



Comparison between New Recruits with Minimum Wage

Area of Operations	Salary of New Recruits (Rp)	Minimum Wage (Rp)	Ratio of New Recruit to Minimum Wage
Cluster 1	4,100,000	3,919,291	1.05
Cluster 2	3,200,000	3,091,346	1.04
Cluster 3	2,500,000	2,310,087	1.08
Cluster 4	3,700,000	3,583,313	1.03
Cluster 5	2,700,000	2,574,807	1.05
Cluster 6	2,700,000	2,127,157	1.27
Cluster 7	2,800,000	2,595,995	1.08
Cluster 8	3,200,000	2,755,443	1.16
Cluster 9	2,800,000	2,717,750	1.03
Cluster 10	2,500,000	2,046,900	1.22
Cluster 11	3,200,000	2,454,671	1.30
Cluster 12	3,200,000	2,543,331	1.26
Cluster 13	3,000,000	2,895,650	1.04
Average	1.12		

Area of Operations

Area of Operations
Cluster 1 Jakarta, Bekasi, Bogor, Tangerang, Cilegon, Depok, Karawang, Purwakarta, Cilegon
Cluster 2 Bandung, Cimahi, Cirebon, Tasikmalaya
Cluster 3 Madiun, Pekalongan, Purwokerto, Semarang, Solo, Yogyakarta, Tegal
Cluster 4 Gresik, Sidoarjo, Surabaya
Cluster 5 Jember, Kediri, Malang
Cluster 6 Bali, NTT, NTB
Cluster 7 Lampung, Bengkulu, Jambi, West Sumatera, South Sumatera, Riau
Cluster 8 Bangka Belitung, Kep. Riau
Cluster 9 Nanggroe Aceh Darussalam, North Sumatera
Cluster 10 West Kalimantan
Cluster 11 South Kalimantan, Central Kalimantan
Cluster 12 East Kalimantan
Cluster 13 Maluku, North Maluku, Gorontalo, Papua, Sulawesi

OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT

Referring to Law No. 13 of 2003, Article 86 paragraph 2, which stipulates that "In order to protect the safety of workers/ labor for realizing optimal productivity, occupational safety and health efforts shall be done", the Company has a policy related to Occupational Safety and Health Management System (SMK3), which is stated in:

- Directors' Regulation No. 5/PD/PGSD/2017 dated October 31, 2017, on the Occupational Health and Safety Management System Policy.
- Directors' Circular Letter No. 60/DIR/PGSD/2017 dated October 31, 2017, on the Standard Operating Procedure of Occupational Health and Safety Management System. [GRI 103-2]

With comprehensive OSH management, in 2018 there were no reported work accident incidents in the Company. [GRI 403-2, 103-3]

HUMAN RESOURCE MANAGEMENT

Employee Safety Program

- All operational offices are equipped with safety equipment such as PPE (Personal Protective Equipment), Smoke Detector, Diesel Pump, and Emergency Ladder, which is in accordance with the standard of fire safety equipment under the Minister of Public Works Regulation on Technical Requirements of Fire Protection System in Building and Environment.
- Regular safety work checks to determine the feasibility level.
- Has a certificate issued by the Office of Manpower and Transmigration of DKI Jakarta Province for operators of safety equipment, such as lifting and hauling aircraft.
- Has fire evacuation/situation plan, fire safety operational procedures are placed in every employee's room and every floor in the building, thus all employees are adequately educated.
- Involves the employees in the certification of "Training and Certification of Occupational Health and Safety (AK3U) Specialist" held by BPJS Health.

Employees Health Program

- Provides medical facilities in the form of regular Medical Check Up and medical treatment facilities, such as reimbursement of inpatient hospital treatment, outpatient care after discharge from the hospital, maternity costs, cost of dental treatment, replacement of glasses, hearing aids, laboratory tests, and other medical treatment recommended by doctor after hospitalization.
- Provides clinic facilities and doctors to provide medical services to employees and their families.
- Provides the employees and their families with health insurance organized by BPJS Health.



Remuneration and Facility Component	Permanent Staff	Contract Staff
Basic Salary	✓	✓
Holiday Allowance	✓	✓
Paid Leave	✓	
Basic Needs Fund	✓	✓
Allowance (functional position, housing, vehicle, competency, Gasoline, Location and Tax)	✓	
Performance Bonus	✓	✓
Housing loan	✓	
Pension	✓	
BPJS	✓	✓
Periodically Health Care Facilities	✓	✓
Medical Assistance	✓	✓
Relief Fund	✓	✓

Standard Operational Procedure (SOP) of Safety and Healthy Management (SMK3)

- Identification of Legislation and other OHS requirements and Compliance Evaluation
- Formulation and Establishment of OHS Management Goals, Targets, and Programs
- Improvement and Development of Competence, Training, and Awareness
- Communication Optimization, Participation, and Consultation
- Documents Control
- Records Control
- Establishment of Emergency Relief Team (TKPD)
- Personal Protective Equipment Management
- Management of OHS Infrastructure and Emergency Relief Access
- Monitoring and Assessment of OHS Performance
- Incident Reporting and Investigations



- Identification of Non-Conformity, Corrective Action, and Precautions
- SMK3 Internal Audit Implementation
- Management Review
- Change Management

The Company's Occupational Safety and health Management System (OHS) Special policy

1. Prohibition of Narcotics Abuse, Psychotropic and Addictive Substance (NAPZA)
2. Prevention of Infectious Diseases Spreading
3. Management of Partner/Third Party Related to OHS

Human Resources Data

Age Group	2018		2017		2016	
	Male	Female	Male	Female	Male	Female
< 30 years	673	748	838	790	419	295
30 – 50 years	75	20	38	19	46	33
> 50 years	-	1	3	1	-	1
Total	748	769	879	810	465	329
Total	1,517		1,689		794	
% Recruitment	12.85%		15.80%		8.46%	

Turnover [GRI 401-1]

Age Group	2018		2017		2016	
	Male	Female	Male	Female	Male	Female
< 30 years	85	114	91	149	57	145
30 – 50 years	39	39	20	20	19	26
> 50 years	1	-	3	-	2	-
Total	114	153	114	169	78	171
% Turnover	2.1%	3.1%	1.9%	3.5%	1.5%	4.1%
Total	267		283		249	
% Turnover	2.26%		2.65%		2.65%	

Employee Demographic [GRI 102-8, 405-1]

Description	2018		2017		2016	
	Male	Female	Male	Female	Male	Female
BASED ON AGE						
< 30 years	3,522	3,252	3,250	2,957	2,742	2,631
30 – 50 years	2,500	1,863	2,134	1,538	1,925	1,271
> 50 years	443	230	536	275	561	250
Total	6,465	5,345	5,920	4,770	5,228	4,152
TOTAL	11,810		10,690		9,380	