinambungan; dan
5. Melakukan pengelolaan limbah bahan pakai atas penggunaan mesin di pelanggan.

Memasuki masa transisi endemi Covid-19, Astragraphia senantiasa memprioritaskan kesehatan dan keselamatan pelanggan serta karyawan. Astragraphia melalui tim Gugus Tugas Pencegahan Penyebaran dan Penanganan Covid-19 tetap menerapkan berbagai protokol kesehatan sebagai berikut:

1. Melakukan desinfeksi di lingkungan kantor Astragraphia seluruh Indonesia secara berkala serta menjaga kebersihan lingkungan kerja, termasuk area *showroom* dan *customer service*.
2. Memastikan karyawan yang melakukan aktivitas pelayanan pelanggan telah lolos skrining kesehatan seperti pengecekan suhu tubuh dan *daily monitoring health assessment*.
3. Memberikan arahan dan edukasi prosedur protokol kesehatan kepada *customer engineer* dan karyawan Astragraphia yang bertugas di lokasi pelanggan.
4. Memaksimalkan penggunaan teknologi untuk mengurangi kontak langsung antar karyawan ataupun mitra kerja dan pelanggan. Dalam hal pertemuan dengan mitra kerja dan pelanggan harus dilakukan, karyawan wajib menerapkan protokol kesehatan yang berlaku.

by *SUPER EA-ECO Toner*, which can reduce the impact of environmental damage and reduce CO₂ emissions with the application of the latest technology where printouts can stick to paper at a temperature of 10 degrees Celsius lower than regular toner.

CUSTOMER HEALTH AND SAFETY

Astragraphia prioritizes customer health and safety by providing the following services:

1. Provide recommendations regarding the customer working environment in accordance with basic safety provisions related to temperature, humidity, electrical power, machine layout of the user's work area, and other criteria prior to machine installation (*Pre-Installation Assessment*);
2. Provide safety instructions verbally or in printed documents;
3. Ensure that the devices meet the safety standards and continue to perform inspections and repair as needed during regular or incidental use of the machine;
4. Provide sustainable education related to occupational health, safety, and security for technicians; and
5. Manage waste materials after device removal from the customer.

Entering the transition period of the Covid-19 endemic, Astragraphia always prioritizes the health and safety of its customers and employees. Astragraphia, through the Task Force for Covid-19 Prevention and Control, continues to implement various health protocols as follows:

1. Periodically disinfect Astragraphia offices throughout Indonesia and maintain the cleanliness of the work environment, including showrooms and customer service areas.
2. Ensure employees who carry out customer service activities have passed health screening, such as checking body temperature and daily monitoring health assessment.
3. Provide direction and education on health protocol procedures to customer engineers and Astragraphia employees on duty at customer locations.
4. Maximizing the use of technology to reduce direct contact between employees or work partners and customers. In the event that meetings with work partners and customers must be held, employees must conduct the applicable health protocols.

Penerapan teknologi dan inovasi pada proses layanan pelanggan Astragraphia dilakukan terutama selama masa Pemberlakuan Pembatasan Kegiatan Masyarakat (PPKM). Inisiatif seperti *multi-site Contact Center* dan penerapan *Clustering & Cell* dalam penempatan *customer engineer* mampu mengurangi *downtime* mesin dan memastikan pemenuhan *Service Level Agreement* pada setiap pelanggan Astragraphia.

LAYANAN PURNAJUAL DAN PENANGGULANGAN ATAS PENGADUAN PELANGGAN

Astragraphia senantiasa berkomitmen memberikan yang terbaik kepada pelanggan yang membutuhkan layanan purnajual, menyampaikan keluhan atau klaim setelah transaksi pembelian. Tanggung jawab yang diberikan oleh Astragraphia mencakup sebelum dan sesudah pembelian barang dan jasa, termasuk menyampaikan petunjuk penggunaan dan keamanan mesin. Pelanggan juga mendapatkan layanan purnajual dengan dukungan tenaga ahli profesional melalui kehadiran teknisi (*engineer*), *helpdesk*, serta jaminan kualitas layanan terbaik dengan rangkaian pilihan *Contract Maintenance*, *Preventive Maintenance*, dan *Operation Support* yang dilengkapi dengan garansi SLA (*Service Level Agreement*).

Astragraphia berkomitmen untuk memberikan layanan purnajual berupa pemeriksaan dan perbaikan mesin secara berkala maupun insidental, penyediaan suku cadang atau aksesoris, pemeliharaan atau konsultasi berkala. Melalui *Customer Contact Center* (CCC), *iCare*, *iSense*, dan *OSA* yang telah dilengkapi dengan penerapan teknologi *Robotic Process Automation* (RPA), Astragraphia dapat menjaga kualitas layanan yang terbaik. Astragraphia secara insidental menerima permintaan perbaikan mesin, permintaan layanan teknisi maupun bahan pakai, menerima pengaduan, dan penanggulangan atas keluhan pelanggan, baik melalui telepon, *e-mail*, berbasis web dari berbagai perangkat untuk memonitor kunjungan teknisi menuju ke lokasi pelanggan. Hal ini didukung dengan penerapan aplikasi *Service Territory Management Guaranteed Tracking Respond System* sehingga memudahkan *Customer Contact Centre* Astragraphia untuk:

1. Melakukan penugasan kepada teknisi terdekat untuk melakukan perbaikan;
2. Mengirimkan teknisi pengganti secepatnya bila teknisi pertama berhalangan datang ke lokasi pelanggan;
3. Memberikan informasi estimasi waktu kedatangan teknisi, memantau, dan memastikan penyelesaian perbaikan mesin pelanggan untuk setiap kedatangan teknisi;
4. Memastikan dan menjaga ketepatan waktu pengiriman bahan pakai; dan

The application of technology and innovation to Astragraphia's customer service process was carried out, especially during the Implementation of Restrictions on Community Activities (PPKM). Initiatives such as the multi-site Contact Center and the application of Clustering & Cell in placing customer engineers can reduce machine downtime and ensure the fulfillment of the Service Level Agreement for each Astragraphia customer.

AFTER-SALES SERVICE AND CUSTOMER COMPLAINTS MANAGEMENT

Astragraphia is always committed to providing the best for customers who need after-sales services, addressing complaints or claims after purchase transactions. Astragraphia responsibility to its customers covers before and after purchasing goods and services, including conveying manual instructions and device safety. Customers also receive after-sales services with the support of professional experts through the presence of technicians (engineers) and a helpdesk, as well as guaranteeing the best quality of services with a range of Contract Maintenance, Preventive Maintenance, and Operation Support options that are complemented by an SLA (Service Level Agreement) guarantee.

Astragraphia is committed to the provision of after-sales services in the form of periodic and incidental device inspections and repairs, supplying spare parts or accessories, and periodic maintenance or consultations. Through the Customer Contact Center (CCC), *iCare*, *iSense*, and *OSA*, which have been equipped with the application of Robotic Process Automation (RPA) technology, Astragraphia has consistently delivered the best quality services. Astragraphia proactively receives requests for engine repairs, requests for service technicians and supplies, receive complaints, and handles customer complaints, either via telephone, e-mail, or web-based, from various devices to monitor technician visits to customer locations. This is supported by the implementation of the Service Territory Management Guaranteed Tracking Respond System application, making it easier for the Astragraphia Customer Contact Center to:

1. Assign the nearest technician to carry out repairs;
2. Send a substitute technician as soon as possible if the first technician is unable to come to the customer's location;
3. Provide information on the technician's estimated time of arrival, monitor and ensure the completion of customer machine repairs for each technician's arrival;
4. Ensure and maintain on-time delivery of the materials; and



5. Melakukan pengecekan ulang secara acak untuk memastikan ketuntasan penyelesaian masalah mesin dan kepuasan pelanggan.

Dalam menjaga kepuasan pelanggan, Astragraphia memiliki program 3 Hours Downtime (3HDT). Program ini berlaku di wilayah metro (tempat kantor cabang Astragraphia berada) yang tersebar di seluruh Indonesia. Melalui program ini, Astragraphia berkomitmen untuk mengatasi permasalahan mesin pelanggan dalam waktu kurang dari 3 (tiga) jam, terhitung sejak waktu penerimaan pengaduan pelanggan.

Selain 3HDT, Astragraphia berkomitmen untuk menciptakan pengalaman baru yang lebih luas bagi pelanggan. Salah satunya melalui konektivitas digital dalam layanan purnajual digital terbaik. Komitmen tersebut diwujudkan melalui hadirnya tiga solusi inovasi *digital experience*. Solusi tersebut yaitu iCare, iSense, dan Online Support Assistance yang disingkat menjadi OSA. Solusi tersebut menawarkan fasilitas layanan purnajual terbaik bagi pelanggan dalam menikmati gaya hidup digital di masa kini. Ketiga aplikasi berbasis digital ini memberikan sisi fungsionalitas yang berbeda-beda sesuai dengan kebutuhan pelanggan. iCare merupakan aplikasi berbasis web bagi pelanggan menyampaikan permintaan layanan dengan lebih cepat. iSense merupakan aplikasi yang disajikan dengan dashboard yang membantu mencatat status mesin, bahan pakai, dan meter mesin (penggunaan klik/cetak) secara otomatis. Sedangkan OSA memberikan kemampuan pada pelanggan untuk mendapatkan informasi dan panduan seputar produk secara lengkap melalui situs web yang dapat diakses secara mandiri 24 jam.

SARANA PENANGGULANGAN ATAS PENGADUAN PELANGGAN

Astragraphia memberikan sarana serta akses bagi pelanggan dan masyarakat umum dalam mencari informasi dan menyampaikan keluhan atau pengaduan terhadap produk, solusi, maupun layanan. Astragraphia memiliki teknologi *call center* yang secara konsisten diperbarui untuk meningkatkan kepuasan pelanggan.

Pelanggan Astragraphia dan masyarakat umum dapat mengakses atau menghubungi Astragraphia melalui:

Telepon (Halo Astragraphia) : 1500 345

E-mail : ccc@astragraphia.co.id;
info@astragraphia.co.id

Situs web : www.astragraphia.co.id;
www.documentsolution.com;
icare.documentsolution.com

5. Conduct random re-checks to ensure completeness of device problem-solving and customer satisfaction.

In maintaining customer satisfaction, Astragraphia has a 3 Hours Downtime (3HDT) program. This program is available in metro areas (where Astragraphia branch offices are located) across Indonesia. Through this program, Astragraphia is committed to solving customers' problems in less than 3 (three) hours, starting from the time the customer complaint is received.

Apart from 3HDT, Astragraphia is committed to creating a wider and new customer experience. One of them is through digital connectivity in the best digital after-sales service. This commitment is manifested through the presence of three digital experience innovation solutions. These solutions are iCare, iSense, and Online Support Assistance (OSA). These solutions offer the best after-sales service facilities for customers to enjoy today's digital lifestyle. These three digital-based applications provide different functions according to customer needs. iCare is a web-based application for customers to submit service requests faster. iSense is an application presented with a dashboard that helps record device status, materials, and machine meters (click/print usage) automatically. Meanwhile, OSA provides the ability for customers to obtain complete product information and guidance through a website that can be accessed independently 24 hours.

HANDLING OF CUSTOMER COMPLAINTS

Astragraphia provides facilities and access for customers and the general public to seek information and submit complaints or complaints about products, solutions, and services. Astragraphia has call center technology that is consistently updated to increase customer satisfaction.

Astragraphia customers and the general public can access or contact Astragraphia through:

Telephone (Hello Astragraphia) : 1500 345

E-mail : ccc@astragraphia.co.id;
info@astragraphia.co.id

Website : www.astragraphia.co.id;
www.documentsolution.com;
icare.documentsolution.com

Astragraphia juga memiliki aplikasi dan portal yang dapat diakses kapan saja dan di mana saja oleh pelanggan untuk menyampaikan permintaan layanan, mempermudah eskalasi penyelesaian masalah, mempermudah proses administrasi, serta memantau progres permintaan layanan:

iCare : <https://documentsolution.com/id/konten/dukungan-konsumen/icare>
iSense : <https://documentsolution.com/id/konten/dukungan-konsumen/isense>
OSA : <https://support-fb.fujifilm.com/setupSupport.do>

Entitas anak PT Astra Graphia Information Technology (AGIT) berkomitmen dalam layanan purna jual dari produk dan solusi yang telah diimplementasikan di pelanggan dalam bentuk-bentuk layanan yang disepakati bersama. AGIT menyediakan layanan pengaduan 24 jam untuk membantu pelanggan bila mengalami kendala terkait produk dan solusi yang diimplementasikan.

Telepon : (021) 2924 1177
E-mail : csc@ag-it.com
Situs web : www.ag-it.com

Bagi pelanggan entitas anak PT Astragraphia Xprins Indonesia (AXI), dapat menghubungi pusat pengaduan konsumen AXI berikut ini:

Telepon : 1500 936
E-mail : cs@axi.co.id
Situs web : www.axi.co.id

Selama tahun 2022, Astragraphia juga tidak menerima pengaduan dari masyarakat terkait produk maupun kegiatan operasional Astragraphia.

Astragraphia senantiasa melakukan perbaikan layanan didukung oleh peranan aktif *Customer Contact Center* Astragraphia yang melibatkan partisipasi aktif dari tim baik di *front office* dan *back office*, serta penggunaan sistem terbaru dan terintegrasi. Hal ini bertujuan untuk mengidentifikasi dan melakukan penanganan dengan lebih baik antara permintaan rutin layanan dengan keluhan. Hingga akhir 2022, terdapat 246 keluhan yang bersifat teknis dan non-teknis yang diterima baik melalui *Customer Contact Center* Astragraphia ataupun melalui hasil survei yang dilakukan setelah kunjungan teknisi. Dari total keluhan tersebut, Astragraphia mampu menyelesaikan semua keluhan pelanggan yang masuk.

Astragraphia also has developed applications and portals that can be accessed anytime and anywhere to submit service requests, facilitate escalation of problem resolution, simplify administrative processes, and monitor the progress of service requests:

iCare : <https://documentsolution.com/en/content/customer-support/icare>
iSense : <https://documentsolution.com/en/content/customer-support/isense>
OSA : <https://support-fb.fujifilm.com/setupSupport.do>

Subsidiary entity PT Astra Graphia Information Technology (AGIT) is committed to after-sales service of products and solutions that have been implemented at customers in mutually agreed forms of service. AGIT provides a 24-hour complaint service to help customers if they experience problems related to the products and solutions implemented.

Telephone : (021) 2924 1177
E-mail : csc@ag-it.com
Website : www.ag-it.com

For customers of a subsidiary of PT Astragraphia Xprins Indonesia (AXI), you can contact the following AXI consumer complaint center:

Telephone : 1500 936
E-mail : cs@axi.co.id
Website : www.axi.co.id

During 2022, Astragraphia also did not receive complaints from the public regarding Astragraphia products or operational activities.

Astragraphia always makes service improvements supported by the active role of the Astragraphia Customer Contact Center, which involves the active participation of the team in both the front office and back office, as well as the use of the latest and integrated systems. This aims to better identify and handle routine service requests and complaints. Until the end of 2022, there were 246 technical and non-technical complaints received either through the Astragraphia Customer Contact Center or through the results of a survey conducted after the technician's visit. Of the total complaints, Astragraphia was able to resolve all incoming customer complaints.

Tahun Year	Complaint Received	Complaint Resolved	% Ratio
2022	246	246	100%
2021	126	120	95,2%
2020*	4.220	4.123	97,7%

* Sistem pada 2020 belum secara otomatis memilah antara keluhan dengan permintaan layanan rutin, sehingga berdampak pada tingginya angka keluhan di tahun tersebut. [GRI 2-4]
The system in 2020 had not been automatically sorted between complaints and routine service requests, which resulted in higher number of complaints in that year. [GRI 2-4]



SURVEI KEPUASAN PELANGGAN

Kualitas pelayanan merupakan faktor dan akar penting yang akhirnya mampu memberikan kepuasan bagi setiap pelanggan Astragraphia. Kepuasan pelanggan adalah tujuan dari proses penjualan yang baik. Hal ini memberikan metrik yang dapat perusahaan gunakan untuk mengelola, melakukan rencana perbaikan dan meningkatkan bisnis. Astragraphia melakukan survei setiap tahun untuk mengukur serta memastikan kepuasan pelanggan yang lebih besar dan meningkatkan tujuan Astragraphia dalam menjaga kualitas pelayanan tidak hanya untuk mempertahankan pelanggan tetapi juga menambah rasa kepercayaan untuk menciptakan pelanggan-pelanggan baru.

Survei ini dilakukan kepada 348 pelanggan Astragraphia dengan mengukur kepuasan terhadap produk, *service engineer*, *complaint handling*, *system analyst*, *consumable service*, *helpdesk service*, *sales force*, dan *payment terms*. Selain itu, survei ini dilakukan sebagai bentuk upaya Astragraphia untuk memastikan bahwa kepuasan pelanggan tetap terjaga. Hasil Survei Kepuasan Pelanggan 2022 menunjukkan Indeks Kepuasan Pelanggan berada pada angka 84,05.

Survei Kepuasan Pelanggan dilakukan untuk memenuhi beberapa tujuan di bawah ini:

1. Memahami persepsi pelanggan tentang produk dan layanan Astragraphia mulai dari pra-penjualan, proses penjualan, hingga pasca-penjualan.
2. Memastikan adanya peningkatan kepuasan dan loyalitas pelanggan dibandingkan dengan tahun sebelumnya.
3. Menilai dan mengetahui kelebihan yang dimiliki perusahaan serta hal-hal yang perlu diperbaiki perusahaan untuk pelanggan.
4. Mendapatkan informasi lengkap tentang lanskap bisnis mesin *printer* multifungsi dan mesin pencetakan produksi (termasuk ekuitas merek & loyalitas pelanggan, keunggulan dan diferensiasi produk yang kompetitif, serta kinerja *partner* bisnis).

EVALUASI KEAMANAN PRODUK [GRI 417-1]

Dalam rangka menjaga kualitas dan keamanan penggunaan produk FUJIFILM Business Innovation, Astragraphia dengan dukungan prinsipal menyediakan informasi terkait penanganan keselamatan penggunaan produk *printer* dan *toner* Fujifilm dari zat atau bahan yang berbahaya. Informasi tersebut dapat dilihat pada dokumen *Safety Data Sheets* (SDS), di mana dokumen tersebut mencantumkan:

- Nama zat dalam suatu produk
- Bahan kimia yang terkandung
- Sifat kimia dan fisik bahan kimia
- Informasi bahaya kesehatan
- Panduan untuk penanganan dan penggunaan yang aman

CUSTOMER SATISFACTION SURVEY

Service quality is an important factor and root that is ultimately able to provide satisfaction for every Astragraphia customer. Customer satisfaction is the goal of a good sales process. This provides metrics that companies can use to manage, execute improvement plans and improve business. Astragraphia conducts surveys every year to measure and ensure greater customer satisfaction and improve Astragraphia's goal of maintaining service quality not only to retain customers but also to increase a sense of trust to create new customers.

This survey was conducted on 348 Astragraphia customers by measuring satisfaction with products, service engineers, complaint handling, system analysts, consumable services, helpdesk services, sales force, and payment terms. Moreover, this survey was conducted as a form of Astragraphia's efforts to ensure that customer satisfaction is maintained. The results of the 2022 Customer Satisfaction Survey show that the Customer Satisfaction Index is at 84.05.

The Customer Satisfaction Survey is conducted to fulfill the following objectives:

1. Understanding customer perceptions of Astragraphia products and services starting from pre-sales, sales process, to post-sales.
2. Ensuring an increase in customer satisfaction and loyalty compared to the previous year.
3. Assess and find out the company advantages as well as things that need to be improved.
4. Obtain complete information about the business landscape of multifunction printers and production printing machines (including brand equity & customer loyalty, competitive product advantages and differentiation, and business partner performance).

PRODUCT SAFETY EVALUATION [GRI 417-1]

In order to maintain the quality and safety of using FUJIFILM Business Innovation products, Astragraphia is supported by the principle of providing information related to handling the safe use of Fujifilm printers and toner products from hazardous substances or materials. This information can be seen in the Safety Data Sheets (SDS) document, where the document states:

- The name of the substance in a product
- Chemicals contained
- Chemical and physical properties of chemicals
- Health hazard information
- Guidelines for safe handling and use



100% produk dan layanan yang dimiliki telah melalui uji kelayakan penggunaan sebelum perusahaan menghadirkan produk dan layanan tersebut ke pelanggan [GRI 416-1].

INFORMASI BARANG DAN/ATAU JASA

Astragraphia memasarkan barang dengan dilengkapi petunjuk penggunaan dan spesifikasi dalam bentuk dokumen tercetak maupun elektronik yang dapat diakses melalui situs web www.documentsolution.com. Sebelum proses penyerahan mesin printer kepada pelanggan, Astragraphia memberikan pelatihan singkat kepada calon pengguna terkait tata cara pemakaian mesin dan cara perawatan mesin yang sederhana atau dapat mengakses sendiri melalui <https://support-fb.fujifilm.com/setupSupport.do>. Selain itu, pelanggan juga dapat menghubungi layanan konsumen yang disediakan oleh Astragraphia.

DAMPAK ATAS KEGIATAN TANGGUNG JAWAB BARANG/JASA [GRI 416-2, 417-1, 417-2]

Secara umum, Astragraphia selalu menghadirkan produk dan layanan yang bertanggung jawab, memberikan edukasi yang berkesinambungan, serta melakukan pengelolaan limbah sesuai ketentuan yang berlaku. Astragraphia terus mendorong inovasi dan pengembangan produk ramah lingkungan melalui bahan baku yang sudah teruji ramah bagi lingkungan dan mendorong penurunan konsumsi daya dan emisi CO₂ pada proses pencetakan secara signifikan. Hal ini berdampak pada pengurangan timbulnya polusi udara dan mengurangi dampak pemanasan global.

Hingga akhir tahun 2022, Astragraphia tidak menerima laporan terkait ketidakpatuhan terhadap regulasi pelabelan informasi produk. Untuk menjaga keamanan serta kualitas produk dan jasa yang dipasarkan ke pelanggan, Astragraphia memastikan seluruh mesin printer sudah diberikan pelabelan stiker yang mencakup informasi seperti:

- Identitas mesin (*Equipment Number*)
- Keterangan pada mesin printer berwarna sudah layak digunakan dan tidak dapat digunakan untuk mencetak uang palsu

DAMPAK EKONOMI TIDAK LANGSUNG

Dengan pengimplementasian tata kelola perusahaan yang baik, Astragraphia senantiasa memiliki semangat untuk menjadi perusahaan yang bermanfaat bagi bangsa dan peri kehidupan melalui aktivitas bisnis yang jujur dan adil. Semangat ini diwujudkan melalui strategi keberlanjutan Astragraphia bernama Triple-P Roadmap (Portfolio, People, dan Public Contribution) yang di dalamnya mencakup nilai ekonomi, lingkungan, dan sosial.

100% of the products and services that are owned have gone through a usability test before the company presents these products and services to customers. [GRI 416-1].

GOODS AND/OR SERVICES INFORMATION

Astragraphia markets goods equipped with manual instructions and specifications in the form of printed and electronic documents that can be accessed through the website www.documentsolution.com. Before the process of handing over printer machines to customers, Astragraphia provides short training to prospective users on how to use the machine and how to maintain the machine, which is simple or accessible via <https://support-fb.fujifilm.com/setupSupport.do>. Moreover, customers can also contact the consumer services provided by Astragraphia.

IMPACT ON GOODS/SERVICES RESPONSIBILITY ACTIVITIES [GRI 416-2, 417-1, 417-2]

In general, Astragraphia always provides responsible products and services, provides continuous education, and manages waste according to applicable regulations. Astragraphia continues to encourage innovation and development of environmentally friendly products through raw materials that have been tested to be environmentally friendly and significantly reduce power consumption and CO₂ emissions in the printing process. This has an impact on reducing air pollution and global warming.

In 2022, Astragraphia did not receive any reports regarding non-compliance with product information labeling regulations. To maintain the safety and quality of products and services marketed to customers, Astragraphia ensures that all printer machines are provided with sticker labeling, which includes information such as:

- Machine identity (*Equipment Number*)
- Information on the color printer machine is suitable for use and cannot be used for printing counterfeit money

INDIRECT ECONOMIC IMPACTS

By implementing good corporate governance, Astragraphia always has a spirit to become a company that benefits the nation and life through honest and fair business activities. This spirit is manifested through Astragraphia's sustainability strategy called the Triple-P Roadmap (Portfolio, People, and Public Contribution), which includes economic, environmental, and social values.

Sepanjang tahun 2022, Astragraphia menjalankan operasional bisnis, tata kelola, dan terus berusaha menciptakan hubungan yang harmonis dengan seluruh pemangku kepentingan dengan tetap memperhatikan aspek Lingkungan, Sosial, dan Tata Kelola (LST). Ketiga aspek tersebut menjadi aspek penting bagi Astragraphia dalam memaknai konteks pembangunan yang berkelanjutan.

Astragraphia melalui unit usaha Solusi Dokumen, Solusi Teknologi Informasi, dan Solusi Perkantoran telah mengoptimalkan berbagai peluang yang ada melalui berbagai inisiatif dan langkah strategis seperti inovasi berbasis digital atas solusi produk dan layanan kepada pelanggan, penguatan kompetensi sumber daya manusia melalui pemanfaatan teknologi, serta meningkatkan manfaat dan memberikan nilai tambah dalam pelaksanaan program empat pilar kontribusi sosial perusahaan.

Melalui produk dan layanan yang dipasarkan, Astragraphia turut membantu percepatan kesuksesan bisnis pelanggan di era *digital workplace*. Perubahan pola kerja yang terjadi, membuat Astragraphia melakukan inisiatif strategis pada pengembangan solusi dokumen, baik dari solusi yang sudah ada sebelumnya, maupun solusi pengelolaan dokumen baru yang berbasis digital seperti *Smart Office Package* dan *Digital Document Automation*. Astragraphia berperan aktif dalam setiap proses akselerasi transformasi digital yang ada di pelanggan dan mendukung transformasi ekonomi berbasis digital yang juga menjadi salah satu fokus tantangan ke depan pemerintah.

Astragraphia melalui program-program tanggung jawab sosial pada pilar kesehatan, pendidikan, lingkungan, dan kewirausahaan memfasilitasi sarana dan prasarana yang dibutuhkan oleh masyarakat. Astragraphia berpartisipasi aktif dalam penyediaan perlengkapan kesehatan dan perlengkapan operasional untuk posyandu binaan serta edukasi kesehatan untuk para kader posyandu binaan. Guna mendukung kurikulum pembelajaran jurusan Desain Komunikasi Visual (DKV), Astragraphia juga memfasilitasi Sekolah Menengah Kejuruan (SMK) binaan dengan mesin multifungsi sebagai sarana belajar para siswa sekaligus menjadi modal mereka untuk merintis usaha pencetakan di sekolah dan wilayah sekitar. Serangkaian kegiatan berbagi ilmu serta pelatihan *hardskill* maupun *softskill* juga Astragraphia berikan kepada siswa dan tenaga pengajar. Untuk mendukung kemajuan UMKM melalui inovasi kemasan, Astragraphia mengambil peran dalam memberikan edukasi dan konsultasi desain kemasan, kegiatan promosi, hingga penyediaan perlengkapan untuk menciptakan kemasan yang kreatif. [GRI 203-1, 203-2]

In 2022, Astragraphia implemented business operations, governance, and harmonious relationships with all stakeholders while considering the Environmental, Social, and Governance (ESG) aspects. These three aspects are important aspects for Astragraphia in interpreting the context of sustainable development.

Astragraphia, through its business units, namely Document Solutions, Information Technology Solutions, and Office Solutions, has optimized various existing opportunities through various initiatives and strategic steps such as digital-based innovation for product and service solutions to customers, strengthening human resource competencies through the use of technology, and increasing benefits and provide added value in implementing the four pillars of corporate social contribution programs.

Through the products and services that are marketed, Astragraphia helps accelerate customer business success in the digital workplace era. The changes in work patterns have led Astragraphia to carry out strategic initiatives in developing document solutions, both from existing solutions and new digital-based document management solutions such as Smart Office Packages and Digital Document Automation. Astragraphia plays an active role in every process of accelerating digital transformation in customers and supports digital-based economic transformation, which is also one of the focuses of the government's future challenges.

Astragraphia, through its social responsibility programs in the pillars of health, education, environment, and entrepreneurship, facilitates the facilities and infrastructure needed by the community. Astragraphia actively participates in providing health equipment and operational equipment for the assisted Posyandu (Integrated Healthcare Center) as well as health education for the assisted Posyandu cadres. In order to support the learning curriculum for the Visual Communication Design department, Astragraphia also facilitates the assisted Vocational High Schools with multifunctional machines as learning tools for students as well as an asset to start printing businesses at schools and the surrounding area. Astragraphia also provides a series of knowledge-sharing activities as well as hard skill and soft skill training to students and teaching staff. To support the progress of MSMEs through packaging innovation, Astragraphia takes on a role in providing packaging design education and consultation, promotional activities, and providing equipment to create creative packaging. [GRI 203-1, 203-2]

Astragraphia merealisasikan komitmen perusahaan dalam rangka meningkatkan kompetensi masyarakat melalui program tanggung jawab sosial di antaranya program Competence Aid Program (CAP), SMK BISA Link & Match, Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK), maupun edukasi kesehatan yang diadakan secara berkala yang bersinergi dengan Astra International. Setiap siswa/siswi dan mahasiswa yang menjadi binaan Astragraphia dan mengikuti pelatihan CAP diharapkan memiliki bekal yang cukup sehingga siap untuk memasuki dunia kerja. Kader posyandu diharapkan semakin cakap dalam hal isu kesehatan sehingga tumbuh kembang balita terpantau dengan semakin baik. Begitu pun halnya dengan pelaku UMKM yang mengikuti pelatihan Kelas ASIK diharapkan semakin kreatif dalam menggali ide-ide segar pembuatan kemasan dan melekat teknologi digital sehingga produk yang dipasarkan menarik minat calon konsumen, dengan demikian UMKM kian berdaya saing, *go-online*, dan naik kelas.

PENGELOLAAN PEMASOK

Kebijakan Pengelolaan Pemasok [GRI 414-1]

Astragraphia menyadari bahwa pemasok/vendor memiliki peran penting bagi operasional, kualitas *output* layanan, dan keberlanjutan bisnis Astragraphia. Kebijakan ini bertujuan agar Astragraphia bisa mendapatkan pemasok/vendor terbaik serta untuk memastikan bahwa proses seleksi serta evaluasi atas pengadaan barang dan/atau jasa di Astragraphia dilakukan secara efektif, efisien, kompetitif, adil dan wajar, transparan, serta dapat dipertanggungjawabkan.

Setiap pengadaan barang dan/atau jasa harus melalui proses seleksi yang dilakukan melalui seleksi kualifikasi secara terbuka atau tertutup dan/atau penunjukan langsung yang teknisnya diatur dalam *Standard Operating Procedure* (SOP).

Astragraphia melakukan evaluasi secara berkala terhadap pemasok/vendor yang telah menjadi rekanan untuk menjamin konsistensi kualitas barang dan/atau jasa yang dipasok, transparansi, dan dalam upaya mendorong peningkatan kemampuan pemasok/vendor. Pemasok/Vendor terpilih tidak mempunyai konflik kepentingan dengan Astragraphia dan/atau karyawan Astragraphia.

Pelibatan Pihak Lokal [GRI 204-1]

Dalam mendukung kegiatan usaha dan operasional, Astragraphia bekerja sama dengan para pemasok/vendor lokal (nasional) maupun asing (internasional).

Tahun 2022, terdapat 712 pemasok/vendor yang mendukung kegiatan usaha dan operasional Astragraphia dan anak perusahaan. Sebanyak 96,3% dari pemasok

Astragraphia realizes the company's commitment to increasing community competence through social responsibility programs, including the Competence Aid Program (CAP), Link & Match SMK, Astragraphia Class for Creative Industries (ASIK Class), as well as health education which is held regularly in synergy with Astra International. It is expected that every student and student who is assisted by Astragraphia and takes part in the CAP training has sufficient provisions so that they are ready to enter the world of work. Posyandu cadres are expected to be more proficient in terms of health issues so that the growth and development of toddlers are better observed. Likewise, MSME players who participate in ASIK Class training are expected to be more creative in exploring fresh ideas for making packaging and digital technology literacy so that the products being marketed attract potential consumers, so that MSMEs are increasingly competitive, go online, and upgrade.

SUPPLIER MANAGEMENT

Supplier Management Policy [GRI 414-1]

Astragraphia realizes that suppliers/vendors have an important role in Astragraphia's operations, service output quality, and business sustainability. This policy aims to enable Astragraphia to find the best suppliers/vendors and to ensure that the selection and evaluation process for the procurement of goods and/or services at Astragraphia is carried out effectively, efficiently, competitively, fairly and fairly, transparently, and accountably.

Every provision of goods and/or services must go through a selection process that is carried out through open or closed qualification selection and/or direct appointment, the technicalities of which are regulated in the Standard Operating Procedure (SOP).

Astragraphia conducts periodic evaluations of suppliers/vendors who have become partners to ensure consistency in the quality of goods and/or services supplied, transparency, and in an effort to encourage supplier/vendor capacity building. Selected suppliers/vendors do not have a conflict of interest with Astragraphia and/or Astragraphia employees.

Involvement of Local Parties [GRI 204-1]

In supporting business and operational activities, Astragraphia cooperates with local (domestic) and foreign (international) suppliers/vendors.

In 2022, there were 712 suppliers/vendors that supported Astragraphia's and its subsidiaries business and operational activities. As many as 96.3% of these suppliers



tersebut merupakan pemasok lokal atau yang berdomisili di Indonesia, sedangkan 3,7% lainnya merupakan pemasok asing atau yang berdomisili di luar Indonesia. Pelibatan pihak lokal dalam rantai pasok merupakan salah satu wujud kontribusi Astragraphia dalam mendukung roda perekonomian nasional.

KONSERVASI ENERGI

Astragraphia akan selalu konsisten dalam upaya mengelola jejak lingkungan dari operasional bisnis yang dilakukan. Sebagai bagian dari Strategi Triple-P Roadmap, kami akan melakukan pendekatan lebih mendalam terhadap pengelolaan lingkungan agar kami dapat memberikan dampak yang lebih baik bagi iklim dan planet.

Astragraphia menerapkan sistem manajemen Astra Green Company (AGC) yang berfokus pada sistem manajemen energi, program konservasi dan efisiensi energi, termasuk pemanfaatan teknologi terkini untuk mencapai efisiensi energi yang optimal. Melalui inisiatif konservasi energi yang terstruktur, Astragraphia dapat meningkatkan efisiensi, menurunkan biaya, dan mengurangi emisi gas rumah kaca. Astragraphia juga memastikan kontrol gas buangan emisi rumah kaca pada kendaraan operasional perusahaan melalui uji emisi rutin pada jaringan *Authorized Service* kendaraan Astra.

ENERGI DAN AIR

Astragraphia memiliki aspirasi dalam meningkatkan bauran energi terbarukan untuk mendukung kegiatan operasional sebesar 32% di tahun 2030. Sepanjang tahun 2022, bauran energi terbarukan telah mencapai 18%. Selain itu pada tahun 2030, Astragraphia memiliki aspirasi untuk mengurangi intensitas pengambilan air sebesar 15%, di mana pada tahun 2022, pengurangan intensitas pengambilan air mencapai 28%.

Akses air bersih merupakan hak asasi manusia, maka Astragraphia senantiasa memastikan bahwa penggunaan air dalam aktivitas operasional kami, tidak mengganggu pemenuhan kebutuhan warga sekitar terhadap sumber daya air. Sumber air yang digunakan oleh kantor pusat dan hampir seluruh kantor cabang berasal dari air PAM. Untuk mengurangi penggunaan air, Astragraphia membangun instalasi pengolahan air limbah agar air dapat dimanfaatkan kembali untuk keperluan yang sesuai. [GRI 303-1, 303-2, 303-3]

were local or domiciled in Indonesia, while the other 3.7% were foreign or domiciled outside Indonesia. The involvement of local parties in the supply chain is one form of Astragraphia's contribution to supporting the wheels of the national economy.

ENERGY CONSERVATION

Astragraphia will always be consistent in its efforts to manage the environmental footprint of its business operations. As part of our Triple-P Roadmap Strategy, we will take a deeper approach to environmental management so that we can have a better impact on the climate and planet.

Astragraphia implements the Astra Green Company (AGC) management system, which focuses on energy management systems, energy conservation, and efficiency programs, including the use of the latest technology to achieve optimal energy efficiency. Through structured energy conservation initiatives, Astragraphia can increase efficiency, reduce costs and reduce greenhouse gas emissions. Astragraphia also ensures control of greenhouse gas emissions in the company's operational vehicles through routine emission tests on the Astra vehicle *Authorized Service* network.

ENERGY AND WATER

Astragraphia has aspirations to increase the renewable energy mix to support operational activities by 32% in 2030. Throughout 2022, the renewable energy mix had reached 18%. In addition, by 2030, Astragraphia has aspirations to reduce the intensity of water withdrawal by 15%, whereby by 2022, the reduction of the intensity of water withdrawal reached 28%.

Access to clean water is a human right, so Astragraphia always ensures that the use of water in our operational activities does not interfere with meeting the needs of local residents for water resources. The source of water used by the head office and almost all branch offices comes from PAM water. Astragraphia built a wastewater treatment plant to reduce water use so that water can be reused for appropriate purposes. [GRI 303-1, 303-2, 303-3]



Total Penggunaan Energi dan Air [GRI 303-5, 302-1]

Total Energy and Water Usage [GRI 303-5, 302-1]

Tahun Year	2022	2021	2020
ENERGI TIDAK TERBARUKAN* NON-RENEWABLE ENERGY			
Bahan Bakar Tidak Terbarukan (GJ) Non-Renewable Fuels (GJ)	21.342	25.640	29.511
Pembelian Listrik (GJ) Electricity Purchases (GJ)	11.335	16.577	17.301
ENERGI TERBARUKAN* RENEWABLE ENERGY			
Bahan Bakar Terbarukan (GJ) Renewable Fuels (GJ)	687	725	716
REC (GJ)	6.426	-	-
AIR* WATER			
Air (m ³) Water (m ³)	23.088	23.952	30.588

* Berdasarkan data akumulatif dari kantor pusat dan wilayah operasional Astragraphia secara nasional
Based on accumulative data from Astragraphia's head office and operational areas nationwide

Intensitas Air [GRI 303-5, 302-1]

Water Intensity [GRI 303-5, 302-1]

Tahun Year	2022	2021	2020
Air (m ³) Water (m ³)	8	9	12

* Intensitas Air adalah Rasio Jumlah penggunaan air dibagi dengan Revenue Perusahaan dengan mempertimbangkan perubahan strategi terbaru Perusahaan
Water Intensity is the ratio of the total use of water divided by the Company's Revenue taking into account the Company's recent strategy changes

Persentase Penurunan Penggunaan Energi Dan Air [GRI 302-4]

Percentage of Energy and Water Usage [GRI 302-4]

Tahun Year	2022	2021	2020
Listrik (%) Electricity	-7	4	12
Air (%) Water	4	22	19

Sejalan dengan kebijakan *Green Office*, Astragraphia konsisten meneruskan upaya penghematan penggunaan energi dan air.

Pada tahun 2022, Astragraphia telah menggunakan berbagai instalasi listrik hemat energi (jenis lampu, *zoning*, dan posisi lampu) di wilayah operasionalnya dan memasang lampu solar panel. Astragraphia tidak surut untuk melakukan sosialisasi dan kampanye penghematan energi dan air kepada seluruh karyawan.

In line with the *Green Office* policy, Astragraphia consistently continues efforts to conserve energy and water.

In 2022, Astragraphia used various energy-efficient electrical installations (type of lights, zoning, and light position) in its operational areas and installed solar panel lights. Astragraphia does not hesitate to carry out socialization and energy and water-saving campaigns for all employees.



Astragraphia melakukan pemantauan terhadap, penggunaan, pengolahan, dan pembuangan air. Salah satu upaya penghematan penggunaan air yang telah dilakukan adalah melengkapi setiap kran air dengan sensor. Untuk mengoptimalkan penggunaan air, Astragraphia telah membangun instalasi pengolahan air limbah di kantor pusat agar air yang sudah digunakan dapat dimanfaatkan kembali untuk keperluan yang sesuai. [GRI 303-2]

Beberapa inisiatif internal pada operasional perusahaan juga dilakukan untuk mengurangi intensitas energi yang digunakan. Intensitas energi yang digunakan berkurang sebanyak 7% dalam satuan GJ pada tahun 2022, berasal dari energi listrik PLN yang digunakan dalam kegiatan perusahaan maupun bahan bakar yang digunakan dalam mobilitas karyawan dan distribusi barang.

Total pemakaian energi listrik dihitung melalui pencatatan data pemakaian listrik di kantor pusat dan kantor cabang setiap bulan, sedangkan total pemakaian bahan bakar dihitung melalui pencatatan data pembelian bahan bakar fosil yang digunakan dalam operasional perusahaan.

Astragraphia monitors, uses, processes and disposes of water. One of the efforts to conserve water is to equip each water faucet with a sensor. To optimize water use, Astragraphia has built a wastewater treatment plant at the head office so that the water that has been used can be reused for appropriate purposes. [GRI 303-2]

Several internal initiatives in the Company's operations were also carried out to reduce the energy intensity. The intensity of energy used was reduced by 7% in GJ units in 2022, originating from PLN's electrical energy used in company activities as well as fuel used in employee mobility and goods distribution.

Total electricity consumption is calculated by recording electricity usage data at the head office and branch offices every month, while total fuel consumption is calculated by recording data on purchases of fossil fuels used in company operations.

EMISI GAS RUMAH KACA [GRI 305-1, 305-2, 305-4, 305-5]

GREENHOUSE GAS EMISSIONS [GRI 305-1, 305-2, 305-4, 305-5]

Tahun Year	2022	2021	2020
SCOPE 1			
Total Emisi GRK (tCO ₂ e) Total GHG Emission (tCO ₂ e)	1.477	1.794	2.058
Penurunan Emisi GRK (%) GHG Emission Reduction (%)	18	13	11
SCOPE 2			
Total Emisi GRK (tCO ₂ e) Total GHG Emission (tCO ₂ e)	2.739	4.006	4.181
Penurunan Emisi GRK (%) GHG Emission Reduction (%)	32	4	12

Pada tahun 2022, Astragraphia telah berhasil mengurangi emisi 27% dibandingkan dengan tahun sebelumnya. Hal tersebut menunjukkan bahwa Astragraphia berada pada jalur yang tepat untuk mencapai target tahun 2030 yaitu dengan pencapaian bisnis yang terus bertumbuh masih dapat menurunkan emisi gas rumah kaca Scope 1 dan 2 sebesar 30%.

Sementara itu, Astragraphia belum menghitung emisi Scope 3 karena kompleksitas data dan kurangnya akses ke sumber data yang di luar kendali Astragraphia. [GRI 302-3, 305-3]

In 2022, Astragraphia succeeded in reducing emissions by 27% compared to the previous year. This shows that Astragraphia is on the right track to achieve the 2030 target, namely by achieving a business that continues to grow and is still able to reduce Scope 1 and 2 greenhouse gas emissions by 30%.

Meanwhile, Astragraphia has not yet calculated Scope 3 emissions due to the complexity of the data and the lack of access to data sources that are beyond Astragraphia's control. [GRI 302-3, 305-3]

LIMBAH

Astragraphia menyadari bahwa aktivitas bisnisnya berpotensi memberikan dampak negatif terhadap lingkungan melalui bahan habis pakai dari mesin yang digunakan oleh pelanggan. Astragraphia selalu menjaga komitmen untuk terus peduli dan melakukan inisiatif-inisiatif untuk meminimalisir dampak tersebut. [\[GRI 306-1\]](#)

Intensitas Limbah

Tahun	2022	2021	2020	Year
Limbah Padat B3 (ton)	74	77	58	B3 Waste (ton)

WASTE

Astragraphia realizes that its business activities have the potential to have a negative impact on the environment through consumables from machines used by customers. Astragraphia always maintains a commitment to continue to care and carry out initiatives to minimize this impact. [\[GRI 306-1\]](#)

Waste Intensity

Penurunan Volume Limbah

Tahun	2022	2021	2020	Year
Limbah Padat B3 (%)	4	-32	36	B3 Waste (%)

Waste Volume Reduction

Pengelolaan Limbah [\[GRI 306-2\]](#)

Astragraphia berpartisipasi aktif dalam melakukan *repair* dan *reuse* atas mesin dan suku cadang, serta melakukan *recycle* atas material yang tidak dapat digunakan kembali seperti sisa *toner*, kemasan plastik dan lain sebagainya melalui Astragraphia Eco Facility.

Astragraphia memiliki kebijakan dan mengimplementasikan Astra Green Company (AGC) untuk memastikan limbah yang dihasilkan dari operasional bisnis tidak mencemari lingkungan. Astragraphia melakukan pengelolaan limbah terintegrasi yang dihasilkan dari penggunaan mesin oleh pelanggan.

Dalam hal limbah yang tidak dapat di-*repair*, *reuse*, ataupun di-*recycle*, Astragraphia memastikan bahwa limbah tersebut diproses oleh perusahaan rekanan yang mampu mengelola limbah B3 dan sudah mendapatkan sertifikasi ISO 14001:2015. Astragraphia selalu menjaga komitmen untuk terus peduli dan melakukan inisiatif-inisiatif untuk meminimalisir dampak negatif yang diakibatkan bagi lingkungan.

Saat ini 94% dari seluruh limbah Astragraphia sudah dikelola.

Waste Management [\[GRI 306-2\]](#)

Astragraphia actively participates in repairing and reuse of machines and spare parts, as well as recycling materials that cannot be reused, such as leftover toner, plastic packaging, and so on, through the Astragraphia Eco Facility.

Astragraphia has a policy and implemented Astra Green Company (AGC) to ensure that the waste generated from business operations does not pollute the environment. Astragraphia has conducted integrated waste management resulting from using machines by customers.

In the event that waste cannot be repaired, reused, or recycled, Astragraphia ensures that the waste is processed by partner companies that are capable of managing B3 waste and have received ISO 14001:2015 standards. Astragraphia always remains consistent in its commitment to caring for the environment through initiatives aimed at minimizing any negative impact on the environment.

Currently, 94% of all Astragraphia waste has been managed.



Astra Green Company

Astragraphia menerapkan Astra Green Company (AGC) sebagai sistem manajemen Lingkungan, Kesehatan, dan Keselamatan Kerja (LK3), yang mengadopsi standar nasional dan internasional di bidang lingkungan dan K3, untuk memantau pencapaian kinerja perusahaan terhadap pengelolaan LK3 di tempat kerja. Implementasi AGC di Astragraphia ditinjau dan dinilai secara berkala oleh Astra untuk memacu konsistensi dan *continuous improvement*, serta inovasi. Hasil asesmen AGC di tahun 2022 di kantor pusat Astragraphia sudah mencapai peringkat HIJAU.

Biaya Lingkungan Hidup

Pada tahun 2022, biaya lingkungan hidup yang dikeluarkan Perusahaan adalah sebesar Rp1,1 miliar

Biaya tersebut meliputi:

- Mengelola limbah B3 sebagai bagian dari komitmen Astragraphia mengelola limbah pemakaian produk Astragraphia untuk meminimalisir dampak negatif bagi lingkungan.
- Pembelian & pemeliharaan infrastruktur terkait inisiatif pengelolaan lingkungan, *resources* ramah lingkungan dan efisiensi.
- Pengujian & *testing* terkait aspek lingkungan.
- Audit dan pelatihan terkait lingkungan.
- Program penanaman pohon

Astra Green Company

Astragraphia implements the Astra Green Company (AGC) as an Occupational Environment, Safety, and Health management system, which adopts national and international standards in the environmental and OHS fields, to monitor the achievement of the company's performance towards EHS management in the workplace. The implementation of AGC at Astragraphia is regularly reviewed and assessed by Astra to encourage consistency and continuous improvement, as well as innovation. The results of the AGC assessment in 2022 at the Astragraphia head office have achieved a GREEN rating.

Environmental Costs

In 2022, the environmental costs incurred by the Company amounted to Rp1.1 billion.

These costs include:

- Managing B3 waste as part of Astragraphia's commitment to managing waste using its products to minimize negative impacts on the environment.
- Infrastructure provision & maintenance related to environmental management initiatives, environmentally friendly resources, and efficiency.
- Examination & testing related to environmental aspects.
- Audit and training related to the environment.
- Tree planting program.



People Roadmap

People Roadmap

Astragraphia memperhatikan pengembangan dan kesejahteraan karyawan guna menciptakan SDM yang berkualitas, produktif, dan berkapabilitas unggul sehingga mampu mewujudkan perusahaan yang lebih tangguh dan berkelanjutan.

Astragraphia is focusing on the development and welfare of its employees in creating high quality, productive, and capable human resources to create a more resilient and sustainable company.



PEOPLE ROADMAP

PEOPLE ROADMAP

Mewujudkan lingkungan kerja yang beragam dan inklusif, serta menciptakan sumber daya manusia yang berkualitas merupakan nilai inti dalam People Roadmap Astragraphia. Kami berkomitmen untuk mempertahankan talenta-talenta terbaik melalui penguatan kompetensi agar Insan Astragraphia mampu berkembang, berhasil, dan sejahtera bersama Bangsa.

Realizing a diverse and inclusive work environment, as well as quality human resources, are the core values of Astragraphia's People Roadmap. We are committed to retaining the best talents through strengthening competencies so that Astragraphia People are able to grow, succeed and prosper with the Nation.

Astragraphia mengedepankan keseimbangan yang harmonis antara pencapaian dan kemajuan bisnis dengan pengembangan sumber daya manusia. Pengembangan Sumber Daya Manusia (SDM) dilaksanakan melalui People Roadmap yang menjadi bagian dalam tiga pilar Triple-P Roadmap.

Secara terarah, Astragraphia konsisten memperkuat kompetensi sumber daya manusia melalui peningkatan kemampuan (*upskilling*) dan pelatihan kemampuan baru (*reskilling*), juga memastikan Kesehatan dan Keselamatan Kerja (K3) karyawan dengan senantiasa mengedepankan rasa hormat dan menjunjung tinggi keberagaman, kesetaraan, serta Hak Asasi Manusia.

Astragraphia puts forward a harmonious balance between business achievement and progress with human resource development. Human Resources (HR) development is carried out through the People Roadmap, which is part of the three pillars of the Triple-P Roadmap.

Consistently and purposefully, Astragraphia continues to strengthen the competence of its human resources through upskilling and reskilling, as well as ensuring excellent implementation of employee Occupational Health and Safety (OHS), as well as always respecting and upholding diversity, equality and human rights.

Pengembangan kompetensi SDM juga disertai dengan terselenggaranya proyek-proyek perbaikan dan inovasi yang diciptakan oleh insan Astragraphia berlandaskan pada budaya perusahaan VIPS. Astragraphia meyakini budaya VIPS merupakan fondasi kuat yang menciptakan nilai kompetitif serta menjamin keberlangsungan perusahaan. Sosialisasi dan internalisasi budaya perlu dijalankan secara terus menerus secara konsisten dengan harapan budaya perusahaan benar-benar menjadi cara berpikir dan bertindak seluruh karyawan.

STRATEGI PENGEMBANGAN SUMBER DAYA MANUSIA

Sesuai dengan visi Astragraphia untuk menjadi mitra pilihan pelanggan dalam layanan *printing* dan digital, Astragraphia menyadari perlunya memiliki SDM yang berkualitas dan produktif dengan kapabilitas unggul sehingga mampu mendukung perkembangan bisnis Astragraphia. Untuk itu, memiliki karyawan sesuai kualifikasi yang dibutuhkan dan melakukan pengembangan karyawan secara berkelanjutan adalah hal yang sangat penting bagi Astragraphia. Perusahaan telah menjalankan pengelolaan talenta mulai dari rekrutmen, pengembangan kompetensi maupun kesempatan penugasan karyawan berdasarkan jenjang karir.

Astragraphia memberikan kesetaraan kesempatan bagi karyawan, laki-laki dan perempuan, dalam penugasan, pelatihan maupun remunerasi sesuai dengan kinerja dan kompetensinya. Perusahaan juga memberi kesempatan bagi talenta-talenta muda yang menunjukkan kinerja serta kompetensi yang dibutuhkan perusahaan. Sejalan dengan hal tersebut, Perusahaan mendorong terciptanya iklim dan lingkungan kerja yang kondusif sehingga karyawan terinspirasi untuk bekerja secara produktif, terus meningkatkan diri, serta memiliki rasa kecintaan bekerja di Astragraphia.

Astragraphia fokus pada penguatan fundamental bisnis sekaligus menciptakan ruang eksplorasi yang cukup bagi pengembangan inovasi di seluruh lini bisnis. Hal ini sejalan dengan komitmen perusahaan untuk selalu menghadirkan layanan dan solusi terbaik bagi pelanggan. Untuk mendukung bisnis inti, Astragraphia juga membina sumber daya manusia dengan kompetensi dan keahlian yang mendalam dalam bidangnya. Pengembangan kompetensi SDM juga disertai dengan penguatan budaya inovasi Perusahaan untuk dapat mengikuti masifnya perkembangan teknologi digital dan menjadi yang terdepan.

The development of HR competencies is also accompanied by the implementation of improvement and innovation projects created by Astragraphia people, which are based on the VIPS corporate culture. Astragraphia believes that VIPS culture can be a strong foundation in creating competitive value and ensuring the sustainability of the company. Socialization and internalization of the culture are carried out by the Company continuously and consistently with the hope that the corporate culture will truly become the way of thinking and acting of all employees.

HUMAN RESOURCE DEVELOPMENT STRATEGY

In line with Astragraphia's vision to be the customer's preferred partner in printing and digital services, Astragraphia recognizes the need to have qualified and productive human resources with superior capabilities to support its business development. Astragraphia realizes the importance of having qualified employees and conducting continuous employee competency development. The Company carries out good talent management since the recruitment process, competency development and employee assignment opportunities based on their career path.

Astragraphia provides equal opportunities for all employees, both men and women, both in assignments, training and remuneration, which are tailored to their respective performance and competencies. The Company also provides opportunities for young talents who demonstrate the performance and competencies needed by the Company. In line with this, the Company ensures a conducive work climate and environment so that employees are inspired to work productively, continue to improve themselves, and love working at Astragraphia.

Astragraphia focuses on strengthening business fundamentals while creating enough exploration space for innovation development across all business lines. This is in line with the company's commitment to always provide the best services and solutions for customers. To support the core business, Astragraphia also nurtures human resources with deep competence and expertise in their fields. The development of HR competencies is also accompanied by strengthening the Company's culture of innovation to keep up with the massive development of digital technology and be at the forefront.

Untuk mendorong budaya inovasi di perusahaan, Astragraphia juga secara konsisten mendorong terselenggaranya proyek-proyek perbaikan serta inovasi melalui peran para fasilitator di cabang-cabang maupun departemen. Pertumbuhan jumlah tema proyek dan jumlah karyawan yang berpartisipasi yang mengalami peningkatan menunjukkan bahwa budaya inovasi terus berkembang di antara karyawan Astragraphia. Setiap tahun diadakan Konvensi Quality Innovation Astragraphia yang memberi apresiasi kepada karyawan atas proyek-proyek inovasi yang unggul dan berkualitas.

Dengan perkembangan dunia teknologi, bisnis, dan sosial saat ini, Astragraphia harus mampu untuk terus bertumbuh dan mengikuti perkembangan global maupun nasional yang terjadi. Sebagai organisasi, Astragraphia harus mempunyai budaya perusahaan yang kuat sebagai fondasi, namun juga lincah, cepat menyesuaikan diri, dan mengantisipasi masa depan. Oleh karena itu Astragraphia mendorong implementasi kerangka *Organization Agility* di seluruh perusahaan.

KOMPOSISI KARYAWAN ASTRAGRAPHIA

Per 31 Desember 2022, jumlah karyawan Astragraphia Group tercatat sebanyak 1.439 orang, di mana pemenuhan kebutuhan karyawan dilakukan melalui perencanaan serta evaluasi secara berkala dan mengedepankan pencapaian produktivitas karyawan yang baik di setiap lini sehingga jumlah karyawan di atas dapat mendukung operasional Astragraphia secara optimal.

Selain karyawan permanen dan sementara, Astragraphia juga bekerja sama dengan pihak ketiga yang memiliki tim khusus untuk bekerja dengan Astragraphia, di mana tidak termasuk dalam kategori karyawan dan tidak termasuk dalam data karyawan untuk Laporan Keberlanjutan ini. [\[GRI 2-7, 2-8\]](#)

Berikut adalah informasi mengenai jumlah karyawan berdasarkan level organisasi, masa kerja, usia dan jenis kelamin, pendidikan, dan status ketenagakerjaan dalam tiga tahun terakhir dimuat pada tabel-tabel sebagai berikut:

Jumlah Karyawan

Keterangan	2022	2021	2020	Description
Astragraphia	834	846	910	Astragraphia
AGIT	556	413	447	AGIT
AXI	49	66	83	AXI
TOTAL	1.439	1.325	1.440	TOTAL

To encourage a culture of innovation in the company, Astragraphia consistently encourages the implementation of improvement projects, as well as innovation, through the role of facilitators, both in branches and departments. The growth in the number of project themes and the number of employees participating shows that the culture of innovation continues to grow among Astragraphia employees. Every year, the Company holds the Astragraphia Quality Innovation Convention, which recognizes employees for excellent and quality innovation projects.

As the world of technology, business and society evolves, Astragraphia must be able to continue to grow and keep up with global and national developments. Astragraphia must have a strong corporate culture as a foundation, but also be agile, quick to adjust, and anticipate the future. Therefore, Astragraphia encourages the implementation of the Organization Agility framework throughout the company.

ASTRAGRAPHIA EMPLOYEE COMPOSITION

As of December 31, 2022, the number of Astragraphia Group employees was recorded at 1,439 people. The fulfillment of employee needs in the Company is carried out through planning and periodic evaluation that prioritizes employee productivity in each line, so that the number of employees owned by the Company is sufficient to support Astragraphia's operations optimally.

In addition to permanent and non-permanent employees, Astragraphia also works with third parties who have specialized teams to work within Astragraphia, but are not employees and are not included in the employee data for this Sustainability Report. [\[GRI 2-7, 2-8\]](#)

The following information regarding the number of employees based on organizational level, length of service, age and gender, education, and employment status in the last three years is contained in the following tables:

Number of Employees



Jumlah Karyawan berdasarkan Level Organisasi

Number of Employees by Organizational Level

Level	2022			2021			2020			Level
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	
Staf	756	519	43	778	371	59	831	403	74	Staff
Manajerial	78	37	6	68	42	7	79	44	9	Managerial
Subtotal	834	556	49	846	413	66	910	447	83	Subtotal
TOTAL	1.439			1.325			1.440			TOTAL

Jumlah Karyawan berdasarkan Masa Kerja

Number of Employees by Years of Service

Masa Kerja	2022			2021			2020			Years of Service
	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	Astragraphia	AGIT	AXI	
0-5 Tahun	226	341	13	215	211	23	272	234	34	0-5 Years old
5-10 Tahun	196	58	21	212	73	24	213	88	25	5-10 Years old
10-15 Tahun	103	71	3	91	51	2	63	49	5	10-15 Years old
15-20 Tahun	28	35	3	35	21	4	45	22	4	15-20 Years old
20-25 Tahun	59	31	2	79	29	6	93	30	6	20-25 Years old
25-30 Tahun	149	16	3	175	23	4	199	23	8	25-30 Years old
>30 Tahun	73	4	4	39	5	3	25	1	1	>30 Years old
Jumlah	834	556	49	846	413	66	910	447	83	Sub Total
TOTAL	1.439			1.325			1.440			TOTAL

Jumlah Karyawan berdasarkan Usia

Number of Employees by Age

Usia	2022						Age
	Astragraphia		AGIT		AXI		
	L/M	P/F	L/M	P/F	L/M	P/F	
<18 Tahun	0	0	0	0	0	0	<18 Years old
18–25 Tahun	83	7	14	12	0	1	18–25 Years old
26–35 Tahun	265	50	201	104	8	10	26–35 Years old
36–45 Tahun	135	21	107	27	12	8	36–45 Years old
46–55 Tahun	227	46	80	11	8	2	46–55 Years old
Sub Total	710	124	402	154	28	21	Sub Total
Jumlah	834		556		49		Total
TOTAL			1.439				TOTAL

Usia	2021						Age
	Astragraphia		AGIT		AXI		
	L/M	P/F	L/M	P/F	L/M	P/F	
<18 Tahun	0	0	0	0	0	0	<18 Years old
18–25 Tahun	64	8	28	20	0	0	18–25 Years old
26–35 Tahun	274	57	126	70	14	16	26–35 Years old
36–45 Tahun	145	23	74	22	15	8	36–45 Years old
46–55 Tahun	229	46	65	8	10	3	46–55 Years old
Sub Total	712	134	293	120	39	27	Sub Total
Jumlah	846		413		66		Total
TOTAL	1.325						TOTAL

Usia	2020						Age
	Astragraphia		AGIT		AXI		
	L/M	P/F	L/M	P/F	L/M	P/F	
<18 Tahun	0	0	0	0	0	0	<18 Years old
18–25 Tahun	78	15	48	34	0	2	18–25 Years old
26–35 Tahun	295	60	127	62	19	21	26–35 Years old
36–45 Tahun	140	22	84	23	19	7	36–45 Years old
46–55 Tahun	249	51	61	8	10	5	46–55 Years old
Sub Total	762	148	320	127	48	35	Sub Total
Jumlah	910		447		83		Total
TOTAL	1.440						TOTAL

Jumlah Karyawan berdasarkan Pendidikan Number of Employees by Education

Pendidikan	2022			2021			2020			Education
	Astragraphia	ACIT	AXI	Astragraphia	ACIT	AXI	Astragraphia	ACIT	AXI	
SD-SLTP	6	0	0	7	0	0	9	0	0	Elementary - Junior High
SLTA	196	7	4	215	3	5	238	4	8	High School
Diploma	193	37	12	186	17	12	183	16	14	Diploma
S-1	431	496	31	432	375	48	471	407	60	Bachelor's Degree
S2 & S3	8	16	2	6	18	1	9	20	1	Post Grad
Jumlah	834	556	49	846	413	66	910	447	83	Sub Total
TOTAL	1.439			1.325			1.440			TOTAL

Jumlah Karyawan berdasarkan Status Ketenagakerjaan Number of Employees by Employment Status

Status	2022			2021			2020			Status
	Astragraphia	ACIT	AXI	Astragraphia	ACIT	AXI	Astragraphia	ACIT	AXI	
Permanen	834	419	49	846	413	66	909	419	82	Permanent
Kontrak	0	137	0	0	0	0	1	28	1	Non-Permanent
TOTAL	1.439			1.325			1.440			TOTAL

Rekrutmen [GRI 401-1]

Pelaksanaan rekrutmen dan seleksi calon karyawan merupakan salah satu aktivitas reguler di bidang SDM dalam upaya mendukung perkembangan bisnis perusahaan secara langsung maupun jangka panjang, serta mengantisipasi kaderisasi dan *turnover* karyawan agar kinerja operasional perusahaan berjalan lancar. Kebijakan rekrutmen Astragraphia mengacu pada rekrutmen yang terencana serta terkontrol sesuai kebutuhan. Jumlah rekrutmen dan pemenuhan karyawan dilakukan berdasarkan analisis rencana SDM yang diperlukan untuk menunjang arah dan perkembangan bisnis perusahaan. Metode rekrutmen dan seleksi karyawan disesuaikan dengan fungsi dan jabatan yang akan diisi dengan mempertimbangkan kualifikasi dan potensi yang dimiliki calon karyawan dengan kriteria yang dibutuhkan untuk menduduki posisi tersebut.

Pelaksanaan proses rekrutmen dipimpin oleh Divisi Human Capital Management & Services sebagai pihak yang bertanggung jawab dalam mengelola proses rekrutmen. Proses seleksi juga melibatkan departemen yang nantinya akan menerima karyawan dari hasil seleksi tersebut. Adapun proses rekrutmen dilaksanakan saat ini dengan memanfaatkan kesempatan tatap muka dan secara virtual dengan mengoptimalkan sistem dan teknologi, serta bekerja sama dengan Astra Recruitment Center maupun pihak eksternal seperti komunitas profesional, situs pencari kerja, jasa psikolog, maupun pihak institusi pendidikan yang menjadi sumber kandidat rekrutmen.

Recruitment [GRI 401-1]

The implementation of recruitment and selection of prospective employees is one of the regular activities in the field of HR, in an effort to support the company's immediate and long-term business development, as well as to anticipate employee regeneration and turnover so that the company's operational performance runs smoothly. Astragraphia's recruitment policy refers to planned and controlled recruitment as needed. The number of recruitment and fulfillment of employees is based on the analysis of HR plans in order to support the direction and development of the company's business. Employee recruitment and selection methods are adjusted to the functions and positions to be filled by considering the qualifications and potential of prospective employees with the criteria needed to occupy the position.

The recruitment process is carried out by the Human Capital Management & Services Division as the responsible party. The selection process also involves the department that will receive employees from the selection results. The recruitment process is currently carried out by utilizing face-to-face and virtual opportunities by optimizing systems and technology, as well as working with the Astra Recruitment Center and external parties such as professional communities, job search sites, psychologist services, and educational institutions that are sources of recruitment candidates.

Jumlah Karyawan yang Direkrut Berdasarkan:

Usia	Tahun 2022	Age
<18 Tahun	0	<18 Years old
18–25 Tahun	68	18–25 Years old
26–35 Tahun	148	26–35 Years old
36–45 Tahun	47	36–45 Years old
46–55 Tahun	14	46–55 Years old
TOTAL	277	TOTAL

Number of Employees Recruited By:

Jenis Kelamin	Tahun 2022	Gender
Laki-laki	219	Male
Perempuan	58	Female
TOTAL	277	TOTAL

Pelatihan dan Pengembangan Kompetensi Karyawan [GRI 404-1]

Sebagai salah satu wujud komitmen pengembangan kompetensi karyawan, Astragraphia senantiasa memberikan pelatihan dan pendidikan bagi karyawan, baik yang diselenggarakan secara internal maupun eksternal sesuai dengan bidang kerjanya masing-masing. Pemberian pelatihan dan pendidikan disesuaikan dengan kebutuhan dan perkembangan bisnis Astragraphia.

Pengembangan karyawan yang dilakukan baik dari sisi peningkatan kompetensi maupun penyesuaian kemampuan sebagai akibat berubahnya tuntutan pekerjaan, menjadi inisiatif utama perusahaan terkait SDM pada periode ini. Oleh karena itu berbagai aktivitas terkait pengembangan dan pelatihan karyawan dilakukan secara masif dan mengikutsertakan karyawan di semua level dan hingga ke cabang-cabang secara langsung maupun dengan memanfaatkan berbagai media.

Tidak hanya aktivitas pelatihan, perusahaan juga mendorong pengembangan karyawan secara kolektif maupun individual melalui berbagai metode. *Sharing knowledge*, praktik presentasi dan demo hingga penugasan belajar mandiri merupakan beberapa inisiatif pengembangan yang diterapkan untuk meningkatkan wawasan dan mengasah keterampilan karyawan. Aktivitas *coaching-mentoring*, rotasi serta penugasan proyek dari atasan juga merupakan hal yang sangat membantu karyawan mengembangkan diri karena secara langsung berkaitan dengan pekerjaan yang dilakukan.

Sejalan dengan penerapan protokol kesehatan dan inisiatif digitalisasi, maka pelaksanaan program pelatihan dan pengembangan karyawan juga mengalami penyesuaian, di antaranya melalui aktivitas daring seperti pemanfaatan sarana *video conference* dan *platform LMS (Learning Management System)* yaitu portal pengembangan diri secara mandiri. Untuk aktivitas pelatihan yang membutuhkan tatap muka langsung seperti praktik pada mesin, dilaksanakan dengan menaati protokol kesehatan.

Adapun program pelatihan dan pendidikan yang dilaksanakan secara internal sepanjang tahun 2022 tercantum pada tabel di bawah ini, di mana porsi terbesar didominasi oleh pelatihan fungsional untuk memastikan SDM Astragraphia mampu menyesuaikan diri dengan perkembangan terkini serta memiliki kompetensi yang dibutuhkan untuk melayani kebutuhan pelanggan.

Training and Competency Development of the Employees [GRI 404-1]

One of the manifestations of Astragraphia's commitment to employee competency development is through training and education for employees, both internally and externally organized in accordance with their respective fields of work. The provision of training and education is adjusted to the needs and development of Astragraphia's business.

In this period, the Company's main initiative related to HR, employee development is carried out both through competency improvement and ability adjustments that occur as a result of changing job demands. Therefore, various activities related to employee development and training were carried out massively and included employees at all levels and up to the branches directly or by utilizing various media.

Not only training activities, the Company also encourages collective and individual employee development through various methods. Knowledge sharing, presentation practice, and self-learning assignments are some examples of development initiatives implemented by the Company to improve employees' knowledge and skills. Coaching-mentoring activities, rotations and project assignments from superiors are also things that really help employees develop themselves because they are directly related to the work performed.

In line with the implementation of health protocols and digitalization initiatives, the implementation of employee training and development programs has also been adjusted, including through online activities such as the use of video conferencing facilities and the LMS (Learning Management System) platform, which is an independent self-development portal. For training activities that require direct face-to-face contact such as machine practice, it is carried out by adhering to health protocols.

The training and education programs implemented internally throughout 2022 are listed in the table below, where the largest portion is dominated by functional training to ensure Astragraphia's human resources are able to adapt to the latest developments and have the competencies needed to serve customer needs.



Parameter Pelatihan [GRI 404-1]

Jam dan Peserta Pelatihan berdasarkan Jenis Kelamin

Jenis Kelamin	Jam Hours	Jumlah Karyawan Number of Employee	Gender
Perempuan	13.438	260	Female
Laki-laki	64.695	1.055	Male
TOTAL	78.133	1.315	TOTAL

Training Parameters [GRI 404-1]

Hours and Training Participants by Gender

Jam dan Peserta Pelatihan berdasarkan Level Organisasi

Level Organisasi	Jam Hours	Jumlah Karyawan Number of Employee	Organizational Level
Staf	73.103	1.196	Staff
Manajerial	5.030	119	Managerial
TOTAL	78.133	1.315	TOTAL

Hours and Training Participants by Organizational Level

Jam dan Peserta Pelatihan berdasarkan Jenis Pendidikan

Pendidikan	Jam Hours	Jumlah Karyawan Number of Employee	Education
SD-SLTP	6	3	Elementary - Junior High
SLTA	2.573	165	High School
Diploma	13.636	216	Diploma
S-1	60.473	909	Bachelor's Degree
S2 & S3	1.445	22	Post Grad
TOTAL	78.133	1.315	TOTAL

Hours and Training Participants by Level of Education

Jumlah Proyek Inovasi Number of Innovation Projects		
2022	2021	2020
1.350	1.256	1.247

Deskripsi Pengembangan Kompetensi Karyawan [GRI 404-2]

Description of Employee Competency Development [GRI 404-2]

Jenis Program Program Type	Tujuan Objective	Jenis Pelatihan Type of Training
Pelatihan Karyawan Baru	Program orientasi ini diikuti oleh pelatihan sesuai dengan fungsi kerja masing-masing. Khusus untuk <i>Business Consultant</i> , <i>System Analyst</i> , dan <i>Customer Engineer</i> yang berhubungan langsung dengan pelanggan, pelatihan berlangsung secara intensif dalam kelas maupun <i>On-the-Job</i> di lapangan selama beberapa waktu. Setelah mulai bekerja, karyawan tetap dibimbing dan dipantau selama kurun waktu tertentu.	- Menerapkan pelatihan pengetahuan, kemampuan, dan perilaku sesuai budaya perusahaan kepada karyawan baru. - Kompetensi umum karyawan. - Pemahaman organisasi, sistem kerja, produk, dan solusi serta portofolio bisnis perusahaan. - Pelatihan khusus sesuai fungsi kerja.
New Employee Training	This orientation program is followed by training according to each work function. Especially for Business Consultants, System Analysts, and Customer Engineers who deal directly with customers, training takes place intensively in the classroom and On-the-Job in the field for some time. After starting work, employees are still being mentored and being monitored for a certain period of time.	- Implement knowledge, skills, and behavioral training in accordance with the Company's culture to new employees. - General competence of employees. - Understanding of the Company's organization, work system, products and solutions and business portfolio. - Specialized training according to work function.
Program Peningkatan Kompetensi Karyawan	Meningkatkan kemampuan dan pengetahuan karyawan secara berkesinambungan agar dapat memenuhi kebutuhan perkembangan bisnis perusahaan sesuai dengan peran dan fungsi yang dijalankan. Pelatihan meliputi penguatan kompetensi produk dan solusi, <i>update</i> informasi produk dan solusi baru, penerapan solusi, penguatan keahlian praktik, serta penyesuaian keahlian dengan kebutuhan kerja saat ini.	<i>Basic, Enhancement, and Intermediate Sales Training.</i> <i>Customer Engineer Training.</i> <i>System Analyst Training.</i> <i>Data Analytics Workshop.</i> - Pelatihan fungsi administratif dan petugas <i>Call Center</i> <i>Update</i> informasi dan kompetensi terkait fungsi kerja lain - Pelatihan kompetensi IT antara lain SAP, Microsoft, Google, HPE, IBM, Cisco, dan Oracle.
Program for Employee Competency Improvement	Continuously improve employees' skills and knowledge to meet the needs of the company's business development in accordance with their roles and functions. Training includes strengthening product and solution competencies, updating new product and solution information, implementing solutions, strengthening practical skills, and adjusting skills to current work needs.	- Basic, Enhancement, and Intermediate Sales Training. - Customer Engineer Training. - System Analyst Training. - Data Analytics Workshop. - Training of administrative functions and Call Center officers - Update information and competencies related to other work functions - IT competency training includes SAP, Microsoft, Google, HPE, IBM, Cisco, and Oracle.
Program Sertifikasi	Mendukung implementasi proyek-proyek Astragraphia pada pelanggan agar dapat memberikan layanan kualitas terbaik kepada pelanggan dan pengembangan bisnis.	Microsoft Certified: Dynamics 365, Microsoft Certified: Azure, Microsoft Certified: Power Platform, SAP Certified Consultant, CCNA, CCNP, AWS Cloud Practitioner, AWS Cloud Architect, GCP Cloud Architect, Scrum Master (PSM I), ITIL, PMP, Fogra Digital Print Partner
Certification Program	Support the implementation of Astragraphia's projects at customers in order to provide the best quality service to customers and business development.	Microsoft Certified: Dynamics 365, Microsoft Certified: Azure, Microsoft Certified: Power Platform, SAP Certified Consultant, CCNA, CCNP, AWS Cloud Practitioner, AWS Cloud Architect, GCP Cloud Architect, Scrum Master (PSM I), ITIL, PMP, Fogra Digital Print Partner
Program Sertifikasi Internal	Memastikan karyawan mempunyai kompetensi minimal dalam produk dan solusi agar dapat melayani pelanggan dengan baik.	Pelatihan dan penguasaan atas produk dan solusi yang dijual.
Internal Certification Program	Ensure employees have minimum competency in products and solutions in order to serve customers well.	Training and mastery of products and solutions sold.
Program Train the Trainer	Mendukung kompetensi internal trainer perusahaan dengan mengikutsertakan tenaga pengajar ke pusat pelatihan prinsipal maupun ke lembaga pelatihan.	- Pelatihan informasi produk, penerapan solusi serta teknik. - Pelatihan teknik menjual. - Pelatihan kompetensi umum. <i>Quality Improvement.</i>
Train the Trainer Program	Supporting the competence of the Company's internal trainers by sending teaching staff to principal training centers and training institutions.	- Training on product information, solution application and techniques. - Training on selling techniques.. - General competency training. - Quality Improvement.

Jenis Program Program Type	Tujuan Objective	Jenis Pelatihan Type of Training
Program Pelatihan Manajemen	Mengembangkan dan meningkatkan kemampuan manajerial supervisor dan manajemen perusahaan untuk mendukung pertumbuhan bisnis secara berkesinambungan serta sebagai upaya penyiapan kader di masa depan.	• <i>Supervisory Development</i> • <i>Management Development</i> • <i>Senior Management Development</i> • <i>General Management Development</i> • <i>Executive Development</i> • <i>Astra Management System</i>
Management Training Program	Develop and improve the managerial skills of supervisors and company management to support sustainable business growth and as an effort to prepare future cadres.	• Supervisory Development • Management Development • Senior Management Development • General Management Development • Executive Development • Astra Management System
Internalisasi Budaya Perusahaan	Memperkuat sikap mental karyawan serta penghayatan dan pelaksanaan nilai-nilai budaya perusahaan "VIPS" dan "Catur Dharma" dalam pekerjaan dan kehidupan perusahaan sehari-hari.	• Sosialisasi budaya perusahaan "VIPS" dan "Catur Dharma" untuk karyawan baru. • Melaksanakan program-program yang mendorong internalisasi nilai-nilai VIPS dan Catur Dharma. • Melaksanakan <i>Basic Mentality Training Program</i>, terutama untuk karyawan baru.
Internalization of Culture Company	Strengthening the mental attitude of employees as well as the appreciation and implementation of the values of corporate culture "VIPS" and "Catur Dharma" in daily work and corporate life.	• Socialization of corporate culture "VIPS" and "Catur Dharma" for new employees. • Implementing programs that encourage the internalization of VIPS and Catur Dharma values. • Implement Basic Mentality Training Program, especially for new employees.
Program Perbaikan Kualitas Kerja yang Berkesinambungan	Meningkatkan kemampuan karyawan dalam melakukan perbaikan proses kerja maupun inovasi melalui berbagai metode.	• Konvensi <i>Quality Innovation</i> tahunan. • Pelatihan Fasilitator <i>Quality Innovation</i> • Pelatihan Metode <i>Problem Solving</i> untuk karyawan • Pelatihan <i>Design Thinking</i>
Continuous Improvement of Work Quality Program	Enhancing employees' ability to make work process improvements and innovations through various methods.	• Annual Quality Innovation Convention. • Quality Innovation Facilitator Training • Problem Solving Method Training for employees • Design Thinking Training
Program e-learning karyawan	Menciptakan kesempatan pengembangan untuk karyawan seluruh level dan setiap lokasi dengan menggunakan platform "Learning Management System", yaitu portal pengembangan diri secara mandiri yang dapat diakses secara fleksibel dari mana saja dan kapan saja. Materi-materi <i>e-learning</i> dapat diakses oleh karyawan sesuai dengan fungsi kerjanya.	Jenis materi <i>e-learning</i> yang telah tersedia di Learning Management System: • NEOP (New Employee Orientation Program) • Kode Etik, Kebijakan <i>Anti-Fraud</i> dan Anti-Korupsi, Kebijakan Keamanan Informasi • <i>Product Knowledge</i> • <i>Software & Technical Knowledge</i> • <i>Case Studies</i> • <i>Leadership</i> • <i>Quality Innovation</i> • Pengembangan Diri
Employee e-learning program	Creating opportunities for employees of all levels and every location to develop themselves, using the "Learning Management System" platform, which is an independent self-development portal that can be accessed flexibly from anywhere and at any time. E-learning materials can be accessed by employees in accordance with their work functions.	Types of e-learning materials that are available in the Learning Management System: • NEOP (<i>New Employee Orientation Program</i>) • Code of Ethics, Anti-Fraud and Anti-Corruption Policy, Information Security Policy • Product Knowledge • Software & Technical Knowledge • Case Studies • Leadership • Quality Innovation • Pengembangan Diri

Biaya Pengembangan Kompetensi Karyawan

Selain melakukan pelatihan internal, Astragraphia secara aktif mengikutsertakan karyawan dalam pelatihan eksternal, program dari Astra, maupun prinsipal. Biaya penyelenggaraan pengembangan kompetensi karyawan Astragraphia sepanjang tahun 2022 tercatat sebesar Rp4,1 miliar. Sebagian besar kegiatan pelatihan tersebut dioptimalkan secara virtual/*online* dan tanpa melakukan perjalanan ke luar kota maupun ke luar negeri.

Employee Competency Development Cost

In addition to internal training, Astragraphia actively participates employees in external training, programs from Astra, and principals. The cost of organizing competency development for Astragraphia employees throughout 2022 was recorded at Rp4.1 billion. Most of the training activities were optimized virtually/*online* and without traveling out of town or abroad.

Pengembangan Karir

Pengembangan karir karyawan dipengaruhi oleh kompetensi dan kinerja karyawan yang bersangkutan. Karyawan diberikan penugasan baru sesuai kebutuhan perusahaan berdasarkan jenjang karir yang telah ditetapkan. Hal ini bertujuan untuk mengembangkan karir karyawan, sekaligus sebagai kesempatan mengembangkan kompetensi karyawan dengan lebih lengkap. Pengembangan karir juga didukung oleh pelaksanaan rencana pengembangan individual yang selaras dengan area kompetensi karyawan yang masih membutuhkan pengembangan berdasarkan proses *coaching* dengan atasan. Talenta-talenta untuk kepemimpinan di masa depan diidentifikasi berdasarkan penilaian kompeten kepemimpinan Astra serta kinerja yang baik dan konsisten. Selain jenjang karir manajerial, Astragraphia juga mengembangkan keahlian (*expertise*) yang mendalam dan spesifik yang diperlukan untuk mendukung bisnis Astragraphia. Oleh karena itu, karyawan yang ahli (*expert*) juga dapat berkontribusi, mendukung bisnis, dan mengembangkan diri dengan jenjang karir tersendiri yang sesuai dengan keahlian spesifik yang dibutuhkan oleh Perusahaan. Pada saat ini ada beberapa jalur keahlian yang dibangun, yaitu dalam bidang *Color*, *Program Management*, dan *Solutions*.

Selama tahun 2022, seluruh karyawan mendapatkan penilaian sesuai dengan perencanaan kinerja dan pengembangan kompetensi yang telah ditetapkan di awal tahun. [GRI 404-3]

Perputaran Karyawan [GRI 401-1]

Sepanjang tahun 2022, tingkat *turnover* karyawan Astragraphia cukup terkendali dengan angka 12%. Hal tersebut turut didukung oleh komitmen perusahaan yang mengedepankan pengembangan kompetensi dan kesejahteraan karyawan sehingga produktivitas SDM dapat terjaga. Selain mendukung kesejahteraan karyawan, Astragraphia membangun dan membina semangat kebersamaan karyawan melalui aktivitas rutin seni dan olahraga, keagamaan serta berbagai acara karyawan di perusahaan, di mana para pemimpin, atasan dan karyawan terlibat bersama. Astragraphia menyadari peran pemimpin dan atasan dalam memperhatikan dan membina karyawan sangat berdampak positif bagi karyawan. Bimbingan, umpan balik, serta kesempatan penugasan merupakan bagian dari pembinaan yang harus dilakukan atasan terhadap karyawannya. Diharapkan hal tersebut dapat membentuk dan mempertahankan talenta-talenta berkualitas yang kelak akan menjadi kader pemimpin di masa selanjutnya. Selama pandemi, kegiatan dan acara diusahakan dapat tetap berlangsung secara virtual melalui teknologi *conference*, sedangkan kegiatan fisik yang membutuhkan tatap muka dilaksanakan dengan menerapkan protokol kesehatan. Dengan demikian diharapkan arahan, bimbingan serta kebersamaan karyawan bisa tetap terjaga.

Career Development

Employee career development depends on the level of competence and performance of the employee concerned. Employees are given new assignments according to the needs of the company based on the established career path. This aims to develop employees' careers, as well as provide opportunities for them to develop their competencies more fully. Career development is also supported by the implementation of individual development plans that are aligned with employees' competency areas, which still require development, based on the coaching process with superiors. Talents for future leadership are identified based on Astra's leadership competency assessment and consistent good performance. In addition to managerial career paths, Astragraphia also develops deep and specific expertise needed to support Astragraphia's business. Therefore, employees who are experts can also contribute, support the business, and develop themselves with their own career path that matches the specific expertise needed by the Company. Currently, there are several lines of expertise built, namely in the fields of *Color*, *Program Management*, and *Solutions*.

During 2022, all employees were appraised in accordance with the performance and competency development plans set at the beginning of the year. [GRI 404-3]

Employee Turnover [GRI 401-1]

Throughout 2022, Astragraphia's employee turnover rate was manageable at 12%. This is supported by the Company's commitment in prioritizing competency development and employee welfare, so that HR productivity can be maintained. In addition to supporting employee welfare, Astragraphia builds and fosters the spirit of employee comradery through regular art and sports activities, religious activities and various employee events in the Company, where leaders, supervisors and employees are involved together. Astragraphia recognizes that the role of leaders and supervisors in caring for and nurturing employees has a positive impact on employees. Guidance, feedback, and assignment opportunities are part of the coaching that superiors must do for their employees. It is hoped that this can form and maintain quality talents who will become cadres of leaders in the future. During the pandemic, activities and events are attempted to continue virtually through conference technology, while physical activities that require face-to-face meetings are carried out by implementing health protocols. Thus, it is hoped that the direction, guidance and togetherness of employees can be maintained.

Berikut adalah jumlah karyawan yang keluar:

The following is the number of employees who left:

Jenis Kelamin	Tahun 2022	Gender
Laki-laki	119	Male
Perempuan	44	Female
TOTAL	163	TOTAL

Evaluasi dan Manajemen Kinerja [GRI 404-3]

Proses evaluasi kinerja meliputi penyusunan rencana kinerja dan target, *monitoring* pencapaian secara berkala dengan implementasi proses (*Plan – Do – Check – Action*), proses *coaching and counseling* oleh atasan, evaluasi hasil pencapaian serta penetapan imbalan dan hukuman (*reward and punishment*) sebagai konsekuensi atas kinerja yang dihasilkan. Semua kegiatan ini mengacu pada kebijakan dasar sebagai berikut:

- Pada awal tahun, setiap karyawan diwajibkan menyusun Rencana Kinerja Karyawan (RKK) berdasarkan *Key Performance Indicator* (KPI) bagi unit kerja yang bersangkutan. Pada akhir tahun, RKK ini digunakan sebagai dasar bagi evaluasi kinerja.
- Evaluasi Kinerja dilaksanakan dengan menilai aspek hasil, proses, dan etos kerja karyawan. Sedangkan bagi karyawan yang memiliki bawahan, ditambah dengan aspek *people management*, yang mengevaluasi kemampuan karyawan dalam membina bawahannya. Pencapaian perusahaan juga mempengaruhi hasil evaluasi kinerja karyawan secara kolektif.

Performance Evaluation and Management [GRI 404-3]

The performance evaluation process includes the preparation of performance plans and targets, periodic monitoring of achievements with the implementation of the process (*Plan - Do - Check - Action*), coaching and counseling process by superiors, evaluation of achievement results and determination of rewards and punishments as a consequence of the resulting performance. All these activities refer to the following basic policies:

- At the beginning of the year, each employee is required to prepare an Employee Performance Plan (RKK) based on the Key Performance Indicator (KPI) for the work unit concerned. At the end of the year, this RKK is used as the basis for performance evaluation.
- Performance evaluation is carried out by assessing aspects of results, processes, and employee work ethic. As for employees who have subordinates, it is added with the people management aspect, which evaluates the ability of employees to foster their subordinates. The Company's achievements also affect the results of collective employee performance evaluations.

Meningkatkan Engagement

Astragraphia memperhatikan serta mengusahakan keterlibatan karyawan sebagai bagian penting untuk menjaga produktivitas, kinerja, dan kebahagiaan karyawan. Dalam hal ini peran dan kepemimpinan atasan adalah hal yang utama. Salah satunya melalui *Coaching & Counseling* oleh atasan secara berkala untuk mengetahui area pengembangan yang diperlukan serta mengidentifikasi harapan karyawan. Hal ini dirasakan penting sebagai inisiatif pengembangan karyawan maupun kesempatan karir kepada karyawan yang sesuai.

Strengthening Engagement

Astragraphia recognizes and seeks employee engagement as an important part of maintaining productivity, performance and employee happiness. In this case, the role and leadership of superiors is paramount. One of them is through *Coaching & Counseling* by supervisors on a regular basis to find out the areas of development needed and identify employee expectations. This is felt to be important as an initiative for employee development as well as career opportunities to suitable employees.

Dalam skala yang lebih luas, perusahaan menjaga keterlibatan karyawan melalui komunikasi antara pimpinan dan bawahan, termasuk arahan, strategi, serta informasi pencapaian perusahaan secara berkala. Terkait hal-hal kekaryawanan, Perusahaan mendengarkan suara karyawan melalui mekanisme survei maupun penyampaian langsung atau melalui *online*, baik dari karyawan sendiri, atau melalui perwakilan karyawan dan atasan. Perusahaan juga terus melakukan kegiatan-kegiatan kekaryawanan, seperti penghargaan karyawan terbaik, kontes dan lomba, kegiatan ekstrakurikuler, peringatan hari-hari tertentu dan sebagainya. Kegiatan-

On a broader scale, the Company maintains employee engagement through communication between leaders and subordinates, including directions, strategies, and information on company achievements on a regular basis. On employee matters, the Company listens to the voice of employees through survey mechanisms as well as direct or online submissions, either from employees themselves, or through employee and supervisor representatives. The Company also continues to conduct employee activities, such as best employee awards, contests and competitions, extracurricular activities, commemoration of certain days and so on. The above activities are held online or do not

kegiatan di atas dilaksanakan secara daring atau tidak menimbulkan kerumunan dan dengan memperhatikan protokol kesehatan yang berlaku.

Internalisasi Budaya Perusahaan

Astragraphia mengusahakan terciptanya nilai tambah bagi para karyawannya, yaitu bekerja di suatu perusahaan yang unggul dan inovatif, terus berkembang dalam suasana kerja yang menyenangkan serta diapresiasi sesuai kinerja dan kontribusinya. Bersama dengan itu, Astragraphia tetap mengedepankan dan membangun Budaya Perusahaan VIPS sebagai nilai-nilai dan norma yang harus dihayati dan menjadi sumber pemikiran dan penilaian jajaran manajemen dan seluruh karyawan Astragraphia. Budaya Perusahaan VIPS yang berlandaskan pada Catur Dharma Astra adalah sebagai berikut:

1. Bermanfaat bagi Bangsa dan Peri Kehidupan
2. Berinovasi dan Berkeunggulan Kelas Dunia
3. Menjadi Mitra Pilihan Pelanggan
4. Kerja Sama yang Sinergis

Astragraphia meyakini budaya VIPS merupakan fondasi kuat yang menciptakan nilai kompetitif yang mendukung keberlangsungan perusahaan. Upaya mendorong proses penerapan nilai-nilai budaya VIPS di perusahaan tidak hanya melalui sosialisasi dan artefak yang menunjukkan budaya VIPS di perusahaan, namun juga melalui sistem dan prosedur yang diterapkan perusahaan, serta kegiatan-kegiatan yang mendorong nilai-nilai budaya, seperti kegiatan donordarah dan kontribusi sosial, acara karyawan, hari pelanggan, kontes kompetensi, penghargaan inovasi dan karyawan terbaik, serta melaksanakan “Basic Mentality Training Program”, terutama untuk karyawan baru. Sosialisasi dan internalisasi budaya perlu dijalankan secara terus menerus secara konsisten dengan harapan budaya perusahaan benar-benar menjadi cara berpikir dan bertindak seluruh karyawan.

Hubungan Industrial

Menciptakan iklim dan lingkungan kerja yang aman, nyaman, dan produktif merupakan salah satu aspek penting dalam pengelolaan SDM. Untuk itu Astragraphia mengusahakan kesempatan untuk terus berkembang, kesejahteraan dan fasilitas yang memadai dan sesuai dengan peraturan perundang-undangan yang berlaku bagi para karyawan.

1. Fasilitas Karyawan [GRI 401-2, 402-1]

Astragraphia menyediakan fasilitas yang mendorong karyawan melakukan kegiatan yang positif, antara lain melalui inisiatif koperasi Karyawan Madani Astragraphia (Kopkarmitra) yang lingkup usahanya saat ini meliputi Simpan Pinjam dan Toko, serta program kebugaran dan kreativitas oleh Badan Pembina Olahraga dan Seni (BAPOR Seni) melalui kegiatan rutin aktivitas berbagai jenis olahraga dan

cause crowds and with due regard to applicable health protocols.

Internalization of Corporate Culture

Astragraphia strives to create added value for its employees, namely working in a company that is superior and innovative, continues to grow in a pleasant working atmosphere and is appreciated according to its performance and contribution. At the same time, Astragraphia continues to prioritize and build the VIPS Corporate Culture as the values and norms that must be lived and become the source of thought and judgment of the management and all Astragraphia employees. VIPS Corporate Culture which is based on Astra's Catur Dharma is as follows:

1. Valuable to the Nation and Life
2. Innovative and World Class Excellence
3. Preferred Partner for Customer
4. Synergetic Teamwork

Astragraphia believes that VIPS culture is a strong foundation that creates competitive value that supports the sustainability of the Company. Efforts to encourage the process of implementing VIPS cultural values in the Company are not limited to socialization and artifacts that demonstrate VIPS culture in the Company, but also through systems and procedures implemented by the Company, as well as activities that encourage cultural values, such as blood donation and social contribution activities, employee events, customer days, competency contests, innovation and best employee awards, and implementing the “Basic Mentality Training Program”, especially for new employees. Socialization and internalization of culture need to be carried out continuously and consistently with the hope that corporate culture will truly become the way all employees think and act.

Industrial Relations

Creating a safe, comfortable and productive work climate and environment is one of the important aspects of HR management. For this reason, Astragraphia seeks opportunities for continuous development, welfare and adequate facilities in accordance with applicable laws and regulations for employees.

1. Employee Facilities [GRI 401-2, 402-1]

Astragraphia provides facilities to encourage employees to engage in positive activities, among others through the initiative of the Madani Astragraphia Employees Cooperative (Kopkarmitra), whose business scope currently includes Savings and Loans and Stores, as well as fitness and creativity programs by the Sports and Arts Development Agency (BAPOR Seni) through regular activities of various

seni, serta klub-klub hobi seperti *band music* dan fotografi. Astragraphia juga memfasilitasi lingkungan kerja yang baik dan aman bagi karyawan, termasuk obat-obatan dan tersedianya ruangan khusus P3K untuk karyawan yang sakit dan perlu beristirahat. Perusahaan juga menyediakan fasilitas ruang laktasi untuk memenuhi kebutuhan para ibu bekerja.

2. Kesejahteraan Karyawan [GRI 401-2]

Dalam hal kesehatan dan kesejahteraan umum, karyawan Astragraphia mendapatkan hak atas berbagai tunjangan, yang terkait dengan jabatan, hari raya keagamaan, makan, transportasi, pemeliharaan kesehatan, perawatan rumah sakit, bersalin, kedukaan, dan pernikahan hingga tunjangan dan indeks penempatan di daerah.

Perusahaan juga mengikutsertakan karyawan sebagai peserta asuransi dan peserta Badan Penyelenggara Jaminan Sosial (BPJS) Ketenagakerjaan dan BPJS Kesehatan. Karyawan juga menjadi peserta Dana Pensiun Astra yang akan diterima dananya ketika sudah memasuki masa purnabakti.

3. Pengembangan Karyawan

Astragraphia menyelenggarakan program pengembangan yang berkelanjutan kepada karyawannya. Hal ini sebagai upaya untuk meningkatkan kompetensi sumber daya manusia yang dimiliki dan tetap mengikuti perkembangan teknologi dan bisnis. Melalui fasilitas dan program pelatihan yang terstruktur, penugasan dan rotasi, serta *coaching* dari atasan, karyawan diberi kesempatan untuk mengembangkan diri dan mencapai kinerja yang optimal. Hal ini dapat meningkatkan produktivitas perusahaan dan memberikan solusi serta layanan yang terbaik kepada pelanggan.

4. Apresiasi Karyawan

Manajemen kinerja diterapkan dengan tujuan untuk memastikan bahwa karyawan melaksanakan pekerjaannya sesuai dengan arah dan target kinerja yang ditetapkan. Bagi karyawan yang berprestasi menonjol dan memberikan kontribusi yang signifikan sesuai fungsinya, Perusahaan memberikan apresiasi sesuai dengan kriteria yang ditentukan. Setiap tahun Astragraphia juga memberi penghargaan utama Lingkar Prestasi Puncak kepada karyawan berprestasi yang terpilih.

Kebijakan Remunerasi

Astragraphia selalu memperhatikan upah layak bagi seluruh karyawan dengan memenuhi aturan Standar Upah Minimum yang telah ditetapkan oleh Pemerintah di semua kota di mana kantor Astragraphia beroperasi. Tidak ada perbedaan upah yang diberikan oleh Astragraphia dengan membedakan gender. [GRI 202-1, 405-2]

types of sports and arts, as well as hobby clubs such as music and photography. Astragraphia also facilitates a good and safe working environment for employees, including medicines and the availability of a special first aid room for employees who are sick and need to rest. The Company also provides lactation room facilities to meet the needs of working mothers.

2. Employee Welfare [GRI 401-2]

In terms of general health and welfare, Astragraphia employees are entitled to various allowances, which range from job-related, religious holidays, meals, transportation, health maintenance, hospital care, maternity, bereavement and marriage to regional placement allowances and indexes.

The Company also includes employees as insurance participants and participants of the Social Security Organizing Agency (BPJS) Employment and BPJS Health. Employees also become participants in the Astra Pension Fund which will receive funds when they enter retirement.

3. Employee Development

Astragraphia organizes sustainable development programs for its employees. This is an effort to improve the competence of its human resources and keep up with technology and business developments. Through structured training facilities and programs, assignments and rotations, and coaching from superiors, employees are given the opportunity to develop themselves and achieve optimal performance. Thus increasing the company's productivity and providing the best solutions and services to customers.

4. Employee Appreciation

Performance management is implemented with the aim of ensuring that employees carry out their work in accordance with the direction and performance targets set. For employees who stand out and make significant contributions in accordance with their functions, the Company provides appreciation in accordance with the specified criteria. Every year Astragraphia also gives Lingkar Prestasi Puncak award to selected outstanding employees.

Remuneration Policy

Astragraphia always pays attention to the amount of living wages for all employees in accordance with the Minimum Wage Standards set by the Government, in all cities where Astragraphia offices operate. There is no difference in wages provided by Astragraphia by distinguishing gender. [GRI 202-1, 405-2]

Kenaikan upah diberikan setiap awal tahun kepada seluruh karyawan dengan mempertimbangkan beberapa aspek, antara lain angka inflasi yang dinyatakan oleh pemerintah. Sedangkan bonus karyawan ditentukan berdasarkan pencapaian kinerja perusahaan dan hasil evaluasi kinerja karyawan tersebut. Proses evaluasi kinerja meliputi penyusunan rencana kinerja dan target, *monitoring* pencapaian secara berkala, proses *coaching and counseling* oleh atasan, evaluasi hasil pencapaian serta penetapan imbalan dan hukuman (*reward and punishment*) sebagai konsekuensi atas kinerja yang dihasilkan. Semua kegiatan ini mengacu pada kebijakan dasar sebagai berikut:

1. Perencanaan Kinerja Individual

Pada awal tahun, setiap karyawan diwajibkan menyusun Rencana Kinerja Karyawan (RKK) berdasarkan *Key Performance Indicator* (KPI) bagi unit kerja yang bersangkutan. Pada akhir tahun, RKK ini digunakan sebagai dasar bagi evaluasi kinerja.

2. Evaluasi Kinerja

Evaluasi Kinerja dilaksanakan dengan menilai aspek hasil, proses kerja, dan etos kerja karyawan. Sedangkan bagi karyawan yang memiliki bawahan, ditambah dengan aspek *people management*, yang mengevaluasi kemampuan karyawan dalam membina bawahannya. Pencapaian perusahaan juga mempengaruhi hasil evaluasi kinerja karyawan secara kolektif.

3. *Coaching and Counseling*

Proses *coaching and counseling* dilakukan secara berkala oleh atasan kepada bawahannya, sehingga dapat membantu karyawan meningkatkan kinerja, mengembangkan diri menurut rencana karir, mendeteksi secara dini potensi masalah, serta membina hubungan yang baik antara atasan dan bawahan.

Wage increases are given at the beginning of each year to all employees by considering several aspects, including the inflation rate. Meanwhile, employee bonuses are determined based on the achievement of company performance and the results of the employee's performance evaluation. The performance evaluation process includes the preparation of performance plans and targets, periodic monitoring of achievements, coaching and counseling processes by superiors, evaluation of achievement results and determination of rewards and punishments as a consequence of the resulting performance. All these activities refer to the following basic policies:

1. Individual Performance Planning

At the beginning of the year, each employee is required to prepare an Employee Performance Plan (RKK) based on the Key Performance Indicator (KPI) for the work unit concerned. At the end of the year, this RKK is used as the basis for performance evaluation..

2. Performance Evaluation

Performance evaluation is carried out by assessing aspects of results, work processes, and employee work ethic. As for employees who have subordinates, it is added to the people management aspect, which evaluates the ability of employees to foster their subordinates. The company's achievements also affect the results of collective employee performance evaluations.

3. Coaching and Counseling

The coaching and counseling process is carried out regularly by superiors to their subordinates, so as to help employees improve performance, develop themselves according to career plans, detect potential problems early, and foster good relationships between superiors and subordinates.

Pensiun [GRI 201-3]

Untuk mempersiapkan purnabakti karyawan, Perusahaan memberikan kesempatan kepada karyawan yang akan memasuki masa purnabakti untuk mempersiapkan diri selama 6 (enam) bulan sebelumnya. Karyawan yang pensiun akan menerima hak-haknya sesuai peraturan Dana Pensiun Astra dan Badan Penyelenggara Jaminan Sosial (BPJS) Ketenagakerjaan, serta selaras dengan peraturan ketenagakerjaan yang berlaku.

Retirement [GRI 201-3]

The company provides an opportunity for employees who will enter retirement to prepare themselves for 6 (six) months in advance. Employees who retire will receive their rights in accordance with the regulations of the Astra Pension Fund and the Employment Social Security Agency (BPJS), and in line with applicable labor regulations.

KOMITMEN LINGKUNGAN, KESEHATAN, DAN KESELAMATAN KERJA (LK3)

Astragraphia menyadari Kesehatan dan Keselamatan Kerja sebagai hal yang penting untuk kesejahteraan karyawan dan merupakan salah satu faktor utama suksesnya kegiatan operasional Perusahaan. Tujuan pengelolaan Lingkungan, Kesehatan, dan Keselamatan Kerja (LK3) adalah memberikan perlindungan bagi

COMMITMENT ON ENVIRONMENTAL, OCCUPATIONAL HEALTH AND SAFETY (EHS)

Astragraphia recognizes Occupational Health and Safety as important to the well-being of employees and one of the main factors in the success of the Company's operations. The goal of Environment, Safety and Occupational Health (EHS) management is to provide protection for employees so that they can work comfortably and productivity



karyawan agar mereka dapat bekerja yang nyaman dan produktivitas dapat meningkat. Untuk mendukung tujuan LK3 dan pengelolaan lingkungan serta memastikan *continual improvement*, Astragraphia mengadopsi dan menerapkan sertifikasi Sistem Manajemen LK3, ISO 14001:2015 dan ISO 45001. [GRI 403-1]

Keberagaman dan Kesetaraan Kesempatan Kerja

Astragraphia menjunjung nilai kesetaraan gender dalam pemberian kesempatan kerja yang dimulai dari proses rekrutmen, pelatihan, hingga struktur kesejahteraan karyawan. Dalam proses rekrutmen, Astragraphia mempertimbangkan kualifikasi yang dibutuhkan dalam posisi atau jabatan yang diisi dan tidak berdasarkan agama, ras, suku, golongan, dan gender calon karyawan.

Kebijakan kesetaraan gender juga berlaku dalam pemberian kesempatan pengembangan karir. Karyawan menerima promosi jabatan ketika dianggap mampu memenuhi kualifikasi jabatan sesuai kebutuhan organisasi, didukung dengan kinerja dan kompetensi yang baik selama bekerja. Keberadaan kebijakan kesetaraan gender merupakan bentuk perhatian Astragraphia terhadap karyawan guna menghindari adanya diskriminasi dalam lingkungan kerja.

Kami mendukung keseimbangan pekerjaan dan kehidupan keluarga dan tidak mentolerir segala bentuk diskriminasi. Salah satu penerapannya di perusahaan juga tercermin melalui fasilitas cuti di luar cuti tahunan, seperti cuti melahirkan, menikah, ibadah, kematian anggota keluarga, persiapan pensiun, pindah tempat tinggal, dan lain-lain. [GRI 401-3]

Astragraphia senantiasa mengedepankan kesetaraan perlakuan kepada seluruh karyawan. Tujuan kami adalah membangun budaya inklusif yang memberdayakan setiap orang untuk bekerja sebaik mungkin. Di Astragraphia, karyawan dengan wawasan, latar belakang, dan pengalaman yang berbeda dapat berkumpul dan saling mendukung. Tidak tercatat ada kasus diskriminasi yang dilaporkan selama tahun 2022.

Berikut adalah komposisi persentase keberagaman karyawan Astragraphia, dihitung berdasarkan level organisasi dan usia, kemudian diklasifikasikan berdasarkan jenis kelamin:

Berdasarkan Level Organisasi	2022							By Organization Level
	Astragraphia		AGIT		AXI		Persentase Percentage	
	Laki-laki Male	Perempuan Female	Laki-laki Male	Perempuan Female	Laki-laki Male	Perempuan Female		
Staf	640	116	369	150	22	21	92%	Staff
Manajerial	70	8	33	4	6	0	8%	Managerial
TOTAL	710	124	402	154	28	21	100%	TOTAL
1439								

can increase. To support the objectives of EHS and environmental management and ensure continual improvement, Astragraphia adopted and implemented EHS Management System certifications, ISO 14001:2015 and ISO 45001. [GRI 403-1]

Diversity and Equal Employment Opportunity

Astragraphia upholds the value of gender equality in providing employment opportunities starting from the recruitment process, training, to the employee welfare structure. In the recruitment process, Astragraphia considers the qualifications required in the position and regardless of religion, race, ethnicity, class, and gender of prospective employees.

The gender equality policy also applies in providing career development opportunities. Employees receive promotions if they are considered capable of meeting the qualifications of the position according to the needs of the organization, supported by good performance and competence during work. The existence of a gender equality policy is a form of Astragraphia's attention to employees to avoid discrimination in the work environment.

We support work-life balance and do not tolerate any form of discrimination. One of the applications in the company is also reflected through leave facilities beyond annual leave, such as maternity leave, marriage, worship, death of family members, retirement preparation, moving, and others. [GRI 401-3]

Astragraphia always promotes equality of treatment for all employees to build an inclusive culture by empowering everyone to the best of their ability. At Astragraphia, employees with different insights, backgrounds and experiences can come together and support each other. There were no reported cases of discrimination during 2022.

The following is the percentage composition of Astragraphia's employee diversity, calculated by organizational level and age, then classified by gender:

Usia	2022							Age
	Astragraphia		AGIT		AXI		Persentase Percentage	
	Laki-laki Male	Perempuan Female	Laki-laki Male	Perempuan Female	Laki-laki Male	Perempuan Female		
<18 Tahun	0	0	0	0	0	0	0%	<18 Years old
18–25 Tahun	83	7	14	12	0	1	8%	18–25 Years old
26–35 Tahun	265	50	201	104	8	10	44%	26–35 Years old
36–45 Tahun	135	21	107	27	12	8	22%	36–45 Years old
46–55 Tahun	227	46	80	11	8	2	26%	46–55 Years old
Sub Total	710	124	402	154	28	21	100%	Sub Total
Jumlah	834		556		49			Total
TOTAL			1.439					TOTAL

Menghargai Hak Asasi Manusia

Sebagai Perusahaan yang bertanggung jawab, Astragraphia mematuhi norma dan aturan ketenagakerjaan internasional dan nasional. Kami tidak menoleransi segala bentuk kerja paksa maupun pekerja anak. Astragraphia memastikan tidak ada praktik kerja paksa di unit usaha mana pun. Astragraphia memiliki mekanisme untuk menyaring usia minimum karyawan yang diterima oleh Perusahaan. Selama tahun 2022, Astragraphia mencatat tidak ada insiden terkait kerja paksa dan pekerja anak di perusahaan. [GRI 406-1, 408-1, 409-1]

Astragraphia memastikan selalu menghormati hak asasi manusia. Selaras dengan budaya dan peraturan perusahaan, karyawan didorong untuk saling menghormati satu sama lainnya, serta mengedepankan peri-kehidupan. [GRI 410-1]

Respecting Human Rights

As a responsible company, Astragraphia always complies with international and national labor norms and regulations, including by not tolerating any form of forced labor or child labor. Astragraphia ensures that there are no forced labor practices in any of its business units. Astragraphia has a mechanism to screen the minimum age of employees hired by the Company. During 2022, there were no incidents related to forced labor and child labor in Astragraphia. [GRI 406-1, 408-1, 409-1]

Astragraphia ensures that human rights are always respected. In line with the corporate culture and regulations, employees are encouraged to respect each other, and to prioritize livelihoods. [GRI 410-1]

Sarana dan Keselamatan Kerja [GRI 403-3, 403-4, 403-5, 403-7]

Dalam hal kesehatan dan kesejahteraan umum, karyawan Astragraphia mendapatkan hak atas tunjangan yang terkait dengan jabatan, indeks penempatan daerah, tunjangan hari raya, makan, transportasi, pemeliharaan kesehatan dan perawatan rumah sakit, kacamata, pernikahan dan kedukaan. Sebagai wujud komitmen Astragraphia dalam kesehatan dan keselamatan kerja, Direksi Astragraphia membentuk tim Panitia Pembina Kesehatan, Keselamatan Kerja, dan Lingkungan (Tim P2K3L) untuk memastikan K3 diterapkan hingga ke unit kerja terkecil yang mencakup proses edukasi, pencegahan, dan simulasi tanggap darurat ketika terjadi bencana seperti kebakaran, gempa, maupun kecelakaan kerja lainnya. Astragraphia juga telah mendapatkan sertifikasi ISO 45001 yang menjadi standar pelaksanaan kesehatan dan keselamatan kerja di lingkup perusahaan Astragraphia. Serangkaian kegiatan edukasi keselamatan kerja kepada karyawan dilakukan melalui webinar maupun simulasi kejadian yang melibatkan karyawan dan tim Tanggap Darurat.

Work Facilities and Safety [GRI 403-3, 403-4, 403-5, 403-7]

Astragraphia employees are entitled to allowances related to position, regional placement index, holiday allowances, meals, transportation, health care and hospital care, eyeglasses, marriage and bereavement. As a manifestation of Astragraphia's commitment to occupational health and safety, Astragraphia's Board of Directors established a team of Health, Safety and Environment Committee (P2K3L Team) to ensure that OHS is implemented down to the smallest work unit. This includes education, prevention, and emergency response simulations in the event of disasters such as fire, earthquake, or other workplace accidents. Astragraphia has an ISO 45001 certification, which is the standard for the implementation of occupational health and safety within Astragraphia. A series of work safety education activities for employees are conducted through webinars, as well as simulations involving employees and the Emergency Response team.

Mengenai keselamatan kerja, Astragraphia mematuhi regulasi yang berlaku tentang Keselamatan Kerja yang menimbang bahwa setiap tenaga kerja berhak mendapat perlindungan atas keselamatannya dalam melakukan pekerjaan untuk kesejahteraan hidup dan meningkatkan produksi serta produktivitas nasional. Prinsip Kesehatan dan Keselamatan Kerja tersebut selalu diterapkan Astragraphia.

Sertifikasi Kesehatan dan Keselamatan Kerja [GRI 403-6]

Astragraphia mematuhi regulasi yang berlaku tentang Keselamatan Kerja yang menimbang bahwa setiap tenaga kerja berhak mendapat perlindungan atas keselamatannya dalam melakukan pekerjaan untuk kesejahteraan hidup dan meningkatkan produksi serta produktivitas nasional. Astragraphia menyadari bahwa Kesehatan dan Keselamatan Kerja adalah hal yang penting untuk kesejahteraan karyawan dan merupakan salah satu faktor utama suksesnya kegiatan operasional Perusahaan. Untuk mendukung tujuan LK3 dan pengelolaan lingkungan serta memastikan *continual improvement*, Astragraphia mengadopsi dan menerapkan sertifikasi Sistem Manajemen LK3, ISO 14001:2015, dan ISO 45001.

Tingkat Kecelakaan Kerja

Guna mencegah dan menanggulangi terjadinya kecelakaan di area kerja, Astragraphia rutin melakukan kegiatan pelatihan tanggap darurat di lingkungan kantor. Untuk mengurangi potensi kecelakaan kerja, berbagai rambu dan petunjuk keselamatan dipasang di tempat yang mudah terbaca di lokasi kerja untuk memandu karyawan. Selain itu, Astragraphia memiliki standar prosedur pakaian dan perlengkapan untuk fungsi-fungsi tertentu, misalnya customer engineer yang bertugas di lapangan dilengkapi dengan tas untuk membawa perangkat yang aman dan tidak mudah jatuh. Astragraphia juga melakukan kampanye Aman Berlalu Lintas untuk mengurangi potensi kecelakaan karyawan dalam berlalu lintas. [GRI 403-2]

Selama tahun 2022 tidak ada karyawan yang mengalami kecelakaan kerja yang berakibat kematian dan kecelakaan berat. [403-9, 403-10]

Astragraphia complies with the prevailing regulations on Occupational Safety, which consider that every worker is entitled to protection of his/her safety in performing work for the welfare of life and increasing national production and productivity. The principles of Occupational Safety and Health are always applied by Astragraphia.

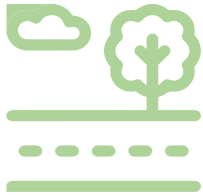
Occupational Health and Safety Certification [GRI 403-6]

Astragraphia complies with the prevailing regulations on Occupational Safety, considering that every workforce is entitled to protection of their safety in performing work for their welfare and to increase national production and productivity. Astragraphia realizes that Occupational Health and Safety is important for employee welfare and is one of the main factors in the success of the Company's operations. To support the objectives of EHS and environmental management and ensure continual improvement, Astragraphia adopts and implements EHS Management System certification, ISO 14001:2015, and ISO 45001.

Occupational Accident Rate

To prevent and mitigate accidents in the work area, Astragraphia regularly conducts emergency response training activities in the office environment. To reduce the potential for work accidents, various safety signs and instructions are posted in easily readable places at the work site to guide employees. In addition, Astragraphia has standardized clothing and equipment procedures for certain functions, for example, customer engineers on field duty are equipped with bags to carry devices that are safe and do not fall easily. Astragraphia also conducts Safe Traffic campaigns to reduce the potential for employee accidents in traffic. [GRI 403-2]

During 2022, there were no employees who experienced work accidents that resulted in death and serious accidents. [403-9, 403-10]



Public Contribution Roadmap

Public Contribution Roadmap

Astragraphia senantiasa berupaya menjalankan program kontribusi sosial yang berfokus pada pengembangan masyarakat (*community development*) yang berkelanjutan.

Astragraphia continues to implement social contribution programs focusing on sustainable community development.



Public Contribution Roadmap

Public Contribution Roadmap

Astragraphia terus berupaya dalam mengarahkan program kontribusi sosial untuk pengembangan masyarakat (*community development*) yang berkelanjutan dengan menanamkan semangat kolaborasi untuk dapat memberikan nilai tambah dan membawa dampak positif bagi masyarakat luas. Astragraphia menjalankan program-program sosial kemasyarakatan yang berfokus pada pilar kesehatan, pendidikan, lingkungan, dan kewirausahaan dengan terus memperhatikan kualitas dan dampak program jangka panjang sehingga dapat mendorong kesejahteraan masyarakat dan berkontribusi terhadap pencapaian Tujuan Pembangunan Berkelanjutan.

PILAR KESEHATAN

• Donor Darah

Semangat kemanusiaan Astragraphia tercermin melalui program Donor Darah yang disosialisasikan empat kali dalam satu tahun melalui saluran komunikasi internal maupun media sosial, kepada seluruh karyawan baik di kantor pusat maupun di cabang. Selain sebagai upaya berbagi terhadap sesama, rutin mendonorkan darah baik untuk kesehatan. Pada awal tahun 2022, Astragraphia masih menyesuaikan diri dengan situasi pandemi Covid-19, sehingga karyawan didorong untuk mendonorkan darah secara mandiri dengan cara mendatangi kantor Palang Merah Indonesia yang terdekat dengan lokasi masing-masing. Seiring dengan semakin membaiknya kondisi pandemi, Astragraphia kembali menyelenggarakan acara Donor Darah di kantor pusat dengan mengedepankan protokol kesehatan yang ketat selama prosesnya. Tercatat sebanyak 192 kantong darah didapatkan sepanjang tahun 2022.

Astragraphia continues to strive in guiding the social contribution programs towards sustainable community development by motivating the spirit of collaboration in order to provide added value and generate a positive impact on the community. Astragraphia carries out social community programs that focus on the pillars of health, education, environment, and entrepreneurship by continuously paying attention to the quality and impact of long-term programs, which will subsequently encourage community welfare and contribute to achieving the Sustainable Development Goals.

HEALTH PILLAR

• Blood Donation

Astragraphia's humanitarian spirit is reflected through the Blood Donors program, which is disseminated four times a year through internal communication channels and social media to all employees at the head office and branch offices. Apart from being an effort to share with others, routinely donating blood is good for the health. In early 2022, Astragraphia was still adjusting to the Covid-19 pandemic conditions. Therefore employees were encouraged to donate blood independently by visiting the Indonesian Red Cross office closest to their respective locations. As we recovered from the pandemic, Astragraphia held a Blood Donors event at the head office, prioritizing strict health protocols. A total of 192 blood bags were recorded throughout 2022.



Event Donor Darah di Kantor Pusat Astragraphia
Blood Donors event at the Head Office of Astragraphia



Tabel Donor Darah Astragraphia

Astragraphia's Blood Donor

Data per Desember 2022/Data as of December 2022

Donor Darah Blood Drive	Tanggal Date	Jumlah Pendonor Number of Donors	Jumlah Kantong Darah Number of Blood Bags
Batch 1	8 Maret 2022 8 March 2022	18	18
Batch 2	8 Juni 2022 8 June 2022	63	63
Batch 3	20 September 2022 20 September 2022	55	55
Batch 4	9 Desember 2022 9 December 2022	56	56
Total			192

• Posyandu Binaan

Kesejahteraan suatu bangsa bergantung pada kualitas penduduk, khususnya kualitas di bidang kesehatan. Pada tatanan masyarakat Indonesia, posyandu merupakan institusi kesehatan terdekat dengan penduduk. Astragraphia menyadari hal ini dan untuk mewujudkannya, Astragraphia memberikan pendampingan berkesinambungan bagi posyandu beserta kader-kadernya berupa edukasi kesehatan, bantuan makanan tambahan, pemberian peralatan pemantauan kesehatan seperti alat timbang berat badan, alat ukur tinggi badan, alat periksa kesehatan telinga, hingga meja, kursi, dan alat tulis.

Astragraphia fokus pada pemantauan kesehatan ibu hamil, balita, dan ibu menyusui, sekaligus pemanfaatan teknologi digital berupa pemusatan pendataan kesehatan melalui aplikasi iPosyandu. Aplikasi iPosyandu digagas oleh induk perusahaan Astra berkolaborasi dengan Universitas Padjajaran untuk memudahkan pencatatan data kesehatan warga, sehingga memudahkan kader posyandu hingga pemerintah daerah setempat melakukan tindakan intervensi pada isu-isu kesehatan warga seperti mencegah adanya bayi yang lahir dengan kondisi *stunting*.

Pada tahun 2022 terdapat empat posyandu yang mendapat pendampingan dari Astragraphia dengan jumlah penerima manfaat sebanyak **35 orang kader** dan **110 balita**.

Secara total kontribusi sosial Astragraphia pada pilar kesehatan menjangkau **337 penerima manfaat**.

• Fostered Posyandu

The welfare of a nation depends on the quality of the population, particularly the quality of the health sector. In Indonesian society, posyandu (integrated healthcare center) is the closest health institution to the population. Astragraphia is aware of this, and to realize it, Astragraphia provides continuous assistance to posyandu and its cadres in the form of health education, additional food assistance, provision of health monitoring equipment, such as weighing scales, height measuring devices, tools to check ear conditions, to tables, chairs, and stationery.

Astragraphia focuses on monitoring the health of pregnant women, toddlers, and breastfeeding mothers, as well as utilizing digital technology in the form of centralized health data collection through the iPosyandu application. The iPosyandu application was initiated by Astra, our parent company, in collaboration with Padjadjaran University to facilitate recording residents' health data and facilitate posyandu cadres and the local government to perform interventions on citizen health issues, such as preventing babies born with stunting.

In 2022, there were four posyandus that received assistance from Astragraphia with a total beneficiary of 35 cadres and 110 toddlers.

In total, Astragraphia's social contribution to the health pillar reached 337 beneficiaries.



Edukasi, penimbangan balita, dan penyerahan sarana prasarana di posyandu binaan Astragraphia
Education, weighing toddlers, and delivery of infrastructure facilities at Astragraphia's fostered posyandu

Tabel Posyandu Binaan Astragraphia Astragraphia's Fostered Posyandu

Data per Desember 2022/Date as of December 2022

No	Nama Posyandu Name of Posyandu	Lokasi Location	Jumlah Kader Number of Cadres	Jumlah Balita Number of Toddlers
1	Anyelir 04	Kramat, Jakarta Pusat Kramat, Central Jakarta	6	70
2	Batu Culung	Kerobokan Kaja, Denpasar Kerobokan Kaja, Denpasar	8	17
3	Tunas Muda 3	Pondok Ranggon, Jakarta Timur Pondok Ranggon, East Jakarta	6	9
4	Cempaka	Gajahmungkur, Semarang Gajahmungkur, Semarang	15	14
Subtotal			35	110
Total			145	

PILAR PENDIDIKAN

• Competence Aid Program (CAP)

CAP merupakan aktivitas berbagi ilmu secara berkelanjutan, yang dilaksanakan oleh karyawan Astragraphia dengan kompetensi di bidang solusi dokumen, *digital printing*, dan teknologi informasi. Pelatihan CAP diselenggarakan sebagai bekal siswa sekolah menengah kejuruan Desain Komunikasi Visual dan multimedia untuk memasuki dunia kerja serta siap berprofesi di industri kreatif. Potensi sumber daya manusia yang dihasilkan dari pelatihan CAP ini bahkan mendapat kesempatan untuk bekerja di Astragraphia sesuai dengan keahlian. Selama kurun waktu 2022 pelatihan CAP kembali dilaksanakan secara luring, setelah sebelumnya dijalankan secara daring karena terbatasnya aktivitas fisik selama pandemi Covid-19.

EDUCATION PILLAR

• Competence Aid Program (CAP)

CAP is a continuous knowledge-sharing activity carried out by Astragraphia employees with competency in the area of document solutions, digital printing, and information technology. The CAP training was a provision for vocational high school students majoring in Visual Communication Design and multimedia, preparing them to enter the working world and be ready to work in the creative industries. The potential human resources generated from the CAP training also have the opportunity to work at Astragraphia according to their expertise. During the 2022 period, CAP training were held offline after previously being carried out online due to limited physical activity during the Covid-19 pandemic.



Tabel Competence Aid Program (CAP) Astragraphia Astragraphia's Competence Aid Program (CAP)

Data per Desember 2022/Date as of December 2022

No	Nama Sekolah Name of School	Wilayah Region	Jurusan Field of Study	Jumlah Siswa dan Guru Number of Students and Teachers
1	SMK 2 Triple "J"	Citeureup, Kab. Bogor, Jawa Barat Citeureup, Bogor Regency, West Java	Desain Komunikasi Visual Visual Communication Design	49
2	SMK PGRI 2	Babadan, Kab. Ponorogo, Jawa Timur Babadan, Ponorogo Regency, East Java	Desain Komunikasi Visual Visual Communication Design	124
Total				173

Astragraphia melalui entitas anak PT Astra Graphia Information Technology (AGIT) juga aktif dalam mengajar rutin, membuka kesempatan magang, serta terlibat dalam penyusunan program pembelajaran tingkat D3 dan D4. Sepanjang tahun 2022 AGIT telah memberi pengajaran kepada **727 mahasiswa dan/atau mahasiswi** dari tiga perguruan tinggi.

Astragraphia, through its subsidiary, PT Astra Graphia Information Technology (AGIT), is also active in teaching regularly, opening internship opportunities, and preparing D3 and D4 level learning programs. Throughout 2022 AGIT has provided education to 727 students from three tertiary institutions.

Tabel Competence Aid Program (CAP) AGIT AGIT's Competence Aid Program (CAP)

Data per Desember 2022/Date as of December 2022

No	Nama Institusi Pendidikan Name of Educational Institution	Alamat Address	Semester Semester	Jurusan Field of Study	Jumlah Mahasiswa Number of Students
1	Universitas Bina Nusantara Bina Nusantara University	Kb. Jeruk, Jakarta Barat Kb. Jeruk, West Jakarta	4 – 5	Semua jurusan All fields of study	293
2	Universitas Multimedia Nusantara Multimedia Nusantara University	Klp. Dua, Kab. Tangerang, Banten Klp. Dua, Tangerang Regency, Banten	2 – 3	Teknik Informatika Informatics Engineering	147
3	Politeknik Astra Astra Polytechnic	Tanjung Priok, Jakarta Utara Tanjung Priok, North Jakarta	2, 3, 5, 6	Management Informatika Informatics Management	287
Total					727



Tim pengajar dari PT Astra Graphia Information Technology (AGIT) pada Competence Aid Program (CAP) di Universitas Multimedia Nusantara (UMN)
Teaching team from PT Astra Graphia Information Technology (AGIT) in the Competence Aid Program (CAP) at Multimedia Nusantara University (UMN)

• SMK BISA Link & Match

Program SMK BISA Link & Match dirancang sebagai upaya pengembangan sekolah menengah kejuruan secara mendalam dan menyeluruh dari sisi *brainware*, *software*, dan *hardware*. Sinkronisasi antara pembelajaran yang diberikan di sekolah dengan apa yang diimplementasikan di dunia industri menjadi titik berat program ini, dengan harapan agar siswa/siswi lulusan sekolah menengah kejuruan memiliki bekal yang cukup saat memasuki dunia industri.

Astragraphia sebagai perusahaan yang bergerak di bidang digital printing dan informasi teknologi memberi pendampingan kepada dua sekolah menengah kejuruan dengan jurusan Multimedia dan/atau Desain Komunikasi Visual. Kolaborasi antar divisi dan antar departemen memungkinkan Astragraphia memberikan rangkaian edukasi melalui pengajaran yang dilaksanakan langsung oleh karyawan internal.

Rangkaian aktivitas pendampingan SMK BISA Link & Match:

- memberikan masukan pada proses penyelarasan kurikulum/silabus
- memberikan pelatihan/pengajaran/pembekalan sesuai kebutuhan siswa dan/atau guru
- memfasilitasi kunjungan industri fisik/virtual bagi siswa dan/atau guru
- memfasilitasi magang siswa dan/atau guru
- memberikan sertifikat untuk siswa dan/atau guru
- memberi dukungan sarana belajar mengajar
- memproduksi & memasang *signage* identitas Astragraphia sebagai industri pendamping sekolah
- merekomendasikan peluang kerja di *print shop* rekanan Astragraphia.

• SMK BISA Link & Match

The SMK BISA Link & Match program is designed to develop vocational high schools extensively and comprehensively in terms of brainware, software, and hardware. The synchronization between the learning provided in schools and what is implemented in the industrial world is the focus of this program, with the hope that students graduating from vocational high schools will have sufficient provisions when they enter the industrial world.

As a company engaging in digital printing and information technology, Astragraphia assists two vocational high schools that are majoring in Multimedia and/or Visual Communication Design. Collaboration between divisions and between departments allows Astragraphia to provide a series of education through teachings that are carried out directly by internal employees.

A series of assisted activities for SMK BISA Link & Match:

- providing input on the curriculum/syllabus alignment process
- providing training/teaching/debriefing according to the needs of students and/or teachers
- facilitating physical/virtual industry visits for students and/or teachers
- facilitating student and/or teacher internships
- providing certificates to students and/or teachers
- providing support for teaching and learning facilities
- producing and installing Astragraphia identity signage as a school companion industry
- recommending employment opportunities at Astragraphia's print shop partners.

Tabel sekolah menengah kejuruan binaan Astragraphia Astragraphia's fostered vocational high school

Data per Desember 2022/Data as of December 2022

No	Nama Sekolah Name of School	Alamat Address	Jurusan Field of Study
1	SMK 2 Triple "J"	Citeureup, Kab. Bogor, Jawa Barat Citeureup, Bogor Regency, West Java	Desain Komunikasi Visual Visual Communication Design
2	SMK PGRI 2	Babadan, Kab. Ponorogo, Jawa Timur Babadan, Ponorogo Regency, East Java	Desain Komunikasi Visual Visual Communication Design

• Beasiswa

Komitmen Astragraphia dalam bentuk beasiswa berkelanjutan kepada **27 siswa/siswi** dari empat sekolah menengah kejuruan di Jakarta memasuki tahun ajaran ketiga atau tahun terakhir selama periode 2020 – 2023. Di tahun 2022 Astragraphia juga memberikan beasiswa tambahan kepada **28**

• Scholarships

Astragraphia's commitment in the form of ongoing scholarships to 27 students from four vocational high schools in Jakarta is entering its third or final academic year during the 2020 – 2023 period. In 2022 Astragraphia also provided additional scholarships to 28 students from 3 (three) other vocational high schools as a form

siswa/siswi dari 3 (tiga) sekolah lainnya sebagai wujud dukungan terhadap pembangunan nasional berkelanjutan poin SDGs 4 (empat) yang berkaitan dengan pendidikan berkualitas. Harapan Astragraphia adalah seluruh siswa dapat menyelesaikan aktivitas belajar dengan baik dan memasuki dunia kerja maupun jenjang pendidikan yang lebih tinggi.

Secara total kontribusi sosial Astragraphia pada pilar pendidikan menjangkau **955 penerima manfaat**.

of support for sustainable national development SDGs point 4 (four), which is related to quality education. Astragraphia's hope is that all students will be able to complete their study activities properly and enter the world of work and higher education.

In total, Astragraphia's social contribution to the education pillar reached 955 beneficiaries.

Tabel penerima beasiswa Astragraphia 2022 Astragraphia's scholarship recipients in 2022

Data per Desember 2022/Data as of December 2022

No	Nama Sekolah Name of School	Alamat Sekolah School Address	Jurusan Field of Study	Jumlah Siswa Number of Students
1	SMK Tanjung Barat	Tanjung Barat, Jagakarsa, Jakarta Selatan Tanjong Barat, Jagakarsa, South Jakarta	Otomatisasi dan Tata Kelola Perkantoran Automation and Office Governance	5
2	SMK Gunung Jati	Tanjung Priok, Jakarta Utara Tanjong Priok, North Jakarta	Otomatisasi dan Tata Kelola Perkantoran Automation and Office Governance Akuntansi Accounting	8
3	SMK Kencana 1	Tanjung Priok, Jakarta Utara Tanjong Priok, North Jakarta	Otomatisasi dan Tata Kelola Perkantoran Automation and Office Governance Teknik Kendaraan Ringan Otomotif Automotive Light Vehicle Engineering	7
4	SMK 26 Jakarta	Pulo Gadung, Jakarta Timur Pulo Gadung, East Jakarta	Teknik Tenaga Listrik Electrical Engineering Sistem Informatika Jaringan dan Aplikasi Network and Application Informatics System Teknik dan Manajemen Perawatan Otomotif Automotive Maintenance Engineering and Management Konstruksi Gedung, Sanitasi dan Perawatan Building Construction, Sanitation, and Maintenance Teknik Fabrikasi Logam dan Manufaktur Metal Fabrication and Manufacturing Engineering	7
5	SMKN 1 Cibinong	Cibinong, Kab. Bogor, Jawa Barat Cibinong, Bogor Regency, West Java	Multimedia Multimedia	5
6	SMKN 7 Jakarta	Pulo Gadung, Jakarta Timur Pulo Gadung, East Jakarta	Desain Grafika Graphics Design Produksi Grafika Graphics Production Multimedia Multimedia	7
7	SMKN 67 Jakarta	Pasar Rebo, Jakarta Timur Pasar Rebo, East Jakarta	Desain Komunikasi Visual Visual Communication Design Multimedia Multimedia	16
Total				55



Simbolis penyerahan beasiswa Astragraphia kepada total 28 siswa dari SMKN 1 Cibinong, SMKN 7 Jakarta, dan SMKN 67 Jakarta
Symbolic ceremonial of the Astragraphia scholarships to a total of 28 students from SMKN 1 Cibinong, SMKN 7 Jakarta, and SMKN 67 Jakarta

• Buku Dongeng

Mendongeng merupakan sebuah proses mendidik anak dengan stimulasi yang menyenangkan. Upaya mengembangkan daya imajinasi, kemampuan bahasa dan ekspresi emosi anak secara lebih baik, sambil menanamkan nilai-nilai moral yang positif bagi pembentukan karakter anak unggul Indonesia.

• Story Book

Storytelling is a process of educating children with delightful stimulation. Efforts to develop children's imagination, better language skills, and emotional expression while developing positive moral values for the formation of superior character in Indonesian children.



Pegiat pendidikan anak sedang membawakan cerita di hadapan anak usia PAUD, TK, SD kelas 1 dan 2 se-Jakarta Selatan
Children education activists are telling stories in front of children in Early Education, Kindergarten, and Elementary School 1st and 2nd grades throughout South Jakarta

Untuk itu Astragraphia berkolaborasi dengan Rumah Tutor yang berada di bawah naungan Kementerian Pariwisata dan Ekonomi Kreatif Republik Indonesia, menyelenggarakan acara “Jakarta Selatan Punye Cerite” pada 20 Desember 2022, berisi rangkaian kegiatan mendongeng, melatih anak bercerita, hingga

For this reason, Astragraphia collaborated with Rumah Tutor, which is under the auspices of the Ministry of Tourism and Creative Economy of the Republic of Indonesia, to hold the “Jakarta Selatan Punye Cerite” event on 20 December 2022, containing from a series of storytelling activities, training children to tell stories, to coloring activities for a total of 62 children in Early

aktivitas mewarnai bagi total **62 anak** usia PAUD, TK, hingga SD kelas 1 dan 2 di wilayah Jakarta Selatan.

Education, kindergarten, to 1st and 2nd elementary schools in the South Jakarta area.



Buku dongeng yang dicetak menggunakan mesin printer produksi Fujifilm Revoria Press™ PC1120
A fairy tale book printed using the Fujifilm Revoria Press™ PC1120 printer

Rangkaian acara dilangsungkan di Jl. Panglima Polim No. 20 RW 5 Kramat Pela Kec. Kebayoran Baru, Jakarta Selatan. Puncak acara dongeng dibawakan oleh empat orang pegiat dongeng dari tim ImonJalanJalan, dengan alat bantu boneka tangan dan ukulele untuk memudahkan anak berimajinasi dan mengikuti jalannya cerita. Selain menjadi penyelenggaraan, bentuk dukungan Astragraphia dalam pendidikan anak usia dini juga diwujudkan dalam bentuk pencetakan buku dongeng menggunakan mesin *printer* produksi Fujifilm Revoria Press™PC1120, pencetakan lembar mewarnai A3, serta pencetakan gantungan kunci 3D logo Rumah Tuter menggunakan mesin printer 3D tipe Sermoon D1 dan CR-10 Max dari anak perusahaan Astragraphia yaitu PT Astragraphia Xprins Indonesia (AXI).

The events were held on Jl. Panglima Polim No. 20 RW 5 Kramat Pela, Kebayoran Baru Sub-District, South Jakarta. The peak of the fairy tale program was delivered by four storytelling activists from the ImonJalanJalan team, with hand puppets and ukulele as additional tools to facilitate the children to imagine and follow the storyline. In addition to organizing this event, Astragraphia's support for early childhood education is also manifested in the form of printing the fairy tale books using the Fujifilm Revoria Press™PC1120 printer, printing A3 coloring sheets, as well as printing 3D key chains for Rumah Tuter logo using the Sermoon D1 and CR-10 Max 3D printers from Astragraphia's subsidiary, namely PT Astragraphia Xprins Indonesia (AXI).



Inovasi gantungan kunci 3D logo Rumah Tuter menggunakan mesin *printer* 3D tipe Sermoon D1 dan CR-10 Max dari anak perusahaan Astragraphia yaitu PT Astragraphia Xprins Indonesia (AXI)
3D key chain innovation presented by the logo of Rumah Tuter using the Sermoon D1 and CR-10 Max 3D printers from a subsidiary of Astragraphia, namely PT Astragraphia Xprins Indonesia (AXI)

- **Indonesia Ayo Aman Berlalu Lintas (IAABL)**

Meningkatkan kesadaran akan berkendara yang aman di jalan raya menjadi salah satu perhatian Astragraphia guna mendukung terjaminnya kesehatan dan keselamatan kerja. Selain karena berdampak pada keselamatan diri dan orang lain, keamanan

- **Indonesia Ayo Aman Berlalu Lintas (IAABL)**

Increasing the awareness for safe driving on the road becomes one of Astragraphia's concerns to support the assurance of occupational health and safety. In addition to impacting the safety of oneself and others, driving safety also affects work productivity.

berkendara juga berpengaruh terhadap produktivitas kerja. Astragraphia melakukan edukasi rutin seputar isu keselamatan berkendara satu bulan sekali, melalui akun media sosial dan surat elektronik internal yang menjangkau total **1.439 karyawan**. Astragraphia juga memberikan apresiasi kepada **34 karyawan** melalui aktivasi berhadiah yang diselenggarakan untuk meningkatkan *engagement* karyawan baik di kantor pusat maupun di kantor cabang.

Astragraphia conducts routine education regarding driving safety issues once a month through social media accounts and internal e-mails that reach a total of 1,439 employees. Astragraphia also gave appreciation to 34 employees through an activation with prizes organized to increase employee engagement, both at the head office and at branch offices.



Poster aktivasi gerakan Indonesia Ayo Aman Berlalu Lintas di akun media sosial Astragraphia
The activation poster for the Indonesia Let's be Safe in Traffic movement on Astragraphia's social media accounts

PILAR LINGKUNGAN

• Gerakan Semangat Kurangi Plastik

Gerakan Semangat Kurangi Plastik merupakan bagian dari Sustainability Framework & 2030 Aspiration yang Astragraphia terapkan di dalam lingkup perusahaan. Gerakan ini dijalankan atas dasar fakta volume sampah plastik yang menimbulkan dampak negatif bagi lingkungan dan seluruh makhluk hidup yang ada di muka bumi.

Oleh karena itu Astragraphia secara rutin mensosialisasikan pentingnya mengurangi sampah plastik sekali pakai pada keseharian, dengan cara membawa botol minum dan/atau kotak makan sendiri, hingga membawa tas kain sebagai wadah barang belanjaan. Tujuannya agar secara bertahap kesadaran setiap karyawan semakin meningkat sehingga menjadi kebiasaan baik yang ditularkan ke sekitarnya. Semakin banyak orang yang dengan sadar mengurangi penggunaan plastik sekali pakai, akan semakin banyak berkurang volume sampah plastik yang dihasilkan.

ENVIRONMENTAL PILLAR

• Semangat Kurangi Plastik Movement

The Movement for the Spirit of Reducing Plastic is part of the Sustainability Framework & 2030 Aspiration that Astragraphia implements within the company. This movement is carried out because the volume of plastic waste harms the environment and all living things on earth.

Therefore, Astragraphia regularly socializes the importance of reducing single-use plastic waste by bringing your drinking bottles and/or lunchboxes up to carrying cloth bags as grocery containers. The objective is to gradually increase the awareness of each employee, which will ultimately become a good habit passed on to those around them. The more people consciously reduce the use of single-use plastic, the more volume of plastic waste generated will decrease.



Poster edukasi gerakan Semangat Kurangi Plastik di akun media sosial Astragraphia
Educational poster of the Movement for the Spirit of Reducing Plastic on Astragraphia's social media accounts

• **Lampu Penerangan Tenaga Surya**

Astragraphia mendukung pemanfaatan energi terbarukan sebagai alternatif penggunaan listrik yang lebih hemat dan ramah lingkungan. Untuk itu Astragraphia melakukan pemasangan 15 lampu penerangan tenaga surya di wilayah RW 04 Kelurahan Kramat Kecamatan Senen (*ring* 1 Kantor Pusat). Pemasangan lampu penerangan tenaga surya menyesuaikan dengan kebutuhan warga setempat untuk menciptakan lingkungan yang lebih aman, terutama di titik-titik yang berpotensi rawan kejahatan karena belum mendapat pencahayaan yang cukup.

• **Seremoni Penanaman Pohon**

Astragraphia berkolaborasi dengan PT Marga Mandalasakti (MMS) menyelenggarakan seremoni penanaman pohon di Gerbang Tol Balaraja Timur pada tanggal 2 Desember 2022. Acara ini merupakan langkah awal aksi berkelanjutan penanaman 500 pohon jambu kristal yang akan dilanjutkan di tahun 2023 dengan sebaran lokasi di beberapa ruas tol area Balaraja. Selain sebagai bentuk tanggung jawab sosial perusahaan terhadap lingkungan, penanaman pohon ini juga merupakan realisasi komitmen Astragraphia terkait Sustainability Framework & 2030 Aspiration, bahwa pembangunan berkelanjutan dapat diraih salah satunya dengan menerapkan *Environment, Social & Governance* (ESG) dalam lingkup perusahaan.

• **Solar Powers Lighting Lamps**

Astragraphia supports the use of renewable energy as an alternative to electricity usage that is more efficient and environmentally friendly. For this reason, Astragraphia installed 15 solar-powered lighting lamps in the RW 04 area of the Kramat Village, Senen District (*ring* 1 of the Head Office). The installation of solar-powered lighting adapts to the needs of residents to create a safer environment, particularly at potentially crime-prone points, as they do not have sufficient lighting.

• **Tree Planting Ceremony**

Astragraphia, in collaboration with PT Marga Mandalasakti (MMS), held a tree planting ceremony at the Balaraja Timur Toll Gate on December 2nd, 2022. This event is the initial step for the ongoing action to plant 500 crystal guava trees, which will be continued in 2023 with locations spread across several toll roads in the Balaraja area. Aside from being a form of corporate social responsibility towards the environment, the tree planting is also a realization of Astragraphia's commitment regarding the Sustainability Framework & 2030 Aspiration, that sustainable development can be achieved one way or another by implementing Environment, Social & Governance (ESG) within the scope of a company.



Seremoni penanaman pohon
di Gerbang Tol Balaraja Timur,
Banten
Tree planting ceremony at
the Balaraja Timur Toll Gate,
Banten



Kelas ASIK Jurnalists
Kelas ASIK for Journalists



Festival UMKM Buleleng
MSMEs Buleleng Festival

PILAR KEWIRAUSAHAAN

- **Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK)**
Astragraphia menaruh perhatian khusus kepada Usaha Mikro dan Kecil Menengah (UMKM) yang bergerak di industri kreatif khususnya bagi mereka yang berada di sub sektor kuliner, kriya, dan fesyen. Di pilar kewirausahaan, Astragraphia memiliki program Kelas ASIK yang bertujuan menjadikan produk para pelaku UMKM di industri kreatif berdaya saing, *go-online*, dan naik kelas. Astragraphia menjalankan program Kelas ASIK melalui pelatihan dan edukasi terkait teknologi *digital printing*, aplikasi kemasan kreatif, workshop dan konsultasi untuk kemasan/label produk UMKM. Kelas ASIK lahir pada masa pandemi tahun 2020, di mana UMKM justru memiliki potensi untuk bertumbuh meski berada di tengah kondisi perekonomian yang terpuruk. Momen itu menjadi penanda bahwa industri kreatif memegang peranan penting bagi perputaran ekonomi bangsa.

Astragraphia senantiasa memotivasi pelaku UMKM untuk mengeksplorasi kemasan yang menarik di mata calon konsumen dan menimbulkan rasa aman. Calon konsumen yang melihat produk makanan dalam *jar* bersegel tentu akan merasa lebih aman karena yakin bahwa produk di dalamnya higienis. Edukasi Kelas ASIK juga memberikan wawasan mengenai keunggulan teknologi *digital printing* yang dapat mengakomodir volume pencetakan dalam jumlah minim sekalipun. Di tahun 2022, Kelas ASIK berkolaborasi dengan sejumlah mitra dari organisasi hingga kementerian dalam rangka menjangkau UMKM yang lebih luas. Astragraphia juga melibatkan *print shop* yang menjadi rekanan sebagai upaya menciptakan ekosistem yang berkesinambungan. Tercatat sebanyak **336 UMKM** mengikuti pelatihan Kelas ASIK yang terbagi atas beberapa kali penyelenggaraan. Entitas anak

ENTREPRENEURSHIP PILLAR

- **Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK)**
Astragraphia pays special attention to Micro, Small, and Medium Enterprises (MSMEs) engaging in the creative industry, especially for the culinary, craft, and fashion sub-sectors. In the entrepreneurship pillar, Astragraphia has established the Kelas ASIK Class program, which aims to make the products of MSMEs in the creative industries competitive, to be able to go online, and to upgrade. Astragraphia runs the ASIK Class program through training and education on digital printing technology, creative packaging applications, workshops, and consultations for MSME product packaging/labels. The Kelas ASIK was initiated during the 2020 pandemic, where MSMEs have the potential to grow even amid a downturn in the economy. This indicates that the creative industry is important in the nation's economic cycle.

Astragraphia always motivates MSMEs to explore attractive packaging to potential customers as well as create a sense of security. Potential consumers who see food products in sealed jars will certainly feel safer, as they are sure the products inside are hygienic. The education in Kelas ASIK also provides insight into the advantages of digital printing technology that can accommodate even minimal printing volumes. In 2022, Kelas ASIK collaborated with several partners, from organizations to ministries, to reach a wider range of MSMEs. Astragraphia also involves print shop partners to create a sustainable ecosystem. 336 MSMEs were recorded as participants in the Kelas ASIK training, which was divided into several batches. The subsidiary



perusahaan PT Astragraphia Xprins Indonesia (AXI) juga berkontribusi pada pelatihan Kelas ASIK melalui pemaparan tema 'Teknologi 3D Printing untuk UMKM'.

company, PT Astragraphia Xprins Indonesia (AXI), also contributed to Kelas ASIK training by presenting the '3D Printing Technology for MSMEs' theme'.

Tabel penyelenggaraan Kelas ASIK

Kelas ASIK implementation

Data per Desember 2022/Data as of December 2022

No	Nama Kelas ASIK Name of Kelas ASIK	Tanggal Date	Tema Theme	Jumlah UMKM Peserta Number of MSMEs as Participants	Mitra Partners
1	Rumah Kemasan Kemenperin	10 Februari 2022 10 February 2022	- Tren Warna dan Tren Desain 2022 untuk Aplikasi Kemasan Kreatif 2022 Color Trends and Design Trends for Creative Packaging Applications - Teknologi Digital Printing untuk Kreasi Cetak di Rumah Kemasan Digital Printing Technology for Print Creations in Packaging Houses - Inovasi dan Kreativitas Bahan Kertas untuk Branding Produk Paper Material Innovation and Creativity for Product Branding	111	- Kementerian Perindustrian Republik Indonesia Ministry of Industry of the Republic of Indonesia - PT Digital Sarana Intimedia (QUANTAC@) PT Digital Sarana Intimedia (QUANTAC@)
2	Buleleng 1	20 Juli 2022 20 July 2022	Branding Pangan Lokal Sobeang Buleleng Sobeang Buleleng Local Food Branding	78	- Business & Export Development Organization (BEDO) Business & Export Development Organization (BEDO) - Pemerintah Kabupaten Buleleng, Bali Government of Buleleng Regency, Bali - MK Printing (print shop) MK Printing (print shop)
		21 Juli 2022 21 July 2022	Teknologi 3D Printing untuk UMKM 3D Printing Technology for MSME		
3	Adorama	7 September 2022 7 September 2022	- Digital Printing Trend 2022 2022 Digital Printing Trend - Effective Use of Digital Printing for Your Small Business Branding and Promotion Effective Use of Digital Printing for Your Small Business Branding and Promotion	33	Adorama (print shop) Adorama (print shop)
4	Buleleng 2	21 Oktober 2022 21 October 2022	- Tren Aplikasi Digital Printing untuk Kemasan UMKM Kopi Digital Printing Application Trends for Coffee MSME Packaging - Tren Warna 2023 untuk Kemasan UMKM Kopi 2023 Color Trends for Coffee MSME Packaging	29	- Business & Export Development Organization (BEDO) Business & Export Development Organization (BEDO) - Pemerintah Kabupaten Buleleng, Bali Government of Buleleng Regency, Bali - Teleng Indah Printing (print shop) Teleng Indah Printing (print shop)
5	Jurnalis	4 November 2022 4 November 2022	Seminar Kemasan Kreatif UMKM bagi Pewarta Seminar on MSME Creative Packaging for Journalists	15	Pewarta Foto Indonesia Jakarta
6	Rumah Kemasan Batu	29 November 2022 29 November 2022	- Aplikasi Digital Printing dan Kemasan Kreatif 2023 Digital Printing Application and 2023 Creative Packaging - Digital Printing: Jawaban Kebutuhan Rumah Kemasan Digital Printing: The Answer to the Needs of a Packaging House	70	Dinas Koperasi, Usaha Mikro, Perindustrian dan Perdagangan Kota Batu Office of Cooperatives, Micro Enterprises, Industry, and Trade of Batu City
		30 November 2022 30 November 2022	- Profil Rumah Kemasan Batu Profile of Batu Packaging House - Aplikasi Digital Printing dan Kemasan Kreatif 2023 Digital Printing Application and 2023 Creative Packaging		Dinas Koperasi, Usaha Mikro, Perindustrian dan Perdagangan Kota Batu Office of Cooperatives, Micro Enterprises, Industry, and Trade of Batu City
Total				336	



Penyelenggaraan Kelas Astragraphia untuk Industri Kreatif (Kelas ASIK) Rumah Kemasan di Batu, Jawa Timur, Kelas ASIK di Buleleng, Bali, dan Kelas ASIK Jurnalis di Jakarta
Implementation of Astragraphia Class for Creative Industries (Kelas ASIK) Packaging Houses in Batu, East Java, Kelas ASIK in Buleleng, Bali, and Kelas ASIK for Journalist in Jakarta

Kampung Berseri Astra (KBA)

Konsep Kampung Berseri Astra (KBA) adalah program pengembangan masyarakat berkelanjutan berbasis komunitas yang mengintegrasikan empat pilar yaitu kesehatan, pendidikan, lingkungan, kewirausahaan, di dalam satu lingkungan kampung. Visi program ini adalah mewujudkan wilayah yang bersih, sehat, cerdas, dan produktif.

Tahun 2022 merupakan tahun kedua Astragraphia secara resmi menjadi pendamping bagi 32.110 warga di Kelurahan Pondok Ranggon, Kelurahan Cipayung, Jakarta Timur dengan luas wilayah 366,015 Ha melalui pilar kesehatan dan pilar kewirausahaan. Sejumlah 22 masyarakat yang terdiri atas aparat kelurahan, kader posyandu serta kelompok peternak sapi “Swadaya” terlibat aktif pada setiap kegiatan yang diadakan di KBA Pondok Ranggon.

Pada pilar kesehatan Astragraphia memberikan pendampingan kepada Posyandu Tunas Muda 3 berupa edukasi untuk kader posyandu pemberian makanan tambahan untuk balita, bantuan alat-alat kesehatan seperti alat timbang dan sebagainya. Penerima manfaat utama dari program ini antara lain kader posyandu, balita dan orang tua balita yang berada di cakupan wilayah posyandu, serta warga Kelurahan Cipayung secara umum dikarenakan kualitas kesehatan balita yang baik secara tidak langsung dapat meningkatkan tingkat kesejahteraan warganya.

Pada pilar kewirausahaan Astragraphia menjadi pendamping bagi Kelompok Peternak Sapi Perah “Swadaya” yang setiap harinya menghasilkan susu sapi segar dari pekarangan rumah mereka. Pendampingan yang Astragraphia berikan antara lain berupa pelatihan kemasan kreatif, konsultasi desain kemasan, pencetakan gratis, dan pemberian sarana yang dibutuhkan.

Kampung Berseri Astra (KBA)

The concept for Kampung Berseri Astra (KBA) is a community-based sustainable community development program that integrates the four pillars, namely health, education, environment, and entrepreneurship, in one village environment. The program's vision is to create a clean, healthy, intelligent, and productive area.

2022 is the second year that Astragraphia has officially become a partner for 32,110 residents in the Pondok Ranggon, Cipayung, East Jakarta, with an area of 366,015 ha through the health pillar and the entrepreneurship pillar. A total of 22 people consisting of village officials, posyandu cadres, as well as the “Swadaya” dairy farmer group, were actively involved in every activity held at the Pondok Ranggon KBA.

In the health pillar, Astragraphia provides assistance to Tunas Muda 3 Posyandu in the form of education for Posyandu cadres, providing additional food for toddlers, assistance with medical equipment, such as weighing scales, and others. The main beneficiaries of this program include posyandu cadres, toddlers, and parents of toddlers in the vicinity of the Posyandu area, as well as residents of Cipayung in general, as good health quality of toddler can indirectly increase the level of welfare of its people.

In the entrepreneurship pillar, Astragraphia becomes a partner for the “Swadaya” Dairy Farmers Group, which produces fresh milk every day from their yard. The assistance that Astragraphia provides includes creative packaging training, consultation for packaging design, free printing, as well as provision for the required facilities.



Edukasi kesehatan untuk kader Posyandu dan budi daya hidroponik untuk ibu-ibu PKK di KBA Pondok Ranggon
Health education for Posyandu cadres and hydroponic cultivation for family welfare womens in KBA Pondok Ranggon



Astragraphia juga mengadakan pelatihan hidroponik yang diikuti oleh seluruh warga dan aparat kelurahan, serta menghibahkan perlengkapan budi daya hidroponik mulai dari media tanam, aneka bibit tanaman sayur, pupuk, dan vitamin tanaman.

DONASI

Sepanjang tahun 2022 Astragraphia memberikan donasi yang berfokus kepada peningkatan kualitas pendidikan generasi muda dan bantuan sosial untuk kesejahteraan masyarakat. Astragraphia berkolaborasi dengan media KONTAN untuk berdonasi dalam pemenuhan kebutuhan penyandang disabilitas di panti asuhan Yayasan Sayap Ibu, Bintaro, Tangerang. Donasi rutin berupa pembelian hewan kurban juga Astragraphia lakukan bekerja sama dengan Yayasan Amaliah Astra sebagai penyedia hewan sesuai syariat.

Tabel Donasi Astragraphia Astragraphia's Donation

Data per Desember 2022/Data as of December 2022

No	Nama Donasi Name of Donation	Tanggal Date	Bentuk Donasi Form of Donation	Penerima Donasi Beneficiaries
1	Pemberian sarana belajar Provision of learning facilities	30 Mei 2021 30 May 2021	Notebook	SMAN 1 Rote Barat Kecamatan Rote Barat, Kabupaten Rote Ndao, Provinsi Nusa Tenggara Timur SMAN 1 of West Rote West Rote District, Rote Ndao Regency, Province of East Nusa Tenggara Sekolah Binaan Yayasan Pendidikan Astra – Michael D. Ruslim (YPA – MDR) Astra Education Foundation Assisted Schools – Michael D. Ruslim (YPA – MDR)
2	Fasilitas Kertas & peminjaman mesin Paper & machine lending facilities	20 April 2021 20 April 2021 20 Mei 2021 20 May 2021 16 September 2021 16 September 2021 21 November 2021 21 November 2021 27 November 2021 27 November 2021 21 Januari 2022 21 January 2022	Kertas cetak Printing paper Mesin multifungsi Multifunctional machine	Sentra Vaksin Serviam (Santa Ursula) Serviam (Santa Ursula) Vaccine Center Jl. Pos No.2, Ps. Baru, Kecamatan Sawah Besar, Kota Jakarta Pusat, Daerah Khusus Ibukota Jakarta 10710
3	Kegiatan keagamaan Religious activities	25 Maret 2022 25 March 2022	Dana tunai Cash	Astra Gema Islami
4	Pembangunan optik & sarana air bersih Construction of optics & clean water facilities	27 April 2022 27 April 2022	Dana tunai Cash	Warga Labuan Bajo Residents of Labuan Bajo Kecamatan Komodo, Kabupaten Manggarai Barat, Provinsi Nusa Tenggara Timur Komodo District, Manggarai Barat Regency, Province of East Nusa Tenggara
5	Pembelian foto media KONTAN Purchase of KONTAN media photos	30 Mei 2022 30 May 2022	Dana tunai Cash	Yayasan Sayap Ibu Sayap Ibu Foundation Jl. Raya Graha Utama No. 33B, Pondok Kacang Barat, Pondok Aren, Tangerang Selatan, Banten
6	Kegiatan lingkungan Environmental activities	8 Juli 2022 8 July 2022	Hewan kurban Sacrificial animal	Warga Kelurahan Kramat, Kecamatan Senen, Jakarta Pusat Residents of Kramat Sub-District, Senen District, Central Jakarta
7	Kegiatan Pendidikan Educational activities	29 Juli 2022 29 July 2022	Dana tunai Cash	Taman Bacaan Masyarakat Kedjora Kedjora Community Reading Park Villa Nusa Indah 2 Blok U RW 20, Bojong Kulur Bekasi, Jawa Barat

Astragraphia also organized hydroponic training, attended by all residents and officials, and donated hydroponic cultivation equipment, ranging from planting media, various vegetable plant seeds, fertilizers, and plant vitamins.

DONATION

Throughout 2022 Astragraphia have made donations that focus on improving the quality of education for the younger generation and social assistance for community welfare. Astragraphia collaborated with KONTAN media to donate to meet the needs of people with disabilities at the Sayap Ibu orphanage in Bintaro, Tangerang. Astragraphia also carries out routine donations by purchasing sacrificial animals in collaboration with the Amaliah Astra Foundation as providers of animals, according to the Shari'a.



Penyerahan hewan kurban kepada warga sekitar Kantor Pusat Astragraphia pada momen Iduladha 2022

Distributing of sacrificial animals to residents in the vicinity of the Astragraphia Head Office at Eid al-Adha 2022



Fasilitas mesin multifungsi pada sentra vaksin Covid-19 di Serviam

Multifunction machine facility at the Covid-19 vaccine center in Serviam

ASTRA FRIENDLY COMPANY (AFC)

Astra Friendly Company (AFC) merupakan pedoman pelaksanaan tanggung jawab sosial berdasarkan referensi dari berbagai standar dan/atau panduan nasional maupun internasional. Audit AFC dilaksanakan secara berkala oleh Astragraphia sesuai arahan dari induk perusahaan Astra. Terdapat beberapa kriteria sistem manajemen yang menjadi indikator penilaian AFC yaitu: *value*, *mindset*, *behavior*, implementasi program CSR, persepsi masyarakat dan donasi. Melalui pedoman ini, program-program sosial kemasyarakatan Astragraphia terus memperhatikan kualitas program dan dampak jangka panjang sehingga dapat mendorong kesejahteraan masyarakat dan berkontribusi terhadap pencapaian Tujuan Pembangunan Berkelanjutan (TPB), terutama di bidang kesehatan, pendidikan, lingkungan, dan kewirausahaan. Pada bulan Agustus 2022, hasil asesmen AFC Astragraphia mendapatkan peringkat tertinggi yaitu bintang 5.

PENGADUAN MASYARAKAT [GRI 413-1]

Astragraphia memperhatikan keluhan dari masyarakat sehubungan dengan kegiatan usaha dan kegiatan operasionalnya, terutama yang berada di sekitar wilayah operasional Astragraphia. Sistem ini merupakan mekanisme pengaduan formal untuk menjawab kekhawatiran dari semua pemangku kepentingan, termasuk karyawan dan pihak eksternal.

Melalui unit-unit yang aktif terlibat dalam pengawasan, khususnya Departemen Human Capital Management & Services dan/atau Audit Internal, Astragraphia memiliki mekanisme kerja yang melakukan audit berkala dan/atau menerima laporan dari karyawan atau pemangku kepentingan apabila mengetahui adanya penyalahgunaan, penyimpangan atau pelanggaran terkait kode etik Astragraphia, etika bisnis, peraturan perusahaan, anggaran dasar, hukum, rahasia perusahaan atau rahasia dagang dan pelanggaran lainnya yang dapat merugikan Astragraphia maupun pemangku kepentingan.

Laporan pelanggaran dapat disampaikan melalui Kotak Saran Karyawan dalam portal web intranet perusahaan. Astragraphia juga memiliki media komunikasi seperti surat, *e-mail*, faksimile, telepon, dan situs web untuk memastikan aksesibilitas yang lebih luas dalam penyampaian pengaduan oleh masyarakat.

ASTRA FRIENDLY COMPANY (AFC)

Astra Friendly Company (AFC) is a guideline for implementing social responsibility based on references from various national and international standards and/or guidelines. AFC audits are carried out periodically by Astragraphia according to the directives of the parent company, namely Astra. Several management system criteria serve as indicators for the AFC assessment: values, mindset, behavior, implementation of CSR programs, public perceptions, and donations. Through these guidelines, Astragraphia's social programs continue to pay attention to the quality of the program as well as the long-term impacts, which will encourage community welfare and contribute to the achievement of the Sustainable Development Goals (SDGs), particularly in the fields of health, education, environment, and entrepreneurship. In August 2022, the AFC Astragraphia assessment results received the highest rating, 5 stars.

PUBLIC COMPLAINTS [GRI 413-1]

Astragraphia considers complaints from the public regarding its business activities and operations, especially from people in the vicinity of Astragraphia's operational areas. This system is a formal grievance mechanism to address concerns from all stakeholders, including employees and external parties.

Through units that are actively involved in supervision, particularly the Human Capital Management & Services Department and/or Internal Audit, Astragraphia has established a working mechanism that performs periodic audits and/or receives reports from employees or stakeholders if they become aware of any misuse, irregularities or violations related Astragraphia's code of conduct, business ethics, company regulations, articles of association, laws, company secrets, or trade secrets, as well as other violations that can be detrimental to Astragraphia and stakeholders.

Reports of violations can be submitted via the Employee Suggestion Box in the company's intranet web portal. Astragraphia also has communication media, such as letters, *e-mail*, fax, telephone, and websites, to ensure wider accessibility in submitting complaints by the public.

Surat Pernyataan Anggota Direksi dan Anggota Dewan Komisaris tentang Tanggung Jawab atas Laporan Keberlanjutan PT Astra Graphia Tbk Tahun 2022

Statement of Members of the Board of Directors and the Board of Commissioners on Responsibility for the 2022 Sustainability Report of PT Astra Graphia Tbk

Kami yang bertanda tangan di bawah ini menyatakan bahwa semua informasi dalam Laporan Keberlanjutan PT ASTRA GRAPHIA Tbk tahun 2022 telah dimuat secara lengkap dan bertanggung jawab penuh atas kebenaran isi Laporan Keberlanjutan Perusahaan.

Demikian pernyataan ini dibuat dengan sebenarnya.

Jakarta, Maret 2023

We, the undersigned, hereby declare that all information in the 2022 Sustainability Report of PT ASTRA GRAPHIA Tbk has been presented in its entirety and are fully responsible for the accuracy of the contents in this Sustainability Report.

This statement is hereby made in all integrity.

Jakarta, March 2023

DIREKSI Board of Directors



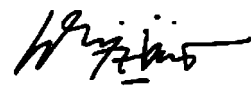
Hendrix Pramana
Presiden Direktur
President Director



Halim Wahjana
Direktur
Director



King Iriawan Sutanto
Direktur
Director



Widi Triwibowo
Direktur
Director

DEWAN KOMISARIS Board of Commissioners



Santosa
Presiden Komisaris
President Commissioner



Gunawan Geniusahardja
Komisaris
Commissioner



Arya N. Soemali
Komisaris Independen
Independent Commissioner



Data dan Informasi Pendukung

Data and Supporting Information



Indeks POJK 51/POJK.03/2017 dan SEOJK 16/SEOJK.04/2021

POJK No.51/POJK.03/2017 and SEOJK 16/SEOJK.04/2021 index

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		PT Astra Graphia Tbk has reported the information cited in this GRI content index for the period January 1 to December 31, 2022, with reference to the GRI Standards.	
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	203-2 Dampak ekonomi tidak langsung yang signifikan	95	203-2 Significant indirect economic impacts
GRI 204: Praktik Pengadaan Procurement Practices 2016	204-1 Proporsi pengeluaran untuk pemasok lokal	96	204-1 Proportion of spending on local suppliers
GRI 205: Antikorupsi Anti Corruption 2016	205-1 Operasi-operasi yang dinilai memiliki risiko terkait korupsi	N/A	205-1 Operations assessed for risks related to corruption
	205-2 Komunikasi dan pelatihan tentang kebijakan dan prosedur antikorupsi	77	205-2 Communication and training about anti-corruption policies and procedures
	205-3 Insiden korupsi yang terbukti dan tindakan yang diambil	78	205-3 Confirmed incidents of corruption and actions taken

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GRI 206: Perilaku Antipersaingan Anti Competitive Behavior 2016	206-1 Langkah-langkah hukum untuk perilaku anti persaingan, praktik <i>antitrust</i> dan monopoli	78	206-1 Legal actions for anti-competitive behavior, anti-trust, and monopoly practices
GRI 302: Energi Energy 2016	302-1 Konsumsi energi dalam organisasi	98	302-1 Energy consumption within the organization
	302-2 Konsumsi energi di luar organisasi	N/A	302-2 Energy consumption outside of the organization
	302-3 Intensitas energi	98	302-3 Energy intensity
	302-4 Pengurangan konsumsi energi	98	302-4 Reduction of energy consumption
	302-5 Pengurangan pada energi yang dibutuhkan untuk produk dan jasa	87, 88	302-5 Reductions in energy requirements of products and services
GRI 303: Air dan Limbah Water and Effluents 2018	303-1 Interaksi dengan air sebagai sumber daya bersama	97	303-1 Interactions with water as a shared resource
	303-2 Manajemen dampak yang berkaitan dengan pembuangan air	97	303-2 Management of water discharge-related impacts
	303-3 Pengambilan air	97	303-3 Water withdrawal
	303-4 Pembuangan air	N/A	303-4 Water discharge
	303-5 Konsumsi air	98	303-5 Water consumption
GRI 305: Emisi Emissions 2016	305-1 Emisi GRK (Scope 1) langsung	99	305-1 Direct (Scope 1) GHG emissions
	305-2 Emisi energi GRK (Scope 2) tidak langsung	99	305-2 Energy indirect (Scope 2) GHG emissions
	305-3 Emisi GRK (Scope 3) tidak langsung lainnya	99	305-3 Other indirect (Scope 3) GHG emissions
	305-4 Intensitas emisi GRK	99	305-4 GHG emissions intensity
	305-5 Pengurangan emisi GRK	99	305-5 Reduction of GHG emissions
	305-6 Emisi zat perusak ozon (ODS)	N/A	305-6 Emissions of ozone-depleting substances (ODS)
	305-7 Nitrogen oksida (NOx), sulfur oksida (SOx), dan emisi udara yang signifikan lainnya	N/A	305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions
GRI 306: Limbah Waste 2020	306-1 Timbulan limbah dan dampak yang signifikan terkait limbah	100	306-1 Waste generation and significant waste-related impacts
	306-2 Pengelolaan dampak yang signifikan terkait limbah	100	306-2 Management of significant waste-related impacts
	306-3 Timbulan limbah	N/A	306-3 Waste generated
	306-4 Limbah yang dialihkan dari pembuangan akhir	N/A	306-4 Waste diverted from disposal
	306-5 Limbah yang dikirimkan ke pembuangan akhir	N/A	306-5 Waste directed to disposal
GRI 401: Kepegawaian Employment 2016	401-1 Perekrutan karyawan baru dan <i>turnover</i> karyawan	109, 114	401-1 New employee hires and employee turnover
	401-2 Tunjangan yang diberikan kepada karyawan purna waktu yang tidak diberikan kepada karyawan sementara atau paruh waktu	116, 117	401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees
	401-3 Cuti melahirkan	119	401-3 Parental leave
GRI 402: Hubungan Tenaga Kerja/ Manajemen Labor/ Management Relations 2016	402-1 Periode pemberitahuan minimum terkait perubahan operasional	116	402-1 Minimum notice periods regarding operational changes

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GRI 403: Keselamatan dan Kesehatan Kerja Occupational Health and Safety 2018	403-1 Sistem manajemen keselamatan dan kesehatan kerja	119	403-1 Occupational health and safety management system
	403-2 Identifikasi bahaya, penilaian risiko, dan investigasi insiden	121	403-2 Hazard identification, risk assessment, and incident investigation
	403-3 Layanan kesehatan kerja	120	403-3 Occupational health services
	403-4 Partisipasi, konsultasi, dan komunikasi pekerja tentang keselamatan dan kesehatan kerja	120	403-4 Worker participation, consultation, and communication on occupational health and safety
	403-5 Pelatihan bagi pekerja mengenai keselamatan dan kesehatan kerja	120	403-5 Worker training on occupational health and safety
	403-6 Peningkatan kualitas kesehatan pekerja	121	403-6 Promotion of worker health
	403-7 Pencegahan dan mitigasi dampak dari keselamatan dan kesehatan kerja yang secara langsung terkait hubungan bisnis	120	403-7 Prevention and mitigation of occupational health and safety impacts directly linked by business relationships
	403-8 Pekerja yang cakup dalam sistem manajemen keselamatan dan kesehatan kerja	N/A	403-8 Workers covered by an occupational health and safety management system
	403-9 Kecelakaan kerja	121	403-9 Work-related injuries
	403-10 Penyakit akibat kerja	121	403-10 Work-related ill health
GRI 404: Pelatihan dan Pendidikan Training and Education 2016	404-1 Rata-rata jam pelatihan per tahun per karyawan	111	404-1 Average hours of training per year per employee
	404-2 Program untuk meningkatkan keterampilan karyawan dan program bantuan peralihan	112	404-2 Programs for upgrading employee skills and transition assistance programs
	404-3 Persentase karyawan yang menerima tinjauan rutin terhadap kinerja dan pengembangan karir	114	404-3 Percentage of employees receiving regular performance and career development reviews
GRI 405: Keanekaragaman dan Kesempatan Setara Diversity and Equal Opportunity 2016	405-1 Keanekaragaman badan tata kelola dan karyawan	67	405-1 Diversity of governance bodies and employees
	405-2 Rasio gaji pokok dan remunerasi perempuan dibandingkan laki-laki	117	405-2 Ratio of basic salary and remuneration of women to men
GRI 406: Nondiskriminasi Non-discrimination 2016	406-1 Insiden diskriminasi dan tindakan perbaikan yang dilakukan	120	406-1 Incidents of discrimination and corrective actions taken
GRI 407: Kebebasan Berserikat dan Perundingan Kolektif Freedom of Association and Collective Bargaining 2016	407-1 Operasi dan pemasok di mana hak atas kebebasan berserikat dan perundingan kolektif mungkin berisiko	N/A	407-1 Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk
GRI 408: Pekerja Anak Child Labor 2016	408-1 Operasi dan pemasok yang berisiko signifikan terhadap insiden pekerja anak	120	408-1 Operations and suppliers at significant risk for incidents of child labor
GRI 409: Kerja Paksa atau Wajib Kerja Forced or Compulsory Labor 2016	409-1 Operasi dan pemasok yang berisiko signifikan terhadap insiden kerja paksa atau wajib kerja	120	409-1 Operations and suppliers at significant risk for incidents of forced or compulsory labor
GRI 410: Praktik Keamanan Security Practices 2016	410-1 Petugas keamanan yang dilatih mengenai kebijakan atau prosedur hak asasi manusia	120	410-1 Security personnel trained in human rights policies or procedures



Standar GRI GRI Standard	Pengungkapan		Halaman Page	Disclosure	
GRI 411: Hak-Hak Masyarakat Adat Rights of Indigenous Peoples 2016	411-1	Insiden pelanggaran yang melibatkan hak-hak masyarakat adat	N/A	411-1	Incidents of violations involving rights of indigenous peoples
GRI 413: Masyarakat Lokal Local Communities 2016	413-1	Operasi dengan keterlibatan masyarakat lokal, penilaian dampak, dan program pengembangan	16, 138	413-1	Operations with local community engagement, impact assessments, and development programs
	413-2	Operasi yang secara aktual dan yang berpotensi memiliki dampak negatif signifikan terhadap masyarakat lokal	9	413-2	Operations with significant actual and potential negative impacts on local communities
GRI 414: Penilaian Sosial Pemasok Supplier Social Assessment 2016	414-1	Seleksi pemasok baru dengan menggunakan kriteria sosial	96	414-1	New suppliers that were screened using social criteria
	414-2	Dampak sosial negatif dalam rantai pasokan dan tindakan yang telah diambil	N/A	414-2	Negative social impacts in the supply chain and actions taken
GRI 415: Kebijakan Publik Public Policy 2016	415-1	Kontribusi politik	N/A	415-1	Political contributions
GRI 416: Kesehatan dan Keselamatan Pelanggan Customer Health and Safety 2016	416-1	Penilaian dampak kesehatan dan keselamatan dari berbagai kategori produk dan jasa	94	416-1	Assessment of the health and safety impacts of product and service categories
	416-2	Insiden ketidakpatuhan sehubungan dengan dampak kesehatan dan keselamatan dari produk dan jasa	94	416-2	Incidents of non-compliance concerning the health and safety impacts of products and services
GRI 417: Pemasaran dan Pelabelan Marketing and Labeling 2016	417-1	Persyaratan untuk pelabelan dan informasi produk dan jasa	94	417-1	Requirements for product and service information and labeling
	417-2	Insiden ketidakpatuhan terkait pelabelan dan informasi produk dan jasa	94	417-2	Incidents of non-compliance concerning product and service information and labeling
	417-3	Insiden ketidakpatuhan terkait komunikasi pemasaran	N/A	417-3	Incidents of non-compliance concerning marketing communications
GRI 418: Privasi Pelanggan Customer Privacy 2016	418-1	Pengaduan yang berdasar mengenai pelanggaran terhadap privasi pelanggan dan hilangnya data pelanggan	86	418-1	Substantiated complaints concerning breaches of customer privacy and losses of customer data



Lembar Umpan Balik

Feedback Form

Terima kasih atas perhatian dan apresiasi Bapak/Ibu terhadap Laporan Keberlanjutan ini.

Thank you for your attention and appreciation on our Sustainability Report

Untuk meningkatkan kualitas dalam mengembangkan laporan yang akan datang, maka kami mohon Bapak/Ibu untuk mengisi kuesioner berikut dan dapat mengirimkannya kembali kepada kami. Kami sangat mengharapkan pemikiran, saran, dan kritik dari Bapak/Ibu.

To improve the quality of our next report, please let us know what you think about the report by filling in the questionnaire below, and return this feedback form to us. Your views, and critics are very much welcomed and appreciated.

No.	Pernyataan/Statements	SS/SA	S/A	RR/SD	TS/D	STS/SD	Alasan/Comment
1	Laporan ini berisi/mengandung informasi yang bermanfaat mengenai komitmen Astragraphia dan kebijakannya This Report contains useful information on Astragraphia commitment and its policy						
2	Laporan ini menyediakan suatu gambaran/ <i>summary</i> mengenai kinerja Astragraphia yang sejalan dengan usaha pencapaian <i>sustainable development</i> This Report provides a good overview on Astragraphia performance in its pursuit to reach sustainable development						
3	Laporan ini mudah dimengerti This Report is easy to understand						
4	Informasi pada Laporan ini cukup lengkap (detail) The Report provides enough detail of information						
5	Laporan ini layak/dapat dipertanggungjawabkan This Report has sufficient accountability						
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TANGGAPAN TERHADAP UMPAN BALIK LAPORAN KEBERLANJUTAN

Pada tahun 2022, tidak ada tanggapan yang diterima oleh Astragraphia terkait laporan keberlanjutan tahun buku 2021.

RESPONSE TO SUSTAINABILITY REPORT FEEDBACK

In 2022, no responses received by Astragraphia relating to the sustainability report for the 2021 financial year.



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Laporan Keberlanjutan
Sustainability Report

2022

**Memperkuat Jalan
Menuju Keberlanjutan
yang Tangguh**

**Embarking the Journey for
Resilient Sustainability**

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