



**PT HARTADINATA ABADI, Tbk**  
• JEWELLERY MANUFACTURER •

---

# **INTERNAL AUDIT CHARTER**

**No. 03/KOM/HRTA/PAI/VI/2022**

---

**Guide to the Main Tasks and Work Functions of the Audit Committee  
Compliant with Good Corporate Governance**

**PT HARTADINATA ABADI, Tbk**

**PT. HARTADINATA ABADI, Tbk.**

Jl. Kopo Sayati No. 165, Bandung 40228 INDONESIA • Tel. +6222-5405201 • Email [corsec@hartadinataabadi.co.id](mailto:corsec@hartadinataabadi.co.id)

[www.hartadinataabadi.co.id](http://www.hartadinataabadi.co.id)



**PT HARTADINATA ABADI, Tbk**  
• JEWELLERY MANUFACTURER •

**I. Basis for Internal Audit Establishment**

- A. Company's Articles of Association.
- B. Law of the Republic of Indonesia Number 40 of 2007 concerning Limited Liability Companies.
- C. Financial Services Authority Regulation Number 56/POJK.04/2015 dated December 23, 2015 concerning the Establishment and Guidelines for the Preparation of the Internal Audit Unit Charter.
- D. This Internal Audit Charter is a formal document that acknowledges the existence and commitment of the management of PT Hartadinata Abadi Tbk. ("the Company") to the Internal Audit function. This Charter is used as the basis for the existence and implementation of Internal Audit supervision duties and to be known by employees and other related parties, so that mutual understanding and good cooperation can be achieved in realizing the Company's vision and mission.

**II. Purpose of Internal Audit Establishment**

Internal audit was established with the aim of assisting the Board of Directors in carrying out supervisory duties and functions in the Company, providing an objective and independent assessment of the effectiveness of the internal control system and risk management, as well as compliance with the Company's governance process in every operation of the Company.

**III. Internal Audit Structure and Position**

- A. Internal Audit consists of 1 (one) person Internal Audit or more.
- B. Internal Audit is led by a Head of Internal Audit.
- C. In the event that Internal Audit only consists of 1 (one) Internal Audit person, then the Internal Audit also acts as Head of Internal Audit.
- D. The amount of Internal Audit is adjusted to the size and level of complexity of the Company's business activities.
- E. The Head of Internal Audit is appointed and dismissed by the President Director with the approval of the Board of Commissioners.
- F. The Head of Internal Audit reports to the President Director.

**IV. Internal Audit Requirements**

Internal Audit must meet the following requirements:

- A. Have integrity and professional, independent, honest, and objective behavior in carrying out their duties;
- B. Have knowledge and experience regarding technical auditing and other disciplines relevant to their field of duty;
- C. Have knowledge of laws and regulations in the Capital Market and other related laws and regulations;

**PT. HARTADINATA ABADI, Tbk.**

Jl. Kopo Sayati No. 165, Bandung 40228 INDONESIA • Tel. +6222-5405201 • Email [corsec@hartadinataabadi.co.id](mailto:corsec@hartadinataabadi.co.id)

[www.hartadinataabadi.co.id](http://www.hartadinataabadi.co.id)



**PT HARTADINATA ABADI, Tbk**  
• JEWELLERY MANUFACTURER •

- D. Have the ability to interact and communicate both orally and in writing effectively;
- E. Comply with professional standards issued by the Internal Audit association;
- F. Comply with the Internal Audit code of ethics;
- G. Maintain the confidentiality of the Company's information and/or data related to the implementation of duties and responsibilities of Internal Audit unless required under laws and regulations or court determinations or decisions;
- H. Understand the principles of good corporate governance and risk management; and
- I. Willing to improve their knowledge, expertise, and professional ability continuously.

**V. Duties and Responsibilities of Internal Audit**

Internal Audit has the following duties and responsibilities:

- A. Prepare and implement an annual Internal Audit plan;
- B. Test and evaluate the implementation of internal control and risk management system in accordance with company policy;
- C. Inspect and assess efficiency and effectiveness in finance, accounting, operations, human resources, marketing, information technology, and other activities;
- D. Provide suggestions for improvement and objective information about the inspected activities at all levels of management;
- E. Make an audit report and submit the report to the President Director and the Board of Directors;
- F. Monitor, analyze, and report on the implementation of follow-up improvements that have been suggested;
- G. Cooperate with the Audit Committee;
- H. Develop a program to evaluate the quality of internal audit activities carried out; and
- I. Perform special checks if necessary.

**VI. Internal Audit Authority**

Internal Audit has the authority to:

- A. Access all relevant information about the Company related to its duties and functions;
- B. Communicate directly and hold periodic and incidental meetings with the Board of Directors, Board of Commissioners, and / or Audit Committee; and
- C. Coordinating its activities with External Audit activities.

**PT. HARTADINATA ABADI, Tbk.**

Jl. Kopo Sayati No. 165, Bandung 40228 INDONESIA • Tel. +6222-5405201 • Email [corsec@hartadinataabadi.co.id](mailto:corsec@hartadinataabadi.co.id)

[www.hartadinataabadi.co.id](http://www.hartadinataabadi.co.id)



**PT HARTADINATA ABADI, Tbk**  
• JEWELLERY MANUFACTURER •

**VII. Internal Audit Code of Ethics**

Internal Audit must comply with the Internal Audit Code of Ethics which consists of the following principles:

**VIII. Integrity**

1. Carry out work by upholding honesty, prudence and responsibility.
2. Comply with all applicable laws and disclose information required under applicable laws and professional ethics.
3. Do not intentionally ask others to commit acts that are contrary to the law or take actions that may reduce trust in the Internal Audit profession or the good name of the Company.
4. Respect and contribute to the legitimate and ethical objectives of the Company.

**IX. Objectivity**

1. Will not engage in activities or relationships that may reduce independence. Such involvement includes any activity or relationship that may cause a conflict of interest within the Company.
2. Do not accept anything that may reduce professional judgment.
3. Disclose all known material facts that may cause deviations in the activities under review.

**X. Confidentiality**

1. Take care in the use and protection of information obtained during the performance of its duties.
2. Not to use information for personal gain in any way that is contrary to the law or detrimental to the Company.

**XI. Competence**

1. Carry out work in accordance with the knowledge, ability, and experience possessed.
2. Always improve the expertise, effectiveness, and quality of work.

**XII. Internal Audit Accountability**

Internal Audit will report the audit results after the audit assignment is completed to the President Director and the Board of Commissioners and / or the Audit Committee. Internal Audit can only submit audit results to the Company's internal parties with the approval of the President Director.

In the event that the Head of Internal Audit does not meet the requirements as an Internal Audit in Internal Audit and/or fails or is incompetent in carrying out his duties, the President Director may

**PT. HARTADINATA ABADI, Tbk.**

Jl. Kopo Sayati No. 165, Bandung 40228 INDONESIA • Tel. +6222-5405201 • Email [corsec@hartadinataabadi.co.id](mailto:corsec@hartadinataabadi.co.id)

[www.hartadinataabadi.co.id](http://www.hartadinataabadi.co.id)



**PT HARTADINATA ABADI, Tbk**  
• JEWELLERY MANUFACTURER •

dismiss the Head of Internal Audit after obtaining approval from the Board of Commissioners.

**XIII. Prohibitions**

Internal Audit is prohibited from concurrently holding duties and positions in the implementation of operational activities, both in the Company and its subsidiaries.

**XIV. Concluding**

1. This Internal Audit Charter is effective as of the date it is established.
2. This Internal Audit Charter can be reviewed periodically and updated if deemed necessary to be further refined while taking into account the applicable laws and regulations and approved by the Board of Directors and Board of Commissioners of the Company.

Approved and stipulated in : Bandung  
Date : June 24, 2022

**Board of Commissioners**

**Ferriyady Hartadinata**  
President Commissioner

**Fendy Wijaya**  
Commissioner

**Drs. Suprihadi Usman**  
Independent Commissioner

**PT. HARTADINATA ABADI, Tbk.**

Jl. Kopo Sayati No. 165, Bandung 40228 INDONESIA • Tel. +6222-5405201 • Email corsec@hartadinataabadi.co.id

[www.hartadinataabadi.co.id](http://www.hartadinataabadi.co.id)