



Eureka Everyday!

# MOVING ALONG A SUSTAINABLE JOURNEY

SUSTAINABILITY REPORT **2022**



## THEME EXPLANATION



### Moving Along a Sustainable Journey

BMJ has reinforced its commitment to building future resilience by inviting all stakeholders to embark on a sustainable journey together. The efforts to achieve the Sustainable Development Goals (SDGs) are not merely ideas but are also thoroughly integrated into every business activity. Consequently, strengthening environmental, social and governance (ESG) aspects becomes essential.

BMJ endeavors to achieve long-term sustainable goals by maintaining ecosystem balance, analyzing the impact of the Company's activities on the environment, engaging with the community, and implementing good governance practices. By embedding sustainability values into the core business, BMJ aims to become a positive agent of change in society and contribute holistically to the achievement of the Sustainable Development Goals.

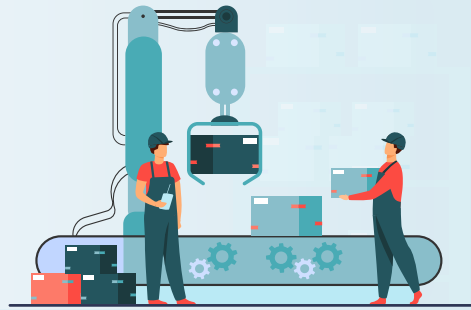
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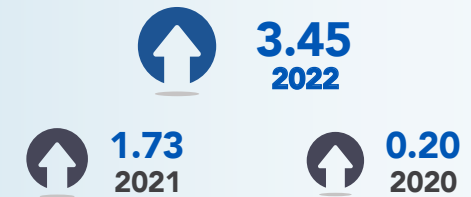
## OVERVIEW OF SUSTAINABILITY PERFORMANCE

### Economic Performance

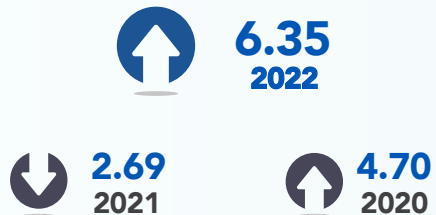
#### Production (%)



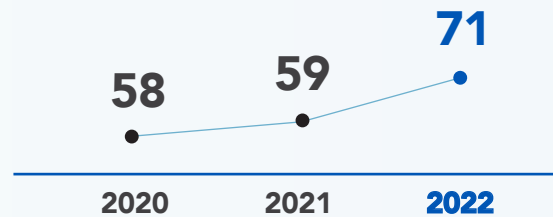
#### Total Assets (%)



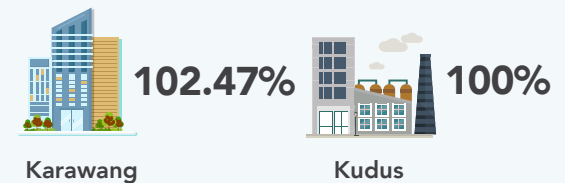
#### Revenue (%)



#### Percentage of Local Suppliers (%)

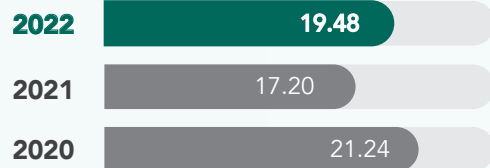


#### Ratio of Entry Level Employee Wages to Minimum Wage Based on Working Area in 2022



## Environmental Performance

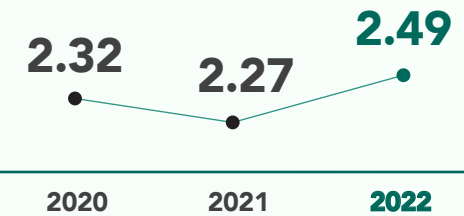
### Energy Intensity (GJ/Ton)



Increased by **13%**  
compared to previous year



### Emission Intensity (Ton CO<sub>2</sub> eq/Ton)



Increased by **10%** compared to previous year

### GHG Emissions (Ton CO<sub>2</sub> eq)



**Scope 1**  
43,601  
**2022**

From Fuel and Coal

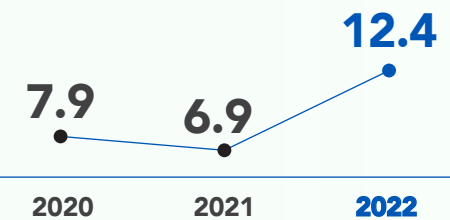
**Scope 2**  
96,837  
**2022**

From Electricity

**Scope 3**  
3,039  
**2022**

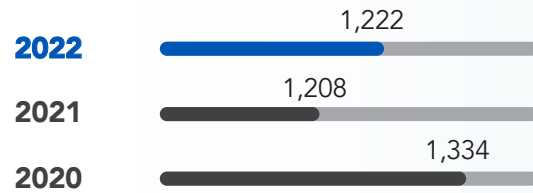
From Transportation  
Employees, Waste, Suppliers, and  
Distribution to Customers

### Water Recycling Rate (%)



## Social Performance

Number of Employees (person)



Percentage of senior management at BMJ originating from the local community

**25%**

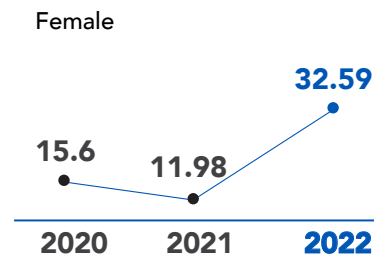
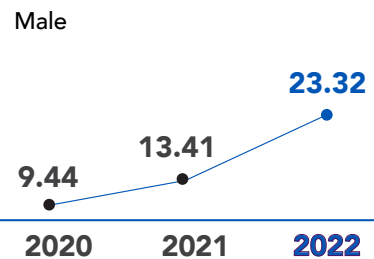
**0**

Cases of work accidents resulting in fatality

**0**

Cases of work-related illness

Average Employee Training Hours (Hours)



**100%**

of company employees and contractors, as well as stakeholders within the company's operational area, are included in the Health and Safety Management System implemented by BMJ

### Corporate Social Responsibility (CSR) 2022



24

Activities

10

Long Term Programs

Budget



78.09%

Increased from the previous year

6.37

Average Social Return on Investment (SROI) Value of 10 CSR Programs for the Period of 2021 & 2022

- The SROI value is the yield (in rupiah) for every 1 rupiah of funds invested through the CSR program.
- SROI calculation is carried out independently by the BMJ team who have been provided with knowledge and skills by independent consultants.

### Customer Satisfaction Level

2022

3.93/5

2021

3.81/5

2020

3.95/5

## Governance Performance

### Environmental, Social and Governance (ESG) Committee

BMJ has an ESG Committee structure as the company's commitment to implementing sustainable transformation in every business process and operational activity.



0

### Zero Case Corruption

There were no corruption cases throughout 2022.

0

### Zero Case of Non-compliance with Laws and Regulations

There were no cases of non-compliance with laws and regulations resulting in fines or non-monetary sanctions throughout 2022.

## AWARDS AND CERTIFICATIONS

### Awards



Karawang, May 13 2022

#### Zero Accident Award

Award Event:

**Zero Accident Award**

Organizer: **Ministry of Manpower of the Republic of Indonesia**

Bandung, January 20, 2022

#### BLUE PROPER Award

Award Event:  
**Environmental Management**

Organizer: **Ministry of the Environment and Forestry of the Republic of Indonesia**



Jakarta, May 13 2022

#### Gold Category for COVID-19 Prevention and Management Program in the Workplace

Award Event:  
**COVID-19 Prevention and Management Program in the Workplace**

Organizer: **Ministry of Manpower of the Republic of Indonesia**





## Awards

Karawang, June 21, 2022

### Award for Compliance in the National Health Insurance Program (JKN-KIS)

Award Event:  
Award from Health Care and Social Security Agency (BPJS)

Organizer: Health Care and Social Security Agency (BPJS Health)



Jakarta, November 8, 2022

### Award in Nuclear Security and Safety Field

Award Event:  
BAPETEN Award 2022

Organizer: Nuclear Energy Regulatory Agency (BAPETEN)

Jakarta, December 1, 2022

### Green Label Award

Award Event:  
Radiation Safety Inspection

Organizer: Nuclear Energy Regulatory Agency (BAPETEN)



Bandung, December 22, 2022

### Award as CSR Partner Company in West Java

Award Event:  
Provincial Level CSR Award

Organizer: West Java Provincial Government

## Certifications



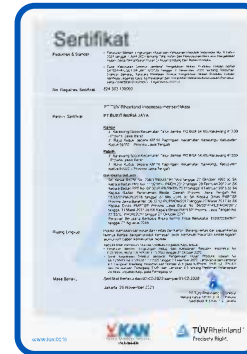
**ISO 9001: 2015**  
**Quality Management System**  
 Since 1993  
 Karawang and Kudus  
**PT SGS**



**ISO 14001: 2015**  
**Environmental Management System**  
 Since 2011  
 Karawang and Kudus  
**PT SGS**



**ISO 45001: 2018**  
**OHS Management System**  
 Since 2011  
 Karawang and Kudus  
**PT SGS**



**Timber Legality Assurance System (TLSA)**  
**Timber**  
 Since 2013  
 Karawang and Kudus  
**PT TUV Rheinland Indonesia**

## Certifications



### Programme for the Endorsement of Forest Certification (PEFC)

Timber

Since 2012

Karawang

PT SCS Indonesia



### OHS Management System Standard Government Regulation Number 50 of 2012

OHS Management System

Since 2019

Karawang and Kudus

PT Surveyor Indonesia



### Authorized Economic Operator (AEO)

Export-Import

Since 2019

Karawang and Kudus

Ministry of Finance



### SNI 3755 : 2019

Cigarette Forming Paper

Since 2021

Karawang

Indonesian Center for Pulp and Paper



Note: As of the current year (2023), BMJ is currently in the process of obtaining certification for the Halal Product Assurance System (SJPH). In 2024, there is a plan to pursue certifications for CoC FSC and ISO 50001.

## MESSAGE FROM THE PRESIDENT DIRECTOR [GRI 2-22]

Dear Stakeholders,

Let us express our gratitude to God Almighty for His blessings and gifts, as PT Bukit Muria Jaya—hereinafter referred to as the “Company or BMJ”— is able to publish the 2022 Sustainability Report. In this first edition of the report, we are pleased to present the Company's performance in our efforts to fulfill environmental, social, and governance (ESG) aspects, as well as to describe various sustainability programs and strategies the Company has designed. This report signifies the Company's commitment to contribute to the Sustainable Development Goals (SDGs), as well as proof of our determination to convey information transparently to build the trust of all stakeholders.

As a company operating in the cigarette paper industry, the Company has undergone a journey replete with challenges. Among the challenges confronting the Company, environmental and health issues emerge as the most significant. Furthermore, strict regulation of the cigarette industry has also affected production, distribution and sales of cigarette paper products. In addressing these challenges, BMJ strives to constantly innovate and adapt to all changes, ensuring the sustainability of the Company's business operations.

In line with the Company's commitment to realizing SDGs, BMJ conducts its business with the aim of building a lasting company. To fulfill the goal, BMJ pays attention to fulfilling ESG aspects in every operational activity and carries out strict supervision of the Company's activities. ESG is a global standard that guides the implementation of the Company's sustainability strategies. The priority of this strategy is to reduce negative impacts of the Company's activities on two aspects: the environment and human health. To that end, in the Company's ESG programs, the empowerment of human resources involved in business processes comes first.

BMJ's commitment to sustainable business activities is evident by paying great attention to developing the quality of human resources. For BMJ, human resources are the most important pillar to achieve the vision: "Becoming the world's number one partner in the cigarette industry by providing a total solution for non-tobacco material through intimate customer experience as well as operation and service excellence."

In performing work duties, human resources involved are expected to always think and act based on sustainable principles and values that truly benefit the Company, partners and the surrounding communities.



BMJ has several flagship programs in implementing ESG aspects in the Company. On the environmental aspect, BMJ is committed to tackling the issue of climate change impacts, reducing the amount of waste accumulation, water stewardship, as well as maintaining biodiversity and conducting reforestation. The Company's efforts to protect the environment are reflected in the achievement of the Blue PROPER assessment at the environmental management awards event organized by the Ministry of the Environment and Forestry.

On the social aspect, BMJ is committed to realizing a positive impact on social conditions. The Company strengthens the implementation of occupational safety and health (OHS) by providing a safe work environment for all employees and contractors. The Company also provides personal protective equipment needed by its employees in performing their work. In 2022, the Company's achievements are reflected in zero complaints or grievances regarding work accident cases and zero cases related to child labor and forced labor.

On the governance aspect, BMJ upholds good corporate governance. The Company implements business ethics to manage various risks, including practices of bribery and corruption. The fundamental ethics of the Company are obligatory for all employees and working partners, without compromise. Furthermore, the Company also supports compliance with laws and government regulations. As evidence of compliance, the Company has not identified any instances of corruption within its operations and has also not come across cases of non-compliance with laws and regulations that would lead to fines or other non-monetary sanctions.

As a company that implements business in a sustainable manner, BMJ implements a "consistency and reliability" strategy with the intention of running it on an ongoing basis. We believe that the initiatives we apply to sustainability aspects will support the Company's business development. The approach adopted by management to support and lead to a state of sustainability does not only focus on the right decision-making process for the Company, but also for employees, suppliers, customers and the surrounding communities.

Through the publication of the first edition of the sustainability report, the Company is optimistic it will be able to optimize achievement in the ESG aspect today and in days to come. We are committed to always paying attention to environmental sustainability with the 3P (people, profit, planet) concept that is not only focused on financial gain, but also on the impact of business on the environment.

In closing, on behalf of the entire Board of Directors, we extend our heartfelt gratitude and highest appreciation to all employees and stakeholders for their unwavering support in our endeavor to achieve sustainable business continuity. The remarkable performance achievements of the company throughout 2022 further propel us to uphold the values of sustainability. May all these accomplishments serve as motivation for us to continue innovating and implementing the principles of sustainability, aiming to create a better future for the generations to come.

Karawang, August 2023

Augustinus Omar Rahmanadi  
President Director

## OUR SUSTAINABILITY

Through the Sustainability Blueprint, BMJ's main goal is to bring the Company to achieve sustainable transformation with a strategy of empowering human resources involved in business processes to invariably think and act based on sustainable results, thereby providing real benefits to the Company, business partners, and the surrounding communities.

With the vision of "Becoming the number one partner in the cigarette industry", BMJ is committed to implementing a sustainable business by integrating sustainability strategies into its core business. The implementation of a sustainable business is manifested, among other things, through the formulation of the Sustainability Blueprint, which includes approaches, policies, and programs in ESG management efforts. The implementation of the sustainability strategy is carried out thoroughly and collectively by all work units, departments and divisions that are collectively led and supervised by the company's Directors.

In addition, to strengthen ESG commitments, BMJ is developing and implementing ESG by compiling the ESG Roadmap 2024—2028.

### ESG Commitment

BMJ views ESG as a concept that underlies responsible business practices by considering environmental, social, and corporate governance impacts to achieve long-term sustainability. For BMJ, implementing sustainability values and improving ESG performance are the main pillars that can support each other in building a sustainable business.



BMJ's ESG performance is strengthened by the ESG flagship program with the following targets:



**Environmental**

Tackling the impacts of climate change

- Achieving net zero emission.
- Carrying out operational activities (Scope 1 and 2) to achieve carbon-neutral by 2030.
- Achieving net zero (Scope 1, 2, and 3) by 2050.
- Gradually transitioning to renewable energy for feasible operational activities by 2030.

Reducing the amount of accumulation of waste and trash

- Reducing the use of single-use plastic as much as possible for items that are not needed.
- Using packaging materials made of plastic that can be reused, recycled, and used as compost.
- Avoiding dumping garbage or waste resulting from operations into the ground.

Water stewardship

- Reducing 35% of water needed to carry out operational activities.
- Increasing the use of recycled water by 30% in carrying out operational activities.

Biodiversity and reforestation

Ensuring that 100% of the raw materials for pulp and other forestry products used in the supply chain come from forests that are preserved and do not cause forest damage or deforestation.



**Social**

Human rights

- Ensuring the absence of child labor in its operations.
- Ensuring that 100% of raw materials and services included in the supply chain are not obtained from suppliers that violate human rights as evidenced through audit results for a certain period.

Occupational safety and health

- Achieving zero accidents.
- Employees enjoy easy access to personal protective equipment when needed.

Human resources and corporate culture

Increasing the percentage of young employees with the potential to move into management levels among the more senior leadership through a succession program.



**Governance**

Business Ethics

- 100% compliance rate with the Company's Ethics Policy (Business Conduct).
- Training program concerning business ethics.

Compliance with laws and policies

100% compliance rate with the Company's Ethics Policy (Business Conduct).

## BMJ'S CONTRIBUTION TO SUSTAINABLE DEVELOPMENT

BMJ strives to pay attention to every process of operating activities, especially regarding the potential impacts of activities on social, economic and environmental aspects. BMJ also always seeks to implement sustainable business principles and participate in achieving SDGs. The following are initiatives that the Company has taken to support the SDG achievements.



- The Bina Graha program to increase the capacity and capability of community empowerment institutions at the village level.
- The Bina Karya program to improve the technical skills of youth and housewives so they can boost local economic potentials.
- Provision of compensation assistance for the poor and the elderly in Purwadana Village.



- Providing healthcare benefits to employees in the form of BPJS Health, BPJS Employment, and accident insurance.
- Establishing a licensed clinic accessible to all employees and workers 24/7, staffed by certified clinic personnel in Company Hygiene, Health, and Occupational Safety.
- Collaborating with renowned hospitals and referral clinics accessible at all times by employees and their families, covering both work-related and non-work-related health services.
- Posyandu Mandiri (Integrated Health Service Post) Program to improve public health, especially mothers and children, address the issue of stunting, and prevent the spread of dengue.



- Conducting training and educational programs for all employees annually, with an average training hour achievement of 23.32 hours for male employees and 32.59 hours for female employees in 2022.
- Learning assistance is differentiated to usher in changes in the independent curriculum for elementary school (SD) teachers.
- The scholarship program for orphans in Purwadana Village.





- Supporting the elimination of child labor and forced labor in all operational locations, including supply partners.
- Administering a retirement program for employees, including severance packages, pension funds, service recognition, and training, two years prior to entering the retirement period.
- Establishing a labor union and involving these organizations in every company decision-making process.



- Implementing water stewardship and water recycling activities, which accounted for 23.2% of total water consumption in 2022.
- As part of the Purwadana Climate Village program, BMJ has built a water tank with a capacity of 5,000 liters to maintain the availability of clean water during the dry season.



- Total energy consumption in 2022 amounted to 1,097,738 GJ.
- Energy intensity in 2022 was 19.19 GJ/ton, a decrease of 7.12% compared to the previous year.
- Perform an inventory of Scope 1, 2, and 3 emissions for the year 2022.
- Emission intensity reached 2.45 tons of CO<sub>2</sub>eq/ton, a decrease of 10.26% compared to the previous year.



- Establishing a waste bank group as a forum for education on sustainable waste management, as well as providing support for supporting facilities and infrastructure such as TPS3R (waste processing sites with reduce, reuse, recycle method), tents, and so on.
- 100% procurement of raw materials from suppliers certified in Sustainable Forest Management and Chain of Custody Systems.
- Through the Sasana Budaya program, BMJ facilitated the preparation of an introductory book on Sundanese culture by the Purwa Raksa cultural community in Purwadana Village as an effort to preserve and educate cultural arts.



- Through the Ekoriparian Village program, collaborating with related parties and organizing environmental education activities to maintain the sustainability and cleanliness of the Citarum river area.
- Planting teak and trembesi trees in open green areas and greening activities along the banks of the Citarum River.



- Staying committed to implementing Good Corporate Governance (GCG) in corporate governance.
- Implementing anti-corruption policies within the Company.
- Upholding human rights and anti-discrimination practices.

# ABOUT THE SUSTAINABILITY REPORT



## ABOUT THIS REPORT

As part of the commitment to sustainability, PT Bukit Muria Jaya is proud to release its 2022 Sustainability Report, which is formulated to communicate the Company's initiatives and efforts to support sustainable development, as well as to function as part of an internal evaluation mechanism. This report presents the Company's operational activities in environmental, social, economic and governance aspects.

In this first edition, the Company reports its sustainability performance covering corporate social responsibility activities during the reporting period from January 1, 2022 to December 31, 2022. The use of the terms "BMJ", "the Company", and "We" refers to PT Bukit Muria Jaya. The Company is committed to publishing a sustainability report annually. As the first edition, this report does not contain a restatement. [GRI 2-2, 2-3, 2-4]

In formulating this report, the Company adopts Global Reporting Initiatives (GRI) standards to ensure that the Company reports relevant economic, social and environmental impacts. This report also presents the Company's contribution to the Sustainable Development Goals (SDGs).

## DETERMINATION OF REPORT CONTENT [GRI 3-1]

In formulating this report, there are a series of processes carried out by BMJ to identify topics that are relevant to the Company and stakeholders alike. The Company also seeks to ensure that the report's content always meets the eight principles recommended by GRI to achieve quality sustainability reporting, including:

- Accuracy
- Balance
- Clarity
- Comparability
- Completeness
- Sustainability Context
- Timeliness
- Verifiability

Langkah
01

### Identifying Sustainability Issues

The Company identifies sustainability issues based on GRI standards and rating agencies. From the identification results, the Company forms a collection of priority issues related to ESG factors.

Langkah
02

### Performing Validation

Based on the results of the materiality questionnaire, the Company selects 21 material topics, which are then submitted to Board of Directors and Board of Commissioners for approval.

Langkah
03

### Determining Priorities

The Company determines 14 priority issues that are considered to have an impact on BMJ and the interests of stakeholders. The Company also conducts a survey by distributing materiality questionnaires to both internal and external stakeholders. Distribution of materiality questionnaire is carried out from May 2023.

Langkah
04

### Reviewing Material Topics

14 material topics that have been approved by Board of Directors and Board of Commissioners are reviewed and sorted into priority scale, namely high and medium.

## Materiality Matrix

### High Priority

#### Mitigating the Impact of Climate Change

- Emissions
- Energy

#### Economic Performance

- Economic Performance

#### Reducing Waste Buildup

- Waste and Effluent

#### Water Stewardship

- Water

#### Anti-Corruption

- Anti-Corruption

#### Public Relations

- Local Communities
- Indirect Economic Impact

#### Occupational Health and Safety (OHS)

- Occupational Health and Safety (OHS)
- Customer Health and Safety

#### Biodiversity and Greenery

- Biodiversity

### Medium Priority

#### Privacy and Data Security

- Customer Privacy

#### Corporate Governance

- Market Presence
- Procurement Practices

#### Business Ethics

- Child Labor
- Forced Labor
- Marketing and Labeling

#### Compliance with Laws and Policies

- Environmental Compliance

#### Human Rights

- Human Rights Assessment

#### Human Resources and Corporate Culture

- Employment
- Education and Training
- Diversity and Equal Opportunity
- Non-Discrimination



## MATERIAL TOPICS AND TOPIC BOUNDARIES [GRI 3-2]

### Environmental Sustainability Aspects

Material Topic	GRI Standard Topic	Topic Boundary	
		Within Company	Outside Company
Mitigating the impact of climate change	<ul style="list-style-type: none"> <li>- Emissions</li> <li>- Energy</li> </ul>	✓	✓
Reducing Waste Buildup	Waste and Effluent	✓	✓
Biodiversity and Greenery	Biodiversity		✓
Water Stewardship	Water	✓	✓

### Social Sustainability Aspects

Material Topic	GRI Standard Topic	Topic Boundary	
		Within Company	Outside Company
Occupation Health and Safety (OHS)	<ul style="list-style-type: none"> <li>- Occupation Health and Safety (OHS)</li> <li>- Customer Health and Safety</li> </ul>	✓	✓
Public Relations	<ul style="list-style-type: none"> <li>- Local Communities</li> <li>- Indirect Economic Impacts</li> </ul>	✓	✓
Privacy and Data Security	Customer Privacy	✓	✓
Human Resources and Corporate Culture	<ul style="list-style-type: none"> <li>- Employment</li> <li>- Education and Training</li> <li>- Diversity and Equal Opportunity</li> <li>- Non-Discrimination</li> </ul>	✓	
Human Rights	Human Rights Assessment	✓	
Business Ethics	<ul style="list-style-type: none"> <li>- Child Labor</li> <li>- Forced Labor</li> <li>- Marketing and Labeling</li> </ul>	✓	

### Governance Sustainability Aspect

Material Topic	GRI Standard Topic	Topic Boundary	
		Within Company	Outside Company
Anti-Corruption	Anti-Corruption	✓	✓
Corporate Governance	<ul style="list-style-type: none"> <li>- Market Presence</li> <li>- Procurement Practices</li> </ul>	✓	✓
Compliance with Laws and Policies	Environmental Compliance	✓	✓








### Economic Sustainability Aspects

Material Topic	GRI Standard Topic	Topic Boundary	
		Within Company	Outside Company
Economic Performance	Economic Performance	✓	✓

## STAKEHOLDER ENGAGEMENT [GRI 2-29]

The Company carries out regular and continuous engagement processes with stakeholders that are relevant to the Company's sustainability. Their presence influences the Company's efforts to realize the success of implementing the Company's strategies and achieving its goals.

Through the stakeholder mapping method, the Company has identified key stakeholder groups to be engaged in discussing important issues faced by the Company. Hence, the Company can accurately classify stakeholders who have the most interest in the Company on a reciprocal basis, forms of relationships that are established, topics that need to be communicated, and the right measures to maximize the characteristics of the communication media. These efforts aim to achieve further targets expected by the Company through effective communication. The complete list of stakeholders is presented in the following table:

 Employee	 Customer	 Supplier	 Shareholder	 The Government	 Communities	 Media
<b>Focus</b> Labor practices	<b>Focus</b> <ul style="list-style-type: none"> <li>Product quality</li> <li>Customer service</li> </ul>	<b>Focus</b> Receipt of materials	<b>Focus</b> Financial performance	<b>Focus</b> Compliance with laws and regulations	<b>Focus</b> Contribution to socio-economic growth	<b>Focus</b> <ul style="list-style-type: none"> <li>Product communication</li> <li>Publication on CSR activities</li> <li>Sustainability progress updates</li> </ul>
<b>Frequency</b> At least once a year	<b>Frequency</b> Continuously	<b>Frequency</b> Based on needs	<b>Frequency</b> At least once a year	<b>Frequency</b> Continuously	<b>Frequency</b> Based on needs	<b>Frequency</b> Based on needs
<b>Engagement Method</b> Meetings between worker representatives and the Company's management	<b>Engagement Method</b> <ul style="list-style-type: none"> <li>Complaint handling</li> <li>Product communication</li> <li>Customer satisfaction survey</li> </ul>	<b>Engagement Method</b> Regular coordination with suppliers	<b>Engagement Method</b> <ul style="list-style-type: none"> <li>General Meeting of Shareholders (GMS)</li> <li>Annual report publication</li> </ul>	<b>Engagement Method</b> <ul style="list-style-type: none"> <li>Complying with all prevailing regulations and communicating</li> <li>Labor and environmental reporting</li> </ul>	<b>Engagement Method</b> <ul style="list-style-type: none"> <li>CSR Activity</li> <li>Discussions with community representatives</li> </ul>	<b>Engagement Method</b> <ul style="list-style-type: none"> <li>Media briefing</li> <li>Press release</li> <li>Factory visit</li> </ul>



## EXTERNAL ASSURANCE [GRI 2-5]


In preparing this report, the Company ensures that information is free from material errors. GRI recommends the use of external assurance by an independent third party to ensure the quality and reliability of the information presented in this report. In this first reporting, the Company has not used a third party to guarantee the reporting. However, all data and information presented has gone through a series of internal verification and reviews so they can be utilized for evaluation and decision-making processes.


## ACCESSIBILITY AND FEEDBACK


We welcome any input and suggestions for improvement of this report in the future. To that end, readers and stakeholders can fill in the feedback sheet provided in this report. The Company also provides the widest possible access to information for all stakeholders, investors and anyone regarding this Sustainability Report by contacting: [GRI 2-3]

**Fanny Wibowo**


Head of Purchasing  
Department

 Karawang Spoor Street, Purwadana Village,  
East Telukjambe District, P.O. BOX 54 KW  
Karawang 41300

 Phone: +62 (267) 601030

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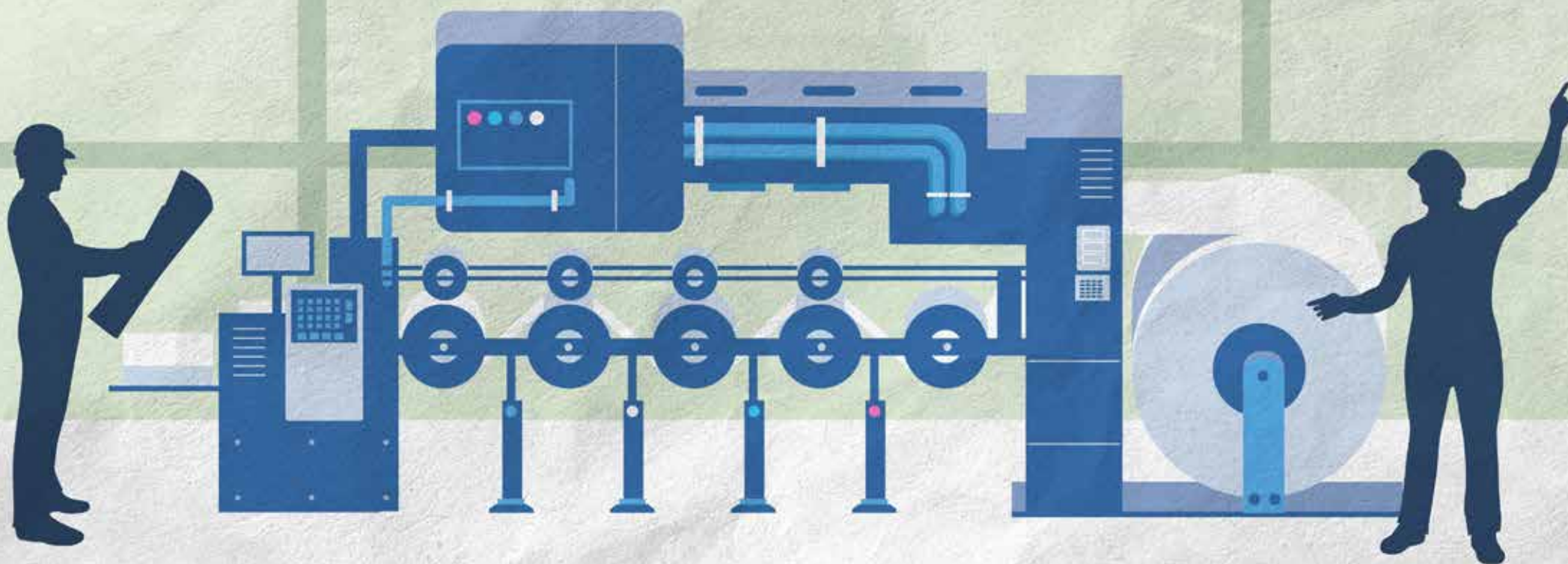
 E-mail: [info@bmjpaperpack.com](mailto:info@bmjpaperpack.com)

 Website: [www.bmjpaperpack.com](http://www.bmjpaperpack.com)





# COMPANY OVERVIEW



## COMPANY PROFILE



### Location of the Head Office [GRI 2-1]

Karawang Spoor Street, Purwadana Village, East Telukjambe District, P.O. BOX 54 KW Karawang 41300



### Share Ownership [GRI 2-1]



### Number of Employees [GRI 2-7]

**1,222 People**

### Number and Name of Country of Operation [GRI 2-1]

**1 (one), Indonesia**

### Telephone and Facsimile

**Phone +62 (267) 601030**  
**Facsimile +62 (267) 601968**

### Email and Website

**info@bmjpaperpack.com**  
**www.bmjpaperpack.com**



## ABOUT BMJ

BMJ was founded in 1989 as a company that produces cigarette paper. Over time, BMJ in 1997 expanded its business by establishing a Packaging Division to manufacture packaging boxes for various products, including food, foil-laminated paper, airplane tickets, and other items.

Aligned with the slogan "Eureka Everyday", the Company remains fervently dedicated to discovering optimal solutions to meet the demands of both domestic and international customers. The Company consistently prioritizes high-quality products and services to uphold the standards required by the industry. Furthermore, the Company continuously strives to offer added value to its customers by enhancing productivity and maintaining a high level of quality.

### VISION, MISSION, AND COMPANY VALUES

#### Vision & Mission:

Becoming the world's number one partner in the cigarette industry by providing a total solution for non-tobacco material through intimate customer experience as well as operation and service excellence.

#### Company Values:

We strive to continually advance our company by promoting four corporate culture values that we have aligned with our brand personality.



#### WE ARE ONE

The key attitude that places corporate interest over personal interest. Departments and divisions that aim to create synergy among them and are able to communicate openly and straightforwardly.



#### LEAD BY INTEGRITY

A role model for taking actions, based on ethics, integration, and respect for others.



#### LEARNING AND SHARING

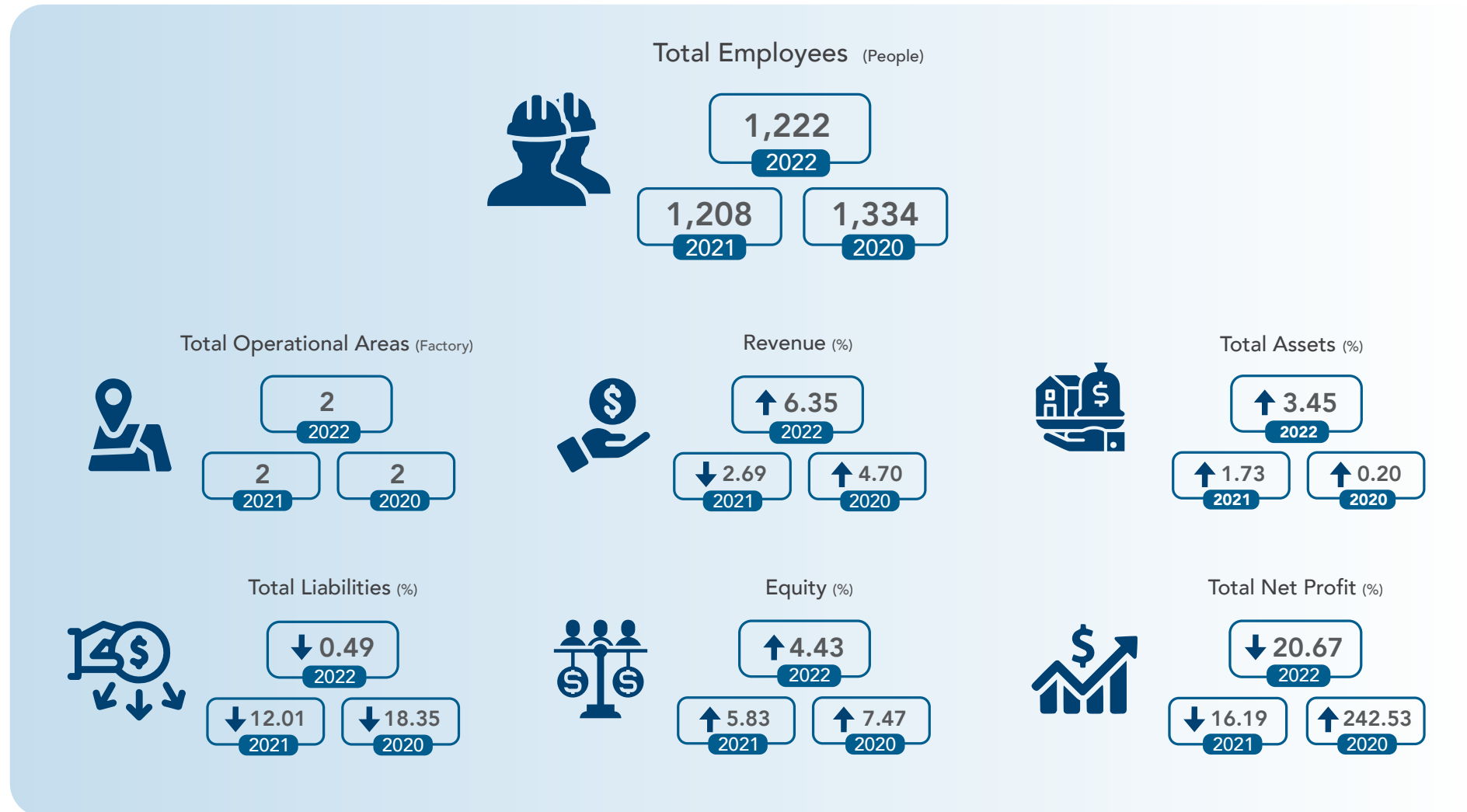
The commitment to continuous learning, knowledge sharing, and self-development.



#### WOW THE CUSTOMER

The provision of best service that exceeds customer's expectation, either internal or external, while showing effort to stay excellent in all aspects.

**COMPANY SCALE [GRI 2-6]**



Data as of: January 1 2023

## ACTIVITIES, BRANDS, PRODUCTS, AND SERVICES **[GRI 2-6]**

BMJ produces raw materials for the cigarette manufacturing industry (other than tobacco), including cigarette-related materials such as cigarette paper, tipping paper, aluminum foil laminated paper, plug wrap paper, inner frame paper, and printed packaging base paper. We offer special features according to customer needs. BMJ delivers high quality products specially designed to meet international quality standards.



Cigarette Paper



Printed Tipping Paper



Printed Packaging Base Paper



Plug Wrap Paper



Aluminum Foil Laminated Paper



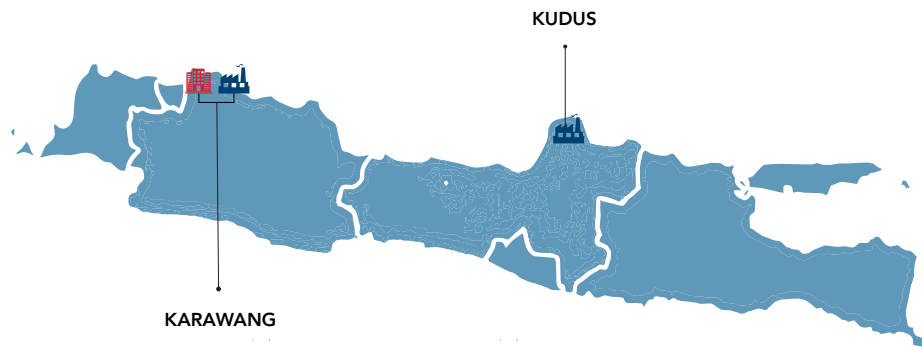
Tipping Base Paper



Inner Frame Paper

## HEAD OFFICE AND OPERATIONAL AREAS [GRI 2-1]

In the reporting year, the Company solely operates in 1 (one) country: Indonesia. The Company's Head Office is located in Karawang, with two manufacturing units located in Karawang and Kudus. There is no change in the location of operations in 2022.



### Head Office

Karawang Spoor Street, Purwadana Village, East Telukjambe District, P.O. BOX 54 KW Karawang 41300



### Karawang Factory Address

Karawang Spoor Street, Purwadana Village, East Telukjambe District, P.O. BOX 54 KW Karawang 41300



### Kudus Factory Address

Raya Kudus Jeparu Street, Km. 14, Papringan, Kaliwungu District, Kudus Regency 59332, Central Java, Indonesia

## MARKET SERVED [GRI 2-6]

BMJ consistently strives to produce quality products and grows to become a trusted company for clients. Good quality combined with competent service makes the company's products not only able to compete in the domestic market, but also in the global market.



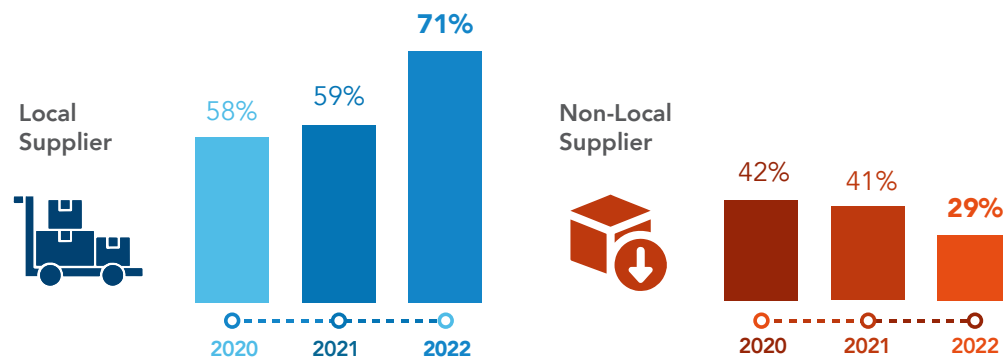


## SUPPLY CHAIN [GRI 2-6]

BMJ stands by its commitment to always do things with social impact in mind and strive for business with the goal of sustainability. In running its business, the Company collaborates with multiple partners or suppliers who are part of the supply chain. The collaboration includes procurement cooperation to meet the needs of goods and services in supporting the Company's performance, especially the provision of raw materials.

BMJ emphasizes a policy that focuses on the aspects of quality, cost, and service, as well as procurement risk management that aligns with the Company's strategy and policies. In order to ensure the quality of procurement practices, the Company conducts regular evaluations in accordance with established procedures. [GRI 3-3]

The Company consistently supports the strengthening of both local and national economies, and one of its approaches is by prioritizing local suppliers to fulfill its needs. Local suppliers for raw materials are generally located on the Java Island, considering factors such as cost (production and distribution) and shorter lead times compared to areas outside Java (the rest of Indonesia). In 2022, the percentage of spending on local suppliers is higher than non-local suppliers, as illustrated below. [GRI 204-1]



## ECONOMIC PERFORMANCE

BMJ understands the importance of applying the principle of sustainability in strengthening the economic aspect. This, in turn, encourages BMJ to consistently implement a sustainable business that promotes economic growth and supports the mutual welfare of every entity involved, both directly and indirectly. To improve its economic performance, BMJ focuses on significantly developing and expanding production activities. Therefore, good management of capital and resources is considered to be key in achieving the Company's targets on the aspect of economic performance. At the same time, efforts to monitor and evaluate economic performance are made consistently to ensure that every supporting aspect goes according to the direction and plan that has been set, including through the collection of information, data and holding internal meetings. [GRI 3-3]

In 2022, BMJ pays special attention to optimizing the sustainability of the Company's business that supports increased production and development of innovation. By referring to the concept of ESG, the Company holistically considers environmental, social, and governance factors in identifying opportunities and overcoming future business challenges to achieve long-term success. One of the efforts to identify the Company's economic performance is to map the economic growth by breaking it down into the generated economic growth and the distributed economic growth. [GRI 3-3, 201-1]

Based on the results of the mapping carried out, the generated economic growth that arises consists of several growths revenues derived from business activities. In the meantime, the distributed economic value includes growth of multiple benefits provided to stakeholders, such as operational costs, payment of salaries, taxes, as well as funds channeled through the Social and Environmental Responsibility (CSR) program to the community which is one of the stakeholders. By mapping the generated and distributed economic growth, BMJ can use it as a reference in making decisions and determining sustainable strategies.

BMJ also allocates a portion of the distributed economic value to compensate employees for their work services. BMJ has organized three pension programs for its employees, such as the Old Age Security Program, the Pension Guarantee Program, and the Pension Program for Post-Employment Compensation (PPPEC), with a salary contribution percentage ranging from 1% to 2%. In implementing these pension programs, the BMJ collaborates with the Social Security Agency for Employment (BPJS Ketenagakerjaan) and AXA Mandiri. [GRI 201-3]

Through the following table, the Company discloses the generated and distributed economic growth based on the financial statements. In 2022, the BMJ has not yet conducted an assessment of the climate-related risk on economic performance. Consequently, the Company has not derived any revenue from climate-related opportunities and/or financial implications. Additionally, the Company does not receive financial assistance from the government. [GRI 201-1, 201-2, 201-4]

### Generated and Distributed Economic Growth

Description	2022	2021	2020
Revenue	6.35%	(2.69%)	4.70%
<b>The Generated Economic Growth</b>	<b>6.35%</b>	<b>(2.69%)</b>	<b>4.70%</b>
Operational expenses	8.98%	(1.98%)	(0.23%)
Employee salary and remuneration	2.66%	1.46%	4.55%
Payment to the government	(55.12%)	(32.53%)	118.45%
Investment to the community	78.09%	(30.32%)	(4.89%)
<b>The Distributed Economic Growth</b>	<b>7.54%</b>	<b>(2.02%)</b>	<b>1.16%</b>

### ASSOCIATION MEMBERSHIP [GRI 2-28]



The Indonesian Chamber of Commerce and Industry (KADIN)

**Regional Administrator**



Association of Indonesia Employers (APINDO)

**Member**



The Indonesian Pulp and Paper Association (APKI)

**Administrator**

# ENVIRONMENTAL PERFORMANCE

## ENERGY [GRI 3-3, 302-1, 302-2, 302-3, 302-4, 302-5]

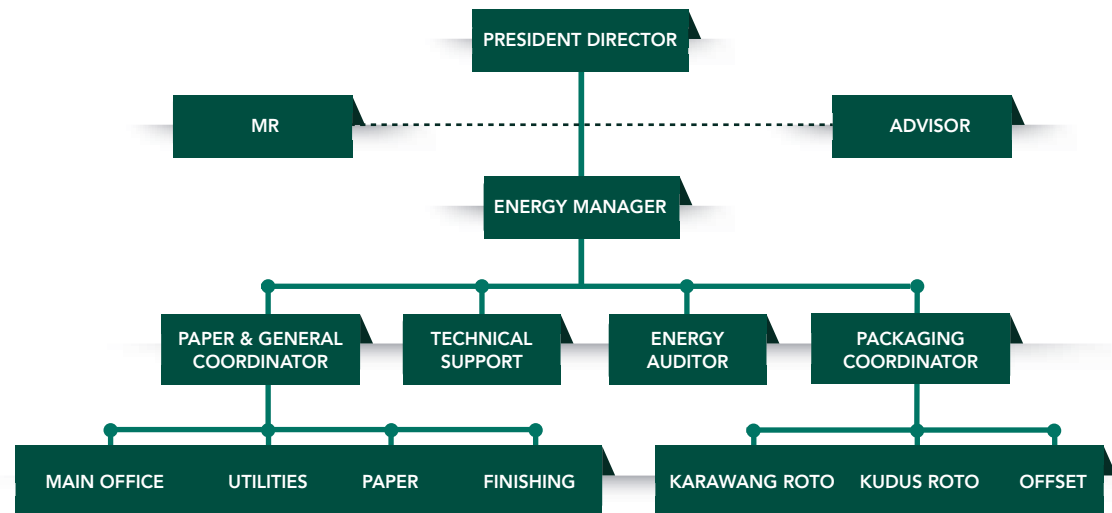
These days, the use of energy is of particular concern to the global community as one of the causes of climate change is the result of inefficient use of energy. In carrying out operational activities, energy is an important aspect for BMJ. To that end, the Company has policies and commitments to use energy wisely and efficiently, two of which are by utilizing renewable energy and cutting energy consumption.

The implementation of the Company's energy management is led by the team leader from the Department of Paper Electrical Maintenance & Energy Plant, and it is the responsibility of all parties to support the implementation of energy management. To evaluate energy use, in 2022 the BMJ began implementing the Energy Management program. The program also supports Government Regulation Number 70 of 2009 on Energy Conservation. The implementation of the Company's energy management begins by conducting a walkthrough energy audit in the boiler area at the Karawang Factory and on the rotogravure, foil, and compress machines at the Kudus Factory. In the future, the Company will seek periodic reviews of energy use.



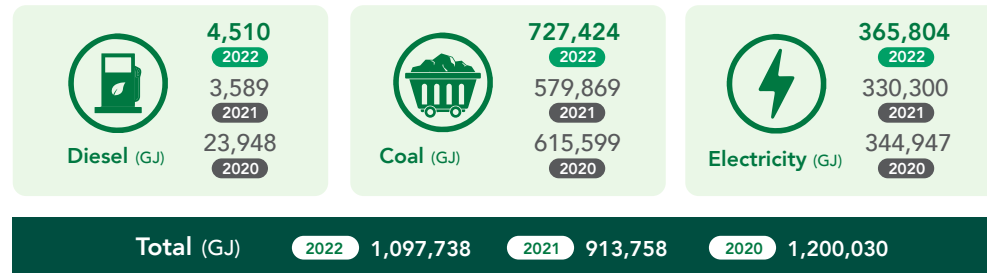
BMJ uses energy to operate manufacturing facilities and equipment, operational vehicles, office areas, and other supporting activities. One of the main sources of energy is diesel fuel, which is used to operate generators, lift vehicles, and operational vehicles. The Company also uses coal to operate steam boiler generators and electricity from state-owned electricity company PT PLN for office activities and lighting.

### Energy Management Team Structure



Coal usage data is summarized from the SAP application, while electricity usage data is summarized from electricity bills. The Company has not used renewable energy and calculated energy reduction for products sold and there is also no energy sold within the Company. The following is the Company's energy consumption data:

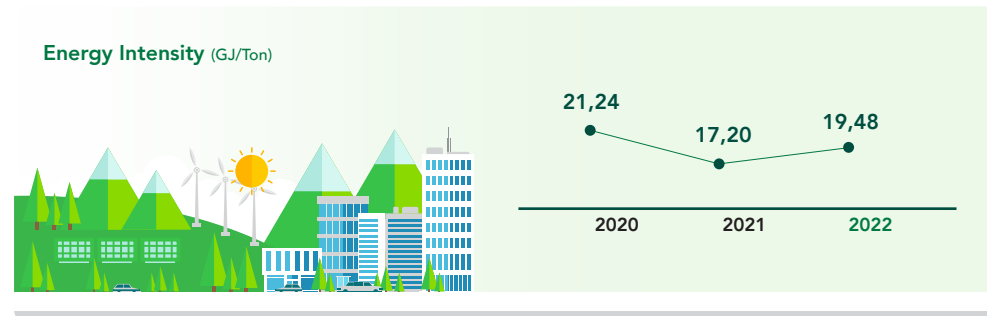
Energy



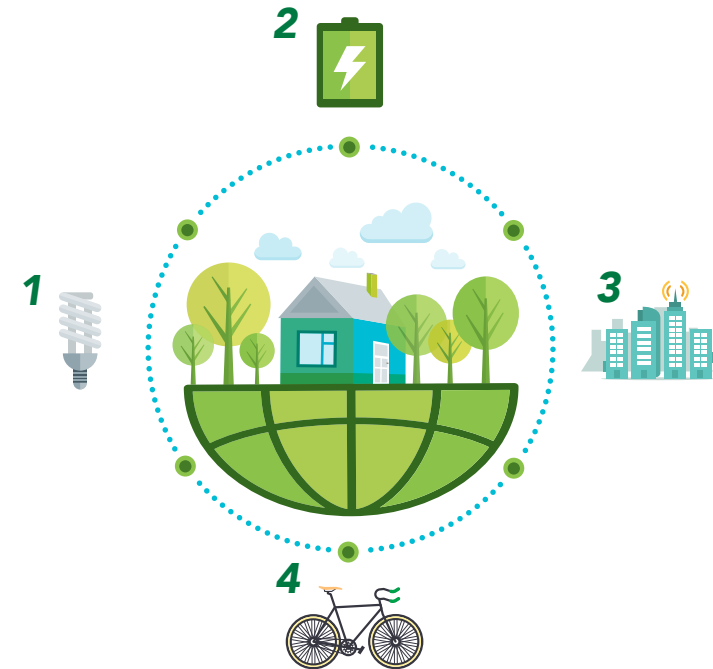
\*Note: Energy conversion into GJ adopts the International Energy Agency's conversion factor (<https://www.iea.org/statistics/resources/unitconverter/>)

Energy Intensity

The Company has calculated energy intensity using the total production in tons as the denominator, as follows:



The Company also initiates various activities in an effort to reduce its carbon footprint as outlined in the BMJ Sustainability Blueprint, as follows:

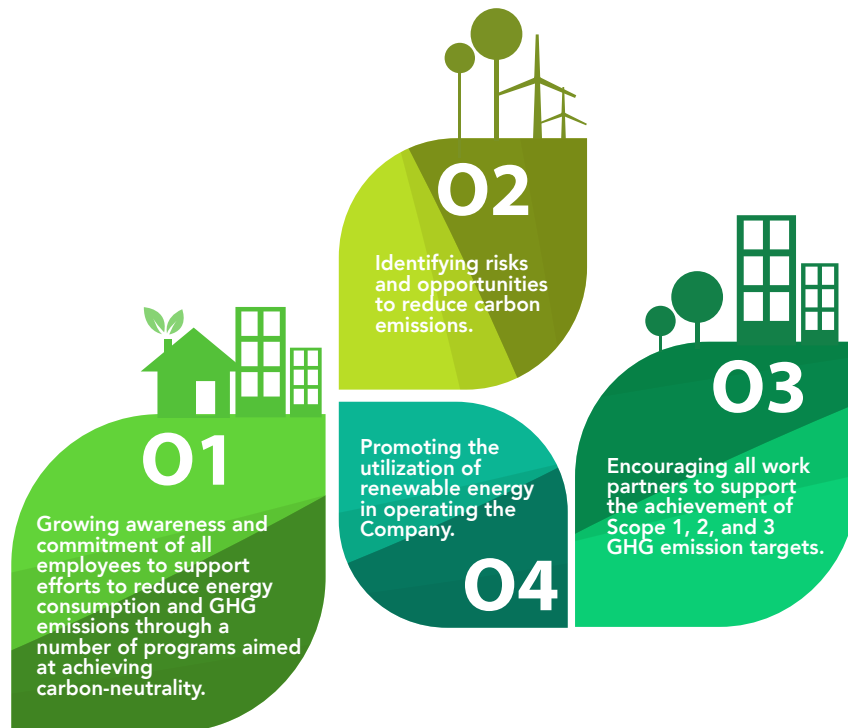


1. Incorporating energy-efficient lighting, such as LED bulbs.
2. Conducting electricity-saving campaigns.
3. Implementing Smart Building features, including automatic lighting and doors.
4. Promoting and encouraging bicycle usage among employees residing in Karawang City.

## GREENHOUSE GAS (GHG) EMISSIONS [GRI 3-3, 305-1, 305-2, 305-3, 305-4, 305-5, 305-6, 305-7]

Greenhouse Gas (GHG) effect is one of the issues of global concern as stated in Goal 13 of Sustainable Development Goals (SDGs) that underscores the commitment of each country to take important steps in fighting climate change, one of which is caused by GHGs. The implementation of sustainable environmental policies in accordance with the environmental management system is a token of BMJ's commitment to protecting and preserving the environment.

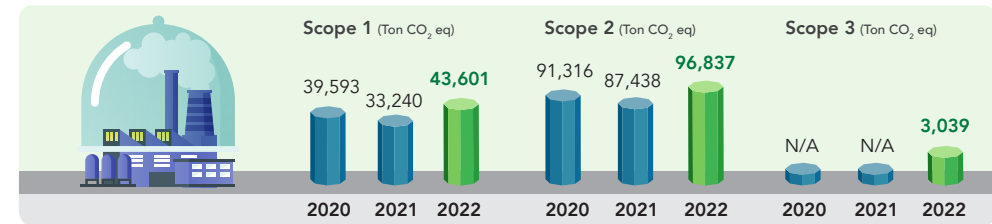
To reduce GHG emissions arising from operational activities, BMJ makes GHG emission control an important aspect in the context of sustainability. Some of the established initiatives related to reducing GHG emissions include:



The Company has calculated its Scope 1, 2, and 3 emissions. Emission calculation uses the operational control approach from the Intergovernmental Panel on Climate Change (IPCC) published in the 2006 IPCC Guidelines for National Greenhouse Gas Inventories. Scope 1 emissions come from the use of fuel and coal, while Scope 2 emissions come from the use of electricity provided by State Electricity Company (PLN). In 2022, the Company also calculates Scope 3 emissions that include transportation and distribution activities. The scope of the calculation includes transportation of employees, waste and suppliers, as well as distribution to customers.

The calculation of Scope 1 and 3 emissions uses emission factors issued by the Energy and Mineral Resources Oil and Gas Institute (Lemigas). Meanwhile, emission factors for Scope 2 use emission factors issued by the Directorate General of Electricity, Ministry of Energy and Mineral Resources. The following is emission data that has been calculated by the Company:

### GHG Emissions



N/A: Scope 3 emissions are calculated starting in 2022.

### Emission Intensity (Ton CO<sub>2</sub> eq/Ton)

The Company calculated emission intensity by dividing the total emissions for Scope 1 and 2 by the total production in tons.



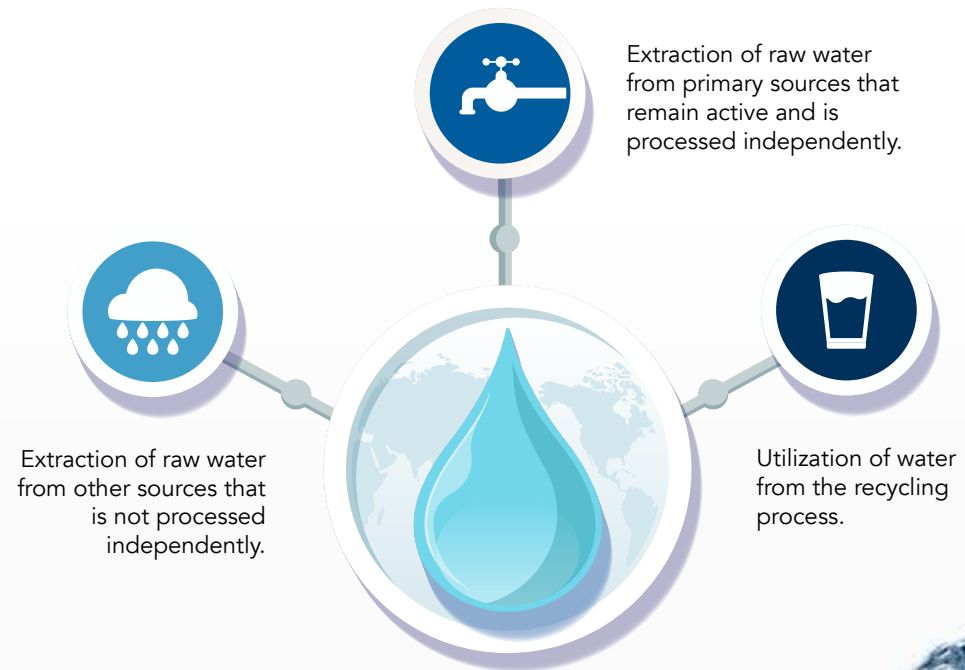
In the reporting period, the Company has not determined the emission base year and has not calculated the emission reductions for its product. Currently, the Company uses non-CFC (Chloro Fluoro Carbon) refrigerants, and thus the Company does not calculate emissions of ozone depleting substances (ODS). Additionally, the Company has not conducted calculations for other significant air emissions.

**WATER [GRI 3-3, 303-1, 303-2, 303-3, 303-4, 303-5]**

In addition to energy needs, water is also an operational need and supporting needs for BMJ. Some of the impacts that may occur as a result of water use are water pollution that has an impact on decreasing the quality of water resources. Therefore, the Company is committed to managing water properly and trying to reduce water use by implementing water stewardship. The utilization of water to fulfill production and domestic needs within the Company is carried out responsibly and is the responsibility of the Paper Process Engineering Department.

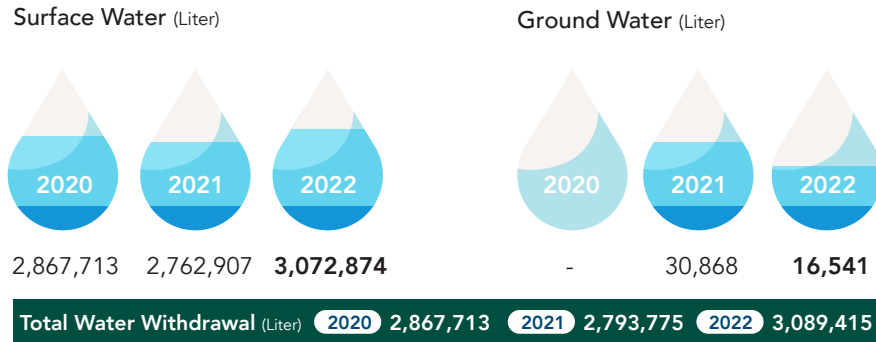
The Company uses water that comes from surface water and groundwater. The use of groundwater is accompanied by the ownership of the necessary permits, namely provisions for taking fresh water and not taking water from areas experiencing water stress. The Company uses a flow meter to quantify water consumption, with the data being displayed on the Distributed Control System (DCS). Evaluation of the performance of water utilization is carried out periodically and becomes material for reporting to the government according to the existing permits. Evaluation of the performance of water utilization is included in the Key Performance Indicator (KPI) of the relevant departments.

**Water Conservation Commitment**

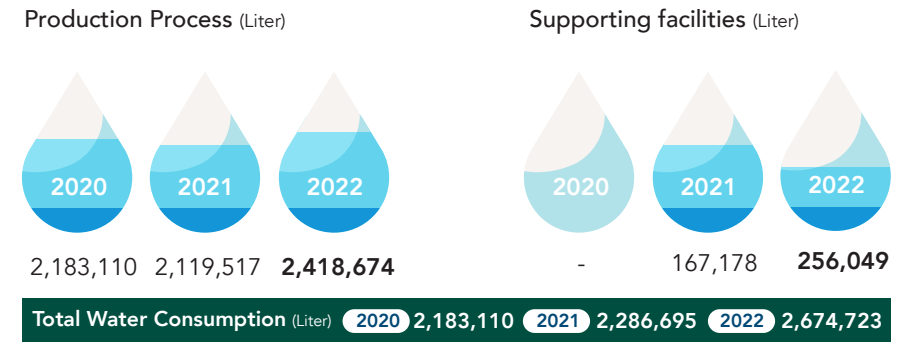


The following is the Company's water withdrawal and consumption data:

**Water withdrawal by source**



**Water consumption by supporting facilities**



**Increasing Water Utilization Through Water Recycling**

To support water conservation, the Company recycles water, which is then used in the production process. Utilization of recycled water reaches 12.4% of total water consumption in 2022.



Notes:  
Water recycling 2022 with plus gravity pump starts in July 2022.





## MATERIALS [GRI 3-3, 301-1, 301-2, 303-3]

In every use of the material, there will be waste generated. Given that waste has a negative impact on the environment, it is necessary to use more efficient materials to reduce this impact. An efficient approach means making the best use of materials and reducing waste. Material efficiency is supported by the shift to continuous cycles.



In producing cigarette paper, the Company uses materials such as pulp, chemicals, board, other types of paper, and aluminum foil. The use of materials, both in terms of quantity and quality, is reviewed periodically and evaluated regularly, be it daily, monthly and yearly. In addition, the use of materials is also included in the KPI of the relevant departments. The Company recycles materials referred as broke up to a maximum of 40%. The Company does not utilize waste paper or reclaimed products.

The following table presents the percentages of increase and decrease in material usage in the last three years.



Input Material	Unit	2022	2021	2020
<b>Paper Division</b>				
Pulp	%	16.49%	(3.46%)	6.52%
Chemicals	%	12.08%	(8.57%)	8.79%
<b>Roto Packaging Division</b>				
Cardboard	%	(6.46%)	(12.55%)	2.84%
MG Paper	%	(6.83%)	(6.64%)	19.23%
Foil	%	(9.43%)	(4.99%)	18.33%
Ink and Solvent	%	(0.32%)	(1.25%)	2.90%
<b>Offset Packaging Division</b>				
Cardboard	%	19.26%	23.12%	41.62%

## WASTE AND EFFLUENT [GRI 3-3, 306-1, 306-2, 306-3, 306-4]

The Company's operational activities produce solid waste consisting of hazardous and toxic waste (B3) and non-hazardous waste. The Company is aware that waste that is not properly treated would pollute the environment. However, some waste that is properly managed can be reused, increasing efficiency. To that end, the Company makes every effort to manage this waste in accordance with the prevailing regulations. In order not to disrupt the activities of the communities around the operational area, the Company also makes optimal efforts to minimize the negative impacts that may arise.

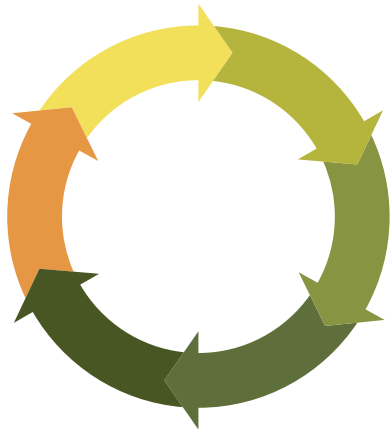
The resulting B3 waste is sent to a licensed B3 temporary storage site (TST). Any incoming B3 waste is grouped according to its type and recorded in a logbook. The maximum storage period for B3 waste in the TST B3 is 90 days. All B3 waste is subsequently transported by a licensed third party equipped with an electronic manifest (festronek) recorded in the Environmental Electronic Reporting Information System (SIMPEL) of the Ministry of the Environment and Forestry. The third party appointed by the Company is a party that already has a transportation permit from the Transportation Office and a utilization permit as required by the Ministry of the Environment and Forestry.

The Company has identified the impacts related to waste on the Company's activities as follows:



Waste Management Commitment

Reducing the amount of hazardous and non-hazardous waste.



Building employee awareness to implement the Reduce Reuse, Recycle (3R) program within the Company and the surrounding communities.



Continuously monitoring all raw materials until the final product reaches 100% of the target plan.

The Company also monitors and oversees the management of hazardous waste using festronik. Waste generation is always evaluated every semester and must be reduced, both in terms of the handling costs and the quantity of waste.

Waste Produced, Diverted from, and Managed by Third Parties in Metric Tons

Year	Source	Waste produced	Waste diverted from final disposal	Waste managed by third parties
2022	Production	19,464.77	-	19,464.77
2021	Production	13,576.85	-	13,576.85
2020	Production	13,571.00	-	13,571.00

Waste Managed by Third Parties in Metric Tons

Year	Category	On Site	Off Site	Total
2022	Hazardous Waste	-	9,636.66	9,636.66
	Non-hazardous Waste	-	9,828.11	9,828.11
	<b>Total</b>	-	<b>19,464.77</b>	<b>19,464.77</b>
2021	Hazardous Waste	-	6,862.12	6,862.12
	Non-hazardous Waste	-	6,714.73	6,714.73
	<b>Total</b>	-	<b>13,576.85</b>	<b>13,576.85</b>
2020	Hazardous Waste	-	5,036.98	5,036.98
	Non-hazardous Waste	-	8,534.02	8,534.02
	<b>Total</b>	-	<b>13,571.00</b>	<b>13,571.00</b>

### Waste Based on Management Method in Metric Tons

Waste Category	Waste Type	Management Method	2022	2021	2020	
Hazardous	Fly ash	Submitted to licensed third parties	7,475.96	6,397.44	4,804.45	
	Bottom ash		1,896.23	382.36	90.54	
	Hazardous sludge		21.91	9.52	7.15	
	Contaminated gloves		55.40	22.96	21.11	
	Expired chemicals		2.35	-	-	
	Fluorescent lamps		0.98	0.59	0.10	
	Solvent sludge		90.67	21.77	92.26	
	Used oil		31.06	15.69	18.12	
	E-waste		0.65	0.79	0.32	
	Used batteries		1.64	3.63	-	
	Hazardous waste packaging		59.80	7.37	2.93	
	Non-Hazardous	Wastewater Treatment Plant (WWTP) sludge)	Submitted to licensed third parties	9,828.11	6,714.73	8,534.02
	<b>Total Waste</b>			<b>19,464.77</b>	<b>13,576.85</b>	<b>13,571.00</b>

The resulting liquid waste will be processed through a wastewater treatment plant (WWTP). In the WWTP, liquid waste will go through four stages of treatment, namely equalizer, flocculation, sedimentation (separation of clear water from sludge), and dewatering (sludge pressing process until the water content reaches 72%) using a belt press machine. The result of the sedimentation tank in the form of clear water will continue to flow until it overflows and enters the gutters, which then flow into the river. Meanwhile, the sludge that is not classified as hazardous waste will be allocated at the TST before being transported by third parties.

Parameter standards controlled by the Company, namely:

pH 6—9

COD <100mg/lit

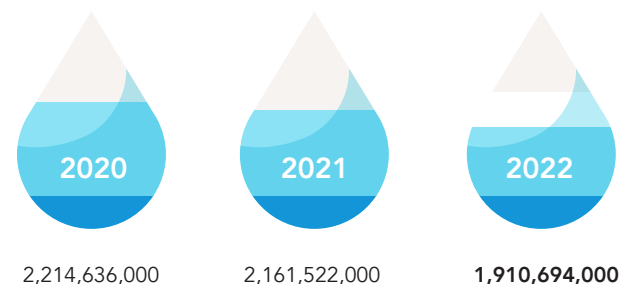
TSS <45mg/lit

Discharge <400m<sup>3</sup>/hour.

The Company seeks to reduce effluent discharge into rivers through recycling methods. Some of the water produced from the WTP treatment is reused by mixing it with river water for the purification process in the raw water treatment system. The water is also used as a spray to clean areas and equipment in the WTP. The Company also boosts the efficiency and effectiveness of using chemicals in waste treatment through several equipment modifications so as to achieve optimal chemical reactions.

### Water Disposal by Destination in Liters

Surface Water



**BIODIVERSITY [GRI 3-3, 304-1, 304-2, 304-3, 304-4]**

BMJ is aware that its operational activities have the potential to cause pollution and environmental pollution. The production process involves the use of certain chemicals. The liquid waste from the factory has the potential to leak and flow into rivers, while the smoke, dust and noise generated by the boiler can disturb the surrounding fauna. To that end, the Company implements an ISO 14001-based environmental management system that includes a series of specific Standard Operating Procedures (SOP) to manage the environmental impact of operations.

The Company is also committed to protecting and preserving biodiversity and other natural resources around the Company's operational areas. The Company also always complies with regulations related to the environment, such as obtaining environmental permits and regularly reporting the Environmental Management Plan and Environmental Monitoring Plan (RKL-RPL) through SIMPEL KLHK.



**Commitment to Biodiversity**

**01**  
100% purchase of raw materials from suppliers certified by Sustainable Forest Management and Chain of Custody Systems.

**02**  
Only using pulp and other raw materials certified by FSC, PEFC, SVLK (Timber Legal Verification System) SVLK (Timber Legal Verification System) in producing cigarette paper and packaging products.

**03**  
Continuously implementing and running recognized traceable certification systems.

The BMJ factory located in Karawang Regency has an area of 25 hectares and is located close to the agricultural ecosystem and the banks of the Citarum River. The Company has identified, managed and mitigated actual and potential impacts on biodiversity, as described in the table below:

Activity	Impact Potential	Impact Range	Impact Duration	Impact Reversibility Rate	Mitigation Impact
Production Process	<ul style="list-style-type: none"> <li>• Air, water and soil pollution</li> <li>• Dust and air pollution from boilers</li> <li>• Noise from machine operation</li> </ul>	Purwadana Village and Citarum River	As long as the production process is still under way	Reversible depending on mitigation measures	Fulfillment of threshold values/quality standards, use of the latest technology, as well as licensed managers and utilization
	Depletion of natural resources	In Karawang regency and Indonesia	As long as the production process is still under way	Reversible depending on mitigation measures	Efficient use of materials, use of the latest technology, skilled manpower, 3R implementation, and ARM

From the impacts that have been identified, the Company constantly evaluates the performance of biodiversity. The evaluation frequency is carried out per semester against the established short, medium and long term work plans. The Company set aside a total area of 11.1 hectares to be used as a conservation area.

Operation location	Conservation area (in ha) [A]	Concession area [B]	% of total Concession Area
Karawang Factory	11.10	17.48	64%



Around the operational area, there are several flora and fauna such as monitor lizards, cobras, and several species of birds such as finches, turtledoves, zebra dove, and so on. But the Company has not carried out direct monitoring and has not identified them referring to the International Union for Conservation of Nature (IUCN) Red List.

# SOCIAL PERFORMANCE





## EMPLOYMENT

BMJ considers that human resources play a strategic role in achieving the Company's goals. Human resources do not only play a role as a driving force for the Company's development, but also as a support in optimizing the Company's business sustainability. To that end, BMJ always ensures the implementation of the principles of sustainability in human resources management and strives to meet the goals of social criteria according to the triple bottom line (People, Planet, Profit) concept. BMJ is not only focused on profit alone, but also pays attention to the employment aspect that become a form of concern for employees as assets as well as the Company's stakeholders. Attention to the employment aspect is in line with BMJ's objectives in managing human resources, namely to continue driving performance growth, innovation, dedication and competitiveness of every personnel within the Company. In practice, these three objectives are achieved by developing the quality and competence of employees, as well as by creating a conducive and harmonious work environment.

The Human Resources and Organization Development (HR & OD) Department is responsible for ensuring that human resources management is in line with the objectives of the BMJ ESG program. The Department is also responsible for maintaining the working relationship between the Company and its employees, built on the principles of mutual respect and trust. In this context, the Company always maintains open communication and is committed to collaboration to solve problems. In measuring the achievement of the ESG program targets, BMJ determines aspects of employment that are included in social sustainability, including:





## Human Rights

BMJ upholds human rights in all of its operations and supply chain. The commitment is stated in the code of ethics (business ethics) that explains that the Company complies with all prevailing laws, in accordance with the principles from law on labor and the United Nations Universal Declaration of Human Rights. The approach adopted is the prevailing regulations and laws, with an emphasis on drafting aligned policies and carrying out due diligence and improvement programs. [GRI 3-3, 2-27]

BMJ prohibits unlawful practices of discrimination and harassment to provide a safe and inclusive work environment. The Company's business, along with a number of supporting industries, is obliged to consider human rights-related factors. BMJ has not conducted a review of human rights aspects in each line of operation. Nevertheless, the Company ensures compliance with laws and regulations related to human rights and the commitment is also stated in the Company's code of ethics.

On the other hand, BMJ acknowledges that educating employees about human rights principles is a crucial step in instilling their collective care and awareness. Hence, the Company periodically disseminates the code of ethics, which include human rights principles practices to all employees. The Company's efforts and commitment to protecting human rights aspects is proven by zero cases of human rights violations throughout the Company's operational environment, resulting in no associated impacts. [GRI 412-1, 412-2]

### Elimination of Child Labor and Forced Labor

In preventing the involvement of underage workers, BMJ refers to Article 68 of Law Number 13 of 2003 and the International Labor Organization (ILO) Convention Number 138 of 1973 on the minimum age for admission to work. The commitment is stated in the Collective Labor Agreement (CLA) Chapter V Article 15 on Employee Recruitment and the Code of Ethics. BMJ imposes a minimum age requirement of 18 years in the employee recruitment process. This minimum age requirement is also a priority point in supplier selection to avoid underage workers, especially in the Company's operational areas. [GRI 2-27, 3-3, 408-1]

In line with this commitment, BMJ prohibits the practice of slavery and the use of forced labor within the Company's internal environment, as well as partner suppliers in accordance with the provisions of Law Number 19 of 1999. This commitment is outlined in the CLA, which obligates a written agreement between the Company and employees based on the respective desires during processes such as recruitment, rotation, and all other employment-related matters. Throughout the reporting period, there has been no child labor or forced labor within the BMJ's operational areas or among supply partners. As a result, no associated risks have arisen from these matters. Every 2 (two) years, the entire management of the Company conducts a review of the CLA to evaluate the performance of preventing child labor and forced labor. [GRI 3-3, 409-1]



## Industrial Relations

In the midst of a rapidly changing work environment, industrial relations are vital in ensuring business success and sustainability. Effective industrial relations can lead to higher productivity, job satisfaction, and employee retention. To that end, BMJ always maintains open and transparent communication, and promotes collaboration between elements in order to build ideal industrial relations. To boost employee engagement, the Company accommodates the community as a forum for channeling employee hobbies, both in sports and arts. In addition to improving employee motivation and performance, the presence of these communities is expected to encourage a culture of excellence and achievement that will ultimately bring pride to all employees and the Company. [\[GRI 3-3\]](#)

The Company has established a Collective Labor Agreement (CLA) with the BMJ workers' union to ensure that all rights and obligations of all employees are fulfilled. The CLA is also a token of commitment showing that the Company gives freedom to employees to associate and engage in collective bargaining. Labor Union is a means of communication between the management and employees. At the end of the reporting period, it is recorded that 100 percent of employees were members of labor unions, according to what was stated in the CLA. [\[GRI 2-30\]](#)



Regular meetings between the management and representatives of the labor union are held at least once a month to discuss the latest employment conditions. In addressing a case or a potential problem in industrial relations, management representatives and the labor union will immediately hold a mediation and deliberation session (outside of the regular schedule) to seek solutions and reduce the negative impact arising from the problem. To track the effectiveness of the employee complaint mechanism that has been provided, the Company regularly conducts employee engagement surveys through the Human Resources (HR) Division. [\[GRI 2-25, 3-3\]](#)

If there is a potential for operational changes that have a significant impact on employees, the Company will immediately take an approach through consultation and discussion with employees and representatives of the labor union to get perspectives that will also be considered before changes are implemented. Meanwhile, the minimum notification period for employees regarding these changes is at least one month before the changes take effect. [\[GRI 402-1\]](#)

## HUMAN RESOURCES MANAGEMENT

### Diversity and Equal Opportunities

For BMJ, diversity and equal opportunity become the basis for managing human resources. The Company also believes it will drive innovation and diverse perspectives, which in turn creates opportunities to improve the Company's performance and productivity. The implementation of the principles of diversity and equal opportunity is part of BMJ's commitment to applying the principle of sustainability to human resources management as stated in the BMJ's ESG Program. In the ESG program, BMJ has set targets related to HR management, including: [GRI 3-3]



**Diversity and Inclusion**

Striving to accelerate the empowerment of superior corporate human resources.



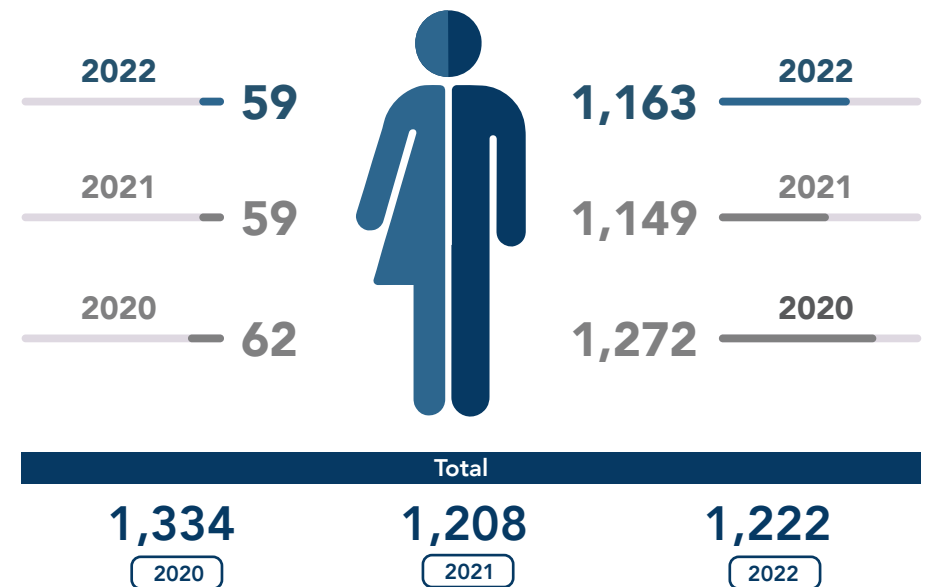
**Empowering Employees & Our Communities**

- Maintaining skilled employees for today and for the future.
- Prioritizing level of employee health and welfare and taking steps to provide assistance through collaboration with the surrounding communities when needed.

Along the way, human resources management that upholds diversity and equal opportunity is included in the CLA and implemented in the employee recruitment process, employee competency training, and development programs, employee career development, to employee remuneration and welfare. Based on Law Number 40 of 2008 on the Elimination of Racial and Ethnic Discrimination, BMJ is committed to building an inclusive work culture by appreciating, respecting, and recognizing that everyone is unique and valuable. [GRI 3-3]

In the BMJ Business Conduct Guidelines, the Company firmly rejects any form of harassment or discrimination based on gender, religion, race, national or ethnic origin, cultural background, social group, disability, marital status, age or political views. In 2022, BMJ ensured the absence of discrimination in the Company's business activities and operations. The Company's commitment to diversity and equality is evident through BMJ employee data based on several categories compiled with the ERP HR Database. [GRI 2-7, 3-3, 405-1, 406-1]

### Employee Composition by Gender



### Employee Composition by Employment Status and Gender



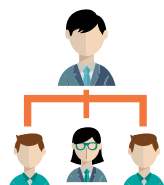
Employment Status	2022		2021		2020	
Permanent Employee	1,096	56	1,119	52	1,241	54
Contract Employee	67	3	30	7	31	8
<b>Total</b>	<b>1,163</b>	<b>59</b>	<b>1,149</b>	<b>59</b>	<b>1,272</b>	<b>62</b>

### Employee Composition by Age Group



Age Group	2022		2021		2020	
> 50 Years	108	3	98	2	105	1
41—50 Years	355	14	325	14	336	12
31—40 Years	460	21	478	17	523	21
18—30 Years	260	21	248	26	308	28
<b>Total</b>	<b>1,163</b>	<b>59</b>	<b>1,149</b>	<b>59</b>	<b>1,272</b>	<b>62</b>

### Employee Composition by Position Level



Employment Status	2022		2021		2020	
Directors	4	0	4	0	4	0
General Manager/ Regional Manager	3	0	4	0	4	0
Manager	50	3	47	3	48	2
Staff	134	43	135	41	144	44
Non-staff	972	13	959	15	1,072	16
<b>Total</b>	<b>1,163</b>	<b>59</b>	<b>1,149</b>	<b>59</b>	<b>1,272</b>	<b>62</b>



### Employee Composition by Region, Employment Status, and Gender



Karawang Head Office

Position Level	2022	2021	2020
Permanent Employee	1,086	1,102	1,227
Contract Employee	42	8	10
<b>Total</b>	<b>1,128</b>	<b>1,110</b>	<b>1,237</b>
Male	1,075	1,062	1,187
Female	53	48	50
<b>Total</b>	<b>1,128</b>	<b>1,110</b>	<b>1,237</b>



Kudus Unit/Branch

Position Level	2022	2021	2020
Permanent Employee	66	69	68
Contract Employee	28	29	29
<b>Total</b>	<b>94</b>	<b>98</b>	<b>97</b>
Male	88	87	85
Female	6	11	12
<b>Total</b>	<b>94</b>	<b>98</b>	<b>97</b>

The 2022 data shows that the number of BMJ employees does not change significantly from that of 2021. All BMJ employees are full-time employees, both permanent and contract employees. However, BMJ still uses the services of workers who are not categorized as employees even though the numbers are not significant, such as consultants, contractors, and the like. The principle of diversity and equality of opportunity upheld by BMJ also does not look at gender in employee management even though the proportion of female employees is far less than that of male employees. [GRI 2-8, 405-1]

### Employee Composition

BMJ gives opportunities for everyone to join and develop careers without discriminating against gender, religion, ethnicity, and race. To ensure that recruitment is carried out without any discriminatory and other dishonorable practices, the Company always pays special attention to the implementation of the Company's internal regulations and the prevailing laws related to employment. The Company also ensures the implementation of a rigorous and quality selection process to attract the best and competent human resources according to the required specifications. BMJ also encourages local communities, namely the communities around BMJ's operational areas, to participate in employee recruitment and develop careers with equal opportunities. As of 2022, it is recorded that 25% of BMJ senior management come from the local communities. [GRI 3-3, 202-2]

The activity of leaving and leaving the Company (turnover) is also recorded by the BMJ. There are multiple factors that cause employees to end their employment relationship with the Company, such as entering retirement age, ending work contracts, resigning, passing away, and other reasons. As a token of responsibility and appreciation for employees, BMJ fulfills the rights of employees who end their employment relations by providing compensation in accordance with the prevailing regulations on labor and contained in the CLA. The following is a compilation of data related to employee recruitment and turnover over the past three years. [GRI 3-3, 401-1]

Referring to the BMJ Business Conduct Guidelines (BMJ Business Conduct), BMJ is obliged to provide equal employment opportunities and treat all employees fairly, recognize equal rights of every employee, and firmly reject all forms of discrimination in the work areas. For BMJ, only achievements, qualifications and other professional criteria are used as a basis for making decisions regarding employment at BMJ such as recruitment, training, compensation and promotion.

### Composition of New Employees and Employee Turnover by Gender

Gender	2022		2021		2020	
	New Employee	Employee Turnover	New Employee	Employee Turnover	New Employee	Employee Turnover
Male	60	26	10	8	18	10
Female	6	0	2	2	2	2
<b>Total</b>	<b>66</b>	<b>26</b>	<b>12</b>	<b>10</b>	<b>20</b>	<b>12</b>

### Composition of New Employees and Employee Turnover by Region

Region	2022		2021		2020	
	New Employee	Employee Turnover	New Employee	Employee Turnover	New Employee	Employee Turnover
Karawang	54	16	8	6	16	8
Kudus	12	10	4	4	4	4
<b>Total</b>	<b>66</b>	<b>26</b>	<b>12</b>	<b>10</b>	<b>20</b>	<b>12</b>

### Composition of New Employees and Employee Turnover by Age Group

Age Group	2022		2021		2020	
	New Employee	Employee Turnover	New Employee	Employee Turnover	New Employee	Employee Turnover
18—30 Years	55	25	7	7	15	10
31—40 Years	5	1	2	3	4	2
41—50 Years	1	0	3	0	1	0
>50 Years	5	0	-	0	-	0
<b>Total</b>	<b>66</b>	<b>26</b>	<b>12</b>	<b>10</b>	<b>20</b>	<b>12</b>

## Employee Remuneration

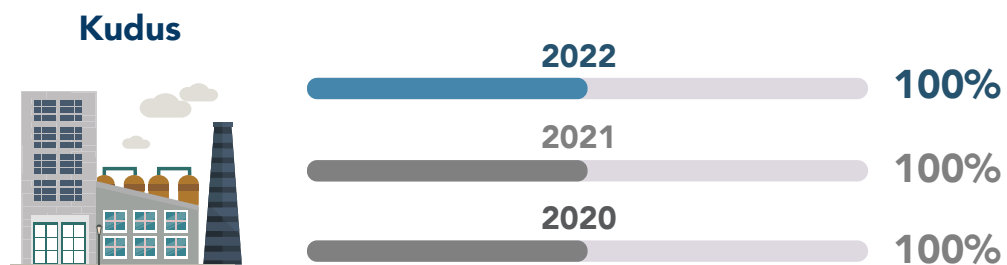
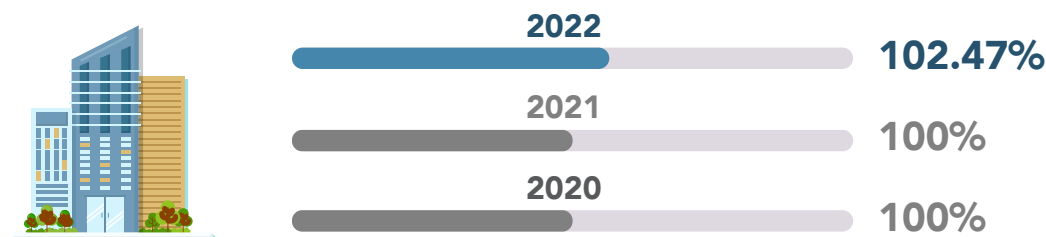
BMJ ensures that all employees are treated fairly when it comes to rewards and pay. Every individual holds an equal entitlement to receive wages, benefits, and rewards predicated upon criteria of impartial and transparent assessment, devoid of any differential treatment. In this context, BMJ also refrains from distinguishing salary ratios and remuneration between male and female employees. BMJ provides compensation in the form of remuneration and employee benefits, in accordance with the policies pertaining to the remuneration system as delineated in the Company's Collective Labor Agreement. The following allowances are provided to employees in accordance with their employment status. [GRI 401-2, 405-2]

BMJ is steadfast in its commitment to honor the entitlements of all employees in receiving sufficient remuneration. Remuneration and all supplementary allowances are predicated on the principles of equity, and adhere to the greater of either the national legal benchmarks or those enshrined within the Company's CLA or its derivatives. BMJ's dedication to employee well-being finds reflection in the ratio of entry-level employee remuneration at the lowest hierarchical echelon within the Company, relative to the prevailing minimum wage in each respective operational region. [GRI 202-1]

### Employee Benefits by Employment Status

Types of Benefit	Permanent Employee	Contract Employee
Health Services	✓	✓
Insurance (BPJS Ketenagakerjaan, BPJS Kesehatan)	✓	✓
Accident Insurance	✓	✓
Annual Leave	✓	✓
Maternity Leave	✓	✓
Bonus	✓	✓
Meal allowance	Provided by the canteen	Provided by the canteen
Awards and Remuneration	Award of 15 years and over, attendance incentives, and years of service incentives	None

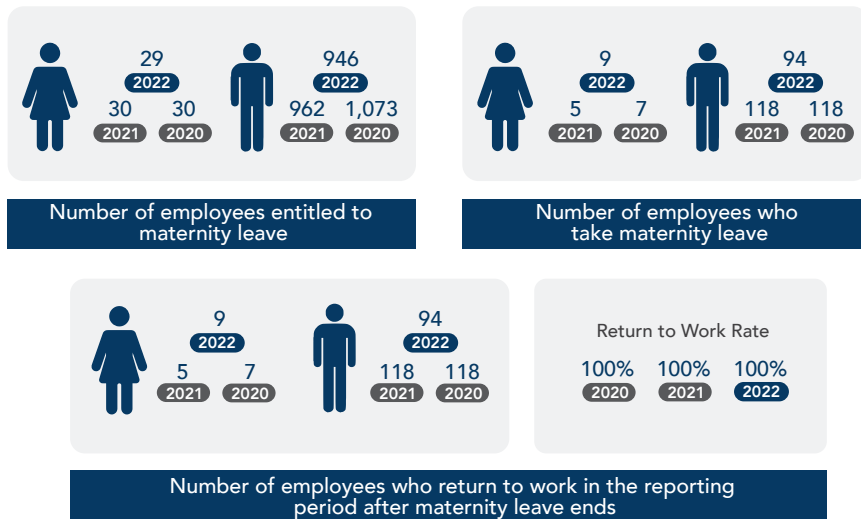
### Ratio of Entry Level Employee Wages to Minimum Wage Based on Region



In accordance with what is stated in Law on Labor and the Collective Labor Agreement (CLA), maternity leave is one of the rights stipulated in the CLA. This right is granted by BMJ to employees who are married, both female employees who give birth or male employees who accompany their wives who are in labor. By attaching a doctor's certificate, employees are entitled to maternity leave so they have the opportunity to properly prepare for the birth of their baby. [GRI 3-3]

Maternity leave is given to female employees for 1.5 months before giving birth and 1.5 months after giving birth. The right to maternity leave does not reduce the right of female employees to their annual leave. For female employees who experience a miscarriage, BMJ provides an additional 1.5-month rest period, or according to the statement of the obstetrician or the midwife. Maternity leave extension can be given to female employees for a maximum of three months if there are conditions that could endanger her based on a doctor's certificate and is considered a sick leave. Female employees who have returned from their leave period can work according to their position before the leave entitlement is used. Meanwhile, male employees whose wives give birth are entitled to two days of leave. Description of maternity leave is presented in the following table. [GRI 401-3]

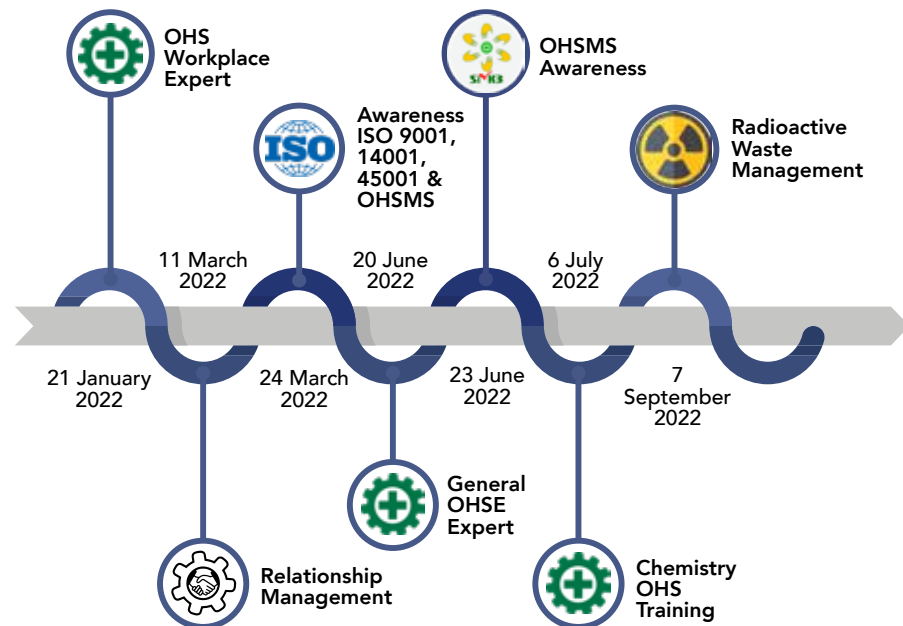
### Use of Maternity Leave Rights



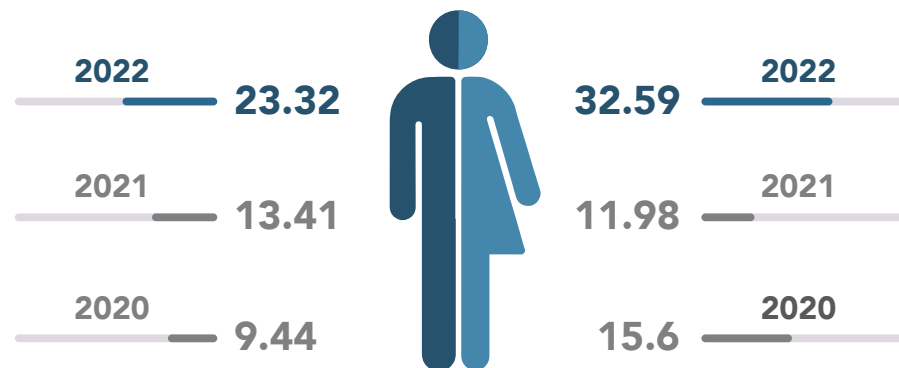
### Employee Competency Development

Given the commitment to always encouraging growth in performance, innovation, dedication and competitiveness of every person in the Company, BMJ consistently facilitates various training and education programs for employees. This aims to develop the quality and competence of employees and create a conducive work environment. The direction of the training and education program is aligned with the Company's strategies so employee quality and competency development can be achieved effectively, efficiently and in an integrated manner to support the Company's performance improvement. [GRI 3-3]

Employee training and education programs are also part of the annual plan for implementing ESG as stipulated in the BMJ Sustainability Program. To that end, training and education programs have been designed to improve employees' knowledge and understanding of ESG principles, benefits to business, and long-term impacts on business if the ESG program is not carried out in driving the Company's business. Throughout 2022, BMJ holds various training and education programs that were held both online and offline in compliance with the COVID-19 protocol. Details of the implementation of the program are presented in the following table. [GRI 3-3, 404-1, 404-2]



### Average Employee Training Hours by Gender (Hours)



BMJ not only organizes training and education programs to improve employee quality and competence in supporting careers at the Company, but also provides programs for employees who are entering retirement age. As stated in the CLA, BMJ will provide training for two years prior to retirement for all employees. Additionally, the Company also prepares other programs to prepare employees for retirement, including severance pay, pension funds, and awards for employee service. All of these programs are designed to prepare employees for retirement so the benefits and welfare of each retired employee are maintained. [GRI 404-2]

BMJ's commitment to developing human resources is also manifested through employee performance reviews based on the results of performance evaluations that are carried out professionally, objectively, transparently and fairly in accordance with the required qualifications. The review process is carried out periodically at each job level. With this review, the Company ensures that each individual works optimally according to their fields and expertise. Every employee who contributes to achieving the performance and development of the Company will be given high appreciation and appreciation from BMJ in the form of career development. The number of employees who receive performance reviews is presented in the following table. [GRI 404-3]

### Average Employee Training Hours by Position Level

Position Level	Unit	2022	2021	2020
Directors	Hour	59	6	2.66
Senior Manager	Hour	40.35	12.58	6.69
Manager	Hour	59.11	14.36	9.12
Staff	Hour	34.78	15.69	11.73
Non-staff	Hour	20.27	12.54	9.4

### Number of Employee in Work Evaluation

Position Level	2022	2021	2020
Directors	4	4	4
Senior Manager	14	12	13
Manager	40	41	40
Staff	162	162	170
Non-staff	941	989	1,105
<b>Number of Employees Who Receive Evaluation</b>	<b>1,122</b>	<b>1,208</b>	<b>1,328</b>
<b>Total Number of Employees</b>	<b>1,222</b>	<b>1,208</b>	<b>1,334</b>
<b>Percentage of Employees in Performance Reviews</b>	<b>91.82%</b>	<b>100%</b>	<b>99.55%</b>

Apart from being a tool for assessing and evaluating employee performance that is useful for career development, this review is also carried out as an effort to measure the effectiveness and efficiency of training and education programs that have been implemented towards achieving the goals and objectives set out in the Company's business plan.



## OCCUPATIONAL HEALTH AND SAFETY (OHS)

### OHS Management System

BMJ is fully aware that the aspect of occupational safety and health (OHS) is an important factor in realizing a sustainable business as well as being an employee right contained in the CLA. This forms the basis of BMJ's commitment to creating a safe and conducive work environment for all employees and contractors. Under the responsibility of the OHSE Department, commitment to OHS aspects is implemented with the Company's consistent efforts to reduce the number of work accidents to zero (zero accidents). This commitment is realized by fulfilling OHS aspects in every operational activity. [GRI 3-3]

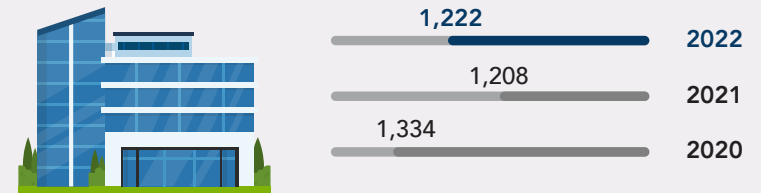
To ensure that the fulfillment of OHS aspects runs effectively and is directed, BMJ implements an Occupational Health and Safety Management System (OHSMS) which is part of the Company's management system. As a form of compliance with OHS-related regulations, the OHSMS implemented by BMJ refers to Government Regulation Number 50 of 2012 on the Implementation of Occupational Safety and Health Management Systems, as well as the international standard ISO 45001. The Company also has Quality, Health, Environmental Safety and Energy Policies as well as other policies contained in the BMJ Business Conduct Guidelines and the CLA to complement the implementation of OHSMS and increase the effectiveness of OHS performance. [GRI 3-3, 403-1]

BMJ's focus on always trying to improve OHS performance is implemented through a routine review of OHSMS implementation by top management which is carried out once a year. BMJ also conducts an audit of the implementation of OHSMS at least once a year, both internally and by external parties, in accordance with the prevailing regulations as a form of the Company's seriousness in fulfilling OHS aspects and optimizing the effectiveness of managing OHS-related risks. [GRI 3-3, 403-1]

The implementation of OHSMS is carried out using the Hazard Identification Assessment of Risk and Opportunities (HIARO) method based on ISO 45001 carried out by each department and has been approved by the OHSE Department. All employees, activities and operational areas of the Company are also included in the implementation of this OHSMS. As a result, all provisions contained in the OHSMS must be complied with by all employees, including contractor employees, and interested parties in the Company's operational areas. [GRI 3-3, 403-1, 403-8]

### Employees Covered in OHSMS

#### Number of the Company's Employees



#### Number of Contractor Employees



#### Total

1,674  
2020

1,553  
2021

1,572  
2022

## Hazard Identification and Risk Assessment

Hazard identification and risk assessment are important stages in OHSMS implemented by BMJ, as required in the ISO 45001:2018 standard and Government Regulation Number 50 of 2012 on OHSMS. BMJ has made the HIARO method in accordance with ISO 45001 as the basis for identifying hazards and assessing work accident risks. The results of the assessment will be used as the basis for determining the risk control hierarchy that will be implemented. [GRI 403-2]

In the hazard identification process, based on the HIARO concept, the Company does not only cover regular activities and daily operational situations that can only cause hazards, but also takes into account non-routine activities that are occasional or unplanned, short-term activities, or long-term activities that have different hazards and risks. In this process, the Company pays attention to hazards originating from infrastructure, equipment, materials, and physical conditions in the workplace. This method also takes into account the hazards arising from product/service design, research and development, production testing, assembly, construction, service delivery, maintenance, and completion/disposal. [GRI 403-2, 403-7]

In line with the hazard identification and risk assessment processes, the application of the HIARO method encourages the Company to create opportunities that refer to efforts to improve or improve OHSMS on an ongoing basis. This effort is a follow-up to the identification of hazards that can be used as opportunities to improve OHS performance related to relevant activities. Opportunities that exist can also be in the form of the Company's efforts to evaluate ongoing practices or to eliminate hazards and reduce risks that have been identified previously.

The application of the hazard control hierarchy to identified risks is carried out by utilizing principles such as eliminating sources of hazard, replacing hazardous materials or equipment, engineering controls, administrative controls, and the use of personal protective equipment (PPE). BMJ implements the highest identified hazard control measures, namely eliminating the source of hazard with a combination of using other hazard control methods, in accordance with the existing conditions and potential hazards. In order to ensure that the risk and hazard control hierarchies are implemented effectively and consistently, the Company regularly conducts inspections and internal audits. The Company's employees are also equipped with competence and skills in the field of Occupational Safety and Health that the Company continues to develop and improve through regular training and certification. [GRI 403-2, 403-9, 403-10]



BMJ also provides the OHSE Patrol application that can be used as a means as well as a mechanism for employees to report actual potential hazards or risks in the workplace. This aims to promote a strong safety culture in the workplace and ensure the early identification and effective treatment of these potential hazards. BMJ guarantees immediate follow-up on any reports received and provides protection to reporters from retaliation listed in BMJ's internal regulations, in addition to disguising the identity and initials of the informant. The Company also has a policy that provides opportunities for employees to avoid work situations that are believed to cause work accidents or work-related illnesses, as long as they report them to their superiors or the OHSE Department. [GRI 403-2]

Work accident incident investigation procedures are prepared by the Company as part of the OHSMS. If an incident occurs in the Company's area, the incident report is carried out by involving all interested parties, including the involvement of the National Professional Certification Board (BNSP)-certified OHSE leadership in work accident investigations. Investigations are carried out with the aim of finding the root cause of the problem and taking remedial actions. All findings are then reported in a work accident report. [GRI 403-2]

## Occupational Health Service Facilities

Provision of health service facilities is an important effort made by the Company in mitigating occupational hazards and risks, as well as a form of concern for the health of employees. BMJ provides health facilities in the form of licensed clinics and clinic staff certified with Corporate Hygiene, Occupational Safety and Health (Hiperkes and KK). This clinic is accessible to all employees and workers 24 hours a day. [GRI 403-3]

The clinic provided by the Company plays a role in ensuring the health and safety of employees at work and promoting a culture of health and safety in the work environment. This health care facility has the main function of identifying and reducing the impact of occupational hazards and risks, which are implemented through the following activities:



- Risk-based annual health checks that have the potential to cause work-related illness;
- Follow up on the results of the health examination;
- Measurement and control of hazard factors that include physics, chemistry, biology, ergonomics, and psychology;
- Analysis of the potential for work-related illness occurrence through internal and external clinic visit data; and
- Occupational safety and health culture campaign.

BMJ not only provides support for employee health, but also supports the family health of all company employees by establishing close cooperation with leading referral hospitals and clinics that can be accessed at any time. This collaboration includes health services in the form of outpatient care, inpatient care, childbirth, dental care, and other health services that are or are not related to work. This support aims to improve the quality of health of all employees and their families, as well as provide assurance of medical assistance outside the workplace without having to wait for normal working hours. All of this is a token of the Company's commitment to maintaining the welfare and health of employees and their families outside the work environment. [GRI 403-6]

## OHS Communication, Participation, and Consultation

BMJ encourages active participation of employees in order to maximize the implementation of OHSMS and foster an OHS culture in the Company's operational areas, one of which is using the OHSMS communication, participation and consultation functions. Therefore, the Company has established an Occupational Safety and Health Advisory Committee (OHSAC) as a joint formal committee between the management and employees who have the following tasks: [\[GRI 403-4\]](#)



Based on the Communication, Participation and Consultation Procedures, OHSAC plays an important role as a representative for all employees in ensuring the effective implementation of OHS policies. In line with that, OHSAC plays a role in establishing open and transparent communication between employees and management, one of which is through meetings which are held once a month. In addition, active participation of employees in decision-making processes related to OHS can help identify risks, evaluate prevention efforts, and create a safe and healthy work environment. [\[GRI 403-4\]](#)

Employees also have the right to consult the OHSAC regarding OHS problems they face, including complaints and suggestions related to occupational health and safety. With a well-run employee communication, participation and consultation process, the Company can maximize the implementation of OHSMS and improve OHS performance effectively. [\[GRI 403-4\]](#)

## OHS Participation and Consultation Facility

- OHSAC monthly meeting;
- HIARO evaluation and revision;
- Morning meetings / Tool Box Meeting (TBM);
- Bipartite monthly meetings between management and unions; and
- Report on Near Miss-Unsafe Action & Unsafe Condition

## OHS Communication Media

- Pre-work meetings;
- Trainings;
- OHS policy frame;
- OHS policy card;
- The OHS policy is posted on every meeting room wall;
- Bulletin board;
- Leaflet;
- Banner;
- Email;
- Use of intranet;
- Internal social media;
- Suggestion box; and
- Other information media.

## OHS Training and Induction

BMJ actively implements various OHS training programs for employees at the head office and its factories, with the aim of strengthening OHS culture and implementing OHSMS. The Company has established procedures to meet the needs of OHS training, which includes aspects of occupational safety and health. The Company makes competency needs and the prevailing laws and regulations the basis for the relevance and suitability of implementing OHS training for employees.

Meanwhile, OHS basic knowledge is conveyed through the OHS Induction program that is mandatory for all employees, especially new employees and contractors. In addition, the latest information that is important for employees to know is disseminated through various communication media, such as the internal web, bulletin boards, email, and so on. In addition to the OHS Induction program, BMJ also provides OHS training that supports specific tasks carried out by employees in work according to their respective responsibilities and job descriptions, such as training on working at heights, firefighting training, first aid training, lifting equipment training, B3 waste management training (B3WMT), emergency response training, HIARO training, and various other trainings. [\[GRI 403-5, 403-7\]](#)

## OHS Implementation Performance

Together with all company personnel, BMJ strives to implement OHSMS in order to achieve goals and commitments in the OHS aspect. The achievements over the last three years have been going well, marked by the absence of incidents of work accidents resulting in fatalities, both for company employees and contractors within the Company's operational areas. The high risk and potential for work hazard in the Company's operational activities has resulted in frequent work accident incidents. However, the Company steadfastly carries out various established procedures to mitigate and reduce the impact of work accident incidents. The following is an overview of incidents of work accidents and lost hours that have occurred over the last three years. [GRI 403-9]

### Number of Work Accidents

Description	2022	2021	2020
Minor Injury	3	-	1
Moderate Injury	4	4	6
Severe Injury	-	-	-
Fatality	-	-	-
<b>Total</b>	<b>7</b>	<b>4</b>	<b>7</b>

### Total Work Hours Lost Due to Work Accidents

Description	Unit	2022	2021	2020
Minor Injury	Hour	-	-	-
Moderate Injury	Hour	104	64	184
Severe Injury	Hour	-	-	-
Fatality	Hour	-	-	-
<b>Total</b>	<b>Hour</b>	<b>104</b>	<b>64</b>	<b>184</b>

In operational areas, there are work accident incidents that are still reported as shown in the table above. The Company actively investigates these incidents. Additionally, the Company performs both situational and annual evaluations of procedures to prevent the recurrence of similar incidents. Through these procedures, the Company notes that incidents involving getting caught in rotating machinery were the most frequent work-related accidents during 2022. Unsafe actions, such as employee non-compliance with SOP or work instructions, along with a low risk perception, are identified as contributing factors to work-related accidents. [GRI 403-9]

In response to the work-related accidents that occurred in 2022, the Company is taking steps to enhance awareness and concern for OHS. This includes the dissemination of information and a re-evaluation of understanding among all employees through the OHS campaign program. Additionally, the Company is intensifying job supervision by utilizing the Safety Patrol application on Android smartphones. In alignment with these efforts, the Company consistently conducts awareness campaigns and implements hazard mitigation for job roles associated with high-consequence accident risks, as successfully identified. These measures include: [GRI 403-9]

High-Consequence Hazard	Mitigation Efforts
Explosion and fire hazards	<ul style="list-style-type: none"> <li>Monitoring and permits for hot work</li> <li>No-smoking policy in all areas</li> <li>Emergency Response Team (ERT) establishment</li> <li>Installation of active and passive fire suppression systems</li> </ul>
Caught in rotating objects	<ul style="list-style-type: none"> <li>Automatic protection against contact with rotating objects</li> </ul>
Falling from heights	<ul style="list-style-type: none"> <li>Automatic protection against contact with rotating objects</li> <li>Permits for working at heights</li> </ul>
Struck by lifted objects	<ul style="list-style-type: none"> <li>Operator's permit</li> <li>Equipment inspection and testing</li> </ul>
Exposure to hazardous and toxic materials and hazardous waste	<ul style="list-style-type: none"> <li>Training in hazardous and toxic materials and waste management</li> <li>Installation of Material Safety Data Sheets (MSDS)</li> </ul>
Electric shock	<ul style="list-style-type: none"> <li>Installation of safety labels and signs</li> <li>Certification for Electrical Safety Officers and Electrical Safety Experts</li> </ul>

However, the Company has not recorded any cases of work-related illnesses over the past three years. Nonetheless, the Company continually conducts risk identification and assessment related to occupational health, ergonomics, and the spread of disease within the operational areas. The Company also continuously implements several work-related illness risk mitigation measures, such as requiring all employees to carry out health examinations, installing clear warnings in operational areas, providing and requiring the use of Personal Protective Equipment (PPE) properly and in accordance with procedures, and conducting awareness campaigns about work-related illnesses, chemical hazards, and exposure to physical factors. [GRI 403-10]

## LOCAL COMMUNITIES ENGAGEMENT

BMJ's commitment to promoting harmony between business continuity and the society as a form of social responsibility is evident in harmonious relationships that provide added value to the people's lives. This relationship is built through the involvement of the local community, the society in general, and other stakeholders, one of which through the corporate social responsibility (CSR) program under the Corporate Affairs Division that aims to make a positive contribution in improving the standard of living and achieving the global goals set out in the SDGs. [GRI 3-3]

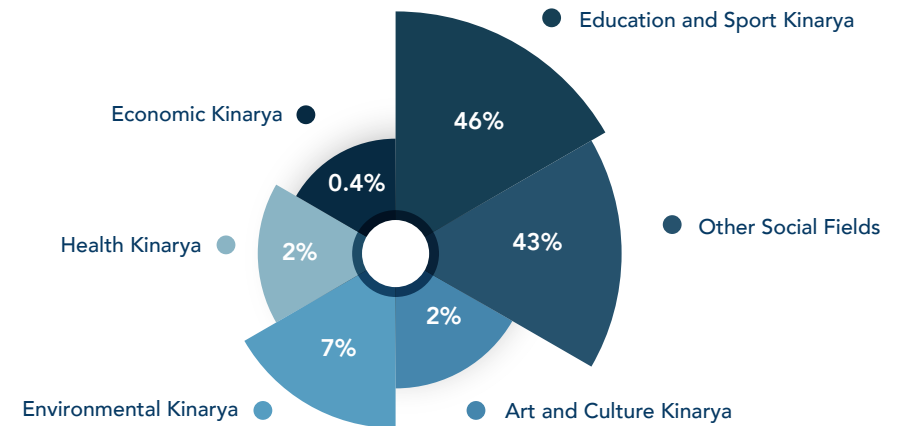
BMJ recognized the responsibilities that must be fulfilled towards the communities around its operational locations as stakeholders who live side by side. Hence, the Company is determined to continue to contribute to environmental preservation and social development through mentoring and other forms of support. This commitment is carried out through the implementation of 5 (five) major pillars of CSR, including the Environmental Kinarya, Education and Sports Kinarya, Health Kinarya, Art and Culture Kinarya, and Economic Kinarya, as well as in other social fields. The priority zones that have been determined by the Company are as follows:



- Ring 01: Purwadana Village
- Ring 02: West Telukjambe, East Telukjambe, Cikampek, West Karawang, East Karawang, Telagasari, Pangkalan, Rawamerta, and Rengasdengklok sub-districts.

Throughout 2022, BMJ holds 24 CSR activities as part of the 10 (ten) flagship CSR programs, with total fund allocation increasing by 78.09% from 2021. [GRI 3-3, 203-2, 413-1]

## CSR Budget Allocation for 2022



The Company develops multiple CSR programs with the aim of contributing and helping to overcome problems, improving welfare, and empowering the community through creating new jobs. The company hopes to be able to provide direct and indirect benefits to the local communities through the development of infrastructure to support operational activities that can also support their activities.

To implement CSR programs in accordance with the needs and goals, BMJ has conducted an assessment of social and environmental impacts through social mapping in villages around the Company. The results of social mapping provide a comprehensive picture of the potential and dynamics that exist in the community so it can be used as baseline data for developing community development strategies and programs. [GRI 3-3]

Based on the results of the social mapping study, a CSR program work plan is established for a period of 5 (five) years from 2018 until 2022. BMJ focuses on implementing 10 (ten) flagship CSR programs. Each program encompasses efforts for infrastructure development, capacity building, empowerment, and charitable activities across various local institutions and organizations. Charitable activities in the social realm, such as donations and grants, constitute a form of the company's responsibility and support in infrastructure development and the advancement of local institutions.

### Environmental Kinarya



BMJ's commitment to nature conservation is realized through the implementation of CSR programs and activities that focus on monitoring and managing the environment around operational locations. Ecosystem maintenance through the Ekoriparian Village in Teluk Mungkal and Purwadana Climate Village programs is one of the Company's main activities to maintain a sustainable and healthy environment to sustain the future of the earth. Throughout 2022, the BMJ disseminates the urgency of the Ekoriparian area with the Citarum Harum Sector 19 River Task Force in the Mungkal Karawang Bay area that aims to protect the river from polluted waste. The Company collaborates with the RQ Cahaya Karya Foundation in organizing environmental education in the river area for foundation students to raise their awareness and concern for environmental hygiene and health.



### Ekoriparian Village and Purwadana Climate Village

Climate Village is one of the flagship programs that aims to create villages or sub-district that are environmentally sound, especially in relation to global climate change mitigation. The target beneficiaries of this program are Bank Sampah Cerdas Membahana group, Family Welfare Program (PKK) cadres, and residents of Purwadana Village.

Activities carried out in this program include: 1) Establishment of a waste bank in Purwadana Village with the aim of educating residents to care about the environment by sorting household waste; 2) Training/education on waste cooking oil recycling; 3) Construction of clean water facilities; 4) Development of TPS3R, facilities, or waste management sites using the reduce, reuse, recycle (3R) method; and 5) Provision of educational tents for waste recycling and composting. From 2021 to 2022, Bank Sampah Cerdas Membahana has collected 1.4 tons of plastic and organic waste, with a total of 70 customers and Rp1,393,500 in savings.

Meanwhile, the Ekoriparian Village program includes activities to protect the Citarum River from environmental pollution. The Company also provides assistance to the people of Teluk Mungkal in the form of infrastructure, namely an environmental education room, the Citarum Harum educational park, the construction of a gate for the education park, the construction of a multi-purpose hall, the identification of trees in the educational park area, the Citarum Monitoring Post, the construction of communal IPAL control tank covers, and nursery facilities. The Company also procures a water tank with a capacity of 5,000 liters for the residents of Bobojong Village to maintain the availability of clean water during the long dry season.



## Education and Sport Kinarya



BMJ pays special attention to the fields of education and sports by developing the Adiwiyata School and Komunitas Para Juara programs. Currently, the Company provides technical assistance and guidance regarding the Adiwiyata School in 2 (two) elementary schools, namely SDN Purwadana 1 and SDN Purwadana 2. The process includes environmental education, greening of the school environment, addition of an environment-based curriculum, including the construction of a nursery area.

The Company participates in differentiated learning assistance, namely learning with various methods to meet the individual needs of students. This program has been implemented in 962 public and private schools in Karawang regency. On the other hand, BMJ also appreciates student achievement through a scholarship program for orphans in Purwadana Village. With this scholarship, BMJ hopes to motivate and support them in pursuing their education and achieving their goals.

In the Komunitas Para Juara program, the Company facilitates employees in sports and arts activities to channel hobbies and increase achievement through 16 communities that have been formed within the Company. In addition, the Company also provides sponsorship assistance to the BPD Purwadana League as an effort to increase the activities and achievements of football club athletes in Purwadana Village, which currently has 6 (six) soccer clubs.

Adiwiyata  
School

Komunitas Para  
Juara (Community  
of Champions)

## Health Kinarya



Posyandu Mandiri and Remaja Tangguh are BMJ's main programs in improving community health, especially in Purwadana Village. Through Posyandu Mandiri, the Company carries out fogging in 4 (four) hamlets targeting residents' houses and yards, as well as plantation areas that have the potential to become nests for Aedes aegypti mosquitoes.

In tackling the issue of stunting among children, BMJ works closely with nutritionists and local health workers from Dewi Sri Hospital to provide training to strengthen the dissemination of information on stunting prevention. The Company also provided 649 packages of supplementary feeding (PMT) to improve toddler nutrition. On the other hand, to maintain the health standards of vulnerable groups, the Company is working with the village government to carry out donation activities for the poor and the elderly in 4 (four) hamlets with a total of 70 beneficiaries.

In order to support of the vision of Remaja Tangguh, the Company collaborates with the Indonesian Red Cross (PMI) Karawang Regency in holding routine blood donations, and collaborates with the National Narcotics Agency (BNN) in regeneration activities for 30 members of Karang Taruna of Purwadana Village as the frontline in the Prevention, Eradication, Abuse, and Trafficking of Narcotics (P4GN).

Posyandu Mandiri  
(Integrated Health  
Service Post)

Remaja Tangguh  
(Resilient Youth)





### Bina Karya "UMKM Jawa"

The year 2022 marked the initiation of the mentoring and development of the Bina Karya "UMKM Jawa" program. The development is aimed at supporting local product innovation and expanding market potential for MSME groups and PKK cadres, especially in Sumedangan Hamlet and Gempol Hamlet, Purwadana Village.

The Bina Karya program is an initiation program from the Company that aims to empower and increase the business technical skills capacity of the Purwadana Village community. Activities carried out in this program include: 1) provision of production aids, 2) assistance with product design and packaging, 3) technical promotion and marketing support, 4) business administration training and assistance, and 5) training/education on waste cooking oil recycling.

The Company provides production equipment such as printing machines, stoves, and so on to increase production capacity and support the development of product innovation. Currently, one of the Company's fostered partners, namely the Kicimpring and Opak MSME Group, already has 18 employees. Through this program, the Company indirectly promotes growth in economic potential and the employment of local workers.

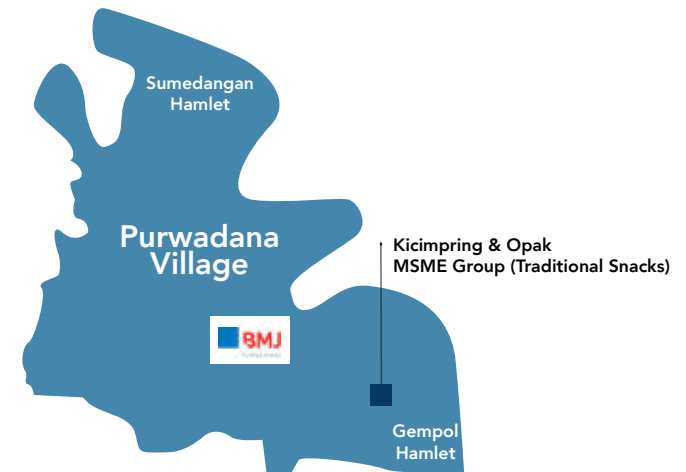
### Economic Kinarya



Economy is one of the main pillars in the development of CSR programs expected to encourage the expansion of employment opportunities and improve people's welfare. In supporting these efforts, BMJ has developed 2 (two) long-term programs, namely Bina Graha which is devoted to increasing the capacity and capability of community empowerment institutions at the village level, such as village-owned enterprises (BUMDes), and Bina Karya to facilitate technical skills for youth and housewives. Since its establishment, the Bina Karya program has assisted 5 (five) groups of micro, small, and medium enterprises (MSMEs/UMKM).



### UMKM Jawa Group Map





## Art and Culture Kinarya



Preservation and education of cultural arts is also a concern for BMJ. Through the Sasana Budaya program, the Company facilitates the preparation of an introduction to Sundanese culture by the Purwa Raksa cultural community, which was established in Purwadana Village. The book is expected to become one of the pillars of culture and a source of general knowledge of Sundanese culture, especially in Purwadana, on a district scale. BMJ also fully supports the preservation of the art of pencak silat by providing assistance with art tools as accompaniment to the previously damaged practice to motivate Paguron Purwakencana. Within two years, Paguron has gained more students and won championships in various competitions.

Sesana Budaya
Sang Jawara  
(The Champion)

## CSR Program Impact and Evaluation

Program evaluation is one of the important things in improving the quality of CSR programs and ensuring their implementation effectiveness. Therefore, BMJ conducts monitoring and evaluation for each activity held. Through monitoring and evaluation, the Company can capture pre- and post-program conditions, indirectly illustrating the impacts of the implemented programs. Additionally, another objective of monitoring and evaluation is to identify various program aspects that require further evaluation, ensuring alignment with the established work plan.

BMJ took the initiative to measure the program's impact through the Social Return on Investment (SROI) method independently as an internal evaluation. The assessment is carried out by the General Service Department, which has previously been equipped with knowledge and skills by an independent consultant. Through this assessment, the Company can gain an overview of the impacts experienced by stakeholders, including the Company itself, resulting from the implementation of a program, and the Company can compare the value of these impacts against the investment made (program budget).

The following are the results of the SROI measurement for 10 CSR programs for the period of 2021 and 2022:

No	Program Name	SROI Ratio
1	Remaja Tangguh	15.0
2	Ekoriparian Village	13.1
3	Bina Karya	11.2
4	Sang Jawara	5.1
5	Adiwiyata School	4.8
6	Posyandu Mandiri	3.95
7	Bina Graha	3.4
8	Purwadana Climate Village	3.0
9	Komunitas Para Juara	2.34
10	Sasana Budaya	1.8

The cumulative 2-year evaluative measurement results indicate that the 10 programs have an average Social Return on Investment (SROI) ratio of 6.37. This signifies that for every Rp1 invested by the company in the execution of these programs, they have been able to generate a social impact (benefit) of Rp6.37. This demonstrates that these ten programs have progressed to a point where they deliver value in the form of benefits that significantly affect societal change and are directly experienced by stakeholders. The conducted SROI study also provides a qualitative overview of the program's impact on the local community, which can be summarized as follows: [\[GRI 413-1\]](#)

Impact of the Programs on the Community	
<b>Environmental Kinarya</b>	<ul style="list-style-type: none"> <li>• Increased community awareness of environmental cleanliness.</li> <li>• Support for the Citarum Harum program in the riverbank area development of the Citarum River.</li> <li>• Enhanced concern and skills of students in sustainable waste sorting and processing.</li> <li>• Fulfillment of clean water needs for the community.</li> <li>• Improved economic income for the community through waste bank management.</li> </ul>
<b>Education and Sport Kinarya</b>	<ul style="list-style-type: none"> <li>• Provision of green open spaces, waste management facilities, and Adiwiyata School gardens.</li> <li>• Improved teacher competence in the independent curriculum and school accreditation enhancement.</li> <li>• Support for high-achieving students' aspirations through scholarship programs.</li> <li>• Development of the potential and talents of young football athletes.</li> <li>• Fulfillment of employees' interests, talents, and hobbies in sports.</li> </ul>
<b>Health Kinarya</b>	<ul style="list-style-type: none"> <li>• Support for the stunting alleviation program in the Purwadana Village Area</li> <li>• Enhanced skills of Posyandu cadres in disseminating health-related issues within the community.</li> <li>• Provision of assistance to impoverished families/elderly individuals to meet their daily needs.</li> <li>• Increased public awareness, especially among youth groups, of the dangers of drugs.</li> <li>• Increased blood stock at PMI Karawang Regency with the company's blood donation program.</li> </ul>
<b>Economic Kinarya</b>	<ul style="list-style-type: none"> <li>• Growth of the UMKM sector as a local economic resource.</li> <li>• Increased knowledge and skills of the community in transforming household waste into economically valuable products.</li> <li>• Support for government-led food security programs.</li> <li>• Assisted BUMDes capacity-building program.</li> <li>• Increased local assets in the production process.</li> </ul>
<b>Art and Culture Kinarya</b>	<ul style="list-style-type: none"> <li>• Development of platforms for community participation and empowerment in the field of arts.</li> <li>• Creation of a succeeding generation capable of preserving and upholding local history, traditions, and culture.</li> </ul>

In addition to the positive SROI ratio, BMJ also recognizes that these programs still require ongoing improvement to uphold the quality of the company's social responsibility towards the community. The presence of these programs within the community's life undoubtedly generates numerous impacts and changes, encompassing economic, social, and environmental aspects, necessitating continuous efforts. Therefore, the Company is committed to continually optimize their implementation and strives to replicate the programs in other areas to achieve even greater and broader impacts.

## Public Relations Management

BMJ is always open to suggestions, input and criticism from stakeholders, especially the communities around the operational area. Public complaints related to operational activities can be submitted through the General Service Department. Every public complaint received by the General Service Department will be followed up in accordance with the regulations and priority scale. Technical handling of public complaints will be adjusted to the type of complaint. In resolving complaints, the General Service Department will coordinate with the relevant departments within BMJ. The results of the complaint handling will be submitted to the Directors and informed the party who filed the complaint. [\[GRI 3-3, 413-1\]](#)

BMJ has yet to conduct a social and environmental impact study specifically on the involvement of local communities in the Company's work units. In addition, there are no local communities involved as consultation committees, work councils, and occupational safety and health committees. However, BMJ has identified potential impacts as a form of caution and to prevent the impact from spreading in the future.

One of potential impacts of operational activities is the operation of coal boilers that have an impact on causing dust. To that end, the Company takes preventive measures as follows:



These preventive measures have proven to be quite effective, as up to date there have been no significant actual and negative impacts due to the Company's business activities that disrupt activities and harm the surrounding community. [\[GRI 413-1, 413-2\]](#)



## PRODUCT STEWARDSHIP

The industrial sector run by BMJ is responsible for products in large quantities distributed and consumed by the public. To that end, the Company is providing safe products is critical to building trust and loyalty with customers and ensuring public health and safety. In line with this commitment, the Company also ensures that the production process and products comply with industry-specific regulations by carrying out tests for potential risks and hazards, as well as by providing clear and accurate labels. [\[GRI 3-3\]](#)

### Safe and Innovative Production

As a company with a vision to become a well-known partner in the paper industry, BMJ always pays attention to and maintains product quality according to national and international standards. The Company is also always subject to regulations and laws and regulations regarding the health and safety impacts of products. To that end, in the production process, the Company complies with the following standards: [\[GRI 3-3\]](#)

1. ISO 9001 — Quality Management System.

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2. Indonesian National Standard (SNI) 3755 — Cigarette Paper Specifications.

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3. SVLK and PEFC — Timber Traceability Systems for Forestry Products.

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4. Halal product assurance system, especially in the offset area.

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Note: Halal product certification is currently in the preparation stage.

BMJ understands that safe and proper control of chemical materials throughout their life cycle is crucial to ensure no hazards or impacts arise. Therefore, in handling chemical waste and/or hazardous and toxic material waste, the Company and all employees consistently coordinate with health, safety and environmental, and hazardous waste officers. They implement safe work practices and procedures within their respective work areas. [\[GRI 3-3\]](#)

The management of hazardous and toxic substances is governed by the Materials, Chemicals & Waste Policy Number B/POL/010 and the Procedure for Controlling Hazardous and Toxic Materials & Safety Data Sheet (SDS) Document Number P-BCO-004. These documents provide guidance on the safe control, storage, and disposal of chemical and hazardous waste.

### Availability of Material Safety Data Sheets/Safety Data Sheets (MSDS/SDS) in every laboratory

MSDS contains information about specific materials that can be categorized as hazardous and toxic materials. BMJ ensures that MSDS are consistently accurate and available in every laboratory and other areas where chemical materials are used or stored. Chemical substances are also labeled appropriately and stored securely in containers.

### Disposal of hazardous waste

To prevent safety hazards for employees and the surrounding environment, hazardous waste is collected and handed over to authorized third parties, then sent to permitted facilities.

### Accumulation and storage of hazardous waste

In this process, the team is required to adhere to several provisions, including: 1) using personal protective equipment; 2) hazardous waste being stored within or near the laboratory where it is generated; 3) only similar waste being collected in the same container; 4) all hazardous/chemical waste being collected in tightly sealed and leak-proof containers, kept closed except when adding waste; 5) containers not being stored in areas where spillage could lead to environmental release.

### Chemical waste disposal

The company ensures that the process of disposing of chemical and hazardous waste is carried out promptly and cautiously, in accordance with applicable legal regulations and policies, both technically and administratively.

### Storage and inventory of chemical and hazardous materials

Current written inventories of chemical materials must be maintained for each location storing/using hazardous chemicals. Additionally, the disposal of expired or close-to-expiry chemicals should be conducted during inventory assessments.

In the effort to convey understanding and awareness regarding the process of product handling, encompassing product characteristics, distribution processes from producers to consumers, raw material reception, storage, usage, or distribution, BMJ employs Product Knowledge Education and Product Handling Education & Training. This process is communicated and standardized through the General Paper Handling Guidelines document.

The Company also routinely conducts reviews of supplier corrective action reports (SCARs) related to Product Handling. SCARs are issued as tools to identify the root causes of issues and to implement corrective actions to prevent the recurrence of problems. Throughout this process, problems are examined from various perspectives, including human factors, tools, including machinery, materials used, methods, environmental factors, and their connection to Health, Safety, and Environment (K3). These factors are also communicated in both the Product Handling and Material Safety Data Sheets (MSDS/SDSs).

Currently, the Company has not conducted an assessment of the health and safety impacts of the raw materials it produces. Nevertheless, the Company remains committed to producing products that comply with national and global regulations and standards. Throughout the reporting year, there have been no incidents of non-compliance related to the health and safety impacts of products and services. [\[GRI 416-1, 416-2\]](#)



BMJ is also engaged in innovation and product development in alignment with the energy transition trends for the upcoming years. The Company is committed to reducing energy and water consumption during the production process through research in paper production technology that requires less water, consequently leading to an automatic enhancement in energy utilization efficiency. [\[GRI 3-3\]](#)

### Product Innovations

01

#### Non-flammable paper

The type of paper that is not easily combustible when heated to a certain temperature. This type of paper is used to fulfill the needs of cigarette manufacturers producing non-conventional cigarettes, which fall under the category of new generation products.

02

#### Colored cigarette paper

The type of cigarette paper that is dyed for the needs of cigarette manufacturers who market cigarette products in market segments that require a more attractive cigarette product appearance (aesthetic appeal).

03

#### Cigarette paper made of unbleached fiber

The type of paper for the needs of cigarette manufacturers who market cigarette products that are environmentally friendly and healthier.

04

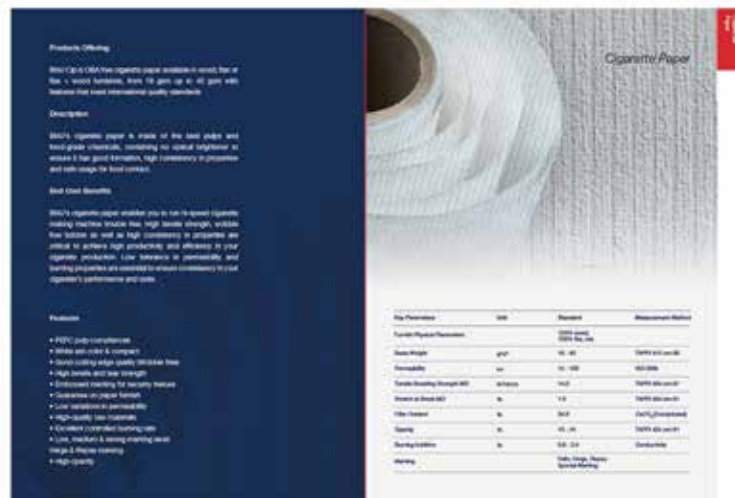
#### Anti-mark paper

The type of paper that has the characteristic of not absorbing oil-containing materials or other materials that paper normally absorbs easily. This type of paper can be used as packaging paper for products containing ingredients containing oil or fat.

## Marketing and Labeling

Marketing and labeling are important elements in promoting products and services. Through effective marketing, BMJ can reach target customers and promote its unique selling proposition. BMJ's product marketing is grounded in a central slogan, namely "Socially Responsible Marketing." In other words, the Company goes beyond merely meeting customer expectations; it strives to go further and actively create a positive impact on both customers and the communities in which it operates. In practice, product marketing is conveyed by the Company through several means, both orally by marketers and through print media, TV, radio, posters, banners, brochures and filler advertisements [GRI 3-3]

In the meantime, labeling is carried out optimally by BMJ to ensure that customers can understand product features, benefits, and warnings to ensure their safety and satisfaction. The Company has established policies related to labeling to guarantee the quality of finished products according to customer orders, while protecting customers from exposure to hazards during the shipping process. Information regarding the sources and components of materials for products is stated in the cooperation contract. Additionally, other Health, Safety & Environmental (HSE) information has been included in the MSDS. Regarding product labeling in the forestry product sector, the Company adheres to the COC PEFC policy and SVLK label/logo standards. For cigarette-forming paper products, BMJ follows the labeling standards of the SNI label/logo. Meanwhile, for halal products in the offset area, the company will implement the Halal logo/label. [GRI 417-1]



## Customer Care

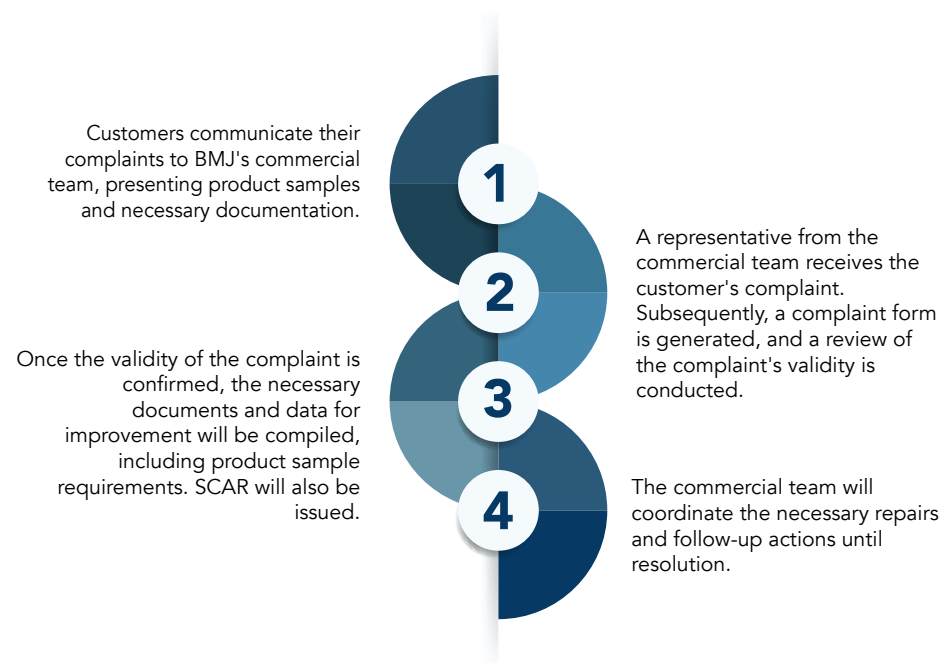
BMJ understands the importance of protecting customer privacy and data. The Company has implemented a comprehensive customer protection policy as stated in the Business Conduct Guidelines, which cover all aspects of customer interaction such as product quality, contract terms, shipping and return policies, dispute resolution mechanisms, and most importantly, protection of customer privacy and data. The Company ensures that its customer protection policies comply with the prevailing laws and regulations and continues to review and update it to ensure that the policy remains relevant as technology develops. [GRI 3-3]

BMJ has a strict policy of not sharing customer personal information with any third parties unless explicitly permitted by the customer or required by law. The Company does not use customer data for any marketing or promotional purposes without the consent of the parties concerned. In 2022, the Company did not receive any complaints regarding violations of customer privacy. This is in line with the Company's goal to build a reputation as a responsible and trustworthy business. [GRI 3-3, 418-1]

The Company takes the data security of customers seriously and has implemented strict measures to prevent possible leakage, theft or loss of customer data. The Company has implemented secure data storage systems to ensure that customer data remains safe and protected. To date, there have been no cases of leakage, theft or loss of customer data. However, the Company will remain vigilant and continuously monitor the system to prevent potential security breaches. [GRI 3-3, 418-1]

Effective customer complaint handling procedures not only help to promptly address customer issues but also play a crucial role in retaining customers and enhancing overall business reputation. BMJ remains receptive to feedback, suggestions, and complaints related to the Company's products. The customer complaint handling procedure is outlined in BMK 03\_0\_001 R07 Customer Complaint & Replacement Procedure, with its stages summarized briefly as follows: [\[GRI 3-3\]](#)

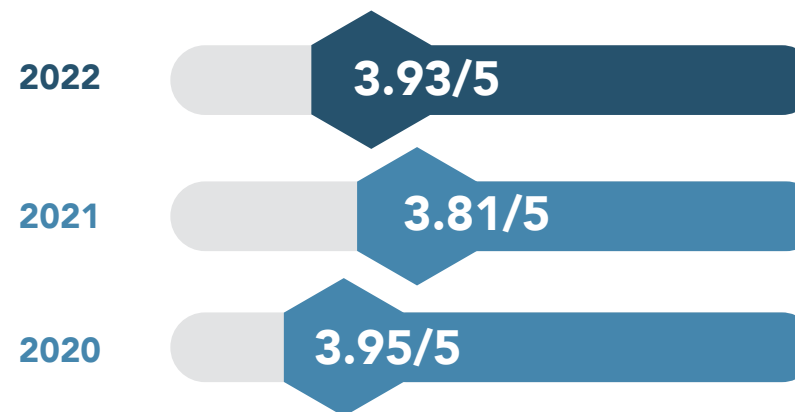
### Customer Complaint and Replacement Procedure



In addition to efforts to protect customer data, BMJ is also committed to maintaining and increasing customer satisfaction levels. To maintain conformity between product quality and customer and market expectations, BMJ implements a number of regular programs such as monthly performance reviews (insights and dashboards), post-event performance reviews, and semiannual market reviews along with the inputs obtained.

The Company also conducts a customer satisfaction survey regularly to ensure the fulfillment of expectations and suggestions from customers, as well as to improve performance in the future. The level of customer satisfaction in 2022 has increased compared to 2021. This achievement shows that the Company's commitment and initiatives have had a positive impact on the quality of products and services offered by the Company.

### Customer Satisfaction Level





# GOVERNANCE PERFORMANCE



## GOVERNANCE STRUCTURE [GRI 2-9]

BMJ has established a governance structure that applies the principles of good corporate governance, hereinafter referred to as "GCG". The formation of the BMJ governance structure refers to the provisions of Law Number 40 of 2007 on Limited Liability Companies (LLC). The nomination and selection process for members of the highest governance body has requirements that must be met by prospective members. Several criteria for selecting prospective members are based on experience, years of service, function, and position. These requirements aim to maintain the independence of members in performing their supervisory roles and functions as well as possible. [GRI 2-10]

Corporate governance organs consist of various backgrounds, such as gender, race, age, education, expertise, and experience. The Company's highest governance body does not come from underrepresented social groups, such as minority groups or vulnerable groups. However, members of the highest governance body always seek to listen to and understand the aspirations of underrepresented groups. [GRI 2-9]



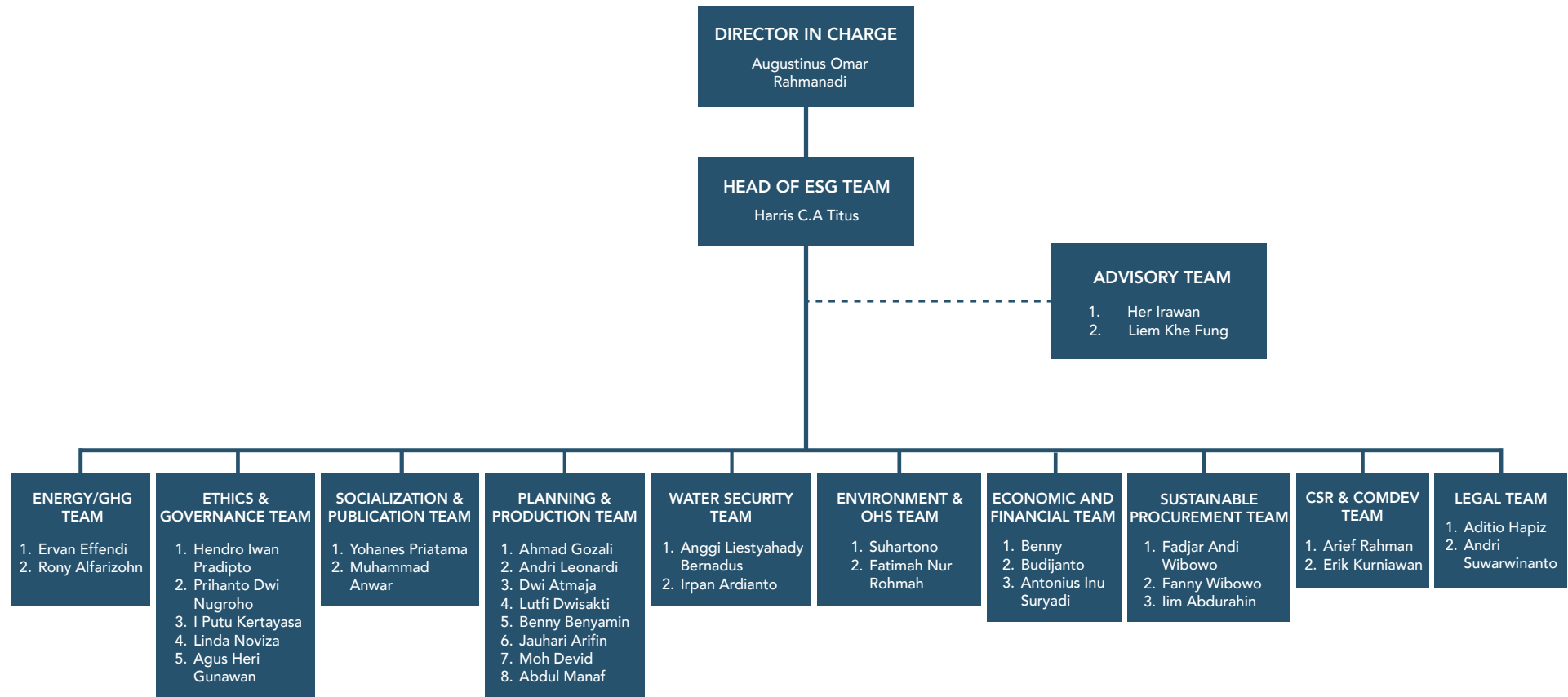
Berikut adalah komposisi badan tata kelola tertinggi dalam Perusahaan:

Name	Gender	Position
Augustinus Omar Rahmanadi	Male	President Director
Harris C.A Titus	Male	Commercial Director
Her Irawan	Male	Manufacturing Director
Liem Khe Fung	Male	Technology and Innovation Director

In implementing sustainable governance, the President Director acts as the highest governance body responsible for decision-making and oversight regarding economic, environmental and social impacts. The President Director is also responsible for reviewing and giving approval to information and material topics disclosed in the sustainability report. [GRI 2-9, 2-11, 2-14]

BMJ's commitment to implementing corporate sustainability is realized by establishing an ESG committee. The establishment of an ESG committee within the company aims to integrate environmental, social and corporate governance factors into business decisions and operations. The ESG committee is responsible for identifying ESG-related risks and opportunities, developing sustainable strategies and policies, and ensuring compliance with relevant ESG standards.

## ENVIRONMENTAL, SOCIAL, AND GOVERNANCE COMMITTEE STRUCTURE [GRI 2-9]



To develop the competence of corporate governance organs in managing ESG aspects, the Company organizes sustainability programs such as training, workshops, and comparative studies related to ESG aspects. This is a strategic move by the Company to improve the collective knowledge of the highest governance body regarding economic, environmental and social topics. The Company also evaluates and assesses the performance of the Directors in overseeing the management of the Company's economic, environmental and social impacts. Evaluation is carried out internally with reference to key performance indicators (KPI) as well as annual assessments. The person in charge of performance evaluation will check and follow up on the evaluation results. [GRI 2-17, 2-18]

## PRINCIPLES OF CORPORATE GOVERNANCE IMPLEMENTATION

The Company consistently strives to strengthen corporate governance by ensuring that its personnel adhere to the principles of good corporate governance (GCG) and implement the prudence principle. GCG entails practices and processes implemented to manage the Company with transparency, accountability, and sustainability. The Implementation of good corporate governance helps the Company build trust, minimize risk, and enhance overall company performance.

In implementing sustainable governance, the Company is committed to having the capacity to apply best practices of corporate governance in every aspect of business based on the following GCG principles:

### TRANSPARENCY

01

The Company manages information in a transparent manner to ensure that every stakeholder has access to important, material and useful information.

### ACCOUNTABILITY

02

The Company ensures clarity of functions, implementation and accountability of corporate and employee governance. The Company's management is directed at achieving organizational goals, while taking into account the interests of shareholders and other stakeholders.

### RESPONSIBILITY

03

The Company's business activities are always carried out in accordance with laws and regulations through the principles of sound corporate management and its implementation does not conflict with the public interest.

### INDEPENDENCE

04

The Company manages its business independently and professionally, and avoids conflicts of interest and pressure from any party that are not in accordance with the prevailing laws and regulations.

### FAIRNESS

05

The Company conducts business activities by taking into account relations with stakeholders based on equality and fairness in respecting the rights of each shareholder and other stakeholders.

## SUSTAINABILITY POLICY [GRI 2-23]

The Company has important policies in place in implementing sustainability programs, including:

**01** ESG Policy

BMJ is highly committed to standards of business ethics and professionalism in conducting business for the benefit of customers, employees and the Company's workplace. The goals of the Company's ESG program will reflect the most important ESG issues for the society and others both within and outside the Company.

**02** Environmental Policy

BMJ is committed to becoming a company that is environmentally responsible. BMJ will consistently strive to preserve environmental conditions amid the operational needs and activities, including those within its supply chain.

**03** Sustainable Procurement Policy

BMJ firmly upholds the commitment to consistently uphold ethical conduct towards all employees, customers, suppliers and the surrounding community. The company places emphasis on matters with social implications and endeavors to pursue sustainable objectives across all roles/functions, including the sourcing of raw materials and procurement processes.

The Company is committed to all of its business partners in upholding the standards set forth in the BMJ's supplier code of conduct. In carrying out its business relationships, BMJ has criteria that include the quality of actions or decisions in connection with the application of experience, knowledge and sound judgment to suppliers. Suppliers are expected to be committed to the highest standards in their business operations across various aspects, including environment, business ethics, labor and human rights, and community development

Through this evaluation, BMJ reaffirms its principle of developing a company that aligns with the Company's sustainability goals, while extending further opportunities to business partners to collectively build a business in a sustainable manner.

## EXECUTIVE REMUNERATION

The Company appreciates its Board of Directors for their performance and productivity in managing business aspects that are in line with sustainability values. This is the Company's effort to boost the motivation and loyalty of the governance organs in order to achieve the Company's goals. The executive remuneration policy is influenced by KPIs related to the goals and performance of managing economic, environmental and social topics, and is adjusted to the rules and policies of the Company.

In the process of determining executive remuneration, the Company does not involve a remuneration consultant. However, the Company ensures that the executive remuneration policy refers to Government Regulation Number 36 of 2021 on Wages. [\[GRI 2-19, 2-20\]](#)

BMJ always seeks to avoid a significant remuneration gap for the Company's employees. The Company is committed to implementing a competitive, fair, and balanced remuneration system. The Company also reviews and updates the remuneration policy in such a way that it is relevant to industry developments and business strategies.

The following is information regarding the annual total compensation ratio [\[GRI 2-21\]](#):

Description	Ratio		
	2022	2021	2020
The highest and the lowest employee salaries	8.95 :1	8.6:1	8:1

Description	%
Ratio percentage increase in annual compensation	2.89%

Note: The entire annual compensation ratio data is compiled based on records from the HR Remuneration & Performance Division.

The ratio of the percentage increase in total annual compensation for the highest paid individual to the median value of the total percentage increase in annual compensation is 137.38%.

## CONFLICT OF INTERESTS [GRI 2-15]

In a business relationship, it is possible that there will be a conflict of interest between one party and another. The Company ensures that every personnel within the Company has integrity in order to avoid potential conflicts of interest. The Company provides directions to each employee to refer to the company culture, business ethics, and other company rules in carrying out the company's operational activities. This step aims to avoid actions that have the potential to cause a conflict of interest that could harm the company. One of the measures to prevent conflicts of interest, as stated in the description of corporate cultural behavior, is that each individual is required to have a commitment to business ethics by complying with all appropriate laws regarding ethical practices in doing business and not engaging in other business that may create a conflict with the Company's interests.

Disclosure of conflicts of interest is an important step in creating a fair, transparent and ethical work environment. In the event of a conflict of interest, the Company discloses the conflict of interest internally to stakeholders in order to obtain objective considerations in making decisions, demonstrating the Company's commitment to honest and ethical business practices, and creating a culture of transparency and integrity within the Company



## BUSINESS ETHICS [GRI 2-23, 2-24]

BMJ has business ethics that include moral principles and values that govern the actions and decisions taken by the Company in carrying out its business activities. BMJ's Business Ethics has clear procedures for various aspects as follows:



Ethical values play a crucial role in building a good corporate culture. Implementation through an integrated program can manage various risks including bribery and corruption. The Company's stance is abundantly clear towards all employees and work partners in that this is the basic ethics of the Company that must be obeyed without compromise.

BMJ arranges corporate culture as a system of shared values in the corporate environment and becomes a habit in the Company's daily life. BMJ's corporate culture serves as a reference for standards of behavior and as a unifying tool to build a conducive organizational climate, as well as to improve individual and corporate performance. The corporate culture ensures that the standards of behavior of the Company's people are aligned with the Company's values.



**Corporate Culture Behavior Measures:**

- 01

**WE ARE ONE**

Behavior that always places the company above the interests of individuals, departments, or divisions; creating synergies between and within departments; and communicating openly.


- 02

**LEAD BY INTEGRITY**

Behavior that reflects exemplary actions, respect for others by always being based on ethics and integrity.


- 03

**LEARN & SHARE**

Behavior that reflects a commitment to continue learning, sharing knowledge, and carrying out sustainable development.


- 04

**WOW THE CUSTOMER**

Behavior that reflects the desire to provide services beyond the expectations of internal or external customers and shows an effort to always excel in all fields.



BMJ is highly committed to standards of business ethics and professionalism in conducting business for the benefit of customers, employees, and the environment. In line with aspects of good corporate governance, BMJ pays attention to human resources to align employee behavior with that of the Company to create optimal motivation and performance. Efforts made by the Company are, among others, providing an introduction to the company profile, corporate culture, as well as work regulations and rules to employees who have just joined the Company. The Company also formulates programs and training related to the implementation of business ethics commitments for all of its employees.

The Company's policy commitments are integrated into organizational strategies, operational policies and operational procedures that are in line with the vision and mission, business ethics, corporate values and corporate culture. In establishing business relations, BMJ implements a commitment to responsible business policies with reference to business ethics. The Company instills a commitment to responsible business policies to its employees by signing a business ethics commitment sheet that applies to all employees at various levels of the organization.

Employees are an asset to BMJ, reflected in the Company's various advantages in terms of appreciating employees since they started to become part of the BMJ big family. New employees who join the Company will be introduced to the Company's profile, corporate culture, regulations and work rules. Through the implementation of corporate culture, the character of BMJ employees is preserved and shaped to become superior and productive characters, capable of encouraging the Company's optimal performance.

## RISK MANAGEMENT

BMJ is committed to applying the prudence principle in carrying out its business activities. The implementation of the prudence principle has driven BMJ to be aware of the risks that may arise in every company activity. The implementation of the prudence principle is part of risk management carried out by BMJ to control risks of losses that have the potential to hinder the achievement of the Company's targets. In addition, the use of environmental orientation can also be applied in corporate risk management to minimize the potential impacts arising from business activities related to environmental factors.

In reviewing the effectiveness of the risk management process, the Company's highest governance body contributes to reducing risk and maintaining corporate sustainability by establishing policies, providing resources, and conducting evaluation and improvement processes. The process of delegating authority is carried out by providing targets and KPIs for all related functions, which will be reviewed periodically and the results will be presented in the form of a performance report. [\[GRI 2-12, 2-13\]](#)

The Company has concerns regarding environmental issues that are important to communicate to the highest governance body. The process of conveying important issues can be conveyed through communication, participation, and consultation procedures that can be used by all departments or sections within BMJ. Regarding hazard identification and risk control, the Company can communicate to all employees and contractors through various methods, including dissemination, kaizen ideas, Health, safety and environment (HSE)-related meetings, near miss cards, and reports of hazards. If there are issues that are important to be resolved, the Company will follow up on them. The follow-up process begins with identifying the problem, seeking complete information regarding the problem, and seeking solutions according to the rules and systems that apply in the Company. [\[GRI 2-16\]](#)

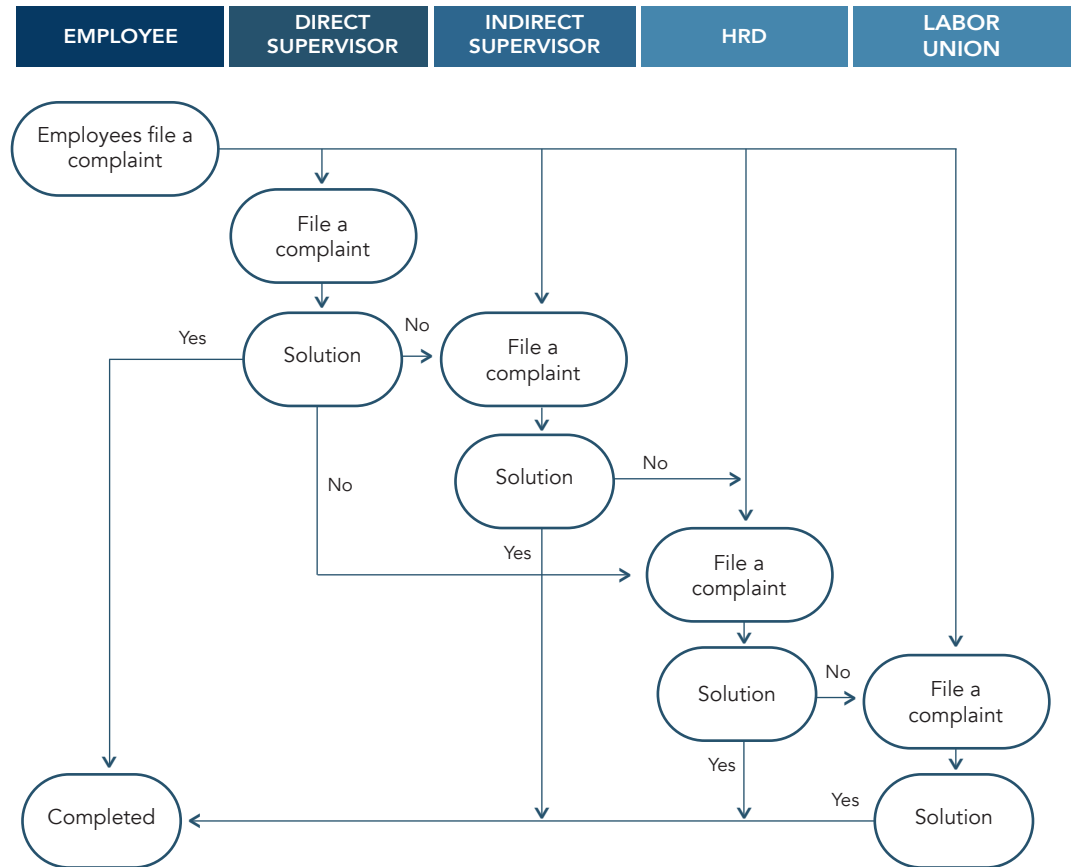


## COMPLAINT SUBMISSION MECHANISM [GRI 2-25, 2-26]

The Company has established a Collective Labor Agreement (CLA) with the BMJ Workers' Union to give freedom to employees in submitting complaints related to employee dissatisfaction regarding situations or steps that are deemed to be contrary to the prevailing laws and regulations, the CLA, individual work contracts, and code of ethics; including equality, equal opportunity, discrimination, and harassment. The Company ensures that complaints and problem solving by both parties are carried out in the fairest and fastest way possible. It is the employer's obligation that complaints and grievances from an employee, both verbal and written, will be resolved through deliberation to reach an agreement/consensus.

BMJ has a procedure for submitting complaints to resolve complaints. In general, the procedure for submitting and handling them starts from submitting complaints, receiving complaints, identifying complaints, and providing suggestions and finding solutions to answer complaints. If one or more employees consider that there is unfair or unreasonable treatment and is contrary to the contents and spirit of the CLA, the employee has the right to submit complaints to the management of the company in stages.

### Flow of Submission of Complaints



## ANTI-CORRUPTION POLICY

Corrupt practices within the Company can damage the integrity, reputation and sustainability of the Company. BMJ always encourages the implementation of the principles of good corporate governance and the principle of prudence to go well. With reference to Law Number 20 of 2001 on Amendments to Law Number 31 of 1999 on Eradication of Corruption Crimes, BMJ is committed to preventing corrupt practices in every line of the company's business. With high commitment, the Company can carry out business activities in a transparent and trusted manner. [\[GRI 3-3\]](#)

In order to prevent acts of corruption within the Company, BMJ is currently preparing risk management related to acts of corruption. In addition, BMJ has identified operations that are considered to have risks related to corruption. Based on the identification and assessment, there are several processes that have significant risk potentials, such as the procurement or purchasing process. [\[GRI 205-1\]](#)

As the realization of good corporate governance aspects, BMJ has an anti-corruption policy disseminated to all employees and business partners to be implemented in various instruments. The process of evaluating anti-corruption policies is carried out in the form of training attended by all company employees, as well as forums that are related and in line with anti-corruption topics, such as in the preparation and evaluation of CLA with unions, supplier review process when filling out vendor declaration letters, as well as in the submission of Business Ethics of BMJ. [\[GRI 205-2\]](#)

In line with the Company's efforts, in 2022 there were no cases or indications of acts of corruption occurring in the Company's operational activities. With zero cases, the Company can ensure legal compliance, maintain a good reputation, improve operational performance, and create a fair and sustainable business climate. [\[GRI 205-3\]](#)

## COMPLIANCE WITH LAWS AND REGULATIONS [\[GRI 2-27\]](#)

The Company is committed to being consistent in maintaining transparency, openness, and maintaining the integrity of all partners (stakeholders). The Company prioritizes legal compliance based on business ethics. In an effort to comply with laws and regulations, the Company will support all regulations if they are based on sufficient evidence, based on the results of careful research by not violating legal rights, the right to obtain livelihoods, and realizing the intended policy objectives, while recognizing the consequences that are not wanted. In 2022, the Company did not encounter any instances of non-compliance with laws and regulations that resulted in fines or other non-monetary sanctions. This accomplishment reflects BMJ's commitment to the implementation of good corporate governance.



## GRI STANDARD CONTENT INDEX

Statement of Use	PT Bukit Muria Jaya has reported the information cited in this GRI content index for the period 1 January until 31 December 2022 with reference to the GRI Standards.
GRI 1 Used	GRI 1: Foundation 2021

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## FEEDBACK SHEET

The Sustainability Report of PT Bukit Muria Jaya 2022 provides an overview of the Company's sustainability performance. We expect constructive feedback, input, and suggestions from the readers and the users through this form which can be sent via email or facsimile/post.

### Your Profile

Name : \_\_\_\_\_  
Institution/Company : \_\_\_\_\_  
Email : \_\_\_\_\_  
Phone/Mobile : \_\_\_\_\_

### Stakeholder Group

- Customers  Shareholders  Employees  
 Business partners  Mass media  Suppliers  
 Community organizations/NGOs  Government  Business organizations  
 Others: \_\_\_\_\_

### How would you rate the content of this report?

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| 1. This report is easy to understand                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. This report is useful  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. This report describes BMJ's performance in sustainable development | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. This report develop your trust toward the Company's sustainability | <input type="checkbox"/> | <input type="checkbox"/> |

### Please write the answer based on your opinion.

1. Which part of the information is the most useful and interesting to you?

\_\_\_\_\_  
\_\_\_\_\_

2. Which part of the information is less useful and needs to be improved?

\_\_\_\_\_  
\_\_\_\_\_

3. Is the data presented transparent, reliable, and balanced?

\_\_\_\_\_  
\_\_\_\_\_

4. Suggestions/recommendations/comments for future report improvement:


\_\_\_\_\_  
\_\_\_\_\_

### Please send this feedback sheet to:

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