

LAPORAN KEBERLANJUTAN 2020

SUSTAINABILITY REPORT 2020



LANGKAH AWAL KEBERLANJUTAN

A NEW SUSTAINABILITY STAGE

LAPORAN KEBERLANJUTAN 2020

SUSTAINABILITY REPORT 2020

PT SELAMAT SEMPURNA Tbk

Batasan

Laporan Keberlanjutan 2020 yang diterbitkan oleh PT Selamat Sempurna Tbk (selanjutnya disebut 'Perseroan') menyajikan informasi kinerja keberlanjutan pada aspek ekonomi, sosial, dan lingkungan yang diolah dari berbagai sumber data yang andal. Beberapa informasi dalam laporan ini dapat berisi pernyataan yang dianggap sebagai pandangan masa depan (*forward looking statements*), seperti target, harapan, perkiraan, estimasi, atau proyeksi yang akan datang, yang mungkin dipengaruhi oleh perubahan-perubahan ekonomi dan politik baik nasional maupun regional, permintaan dan penawaran pasar komoditas, perubahan kompetisi perusahaan, perubahan undang-undang, kebijakan, dan pedoman yang berkaitan dengan industri pembuatan suku cadang otomotif dan mesin serta produk terkait.

Disclaimer

The Sustainability Report 2020 published by PT Selamat Sempurna Tbk (hereinafter referred to as the 'Company') presents the sustainability performance information on economic, social, and environmental aspects that are processed from a variety of reliable data sources. Some of the information in this report may contain forward looking statements, such as future targets, expectations, forecasts, estimates, or projections, which may be affected by national and regional economic and political changes, commodity market demand and supply, changes in company competition, changes in laws, policies, and guidelines relating to the automotive parts manufacturing industry and machinery and related products.

LANGKAH AWAL KEBERLANJUTAN

A NEW SUSTAINABILITY STAGE



Langkah Awal Keberlanjutan

Perseroan menyadari tantangan yang dihadapi setiap tahunnya, termasuk tantangan keberlanjutan. Dalam kondisi yang penuh tantangan, Perseroan terus optimis memastikan tercapainya keberlanjutan jangka panjang. Di tahun 2020, Perseroan mulai berkomitmen untuk beroperasi dengan lebih memperhatikan aspek sosial dan lingkungan, serta menanggapi isu-isu keberlanjutan dan capaiannya. Pada langkah awal ini, Perseroan mulai mempersiapkan sumber daya, strategi, rencana, dan target-target keberlanjutan. Era baru yang kami hadapi ini telah mendorong Perseroan untuk menerapkan praktik-praktik keberlanjutan dalam dunia usaha, hingga risiko sosial dan lingkungan dapat diminimalkan, serta meningkatkan nilai positif bagi Perseroan, pemangku kepentingan, dan lingkungan.

A New Sustainability Stage

The Company recognizes the challenges faced annually, including sustainability challenges. In challenging conditions, the Company continues to be optimistic about ensuring long-term sustainability. In 2020, the Company began to commit to operate with more attention to social and environmental aspects, as well as to respond to sustainability issues and its achievements. In this initial step, the Company began to prepare resources, strategies, plans, and sustainability targets. This new era has encouraged the Company to implement sustainability practices in the business world, so that social and environmental risks can be minimized, as well as increase positive value for the Company, stakeholders, and the environment.

IKHTISAR KINERJA KEBERLANJUTAN

SUSTAINABILITY PERFORMANCE HIGHLIGHTS

Kinerja Ekonomi

Economic Performance

Keterangan Description	Satuan Unit	Periode Pelaporan Reporting Period		
		2020	2019	2018
Jumlah Produksi Produk Utama: Total Production of Main Products:	Unit			
Filter		58.791.672	71.710.468	72.018.959
Radiator		582.960	588.026	551.678
Pendapatan Revenue	Miliar (Rp) Billion (Rp)	3.233,69	3.935,81	3.933,35
Laba (Rugi) Bersih Net Profit (Loss)		539,12	638,68	633,55

Kinerja Lingkungan

Environmental Performance

Keterangan Description	Satuan Unit	Periode Pelaporan Reporting Period		
		2020	2019	2018
Pemakaian Energi Energy Consumption	GJ	127.216	141.034	142.565
Emisi yang Dihasilkan Emissions Generated	Ton CO ₂	7.988	8.880	9.516
Limbah dan Efluen yang Dihasilkan *) Waste and Effluent Produced *)				
- Limbah padat B3 Solid Waste B3	Ton	73,6	88,8	N/A
- Limbah Cair B3 Liquid Waste B3	Ton	39,2	25,6	N/A
- Limbah Padat non-B3 Non-B3 Solid Waste	Kg	3.929.990	5.272.290	6.138.840
Air Limbah yang diolah kembali melalui IPAL Wastewater reprocessed through IPAL	m ³ /Hari M ³ /Day	80	80	80
Jumlah Pohon Ditanam Number of Trees Planted	Unit (Pohon) Unit (Tree)	1.515	N/A	N/A
Luas Area Penanaman Pohon Area of Tree Planting Area	m ²	5.935,5	N/A	N/A
Pengeluaran dana untuk upaya pelestarian lingkungan Expenditure of funds for environmental conservation efforts	Juta (Rp) Million (Rp)	161,2	N/A	N/A

Keterangan | Information:

*) Limbah padat | Solid Waste : Sludge dan residu proses produksi | Sludge and production process residues
Limbah cair | Liquid Waste : Pelarut bekas | Used solvents

Kinerja Sosial

Social Performance

Keterangan Description	Satuan Unit	Periode Pelaporan Reporting Period		
		2020	2019	2018
Internal				
Jam Pelatihan Training Hours	Jam Hour	28.777	27.976	19.680
Jam Kerja Selamat / Tanpa Kecelakaan Kerja Safe Working Hours / No Work Accidents	Jam Hour	2.407.782	2.698.502	2.658.204
Biaya Pelatihan Training Cost	Juta (Rp) Million (Rp)	164,17	284,73	322,21
Persentase Karyawan Perempuan Dibandingkan Total Karyawan Percentage of Female Employees Compared to Total Employees	%	7,74	8,15	7,56
Survei Keterlibatan Karyawan Grup (Dua Tahun Sekali) Employee Engagement Survey Group (Once Every Two Years)	%	N/A	63	N/A
Eksternal External				
Pengeluaran Dana Tanggung Jawab Sosial untuk Kegiatan Sosial dan Masyarakat yang mencakup: Expenditure of Social Responsibility Fund for Social and Community Activities which includes:	Juta (Rp) Million (Rp)	1.768,09	900,07	931,83
- Pendidikan Education		-	251,31	195,95
- Kesehatan Health		1.476,45	204,74	98,86
- Sosial Social		229,14	268,24	542,02
- Keagamaan Religion		62,50	175,78	95,00
Pengeluaran Dana Tanggung Jawab Sosial untuk Kegiatan Lingkungan Hidup Expenditure of Social Responsibility Fund for Environmental Activities	Juta (Rp) Million (Rp)	23,30	86,99	145,88
Jumlah Program Pembinaan Masyarakat Number of Community Development Programs	Pelaksanaan Implementation	1 Program Penyuluhan Kesehatan Hipertensi untuk Masyarakat di sekitar Desa Kadujaya - Curug 1 Hypertension Health Counseling Program for Communities around Kadujaya Village - Curug	1 Program Penyuluhan Kesehatan Hipertensi untuk Masyarakat di sekitar Desa Kadujaya - Curug 1 Hypertension Health Counseling Program for Communities around Kadujaya Village - Curug	N/A

LANGKAH AWAL PERSEROAN DALAM MEMBANGUN BUDAYA DAN STRATEGI KEBERLANJUTAN

THE COMPANY'S FIRST STEPS IN BUILDING A CULTURE AND SUSTAINABILITY STRATEGY

Di awal komitmen dalam menerapkan prinsip-prinsip keberlanjutan, Perseroan belum memiliki strategi khusus terkait keberlanjutan. Namun demikian, manajemen Perseroan telah mempertimbangkan penerapan prinsip-prinsip keberlanjutan dan secara bertahap mengukur kinerja keberlanjutan, mengelola risiko keberlanjutan, serta menyusun laporan keberlanjutan. Langkah awal ini, didasari oleh kepatuhan Perseroan terhadap Peraturan Otoritas Jasa Keuangan (POJK) Nomor 51/POJK.03/2017 yang mengatur tentang kewajiban untuk menyusun Laporan Keberlanjutan bagi perusahaan publik. Perseroan mematuhi dan mendukung kebijakan pemerintah yang mulai mendorong pelaku usaha untuk menerapkan prinsip-prinsip keberlanjutan, yang tidak hanya mengelola aspek ekonomi namun juga mengelola aspek sosial dan lingkungan.

Dalam mencapai kinerja keberlanjutan, Perseroan melibatkan sinergi dari seluruh Insan Perseroan dan pemangku kepentingan. Perseroan menyadari bahwa sebuah 'keberlanjutan' tidak dapat dicapai dalam waktu singkat, dan membutuhkan budaya dan penerapan yang berkesinambungan. Pada pengelolaan aspek sosial, Perseroan akan meningkatkan manajemen SDM, menghormati HAM, menghargai kesetaraan gender, meningkatkan penerapan dan kinerja K3, merespons pengaduan masyarakat, dan menjalankan tanggung jawab sosial perusahaan. Pada pengelolaan aspek lingkungan, Perseroan akan meningkatkan penerapan sistem manajemen lingkungan, pengelolaan limbah, melakukan efisiensi penggunaan energi guna mereduksi emisi, menjalankan tanggung jawab lingkungan lainnya, serta memastikan tidak adanya pencemaran lingkungan akibat dampak operasional Perseroan.

In the beginning of its commitment to implement sustainability principles, the Company does not yet have a specific strategy related to sustainability. Nevertheless, the Company's management has considered implementing sustainability principles and gradually measuring sustainability performance, managing sustainability risks, and compiling sustainability reports. This initial step is based on the Company's compliance with The Financial Services Authority (POJK) Regulation Number 51/POJK.03/2017 which regulates the obligation to prepare Sustainability Reports for public companies. The Company adheres to and supports government policies that begin to encourage businesses to apply sustainability principles, which not only manage economic aspects but also manage social and environmental aspects.

In achieving sustainability performance, the Company involves the synergy of everyone in the Company and its stakeholders. The Company recognizes that 'sustainability' cannot be achieved in a short period of time and requires a sustainable culture and implementation. In managing social aspects, the Company will improve human resources management, respect human rights, respect gender equality, improve the implementation and performance of K3, respond to public complaints, and carry out corporate social responsibility. In the management of environmental aspects, the Company will improve the implementation of environmental management systems, waste management, conduct energy use efficiency to reduce emissions, carry out other environmental responsibilities, and ensure the absence of environmental pollution due to the Company's operational impacts.

DUKUNGAN TERHADAP TUJUAN PEMBANGUNAN BERKELANJUTAN

SUPPORT FOR SUSTAINABLE DEVELOPMENT GOALS

Kegiatan di tahun 2020

Activities in 2020



Kehidupan sehat dan sejahtera

Good wealth and well-being

- Bantuan terkait COVID-19 kepada masyarakat sebesar Rp1,7 (dalam miliar).
Assistance related to COVID-19 to the community amounted to Rp1.7 (in billions).
- Penyediaan fasilitas klinik dan dokter di lingkungan pabrik Perseroan.
Provision of clinical facilities and doctors in the Company's factory environment.
- Tunjangan kesehatan bagi karyawan.
Health benefits for employees.
- Penyuluhan program vaksinasi COVID-19 kepada karyawan Perseroan.
COVID-19 vaccination program counseling to employees of the Company.
- Pelaksanaan protokol kesehatan di lingkungan kantor.
Implementation of health protocols in the office environment.
- Pemeriksaan kesehatan rutin (*medical check-up*) untuk karyawan Perseroan.
Regular medical check-up for employees of the Company.
- Pengoperasian klinik kesehatan di lingkungan Perseroan dengan 3 (tiga) dokter dan tenaga medis lainnya.
Operation of health clinics within the Company with 3 (three) doctors and other medical personnel.
- Pelaksanaan pelatihan, simulasi, dan audit kegiatan keselamatan dan kesehatan kerja (K3).
Implementation of training, simulation, and audit of occupational safety and health activities (K3).



Pendidikan berkualitas

Quality education

- Pelatihan dan pengembangan kompetensi bagi karyawan untuk pemenuhan persyaratan ISO 9001:2015, ISO 14001:2015, dan IATF 16949:2016.
Training and competency development for employees for the fulfillment of ISO 9001:2015, ISO 14001:2015, and IATF 16949:2016 requirements.
- Pelatihan kepemimpinan dan keterampilan kerja, melalui *Management Development Program* (MDP) untuk level staf ke atas dan Pelatihan Teknik Operator (PTO) untuk level operator.
Leadership and work skills training, through the *Management Development Program* (MDP) for the staff level and *Operator Technical Training* (PTO) for the operator level.
- Pelatihan otomasi: listrik dasar, elektropneumatik, dan *programmable logic controller* (PLC).
Automation training: basic electric, electropneumatic, and *programmable logic controller* (PLC).



Pekerjaan layak dan pertumbuhan ekonomi Decent work and economic growth

- Penyerapan 620 masyarakat sekitar lokasi pabrik di Indonesia, dengan total 3.181 tenaga kerja lokal yang bekerja di Perseroan dan Entitas Anak di Indonesia.
Absorption of 620 communities around factory sites in Indonesia, with a total of 3,181 local workers working in the Company and its Subsidiaries in Indonesia.
- Pelaksanaan MDP dan PTO yang mendorong rekrutmen tenaga kerja lokal, sehingga secara tidak langsung dapat membantu pertumbuhan ekonomi lokal dengan menyediakan lapangan pekerjaan yang layak di Perseroan.
Implementation of MDP and PTO that encourages the recruitment of local workers, so that it can indirectly help local economic growth by providing feasible jobs in the Company.



Penanganan perubahan iklim Climate action

- Penurunan penggunaan energi sebesar 9,80% dibanding tahun 2019.
Decreased energy use by 9.80% compared to 2019.
- Penurunan emisi yang dihasilkan sebesar 10,05% dibanding tahun 2019.
10.05% reduction in emissions compared to 2019.



Perdamaian, keadilan dan kelembagaan yang tangguh Peace, justice and strong institutions

- Kepatuhan Perseroan dalam menegakkan prinsip-prinsip tata kelola.
Compliance of the Company in upholding governance principles.
- Perusahaan yang baik (*Good Corporate Governance/GCG*) sesuai dengan pedoman Indonesia Code of GCG.
Good Corporate Governance (GCG) in accordance with the Indonesia Code of GCG guidelines.
- Pencapaian penilaian ASEAN Governance Scorecard 'Fair'.
Achievement of ASEAN Governance Scorecard 'Fair' assessment.
- Tercatat sebagai salah satu saham dalam indeks IDX ESG Leaders untuk periode 14 Desember 2020 - 16 Maret 2021.
One of the stock member in the IDX ESG Leaders index for period 14 December 2020 - 16 March 2021.
- Kepatuhan Perseroan dalam menerapkan standar etika bisnis yang tercantum dalam Kebijakan Anti-Korupsi.
Compliance of the Company in implementing the business ethics standards set forth in the Anti-Corruption Policy.
- Kepatuhan Perseroan dalam menerapkan standar etika, moral, dan hukum perilaku bisnis yang tinggi, melalui prosedur kontrol dan pelaporan sesuai Kebijakan Whistleblower untuk mendorong pengendalian internal.
Compliance of the Company in implementing high ethical, moral, and legal standards of business conduct, through control and reporting procedures in accordance with Whistleblower Policies to promote internal control.
- Kepatuhan Perseroan dengan regulasi dan kebijakan pemerintah, di antaranya terkait K3, pengelolaan limbah, dan pengujian emisi udara.
Compliance with government regulations and policies, including K3, waste management, and air emissions testing.

DAFTAR ISI

TABLE OF CONTENTS

03 IKHTISAR KINERJA
KEBERLANJUTAN
SUSTAINABILITY PERFORMANCE HIGHLIGHTS

06 DUKUNGAN TERHADAP
TUJUAN PEMBANGUNAN
BERKELANJUTAN
SUPPORT FOR SUSTAINABLE DEVELOPMENT GOALS

14 TENTANG LAPORAN
KEBERLANJUTAN
ABOUT SUSTAINABILITY REPORTS

26 TATA KELOLA KEBERLANJUTAN
SUSTAINABILITY GOVERNANCE

47 KINERJA KEBERLANJUTAN
LINGKUNGAN
ENVIRONMENTAL SUSTAINABILITY PERFORMANCE

70 INDEKS POJK 51
POJK 51 INDEX

77 LEMBAR UMPAN BALIK
FEEDBACK FORM

05 LANGKAH AWAL PERSEROAN
DALAM MEMBANGUN BUDAYA
DAN STRATEGI KEBERLANJUTAN
THE COMPANY'S FIRST STEPS IN BUILDING A
CULTURE AND SUSTAINABILITY STRATEGY

09 PENJELASAN DIREKSI
BOARD OF DIRECTORS EXPLANATION

15 PROFIL PERUSAHAAN
CORPORATE PROFILE

39 KINERJA KEBERLANJUTAN
EKONOMI
ECONOMIC SUSTAINABILITY PERFORMANCE

56 KINERJA KEBERLANJUTAN
SOSIAL
SOCIAL SUSTAINABILITY PERFORMANCE

74 INDEKS STANDAR GRI
GRI STANDARD INDEX

PENJELASAN DIREKSI

BOARD OF DIRECTORS EXPLANATION [102-14] [102-15]

Pemangku Kepentingan yang terhormat,

Selama 2020, Perseroan berupaya untuk memastikan seluruh pemangku kepentingan memperoleh manfaat secara berkelanjutan dari berbagai kegiatan Perseroan. Tahun 2020 juga menjadi tahun pertama kami untuk menerbitkan Laporan Keberlanjutan sebagai salah satu bentuk komitmen kami terhadap praktik industri komponen otomotif yang berkelanjutan.

Keberlanjutan bagi kami adalah upaya peningkatan semua proses usaha secara berkesinambungan, yang bertujuan untuk membangun ketahanan bisnis dan menciptakan nilai bagi pemangku kepentingan dalam jangka panjang. Komitmen kami dalam menerapkan keberlanjutan tidak hanya melalui pelaporan kinerja pada aspek ekonomi, lingkungan, dan sosial namun juga dengan meningkatkan kapasitas internal serta mulai menerapkan inisiatif-inisiatif keberlanjutan dalam rencana kerja Perseroan. Komitmen keberlanjutan yang diterapkan telah sejalan dengan visi, misi, dan nilai-nilai inti Perseroan.

Strategi Merespon Tantangan

Perseroan kokoh berpijak dalam komitmennya, yaitu menjadi perusahaan kelas dunia dalam industri komponen otomotif. Visi tersebut dicapai dengan melaksanakan peningkatan berkesinambungan dalam memenuhi semua persyaratan, melalui kecemerlangan proses transformasi terbaik. Komitmen ini mengantarkan kami untuk bersikap tangkas dan resilien dalam menghadapi tantangan dan memanfaatkan peluang dalam mengembangkan bisnis, sekaligus mendukung pembangunan yang berkelanjutan.

Sepanjang tahun 2020, kondisi pandemi COVID-19 dan perubahan iklim yang dirasakan secara global juga mendorong kami untuk menyesuaikan diri. Kami menerapkan prinsip kehati-hatian dalam menghadapi tekanan kondisi bisnis komponen otomotif, yang ditandai dengan ketidakpastian situasi ekonomi makro dan global yang terdampak pandemi, pembatasan

Dear respected Stakeholders,

During 2020, the Company strives to ensure all stakeholders benefit sustainably from the Company's various activities. 2020 is also our first year to publish a Sustainability Report as a form of our commitment to sustainable automotive component industry practices.

Sustainability for us is an effort to continuously improve all business processes, aiming to build business resilience and create value for stakeholders in the long run. Our commitment to implement sustainability is not only through reporting performance on economic, environmental, and social aspects but also by increasing internal capacity and starting to implement sustainability initiatives in the Company's work plan. The sustainability commitment implemented is in line with the Company's vision, mission, and core values.

Strategy to Respond the Challenges

The Company is firmly based on its commitment to become a world-class company in the automotive components industry. The vision is achieved by implementing continuous improvement in meeting all requirements, through the brilliance of the best transformation process. This commitment leads us to be agile and resilient in facing challenges and taking advantage of opportunities to grow our business, while supporting sustainable development.

Throughout 2020, the COVID-19 pandemic and globally perceived climate change are also encouraging us to adjust. We apply the principle of prudence in the face of the pressures of automotive components business conditions, which are characterized by uncertainty of macroeconomic and global situations affected by the pandemic, mobility restrictions of people and goods

mobilitas manusia dan barang antar-daerah maupun antar-negara, fluktuasi harga besi baja dan berkurangnya pasokan, fluktuasi nilai tukar, persaingan di sektor otomotif, serta tren disruptif, termasuk digitalisasi dan elektrifikasi.

Untuk memastikan strategi dan kebijakan yang mampu menjawab tantangan tersebut, kami terus bertumbuh, melalui penerapan nilai inti Perseroan, yakni “Tanggap terhadap Perubahan”. Di tengah tantangan yang ada, Perseroan terus berupaya mengelola risiko strategis terkait isu ekonomi, lingkungan, dan sosial. Kami memperluas tujuan Perseroan dalam memberikan dampak sosial positif bagi masyarakat dan mengurangi dampak negatif pada lingkungan.

Pada aspek ekonomi, kami berupaya menciptakan pertumbuhan Perseroan yang mendorong penciptaan lapangan kerja, serta menyumbang dampak positif terhadap perekonomian negara Indonesia. Dalam aspek lingkungan, kami memperkuat kebijakan dan strategi untuk meminimalkan emisi karbon dioksida (CO₂) yang dihasilkan dari kegiatan operasi Perseroan. Pada aspek sosial, kami memastikan bisnis Perseroan dapat memenuhi kebutuhan masa kini dan kesejahteraan generasi yang akan datang. Kami terus berbagi dan berupaya meningkatkan perekonomian masyarakat, terutama yang berada di sekitar lokasi operasional Perseroan.

Pencapaian Kinerja Keberlanjutan

Pada aspek ekonomi, Perseroan mampu mempertahankan margin laba kotor, margin laba operasi, dan margin laba bersih pada kondisi yang sama dengan masa sebelum pandemi COVID-19. Di tengah perlambatan pertumbuhan ekonomi dunia akibat pandemi, Perseroan mencatatkan penurunan penjualan bersih sebesar 18% dan penurunan laba bersih sebesar 16% dibandingkan dengan tahun buku 2019. Meskipun demikian, kami tetap mampu melakukan pembayaran dividen kepada para pemegang saham. Perseroan membagikan total Rp340 miliar dividen tunai, termasuk tiga kali dividen tunai interim tahun buku 2020 dengan total sebesar Rp230 miliar, kepada para pemegang saham. Perseroan juga membagikan satu kali dividen

between regions and countries, fluctuations in the price of steel as well as reduced supply, fluctuations in the exchange rate, competition in the automotive sector, and disruptive trends, including digitization and electrification.

To ensure that strategies and policies are able to answer these challenges, we continue to grow, through the implementation of the Company’s core values, namely “Responsive to Change”. Amidst the challenges, the Company continues to manage strategic risks related to economic, environmental, and social issues. We extend the Company’s objectives in providing a positive social impact for the community and reducing the negative impact on the environment.

On the economic aspect, we strive to create growth of the Company that encourages job creation, as well as contributing a positive impact to the Indonesian economy. In the environmental aspect, we strengthen policies and strategies to minimize carbon dioxide (CO₂) emissions resulting from the Company’s operations. On the social aspect, we ensure that the Company’s business can meet the needs of the present and the welfare of future generations. We continue to share and strive to improve the economy of the community, especially those around the Company’s operational locations.

Sustainability Performance Achievement

On the economic aspect, the Company is able to maintain gross profit margin, operating profit margin, and net profit margin in the same condition as the period before the COVID-19 pandemic. In the midst of the slowdown in world economic growth due to the pandemic, the Company recorded an 18% decrease in net sales and a 16% decrease in net profit compared to the 2019 financial year. Nevertheless, we are still able to make dividend payments to our shareholders. The Company distributed a total of Rp340 billion in cash dividends, including three interim cash dividends for the 2020 financial year with a total of Rp230 billion, to the shareholders. The Company also distributed a one-time final cash dividend for the 2019 financial year of Rp109 billion in 2020. Dividend

tunai final tahun buku 2019 sebesar Rp109 miliar di tahun 2020. Pembagian dividen selama tahun 2020 mengalami kenaikan sebesar 2% dibandingkan dengan pembagian dividen selama tahun 2019.

Pada aspek lingkungan, kami memastikan setiap aspek operasional kami telah memenuhi komitmen terhadap lingkungan, terutama dalam upaya pemenuhan terhadap peraturan di bidang lingkungan, pencegahan pencemaran, dan komitmen terhadap perbaikan berkelanjutan. Pada September 2020, Perseroan memperoleh Pernyataan Telah Terpenuhinya Pemenuhan Izin Operasional Pengelolaan Limbah B3 dari Kementerian Lingkungan Hidup dan Kehutanan Republik Indonesia.

Di tahun 2020, kami telah merealisasikan sebesar Rp23,3 juta untuk biaya tanggung jawab Perseroan di bidang lingkungan dan Rp161,2 juta sebagai biaya pelestarian lingkungan di area Perseroan. Di sisi lain, Perseroan berupaya mengoptimalkan penggunaan energi secara efektif dan efisien sekaligus dapat berkontribusi pada reduksi emisi. Sepanjang tahun 2020, kami berhasil mengurangi penggunaan energi sebesar 9,80% dibanding tahun 2019 dan mengurangi timbulan emisi sebesar 10,05% dibanding tahun sebelumnya.

Hingga saat ini, kami berhasil mewujudkan lingkungan kerja yang layak dan aman bagi karyawan melalui penerapan sistem manajemen K3 sesuai perundangan dan standar internasional yang berlaku serta pencapaian *zero fatality* di tahun 2020 dan meraih penghargaan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) terbaik dari Dinas Tenaga Kerja Provinsi Banten. Kami juga menciptakan lingkungan kerja yang mendorong karyawan untuk terus bertumbuh melalui *platform* ADR Digital Learning yang bisa diakses di mana saja dan kapan saja, sekaligus memungkinkan tercapainya rata-rata 8,4 jam pelatihan per karyawan di tahun 2020.

Selama pandemi COVID-19, Perseroan tetap memberikan hak-hak karyawan tanpa adanya pengurangan. Selain itu, Perseroan juga memberikan manfaat tambahan berupa vitamin dan alat pelindung diri (APD), seperti masker dan *face-shields*, agar karyawan tetap terlindungi kesehatannya selama pandemi.

during 2020 increased by 2% compared to dividend distribution during 2019.

On the environmental aspect, we ensure every aspect of our operations has fulfilled our commitment to the environment, especially in the efforts to comply with environmental regulations, pollution prevention, and commitment to continuous improvement. In September 2020, the Company obtained a Statement of Fulfillment of B3 Waste Management Operational License from the Ministry of Environment and Forestry of the Republic of Indonesia.

In 2020, we have realized Rp23.3 million for the Company's environmental responsibility costs and Rp161.2 million as environmental conservation costs in the Company's vicinity. On the other hand, the Company strives to optimize energy consumption effectively and efficiently while contributing to emission reduction. Throughout 2020, we managed to reduce energy use by 9.80% compared to 2019 and reduce emissions by 10.05% compared to the previous year.

Until now, we have managed to realize a decent and safe working environment for employees through the implementation of the K3 management system in accordance with applicable laws and international standards as well as the achievement of zero fatality in 2020 and won the award of the Best Occupational Safety and Health Supervisory Committee (P2K3) from the Banten Provincial Labor Office. We are also creating a work environment that encourages employees to continue to grow through the ADR Digital Learning platform that can be accessed anywhere and anytime, while enabling an average of 8.4 hours of training per employee by 2020.

During the COVID-19 pandemic, the Company continued to provide employee rights without any reductions. In addition, the Company also provides additional benefits in the form of vitamins and personal protective equipment (PPE), such as masks and *face-shields*, so that employees remain protected during the pandemic.

Upaya kami untuk menciptakan nilai bagi masyarakat juga diwujudkan melalui program-program pengembangan masyarakat yang berfokus pada bidang sosial & lingkungan, pendidikan, keagamaan, dan kesehatan. Sepanjang tahun 2020, sebesar 82% kegiatan CSR Perseroan dilaksanakan di bidang kesehatan dan 13% di bidang sosial, dengan total dana CSR mencapai Rp1,77 miliar atau meningkat 81% dibandingkan realisasi dana di tahun 2019. Sebagai respon terhadap pandemi COVID-19, Perseroan telah menyalurkan bantuan alat kesehatan, salah satunya 201.800 masker kepada tenaga medis melalui Badan Nasional Penanggulangan Bencana (BNPB). Selain itu, Perseroan juga mendistribusikan obat-obatan dan vitamin bagi masyarakat, serta donasi kepada pengemudi transportasi *online* (*ride-hailing*).

Perseroan juga terus memperhatikan penerapan prinsip tata kelola perusahaan yang baik (*Good Corporate Governance/GCG*). Pada tahun 2020, Perseroan memperoleh predikat nilai “Fair” dengan perolehan skor 79,18 (Level 2) dalam penerapan GCG berdasarkan standar ASEAN Corporate Governance Scorecard (ACGS) 2020 dari Indonesia Institute for Corporate Directorship. Skor total yang diperoleh Perseroan berada di atas rata-rata skor total 100 emiten dengan kapitalisasi pasar menengah di bursa (MidCap100) dengan rata-rata skor 63,01, maupun skor total 100 emiten kapitalisasi pasar terbesar di bursa (BigCap100) dengan rata-rata skor 72,88.

Peluang dan Prospek Usaha

Kami percaya bahwa industri otomotif nasional dapat terus berkembang di masa mendatang, terlebih untuk terus memberikan kontribusi signifikan pada perekonomian nasional. Sebagai industri padat karya, industri otomotif mampu menyerap tenaga kerja langsung sebanyak 38,39 ribu orang, sekaligus memberi manfaat kepada lebih dari 1,5 juta orang yang bekerja di sepanjang rantai nilai industri. Sektor otomotif juga menyumbangkan nilai investasi sebesar Rp99,16 triliun dengan total kapasitas produksi mencapai 2,35 juta unit per tahun.

Our efforts to create value for the community are also realized through community development programs focusing on social & environmental, educational, religious, and health. Throughout 2020, 82% of the Company’s CSR activities were conducted in the health sector and 13% in the social sector, with total CSR funds reaching Rp1.77 billion or an increase of 81% compared to the realization of funds in 2019. In response to the COVID-19 pandemic, the Company has distributed medical aid, one of which is 201,800 masks to medical personnel through the National Disaster Management Agency (BNPB). In addition, the Company also distributed medicines and vitamins to the public, as well as donations to online drivers (*ride-hailing*).

The Company also continues to pay attention to the implementation of good corporate governance (GCG) principles. In 2020, the Company obtained the “Fair” score with a score of 79.18 (Level 2) in the implementation of GCG based on asean Corporate Governance Scorecard (ACGS) 2020 standard from Indonesia Institute for Corporate Directorship. The total score obtained by the Company is above the average score of the total 100 issuers with a mid-market capitalization on the exchange (MidCap100) with an average score of 63.01, as well as a total score of 100 of the largest market capitalization issuers on the exchange (BigCap100) with an average score of 72.88.

Business Opportunities and Prospects

We believe that the national automotive industry can continue to grow in the future, especially to continue to make a significant contribution to the national economy. As a labor-intensive industry, the automotive industry is able to absorb a direct workforce of 38.39 thousand people, while benefiting more than 1.5 million people working along the industrial value chain. The automotive sector also contributed an investment value of Rp99.16 trillion with total production capacity reaching 2.35 million units per year.

Seiring dengan tren usaha yang berkelanjutan, Perseroan terus berinovasi untuk mengembangkan teknologi otomotif yang lebih ramah lingkungan, seiring dengan penerapan Standar Emisi Euro IV dan kebijakan kendaraan rendah emisi karbon (LCEV), serta program percepatan kendaraan listrik di Indonesia. Selain itu, perkembangan menuju Industri 4.0 yang diwarnai dengan otomasi, pemanfaatan, dan pertukaran data dalam proses manufaktur juga memengaruhi perkembangan industri otomotif. Kami senantiasa mempersiapkan diri untuk membantu mewujudkan peta jalan Industri 4.0 Indonesia (Making Indonesia 4.0), yakni melalui penguasaan kemampuan manufaktur kendaraan listrik dan baterai listrik sesuai dengan tren global.

Selain itu, Perseroan menyadari peningkatan kesadaran atas kualitas kesehatan tiap individu semenjak terjadinya pandemi COVID-19. Kesadaran atas kesehatan ini mendorong Perseroan untuk berinovasi menghadirkan produk filter HVAC system, seperti *air purifier* dan produk HVAC System di gedung-gedung rumah sakit, perkantoran, hotel, dan tempat umum lainnya. Peluang ini sejalan dengan prinsip usaha yang berkelanjutan, terutama memerhatikan kualitas udara untuk menunjang kesehatan masyarakat umum.

Apresiasi

Kami menyampaikan apresiasi dan mengucapkan terima kasih kepada segenap pemangku kepentingan yang telah memberikan dukungan bagi Perseroan dalam melalui tahun yang penuh tantangan ini. Kinerja ini tercapai berkat kepercayaan dan dukungan penuh dari semua pemangku kepentingan. Melalui kerja sama dan sinergi dengan seluruh pemangku kepentingan, kami siap untuk meningkatkan kinerja secara optimal dalam menghadapi perubahan-perubahan bagi masa depan yang berkelanjutan.

Along with sustainable business trends, the Company continues to innovate to develop more environmentally friendly automotive technologies, in line with the implementation of euro IV Emission Standards and low carbon emission vehicle (LCEV) policies, as well as electric vehicle acceleration programs in Indonesia. In addition, the development towards Industry 4.0 colored by automation, utilization, and data exchange in the manufacturing process also influenced the development of the automotive industry. We are always preparing to help realize the road map of Industry 4.0 Indonesia (Making Indonesia 4.0), namely through the mastery of the manufacturing capabilities of electric vehicles and electric batteries in accordance with global trends.

In addition, the Company is aware of the increased awareness of the quality of health of each individual since the COVID-19 pandemic. This health awareness encourages the Company to innovate to present HVAC filter system products, such as air purifiers and HVAC System products in hospital buildings, offices, hotels, and other public places. This opportunity is in line with the principles of sustainable effort, especially paying attention to air quality to support the health of the general public.

Appreciation

We express our appreciation and thank all stakeholders who have provided support for the Company in going through this challenging year. This performance is achieved thanks to the trust and full support of all stakeholders. Through cooperation and synergy with all stakeholders, we are ready to improve performance optimally in the face of changes for a sustainable future.



Eddy Hartono
Direktur Utama
President Director

TENTANG LAPORAN KEBERLANJUTAN

ABOUT SUSTAINABILITY REPORTS

Laporan ini merupakan laporan keberlanjutan pertama yang diterbitkan Perseroan dan selanjutnya akan diterbitkan setiap tahun. Laporan ini mengungkapkan kinerja keberlanjutan Perseroan dan Entitas Anaknya yang berlokasi di Indonesia dan luar negeri, dari 1 Januari hingga 31 Desember 2020. [102-50] [102-51] [102-52]

Isi laporan disiapkan dengan mengacu pada POJK Nomor 51/POJK.03/2017 dan standar Global Reporting Initiative (GRI). Hanya standar tertentu dari standar GRI yang diacu untuk menyusun laporan ini, yaitu standar pengungkapan topik kinerja ekonomi, energi, emisi, limbah, kepatuhan lingkungan, K3, pelatihan dan pendidikan, serta informasi ada atau tidak adanya kerja paksa dan pekerja anak. [102-54]

Ruang lingkup data kinerja ekonomi dan sumber daya manusia dalam laporan ini bersifat konsolidasi. Adapun data lainnya berasal dari kantor pusat dan area produksi di Jakarta dan Tangerang, Indonesia. Untuk topik-topik tertentu, ruang lingkup dapat berbeda disesuaikan berdasarkan relevansi, signifikansi, dan ketersediaan data. Perseroan belum melibatkan pihak verifikasi independen untuk melakukan penjaminan (*assurance*) atas laporan ini, namun data dan informasi yang disajikan dalam laporan ini telah mendapatkan validasi dari divisi terkait dan Direksi. [102-45] [102-56]

This report is the first sustainability report published by the Company and will be published annually. This report reveals the Sustainability Performance of the Company and its Subsidiaries located in Indonesia and abroad, from January 1 to December 31, 2020. [102-50] [102-51] [102-52]

The contents of the report are prepared with reference to POJK Number 51/POJK.03/2017 and Global Reporting Initiative (GRI) standards. Only certain standards of GRI standards are referred to to compile this report, namely the standards for disclosure of topics of economic performance, energy, emissions, waste, environmental compliance, K3, training and education, as well as information on the presence or absence of forced labor and child labor. [102-54]

The scope of economic and human resources performance data in this report is consolidated. Other data comes from head office and production areas in Jakarta and Tangerang, Indonesia. For certain topics, the scope may vary based on relevance, significance, and availability of data. The Company has not engaged independent verification parties to guarantee this report, but the data and information presented in this report have received validation from the relevant divisions and the Board of Directors. [102-45] [102-56]

PROFIL PERUSAHAAN

CORPORATE PROFILE

PROFIL SINGKAT PERSEROAN

COMPANY'S IN BRIEF

VISI, MISI, DAN NILAI KEBERLANJUTAN

VISION, MISSION, AND SUSTAINABILITY VALUES [102-16]

<p>■ VISI</p> <p>VISION</p>	Menjadi perusahaan kelas dunia dalam industri komponen otomotif. To become a world class company in the automotive components industry.
<p>■ MISI</p> <p>MISSION</p>	Peningkatan berkesinambungan dalam memenuhi semua persyaratan melalui kecemerlangan dalam proses transformasi terbaik. Continuous improvement in meeting all requirements through excellence in the transformation process.
<p>■ NILAI KEBERLANJUTAN</p> <p>SUSTAINABILITY VALUES</p>	<ul style="list-style-type: none"> • Berkembang bersama pemangku kepentingan • Berjuang menjadi yang terbaik • Saling menghargai sebagai anggota tim • Tanggap terhadap perubahan <ul style="list-style-type: none"> • Growing together with stakeholders • Striving for the best • Respecting each other as members of the team • Responsive to changes

PROFIL PERUSAHAAN

CORPORATE PROFILE

<p>■ NAMA PERUSAHAAN</p> <p>COMPANY NAME [102-1]</p>	PT SELAMAT SEMPURNA Tbk	<p>■ NOMOR TELEPON</p> <p>TELP. NUMBER</p>	(021) 661 0033 (021) 669 0244
<p>■ ALAMAT KANTOR PUSAT</p> <p>CORPORATE HEADQUARTER ADDRESS [102-3]</p>	Wisma ADR, Jl. Pluit Raya I No. 1 Jakarta Utara 14440 Indonesia	<p>■ NOMOR FAKSIMILE</p> <p>FAX. NUMBER</p>	(021) 669 6237 (021) 661 8438
<p>■ ALAMAT PABRIK FILTER, DLL</p> <p>FILTER PLANT, ETC ADDRESS [102-4]</p>	Jl. Raya Curug No. 88 Desa Kadujaya - Bitung Tangerang, Banten Indonesia	<p>■ SITUS WEB</p> <p>WEBSITE</p>	www.smsm.co.id
		<p>■ NOMOR TELEPON</p> <p>TELP. NUMBER</p>	(021) 598 4388
		<p>■ NOMOR FAKSIMILE</p> <p>FAX. NUMBER</p>	(021) 598 4415



■ ALAMAT PABRIK RADIATOR	Jl. Kapuk Kamal Raya No. 88	■ NOMOR TELEPON	(021) 555 1646
RADIATOR PLANT ADDRESS	Jakarta Utara 14470	TELP. NUMBER	
	Indonesia	■ NOMOR FAKSIMILE	(021) 555 1905
		FAX. NUMBER	

KEANGGOTAAN ASOSIASI

MEMBERSHIP IN ASSOCIATION [102-13]

- Asosiasi Perusahaan Jalur Prioritas (APJP) - Anggota
Priority Line Company Association (APJP) - Member
- Gabungan Industri Alat Mobil dan Motor (GIAMM) - Anggota
Association of Car and Motorcycle Equipment Industry (GIAMM) - Member
- Himpunan Industri Alat Besar Indonesia (HINABI) - Anggota
Heavy Equipment Manufacturer Association of Indonesia (HINABI) - Member
- Kamar Dagang dan Industri Indonesia (KADIN) - Anggota
Indonesian Chamber of Commerce and Industry (KADIN) - Member
- Asosiasi Emiten Indonesia (AEI) - Anggota
Indonesian Issuers Association (AEI) - Member
- Indonesian Corporate Secretary Association (ICSA) - Anggota
Indonesian Corporate Secretary Association (ICSA) - Member

PERUBAHAN SIGNIFIKAN

SIGNIFICANT CHANGES [102-10]

Kondisi pandemi COVID-19 yang melanda membuat Perseroan melakukan perubahan signifikan dalam menjalankan kegiatan operasional sehari-hari. Untuk mencegah penyebaran penyakit, Perseroan menerapkan protokol kesehatan dengan ketat dan memberlakukan kebijakan *Work from Home* (WFH) pada seluruh tingkatan kegiatan yang memungkinkan. Kebijakan ini secara tidak langsung turut mengurangi konsumsi energi di area kantor.

Perseroan tetap menjalin hubungan erat dengan para vendor, menilai kinerja mereka dalam mendukung kegiatan operasional seperti sedia kala. Perubahan yang terjadi dalam hubungan dengan vendor adalah adanya ketentuan baru terkait kepatuhan terhadap protokol kesehatan yang ketat.

Selama periode operasional tahun 2020, tidak ada perubahan signifikan pada Perseroan, termasuk belum ada kantor cabang/perwakilan baru yang dibuka atau ditutup.

The ongoing COVID-19 pandemic forces the Company to make significant changes in carrying out its daily operational activities. To prevent the spread of disease, the Company strictly implements health protocols and enforces the Work from Home (WFH) policy at all possible levels of activities. This policy indirectly contributes to reducing energy consumption in the office area.

The Company maintains close relationships with vendors while assessing their performance in supporting operational activities. The change in the relationship with vendors is the existence of new provisions related to compliance with strict health protocols.

During the 2020 operational period, there was no significant changes to the Company, including no new branch/representative offices opened or closed.

PT Selamat Sempurna Tbk didirikan pada 19 Januari 1976, bergerak di bidang industri alat-alat atau perlengkapan (spare parts) kendaraan bermotor, alat-alat berat, dan mesin lainnya serta kegiatan distribusi. Merk dagang produk Perseroan, yakni Sakura Filter, yang telah terdaftar lebih dari 100 negara. Dalam menjalankan bisnisnya, Perseroan memiliki 5 (lima) entitas anak dan 3 (tiga) entitas asosiasi, serta perjanjian bantuan teknik dan lisensi. [102-2] [102-6]

PT Selamat Sempurna Tbk was established on January 19, 1976, engaged in the manufacturing of tools or equipment (spare parts) for vehicles, heavy equipment, and other machinery and distribution activities. The Company's trademark, Sakura Filter, which has been registered in more than 100 countries. In conducting its business, the Company has 5 (five) subsidiaries, 3 (three) associate entities, and technical assistance and licence agreement. [102-2] [102-6]

Skala Perusahaan

Company's Scale [102-7]

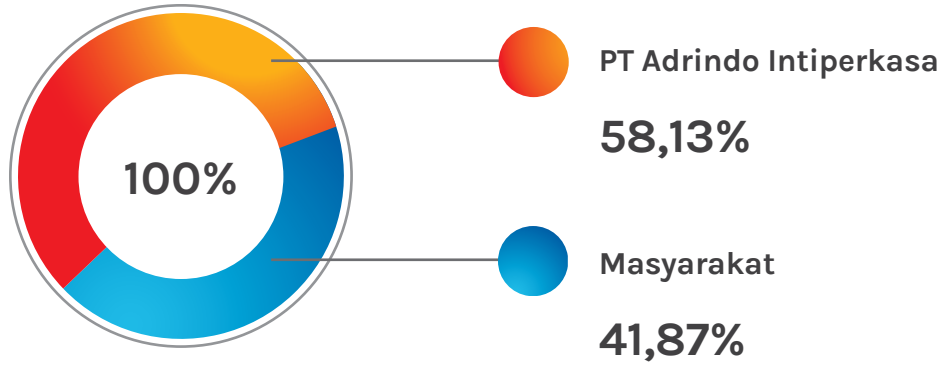
Keterangan Description	Satuan Unit	2020	2019	2018
Total Aset Total Assets	Miliar (Rp) Billion (Rp)	3.375,53	3.106,98	2.801,20
Total Kapitalisasi, terdiri dari: Total Capitalization, consisting of:				
- Utang Liabilities	Miliar (Rp) Billion (Rp)	727,02	664,68	650,93
- Ekuitas Equity		2.648,51	2.442,30	2.150,28
Jumlah Karyawan Total Employees	Orang Person	3.582	3.894	3.866
Jumlah Wilayah Operasi Total Operation Area	Negara Countries	4	4	4
Jumlah Fasilitas Produksi Total Production Facilities	Unit	3	3	3
Kapasitas Produksi Produk Utama per tahun Production Capacity of Main Products per year	Unit			
- Filter		110.000.000	110.000.000	110.000.000
- Radiator		1.950.000	1.950.000	1.950.000
Cakupan Pasar Aktif Market Coverage Active	Negara Countries	84	89	92

Hingga akhir 2020, Perseroan telah memiliki 3 (tiga) fasilitas produksi, yaitu 2 (dua) fasilitas produksi di Indonesia yang berlokasi di Tangerang, Banten dan Kapuk, Jakarta serta 1 (satu) fasilitas produksi yang berlokasi di Klang, Malaysia. Pabrik dan gudang distribusi yang berada di kawasan industri memiliki posisi strategis terhadap bandara dan pelabuhan, sehingga Perseroan dapat memaksimalkan kapasitasnya terkait penyediaan barang dan jasa, perluasan pasar, dan distribusi.

Until the end of 2020, the Company has had 3 (three) production facilities, i.e. 2 (two) production facilities in Indonesia located in Tangerang, Banten and Kapuk, Jakarta and 1 (one) production facility located in Klang, Malaysia. Factories and distribution warehouses located in industrial areas have a strategic position towards airports and ports, so that the Company can maximize its capacity related to the provision of goods and services, market expansion, and distribution.

KOMPOSISI PEMEGANG SAHAM

SHAREHOLDERS COMPOSITIONS [102-5]

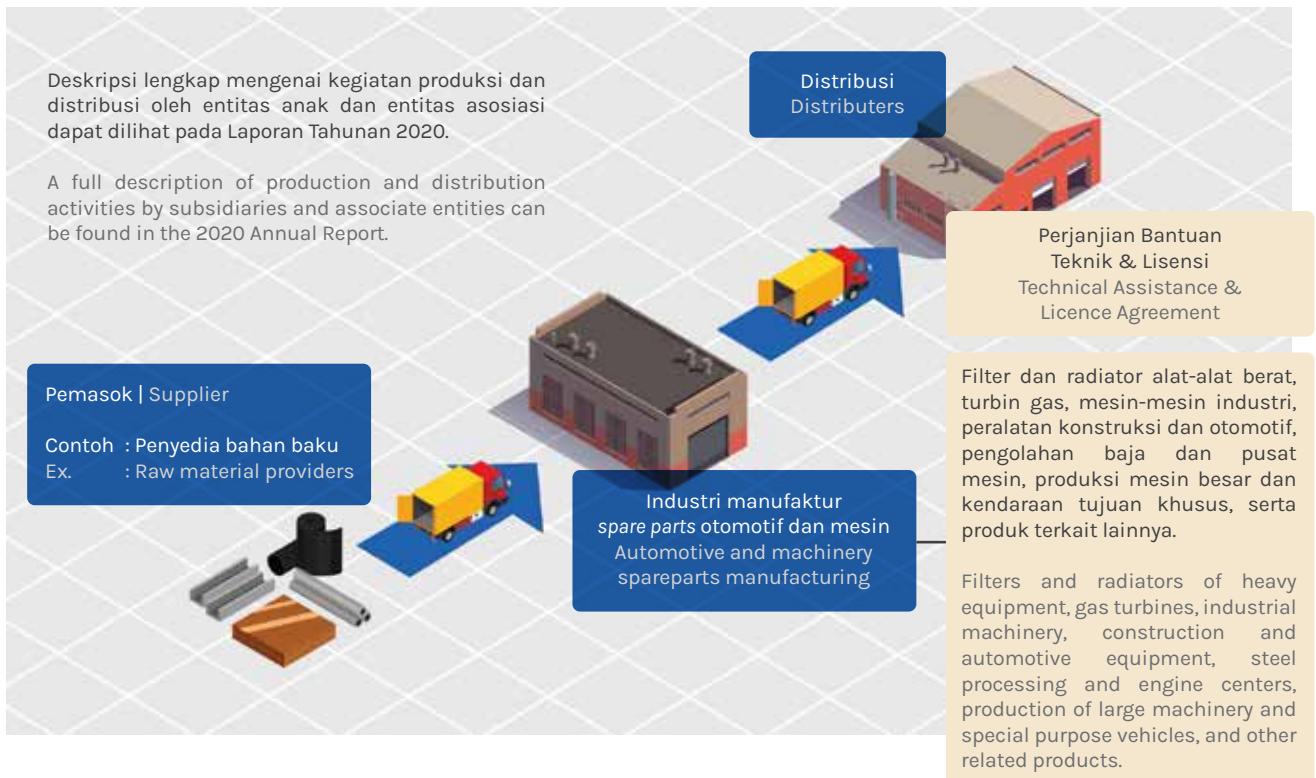


Rantai Pasokan [102-9]

Pasokan alat-alat atau perlengkapan (*spare parts*) kendaraan bermotor, alat-alat berat, dan mesin lainnya oleh Perseroan menjadi elemen kunci industri ini secara keseluruhan. Perseroan mengelola rantai pasokan dari dalam negeri dan beberapa negara lain untuk memenuhi kebutuhan bahan baku berupa baja yang tahan tekanan. Selain itu, Perseroan membutuhkan bahan baku kertas berserat panjang dari tanaman kayu pinus yang hanya bisa didapatkan di negara yang memiliki empat musim.

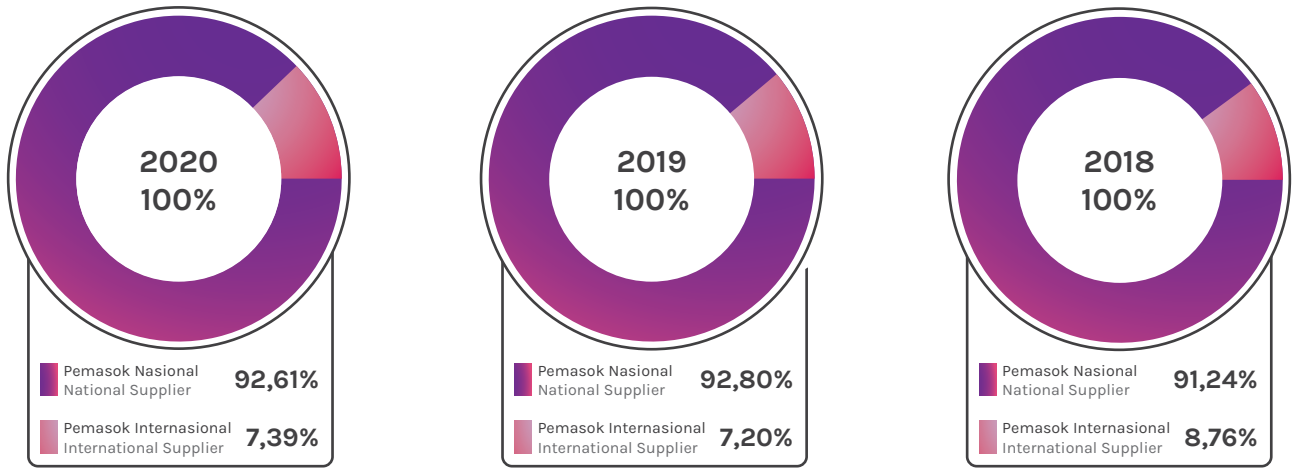
Supply Chain [102-9]

The supply of tools or equipment (*spare parts*) for vehicles, heavy equipment, and other machinery by the Company is a key element of the industry as a whole. The Company manages the supply chain from within the country and several other countries to meet the needs of raw materials in the form of pressure-resistant steel. In addition, the Company requires long fibre paper raw materials from pinewood that can only be obtained in the country with four seasons.



KOMPOSISI JUMLAH PEMASOK*

SUPPLIER* NUMBER COMPOSITION [102-9]



Perseroan mendukung inklusi ekonomi dengan melaksanakan kemitraan dengan pemasok lokal/nasional sebagai pemasok barang dan jasa yang mendukung kebutuhan operasional dan produksi. Pemasok lokal/nasional Perseroan adalah pelaku usaha yang berada dan beroperasi di wilayah Indonesia, sementara pemasok internasional adalah pelaku usaha yang berada di luar wilayah Indonesia. Kemitraan dengan pemasok nasional dalam kegiatan operasional Perseroan juga mencakup pembelian barang dan jasa dari perusahaan-perusahaan manufaktur dalam grup Perseroan.

The Company supports economic inclusion by implementing partnerships with local/national suppliers as suppliers of goods and services that support operational and production needs. The Company's local/national suppliers are businesses located and operating within Indonesia, while international suppliers are businesses outside Indonesia. Partnerships with national suppliers in the Company's operational activities also include the purchase of goods and services from manufacturing companies in the Company's group.

JUMLAH PEMASOK* PADA RANTAI PASOK PERSEROAN

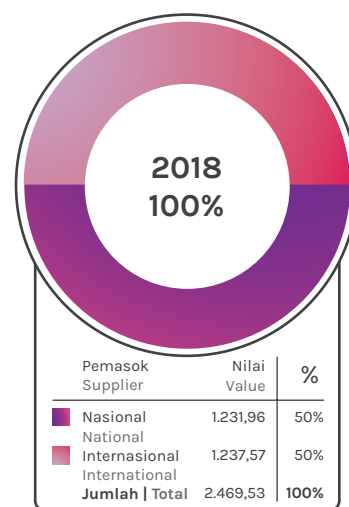
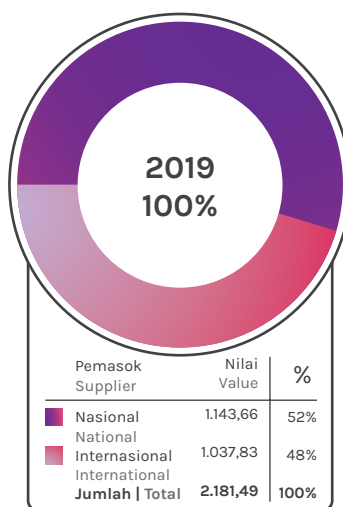
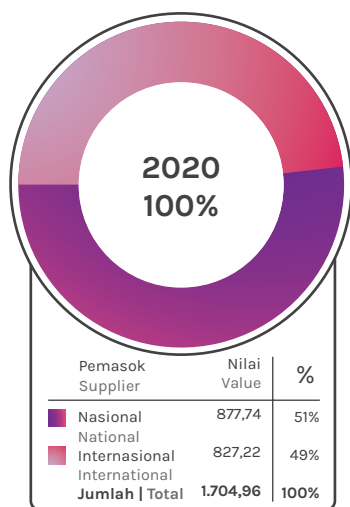
NUMBER OF SUPPLIERS* IN THE COMPANY'S SUPPLY CHAIN [102-9]



*) Pemasok yang menyediakan barang / jasa untuk Perseroan dan Entitas Anak di Indonesia
Suppliers which is supplies goods / services for the Company and its Subsidiaries in Indonesia

NILAI PENGADAAN BARANG OLEH PEMASOK* (Rp Miliar) DAN PERSENTASE

VALUE OF PROCUREMENT OF GOODS BY SUPPLIERS* (Billion Rp) AND PERCENTAGE OF [102-9]



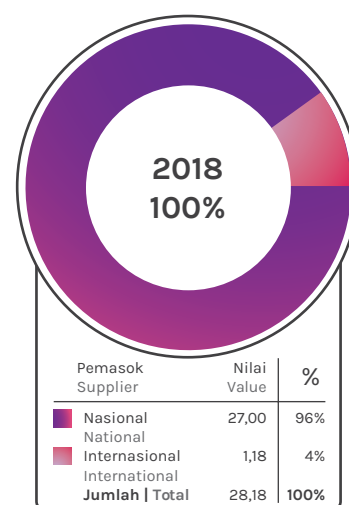
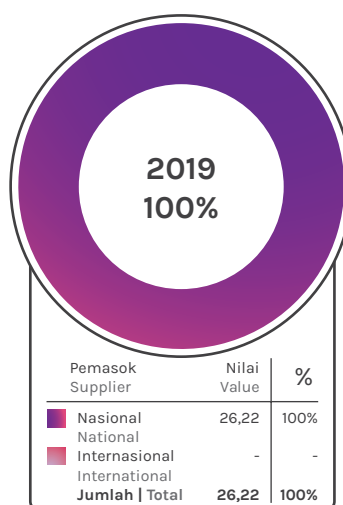
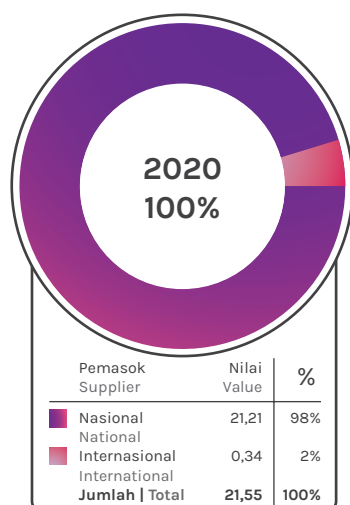
Catatan | Note:

Nilai Pembelian kepada pemasok terdiri atas pembelian bahan baku, pembelian barang dalam proses, dan pembelian barang jadi.

Purchase Value to suppliers consists of the purchase of raw materials, the purchase of in-process goods, and the purchase of finished goods.

NILAI PENGADAAN JASA OLEH PEMASOK* (Rp Miliar) DAN PERSENTASE

VALUE OF PROCUREMENT OF SERVICE BY SUPPLIERS* (Billion Rp) AND PERCENTAGE OF [102-9]



Catatan | Note:

Nilai Pengadaan Barang maupun Jasa oleh Pemasok, baik itu Pemasok Nasional dan Internasional, merupakan nilai atas pembelian bahan baku berdasarkan *Receiving Slip*.

The value of Procurement of Goods and Services by Suppliers, be it National and International Suppliers, is the value of the purchase of raw materials based on *Receiving Slip*.

Perseroan juga mengelola rantai pasokan berdasarkan kebijakan pengadaan yang berkelanjutan. Perseroan memiliki Kebijakan Seleksi Pemasok atau Vendor dan Peningkatan Kemampuan Pemasok atau Vendor yang mengatur pemilihan, pengelolaan risiko, serta evaluasi kinerja pemasok secara efektif dan konsisten. Selain itu, untuk memastikan rantai pasokan, kami telah memastikan pemasok untuk menandatangani Pakta Integritas Pemasok atau Vendor.

The Company also manages the supply chain based on sustainable procurement policies. The Company has a Supplier or Vendor Selection Policy and Improved Supplier or Vendor Capability that regulates the selection, management of risks, and evaluation of supplier performance effectively and consistently. In addition, to ensure the supply chain, we have ensured suppliers to sign the Supplier or Vendor Integrity Pact.

Kami juga mengevaluasi aspek keberlanjutan pemasok, di antaranya terkait kepatuhan dalam menjalankan bisnis secara sah dan berintegritas, menghormati hak-hak karyawan dan hak asasi manusia (HAM), serta berkomitmen untuk keberlanjutan dengan menjalankan bisnis yang mencakup kelestarian dan mengurangi dampak atas lingkungan hidup. Evaluasi dilaksanakan melalui proses audit pemasok secara berkala setiap tahunnya yang dikordinasi oleh Kepala Procurement, sementara auditor ditunjuk oleh Kepala Quality Assurance (QA) masing-masing unit usaha terkait. Proses audit pemasok juga dapat dilakukan sewaktu-waktu apabila ditemukan pemasok yang bermasalah berdasarkan hasil audit terakhir, maupun jika terdapat rencana penambahan pembelian dalam jumlah signifikan.

Keamanan Distribusi

Komitmen Perseroan dalam menjaga keamanan distribusi tercantum dalam Standar Operasional Prosedur (SOP) yang diberlakukan dalam kegiatan distribusi domestik maupun ekspor. Perseroan memastikan hubungan dengan distributor terjalin dengan baik, meliputi perlindungan keamanan dan kesehatan kerja (K3), kesadaran HAM, serta menerapkan persyaratan yang mencakup pengelolaan K3 dan pengelolaan risiko lingkungan, seperti persyaratan uji emisi dan kelayakan jalan.

Distribusi produk secara lokal dilakukan oleh pihak ketiga, di mana pelanggan dapat menunjuk pihak pengangkutnya sendiri sesuai persyaratan yang dimiliki oleh masing-masing pelanggan. Adapun mekanisme distribusi ekspor dilakukan sesuai dengan kontrak yang telah disepakati bersama dengan pelanggan. Komitmen keamanan dan kualitas produk diwujudkan Perseroan dengan adanya *product liability insurance* untuk memberikan perlindungan terhadap risiko terkait dengan produk Perseroan, seperti risiko penarikan produk dari peredaran.

Baik dalam distribusi domestik maupun ekspor, Perseroan memastikan kesamaan kesempatan bagi setiap mitra yang telah memenuhi persyaratan untuk melaksanakan distribusi, serta adanya peraturan terkait

We also evaluate aspects of supplier sustainability, including compliance with legitimate and integrity business conduct, respect for employee rights and human rights, and commit to sustainability by conducting businesses that include sustainability and reducing environmental impacts. Evaluation is carried out through a periodic supplier audit process annually coordinated by the Head of Procurement, while auditors are appointed by the Head of Quality Assurance (QA) of each related business unit. The supplier audit process can also be done at any time if a problematic supplier is found based on the results of the last audit, or if there is a significant purchase addition plan.

Distribution Safety

The Company's commitment in maintaining the security of distribution is stated in the Standard Operating Procedure (SOP) imposed in domestic distribution and export activities. The Company ensures that the relationship with distributors is well established, including occupational safety and health protection (K3), human rights awareness, and implementing requirements that include K3 management and environmental risk management, such as emissions test requirements and roadworthiness.

Local distribution of products is carried out by the third parties, where customers can designate their own carriers according to the requirements of each customer. The export distribution mechanism is carried out in accordance with the contract that has been agreed with the customer. The commitment of safety and quality of products is realized by the Company with the product liability insurance to insure against risks related to the Company's products, such as the risk of product recall.

Both in domestic distribution and export, the Company ensures equal opportunities for every partner who has met the requirements to carry out distribution, as well as regulations related to K3 and safety sign on distribution.

K3 dan *safety sign* pada distribusi. Risiko tumpahan tidak relevan bagi Perseroan, namun risiko kerusakan produk akibat jatuh dalam distribusi mungkin terjadi. Perseroan memitigasinya melalui pengemasan barang telah mengikuti Standar Operasional Prosedur (SOP) yang cukup ketat.

Spill risk is irrelevant to the Company, but the risk of product damage due to falls in distribution may occur. The Company mitigates it through packaging goods has followed a fairly strict Standard Operating Procedure (SOP).

Manajemen Risiko pada Distribusi*

Risk Management in Distribution*

Risiko teridentifikasi Identified risks	Pencegahan atau penyelesaian masalah Prevention or troubleshooting
Ketergantungan dalam hubungan Perseroan dengan distributor atau pelanggan Dependence in the Company's relationship with distributors or customers	Adanya perjanjian kerja sama penjualan jangka waktu panjang dan hubungan jangka panjang yang baik terhadap distributor dan pelanggan. There is a long-term sales cooperation agreement and a good long-term relationship between distributors and customers.
Perubahan peraturan pemerintah Changes in government regulations	Pendekatan kepada pemerintah melalui asosiasi dan mempersiapkan diri untuk menyesuaikan rencana dan strategi dalam menghadapi perubahan peraturan-peraturan kebijakan pemerintah. Approach to the government through associations and prepare to adjust plans and strategies in the face of changes in government policy regulations.
Pencemaran lingkungan Environmental Pollution	Mengelola limbah produksi dan kemungkinan kebocoran/tumpahan saat distribusi sesuai ketentuan lingkungan yang berlaku. Manage production waste and possible leaks/spills during distribution in accordance with applicable environmental regulations.
Keamanan dan keselamatan dalam distribusi Safety and security in distribution	Menetapkan Standar Operasional Prosedur (SOP) untuk menjamin keselamatan dan keamanan sumber daya dan produk selama proses distribusi, serta melindungi produk melalui <i>product liability insurance</i> . Establish Standard Operating Procedure (SOP) to ensure the safety and security of resources and products during the distribution process, as well as protect products through <i>product liability insurance</i> .

*) Penjelasan lebih lengkap mengenai manajemen risiko dalam bisnis dapat dilihat pada Laporan Tahunan PT Selamat Sempurna Tbk 2020 yang disajikan terpisah dari laporan ini.

More complete explanation of risk management in the business can be seen in the Annual Report of PT Selamat Sempurna Tbk 2020 which is presented separately from this report.

Penerapan sistem manajemen persediaan di gudang merupakan salah satu upaya untuk memitigasi potensi risiko dalam proses distribusi. Perseroan melakukan manajemen persediaan (*inventory management*) di gudang penyimpanan dengan sistem *software* Enterprise Resource Planning (ERP). Pada tahun 2020, Perseroan masih dalam proses implementasi ERP, dari yang semula menggunakan Program Movex menjadi Program System Applications and Products in Data Processing (SAP). Program SAP memungkinkan setiap penanggung jawab dapat melihat ketersediaan barang di gudang, jumlah barang masuk atau keluar, serta kapasitas gudang. Sistem ini memungkinkan penanggung jawab untuk memantau kondisi gudang dari jarak jauh dan kapan saja (*real time*). Program SAP akan dijalankan (*go-live*) secara penuh pada awal tahun 2021.

The implementation of an inventory management system in warehouse is one of the efforts to mitigate potential risks in the distribution process. The Company conducts inventory management in storage warehouses with Enterprise Resource Planning (ERP) software system. In 2020, the Company is still in the process of implementing ERP, from originally using Movex Program to System Applications and Products in Data Processing (SAP) Program. SAP Program allows each person in charge to see the availability of goods in the warehouse, the number of goods entering or exiting, as well as the capacity of the warehouse. This system allows the person in charge to monitor the condition of the warehouse remotely and at any time (in real time). The SAP program will be implemented (*go-live*) fully in early 2021.

Informasi Karyawan [102-8]

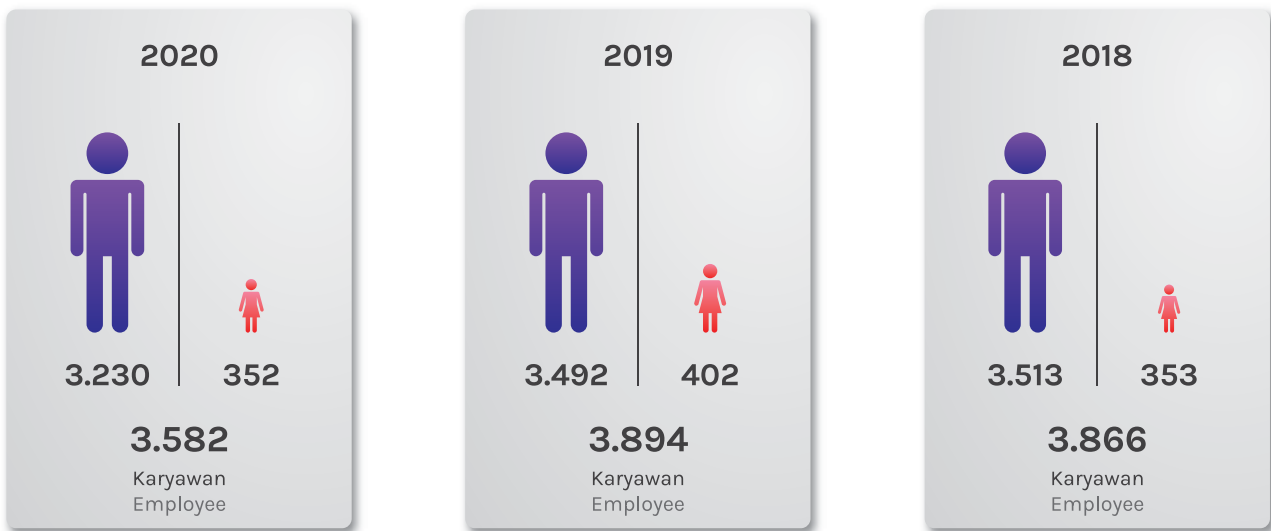
Pada tahun 2020, terdapat 3.582 orang karyawan yang didominasi oleh sumber daya manusia dengan kelompok usia 26-35 tahun. Komposisi karyawan secara lengkap dapat dilihat pada tabel berikut.

Employee Information [102-8]

In 2020, there were 3,582 employees dominated by human resources with an age group of 26-35 years. The complete composition of employees can be seen in the following table.

DEMOGRAFI BERDASARKAN GENDER

DEMOGRAPHIC BASED ON GENDER



DEMOGRAFI BERDASARKAN POSISI PEKERJAAN

DEMOGRAPHIC BASED ON JOB LEVEL

2020	2019	2018	Tingkat Jabatan Job Level	2018	2019	2020
4	4	4	Director	-	-	-
2	2	2	Commissioner	-	-	-
98	103	100	Manager	8	9	9
477	484	469	Supervisor	72	87	85
345	381	364	Staff	143	151	144
2.304	2.518	2.572	General Worker	132	155	114
3.230	3.492	3.511	Total	355	402	352



DEMOGRAFI BERDASARKAN USIA

DEMOGRAPHIC BASED ON AGE

Kelompok Usia (Tahun) Age Group (Year)	2020	2019	2018	
17-25	789	1.129	1.150	
26-35	1.547	1.659	1.689	
36-45	959	832	803	
46-55	244	232	188	
>55	43	42	36	
Total	3.582	3.894	3.866	Karyawan Employee

DEMOGRAFI BERDASARKAN LATAR BELAKANG PENDIDIKAN

DEMOGRAPHIC BASED ON EDUCATION BACKGROUND



■ Pascasarjana (S2) | Master Degree

■ Diploma | Diploma

■ SMP | Junior High School

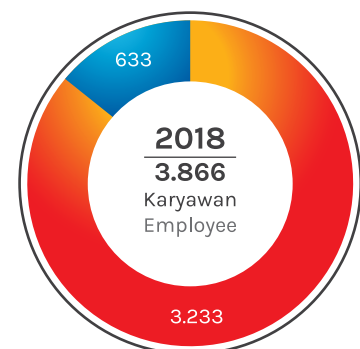
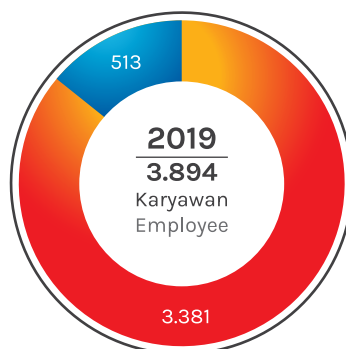
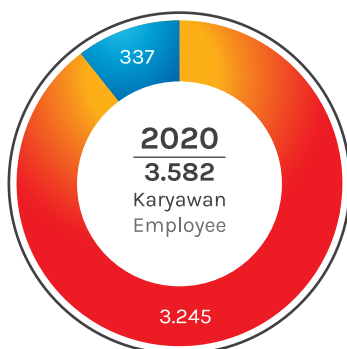
■ Sarjana (S1) | Bachelor Degree

■ SMA | Senior High School

■ SD | Elementary School

DEMOGRAFI BERDASARKAN STATUS KEPEGAWAIAN

DEMOGRAPHIC BASED ON EMPLOYMENT STATUS



■ Karyawan Tetap | Permanent Employee

■ Karyawan Tidak Tetap | Non-Permanent Employee

Perseroan menjamin untuk memberikan kesetaraan kesempatan bekerja kepada setiap individu yang memenuhi persyaratan dan kebutuhan. Dalam operasional sehari-hari, Perseroan berkomitmen untuk tidak mempekerjakan tenaga kerja anak dan tenaga kerja paksa, sesuai dengan kebijakan ketenagakerjaan dalam Prosedur Operasional Standar Perseroan dan peraturan Divisi Human Capital (HC). Kebijakan tersebut menjadi acuan dalam menyusun persyaratan bagi pelamar kerja dalam lowongan kerja Perseroan. Selain itu, setiap pelamar kerja harus melampirkan dokumen Nomor Pokok Wajib Pajak (NPWP) sebagai bukti bahwa kandidat telah memasuki usia siap kerja untuk karyawan yang berlokasi di Indonesia. Komitmen tidak adanya eksploitasi pekerja anak dan kerja paksa juga menjadi prasyarat yang ditentukan Perseroan dalam menjalin kerja sama dengan pemasok. Selain itu, seluruh karyawan bekerja sesuai dengan jam kerja masing-masing tanpa adanya paksaan. [408-1] [409-1]

Perseroan juga mendukung kebebasan berserikat bagi karyawan melalui pembentukan Serikat Pekerja di lingkungan Perseroan maupun entitas anak. Manajemen bersama dengan Serikat Pekerja sebagai perwakilan pekerja menyusun Perjanjian Kerja Bersama (PKB) yang telah diperbarui pada tiap dua tahun sekali. Saat ini, PKB yang berlaku untuk periode 2019 - 2021 telah melindungi seluruh (100%) karyawan Perseroan yang bekerja di wilayah operasional Perseroan di Indonesia. [102-41]

The Company guarantees to provide equal employment opportunities to every individual who meets the requirements and needs. In its day-to-day operations, the Company is committed to not employing child labor and forced labor, in accordance with employment policies in the Company's Standard Operating Procedures and Human Capital Division (HC) regulations. The policy is a reference in drafting requirements for job applicants in the Company's job openings. In addition, each job applicant must attach a taxpayer identification number (NPWP) document as proof that the candidate has entered the age of work for the employee located in Indonesia. The commitment of the absence of exploitation of child labor and forced labor is also a pre-term determined by the Company in cooperating with suppliers. In addition, all employees work in accordance with their respective working hours without any coercion. [408-1] [409-1]

The Company also supports freedom of association for employees through the establishment of Trade Unions within the Company and its subsidiaries. Management together with the Trade Unions as representatives of workers draw up a Collective Labor Agreement (PKB) that has been updated every two years. Currently, the PKB applicable for the period 2019 - 2021 has protected all (100%) employees of the Company working in the Company's operational area in Indonesia. [102-41]

TATA KELOLA KEBERLANJUTAN

SUSTAINABILITY GOVERNANCE



Perseroan berkomitmen menerapkan prinsip-prinsip tata kelola perusahaan yang baik (*Good Corporate Governance/GCG*) secara konsisten pada seluruh perencanaan, keputusan, dan kegiatan operasional bisnis Perseroan. Penerapan GCG mengacu pada Surat Edaran Otoritas Jasa Keuangan (OJK) No.32/SEOJK.04/2015 tentang Pedoman Tata Kelola Perusahaan Terbuka; Undang-Undang No.40/2007 tentang Perseroan Terbatas; Undang-Undang No.8/1995 tentang Pasar Modal; Peraturan OJK No.21/POJK.04/2015 tentang Penerapan Pedoman Tata Kelola Perusahaan Terbuka; serta *Indonesia Corporate Governance Roadmap* yang diterbitkan OJK pada bulan Januari 2014. Selain itu, implementasi GCG Perseroan juga didasarkan pada parameter *ASEAN Corporate Governance Scorecard (ACGS)*.

Setiap tahunnya, Perseroan melakukan penilaian terhadap kinerja GCG. Pada tahun 2020, Perseroan mendapatkan total nilai 79,18 terhadap GCG berdasarkan *ASEAN Corporate Governance Scorecard (ACGS) 2020*. Hasil tersebut berada pada kategori “Fair”, yang berarti Perseroan telah memenuhi persyaratan implementasi tata kelola perusahaan.

The Company is committed to applying the principles of Good Corporate Governance (GCG) consistently in all planning, decisions, and operational activities of the Company’s business. The implementation of GCG refers to the Circular Letter of the Financial Services Authority (OJK) No.32/SEOJK.04/2015 concerning Guidelines for Public Corporate Governance; Provisions of Law No.40/2007 on Limited Liability Companies; Law No.8/1995 on Capital Market; OJK Regulation No.21/POJK.04/2015 concerning The Implementation of Public Company Governance Guidelines; and the *Indonesia Corporate Governance Roadmap* issued by OJK in January 2014. In addition, the implementation of the Company’s GCG is also based on the parameters of the *ASEAN Corporate Governance Scorecard (ACGS)*.

Annually, the Company conducts an assessment of the performance of GCG. In 2020, the Company received a total score of 79.18 for GCG practices based on the *ASEAN Corporate Governance Scorecard (ACGS) 2020*. The result is in the category of “Fair”, which means that the Company has met the requirements of corporate governance implementation.

Perseroan belum menunjuk pejabat dan/atau fungsi khusus untuk bertanggung jawab terhadap perencanaan, pelaksanaan, pemantauan, dan evaluasi terhadap kinerja keberlanjutan Perseroan. Seluruh aspek terkait keberlanjutan dijalankan secara bersama-sama oleh seluruh fungsi di bawah tanggung jawab Direksi dan pengawasan Dewan Komisaris. Struktur tata kelola Perseroan secara lebih lengkap dapat dilihat pada Laporan Tahunan yang disajikan terpisah dari laporan ini. [102-18] [102-19]

Secara khusus, Direktur Utama bertanggung jawab atas pengambilan keputusan tertinggi terkait isu-isu ekonomi, lingkungan, dan sosial, yang dibantu oleh Direksi dan Dewan Komisaris. Direktur Utama mendelegasikan tanggung jawab atas kinerja lingkungan kepada Divisi General Affairs. Adapun tanggung jawab atas kinerja sosial terkait sumber daya manusia internal Perseroan, berada di bawah Divisi Human Capital. [102-20]

Selain itu, Direktur Pemasaran dan Direktur Operasional bertugas untuk mengembangkan inovasi produk yang berkelanjutan dan memastikan pelaksanaan kebijakan "Towards Zero Waste". Selanjutnya, Direktur Keuangan bertanggung jawab atas kinerja ekonomi, termasuk memperhitungkan risiko finansial atas dampak perubahan iklim yang dapat mengganggu proses produksi dan keberlanjutan Perseroan. Seluruh tugas Direktur dilakukan di bawah pengawasan Direktur Utama, dan secara kolektif jajaran Direksi melapor kepada Dewan Komisaris melalui rapat-rapat gabungan yang diadakan sedikitnya setiap triwulan. Dewan Komisaris juga mengawasi dan mengevaluasi kinerja Direksi melalui Laporan Pertanggungjawaban yang disampaikan setiap akhir periode pelaporan.

Perseroan memberikan kesempatan kepada anggota Direksi untuk mengembangkan pengetahuan dan wawasan yang mampu mendukung kinerja keberlanjutan Perseroan, yakni terkait topik ekonomi, lingkungan, dan sosial. Meski demikian, pada tahun 2020, Direksi belum mengikuti program peningkatan kapasitas secara khusus terkait kinerja keberlanjutan. [102-27]

The Company has not appointed any officials and/or special functions to be responsible for the planning, implementation, monitoring, and evaluation of the Company's sustainability performance. All aspects related to sustainability are carried out jointly by all functions under the responsibility of the Board of Directors and supervision of the Board of Commissioners. The Company's governance structure can be more fully seen in the Annual Report presented separately from this report. [102-18] [102-19]

In particular, the President Director is responsible for the highest decision making related to economic, environmental, and social issues, assisted by the Board of Directors and The Board of Commissioners. The President Director delegates responsibility for environmental performance to the General Affairs Division. The responsibility for social performance related to the Company's internal human resources is under the Human Capital Division. [102-20]

In addition, the Marketing Director and Operations Director are tasked with developing sustainable product innovations and ensuring the implementation of the "Towards Zero Waste" policy. Furthermore, the Finance Director is responsible for economic performance, including taking into account financial risks to the impacts of climate change that may interfere with the Company's production process and sustainability. All duties of the Director are carried out under the supervision of the President Director, and collectively the Board of Directors reports to the Board of Commissioners through joint meetings held at least quarterly. The Board of Commissioners also oversees and evaluates the performance of the Board of Directors through the Accountability Report submitted at the end of each reporting period.

The Company provides opportunities for members of the Board of Directors to develop knowledge and insights that are able to support the Company's sustainability performance, namely related to economic, environmental, and social topics. However, by 2020, the Board of Directors has not participated in capacity building programs specifically related to sustainability performance. [102-27]

Pelibatan Pemangku Kepentingan

Perseroan mengidentifikasi pemangku kepentingan berdasarkan interaksi yang terbangun serta kedekatan yang bersifat saling memengaruhi. Perseroan melakukan pendekatan langsung dan melibatkan pemangku kepentingan melalui Fungsi *Corporate Secretary* dan *Investor Relations*, terutama dalam penanganan perubahan kebijakan dan publikasi negatif, baik yang berskala lokal maupun nasional.

Stakeholder Engagement

The Company identifies stakeholders based on interactions that are built and closeness that is mutually influencing. The Company takes a direct approach and engages stakeholders through the Corporate Secretary and Investor Relations Functions, especially in handling policy changes and negative publications, both in a local and national scale.

Identifikasi Kebutuhan dan pendekatan Pemangku Kepentingan

Identify Stakeholder Needs and Approaches [102-40] [102-42] [102-43] [102-44]

Pemangku Kepentingan Stakeholders	Metode dan Frekuensi Pelibatan Pemangku Kepentingan Methods and Frequency of Stakeholder Engagement		Kebutuhan Pemangku Kepentingan Stakeholders Needs	Tindak Lanjut Perseroan Follow-up of the Company
	Metode Pelibatan Engagement Method	Frekuensi Frequency		
Pemegang Saham Shareholder	Rapat Umum Pemegang Saham (RUPS).	<ul style="list-style-type: none"> RUPS Tahunan satu kali setiap tahun. RUPS Luar Biasa sesuai kebutuhan. 	<ul style="list-style-type: none"> Evaluasi kinerja Direksi dan Dewan Komisaris. Penggunaan laba bersih dan pembagian dividen. Pengesahan Laporan Tahunan. Penyesuaian Anggaran Dasar sesuai dengan peraturan yang berlaku (jika diperlukan). Penunjukkan Kantor Akuntan Publik. Pergantian Direksi dan Komisaris (jika diperlukan). 	<ul style="list-style-type: none"> Menyediakan dokumen evaluasi kinerja. Menyiapkan dokumen terkait yang telah dikordinasikan dengan Biro Administrasi Efek (BAE) dan notaris. Melakukan Pengumuman Bukti Iklan di Media (Koran), situs web Perseroan, dan Program eASY KSEI.
	General Meeting of Shareholders (GMS).	<ul style="list-style-type: none"> Annual GMS once every year. Extraordinary GMS as needed. 	<ul style="list-style-type: none"> Evaluation of the performance of the Board of Directors and the Board of Commissioners. Use of net profit and dividend distribution. Annual Report Attestation. Adjustment of the Articles of Association in accordance with applicable regulations (if required). Public Accountant Firm appointment. Change of the Board of Directors and the Board of Commissioners (if required). 	<ul style="list-style-type: none"> Providing performance evaluation documents. Preparing related documents that have been coordinated with Share Registrar (BAE) and notary. Announcement of Proof of Advertising in Media (Newspaper), Company website, and eASY KSEI Program.
	Laporan kinerja. Performance reports.	Tiga bulan sekali (triwulan). Once every three months (quarterly).	Laporan Keuangan. Financial Statements.	<ul style="list-style-type: none"> Menyusun Laporan Keuangan dan melakukan audit. Menyusun presentasi atas kinerja Perseroan. Rapat Komite Audit. Preparing Financial Statements and conducting audits. Preparing a presentation on the Company's performance. Audit Committee Meeting.

Identifikasi Kebutuhan dan pendekatan Pemangku Kepentingan

Identify Stakeholder Needs and Approaches [102-40] [102-42] [102-43] [102-44]

Pemangku Kepentingan Stakeholders	Metode dan Frekuensi Pelibatan Pemangku Kepentingan Methods and Frequency of Stakeholder Engagement		Kebutuhan Pemangku Kepentingan Stakeholders Needs	Tindak Lanjut Perseroan Follow-up of the Company
	Metode Pelibatan Engagement Method	Frekuensi Frequency		
		Setahun sekali. Once a year.	<ul style="list-style-type: none"> Laporan Tahunan. Laporan Keberlanjutan. <ul style="list-style-type: none"> Annual Report. Sustainability Report. 	<ul style="list-style-type: none"> Menyusun Laporan Tahunan. Menyusun Laporan Keberlanjutan. <ul style="list-style-type: none"> Compile Annual Report. Compile Sustainability Report.
Investor	<p>Pertemuan, Conference Call, Conference Meeting, dan Site Visit.</p> <p>Meetings, Conference Calls, Conference Meetings, and Site Visits.</p>	Rutin. Routine.	<ul style="list-style-type: none"> Informasi Keuangan (Laporan, Ikhtisar Keuangan, dan Laporan Tahunan). Presentasi atas Kinerja per tiap triwulan. <ul style="list-style-type: none"> Financial Information (Report, Financial Highlights, and Annual Report). Presentation on Quarterly Performance. 	<ul style="list-style-type: none"> Menyediakan dokumen dan menyusun evaluasi kinerja per tiap triwulan. Menyediakan dokumen terkait informasi keuangan per tiap triwulan. <ul style="list-style-type: none"> Provide documents and compile quarterly performance evaluations. Provide quarterly documents related to financial information.
Pemerintah / Regulator	<ul style="list-style-type: none"> Laporan pengelolaan Lingkungan (UKL-UPL) ke Dinas Lingkungan Hidup Kabupaten, Provinsi, dan Kementerian Lingkungan Hidup. Laporan kualitas air ke Dinas Lingkungan Hidup Kabupaten Tangerang. Laporan neraca limbah B3 ke Dinas Lingkungan Hidup Kabupaten Tangerang. Laporan P2K3 ke Dinas Tenaga Kerja Provinsi. <p>Perpanjangan Lisensi Operator Forklift & Crane ke Kementerian Tenaga Kerja Republik Indonesia.</p>	<ul style="list-style-type: none"> Enam bulan sekali (semester). Tiga bulan sekali (triwulan). Tiga bulan sekali (triwulan). Tiga bulan sekali (triwulan). Lima tahun sekali. 	<ul style="list-style-type: none"> Laporan Pengelolaan Lingkungan. Evaluasi kualitas air limbah yang dihasilkan. Evaluasi jumlah limbah B3 yang dihasilkan. Evaluasi Kegiatan P2K3 dengan ikut serta dalam kompetisi P2K3 terbaik/ Zero Accident tingkat Provinsi Banten. Pengoperasian alat angkut-angkut sesuai dengan Lisensi. 	<ul style="list-style-type: none"> Menyusun Laporan UKL-UPL. Menyusun Laporan kualitas air limbah. Menyusun Laporan neraca limbah B3. Menyusun Laporan tiga bulanan. Mendata masa laku Lisensi Kementerian Ketenagakerjaan.
Government / Regulator	<ul style="list-style-type: none"> Environmental management report (UKL-UPL) to the District, Province, and Ministry of Environment. Water quality report to Tangerang District Environment Office. 	<ul style="list-style-type: none"> Once every six months (semester). Once every three months (quarterly). 	<ul style="list-style-type: none"> Environmental Management Report. Evaluation of the quality of wastewater produced. 	<ul style="list-style-type: none"> Compile the UKL-UPL Report. Compile wastewater quality Report.

Identifikasi Kebutuhan dan pendekatan Pemangku Kepentingan

Identify Stakeholder Needs and Approaches [102-40] [102-42] [102-43] [102-44]

Pemangku Kepentingan Stakeholders	Metode dan Frekuensi Pelibatan Pemangku Kepentingan Methods and Frequency of Stakeholder Engagement		Kebutuhan Pemangku Kepentingan Stakeholders Needs	Tindak Lanjut Perseroan Follow-up of the Company
	Metode Pelibatan Engagement Method	Frekuensi Frequency		
	<ul style="list-style-type: none"> B3 waste balance report to Tangerang District Environment Office. P2K3 Report to provincial labor office. Extension of Forklift & Crane Operator License to the Indonesian Ministry of Manpower. 	<ul style="list-style-type: none"> Once every three months (quarterly). Once every three months (quarterly). Once every five years. 	<ul style="list-style-type: none"> Evaluation of the amount of B3 waste produced. Evaluation of P2K3 Activities by participating in the best P2K3 competition/Zero Accident at Banten Province level. Operation of haulage equipment in accordance with the License. 	<ul style="list-style-type: none"> Compile B3 waste balance Report. Compile a quarterly Report. Record the validity period of the Ministry of Manpower License.
Karyawan Employee	<p>Pertemuan tiap tiga bulan antara PUK dan Manajemen.</p> <p>Meetings every three months between PUK and Management.</p>	<p>Tiga bulan sekali (triwulan).</p> <p>Once every three months (quarterly).</p>	<p>Diskusi permasalahan ketenagakerjaan.</p> <p>Discussion of employment issues.</p>	<ul style="list-style-type: none"> Membuat notulen rapat. Pembahasan di rapat Direksi. Create meeting minutes. Discussion at the Board of Directors meeting.
Mitra Kerja Partners	<ul style="list-style-type: none"> Badan Sertifikasi Sistem Manajemen Mutu. Badan Sertifikasi Sistem Manajemen Lingkungan. Quality Management System Certification Board. Environmental Management System Certification Board. 	<ul style="list-style-type: none"> Enam bulan sekali (semester). Setahun sekali. Once every six months (semester). Once a year. 	<ul style="list-style-type: none"> Sertifikasi dan <i>surveillance</i> audit IATF 16949 : 2016. Sertifikasi dan <i>surveillance</i> audit ISO 14001 : 2015. IATF 16949 : 2016 certification and <i>surveillance</i> audit. ISO 14001 : 2015 certification and <i>surveillance</i> audit. 	<ul style="list-style-type: none"> Perbaikan sesuai hasil audit dalam rangka perbaikan berkesinambungan. Perbaikan sesuai hasil audit dalam rangka perbaikan berkesinambungan. Improvement in accordance with the audit results in order to continuous improvement. Improvement in accordance with the audit results in order to continuous improvement.
Masyarakat	<p>CSR</p> <ul style="list-style-type: none"> Survei lokasi pelaksanaan CSR. Pertemuan dengan perwakilan masyarakat penerima CSR. <p>Rekrutmen Tenaga Kerja Lokal.</p> <ul style="list-style-type: none"> Menyebarkan informasi lowongan kerja kepada masyarakat melalui masing-masing personalia unit usaha, baik lisan maupun tertulis. Memasang poster informasi lowongan kerja pada papan informasi masing-masing unit usaha. 	<p>CSR</p> <ul style="list-style-type: none"> Rutin. <p>Rekrutmen Tenaga Kerja Lokal</p> <ul style="list-style-type: none"> Rutin, sesuai kebutuhan. 	<p>Tanggung jawab sosial Perusahaan.</p> <p>Lowongan kerja bagi tenaga kerja lokal yang sesuai dengan keterampilan dan latar belakang pendidikan masyarakat, serta disesuaikan dengan kebutuhan posisi dalam Perseroan.</p>	<p>Pelaksanaan kegiatan tanggung jawab sosial Perusahaan (CSR) kepada masyarakat sesuai dengan kondisi dan kebutuhannya.</p> <p>Pelaksanaan perekrutan tenaga kerja melalui proses yang adil dan transparan.</p>

Identifikasi Kebutuhan dan pendekatan Pemangku Kepentingan

Identify Stakeholder Needs and Approaches [102-40] [102-42] [102-43] [102-44]

Pemangku Kepentingan Stakeholders	Metode dan Frekuensi Pelibatan Pemangku Kepentingan Methods and Frequency of Stakeholder Engagement		Kebutuhan Pemangku Kepentingan Stakeholders Needs	Tindak Lanjut Perseroan Follow-up of the Company
	Metode Pelibatan Engagement Method	Frekuensi Frequency		
Community	<p>CSR</p> <ul style="list-style-type: none"> CSR implementation site survey. Meeting with representatives of CSR recipient communities. <p>Recruitment of Local Labor</p> <ul style="list-style-type: none"> Disseminating job information to the public through each business unit personnel, both oral and written. Put a job information poster on the information board of each business unit. 	<p>CSR</p> <ul style="list-style-type: none"> Routine. <p>Recruitment of Local Labor</p> <ul style="list-style-type: none"> Routine, as needed. 	<p>Corporate Social Responsibility.</p> <p>Jobs for local workers that suit the skills and educational background of the community, as well as tailored to the needs of positions in the Company.</p>	<p>Implementation of Corporate Social Responsibility (CSR) activities to the community in accordance with its conditions and needs.</p> <p>Implementation of labor recruitment through a fair and transparent process.</p>
Pelanggan	<ul style="list-style-type: none"> Menyampaikan pemberitahuan (<i>notice</i>) terkait perubahan kebijakan dan peraturan pemerintah maupun informasi lainnya yang dibutuhkan pelanggan (seperti pengiriman barang). Survei kepuasan pelanggan. 	<ul style="list-style-type: none"> Rutin, menyesuaikan kondisi perubahan kebijakan dan peraturan, maupun kebutuhan pelanggan lainnya. Setahun sekali. 	<p>Informasi terbaru terkait hubungan Perseroan dengan pelanggan, serta kebijakan dan peraturan terbaru yang dapat memengaruhi kepentingan pelanggan.</p>	<ul style="list-style-type: none"> Pelaksanaan survei kepuasan pelanggan. Melaksanakan evaluasi dan menyusun kerangka kerja (<i>action plan</i>) dari hasil survei kepuasan pelanggan yang diaudit oleh Tim <i>Management Representative</i> (MR) melalui <i>Managerial Review Meeting</i> (MRM) setiap tiga bulan. Selanjutnya, Perseroan menindaklanjuti hasil MRM, yakni berupa <i>Planning Result</i>.
Customer	<ul style="list-style-type: none"> Deliver notice related to changes in government policies, regulations, and other information needed by customers (such as delivery of goods). Customer satisfaction survey. 	<ul style="list-style-type: none"> Routine, adjusting the conditions of policy, regulatory changes, and other customer needs. Once a year. 	<p>The latest information regarding the Company's relationship with customers, as well as the latest policies and regulations that may affect the interests of customers.</p>	<ul style="list-style-type: none"> Implementation of customer satisfaction surveys. Evaluate and develop an action plan from customer satisfaction survey results audited by the Management Representative Team (MR) through Managerial Review Meeting (MRM) every three months. Furthermore, the Company follows up on MRM results, i.e. Planning Result.

Permasalahan, Perkembangan Kinerja Keberlanjutan, dan Pengaruhnya terhadap Perseroan

Permasalahan, kendala, tantangan, isu signifikan terkait kinerja keberlanjutan tentunya sangat berpengaruh terhadap kinerja Perseroan. Kami telah memetakan beberapa permasalahan dan perkembangan kinerja keberlanjutan yang berpengaruh terhadap Perseroan, antara lain:

Problems, Sustainability Performance Development, and Its Impact on the Company

Problems, constraints, challenges, significant issues related to sustainability performance are certainly very influential to the Company's performance. We have mapped several issues and developments in sustainability performance that affect the Company, including:



LINGKUNGAN ENVIRONMENT

TANTANGAN

- Pengangkutan limbah B3 oleh pihak ketiga ada yang belum memiliki akun Festronik.
- Pelaporan lingkungan kepada Kementerian Lingkungan Hidup harus dilakukan secara daring melalui akun Sistem Pelaporan Elektronik (SIMPEL).
- Letak Perseroan dilewati oleh aliran air sungai.

CHALLENGES

- The transportation of B3 waste by third parties does not yet have a Festronik account.
- Environmental reporting to the Ministry of Environment must be done online through the Electronic Reporting System account (SIMPEL).
- The Company's location is bypassed by river water flow.



PENGARUH TERHADAP PERSEROAN

- Ada potensi limbah B3 tidak dapat diangkut oleh pihak ketiga apabila tidak memiliki akun Festronik, untuk itu perusahaan melakukan registrasi di akun Festronik.
- Potensi mendapat sanksi dari pemerintah apabila tidak melakukan pelaporan secara daring, untuk itu Perseroan melakukan Pelaporan Lingkungan ke Kementerian Lingkungan Hidup (KLH).
- Potensi pencemaran air sungai oleh perusahaan lain yang ada di hulu, sehingga dilakukan pengelolaan lingkungan seperti rekondisi waste water treatment dan pengurusan perizinan pembuangan limbah cair.

IMPACT TO THE COMPANY

- There is a potential that B3 waste cannot be transported by a third party if it does not have a Festronik account, for which the company has registered a Festronik account.
- The potential to get sanctions from the government if online reporting is not performed, therefore the Company conducts Environmental Reporting to the Ministry of Environment (KLH).
- Potential pollution of river water by other companies upstream, so that applied environmental management such as reconditioning wastewater treatment and management of liquid waste disposal licensing.



SOSIAL
SOCIAL

TANTANGAN

- Adanya pengangguran di lingkungan Perseroan.
- Polusi suara.

CHALLENGES

- Unemployment in the Company's environment.
- Noise pollution.



PENGARUH TERHADAP PERSEROAN

- Potensi akan adanya gangguan keamanan akibat adanya kelompok pengangguran di lingkungan sekitar Perseroan, oleh karena itu Perseroan bekerja sama dengan perangkat desa setempat terkait penyerapan tenaga kerja.
- Perseroan melakukan koordinasi dan sosialisasi terhadap masyarakat sekitar melalui musyawarah dengan perangkat desa setempat terkait kegiatan operasional pabrik.

IMPACT TO THE COMPANY

- The potential for security disruptions due to unemployment groups in the environment around the Company, therefore the Company cooperates with local village authorities related to the absorption of labor.
- The Company coordinates and socializes the surrounding community through deliberations with local village authorities related to factory operational activities.



EKONOMI
ECONOMIC

TANTANGAN

- Kepatuhan Perseroan terhadap kontribusi pada pendapatan asli daerah (PAD).
- Permintaan masyarakat untuk perekrutan tenaga kerja lokal.

CHALLENGES

- The Company's compliance with contributions to the local revenues (PAD).
- Community demand for local workforce recruitment.



PENGARUH TERHADAP PERSEROAN

- Perseroan telah mematuhi aturan dan melakukan pembayaran pajak daerah (Pajak Bumi dan Bangunan/PBB, retribusi).
- Perseroan dan entitas anaknya memperkerjakan tenaga kerja lokal.

IMPACT TO THE COMPANY

- The Company has complied with the rules and made payments of local taxes (Land and Buildings Tax/PBB, levy).
- The Company and its subsidiaries employ the local workers.

Dengan mempertimbangkan permasalahan dan perkembangan kinerja keberlanjutan tersebut, kami menerapkan kerangka kerja untuk mengelola isu lingkungan, ekonomi, sosial, dan tata kelola yang mencakup seluruh rantai pasokan kami. Kami telah menyusun kebijakan dan target kinerja keberlanjutan untuk tahun mendatang, yang mencakup berbagai fungsi dalam Perseroan, antara lain:

- Pengoptimalan kegiatan tanggung jawab sosial perusahaan (CSR) di tahun-tahun mendatang, seiring dengan peningkatan kinerja ekonomi Perseroan.
- Rekondisi fasilitas pengolahan limbah cair industri *Waste Water Treatment (WWT)* yang sesuai dengan standar pengolahan pada tiga unit usaha, agar seluruh unit usaha Perseroan memiliki WWT.
- Pengurusan Izin Pembuangan Limbah Cair (IPLC) bagi 4 (empat) unit usaha Perseroan, agar seluruh unit usaha memiliki IPLC sesuai dengan regulasi yang berlaku.
- Penyesuaian fasilitas tempat pembuangan sampah bahan berbahaya dan beracun (TPS B3) pada 6 (enam) unit usaha sesuai dengan standar yang ditetapkan Peraturan Menteri Lingkungan Hidup dan Kehutanan, agar seluruh unit usaha Perseroan memiliki TPS B3 yang terstandar.
- Peningkatan kompetensi karyawan yang bertanggung jawab mengelola WWT, limbah B3, dan pengelolaan kesehatan dan keselamatan kerja (K3) sesuai dengan peraturan yang berlaku.

Manajemen Risiko dan Prinsip Pencegahan [102-11]

Sejalan dengan meningkatnya tantangan dan persaingan usaha, Perseroan menghadapi berbagai risiko usaha dan operasional. Untuk membangun bisnis yang berkelanjutan, Perseroan memiliki rangkaian manajemen risiko, mulai dari identifikasi, mitigasi, dan evaluasi. Fungsi manajemen risiko di Perseroan dilakukan oleh Direksi, yang bertanggung jawab untuk menyiapkan dan merancang indikator risiko utama untuk memetakan profil risiko, serta merencanakan mitigasi risiko lebih lanjut.

Taking into account these sustainability issues and performance developments, we implement a framework for managing environmental, economic, social and governance issues covering our entire supply chain. We have developed sustainability policies and performance targets for the coming year, covering various functions within the Company, including:

- Optimization of corporate social responsibility (CSR) activities in the coming years, in line with the improvement of the Company's economic performance.
- Reconditioning of waste treatment facilities in the *Waste Water Treatment (WWT)* industry in accordance with processing standards in three business units, so that all business units of the Company have WWT.
- Management of Liquid Waste Disposal Permit (IPLC) for 4 (four) business units of the Company, so that all business units have IPLC in accordance with applicable regulations.
- Adjustment of hazardous and toxic waste disposal facilities (TPS B3) in 6 (six) business units in accordance with the standards set by the Regulation of the Minister of Environment and Forestry, so that all business units of the Company have a standardized TPS B3.
- Improvement of competency of employees responsible for managing WWT, B3 waste, and occupational health and safety management (K3) in accordance with applicable regulations.

Risk Management and Prevention Principles [102-11]

In line with increasing challenges and business competition, the Company faces various business and operational risks. To build a sustainable business, the Company has a range of risk management, ranging from identification, mitigation, and evaluation. The risk management function in the Company is carried out by the Board of Directors, which is responsible for preparing and designing key risk indicators to map risk profiles, as well as planning further risk mitigation.

Beberapa risiko terkait keberlanjutan yang telah dipetakan oleh Perseroan, meliputi: [102-15]

1. Pasokan Bahan Baku

Kekurangan pasokan bahan baku yang disebabkan oleh keterlambatan pasokan maupun tidak mencukupinya persediaan bahan baku sesuai dengan kebutuhan Perseroan dapat memengaruhi kegiatan produksi Perseroan. Upaya mitigasi risiko ini dilakukan melalui manajemen persediaan yang baik, yakni menjamin persediaan bahan baku rata-rata di atas tiga bulan.

2. Nilai Tukar Valuta Asing

Pergerakan nilai tukar mata uang asing dapat berdampak negatif bagi Perseroan, mengingat sebagian besar bahan baku produk Perseroan diimpor dan sebagian besar produk jadi Perseroan diekspor. Upaya mitigasi yang dilakukan adalah transaksi kontrak valuta berjangka (*forward*) terhadap sebagian valuta asing dalam bentuk piutang usaha yang dimiliki oleh Perseroan untuk memenuhi kebutuhan operasional Perseroan.

3. Hubungan antara Perseroan dengan Distributor dan Pelanggan

Perseroan memiliki distributor atau pelanggan, di dalam maupun di luar negeri yang perlu dijaga dengan baik agar tidak berpengaruh buruk pada pemasaran produk dan pendapatan Perseroan. Besarnya tingkat ketergantungan ini dapat diperkecil dengan adanya perjanjian kerja sama penjualan jangka waktu panjang dan hubungan jangka panjang yang baik terhadap distributor dan pelanggan.

4. Persaingan Usaha

Industri komponen otomotif semakin kompetitif, dan banyak pesaing baru yang memperebutkan pasar yang terbatas. Oleh sebab itu, Perseroan harus menjaga kualitas produk sesuai dengan standar internasional dan melakukan penetrasi pasar yang lebih intensif. Selama ini produk Perseroan mampu bersaing dengan produk-produk sejenis di pasar internasional.

Some of the sustainability-related risks that have been mapped by the Company include: [102-15]

1. Raw Material Supply

Lack of raw material supply caused by delays in supply or insufficient supply of raw materials in accordance with the Needs of the Company may affect the Company's production activities. This risk mitigation effort is carried out through good inventory management, which is to ensure the average raw material supply above three months.

2. Foreign Exchange Rate

Foreign exchange movements can have a negative impact on the Company, considering that most of the Company's raw materials are imported and most of the Company's finished products are exported. Mitigation efforts are forward transactions against some foreign currencies in the form of trade receivables owned by the Company to meet the Company's operational needs.

3. Relationship between the Company and Distributors and Customers

The Company has distributors or customers, at home and abroad that need to be maintained properly so as not to adversely affect the marketing of the Company's products and revenues. The extent of this dependency can be reduced by long-term sales cooperation agreements and good long-term relationships with distributors and customers.

4. Business Competition

The automotive components industry is increasingly competitive, and many new competitors are competing for a limited market. Therefore, the Company must maintain product quality in accordance with international standards and conduct more intensive market penetration. So far, the Company's products are able to compete with similar products in the international market.

5. Perubahan Peraturan Pemerintah

- Perubahan peraturan/kebijakan pemerintah, seperti terkait impor bahan baku dan bea masuk impor bahan baku, dapat berdampak langsung bagi usaha Perseroan. Perseroan aktif mengikuti perkembangan terkini dan berkomunikasi kepada pemerintah melalui asosiasi. Kami senantiasa mempersiapkan diri untuk dapat sewaktu-waktu menyesuaikan rencana dan strategi dalam menghadapi perubahan peraturan/kebijakan pemerintah.
- Perseroan patuh terhadap hukum dan peraturan lokal, regional, dan internasional yang berlaku di berbagai bidang, seperti keamanan produk, klaim produk, merek dagang, hak cipta, paten, persaingan, kesehatan dan keselamatan kerja, lingkungan, tata kelola perusahaan, keterbukaan informasi, ketenagakerjaan, serta pajak.

6. Masalah Pencemaran Lingkungan

Perseroan telah melaksanakan segala ketentuan yang dikeluarkan pemerintah untuk memperkecil pengaruh dampak lingkungan. Salah satunya dengan cara mengelola limbah produksi sesuai dengan ketentuan yang berlaku.

7. Pengelolaan Sumber Daya Manusia

Ketidakmampuan untuk mengidentifikasi, mengembangkan sumber daya manusia (SDM) yang memadai, menarik, atau mempertahankan personel yang berkualifikasi dapat menyulitkan pengelolaan bisnis dan dapat berdampak negatif pada operasi dan hasil keuangan. Sebagai upaya mengatasi risiko tersebut, Perseroan memastikan pengelolaan sumber daya manusia (SDM) terlaksana dengan baik, mulai dari perekrutan hingga pengembangan karier karyawan.

Perseroan telah memiliki program rekrutmen karyawan baru secara berkesinambungan, yakni program MDP. Selain itu, Perseroan memiliki proses pengembangan manajemen terpadu, yang meliputi penilaian kinerja rutin terkait perilaku kepemimpinan, keterampilan, dan kompetensi. Penilaian kinerja dilaksanakan untuk mengidentifikasi kebutuhan keterampilan dan kemampuan di masa depan, mengembangkan jalur karier, dan mengidentifikasi bakat dan pemimpin di masa depan di antara karyawan.

5. Changes in Government Regulations

- Changes in government regulations/policies, such as those related to the import of raw materials and import duties on imports of raw materials, may have a direct impact on the Company's business. The Company actively follows the latest developments and communicates to the government through associations. We are always prepared to be able to adjust plans and strategies at any time in the face of changes in government regulations/policies.
- The Company complies with local, regional, and international laws and regulations applicable in various fields, such as product safety, product claims, trademarks, copyrights, patents, competition, occupational health and safety, environment, corporate governance, information disclosure, employment, and taxes.

6. Environmental Pollution Issues

The Company has implemented all provisions issued by the government to minimize the influence of environmental impacts. One of them is by managing production waste in accordance with applicable regulations.

7. Human Resource Management

The inability to identify, develop adequate human resources (HR), attract, or retain qualified personnel can complicate business management and can negatively impact operations and financial results. In an effort to overcome these risks, the Company ensures that human resources (HR) management is carried out properly, ranging from recruitment to career development of employees.

The Company has a continuous new employee recruitment program, i.e. the MDP program. In addition, the Company has an integrated management development process, which includes regular performance assessments related to leadership behavior, skills, and competencies. Performance assessments are conducted to identify future skills and ability needs, develop career paths, and identify future talents and leaders among employees.

Pada tahun 2020, fokus pengelolaan karyawan dilaksanakan melalui pengembangan ADR *Digital Learning Platform* untuk meningkatkan kualitas karyawan. Peningkatan kualitas sumber daya manusia (SDM) diharapkan dapat mendorong peningkatan kesejahteraan karyawan.

In 2020, the focus on employee management will be implemented through the development of the ADR Digital Learning Platform. Improving the quality of human resources (HR) is expected to encourage the improvement of employee welfare.

8. Tenaga Kerja Lokal

Salah satu bentuk pelibatan masyarakat lokal dalam kegiatan Perseroan adalah dengan membuka kesempatan bekerja bagi tenaga kerja lokal yang mampu mendukung peningkatan kondisi ekonomi masyarakat lokal, meningkatkan keharmonisan hubungan Perseroan dengan masyarakat sekitar, serta meminimalkan potensi risiko sosial. Perseroan telah mengutamakan perekrutan tenaga kerja lokal, khususnya dari masyarakat sekitar lokasi pabrik.

8. Local Labor

One form of involvement of local communities in the Company's activities is to open employment opportunities for local workers who are able to support the improvement of the economic condition of local communities, improve the harmony of the Company's relationship with the surrounding community, and minimize potential social risks. The Company has prioritized the recruitment of local workers, especially from the communities around the factory site.

Kode Etik dan Perilaku Anti-Persaingan

Kode Etik Perseroan disusun sebagai acuan bagi karyawan Perseroan dalam bertindak agar dapat menjalankan tugas dan tanggung jawab sehari-hari secara profesional. Selain itu, Kode Etik Perseroan juga mengatur kepatuhan Perseroan terhadap prinsip-prinsip persaingan usaha, salah satunya etika usaha terkait hubungan dengan pesaing. Perseroan menjalankan usaha berdasarkan prinsip-prinsip persaingan usaha yang sehat sesuai dengan peraturan perundang-undangan yang berlaku. Perseroan memandang persaingan sebagai tantangan untuk meningkatkan kinerja Perseroan. Salah satunya, Perseroan menjadikan perusahaan pesaing sebagai pembanding (*benchmark*) untuk meningkatkan kinerja Perseroan.

Code of Ethics and Anti-Competitive Conduct

The Company's Code of Conduct is prepared as a reference for employees of the Company in acting in order to carry out daily duties and responsibilities professionally. In addition, the Company's Code of Conduct also regulates the Company's compliance with the principles of business competition, one of which is business ethics related to relationships with competitors. The Company conducts business based on the principles of healthy business competition in accordance with the prevailing laws and regulations. The Company views competition as a challenge to improve the Company's performance. One of them, the Company makes competitor companies as benchmarks to improve the Company's performance.

Perseroan secara berkesinambungan melakukan sosialisasi Kode Etik kepada seluruh insan Perseroan setiap tahun. Selain itu, terdapat Lembar Pernyataan Kepatuhan larangan penerimaan dan atau memberikan gratifikasi yang wajib ditanda tangani setiap tahun oleh seluruh karyawan Perseroan.

The Company continuously socializes the Code of Conduct to all employees of the Company every year. In addition, there is a Statement of Compliance with the prohibition of acceptance and or granting gratification that must be signed annually by all employees of the Company.

Setiap pelanggaran terhadap kode etik, pengajuan keluhan atau masalah yang berkaitan dengan keakuratan laporan keuangan Perseroan, *press release*

Any violation of the code of conduct, filing of complaints or problems relating to the accuracy of the Company's financial statements, press releases or other public

atau pengungkapan publik lainnya, akuntansi, pengendalian internal, atau kepentingan audit dapat disampaikan pada saluran *whistleblower* yang telah diatur dalam kebijakan dan prosedur untuk karyawan dan pihak lain yang berkepentingan. Keluhan dan saran dapat disampaikan ke:

Komite Audit dan Sekretaris Perusahaan - Feedback Unit [102-53]

PT Selamat Sempurna Tbk
Wisma ADR, Lantai 2
Jl. Pluit Raya I No. 1
Jakarta Utara 14440
Indonesia
Surel : adr@adr-group.com
corporate@adr-group.com

Sepanjang tahun 2020, tidak ada pelanggaran hukum dan aksi hukum yang tertunda maupun yang telah selesai terkait perilaku anti-persaingan, pelanggaran, maupun monopoli yang melibatkan Perseroan.

disclosures, accounting, internal controls, or audit interests may be submitted to whistleblower channels set forth in policies and procedures for employees and other interested parties. Complaints and suggestions can be presented to:

Audit Committee and Corporate Secretary - Feedback Unit [102-53]

PT Selamat Sempurna Tbk
Wisma ADR, 2nd Floor
Jl. Pluit Raya I No. 1
Jakarta Utara 14440
Indonesia
Email : adr@adr-group.com
corporate@adr-group.com

Throughout 2020, no violations of the law and legal action have been delayed or completed related to anti-competitive, infringing, or monopoly behavior involving the Company.

KINERJA KEBERLANJUTAN EKONOMI

ECONOMIC SUSTAINABILITY PERFORMANCE



Kinerja Ekonomi

Hingga akhir tahun 2020, penjualan pada periode pelaporan dibandingkan tahun sebelumnya pada segmen *filter* menurun sebesar 15% menjadi Rp2,43 triliun, penjualan segmen radiator menurun sebesar 4% menjadi Rp333 miliar, penjualan segmen karoseri menurun 72% menjadi Rp82 miliar, segmen distribusi meningkat sebesar 2% menjadi Rp1,01 triliun, serta penjualan segmen produk lainnya menurun sebesar 26% menjadi Rp292 miliar.

Secara umum, penjualan luar negeri menurun sebesar 11% menjadi Rp2,29 triliun dan penjualan domestik menurun sebesar 30% menjadi Rp947 miliar dibandingkan tahun 2019. Penurunan ini terjadi akibat pandemi COVID-19 dan penerapan kebijakan Pembatasan Sosial Berskala Besar (PSBB) di Indonesia yang menghambat pergerakan orang dan barang, sehingga menurunkan permintaan, produksi, dan investasi.

Perseroan menargetkan agar penurunan kinerja keuangan dapat ditahan di kisaran *single digit*, yakni

Economic Performance

Until the end of 2020, sales in the reporting period compared to the previous year in the filter segment decreased by 15% to Rp2.43 trillion, radiator segment sales decreased by 4% to Rp333 billion, sales of body maker segment decreased by 72% to Rp82 billion, the distribution segment increased by 2% to Rp1.01 trillion, and sales of other product segments decreased by 26% to Rp292 billion.

In general, overseas sales decreased by 11% to Rp2.29 trillion and domestic sales decreased by 30% to Rp947 billion compared to 2019. This decrease occurred due to the COVID-19 pandemic and the implementation of Large-Scale Social Restrictions (PSBB) policies in Indonesia that hinder the movement of people and goods, thus lowering demand, production, and investment.

The Company targets that the decline in financial performance can be held in the single digit range, which

di bawah 10% untuk penjualan dan di bawah 8% untuk laba bersih. Untuk mencapai target ini, Perseroan terus meningkatkan penjualan, salah satunya dengan memperluas pasar ekspor. Kami juga mempertahankan penjualan ke pasar ekspor yang sudah ada (*existing countries*). Menghadapi kondisi di 2020, kami juga tetap berhati-hati dalam mengeksekusi berbagai strategi dan program, memperkuat posisi keuangan, memitigasi risiko penerimaan dari pelanggan, serta peningkatan efisiensi dan efektivitas setiap pengeluaran.

Melalui kinerja yang dicapai, pendapatan usaha pada tahun 2020 tercatat Rp3.233,69 miliar atau lebih rendah 17,84% dari tahun lalu dan membukukan laba bersih sebesar Rp539,12 miliar. Pencapaian ini 15,59% lebih rendah dibandingkan dengan laba bersih tahun buku 2019, di bawah target Perseroan yakni penurunan laba bersih kurang dari 8%. Meski demikian, secara keseluruhan, Perseroan mampu mempertahankan margin laba kotor, margin laba operasi, dan margin laba bersih di tahun 2020 pada kondisi yang sama sebelum pandemi COVID-19 terjadi.

is below 10% for sales and below 8% for net profit. To achieve this target, the Company continues to increase sales, one of which is by expanding the export market. We also maintain sales to existing countries. Facing the conditions in 2020, we also remain cautious in executing various strategies and programs, strengthening our financial position, mitigating the risk of customer acceptance, as well as improving the efficiency and effectiveness of each expenditure.

Through the performance achieved, operating income in 2020 was recorded at Rp3,233.69 billion or 17.84% lower than last year and booked a net profit of Rp539.12 billion. This achievement is 15.59% lower than the net profit financial year 2019, below the Company's target of a decrease in net profit of less than 8%. Overall, however, the Company was able to maintain gross profit margin, operating profit margin, and net profit margin in 2020 under the same conditions before the COVID-19 pandemic occurred.

Realisasi Kinerja Keuangan Perseroan

Realization of The Company's Financial Performance

Pencapaian Achievement	2020	2019	2018
	Miliar (Rp) Billion (Rp)	Miliar (Rp) Billion (Rp)	Miliar (Rp) Billion (Rp)
Pendapatan Revenue	3.233,69	3.935,81	3.933,35
Laba Kotor Gross Profit	1.037,29	1.191,64	1.193,25
Laba (Rugi) Tahun Berjalan Profit (Loss) for The Year	539,12	638,68	633,55

Di sisi lain, Perseroan mendistribusikan nilai ekonomi yang telah didapatkan kepada berbagai pihak yang berkepentingan. Alokasi dana tersebut di antaranya berupa remunerasi pegawai, dividen yang didistribusikan kepada pemegang saham, pembayaran pajak kepada pemerintah, dan pembiayaan kegiatan tanggung jawab sosial (CSR) kepada masyarakat.

On the other hand, the Company distributes the economic value that has been obtained to various interested parties. The allocation of funds includes employee remuneration, dividends distributed to shareholders, tax payments to the government, and financing of corporate social responsibility (CSR) activities to the community.

Nilai Ekonomi yang Dihasilkan dan Didistribusikan (Rp Miliar)

Economic Value Generated and Distributed (Billion Rp) [201-1]

Keterangan Description		Periode Pelaporan Reporting Period		
		2020	2019	2018
Nilai Ekonomi yang Dihasilkan Economic Value Generated				
I	Pendapatan Usaha Revenue	3.233,69	3.935,81	3.933,35
II	Tambahan: Additions:			
	- Laba (Rugi) Selisih Kurs Mata Uang Asing Gain (Loss) on Foreign Exchange	10,03	(16,73)	24,45
	- Pendapatan Bunga Interest Revenue	6,33	1,61	0,89
	- Laba Penjualan Aset Tetap Gain on Sale of Fixed Assets	1,49	8,06	2,73
	- Lain-lain - Bersih (Terdiri atas Net Pendapatan & Beban Operasi Lainnya kecuali net Laba (Rugi) Selisih Kurs, net Laba (Rugi) Penjualan Aset Tetap, Tax Penalties & Tax Expenses) Others - Net (Consists of Net Income & Other Operating Expenses except net Profit (Loss) Exchange Rate Difference, Net Profit (Loss) Fixed Asset Sales, Tax Penalties & Tax Expenses)	3,97	42,33	11,99
Jumlah Nilai Ekonomi yang Dihasilkan Total Economic Value Generated		3.255,52	3.971,08	3.949,43
Nilai Ekonomi yang Didistribusikan Distributed Economic Value				
I	Pembayaran dividen kepada Pemegang Saham Dividend payments to Shareholders	339,76	334,00	299,45
II	Jumlah gaji karyawan dan manfaat lainnya Total employee salaries and other benefits	654,94	737,07	697,44
III	Biaya Operasional Operational Expenses	640,06	742,93	715,36
IV	Pembayaran kepada Pemerintah (Terdiri atas Tax Penalties & Tax Expenses) Payments to the Government (Consists of Tax Penalties & Tax Expenses)	0,56	3,01	1,70
V	Pengeluaran dana untuk kegiatan kemasyarakatan Corporate Social Responsibility (CSR)	1,79	0,99	1,08
Jumlah Nilai Ekonomi Didistribusikan Total Economic Value Distributed		1.637,12	1.818,00	1.715,03
Nilai Ekonomi Ditahan Economic Value Retained		1.618,40	2.153,07	2.234,40

Untuk menghadapi tantangan ke depannya, Perseroan menetapkan strategi-strategi baru dalam mengelola tantangan dan peluang pasar, di antaranya efisiensi dan perampingan pelaksanaan bisnis. Perseroan terus mempertimbangkan aspek manajemen risiko, mengedepankan prinsip kehati-hatian dalam

To face the challenges ahead, the Company sets new strategies in managing market challenges and opportunities, including efficiency and downsizing of business implementation. The Company continues to consider aspects of risk management, put forward the principle of prudence in strengthening financial

memperkuat kondisi keuangan dan upaya optimalisasi aset, disiplin dalam pengelolaan biaya, peningkatan efisiensi dan efektivitas biaya, serta aktif melakukan eksplorasi dan inisiatif yang meningkatkan nilai tambah dan memberikan sinergi bagi Perseroan.

conditions and asset optimization efforts, discipline in cost management, improving efficiency and cost effectiveness, and actively conducting exploration and initiatives that increase added value and provide synergy for the Company.



Pada tahun 2020, Perseroan menerima penghargaan The Most Country Contributor pada ajang Tempo Country Contributor Award 2020, bersama dengan lima emiten lainnya pada sektor aneka industri. Penghargaan tersebut menunjukkan kinerja unggul Perseroan terkait transparansi governance dalam hal perpajakan. Penilaian dilakukan dengan membandingkan rasio-rasio yang terkait dengan tingkat laba perusahaan dan berbagai input dalam kegiatan usaha, serta hubungan keterkaitan antar rasio untuk menilai kewajaran kinerja keuangan dan pemenuhan kewajiban perpajakan.

In 2020, the Company received The Most Country Contributor award at tempo country contributor award 2020, along with five other issuers in various industries. The award demonstrates the Company's superior performance in terms of governance transparency in terms of taxation. The assessment is conducted by comparing ratios related to the company's profit level and various inputs in business activities, as well as the relationship between ratios to assess the fairness of financial performance and the fulfillment of tax obligations.

Implikasi Finansial terkait Perubahan Iklim dan Pandemi COVID-19 [201-2]

Perubahan iklim merupakan hal yang tidak dapat dihindari sebagai akibat dari pemanasan global. Perubahan iklim tentunya akan berdampak bagi kegiatan bisnis tiap perusahaan, baik secara langsung maupun tidak langsung, salah satunya terhadap kinerja ekonomi Perseroan. Sebagai upaya antisipasi terkait dampak bencana alam akibat perubahan iklim, Perseroan telah menempatkan investasi finansial untuk mengasuransikan bangunan kantor dan pabrik Perseroan dalam program Asuransi *Property All Risk and Business Interruption*. Program asuransi tersebut mencakup perlindungan bangunan usaha dari gangguan bisnis akibat bencana alam, seperti badai, banjir, dan longsor; gangguan sosial, seperti kerusuhan, pemogokan, dan perusakan bangunan oleh massa; serta bencana lainnya, seperti kebakaran, ledakan, dan dampak dari jatuhnya pesawat pada bangunan.

Hingga saat ini, Perseroan tidak mendapatkan bantuan finansial dari pemerintah, namun kami memanfaatkan stimulus yang diberikan pemerintah terkait pandemi COVID-19. Selama pandemi COVID-19, Perseroan masih terus dapat mempertahankan kinerja produksi dan operasional di pabrik. Perseroan terus berupaya memberikan perlindungan bagi karyawan dari risiko penularan COVID-19 dengan menerapkan kebijakan *Work from Home* (WFH), efisiensi karyawan, penyesuaian jam kerja, serta menerapkan protokol kesehatan yang ketat. [201-4]

Selain itu, kondisi pasar global pada masa COVID-19 memberikan tantangan pada kegiatan ekspor-impor. Penerapan *lockdown* berpengaruh pada pembatasan mobilitas global atas barang dan jasa yang memicu penurunan permintaan di sektor komponen otomotif, seiring berkurangnya aktivitas masyarakat dan kegiatan usaha. Menurunnya volume perdagangan juga berdampak pada terhambatnya kegiatan ekspor logistik Perseroan akibat terbatasnya jumlah kapal pengangkutan untuk layanan ekspor-impor barang antarnegara.

Financial Implications related to Climate Change and the COVID-19 Pandemic [201-2]

Climate change is inevitable as a result of global warming. Climate change will certainly have an impact on the business activities of each company, either directly or indirectly, one of which is on the Company's economic performance. In anticipation of the impact of natural disasters due to climate change, the Company has placed financial investments to insure the Company's office buildings and factories in the *Property All Risk and Business Interruption Insurance* program. The insurance program covers the protection of business buildings from business disruptions due to natural disasters, such as storms, floods, and landslides; social disturbances, such as riots, strikes, and destruction of buildings by the masses; and other disasters, such as fires, explosions, and the impact of aircraft crashes on buildings.

Until now, the Company has not received financial assistance from the government, but we are taking advantage of the stimulus provided by the government related to the COVID-19 pandemic. During the COVID-19 pandemic, the Company continued to maintain production and operational performance at the plant. The Company continuously strives to provide protection for employees from the risk of COVID-19 transmission by implementing *Work from Home* (WFH) policies, employee efficiency, adjustment of working hours, and implementing strict health protocols. [201-4]

In addition, global market conditions during COVID-19 present challenges to export-import activities. The implementation of *lockdown* has an effect on the restriction of global mobility of goods and services that triggers a decrease in demand in the automotive components sector, along with reduced public activities and business activities. The decrease in trade volume also resulted in the hampering of the Company's logistics export activities due to the limited number of transport vessels for export-import services of goods between countries.

Perseroan melakukan sejumlah kebijakan strategis agar tetap dapat mempertahankan kinerjanya, di antaranya penerapan *operational excellence* yang berkelanjutan, upaya efektivitas produksi, serta efisiensi biaya usaha dan biaya pokok produksi melalui penerapan *continuous improvement*. Selama pandemi COVID-19, entitas anak Perseroan melakukan penyesuaian aktivitas penjualan domestik melalui *platform online marketplace* untuk mengurangi kontak langsung, meminimalkan penyebaran virus, dan menjangkau konsumen dengan lebih cepat.

Terlepas dari berbagai kendala tersebut, Perseroan masih dapat menjaga kelangsungan usahanya. Aktivitas produksi dan distribusi terus dilakukan dengan menerapkan protokol kesehatan yang ketat sesuai anjuran pemerintah.

Inovasi dan Pengembangan Produk

Dalam mengembangkan sebuah inovasi produk, Perseroan juga memperhatikan kesiapan internal, beserta lingkup kebijakan dan iklim bisnis yang telah didukung regulasi dari hulu ke hilir. Perseroan terus berinovasi untuk menghasilkan produk berkualitas unggul dan memberikan jasa yang optimal bagi pelanggan. Perseroan berkomitmen untuk memberikan produk yang berkualitas tinggi dengan harga bersaing. Hingga saat ini, 70% produk Perseroan telah dipasarkan di mancanegara.

Sepanjang tahun 2020, Perseroan terus melakukan perbaikan untuk meningkatkan *cost efficiency*. Dalam rangka meningkatkan pelayanan bagi pelanggan, Perseroan telah memiliki laboratorium pengujian efisiensi dan kekuatan produk serta *machine maker* di pabrik. Mulai tahun 2020, Perseroan telah menerapkan *electronic data interchange* untuk memudahkan pengiriman produk secara daring kepada pelanggan di luar negeri.

Selain itu, selama pandemi COVID-19, Perseroan dan entitas anak juga mengembangkan inovasi produk filter untuk *air purifier* seiring dengan adanya peningkatan kesadaran masyarakat akan pentingnya lingkungan hidup yang lebih sehat. Inovasi produk ini membawa

The Company conducts a number of strategic policies in order to maintain its performance, including the implementation of sustainable operational excellence, production effectiveness efforts, as well as business cost efficiency and cost of production through the implementation of continuous improvement. During the COVID-19 pandemic, the Company's subsidiaries made adjustments to domestic sales activities through an online marketplace platform to reduce direct contact, minimize the spread of the virus, and reach consumers faster.

Despite these constraints, the Company can still maintain its business continuity. Production and distribution activities continue to be carried out by implementing strict health protocols as advised by the government.

Product Innovation and Development

In developing a product innovation, the Company also pays attention to internal readiness, along with the scope of policies and business climate that has been supported by regulation from upstream to downstream. The Company continues to innovate to produce superior quality products and provide optimal services for customers. The Company is committed to providing high quality products at competitive prices. To date, 70% of the Company's products have been marketed overseas.

Throughout 2020, the Company continues to make improvements to improve cost efficiency. In order to improve service for customers, the Company has had efficiency testing laboratories and strength products and machine makers in the factory. Starting in 2020, the Company has implemented electronic data interchange to facilitate online delivery of products to overseas customers.

In addition, during the COVID-19 pandemic, the Company and its subsidiaries also developed filter product innovations for air purifiers in line with the increasing public awareness of the importance of a healthier environment. This product innovation has a positive

dampak positif bagi Perseroan, yakni diversifikasi produk yang mendorong perluasan pasar Perseroan sesuai dengan tren kebutuhan pelanggan.

Evaluasi Keamanan Produk

Perseroan secara berkala mengevaluasi keamanan produk, terutama untuk memastikan bahwa produk tidak mengandung material berbahaya. Seluruh (100%) produk filter yang diluncurkan oleh Perseroan telah dievaluasi performa dan ketahanannya bagi pelanggan. Perseroan memastikan bahwa produk kami telah memenuhi ketentuan dan kebijakan keamanan di masing-masing negara tujuan ekspor. Perseroan juga menyertakan surat pernyataan bersamaan dengan barang yang diproduksi dan dikirim tidak mengandung material berbahaya.

Evaluasi keamanan produk dilaksanakan, salah satunya melalui *substance of concern* untuk produk *electro plating*, REACH Agreement dan *material data system* (IMDS) untuk memantau adanya substansi berbahaya pada produk ketika ekspor, serta audit produk. Sepanjang tahun 2020, tidak terdapat produk yang rusak atau cacat produksi yang menyebabkan produk ditarik kembali dari pasar maupun kerugian. Selain itu, tidak ada produk yang dilarang pihak berwenang selama tahun 2020, misalnya karena penggunaan material tertentu atau sumber energi yang dilarang.

Survei Kepuasan Pelanggan

Untuk meningkatkan kualitas produk dan jasa, Perseroan melibatkan pelanggan untuk memberikan penilaian melalui survei kepuasan pelanggan yang dilakukan oleh PIC Pemasaran (*Marketing*) Lokal dan Ekspor melalui metode kuesioner.

Skor kepuasan dari Pelanggan Ekspor Filter tahun 2020 mengalami peningkatan dari tahun 2019, akibat meningkatnya pelunasan atas *backorder*. Di sisi lain, hasil skor kepuasan dari Pelanggan Ekspor Radiator di tahun 2020 mengalami penurunan dibanding tahun 2019 akibat kurangnya ruang (*space*) untuk memastikan *on-time delivery* sesuai dengan waktu tunggu antara inisiasi dan penyelesaian proses (*lead time*) akibat pandemi COVID-19.

impact for the Company, namely product diversification that encourages the expansion of the Company's market in accordance with customer needs trends.

Product Safety Evaluation

The Company periodically evaluates product safety, especially to ensure that the product does not contain hazardous materials. All (100%) Filter products launched by the Company have been evaluated for performance and durability for customers. The Company ensures that our products meet the security requirements and policies in each export destination country. The Company also includes a statement along with the goods produced and shipped containing no hazardous materials.

Product safety evaluation is carried out, one of which is through *substance of concern* for *electro plating* products, REACH Agreement and *material data system* (IMDS) to monitor the presence of harmful substances in products when exporting, as well as product audits. Throughout 2020, no products were damaged or production defects caused the product to be withdrawn from the market or losses. In addition, no products are prohibited by the authorities during 2020, for example due to the use of certain materials or prohibited energy sources.

Customer Satisfaction Survey

To improve the quality of products and services, the Company engages customers to provide assessments through customer satisfaction surveys conducted by PIC Marketing Local and Export through questionnaire methods.

The satisfaction score of Filter Export Customers in 2020 increased from 2019, due to increased repayment of backorders. On the other hand, the satisfaction score from Radiator Export Customers in 2020 decreased compared to 2019 due to lack of space to ensure *on-time delivery* in accordance with the waiting time between initiation and lead time due to the COVID-19 pandemic.

Pelanggan Customer	Hasil Survei Kepuasan Pelanggan Customer Satisfaction Survey Results		
	2020	2019	2018
Ekspor Filter Export Filter	4,27 (30 Pelanggan Customer)	4,09 (35 Pelanggan Customer)	4,04 (27 Pelanggan Customer)
Ekspor Radiator Export Radiator	4,25 (16 Pelanggan Customer)	4,55 (18 Pelanggan Customer)	4,53 (12 Pelanggan Customer)
Lokal <i>Original Equipment</i> (OE) Local <i>Original Equipment</i> (OE)	4,52 (13 Pelanggan Customer)	-	-

Keterangan Skor Hasil Survei | Survey Result Score Description:

1 : Sangat Kurang | Poor 2 : Cukup | Fair 3 : Rata-Rata | Average 4 : Baik | Good 5 : Sangat Baik | Excellent

KINERJA KEBERLANJUTAN LINGKUNGAN

ENVIRONMENTAL SUSTAINABILITY PERFORMANCE

Perseroan memastikan setiap aspek operasional beserta produk yang dihasilkan telah memenuhi komitmen terhadap lingkungan, terutama dalam upaya pemenuhan terhadap peraturan di bidang lingkungan, pencegahan pencemaran, dan komitmen terhadap perbaikan berkelanjutan berdasarkan ISO 14001 (Sistem Manajemen Lingkungan).

The Company ensures that every operational aspect and product produced has fulfilled its commitment to the environment, especially in the efforts to fulfill regulations in the field of environment, pollution prevention, and commitment to sustainable improvement based on ISO 14001 (Environmental Management System).

Perseroan senantiasa menaati ketentuan hukum dan perundang-undangan di Indonesia. Sepanjang tahun 2020, tidak terdapat pelanggaran terhadap regulasi lingkungan hidup maupun konsekuensi hukum yang diterima Perseroan atau pemasok, yang menyebabkan kegiatan operasional terhenti. [307-1]

The Company always adheres to the laws and regulations in Indonesia. Throughout 2020, there were no violations of environmental regulations or legal consequences received by the Company or suppliers, which caused operational activities to cease. [307-1]

BIAYA LINGKUNGAN HIDUP YANG DIKELUARKAN

ENVIRONMENTAL COSTS INCURRED

Biaya Pengelolaan Lingkungan (Juta Rp)

Environmental Management Fee (Million Rp)

Kegiatan Activities	2020	2019	2018
Rekondisi <i>Water Treatment Plan</i> (Pengolahan Air Bersih) Reconditioned <i>Water Treatment Plan</i> (Clean Water Treatment)	142,64	-	-
Perluasan dan Pembangunan TPS B3 Baru Expansion and Development of New TPS B3	22,97	-	-
Pembelian dan Pemasangan <i>Sewage Treatment Plan</i> (Pengolahan Limbah Domestik) Purchase and Installation of <i>Sewage Treatment Plan</i> (Domestic Waste Treatment)	-	105,00	-
Pembelian dan Pemasangan <i>Incinerator</i> (Pengolahan Limbah B3) Purchase and Installation of <i>Incinerator</i> (B3 Waste Treatment)	-	-	4.552,50

Penggunaan Material Ramah Lingkungan

Pada produk utama yang dijual oleh Perseroan belum mengandung material ramah lingkungan tersertifikasi. Namun demikian, tahapan proses produksi senantiasa dipantau dan dipastikan telah memenuhi kepatuhan

Use of Environmentally Friendly Materials

The main products sold by the Company does not contain certified environmentally friendly materials. However, the stages of the production process are constantly monitored and ensured to meet environmental

lingkungan dan tidak mencemari lingkungan. Pada tahapan proses produksi, beberapa material didaur ulang dan digunakan kembali, serta telah melalui proses yang sudah lebih ramah lingkungan.

compliance and do not pollute the environment. At the stage of the production process, some materials are recycled and reused, and have gone through a process that has been more environmentally friendly.



Limbah plastik didaur ulang untuk digunakan kembali (diproses ulang untuk injeksi bahan pembuatan plastik kembali).

Plastic waste is recycled for reuse (reprocessed for injection of plastic-making materials again).

Kemasan material perekat (*adhesive*) digunakan kembali untuk isi ulang bahan *adhesive*.

Adhesive material packaging is reused for refilling adhesive materials.

Penggantian material TCE (*trichloro ethiline*) untuk pencucian *end plate* dengan menggunakan material ramah lingkungan.

Replacement of TCE (*trichloro ethiline*) material for *end plate* washing using environmentally friendly materials.

Jumlah Penggunaan Energi [302-1]

Penggunaan energi dari berbagai sumber digunakan untuk menunjang kegiatan operasional Perseroan. Pengelolaan dan penggunaan energi di Perseroan diawasi oleh bagian Divisi Safety, Health, and Environment (SHE). Penggunaan mesin-mesin berteknologi tinggi dalam kegiatan produksi Perseroan tentunya membutuhkan dukungan energi yang cukup besar. Namun demikian, mengoptimalkan penggunaan energi secara efektif dan efisien sekaligus dapat berkontribusi pada reduksi emisi. Upaya-upaya efisiensi energi yang sudah diterapkan di lingkungan kerja, antara lain:

- Mengoptimalkan penghematan listrik dengan cara pengaturan jam kerja produksi untuk mengurangi operasional mesin produksi yang berkapasitas besar disaat waktu beban puncak tarif pemakaian listrik;
- Mengoptimalkan pemakaian listrik dengan penggunaan inverter pada mesin produksi yang menggunakan motor listrik berkapasitas besar;
- Mengoptimalkan pemakaian listrik dengan penggantian motor listrik atau pemilihan mesin baru dengan menggunakan servo motor;
- Mengganti lampu dari model lampu pijar atau neon dengan menggunakan lampu hemat energi (model LED);

Number of Energy Uses [302-1]

The use of energy from various sources is used to support the Company's operational activities. The management and use of energy in the Company is supervised by the Department of Safety, Health, and Environment (SHE). The use of high-tech machines in the Company's production activities certainly requires considerable energy support. However, optimizing energy consumption effectively and efficiently can contribute to emission reduction. Energy efficiency efforts that have been implemented in the work environment, among others:

- Optimizing electricity savings by adjusting production working hours to reduce the operation of large capacity production machines during peak load times of electricity usage fare;
- Optimizing electricity consumption with the use of inverters in production machines that use large capacity electric motors;
- Optimizing electric consumption with electric motor replacement or selection of new engines by using servo motor;
- Replacing the lamps from incandescent or fluorescent light models to energy-saving lamps (LED model);

- Mengoptimalkan penghematan listrik dengan pemasangan *automatic sensor on-off* untuk lampu ruangan.

Selain itu, Perseroan juga melakukan upaya efisiensi energi yang dibutuhkan untuk memproduksi produk, antara lain:

- Mengoptimalkan penghematan gas dan listrik dengan substitusi material *adhesive* yang menggunakan oven berbahan bakar gas (*oven curing*) dengan menggunakan material *adhesive* yang bersifat *non-curing* (tanpa menggunakan oven listrik);
- Mengurangi jam operasional *incinerator* yang menggunakan bahan bakar gas dan listrik dengan cara mengalihkan beberapa material untuk dibuang ke pengelola limbah berizin. Upaya ini dilakukan berdasarkan pertimbangan penghitungan perbandingan biaya operasional pengolahan material limbah dengan menggunakan *incinerator* dibandingkan dengan biaya pembuangan dengan pengelola limbah berizin.

- Optimize power savings with automatic on-off sensor installation for room lights.

In addition, the Company also makes energy efficiency efforts needed to produce products, which among others include:

- Optimizing gas and electricity savings by substitution of adhesive materials using gas-fired ovens (*oven curing*) by using adhesive materials that are non-curing (without the use of electric oven);
- Reduce incinerator operating hours using gas and electricity by diverting some materials for disposal to licensed waste managers. This effort is carried out based on the consideration of calculating the comparative operational cost of processing waste materials using incinerator compared to disposal costs with licensed waste manager.

Jenis Energi Dimanfaatkan dan Sumbernya

Types of Energy Utilized and Their Sources

Energi yang Digunakan Energy Used	Sumber Source
Listrik Electricity	PLN State-Owned Electricity Corporation
Diesel	Pemasok swasta (Apex Indo Pasifik/Baria Bulk Terminal) Private Supplier (Apex Indo Pacific/Baria Bulk Terminal)

Perhitungan Jumlah Penggunaan Energi

Calculation of Total Energy Use [302-1]

Tahun Year	Listrik Electricity		Gas elpiji LPG		BBM		Total
	kWh	GJ	MMBTU	GJ	Liter	GJ	
2020	8.888.460	31.998	89.256	94.171	26.053	1.047	127.216
2019	9.853.100	35.471	104.032	104.032	38.084	1.531	141.034
2018	10.510.070	37.836	102.422	102.422	57.389	2.306	142.565

Beberapa upaya efisiensi energi yang dilakukan Perseroan berhasil menurunkan rata-rata penggunaan energi tiap bulannya di tahun 2020 dibandingkan tahun 2019, yakni sebesar 9,80%. Secara umum, rata-rata penggunaan energi tiap bulannya pada tahun 2020

Several energy efficiency efforts undertaken by the Company managed to reduce the average energy usage per month in 2020 compared to 2019, which is 9.80%. In general, the average monthly energy usage in 2020 was 10,601.33 GJ, while in 2019 the average monthly energy

adalah sebesar 10.601,33 GJ, sedangkan pada tahun 2019 rata-rata penggunaan energi tiap bulannya mencapai 11.752,81 GJ.

usage reached 11,752.81 GJ.

INTENSITAS ENERGI

ENERGY INTENSITY [302-3]

Intensitas Energi Digunakan

Energy Intensity Used [302-3]

Keterangan Description	Satuan Unit	2020	2019	2018
Jumlah Penggunaan Listrik Total Electricity Usage	kWh	8.888.460	9.853.100	10.510.070
Jumlah Pemakaian BBM Total Fuel Usage	Liter Litre	26.053	38.084	57.389
Jumlah Pemakaian Gas Total Gas Usage	MMBTU	89.256	104.032	102.422
Jumlah produksi Total production	Pcs	43.600.194	52.061.000	52.545.000
Intensitas Penggunaan Listrik Intensity of Electricity Usage	kWh/Pcs	0,20386	0,18926	0,20002
Intensitas Penggunaan BBM Intensity of Fuel Usage	Liter/Pcs Litre/Pcs	0,00060	0,00073	0,00109
Intensitas Penggunaan Gas Intensity of Gas Usage	MMBTU/Pcs	0,00205	0,00200	0,00195

Terdapat peningkatan pada hasil perhitungan intensitas penggunaan energi listrik dan gas pada tahun 2020 yang disebabkan oleh penurunan hasil produksi akibat pengaruh dari pandemi COVID-19. Meski demikian, Perseroan mencatat penurunan intensitas penggunaan BBM solar pada tahun 2020 yang disebabkan oleh pengurangan penggunaan genset dan operasional oven yang menggunakan bahan bakar solar.

Perseroan juga berupaya mengurangi energi untuk proses produksi melalui penghematan gas dan listrik dengan mengganti material *adhesive* yang menggunakan oven berbahan bakar gas (*oven curing*) dengan menggunakan material *adhesive* yang bersifat *non-curing* (tanpa menggunakan oven listrik). Selain itu, Perseroan mengurangi jam operasional alat pengolahan material limbah (*incinerator*) yang menggunakan bahan bakar gas dan listrik dengan mengalihkan beberapa material diserahkan kepada pengelola limbah berizin. Berbagai upaya ini berhasil mengurangi penggunaan gas sebesar 14.776 MMBTU dan listrik sebesar 964.640 kWh dibandingkan tahun 2019.

There is an increase in the calculation of the intensity of electricity and gas use in 2020 caused by a decrease in production due to the influence of the COVID-19 pandemic. Nevertheless, the Company recorded a decrease in the intensity of solar fuel use in 2020 caused by the reduction in the use of generator sets and the operation of ovens using diesel fuel.

The Company also strives to reduce energy for the production process through gas and electricity savings by replacing adhesive materials that use gas-fired ovens (*curing ovens*) using adhesive materials that are non-curing (without the use of electric ovens). In addition, the Company reduces the operating hours of waste material treatment equipment (*incinerators*) that use gas and electricity by transferring some materials submitted to licensed waste managers. These efforts managed to reduce gas usage by 14,776 MMBTU and electricity by 964,640 kWh compared to 2019.

Keanekaragaman Hayati

Wilayah operasional beserta pabrik Perseroan berada di pusat industri, sehingga tidak berada di sekitar atau berdekatan dengan area yang dilindungi atau yang memiliki keanekaragaman hayati tinggi. Jalur distribusi produk Perseroan melalui darat, laut, dan udara juga tidak bersinggungan langsung dengan area yang dilindungi. Namun demikian, Perseroan tetap mendukung upaya konservasi keanekaragaman hayati di sekitar lokasi operasional maupun di kawasan lainnya melalui beberapa program lingkungan hidup, yaitu:

Biodiversity

The Company's operational areas and factories are located in the industrial center, so they are not located around or adjacent to protected areas or that have high biodiversity. The Company's product distribution channels by land, sea, and air also do not directly intersect with protected areas. Nevertheless, the Company continues to support biodiversity conservation efforts around operational sites and other areas through several environmental programs, namely:



Tahun 2018 | Year of 2018

- Pembuatan dan pemasangan tambat apung di Pulau Sangiang, Anyer.
Providing and installation of Mooring Buoy at Sangiang Island, Anyer.
- Pemberian Mesin Pencacah Plastik dan partisipasi sebagai Relawan dalam Acara World Clean-Up Day pada 15 September 2018, Indonesia Jakarta - Pulo Gebang.
Donation of Plastic Shredder Machine and participation as Volunteer in World CleanUp Day Event on 15 September 2018, Indonesia, Jakarta Spot - Pulo Gebang.
- Pembangunan sanitasi, tower penampungan air laut, dan penyediaan diesel penyedotan air laut di Penetasan Telur Penyu, Pangumbahan, Ujung Genteng, Sukabumi.
Sanitation construction, seawater storage towers, and the provision of sea water suction diesel machine in Turtle Hatchery, Pangumbahan, Ujung Genteng, Sukabumi.
- Sumbangan berupa alat kebersihan, tanki air, dan beberapa kebutuhan pokok warga setempat, serta pembersihan dan penanaman 100 pohon di area sungai Cisadane.
Donations of cleaning equipment, water tank, some basic needs for local residents, as well as cleaning and the planting of 100 trees surrounding the area of the Cisadane river.



Tahun 2019 | Year of 2019

- Penanaman 1.500 bibit pohon menggunakan konsep agroforestri di Desa Cikadut - Bandung, Jawa Barat, bekerja sama dengan Yayasan Odesa Indonesia.
Planting around 1,500 tree seeds using agroforestry concepts in Cikadut Village - Bandung, West Java, in partnership with Yayasan Odesa Indonesia.
- Pembangunan rumah kaca untuk tanaman hidroponik di Pondok Pesantren Miftahul Huda Al Husaeni, Bitung - Tangerang.
Construction of green house for hydroponic plants at Islamic Boarding School Miftahul Huda Al Husaeni, Bitung - Tangerang.



Tahun 2020 | Year of 2020

- Donasi atas kebakaran hutan di Australia.
Donation for forest fires in Australia.
- Perawatan 1.515 pohon sebagai jalur hijau di lingkungan operasional Perseroan.
Maintenance of 1,515 trees as green lines in the Company's operational environment.

Secara khusus, pada tahun 2020 Perseroan telah mengeluarkan biaya lingkungan yang terdiri atas Rp23,3 juta biaya tanggung jawab Perseroan (CSR) di bidang lingkungan dan Rp161,2 juta untuk biaya pelestarian lingkungan di area Perseroan.

Emisi

Perseroan menghasilkan emisi gas rumah kaca (GRK), yaitu CO₂ yang berasal dari kegiatan langsung dan tidak langsung. Kegiatan langsung berupa penggunaan pembangkit listrik tenaga diesel, yakni dihitung berdasarkan jumlah solar yang digunakan. Kegiatan tidak langsung berasal dari penggunaan listrik pabrik, yakni dihitung berdasarkan kWh listrik yang digunakan.

Sepanjang tahun 2020, Perseroan telah menghitung pengeluaran emisi dari pabrik dan kantor pusat sebesar 7.920 Ton CO₂-eq, menurun 10,81% dibandingkan tahun sebelumnya. Berbagai upaya penghematan energi yang dilakukan Perseroan, sebagaimana tercantum pada program efisiensi dan reduksi konsumsi energi dan pengurangan pada energi yang dibutuhkan untuk produk dan jasa, telah berhasil mengurangi emisi GRK yang dihasilkan dari tahun ke tahun.

In particular, in 2020 the Company has incurred environmental costs consisting of Rp23.3 million of the Company's responsibility (CSR) in the environmental sector and Rp161.2 million for environmental conservation costs in the Company's area.

Emission

The Company produces greenhouse gas (GHG) emissions, namely CO₂ derived from direct and indirect activities. Direct activities in the form of the use of diesel power plants, which is calculated based on the amount of diesel used. Indirect activities come from the use of factory electricity, which is calculated based on the kWh of electricity used.

Throughout 2020, the Company has calculated emissions expenditures from factories and head offices of 7,920 Tons of CO₂-eq, a decrease of 10.81% compared to the previous year. Various energy saving efforts undertaken by the Company, as stated in the energy consumption efficiency and reduction program and reduction in energy needed for products and services, have succeeded in reducing GHG emissions produced from year to year.

Emisi Gas Rumah Kaca (GRK) Langsung

Direct Greenhouse Gas (GHG) Emissions [305-1]

Sumber Emisi Emission Sources	Satuan Unit	2020	2019	2018
Penggunaan Listrik Electricity Usage	Ton CO ₂ -eq	7.920	8.779	9.364
Penggunaan Solar Solar Usage	Ton CO ₂ -eq	69	101	152

Intensitas Emisi Gas Rumah Kaca (GRK)

Greenhouse Gas (GHG) Emission Intensity [305-4]

Keterangan Description	Satuan Unit	2020	2019	2018
Emisi yang dihasilkan Emissions generated	Ton CO ₂ -eq	7.988	8.880	9.516
Jumlah produksi Total production	Pcs	43.600.194	52.061.000	52.545.000
Intensitas emisi Emission intensity	Ton CO ₂ -eq/Pcs	0,000183	0,000171	0,000181

Limbah

Limbah yang ditimbulkan Perseroan berasal dari kegiatan produksi suku cadang dan aksesoris mobil berupa limbah cair (efluen), limbah padat B3, dan limbah padat non-B3. Pengelolaan limbah telah sesuai dengan peraturan pemerintah dan dilakukan di bawah tanggung jawab Divisi General Affairs (GA) & Learning Center (LC), Departemen Environment Management System. Unit usaha Perseroan telah memiliki instalasi pengolahan limbah untuk memastikan limbah yang keluar pabrik tidak berbahaya bagi lingkungan dan melaksanakan operasional pengelolaan limbah sesuai izin yang berlaku. Pemantauan pengangkutan limbah dari bahan berbahaya dan beracun (B3) dilakukan secara daring melalui situs web 'Siraja Limbah' dengan manifes elektronik (Festronik), maupun secara manual. Perseroan juga melakukan audit dan/atau evaluasi terhadap pemasok untuk memastikan agar pengelolaan limbah dan efluennya sesuai dengan peraturan yang berlaku. [306-1]

Secara khusus, Perseroan mengolah limbah B3 dengan cara disimpan di tempat penyimpanan sementara (TPS) B3 yang berizin dan sesuai dengan Peraturan Menteri Lingkungan Hidup. Selanjutnya, pengolahan limbah B3 dilakukan melalui dua cara, yakni penyerahan kepada pihak ketiga dan pengolahan secara mandiri. Limbah oli, pelarut, dan *sludge* dikelola oleh pihak ketiga yang memiliki izin dari Kementerian Lingkungan Hidup. Limbah residu proses produksi, kertas, dan *reject filter* diolah mandiri dengan proses insinerasi atau pembakaran dengan suhu di atas 800°C. Perseroan memiliki *reciprocating incinerator* yang dapat digunakan untuk pengolahan limbah secara berkala dengan penggunaan bahan bakar dan produksi polusi yang minimal. Selanjutnya, abu hasil pembakaran ditampung di TPS B3 untuk kemudian diserahkan kepada pihak ketiga pengangkut (*transporter*) dan pengolah limbah B3 berizin. [306-2]

Perseroan menyerahkan limbah non-B3 melalui pihak ketiga atau pengepul untuk dilakukan pengolahan. Limbah cair (efluen) yang dihasilkan dari kegiatan produksi (proses pengecatan) dilakukan menggunakan

Waste

The waste caused by the Company comes from the production of car parts and accessories in the form of liquid waste (effluent), B3 solid waste, and non-B3 solid waste. Waste management is in accordance with government regulations and is carried out under the responsibility of the Division of General Affairs (GA) & Learning Center (LC), Department of Environment Management System. The Company's business unit already has a waste treatment plant to ensure that the waste that comes out of the plant is not harmful to the environment and carry out waste management operations in accordance with applicable permits. Monitoring of the transportation of waste from hazardous and toxic materials (B3) is conducted online through the website 'Siraja Limbah' with an electronic manifest (Festronik), or manually. The Company also conducts audits and/or evaluations of suppliers to ensure that waste and efficiency management is in accordance with applicable regulations. [306-1]

In particular, the Company processes B3 waste by storing it in licensed temporary storage (TPS) B3 and in accordance with the Regulation of the Minister of Environment. Furthermore, B3 waste treatment is carried out through two ways, namely submission to third parties and processing independently. Waste oil, solvents, and *sludge* are managed by third parties licensed by the Ministry of Environment. Waste residues of the production process, paper, and *reject filters* are self-processed by incineration or combustion processes with temperatures above 800°C. The Company has a *reciprocating incinerator* that can be used for periodic waste treatment with minimal fuel use and pollution production. Furthermore, the combustion ash is accommodated in TPS B3 to then be handed over to third party transporters and licensed B3 waste processors. [306-2]

The Company delivers non-B3 waste through third parties or collectors for processing. Liquid waste (effluent) resulting from production activities (painting process) is carried out using Waste Water Treatment (WWT) with

Waste Water Treatment (WWT) dengan metode pengolahan koagulasi dan flokulasi. Setiap bulannya, Perseroan memeriksa kualitas air (pH) untuk memastikan aman dan tidak merusak lingkungan ketika dibuang ke sungai. Perseroan memastikan limbah air telah terpisah dari lumpur yang akan diolah secara terpisah melalui mesin press dan disimpan di TPS B3 untuk selanjutnya diserahkan kepada pihak ketiga. [306-1, 306-2]

Di sisi lain, pengolahan limbah cair domestik dilakukan menggunakan Sewage Treatment Plan (STP) dengan menggunakan bakteri secara aerob dan anaerob yang menghasilkan lumpur dan air limbah. Lumpur hasil proses STP dikelola oleh pihak ketiga penyedia jasa sedot lumpur dan air limbah akan dilakukan pengecekan kualitasnya sebelum dilepaskan ke aliran sungai.

Sepanjang tahun 2020, Perseroan menghasilkan 112,8 ton limbah B3 dan 4.332,07 ton limbah non-B3, dengan intensitas limbah B3 sebesar 2,58 gram/unit produksi serta intensitas limbah non-B3 sebesar 99,34 gram/unit produksi.

coagulation and flocculation processing methods. Every month, the Company checks water quality (pH) to ensure it is safe and does not damage the environment when discharged into the river. The Company ensures that wastewater has been separated from the sludge that will be processed separately through a press machine and stored in TPS B3 to be handed over to third parties. [306-1, 306-2]

On the other hand, domestic liquid waste treatment is carried out using Sewage Treatment Plan (STP) using aerobic and anaerobic bacteria that produce sludge and wastewater. STP process sludge managed by third party providers of mud and wastewater suction services will be checked for quality before being released into the river.

Throughout 2020, the Company produced 112.8 tons of B3 waste and 4,332.07 tons of non-B3 waste, with B3 waste intensity of 2.58 grams/production unit and non-B3 waste intensity of 99.34 grams/production unit.

Volume Limbah

Waste Volume [306-3] [306-4]

Keterangan Description	Satuan Unit	Metode Pengelolaan Management Methods	2020	2019	2018
Limbah B3 B3 Waste					
Sludge	Ton	Dikumpulkan kemudian dikirim ke pihak ketiga yang memiliki izin Collected and then sent to a third party with permission	73,6	55,8	N/A
Pelarut Solvent	Ton	Dikumpulkan kemudian dikirim ke pihak ketiga yang memiliki izin Collected and then sent to a third party with permission	39,2	25,6	N/A
Limbah Non-B3 Non-B3 Waste					
Plat Besi Iron Plate	Kg	Dijual ke pengepul Sold to collectors	3.651.810	4.994.680	5.849.720
Duplex	Kg	Dijual ke pengepul Sold to collectors	73.080	52.940	84.010

Volume Limbah

Waste Volume [306-3] [306-4]

Keterangan Description	Satuan Unit	Metode Pengelolaan Management Methods	2020	2019	2018
Sampah Doos Doos Trash	Kg	Dijual ke pengepul Sold to collectors	147.300	148.730	171.870
Kertas sisa non-woven Non-woven waste paper	Kg	Dijual ke pengepul Sold to collectors	57.800	75.940	33.240

Catatan | Notes:

Peningkatan jumlah sludge diakibatkan oleh frekuensi pengurasan yang lebih sering.
Increased number of sludge due to more frequent drain frequency.

Perseroan juga berupaya mengurangi timbulan limbah melalui pembatasan penggunaan plastik sekali pakai dan kertas melalui penggunaan kertas bekas untuk keperluan kantor, serta sosialisasi dan kampanye penggunaan botol air minum (*tumbler*) dan kotak makanan untuk meminimalkan penggunaan plastik sekali pakai. Selain itu, Perseroan memaksimalkan penggunaan bahan baku untuk mengurangi timbulan limbah padat non-B3, salah satunya logam (aluminium, besi, dan baja) yang sebagian dijual kembali untuk didaur ulang oleh pengepul. [306-2]

Air

Perseroan menggunakan air dari sumber pihak ketiga Aetra (perusahaan air minum swasta) dan sumber air tanah. Pasokan air tersebut digunakan untuk memenuhi kebutuhan proses produksi, pengelolaan limbah padat yang menggunakan *incinerator*, proses pencucian dari kegiatan produksi untuk kegiatan pengecatan, *cooling tower* dalam proses pendinginan mesin produksi, pencucian wadah plastik fasilitas produksi, serta keperluan Mandi Cuci Kakus (MCK) karyawan.

Sepanjang tahun 2020, terdapat peningkatan penggunaan air yang disebabkan oleh penambahan sepuluh titik wastafel untuk cuci tangan dalam rangka meminimalkan penyebaran virus COVID-19, peningkatan penggunaan air di kantor Sales dan Pos sejak Februari 2020, peningkatan penggunaan air di kantin sejak April 2020, serta kebutuhan air untuk operasional *incinerator* pengelolaan limbah padat.

Jumlah Konsumsi Air

Total Water Consumption

Keterangan Description	Satuan Unit	2020	2019	2018
Konsumsi Air Kantor Pusat dan Fasilitas Produksi Head Office Water Consumption and Production Facilities	m ³	38.889	17.302	N/A

The Company also strives to reduce waste from limiting the use of single-use plastics and paper through the use of used paper for office purposes, as well as socialization and campaigns for the use of drinking water bottles (*tumblers*) and food boxes to minimize the use of single-use plastics. In addition, the Company maximizes the use of raw materials to reduce the occurrence of non-B3 solid waste, one of which is metal (aluminum, iron, and steel) that is partially resold for recycling by collectors. [306-2]

Water

The Company uses water from third-party sources Aetra (private drinking water companies) and groundwater sources. The water supply is used to meet the needs of the production process, solid waste management using incinerators, washing process from production activities for painting activities, cooling tower in the process of cooling production machinery, washing plastic containers production facilities, as well as the needs of public bathing, washing, and toilet facilities for employees.

Throughout 2020, there has been an increase in water use caused by the addition of ten sink points for hand washing in order to minimize the spread of the COVID-19 virus, increased water use at Sales and Post offices since February 2020, increased water use in the canteen since April 2020, and water needs for solid waste management incinerator operations.

KINERJA KEBERLANJUTAN SOSIAL

SOCIAL SUSTAINABILITY PERFORMANCE

Komitmen Layanan Setara kepada Pelanggan

Perseroan berkomitmen memberikan layanan setara kepada pelanggan dengan memastikan kualitas produk yang dihasilkan telah memenuhi standar, guna mencapai kepuasan pelanggan. Perseroan menerapkan sistem manajemen mutu terpadu sebagai bagian dari pengendalian kualitas produk terhadap konsumen, serta melaksanakan kegiatan proses produksi dan distribusi sesuai dengan standar internasional dan standar industri komponen otomotif, yaitu ISO/TS 16949.

Perseroan berkomitmen memenuhi standar mutu tertinggi melalui penerapan Sistem Manajemen Kualitas untuk memenuhi kebutuhan pelanggan dan konsumen. Sejak tahun 2018, Perseroan telah mendapatkan sertifikasi ISO 14001:2015 untuk lingkup Desain dan Pembuatan Filter (Udara, Oli, Bahan Bakar, Hidraulik), serta pemenuhan aspek kualitas sesuai standar ISO di seluruh area produksi. Upaya peningkatan nilai bagi pelanggan juga diwujudkan melalui Polis Asuransi Jaminan atas Produk utama Perseroan yang mencakup risiko terkait dengan produk Perseroan, misalnya risiko penarikan produk dari peredaran.

Remunerasi Pekerja

Perseroan memastikan remunerasi karyawan telah berada di atas standar upah regional dan peraturan yang berlaku. Pemberian upah karyawan di Kantor Pusat telah sesuai dengan aturan Upah Minimum Provinsi (UMP) DKI Jakarta Raya. Pemberian upah karyawan di Pabrik Kapuk mengikuti aturan Upah Minimum Sektoral Provinsi (UMSP) DKI Jakarta Raya dan karyawan di Pabrik Tangerang mengikuti aturan Upah Minimum Sektoral Kabupaten (UMSK) Tangerang.

Equal Service Commitment to Customers

The Company is committed to providing equal service to customers by ensuring the quality of products produced has met the standards, in order to achieve customer satisfaction. The Company implements an integrated quality management system as part of product quality control to consumers, as well as carrying out production and distribution process activities in accordance with international standards and automotive component industry standards, i.e. ISO/TS 16949.

The Company is committed to meeting the highest quality standards through the implementation of Quality Management System to meet the needs of customers and consumers. Since 2018, the Company has obtained ISO 14001:2015 certification for filter design and manufacture (Air, Oil, Fuel, Hydraulics), as well as the fulfillment of quality aspects in accordance with ISO standards throughout the production area. Efforts to increase value for customers are also realized through the Insurance Policy guarantee on the Company's main products that cover risks related to the Company's products, such as the risk of product withdrawal from circulation.

Employee Remuneration

The Company ensures that employee remuneration is above regional wage standards and applicable regulations. The provision of employee wages at the Head Office is in accordance with the rules of the Provincial Minimum Wage (UMP) of DKI Jakarta Raya. The awarding of employee wages at kapuk factory follows the rules of Provincial Sectoral Minimum Wage (UMSP) DKI Jakarta Raya and employees in Tangerang Factory follow the rules of Tangerang Sectoral Minimum Wage (UMSK).

Lingkungan Kerja Layak dan Aman

Untuk memastikan lingkungan kerja yang layak dan aman bagi karyawan, Perseroan memenuhi peraturan perundangan terkait kesehatan dan keselamatan kerja (K3) dan standar internasional yang berlaku, serta melakukan perbaikan berkelanjutan terhadap sistem manajemen dan kinerja K3 Perseroan. Perseroan juga melibatkan karyawan untuk ikut bertanggung jawab terhadap K3 anak buah dan pihak ketiga dalam kontrol mereka, serta wajib mempraktikkan cara bekerja yang aman. Perseroan juga menuangkan aspek K3 ke dalam *Key Performance Indicators* (KPIs) sehingga setiap personel memiliki tanggung jawab untuk berperan serta untuk mencapai target *zero accident*.

Upaya lainnya yang dilakukan Perseroan untuk memenuhi aspek K3 sepanjang tahun 2020 adalah:

1. Penyederhanaan lembar data keselamatan bahan (*Material Safety Data Sheet/MSDS*) dari pemasok yang bertujuan agar karyawan mengerti dan mengetahui tingkat bahaya dan cara penggunaan Alat Pelindung Diri (APD) yang sesuai.
2. Melakukan pengukuran suhu/kelembapan ruang yang bertujuan untuk mengetahui kelembapan udara sesuai dengan aturan Menteri Kesehatan.
3. Melakukan pengukuran kebisingan di area produksi untuk mengetahui kesesuaian tingkat kebisingan normal atau melampaui batas normal kebisingan (85 dB).
4. Melakukan pengukuran pencahayaan yang bertujuan untuk menjalankan salah satu faktor fisika untuk mencegah terjadinya kecelakaan kerja saat bekerja.
5. Melakukan pemeriksaan pipa gas yang bertujuan untuk mengetahui adanya kebocoran agar tidak terjadi ledakan di area kerja.

Pelatihan dan Pengembangan Kemampuan Karyawan

Kinerja Perseroan ditentukan oleh kualitas Sumber Daya Manusia (SDM) yang unggul. Perseroan berkomitmen untuk meningkatkan kualitas SDM agar tangguh dalam menghadapi tantangan saat ini maupun di masa depan, salah satunya melalui rangkaian program pendidikan dan pelatihan. Seluruh kegiatan pengembangan

Decent and Safe Working Environment

To ensure a decent and safe working environment for employees, the Company complies with laws and regulations related to occupational health and safety (K3) and applicable international standards, as well as making continuous improvements to the Company's K3 management system and performance. The Company also engages employees to take responsibility for K3 and third parties in their control and is obliged to practice safe working. The Company also pours aspects of K3 into *Key Performance Indicators* (KPIs) so that each personnel has a responsibility to participate to achieve zero accident targets.

Other efforts made by the Company to meet aspects of K3 throughout 2020 are:

1. Simplification of *Material Safety Data Sheet* (MSDS) from suppliers that aims to enable employees to understand and know the level of danger and how to use *Personal Protective Equipment* (PPE) appropriately.
2. To measure the temperature/humidity of the room that aims to determine the humidity of the air in accordance with the rules of the Minister of Health.
3. Perform noise measurements in the production area to determine the suitability of normal noise levels or exceed normal noise limits (85 dB).
4. Perform lighting measurements that aim to run one of the physical factors to prevent work accidents from performing while working.
5. Conducting gas pipeline inspections that aim to determine the presence of leaks so that there is no explosion in the work area.

Employee Training and Capability Development

The Company's performance is determined by the superior quality of Human Resources (HR). The Company is committed to improving the quality of human resources to be resilient in facing current and future challenges, one of which is through a series of education and training programs. All employee development

karyawan berada di bawah tanggung jawab ADR Learning Center yang menyediakan program pemenuhan kompetensi karyawan sesuai dengan kriteria jabatan, bagian, dan tanggung jawab pekerjaan masing-masing. Pada periode pelaporan 2020, Perseroan telah merealisasikan biaya pelatihan dan pengembangan SDM sebesar Rp164,17 juta.

Beberapa program pelatihan yang disediakan oleh Perseroan antara lain:

1. Program Pelatihan *Soft Skill*
Merupakan program pelatihan bersifat *soft skill* yang modul-modulnya telah disesuaikan dengan nilai inti dan budaya Perseroan yang ingin dibentuk dan dilakukan oleh karyawannya, yaitu *Adaptability*, *Commitment to Excellence*, dan *Collaborative*.
2. Program Pelatihan *Hard Skill*
Merupakan program pelatihan sesuai dengan standar ISO 9001:2015 dan IATF 16949:2016 yang dikhususkan untuk bagian-bagian tertentu sesuai dengan bidang kerja masing-masing.
3. Program Pelatihan Teknis
Merupakan program pelatihan yang bersifat otomasi untuk membekali karyawan, khususnya dari bagian Engineering, Maintenance, dan Produksi yang bertujuan untuk dapat mempermudah pekerjaan dengan melakukan perbaikan-perbaikan dalam semua aspek.
4. Program Pelatihan Kepemimpinan
Merupakan program pelatihan dengan kompetensi khusus guna menyiapkan kecakapan karyawan sebelum menduduki posisi-posisi tertentu, sehingga karyawan yang dipromosikan sudah siap sebelum menduduki posisi barunya.

Sepanjang tahun 2020, Perseroan telah melaksanakan 508 kali pelatihan yang diikuti oleh 3.418 peserta dengan rata-rata jam pelatihan sebesar 8,4 jam per karyawan per tahun. Perseroan beradaptasi untuk memberikan pelatihan dan pendidikan menghadapi tantangan di saat pandemi dengan memaksimalkan pelatihan melalui platform ADR Digital Learning. Platform ini menyediakan materi dengan berbagai fitur yang sangat kaya dengan 54 modul yang disajikan dalam bentuk artikel, gambar, video, dan soal-soal tes yang dirancang sedemikian rupa dengan konsep *gamifikasi*, dimana baru akan dapat naik

activities are under the responsibility of ADR Learning Center which provides employee competency fulfillment program in accordance with the criteria of their respective job titles, sections, and responsibilities. In the reporting period 2020, the Company has realized human resources training and development costs amounting to Rp164.17 million.

Some of the training programs provided by the Company include:

1. Soft Skill Training Program
A Soft Skill training program whose modules have been adapted to the core values and culture of the Company that want to be formed and carried out by its employees, namely *Adaptability*, *Commitment to Excellence*, and *Collaborative*.
2. Hard Skill Training Program
A training program in accordance with ISO 9001:2015 and IATF 16949:2016 standards that are specific to certain parts according to their respective fields of work.
3. Technical Training Program
An automation training program to equip employees, especially from Engineering, Maintenance, and Production that aims to facilitate the work by making improvements in all aspects.
4. Leadership Training Program
A training program with special competencies to prepare employee proficiency before occupying certain positions, so that the promoted employee is ready before occupying his new position.

Throughout 2020, the Company has conducted 508 training sessions attended by 3,418 participants with an average training hours of 8.4 hours per employee per year. The Company adapts to provide training and education to face challenges during the pandemic by maximizing training through the ADR Digital Learning platform. The platform provides material with a variety of very rich features with 54 modules presented in the form of articles, images, videos, and test questions designed in such a way as to the concept of *gamification*, which will only be able to rise to the level in the next learning

ke level pada modul pembelajaran selanjutnya, apabila telah mencapai nilai tertentu. Konsep pembelajaran online ini yang dapat diakses oleh karyawan Perseroan melalui ponsel masing-masing, sehingga dapat belajar kapan saja dan dimana saja.

Di sisi lain, untuk menyesuaikan kondisi pandemi pelatihan juga dilakukan menggunakan metode daring sebanyak 94 kali pelatihan kepada 1.026 karyawan, dengan demikian Perseroan turut mengurangi penggunaan kertas sebanyak 37.788 lembar, dengan perkiraan penggunaan kertas sebanyak 402 lembar pada tiap pelatihan.

module, when it has reached a certain value. This online learning concept that can be accessed by employees of the Company through their mobile phones, so that they can learn anytime and anywhere.

On the other hand, to adjust the pandemic conditions the training was also conducted using online methods as many as 94 times training to 1,026 employees, thus the Company also reduced the use of paper by 37,788 sheets, with an estimated paper usage of 402 pieces in each training.

Program Pengembangan Karyawan Tahun 2020

Employee Development Program 2020 [404-1]

Program Pelatihan Training Program	Jumlah karyawan yang mengikuti pelatihan Number of employees attending training		Jumlah Jam Pelatihan Number of Training Hours
	Pria Men	Wanita Women	
Soft skill	289	71	1.648
Hard skill	2.074	184	10.106
Technical	208	14	11.879
Leadership	567	11	5.144
Rata-rata jumlah jam pelatihan per karyawan per tahun Average number of training hours per employee per year			8,4

Selama bekerja di Perseroan, karyawan menjalani program pengembangan berjenjang dan mendapat pengalaman kerja yang membentuk kepemimpinan. Perseroan menyediakan *Management Development Program* (MDP) dan *Professional Development Program* (PDP) untuk mendorong karyawan memperoleh jenjang karir yang sesuai, serta mempersiapkan untuk pengisian posisi yang kosong. [404-2]

Kesehatan dan Keselamatan Kerja (K3)

Perseroan menerapkan sistem manajemen K3 (SMK3) serta regulasi yang berlaku sebagai dasar penerapan K3. SMK3 Perseroan mencakup seluruh area pabrik dan kantor. SMK3 mencakup seluruh karyawan (100%) pada seluruh tingkatan jabatan, dari operator sampai dengan kepala departemen. Divisi Safety, Health, and Environment (SHE) bertanggung jawab atas K3 di lingkungan Perseroan melalui upaya identifikasi risiko kerja dalam rangka mengurangi bahkan menghilangkan kecelakaan kerja. [403-1] [403-3]

During their work in the Company, employees undergo tiered development programs and gain work experience that forms leadership. The Company provides Management Development Program (MDP) and Professional Development Program (PDP) to encourage employees to obtain appropriate career paths, as well as prepare for the filling of vacant positions. [404-2]

Occupational Health and Safety (K3)

The Company implements the K3 management system (SMK3) as well as regulations that apply as the basis for the implementation of K3. SMK3 Company covers all factory and office areas. SMK3 covers all employees (100%) at all levels of office, from operator to head of department. The Safety, Health, and Environment (SHE) Division is responsible for K3 in the Company's environment through efforts to identify work risks in order to reduce and even eliminate work accidents.

[403-1] [403-3]

Perseroan memastikan seluruh jajaran manajemen dan staf menandatangani Komitmen K3L yang berisi:

- Mengeliminasi hal-hal yang dapat mengakibatkan kecelakaan, cedera dan penyakit akibat kerja, serta pencemaran lingkungan guna melestarikan alam dan penggunaan energi ke arah perbaikan yang berkelanjutan.
- Selalu mendukung program dan kebijakan K3L serta mensosialisasikan ke seluruh karyawan dan manajemen sesuai peraturan yang berlaku.

Perseroan memenuhi komitmen tersebut dengan membentuk Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) yang disahkan oleh Dinas Tenaga Kerja Provinsi Banten. P2K3 bertugas menerapkan dan menjalankan program-program K3 dalam mencegah kecelakaan dan penyakit akibat kerja. Pada tahun 2020 Perseroan mendapatkan Penghargaan P2K3 terbaik dari Dinas Tenaga Kerja Provinsi Banten.

The Company ensures that all management and staff sign the K3L Commitment which contains:

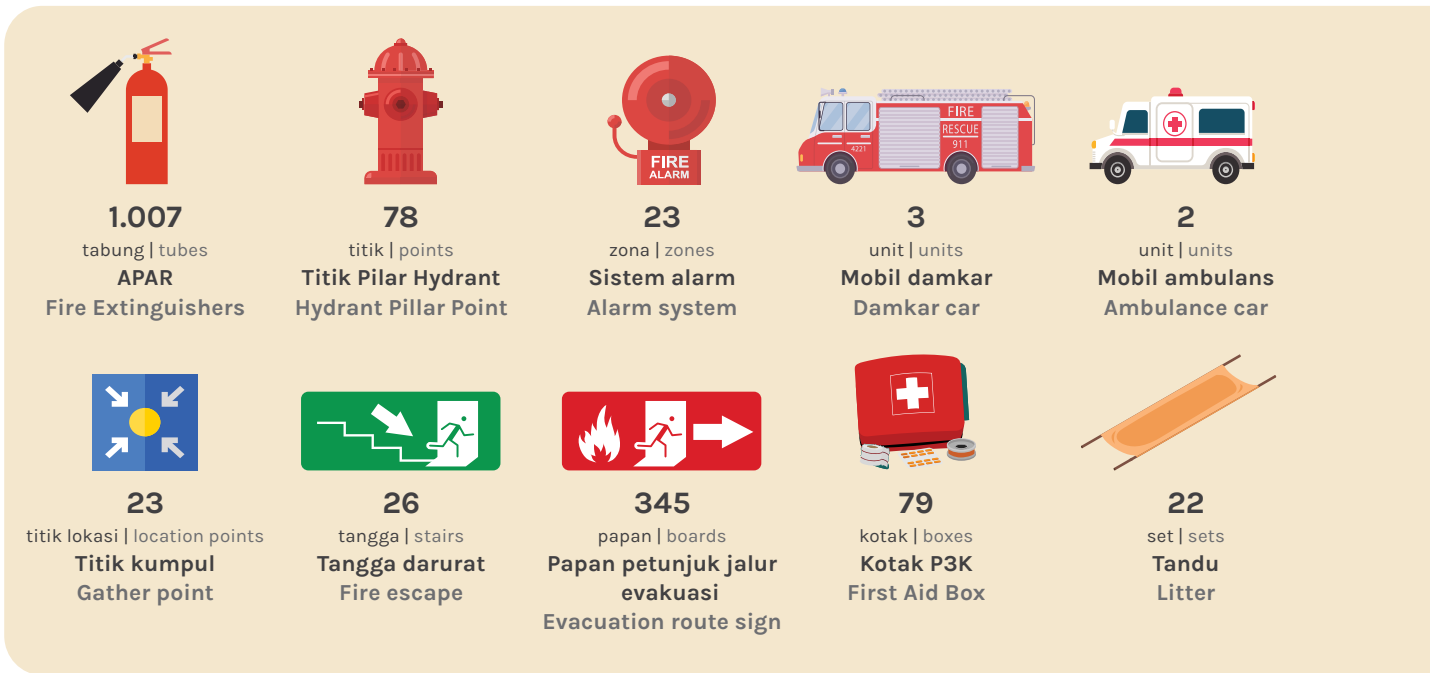
- Eliminating situations that can lead to accidents, occupational injuries and illnesses, as well as environmental pollution in order to preserve nature and energy use towards sustainable improvement
- Always supporting K3L programs and policies and socialize to all employees and management in accordance with applicable regulations.

The Company fulfilled this commitment by forming a Committee for Occupational Safety and Health (P2K3) authorized by the Banten Provincial Labor Office. P2K3 is tasked with implementing and implementing K3 programs in preventing accidents and occupational diseases. In 2020 the Company received the best P2K3 Award from the Banten Provincial Labor Office.



Perseroan memastikan kelengkapan fasilitas K3 bagi karyawan layak untuk digunakan, dengan melakukan peninjauan secara berkala dan segera mengganti atau memperbaiki apabila mengalami kerusakan. Perseroan memiliki:

The Company ensures the completeness of K3 facilities for employees is eligible for use, by conducting periodic reviews and immediately replacing or repairing when damaged. The Company has:



Sepanjang tahun, Perseroan secara aktif melaksanakan kegiatan-kegiatan terkait K3 seperti:

1. Bulan K3 dengan tema “Optimalisasi Kemandirian Masyarakat Berbudaya K3 pada Era Revolusi Industri 4.0 Berbasis Teknologi Informasi”;
2. *Safety Excellence*, yaitu pelatihan untuk memperkuat pemahaman kebijakan keselamatan pada karyawan setiap penerimaan karyawan atau staf baru;
3. Simulasi tanggap darurat, berupa latihan evakuasi, pertolongan korban kecelakaan, pemadaman api, dan pembersihan tumpahan B3 di area kerja;
4. Sosialisasi dan memperkuat aturan keselamatan berkendara, termasuk kepada mitra bisnis;
5. Peningkatan keterampilan karyawan dalam penerapan standar global *Safety to Win*, diantaranya pelatihan pemadam kebakaran, sertifikasi kepatuhan, dan pelatihan kesiapan tanggap darurat;
6. Pelatihan tim tanggap darurat untuk respon terhadap bencana alam;
7. Pemeriksaan sistem *hydrant*, *alarm*, dan alat pemadam api ringan (APAR);
8. Pemeriksaan pemadam kebakaran, ambulans, dan kotak P3K;

Throughout the year, the Company actively conducts K3-related activities such as:

1. K3 month with the theme of “Optimization of Self-Reliance of Cultured Society K3 in the Era of Industrial Revolution 4.0 Based on Information Technology”;
2. *Safety Excellence*, which is training to strengthen the understanding of safety policies in employees with every admission of new employees or staff;
3. Simulation of emergency response, in the form of evacuation exercises, accident victim assistance, fire suppression, and B3 spill cleaning in the work area;
4. Socialization and strengthening driving safety rules, including to business partners;
5. Improving employee skills in the implementation of global *Safety to Win* standards, including firefighting training, compliance certification, and emergency response readiness training;
6. Emergency response team training for response to natural disasters;
7. Inspection of hydrant systems, alarms, and light fire extinguishers (Fire Extinguishers);
8. Inspection of fire departments, ambulances and first aid box;

9. Pemeriksaan panel listrik, pipa gas, alat angkut-angkut, dan penangkal petir;
10. Safety Patrol (*unsafe action* dan *unsafe condition*) setiap tiga bulan sekali; dan
11. Pengecekan suhu tubuh dan penyemprotan disinfektan untuk mencegah penyebaran virus COVID-19.

9. Inspection of electrical panels, gas pipes, lift-carrying equipment, and lightning rods;
10. Safety Patrol (*unsafe action* and *unsafe condition*) every three months; and
11. Body temperature checks and disinfectant spraying to prevent the spread of the COVID-19 virus.



Pada peringatan Bulan K3 Nasional, Perseroan juga menyelenggarakan beberapa kegiatan sebagai berikut:

1. Perlombaan pemadaman api menggunakan karung basah dan Alat Pemadam Api Ringan (APAR).
2. Perlombaan pemadaman api menggunakan mobil pemadam kebakaran (damkar) yang dimiliki oleh Perseroan.
3. Perlombaan Pertolongan Pertama pada Kecelakaan (P3K).
4. Perseroan mendapatkan trofi atau penghargaan P2K3 terbaik dari Dinas Tenaga Kerja Provinsi Banten.

On the anniversary of National K3 Month, the Company also held several activities as follows:

1. Fire suppression competition using wet sacks and Light Fire Extinguishers.
2. Fire suppression competition using fire engines (damkar) owned by the Company.
3. First Aid Race in Accidents (First Aid).
4. The Company received the best P2K3 trophy or award from the Banten Provincial Labor Office.



Kegiatan-kegiatan tersebut bermanfaat untuk mengasah kemampuan personel K3 dan karyawan dalam menjaga keamanan dan keselamatan di lingkungan kerja. Upaya dan komitmen Perseroan terkait K3 tersebut telah mengantarkan pencapaian zero *fatality* di tahun 2020.

These activities are useful to hone the skills of K3 personnel and employees in maintaining safety and security in the work environment. The Company's efforts and commitments related to K3 have delivered the achievement of zero *fatality* in 2020.

Identifikasi Bahaya, Penilaian Risiko, dan Investigasi Insiden

Hazard Identification, Risk Assessment, and Incident Investigation [403-2]

Risiko Risk	Upaya Identifikasi, Penilaian, dan Pengelolaan Risiko serta Bahaya Kerja Efforts to Identify, Assess, and Manage Occupational Risks and Hazards	Penanggung Jawab Person In Charge	Pencapaian/Upaya Perbaikan Perseroan Achievements/Efforts to Improve the Company
Cedera dan Kematian Injury and Fatality	<ul style="list-style-type: none"> Membuat <i>Hazard Identification Risk Assessment & Determination Control (HIRADC)</i>, yakni formulir yang digunakan untuk mengidentifikasi risiko dan tingkat bahaya di area kerja sesuai dengan Standar Operasional Prosedur (SOP) ADR-SHE-SOP-016 (HIRADC). Create <i>Hazard Identification Risk Assessment & Determination Control (HIRADC)</i>, which is a form used to identify risks and hazard levels in the work area in accordance with Standard Operating Procedure (SOP) ADR-SHE-SOP-016 (HIRADC). Membuat Standar Operasional Prosedur (SOP) tanggap darurat sebagai langkah pencegahan apabila terjadi kebakaran dan keadaan darurat. Create Standard Operational Procedure (SOP) emergency response as a preventive measure in case of fire and emergency. Melakukan investigasi terkait kecelakaan kerja, kebakaran, maupun keadaan darurat. Conduct investigations related to work accidents, fires, or emergencies. 	<ul style="list-style-type: none"> SHE P2K3 Atasan Pekerja/ Karyawan Head/Person In Charge (PIC) of Employee 	<ul style="list-style-type: none"> Pelatihan K3 dasar & tanggap darurat bagi karyawan baru. Basic K3 training & emergency response for new employees. Pelatihan tanggap darurat P2K3. First aid emergency response training. Safety Briefing setiap minggu. Safety Briefing every week. Patroli K3L (<i>Unsafe Action & Unsafe Condition</i>). Patrol K3L (<i>Unsafe Action & Unsafe Condition</i>). Pemeriksaan panel listrik, hoist crane, dan forklift. Inspection of electrical panel, hoist crane, and forklift. Pemeriksaan kotak P3K & tandu. First aid check box & litter. Pengadaan rambu-rambu K3 (<i>safety sign</i>) di area kerja. Procurement of safety signs in the work area. Pelaksanaan simulasi tanggap darurat. Implementation of emergency response simulation.
Penyakit akibat kerja Occupational illness	<ul style="list-style-type: none"> Pengecekan kebisingan, pencahayaan, dan suhu area kerja. Noise checking, lighting, and work area temperature. Pengecekan alat kerja yang mengeluarkan api/cahaya. Checking work tools that emit fire/light. 	<ul style="list-style-type: none"> SHE P2K3 Atasan Pekerja/ Karyawan Head/Person In Charge (PIC) of Employee 	<ul style="list-style-type: none"> Pengadaan <i>Safety sign</i> Earmuff untuk mencegah berkurangnya intensitas pendengaran. Procurement of Earmuff safety sign to prevent reduced hearing intensity. Penambahan lampu di area yang insensitas pencahayaannya kurang, dengan berkoordinasi dengan Maintenance. The addition of lights in areas with less lighting sensitivity, by coordinating with Maintenance. Pengadaan kipas angin/blower dan ventilasi yang berfungsi untuk mengurangi suhu panas di area kerja. Procurement of fans or blowers and ventilation that serves to reduce the heat temperature in the work area. Pengadaan rambu dan APDacamata, kedok las, dan <i>face shield</i> di area pengelasan maupun penggerindaan. Procurement of signs and PPE glasses, welding cover, and face shield in areas for welding and grinding.

Pelatihan K3 untuk karyawan dan pekerja lainnya

K3 training for employees and other workers [403-5]

Pelatihan Training	Tanggal Pelaksanaan Implementation Date	Jumlah Peserta Number of Participants
Pelatihan K3 Dasar dan Tanggap Darurat (<i>emergency plan</i>) untuk karyawan Basic K3 Training and Emergency Plan for employees	Bulanan Monthly	91
Pelatihan K3 Dasar dan Tanggap Darurat (<i>emergency plan</i>) untuk karyawan baru Basic K3 Training and Emergency Plan for new employees	Bulanan Monthly	47
Pelatihan P2K3 Tim Tanggap Darurat Kebakaran dan Banjir P2K3 Training for Fire and Flood Emergency Response Team	Juli - Nopember 2020 July - November 2020	30
Pelatihan P2K3 Tim Tanggap Darurat Evakuasi dan P3K P2K3 Training Emergency Response Team Evacuation and First Aid	Juli - Nopember 2020 July - November 2020	34
Pelatihan P2K3 Tim Tanggap Darurat Tumpahan B3 P2K3 Training Emergency Response Team B3 Spill	Juli - Nopember 2020 July - November 2020	27
Pelatihan <i>Hazard Identification Risk Assessment Determining Control</i> (HIRADC) Hazard Identification Risk Assessment Determining Control (HIRADC) Training	18 Juni 2020 18 June 2020	25
Pelatihan <i>Safety Ridding</i> Ridding Safety Training	21 Februari 2020 21 February 2020	58

Kecelakaan Kerja

Work Accident [403-9]

Tingkat dan Jumlah Peristiwa Kecelakaan Kerja Level and Number of Work Accident Events				
No.	Keterangan Description	2020	2019	2018
Kegiatan Operasi Perseroan Company's Operations				
Karyawan Perseroan Employees of the Company				
1	Kecelakaan Kerja Work Accident			
	Ringan Light	130	167	154
	Berat Heavy	-	-	-
	Fatal	-	-	-
2	Injury Rate (IR)	1	1	1
3	Lost Day Rate (LDR)	20	46	32
4	Absentee Rate (AR)	80	45	35

Catatan | Notes:

Data kecelakaan kerja diperoleh dari Klinik Perseroan yang mencakup karyawan tetap dan tidak tetap/kontrak.
Work accident data obtained from the Company's Clinic which includes permanent and non-permanent employees/contracts.

Promosi Kesehatan Karyawan dan Pekerja Lainnya

[403-3] [403-6]

Perseroan menyediakan fasilitas kesehatan bagi semua karyawan berupa BPJS Kesehatan dan Ketenagakerjaan. Selain fasilitas tersebut, tersedia juga poliklinik dan fasilitas dokter perusahaan beserta ambulans untuk keadaan darurat. Fasilitas kesehatan bagi karyawan Perseroan dan Entitas Anaknya, terbagi menjadi:

Health Promotion of Employees and Other Workers

[403-3] [403-6]

The Company provides health facilities for all employees in the form of BPJS Health and Employment. In addition to these facilities, there are also polyclinics and corporate doctor facilities along with ambulances for emergencies. Health facilities for employees of the Company and its Subsidiaries, divided into:

Indonesia

Khusus untuk golongan karyawan staf ke atas, Perseroan bekerja sama dengan Rumah Sakit Siloam dalam melakukan *medical check-up* rutin. Perseroan juga mengalokasikan anggaran untuk biaya plafon rawat jalan bagi Golongan 4 sampai ke atas, sebagai berikut:

- Golongan 4, sebesar Rp5.250.000;
- Golongan 5, sebesar Rp6.750.000;
- Golongan 6, sebesar Rp10.500.000;
- Golongan 7, sebesar Rp15.000.000.

Khusus bagi Golongan 5 sampai ke atas, staf memperoleh fasilitas asuransi kesehatan dari Asuransi Sinarmas.

Luar Negeri

Karyawan entitas anak Perseroan yang berada di luar Indonesia, mendapatkan fasilitas kesehatan dari *Central Provident Fund* (CPF) dan *Social Security Organization* (SOSCO) atau Pertubuhan Keselamatan Sosial (PERKESO).

Perseroan juga menyediakan fasilitas Gelanggang Olahraga (GOR) dan pusat kebugaran (*gym/fitness center*) yang digunakan untuk melaksanakan kegiatan dan kompetisi olahraga ADR Cup, seperti sepak bola, bola voli, bola basket, badminton, dan tenis meja. Seluruh karyawan didorong untuk aktif berolahraga dan menjaga keseimbangan gaya hidup.

Indonesia

Especially for the group of staff employees and above, the Company cooperates with Siloam Hospital in conducting routine medical check-ups. The Company also allocates budgets for outpatient ceiling costs for Group 4 to above, as follows:

- Group 4, amounting to Rp5,250,000;
- Group 5, amounting to Rp6,750,000;
- Group 6, amounting to Rp10,500,000;
- Group 7, amounting to Rp15,000,000.

Especially for Group 5 and above, staff are eligible to obtain health insurance facilities from Sinarmas Insurance.

Overseas

Employees of the Company's subsidiaries located outside Indonesia, obtain health facilities from the Central Provident Fund (CPF) and the Social Security Organization (SOSCO) or the Social Safety Organization (PERKESO).

The Company also provides sports facilities (GOR) and fitness centers (*gym/fitness center*) used to carry out activities and competitions ADR Cup sports, such as football, volleyball, basketball, badminton, and table tennis. All employees are encouraged to actively exercise and maintain a balanced lifestyle.

Program Kesehatan Bagi Karyawan

Health Programs for Employees [403-6]

Keterangan Description	Jumlah Peserta Number of Participants		
	2020	2019	2018
Penyuluhan Counseling*			
Health Talk tentang Lower Back Pain Health Talk about Lower Back Pain	30	N/A	N/A
Health Talk tentang Cidera Mata Health Talk about Eye Injuries	31	N/A	N/A
Program Pengelolaan Penyakit Kronis (Prolanis) seperti Diabetes dan Hipertensi kerja sama dengan BPJS Kesehatan Chronic Disease Management Program (Prolanis) such as Diabetes and Hypertension in collaboration with BPJS Health	21	N/A	N/A

Program Kesehatan Bagi Karyawan

Health Programs for Employees [403-6]

Keterangan Description	Jumlah Peserta Number of Participants		
	2020	2019	2018
Pencegahan Precautions*			
Tes Infeksi Visual Asam Asetat (IVA) Acetic Acid Visual Infection Test (IVA)	32	N/A	N/A
Praktek Senam Yoga Lower Back Pain Lower Back Pain Yoga Practice	78	N/A	N/A
Pengobatan Treatment			
BPJS Kesehatan dan Ketenagakerjaan BPJS Health and Employment	2.657	2.925	2.928
BPJS dan Plafon Rawat Jalan BPJS and Outpatient Ceiling	315	320	308
BPJS, Plafon Rawat Jalan, dan Asuransi Sinarmas BPJS, Outpatient Ceiling, and Sinarmas Insurance	206	203	192
Central Provident Fund (CPF) dan Social Security Organization (SOSCO) Central Provident Fund (CPF) and Social Security Organization (SOSCO)	401	443	435

Catatan | Notes:

Kegiatan penyuluhan dan pencegahan terlaksana di tahun 2020.
New counseling and prevention activities conducted in 2020.

Di tengah pandemi COVID-19 saat ini, Perseroan fokus dalam menjaga karyawan agar tidak terpapar virus atau minimal memperkecil potensi penularan virus. Langkah ini dilakukan dengan melaksanakan pertemuan K3 tiap dua minggu sekali, baik secara *offline* maupun *online*, serta memperketat protokol kesehatan dengan cara pemeriksaan suhu sebelum karyawan masuk, himbuan menjaga jarak, dan pembagian masker kain bagi karyawan yang masih harus bekerja di kantor dan pabrik. Perseroan menyediakan fasilitas bagi karyawan yang terkonfirmasi positif COVID-19, yakni berupa fasilitas isolasi mandiri, pembayaran tes swab PCR, serta tetap membayarkan gaji secara penuh.

Perseroan telah menunjuk salah satu Direksi untuk membentuk Satuan Tugas (Satgas) Penanggulangan COVID-19 yang beranggotakan petugas P2K3 dari berbagai bagian. Satuan Tugas (Satgas) COVID-19 bertugas dalam pengawasan, pengendalian, penanggulangan dan antisipasi penyebaran virus dengan langkah-langkah nyata. Satuan Tugas (Satgas) Penanggulangan COVID-19 telah menerbitkan pedoman Standar Operasional Prosedur (SOP) yang berisi tentang penanganan antisipasi COVID-19.

In the midst of the current COVID-19 pandemic, the Company focuses on keeping employees from spreading the virus or at least minimizing the potential for virus transmission. This step is done by conducting K3 meetings every two weeks, both offline and online, as well as tightening health protocols by means of temperature checks before employees enter, urging keeping distance, and the distribution of cloth masks for employees who still have to work in offices and factories. The Company provides facilities for employees who have been positively confirmed by COVID-19, namely self-isolation facilities, pcr swab test payments, and still pay their salaries in full.

The Company has appointed one of the Directors to form a Task Force to Combat COVID-19 consisting of P2K3 officers from various parts. The COVID-19 Task Force is tasked with monitoring, controlling, tackling and anticipating the spread of the virus with concrete measures. The Task Force on COVID-19 has issued guidelines for Standard Operating Procedure (SOP) that contain the handling of COVID-19 anticipation.

Pemberdayaan Masyarakat

Keberadaan Perseroan dan kegiatan operasionalnya memiliki dampak positif dan negatif terhadap lingkungan masyarakat sekitar. Kegiatan Perseroan memberikan dampak ekonomi tidak langsung di lingkungan sekitar. Perseroan mempekerjakan 620 masyarakat di sekitar lokasi pabrik yang berlokasi di Indonesia, yang terdiri dari 570 karyawan tetap dan 50 karyawan tidak tetap. Secara keseluruhan, Perseroan dan Entitas Anak menyerap 3.582 tenaga kerja lokal.

[203-2]

Kegiatan operasional pabrik turut membuka kesempatan usaha bagi masyarakat setempat, seperti warung makan dan usaha penitipan sepeda motor. Perseroan turut membantu memfasilitasi 16 kios kantin untuk dikelola masyarakat. Di sisi lain, kegiatan pabrik menimbulkan kebisingan dan penurunan kualitas udara di lingkungan sekitar. Perseroan telah mengendalikan dan mengoordinasikan isu ini dengan Dinas Lingkungan Hidup melalui Laporan Upaya Pengelolaan dan Upaya Pemantauan Lingkungan (UKL-UPL) setiap enam bulan sekali.

Sebagai upaya untuk meningkatkan nilai bagi masyarakat yang ada di sekitar wilayah operasional dan meminimalkan dampak negatif, Perseroan melaksanakan kegiatan-kegiatan kemasyarakatan. Terdapat empat sektor program sosial dan pengembangan masyarakat, yaitu perbaikan akses dan kualitas pendidikan, kualitas layanan kesehatan, sosial, dan keagamaan. Keempat sektor ini telah dilaksanakan sesuai dengan kebutuhan masyarakat berdasarkan hasil dari penilaian atau survei ke target lokasi pelaksanaan pengembangan masyarakat yang dilaksanakan oleh masing-masing departemen dalam Perseroan.

Seiring dengan kondisi pandemi COVID-19 di tahun 2020, pelaksanaan kegiatan pengembangan masyarakat oleh Perseroan fokus pada pemberian bantuan kesehatan dan sosial-ekonomi bagi masyarakat sekitar yang terdampak. Di masa mendatang, Perseroan berencana untuk meneruskan pelaksanaan program pengembangan masyarakat dalam empat sektor yang telah dipetakan secara berkelanjutan.

Community Empowerment

The existence of the Company and its operational activities have a positive and negative impact on the surrounding community environment. The Company's activities have an indirect economic impact in the surrounding environment. The Company employs 620 people around the factory site located in Indonesia, consisting of 570 permanent employees and 50 non-permanent employees. Overall, the Company and its Subsidiaries absorbed 3,582 local workers. [203-2]

Factory operations also open business opportunities for local people, such as food stalls and motorcycle storage businesses. The Company also helped facilitate 16 canteen stalls for community management. On the other hand, factory activities cause noise and decreased air quality in the surrounding environment. The Company has controlled and coordinated this issue with the Environment Agency through the Environmental Management and Monitoring Efforts Report (UKL-UPL) every six months.

In an effort to increase value for the communities around the operational area and minimize the negative impact, the Company carries out community activities. There are four sectors of social programs and community development, i.e. improving access and quality of education, quality of health, social, and religious services. These four sectors have been implemented in accordance with the needs of the community based on the results of assessments or surveys to the target location of community development carried out by each department in the Company.

In line with the COVID-19 pandemic in 2020, the implementation of community development activities by the Company focuses on providing health and socio-economic assistance to the affected communities. In the future, the Company plans to continue the implementation of community development programs in four sectors that have been mapped sustainably.

Realisasi Dana Kegiatan Sosial dan Kemasyarakatan (dalam Jutaan Rupiah)

Realization of Social and Community Activities Fund (in Millions of Rupiah)



Program Pengembangan Masyarakat Tahun 2020

Community Development Program 2020



KESEHATAN | HEALTH

Kegiatan dan Penerima Manfaat | Activities and Beneficiaries :

- Donor darah rutin, bekerja sama dengan Palang Merah Indonesia.
Regular blood donations, in collaboration with the Indonesian Red Cross.
- Pengasapan lingkungan masyarakat sekitar untuk mencegah demam berdarah di area Tangerang.
Fogging in surrounding community environment to prevent dengue fever in the Tangerang area.
- Donasi 1.800 masker KN95 dan 200.000 masker melalui Badan Nasional Penanggulangan Bencana (BNPB).
Donation of 1,800 KN95 Face Mask and 200,000 Face Mask through The National Disaster Relief Agency (BNPB).



SOSIAL | SOCIAL

Kegiatan dan Penerima Manfaat | Activities and Beneficiaries :

- Donasi bantuan tangan palsu untuk karyawan Perseroan di Tangerang.
Donation of artificial limbs for the Company's Employees in Tangerang.
- Kampanye pembelian makanan untuk 4.468 ojek *online*, yang terdampak ekonominya selama pandemi COVID-19 dan untuk membantu usaha warung makanan kaki lima di wilayah Jabodetabek pada bulan Maret-Mei.
Campaign of "buy a food" for 4,468 of online drivers (ride-hailing drivers) which were affected economically during the COVID-19 pandemic and to help street food stalls in the Jabodetabek area in March-May.
- Pemberian 200 paket sembako kepada masyarakat di sekitar area pabrik Perseroan di Kapuk Kamal, Jakarta.
Donations of 200 packages of basic necessities for the communities neighboring the Company's Factory in Kapuk Kamal, Jakarta.
- Pemberian 140 paket sembako kepada Pekerja Penanganan Sarana dan Prasarana Umum (PPSU) di Kapuk Kamal, Jakarta.
Donations of 140 packages of basic necessities for Public Facility Maintenance Officer (PPSU) in Kapuk Kamal, Jakarta.
- Pemberian 157 paket sembako kepada masyarakat di area Tanah Pasir, Rawa Bebek, Jakarta.
Donations of 157 packages of basic necessities for the communities neighboring Tanah Pasir, Rawa Bebek, Jakarta.



KEAGAMAAN | RELIGION

Kegiatan dan Penerima Manfaat | Activities and Beneficiaries :

- Bantuan delapan (8) hewan kurban pada perayaan Idul Adha di Curug, Tangerang.
Eight (8) cattle donations during the Eid al Adha Festivities in Curug, Tangerang.
- Donasi berupa sumbangan dana dan bingkisan untuk acara Natal di Gereja Pantekosta Beth Eden, Jakarta Pusat.
Donation of funds and gifts for a Christmas Event at Beth Eden Pentecostal Church, Central Jakarta.

Mekanisme Pengaduan Masyarakat

Perseroan menunjuk penanggung jawab (Person In Charge/PIC) di Hubungan Industrial untuk menampung jika terdapat keluhan dan pengaduan masyarakat. Perseroan bekerja sama dengan aparat desa setempat untuk menangani pengaduan masyarakat secepatnya. Sepanjang tahun 2020, terdapat 1 (satu) pengaduan masyarakat terkait penyerapan tenaga kerja dari masyarakat sekitar. Pengaduan tersebut telah terselesaikan melalui musyawarah antara perwakilan manajemen dengan tokoh masyarakat sekitar untuk mencapai kesepakatan bersama.

Community Complaint Mechanism

The Company appoints a Person In Charge (PIC) in Industrial Relations to accommodate if there are complaints and public complaints. The Company cooperates with local village officials to handle community complaints as soon as possible. Throughout 2020, there are 1 (one) community complaint related to the absorption of labor from the surrounding community. The complaint has been resolved through deliberations between management representatives and local community leaders to reach a mutual agreement.



REFERENSI POJK NO.51/POJK.03/2017

REFERENCE OF POJK NO.51/POJK.03/2017

Laporan Keberlanjutan ini disusun sesuai dengan persyaratan dalam Lampiran-II Peraturan Otoritas Jasa Keuangan No.51/POJK.03/2017 tentang Penerapan Keuangan Berkelanjutan bagi Lembaga Jasa Keuangan, Emiten, dan Perusahaan Publik.

This Sustainability Report is prepared in accordance with the requirements in Appendix-II of the Financial Services Authority Regulation No.51/POJK.03/2017 concerning the Application of Sustainable Finance to Financial Services Institution, Issuer, and Publicly Listed Company.

Laporan Keberlanjutan memuat informasi mengenai: The Sustainability Report contains information about:		Halaman Page
1	Penjelasan Strategi Keberlanjutan Description of Sustainability Strategy	5
2	Ikhtisar Kinerja Aspek Keberlanjutan Sustainability Performance Highlight	3-4
3	Profil Singkat Brief Profile	
a	Visi, misi, dan nilai keberlanjutan Perusahaan Company vision, mission, and sustainability values	15
b	Nama, alamat, nomor telepon, nomor faksimile, alamat surat elektronik (e-mail), dan situs web LJK, Emiten, dan Perusahaan Publik, serta kantor cabang dan/atau kantor perwakilan Name, address, phone number, fax number, email address, and website of FSI, Issuer, and Public Company, as well as branch offices and/or representative offices	15-16
c	Skala usaha LJK, Emiten, dan Perusahaan Publik secara singkat Business scale of FSI, Issuer, and Public Company in brief	17-18
1	Total aset atau kapitalisasi aset, dan total kewajiban (dalam miliar rupiah); Total assets or asset capitalization, and total liabilities (in billions of rupiah);	17
2	Informasi mengenai karyawan; Information on employees;	17
3	Persentase kepemilikan saham (publik dan pemerintah); Percentage of share ownership (public and government);	18
4	Wilayah operasional. Operational area.	17
d	Penjelasan singkat mengenai produk, layanan, dan kegiatan usaha yang dijalankan Brief description of the products, services, and business activities	17
e	Keanggotaan pada asosiasi Membership in associations	16
f	Perubahan signifikan, antara lain terkait dengan penutupan atau pembukaan cabang, dan struktur kepemilikan Significant changes, among others those related to branch closure or opening, and ownership structure	16
4	Penjelasan Direksi memuat: Explanation of the Board of Directors contains:	
a	Kebijakan untuk merespon tantangan dalam pemenuhan strategi keberlanjutan Policy for responding to challenges in fulfilling the sustainability strategy	9-10

Laporan Keberlanjutan memuat informasi mengenai: The Sustainability Report contains information about:		Halaman Page
4	Penjelasan Direksi memuat: Explanation of the Board of Directors contains:	
	b Penerapan praktik keberlanjutan Implementation of sustainability practices	9-12
	c Strategi pencapaian target Target achievement strategy	10-12
5	Tata Kelola Keberlanjutan Sustainability Governance	
	a Uraian mengenai tugas bagi Direksi dan Dewan Komisaris, pegawai, pejabat dan/atau unit kerja yang menjadi penanggung jawab penerapan keuangan berkelanjutan Description of the duties of the Board of Directors and the Board of Commissioners, employees, officers and/or work units who are responsible for sustainable finance implementation	27
	b Penjelasan mengenai pengembangan kompetensi yang dilaksanakan terhadap anggota Direksi, anggota Dewan Komisaris, pegawai, pejabat dan/atau unit kerja yang menjadi penanggung jawab penerapan praktik keberlanjutan Explanation of competence development carried out on the members of the Board of Directors, members of the Board of Commissioners, employees, officers and/or work units responsible for sustainable finance implementation	27
	c Penjelasan mengenai prosedur LJK, Emiten, dan Perusahaan Publik dalam mengidentifikasi, mengukur, memantau, dan mengendalikan risiko atas penerapan keuangan berkelanjutan terkait aspek ekonomi, sosial, dan lingkungan hidup, termasuk peran Direksi dan Dewan Komisaris dalam mengelola, melakukan telaah berkala, dan meninjau efektivitas proses manajemen risiko LJK, Emiten, dan Perusahaan Publik Explanation of the procedures for FSI, Issuers, and Public Companies in identifying, measuring, monitoring and controlling risks for the sustainable finance implementation related to economic, social and environmental aspects, including the roles of the Board of Directors and Board of Commissioners in managing, conducting periodic evaluations and reviewing effectiveness of risk management process for FSI, Issuers, and Public Companies	34-37
	d Penjelasan mengenai pemangku kepentingan yang meliputi: Explanation of stakeholders that includes:	28-31
	1 Keterlibatan pemangku kepentingan berdasarkan hasil penilaian (assessment) manajemen, RUPS, surat keputusan atau lainnya; Stakeholder engagement based on management assessment, GMS, decision letter or other;	28
	2 Pendekatan yang digunakan LJK, Emiten, dan Perusahaan Publik dalam melibatkan pemangku kepentingan dalam penerapan keuangan berkelanjutan, antara lain dalam bentuk dialog, survei, dan seminar. Approaches used by FSI, Issuers, and Public Companies in engaging stakeholders in the sustainable finance implementation, including the dialogues, surveys and seminars.	28-31
	e Permasalahan yang dihadapi, perkembangan, dan pengaruh terhadap penerapan keuangan berkelanjutan Problems faced, development, and their impact on the sustainable finance implementation	32-34
6	Kinerja Keberlanjutan Sustainability Performance	
	a Penjelasan mengenai kegiatan membangun budaya keberlanjutan di internal LJK, Emiten, dan Perusahaan Publik Explanation regarding the activities of building a culture of sustainability in the internal FSI, Issuers, and Public Companies	5
	b Uraian mengenai kinerja ekonomi dalam 3 (tiga) tahun terakhir meliputi: Description of the economic performance in the last 3 (three) years includes:	
	1 Perbandingan target dan kinerja produksi, portofolio, target pembiayaan, atau investasi, pendapatan dan laba rugi dalam hal Laporan Keberlanjutan disusun secara terpisah dengan Laporan Tahunan; Comparison of targets and performance of production, portfolio, financing targets, or investment, income and profit or loss if the Sustainability Report is prepared separately from the Annual Report;	39-41
	2 Perbandingan target dan kinerja keberlanjutan Comparison of target and sustainability performance	40
	c Kinerja sosial dalam 3 (tiga) tahun terakhir: Social performance in the last 3 (three) years:	

Laporan Keberlanjutan memuat informasi mengenai: The Sustainability Report contains information about:		Halaman Page	
6	Kinerja Keberlanjutan Sustainability Performance		
	1	Komitmen LJK, Emiten, atau Perusahaan Publik untuk memberikan layanan atas produk dan/atau jasa yang setara kepada konsumen; Commitment of FSI, Issuer or Public Company to provide services for the equal product and/or services to customers;	56
	2	Ketenagakerjaan, paling sedikit memuat: Employment, including at least:	
		a. Pernyataan kesetaraan kesempatan bekerja dan ada atau tidaknya tenaga kerja paksa dan tenaga kerja anak; Statement of equality of employment opportunities and the presence or absence of forced labor and child labor;	25
		b. Persentase remunerasi pegawai tetap di tingkat terendah terhadap upah minimum regional; Percentage of permanent employee remuneration at the lowest level against regional minimum wage;	56
		c. Lingkungan bekerja yang layak dan aman; Proper and safe workplace;	57
		d. Pelatihan dan pengembangan kemampuan pegawai. Training and capabilities development for employees.	58-59
	3	Masyarakat, paling sedikit memuat: Community, at least contains:	
		a. Mekanisme dan jumlah pengaduan masyarakat yang diterima dan ditindaklanjuti; The mechanism and number of public complaints received and acted upon;	69
		b. TJSJ yang dapat dikaitkan dengan dukungan pada tujuan pembangunan berkelanjutan meliputi jenis dan capaian kegiatan program pemberdayaan masyarakat. Social and environmental responsibility that can be linked to support for sustainable development goals includes the types and achievements of community empowerment program activities.	67-69
	d	Kinerja Lingkungan Hidup bagi LJK, Emiten, dan Perusahaan Publik, paling sedikit memuat: Environmental Performance for FSI, Issuers, and Public Companies, including at least:	
	1	Biaya Lingkungan Hidup yang dikeluarkan; Environmental costs incurred;	47, 52
	2	Uraian mengenai penggunaan material yang ramah lingkungan, misalnya penggunaan jenis material daur ulang; Description of the use of environmentally friendly materials, for example the use of recycled materials;	47-48
	3	Uraian mengenai penggunaan energi, paling sedikit memuat: Description on the use of energy, including at least:	48-50
		a. Jumlah dan intensitas energi yang digunakan; Amount and intensity of the energy consumed;	50
		b. Upaya dan pencapaian efisiensi energi yang dilakukan termasuk penggunaan sumber energi terbarukan. Efforts and achievement of energy efficiency including the use of renewable energy sources.	49
	e	Kinerja Lingkungan Hidup bagi LJK, Emiten, dan Perusahaan Publik yang proses bisnisnya berkaitan langsung dengan Lingkungan Hidup, paling sedikit memuat: Environmental Performance for FSI, Issuers, and Public Companies whose business processes are directly related to the Environment, including at least:	
	1	Kinerja sebagaimana dimaksud dalam huruf d; Performance as intended in letter d;	47-50
	2	Informasi kegiatan atau wilayah operasional yang menghasilkan dampak positif dan dampak negatif terhadap Lingkungan Hidup sekitar terutama upaya peningkatan daya dukung ekosistem; Information on activities or operational areas that generate positive and negative impacts on the surrounding environment, especially efforts to increase the carrying capacity of ecosystem;	51
	3	Keanekaragaman hayati, paling sedikit memuat: Biodiversity, including at least:	

Laporan Keberlanjutan memuat informasi mengenai: The Sustainability Report contains information about:		Halaman Page
6	Kinerja Keberlanjutan Sustainability Performance	
	a. Dampak dari wilayah operasional yang dekat atau berada di daerah konservasi atau memiliki keanekaragaman hayati; Impacts from adjacent operational areas or in conservation areas or that have biodiversity;	51
	b. Usaha konservasi keanekaragaman hayati yang dilakukan, mencakup perlindungan spesies flora atau fauna; Biodiversity conservation efforts undertaken, including the protection of flora or fauna species;	51
4	Emisi, paling sedikit memuat: Emissions, including at least:	
	a. Jumlah dan intensitas emisi yang dihasilkan berdasarkan jenisnya; The amount and intensity of emissions generated by type;	52
	b. Upaya dan pencapaian pengurangan emisi yang dilakukan. Efforts and achievements to reduce emissions.	52
5	Limbah dan efluen, paling sedikit memuat: Waste and effluent, including at least:	
	a. Jumlah limbah dan efluen yang dihasilkan berdasarkan jenis; The amount of waste and effluent generated by type;	54
	b. Mekanisme pengelolaan limbah dan efluen; Waste and effluent management mechanisms;	54
	c. Tumpahan yang terjadi (jika ada). Spills that occurred (if any).	54
6	Jumlah dan materi pengaduan Lingkungan Hidup yang diterima dan diselesaikan. Number and content of Environmental complaint received and resolved.	N/A
f	Tanggung jawab pengembangan produk dan/atau jasa, paling sedikit memuat: Product and/or service development responsibility that must include at least the following:	
1	Inovasi dan pengembangan produk dan/atau jasa; Product and/or service innovation and development;	44
2	Jumlah dan persentase produk dan jasa yang sudah dievaluasi keamanannya bagi pelanggan; Number and percentage of product and service having undergone safety test for customers;	45
3	Dampak positif dan dampak negatif yang ditimbulkan dari produk dan/atau jasa dan proses distribusi, serta mitigasi yang dilakukan untuk menanggulangi dampak negatif; Positive and negative impacts caused by product and/or service and the process of distribution and mitigation taken to address negative impacts;	N/A
4	Jumlah produk yang ditarik kembali dan alasannya; atau Number of product recalled and the reason; or	45
5	Survei kepuasan pelanggan terhadap produk dan/atau jasa. Survey of customer satisfaction on product and/or service.	45-46

INDEKS STANDAR GRI

GRI STANDARD INDEX [102-55]

Pengungkapan Standar Umum

General Standard Disclosures

Indikator Indicator	Pengungkapan	Disclosures	Halaman Page
GRI 102	Pengungkapan Umum	General Disclosures	
102-1	Nama Organisasi	Name of the organization	15
102-2	Kegiatan, merek, produk, dan jasa	Activities, brands, products and services	17
102-3	Lokasi kantor pusat	Location of headquarters	15
102-4	Lokasi operasi	Location of operations	15
102-5	Kepemilikan dan badan hukum	Ownership and legal form	18
102-6	Pasar yang dilayani	Markets served	17
102-7	Skala organisasi	Organization scale	17
102-8	Informasi mengenai karyawan dan pekerja lain	Information on employees and other workers	23-24
102-9	Rantai pasokan	Supply chain	18-22
102-10	Perubahan signifikan pada organisasi dan rantai pasokannya	Significant changes to the organization and its supply chain	16
102-11	Pendekatan atau Prinsip Pencegahan	Precautionary approach or principle	34-37
102-13	Keanggotaan asosiasi	Association membership	16
102-14	Pernyataan dari pembuat keputusan senior	Statement from senior decision maker	9-13
102-15	Dampak utama, risiko, dan peluang	Key impacts, risks and opportunities	9-13
102-16	Nilai, prinsip, standar, dan norma perilaku	Values, principles, standards and norms of behavior	15
102-18	Struktur Tata Kelola	Governance Structure	27
102-19	Mendelegasikan wewenang	Delegating authority	27
102-20	Tanggung jawab tingkat eksekutif untuk topik ekonomi, lingkungan, dan sosial	Executive responsibility for economic, environmental, and social topics	27
102-27	Pengetahuan kolektif badan tata kelola tertinggi	Collective knowledge of the highest governance form	27
102-40	Daftar kelompok pemangku kepentingan	List of stakeholder groups	28-31
102-41	Perjanjian perundingan kolektif	Collective bargaining agreements	25
102-42	Identifikasi dan pemilihan pemangku kepentingan	Identifying and selecting stakeholders	28-31
102-43	Pendekatan terhadap keterlibatan pemangku kepentingan	Approach to stakeholder engagement	28-31
102-44	Topik utama dan masalah yang dikemukakan	Key topics and issues raised	28-31

Indikator Indicator	Pengungkapan	Disclosures	Halaman Page
GRI 102	Pengungkapan Umum	General Disclosures	
102-45	Entitas yang termasuk dalam laporan keuangan konsolidasian	Entities included in the consolidated financial statements	14
102-50	Periode pelaporan	Reporting period	14
102-51	Tanggal laporan terbaru	The most recent report date	14
102-52	Siklus pelaporan	Reporting cycle	14
102-53	Poin Kontak atas pertanyaan terkait laporan ini	Contact point for questions regarding the report	38
102-54	Klaim bahwa pelaporan sesuai dengan Standar GRI	Claims that reporting is in accordance with the GRI Standards	14
102-55	Indeks isi GRI	GRI content index	74-76

Pengungkapan Standar Khusus

Specific Standard Disclosures

Indikator Indicator	Pengungkapan	Disclosures	Halaman Page
	GRI Pengungkapan Spesifik: Ekonomi	GRI Specific Disclosure: Economy	
GRI 201	Kinerja Ekonomi	Economic Performance	
201-1	Nilai ekonomi langsung yang dihasilkan dan didistribusikan	Direct economic value generated and distributed	41
201-2	Implikasi finansial serta risiko dan peluang lain akibat dari perubahan iklim	Financial implications as well as other risks and opportunities caused by climate change	43
201-4	Bantuan finansial yang diterima dari pemerintah	Financial assistance received from the government	43
GRI 203	Dampak Ekonomi Tidak Langsung	Indirect Economic Impact	
203-2	Dampak ekonomi tidak langsung yang signifikan	Significant indirect economic impacts	67
	GRI Pengungkapan Spesifik: Lingkungan	GRI Specific Disclosure: Environment	
GRI 302	Energi	Energy	
302-1	Konsumsi energi dalam organisasi	Energy consumption in the organization	48-50
302-3	Intensitas energi	Energy intensity	50
GRI 305	Emisi	Emissions	
305-1	Emisi Gas Rumah Kaca (Cakupan 1) langsung	Direct (Scope 1) GHG emissions	52
305-4	Intensitas emisi GRK	GHG emissions intensity	52
GRI 306	Limbah	Waste	
306-1	Timbulan limbah dan dampak yang signifikan terkait limbah	Waste generation and significant waste-related impacts	53-55
306-2	Pengelolaan dampak yang signifikan terkait limbah	Management of significant waste-related impacts	53-55
306-3	Limbah yang dihasilkan	Waste generated	54
306-4	Limbah dialihkan dari pembuangan	Waste diverted from disposal	54

Indikator Indicator	Pengungkapan	Disclosures	Halaman Page
GRI 307	Kepatuhan Lingkungan	Environmental Compliance	
307-1	Ketidapatuhan terhadap undang-undang dan peraturan tentang lingkungan hidup	Non-compliance with environmental laws and regulations	47
	GRI Pengungkapan Spesifik: Sosial	GRI Specific Disclosure: Social	
GRI 403	Keselamatan dan Kesehatan Kerja	Occupational Health and Safety	
403-1	Sistem manajemen keselamatan dan kesehatan kerja	Occupational health and safety management system	59
403-2	Identifikasi bahaya, penilaian risiko, dan investigasi insiden	Hazard identification, risk assessment, and incident investigation	63
403-3	Layanan kesehatan kerja	Occupational health services	64-66
403-5	Pelatihan bagi pekerja mengenai keselamatan dan kesehatan	Worker training on occupational health and safety	64
403-6	Peningkatan kualitas kesehatan pekerja	Promotion of worker health	64-66
403-9	Kecelakaan kerja	Work-related injuries	64
GRI 404	Pelatihan dan Pendidikan	Training and Education	
404-1	Rata-rata jam pelatihan per tahun per karyawan	Average training hours per year per employee	59
404-2	Program untuk meningkatkan keterampilan karyawan dan program bantuan peralihan	Programs to improve employee skills and transition assistance programs	59
GRI 408	Pekerja Anak	Child Labor	
408-1	Operasi dan pemasok yang berisiko signifikan terhadap insiden pekerja anak	Operations and suppliers at significant risk for incidents of child labor	25
GRI 409	Kerja Paksa atau Wajib Kerja	Forced or Compulsory Labor	
409-1	Operasi dan pemasok yang berisiko signifikan terhadap insiden kerja paksa atau wajib kerja	Operations and suppliers at significant risk for incidents of forced or compulsory labor	25

LEMBAR UMPAN BALIK

FEEDBACK FORM

Laporan Keberlanjutan 2020 PT Selamat Sempurna Tbk memberikan gambaran kinerja keuangan dan keberlanjutan. Kami mengharapkan masukan, kritik, dan saran dari Bapak/Ibu/Saudara sekalian melalui surel atau formulir ini.

Profil Anda

Nama (jika berkenan) :
 Institusi/Perusahaan :
 Surel :
 Telp :

Mohon dapat memberikan saran/usul/komentar anda atas laporan ini:

.....

.....

Mohon lembar umpan balik ini dapat dikirimkan melalui alamat surel: corporate@adr-group.com

The 2020 Sustainability Report of PT Selamat Sempurna Tbk provides an overview of financial performance and sustainability. We look forward to feedback, criticisms, and suggestions from you via email or this form.

Your profile

Name (if desired) :
 Institution/Company :
 Email :
 Telp :

Please provide your suggestion/comment on this report:

.....

.....

Please send this feedback sheet via email address: corporate@adr-group.com